

# Norton AntiVirus™ User's Guide

Norton  
**AntiVirus**™ 2001

# Norton AntiVirus™ User's Guide

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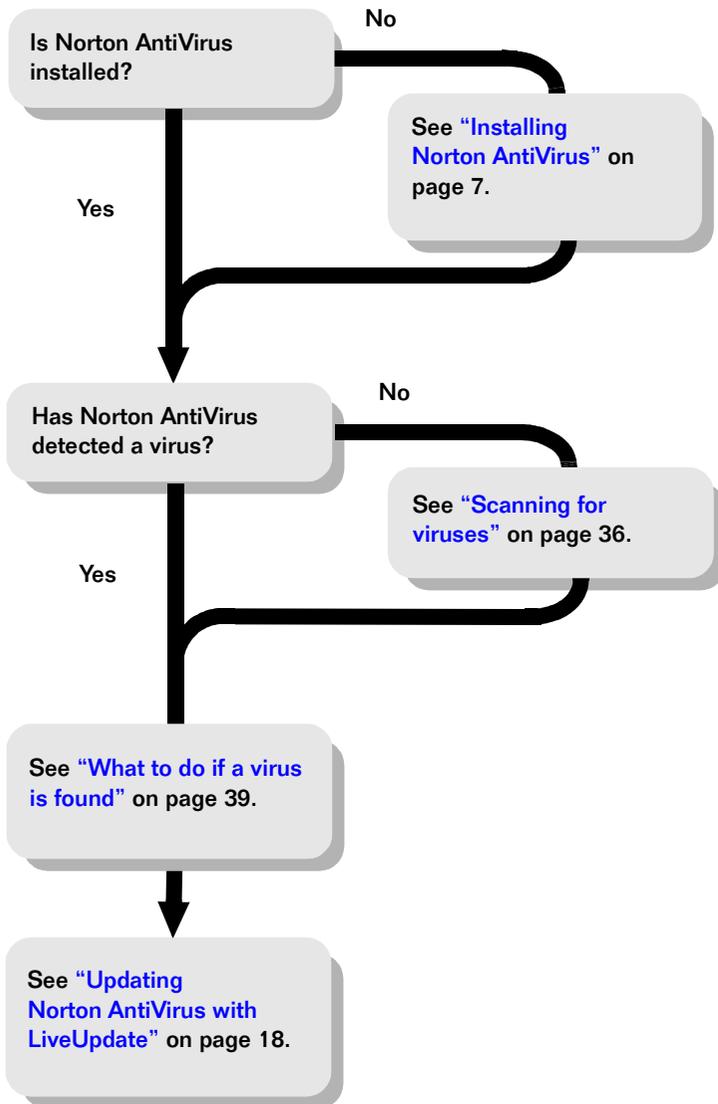
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# Help! I've got a virus.



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# Installing Norton AntiVirus

Welcome to Norton AntiVirus, the number one antivirus software in the world.

## Installing Norton AntiVirus

Before installing Norton AntiVirus, take a moment to review the system requirements listed in this section. Windows 95, Windows 98, and Windows Me users should have some blank floppy disks available to make Rescue Disks (or a Zip™ disk and a floppy disk to make a Norton Zip Rescue™ disk set).

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**Note:** You do not need to uninstall previous versions of Norton AntiVirus from your system before running Setup, but you should remove any other antivirus software.

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### System requirements

To use Norton AntiVirus, your computer must meet the following minimum requirements.

#### Windows 95 OSR2 and Windows 98

- Intel 80486DX/66 processor
- 32 MB of memory
- 50 MB of hard disk space
- CD-ROM disk

### Windows Me

- Intel Pentium 150MHz processor
- 32 MB memory
- 50 MB of hard disk space
- CD-ROM disk

### Windows NT 4.0 Workstation

- Service Pack 4
- Intel Pentium processor
- 16 MB of memory (32 MB recommended)
- 50 MB of hard disk space
- CD-ROM disk

### Windows 2000 Professional

- Intel Pentium 133MHz processor
- 64 MB of memory
- 50 MB of hard disk space
- CD-ROM disk

While not required, an Iomega Zip drive is a definite advantage when making a Rescue Disk set.

