



Windows 11 Update & Installation

MAY 7, 2025

Since support for Windows 10 ends later this year, you will need to update your **state-provided computer to Windows 11 by July 11.** Agencies must provide proof of the Windows 11 update for each state-provided computer to the MN Help Desk (see <u>Screen Capture for Proof of Windows 11</u> at the end of this document).

Some best practices before starting the Windows 11 update or installation:

- Save and close all other work on your computer.
- Complete this when you have enough time that the update/install won't be interrupted, and it doesn't interrupt your workday. The update/installation can take anywhere from 45-90 minutes.

NOTE! All state-provided machines shipped on or after April 14 from Gainwell Technologies will have Windows 11 installed prior to shipping.

Check for Updates

- 1. Type **update** in the Search field on the taskbar.
- 2. Click on Check for Updates.
- 3. The Windows Update screen opens. You may need to restart your computer to finish any pending updates (3).



Update or Install Windows 11?

If you can update your computer to Windows 11, you will see a banner on the Windows Update screen with a **Download and Install** button.

| ← Settings | | - 🗆 X |
|-----------------------|--|---|
| د Home | Windows Update | |
| Find a setting , | Windows 11, version 23H2 is ready—and it's free! | Looking for info about the latest updates? Learn more |
| C Windows Update | Get the latest version of Windows, with a new look, new features and enhanced security. | Related links |
| Delivery Optimisation | Download and install Stay on Windows 10 for now | Check Storage |
| Windows Security | | OS build and System info |

- If you **have** a Windows 11 banner, go to the <u>Windows 11 Update</u> section on the next page.
- If you **do NOT have** a Windows 11 banner, skip to the <u>Windows 11 Installation</u> section.

Windows 11 Update

1. Click the **Download and Install** button.



2. Click the Accept and Install button in the Software License Terms modal.

| ← Settings | | | - 🗆 X |
|--|--|----------|--|
| G Home | Windows Update | | |
| Find a setting | Software Licence Terms Last updated June 2021 MICROSOFT SOFTWARE LICENSE TERMS | | Looking for info about the latest updates? Learn more |
| Windows Update Delivery Optimisation | IF YOU LIVE IN (OR IF YOUR PRINCIPAL PLACE OF BUSINESS IS IN) THE UNITED STATES, PLEASE READ THE BINDING ARBITRATION CLAUSE AND CLASS ACTION WAIVER IN SECTION 11. IT AFFECTS HOW DISPUTES ARE RESOLVED. Thank you for choosing Microsoft! | | Related links Check Storage |
| Windows Security Files backup | Depending on how you obtained the Windows software, this is a license agreement between (i) you and the device manufacturer or software installer that distributes the software with your device; or (ii) you and Microsoft Corporation (or, based on where you live or, if a business, where your principal place of business is located, one of its affiliates) if you | need you | OS build and System info Help from the web |
| P Troubleshoot | acquired the software from a retailer. Microsoft is the device manufacturer for devices produced by Microsoft or one of its affiliates, and Microsoft is the retailer if you acquired the software directly from Microsoft. If you are a volume license customer, use of this software is subject to your volume license agreement rather than this agreement. | | Installing Windows 11 on eligible devices Troubleshooting Windows Update problems |
| Activation Find my device | This agreement describes your rights, obligations, and the conditions upon which you may use the Windows software. You should review the entire | 9981) | More about Windows 11 |
| For developers | To install this update, accept the licence terms. Close this window if you don't want to install the update now. | | Get help Give feedback |
| Windows Insider Programme | Accept and install Close | | |

NOTE! You may need to restart your computer if the download doesn't start immediately.

3. The system will download the update...

| Settings | | - 🗆 X |
|-------------------|--|-----------------------------------|
| යි Home | Windows Update | |
| Find a setting | Dupdates available Last checked: Today, 9:19 AM | Looking for info about the latest |
| Update & Security | Windows 11. version 23H2 | Learn more |
| C Windows Undate | Status: Downloading - 5% | |
| C windows opuate | View optional updates | Related links |

4. ...and automatically install Windows 11 once the download has finished.

| Settings | | | - | | × |
|-------------------|---|-----------------------|-----------|-------|---|
| යි Home | Windows Update | | | | |
| Find a setting | Updates available Last checked: Today, 9:19 AM | Looking for info abou | ut the la | itest | |
| Update & Security | Windows 11 version 2012 | updates: | | | |
| | Status: Installing - 23% | Learn more | | | |
| C Windows Update | View optional updates | Related links | | | |

5. You will need to restart your computer once the installation is complete. Click the **Restart Now** (8) button.

| Settings | | - 🗆 X |
|---|--|--|
| ம் Home | Windows Update | |
| Find a setting $ ho$ Update & Security | Restart required This update is ready to install! We need your help deciding when to restart so we can finish. | Looking for info about the latest updates? |
| C Windows Update | Windows 11, version 23H2 Status: Pending restart | Learn more |
| 💾 Delivery Optimisation | Restart now Schedule the restart | Related links Check Storage |

- 6. After you restart your computer, Windows 11 will be fully installed, and Windows 11 will be your computer's new operating system.
- 7. You must send proof that you've updated your computer to Windows 11 to the MN Help Desk. Please skip to the <u>Screen Capture for Proof of Windows 11</u> section.