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**Note:** Norton AntiVirus does not support Iomega Zip or Jaz drives with a USB interface because there are no DOS drivers available.

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## Email programs

Norton AntiVirus automatically configures the following email clients for email protection:

- Microsoft Outlook Express 4.0/5.x
- Microsoft Outlook 97/98/2000
- Netscape Messenger 4.x
- Eudora Light 3.0
- Eudora Pro 4.0
- Pegasus Mail 3.0

- Becky! Internet Mail 1.26
- Al-Mail 1.11

Norton AntiVirus can protect other POP3 clients, but you must manually configure the client for protection. See Help for more information.

## Emergency procedures

When you install Norton AntiVirus, it scans for viruses in memory. If it finds an active virus, use Emergency Disks to remove the virus before you finish installing.

Make Emergency Disks from the Norton AntiVirus CD to help you recover from the emergency. You will need several formatted 1.44 MB disks.

You can use the CD that contains Norton AntiVirus as an Emergency Disk if your computer can start up from the CD-ROM drive. See [“Using the CD as an Emergency Disk”](#) on page 10.

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**Warning:** Perform the following procedure on a different computer from the one with the problem. Executing these steps might cause additional problems.

---

### To make Emergency Disks:

- 1 Insert the Norton AntiVirus CD into the CD-ROM drive.
- 2 Click Browse the CD.
- 3 Double-click the Support folder.
- 4 Double-click the Edisk folder.
- 5 Double-click Ned.exe.
- 6 Follow the on-screen instructions.

### To use the Emergency Disks:

- 1 If your computer is running, click the Start button, select Shut Down, and then select the Shut Down option. When Windows has shut down, switch off your computer using the power switch.
- 2 Insert Emergency Disk 1 in your floppy drive, and then switch on your computer.

- 3 Follow the on-screen instructions.

The Emergency program takes several minutes to load, and then it automatically scans your computer and removes viruses.

If you cannot start up from drive A, see [“I cannot start up from my A: drive”](#) on page 49.

### Using the CD as an Emergency Disk

You can use the Norton AntiVirus CD as an Emergency Disk if your computer can start up from the CD-ROM drive. Wherever the instructions say to insert Emergency Disk 1 and restart your computer, follow these steps instead.

#### To use the CD as an Emergency Disk:

- 1 Insert the Norton AntiVirus CD into your CD-ROM drive.
- 2 Restart your computer.

You may need to change your computer's BIOS Setup options to start up from the CD-ROM drive. Refer to your computer manual to see how to change the startup device.

When you are running from the CD, you can skip instructions to insert other Emergency Disks. All the information for all the Emergency Disks is on the CD.

## Installation procedure

#### To install:

- 1 Start Windows (if it is not already running).
- 2 Close all Windows programs to prevent conflicts.
- 3 Insert the Norton AntiVirus CD in the CD-ROM drive. An opening screen appears.
- 4 Click Install Norton AntiVirus and follow the on-screen instructions.

The preselected options in Setup are the correct choices for most people. You should accept the preset choices unless you have a very unusual need.

**If the opening screen does not appear:**

- 1 Double-click the My Computer icon.
- 2 Double-click the icon for your CD-ROM drive.
- 3 Double-click CDSTART.EXE.
- 4 Click Install Norton AntiVirus and follow the on-screen instructions.

The last step of installation is for you to create Rescue Disks. Rescue Disks are an important part of your protection. For example, they let you safely restart your computer if it is halted due to a virus in memory. See [“Creating Rescue Disks”](#) on page 19.

While this user’s guide contains helpful information, there is additional information in online help that is not covered here. There is also a wealth of information at <http://service.symantec.com>.

## Keeping your system protected

Norton AntiVirus gives you the tools you need to keep your system protected.

### Automatic LiveUpdate

Automatic LiveUpdate checks for new virus definitions when you are connected to the Internet. It can update your virus protection without interrupting your work.

### LiveUpdate

The LiveUpdate button at the top of the main screen updates your virus protection and Norton AntiVirus programs. See [“Updating Norton AntiVirus with LiveUpdate”](#) on page 18.

Norton AntiVirus relies on up-to-date information to detect and eliminate viruses. One of the most common reasons you may have a virus problem is that you have not updated your virus protection since you purchased the product. You should update your virus protection at least once a week.

## Rescue Disks

Rescue Disks contain critical information your computer needs to start and run properly. This information changes as you change the configuration of your computer, so it is important to keep your Rescue Disk set up-to-date. You should update your Rescue Disks at least once a month, plus any time you update your virus protection, install new software, or make changes to your hardware. See [“Creating Rescue Disks”](#) on page 19.

## Uninstalling Norton AntiVirus

You can easily remove Norton AntiVirus from your computer.

### **To remove Norton AntiVirus from your computer:**

- 1 Click the Start button, and then select Settings > Control Panel.
- 2 Double-click Add/Remove Programs.
- 3 In the list of installed programs, select Norton AntiVirus. Click Add/Remove.
- 4 Follow the on-screen instructions.

You might also want to uninstall LiveUpdate and LiveReg if you have no other Symantec products installed.

# Introducing Norton AntiVirus

Norton AntiVirus automatically protects against all viruses and Trojan horses, plus it protects you against malicious ActiveX and Java applets. It quarantines infected files before they damage your system and provides help with suspected infections directly from Symantec researchers. Norton AntiVirus automatically updates virus definitions with LiveUpdate.

## What's new in Norton AntiVirus 2001?

Automatic LiveUpdate checks for new virus definitions when you are connected to the Internet. It can update your virus protection without interrupting your work.

SmartScan improves file scanning performance and reduces system impact from constant background monitoring for viruses. SmartScan determines what files contain executable code, and then it scans only those files for viruses and other malicious code.

SmartScan represents a significant security enhancement for users who scan program files and documents only. SmartScan looks into every file to determine if there is executable code and it ensures that no files that might contain viruses escape the scanning engine.

Comprehensive email scanning protection provides added support for clients with Secure Password Authentication such as MSN. Norton AntiVirus scans email automatically as it is received from the server and detects viruses lurking in email attachments before you even save or launch the attachment, eliminating the risk of unknowingly forwarding viruses to third parties.

A new email status window lists what email accounts you have and whether email protection is enabled for those accounts. It makes it easy to configure email antivirus protection.

The bootable CD provides antivirus protection that lets you easily recover from virus emergencies.

## Norton AntiVirus

Norton AntiVirus protects you from harmful code that might try to infiltrate your computer. You are safe from infection whether you are receiving email attachments, downloading files from the Internet or from a network, or inserting a floppy disk into your computer.

### Protection from harmful code

Norton AntiVirus protects you from malicious code, including viruses, Trojan horses, ActiveX controls, and Java applets so you're safe when you use your computer and when you're on the Internet.

### Detection of viruses in compressed files

Norton AntiVirus checks for viruses and other malicious code inside of compressed files, such as Zip files. It can even find and fix problems inside a compressed file that is contained within another compressed file. Protection is not limited to just Zip files; Norton AntiVirus finds problems inside many kinds of compressed files.

### Email scanning

Norton AntiVirus checks email attachments as you receive them. If a virus is found, Norton AntiVirus will repair it for you.

### Quarantine

When Norton AntiVirus finds a file it can't repair, it safely isolates the file in a Quarantine area. This lets you update your virus protection so that you can fix the problem completely.

## Updating with LiveUpdate

LiveUpdate retrieves “micro definitions” that contain just the information you need to update your virus protection. New virus definitions are posted on the Symantec website weekly, so you can update your virus protection every week or allow Norton AntiVirus automatic LiveUpdate to manage updating for you.

## Rescue Disk

Rescue Disks keep you prepared to deal with virus emergencies that can occur without warning. Rescue Disk records a duplicate set of system startup files and disk partition information, and stores rescue items plus a virus scanner on an Iomega Zip disk, across multiple floppy disks, or on a network drive.