Windows 11 Installation

Since you do **not** have the capability of updating to Windows 11 on your computer, you will need to use the **Windows 11 Installation Assistant** at:

https://www.microsoft.com/en-us/software-download/windows11

1. Once on this webpage, click the **Download Now** button.



- 2. Open your File Explorer [____] (found on the taskbar near the Start button).
- 3. Scroll to find, then click on, Downloads.
- 4. Right-click on the Windows11InstallationAssistance.exe.

| Windows11InstallationAssistant.exe | RIGHT-CLICK | 3/26/2025 12:07 PM | Application | 4,064 KB |
|------------------------------------|-------------|--------------------|-------------|----------|
| | | | | |

- 5. Select Run as administrator.
- 6. Click on **Download and install**.
- 7. Click the Accept and Install button.



8. Windows 11 will begin downloading. Let the installer run.



9. Once the assistant is done installing, you will need to restart your computer to complete the Windows 11 installation. Click the **Restart now** button.

| Windows 11 Installation Assistant | - |
|---|------------------------------|
| Your PC needs to restart to install Windows 11 | |
| Please save your work, plug in your PC, and leave it turned on. If you choose Restart later, we'll automatica using your PC. | ally restart when you're not |
| Restarting in: | |
| 28:53 | |
| | |
| | |
| | |
| | |
| Restart later | Restart now |
| Microsoft | |

- 10. After you restart your computer, Windows 11 will be fully installed, and Windows 11 will be your computer's new operating system.
- 11. You must send proof to the MN Help Desk that you installed Windows 11 on your computer. Please see the next section: <u>Screen Capture for Proof of Windows 11</u>.

Screen Capture for Proof of Windows 11

Once Windows 11 has been installed on your computer, you must send proof of the update to the MN Help Desk by taking a screenshot of the About screen and emailing it to the Help Desk at <u>mnhelpdesk@gainwelltechnologies.com</u>. Please send proof by July 11.

- Type **about** into the Search field on the taskbar on the Windows 11-updated computer.
- Select About Your PC. The System > About screen opens.
- Type **snip** into the Search field on the taskbar.
- Select **Snipping Tool**.
- Click the **New** button to begin the snip.

| ← Settings | | | | | | | | | - 0 | » × |
|---------------------------|---------------|-------------|----------|-------------|-----------------|---|---|----------------|-----|-----|
| tempuser Local Account | Snipping Tool | | | | - | | × | | | |
| Find a setting | a + New | | Ģ× | ~ Ø | | | | Rename this PC | | |
| System | ĸ | | | | | | | Сору ^ | | |
| Bluetooth & devices | | | | | | | | | | |
| Network & internet | Dre | oss Windows | logo kov | + Shift + S | to start a snin | | | | | |
| / Personalization | rie | | logo key | + Jiiit + J | | | | | | |
| 📑 Apps | | | | | | | | | | |
| Accounts | | | | | | | | | | |
| 3 Time & language | | | | | | | | | | |
| Gaming | | | | _ | | _ | _ | | | |

 Click the left top corner and drag your mouse to the bottom right corner to capture the About screen.

| Local Account | System > About | |
|---|--|----------------|
| Find a setting Q | JSHIMK63 Latitude 5500 | Rename this PC |
| System | Device specifications | Сору |
| Bluetooth & devices Network & internet Personalization Apps Accounts Time & language Gaming | Device name JSHIMK63 Processor Intel(R) Core(TM) 15-8365U CPU @ 1.60GHz 1.90 GHz Installed RAM 160 GB (15.8 GB usable) Device ID 4FA58D10-0246-4152-8661-88F7002BA3DE Product ID 00329-10330-00000-AA512 System type 64-bit operating system, x64-based processor Pen and touch No pen or touch input is available for this display. | |
| Accessibility | Windows specifications | Сору |
| Privacy & security Windows Update | Edition Windows 11 Enterprise Version 23H2 Installed on 12/15/2023 OS build 22631.4602 Experience Windows Feature Experience Pack 1000.22700.1055.0 Microsoft Services Agreement Version | |

 The Snipping Tool edit screen automatically opens. Click the Save as icon and save so that the screenshot can be emailed later or click the See more icon (three horizontal dots) and select Share, then click the Outlook option.

WINDOWS 11 UPDATE & INSTALLATION

Minnesota Department of Health - WIC Program, 625 Robert St N, PO BOX 64975, ST PAUL MN 55164-0975; 1-800-657-3942, <u>health.wic@state.mn.us</u>, <u>www.health.state.mn.us</u>; to obtain this information in a different format, call: 1-800-657-3942.

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