A Norton Zip Rescue Disk set consists of one Zip disk and one bootable floppy disk. With this disk set, you can start Windows and use Norton AntiVirus tools to fix virus-related problems.

A basic Rescue Disk set consists of one bootable floppy disk and several additional disks. With this kind of Rescue Disk set, you can start your computer in DOS mode and use Norton AntiVirus to fix virus-related problems.

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**Note:** Rescue Disk is not needed, and therefore not installed, with Windows NT and Windows 2000.

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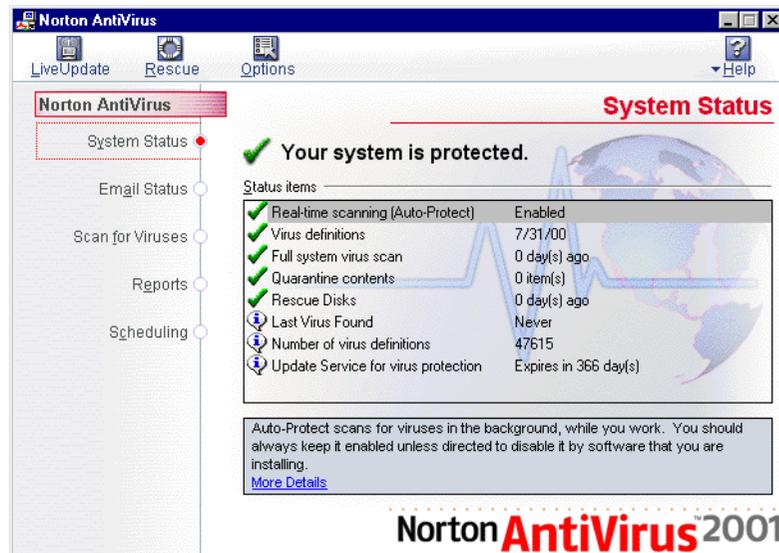
# Norton AntiVirus basics

This chapter provides you with the basics of using Norton AntiVirus.

## Navigating Norton AntiVirus

To start Norton AntiVirus:

- 1 On the Windows taskbar, click Start > Programs > Norton AntiVirus > Norton AntiVirus 2001.



The Norton AntiVirus main screen is the starting point for all your activities.

- 2 From here you can do the following:
  - Click an option on the left to see a description of what it provides on the right.
  - Click one of the buttons at the top for features that apply to more than one area of the program.

Additional Symantec products might appear if you have them installed.

## Setting options

There are many options you can set in Norton AntiVirus. For example, you can choose to scan all files, instead of scanning program files and documents only.

### To set options:

- 1 Click the Options button at the top of the Norton AntiVirus main window.
- 2 Choose the feature for which you want to set options.

## Updating Norton AntiVirus with LiveUpdate

Click the LiveUpdate button to update Norton AntiVirus programs and virus protection. LiveUpdate connects to Symantec to see if updates are available for Norton AntiVirus and also checks for updates to your virus protection. LiveUpdate requires an Internet connection.

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**Note:** Symantec does not charge for updates to Norton AntiVirus programs, however there is a charge for updating your virus protection after your free subscription expires.

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**Note:** Your normal Internet access fees apply.

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**To update Norton AntiVirus using LiveUpdate:**

- 1 Click the LiveUpdate button at the top of the Norton AntiVirus main window.
- 2 The LiveUpdate window appears. Follow the on-screen instructions.

---

**Tip:** If you connect to the Internet through AOL, CompuServe, or Prodigy Internet, first connect to the Internet, and then run LiveUpdate.

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## Creating Rescue Disks

Rescue Disks contain critical information your computer needs to start and run properly. This information changes as you change the configuration of your computer, so it is important to keep your Rescue Disks up-to-date.

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**Note:** If you use Windows NT or Windows 2000 you won't have the option to make Rescue Disks. Windows NT and Windows 2000 provide built-in protection against the problems that require Rescue Disks, so they are not necessary.

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If you have an Iomega Zip drive, Rescue Disk can use it to make Rescue Disks that let you start Windows even when your computer will not start up normally after a system crash. This lets you make emergency repairs.

You can also make Rescue Disks using your standard floppy drive and several floppy disks. This floppy-based set lets you start up to the DOS operating system only, and access DOS-based utilities. Both kinds of Rescue Disks provide you with an easy-to-use interface for recovering from a system crash.

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**Caution:** Never use Rescue Disks made on another computer. Rescue Disks contain information specific to the computer on which they were made.

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**Tip:** The more recent your Rescue Disks, the better your chances of a full recovery. Update your Rescue Disks whenever you update your virus protection, install new software, or make changes to your hardware.

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## Creating Norton Zip Rescue Disks

A Norton Zip Rescue Disk set consists of two disks:

- Bootable floppy disk
- Zip disk

You need both of these disks to successfully restore your system after a crash. The floppy disk contains the DOS system files necessary to start up your computer. The Zip disk contains the Windows operating system, as well as the startup files, configuration information, and Norton AntiVirus programs necessary to restore your computer.

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**Note:** Some computer manufacturers replace the standard floppy disk drive with a Zip drive. In this case, your Rescue Disk set will not include a bootable floppy disk. Rescue Disk creates a bootable Zip disk that contains all required Rescue Disk information.

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**Tip:** Rescue disks contain system settings and rescue files. They do not back up your data. Be sure to make adequate backups of all your data.

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### To create a Norton Zip Rescue Disk set:

- 1 Click the Rescue button at the top of the Norton AntiVirus main window.
- 2 Insert a Zip disk in your Zip drive and a floppy disk in your A: drive.

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**Note:** Do not use disks that contain data that you want to save. Rescue Disk overwrites all information on the disks.

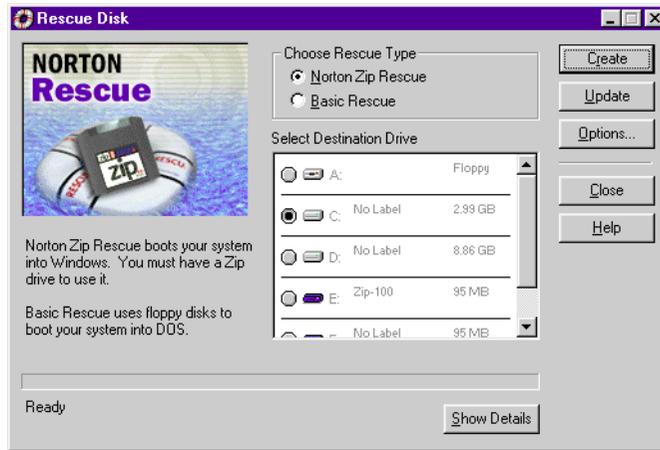
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**Tip:** You can also use an Iomega Jaz drive when making this kind of Rescue Disk.

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- 3 Select Norton Zip Rescue in the Choose Rescue Type group box.




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**Caution:** If you have multiple Zip drives installed on one computer, make sure to always use the same Zip drive when creating, updating, and using your Norton Zip Rescue Disks.

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- 4 Click Create.  
Rescue Disk formats both the floppy and Zip disks and copies your computer's essential startup information to the disks.
- 5 Click Restart to test your newly created Rescue Disks.
- 6 If the Rescue Disk window appears on the screen, the Rescue Disk works properly. If the Rescue Disk window does not appear, the Rescue Disk does not work properly.

---

**Caution:** Do not continue with the rescue process when you are testing Rescue Disks. "Repairing" a system that is functioning properly can cause problems.

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If your Rescue Disk does not work, see ["My Rescue Disk does not work"](#) on page 47.

- 7 Remove the disk from the A: drive and slide open the plastic tab on the back of the disk to write-protect it. This prevents you from accidentally changing the data stored on the disks.
- 8 Shut down Windows if it is running. Turn the power off and on again to restart your computer.

## Creating basic Rescue Disks

Basic Rescue Disks give protection that is indispensable in protecting your computer from disasters. Basic Rescue Disks let you start up your computer to DOS after a system crash and use the DOS-based utilities to fix many problems.

You save your Rescue Disk set to a series of 1.44 MB floppies or a hard drive to which you have access.

### To create basic Rescue Disks:

- 1 Click the Rescue button at the top of the Norton AntiVirus main window.
- 2 Select Basic Rescue in the Choose Rescue Type group box.
- 3 Select the drive you want Rescue Disk to use to create the Rescue Disk set. To create a floppy-based disk set select your A: drive.

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**Caution:** If you select a network drive, a second physical hard disk, or some other large capacity disk drive, your Rescue Disk set is placed in a folder on the selected disk. Make sure to make a bootable floppy or Zip disk and keep it in a safe location. This disk should contain the network drivers or other files necessary to start your computer and access the drive on which you placed your Rescue Disk set. Do not create your Rescue Disk set on your C: drive.

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- 4 Insert a floppy disk into your A: drive.
- 5 Click Create.  
Rescue Disk formats the disk and copies your computer's essential startup information to the disk.
- 6 Insert additional disks as required. Label the disks as you insert them.
- 7 Click Restart to test your newly created Rescue Disks.
- 8 If the Rescue Disk screen appears on the screen, the Rescue Disk works properly. If the Rescue Disk screen does not appear, the Rescue Disk does not work properly.

---

**Caution:** Do not continue with the rescue process when you are testing Rescue Disks. "Repairing" a system that is functioning properly can cause problems.

---

If your Rescue Disk does not work, see ["My Rescue Disk does not work"](#) on page 47.

- 9 Remove the disk from the A: drive and slide open the plastic tab on the back of the disk to write-protect it. This prevents you from accidentally changing the data stored on the disks.
- 10 Shut down Windows if it is running. Turn the power off and on again to restart your computer.

## Updating Rescue Disks

Because your Rescue Disks contain information about your computer that can change, it is vital that you keep your Rescue Disks current.

You can update your Rescue Disks as often as you like. Rescue Disk lets you quickly and easily update Zip and basic Rescue Disks without having to recreate them.

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**Caution:** The update feature can track one set of each type of Rescue Disk. If for some reason you choose to keep more than one basic Rescue Disk set or more than one Norton Zip Rescue Disk set, do not use this feature.

---

### To update your Rescue Disks:

- 1 Click the Rescue button at the top of the Norton AntiVirus main window.
- 2 Select the type of Rescue Disk set you are updating in the Choose Rescue Type group box.
- 3 Specify the location of your Rescue Disks:
  - For Norton Zip Rescue Disks, insert the Zip disk into your Zip drive and the floppy disk into your floppy drive.
  - For basic Rescue Disks, select the drive in the Select Destination Drive list box. If you are updating floppy-based Rescue Disks, slide closed the plastic tab on the back of the disk and insert the first disk of the set into your A: drive.

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**Caution:** If you have multiple Zip drives installed on one computer, make sure to always use the same Zip drive when creating, updating, and using your Norton Zip Rescue Disks.

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- 4 Click Update.  
Rescue Disk updates your computer's essential startup information on the disks.

- 5 Click Restart to test the newly updated Rescue Disks.
- 6 If the Rescue Disk screen appears on the screen, the Rescue Disk works properly. If the Rescue Disk screen does not appear, the Rescue Disk does not work properly.

---

**Caution:** Do not continue with the rescue process when you are testing Rescue Disks. “Repairing” a system that is functioning properly can cause problems.

---

If your Rescue Disk does not work, see [“My Rescue Disk does not work”](#) on page 47.

- 7 Remove the disk from the A: drive and slide open the plastic tab on the back of the disk to write-protect it. This prevents you from accidentally changing the data stored on the disks.
- 8 Shut down Windows if it is running. Turn the power off and on again to restart your computer.

## Using help to learn more about Norton AntiVirus

Norton AntiVirus provides extensive online help. This help system gives you detailed instructions about how to use all of Norton AntiVirus.

Norton AntiVirus includes three kinds of help:

- Help with program dialog boxes
- How To help
- What’s This? help

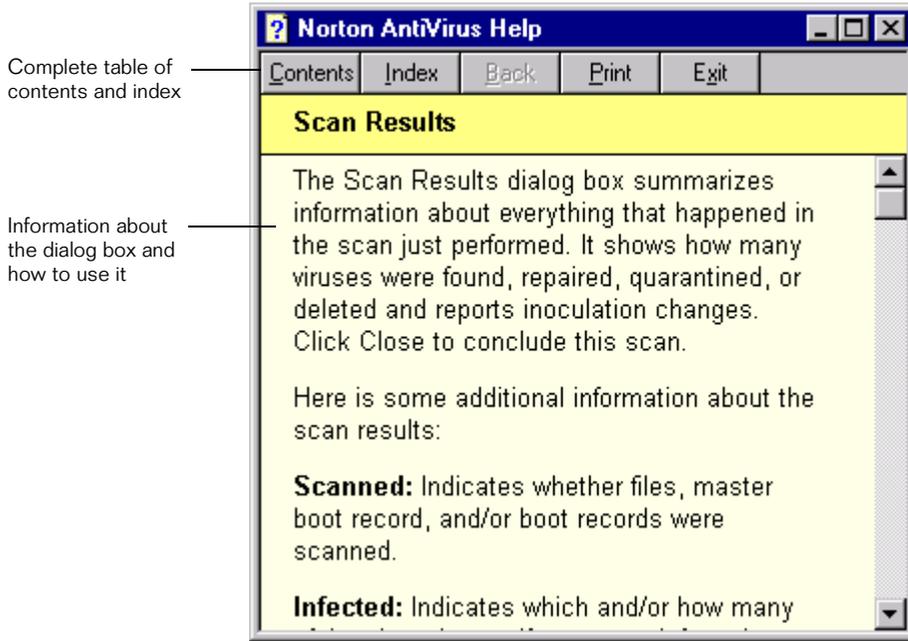
### Help with program dialog boxes

The Help dialog box provides information about the area of the program you are using. This kind of help is context-sensitive, meaning that it displays help for the specific dialog box that you are currently using.

**To get help with a dialog box:**

- Click the Help button located in the dialog box.

A help topic pertaining to the current dialog box appears.



**How To help**

How To help explains step-by-step procedures you are likely to perform using Norton AntiVirus. You can access these topics through the Contents or Index tabs. Open the Contents and Index by clicking the Help Topics, Contents, or Index button at the top of any help topic.

**What's This? help**

What's This? help provides a quick definition of an individual component of a window or dialog box.

**To access What's This? help:**

- Right-click anywhere you need help in a window or dialog box and choose What's This?

## Getting help from the Help menu

Help is always available from the Norton AntiVirus main window.

### To access the Help menu:

- Click Help at the top of the main Norton AntiVirus window.



# Responding to Norton AntiVirus alerts

When Norton AntiVirus detects a problem with your system it displays a message on your screen. These messages, called alerts, take several forms. These alerts may appear when you are running other programs and Norton AntiVirus detects a problem. This chapter shows examples of the various types of alerts that you may see, and tells you what actions you should take to respond to them.

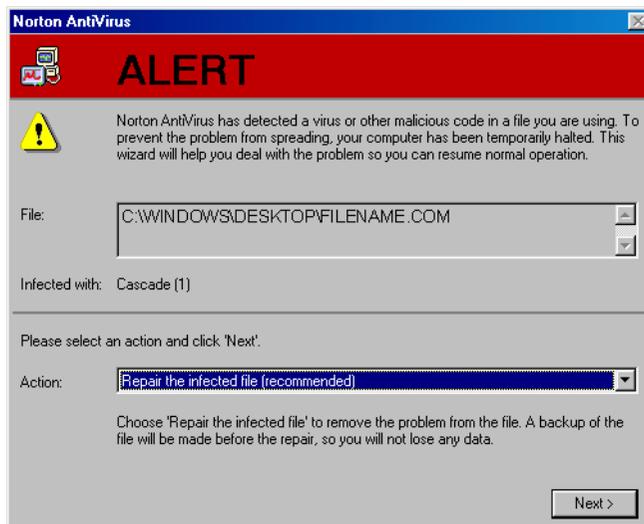
## Norton AntiVirus alerts

Norton AntiVirus displays different alerts, depending on when it finds a virus or notices virus-like activity.

### Virus Alerts

These messages appear when Norton AntiVirus detects viruses, Trojan horses, and other types of malicious code.

If you see this type of alert:



- Click Next. The wizard will help you fix the problem.

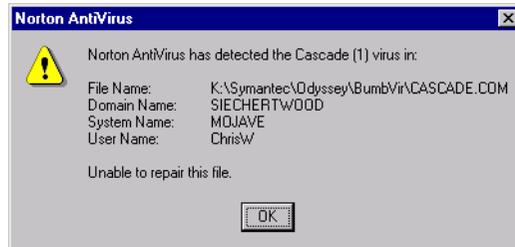
If you see this type of alert:



- 1 Look for words that identify the type of problem. Read the whole message.
- 2 Press Enter to choose the action that is preselected for you.

For more information, find the type of problem in “[Types of virus alerts](#)” on page 40. For example, if the message says VIRUS IN MEMORY, look for “VIRUS IN MEMORY.”

If you see an alert like this:



- 1 Click OK (possibly several times).
- 2 Scan your disk to eliminate the virus. See [“Scanning for viruses”](#) on page 36.



# Preventing viruses with Norton AntiVirus

## Understanding and avoiding viruses

A computer virus is a computer program written by an ill-intentioned programmer. Your computer can catch a virus from disks, a local network, or the Internet. Just as a cold virus attaches itself to a human host, a computer virus attaches itself to a program. And just like a cold, it is contagious.

### What viruses do:

- Take control of your computer without your knowledge.
- Cause your computer to behave strangely, for example, beep or display annoying messages.
- Hide in macros that infect and spread throughout Word and Excel documents. (These are called macro viruses.)
- Cause serious destruction to your files. Viruses can damage data, delete files, and can even completely erase your hard drive.
- Remain inactive until a predetermined trigger date (for example, Friday the 13th) to wreak havoc.

### What viruses do not do:

- Infect or damage hardware, such as keyboards or monitors. You may experience strange behaviors (such as characters appearing upside down) but your disks are not physically damaged, just what is stored on them.

## Understanding Trojan Horses

A Trojan Horse, while not technically a virus, has the potential to cause the same kinds of problems that viruses do. Many Trojan Horses are designed to steal your login ID and password and then email them to someone else who can make use of the account at your expense. Other Trojan Horses display obscene messages or delete the contents of your hard drive.

You typically get Trojan Horses by downloading a program that seems safe or promises something like free online time. Once it is downloaded and executed, the malicious code begins to work. The difference between Trojan Horses and viruses is that Trojan Horses do not replicate or spread on their own. They can only be transmitted intentionally via email or disk, or downloaded directly onto a PC. This means that, unlike a virus, you are typically only affected once by a specific Trojan Horse.

## Understanding worms

Like viruses, worms replicate themselves. However, instead of spreading from file to file they spread from computer to computer, infecting an entire system.

Worms copy themselves from one computer to another over a network (using e-mail, for example). Because worms don't require human interaction to replicate, they can spread much more rapidly than computer viruses.

## What Norton AntiVirus does automatically

Norton AntiVirus safeguards your computer from virus infection, no matter what the source. You are protected from viruses that spread from hard drives and floppy disks, those that travel across networks, and even those that are downloaded from the Internet. Norton AntiVirus protects your computer in the following ways:

- Eliminates viruses and repairs files.
- Makes sure your computer is safe from viruses at startup.
- Checks for viruses every time you use programs on your computer, floppy disks, and document files that you receive or create.
- Checks for viruses in email attachments each time you receive email from the Internet.

- Monitors your computer for any unusual activities that may indicate an active virus.
- Runs a scheduled scan automatically once per week to confirm that your hard drives are virus-free. Even files within compressed files are scanned.
- Provides complete protection from Internet-borne viruses. No separate programs or Norton AntiVirus options changes are necessary. Auto-Protect scans program and document files automatically as they are downloaded.
- When Automatic LiveUpdate is enabled, Norton AntiVirus checks for, and installs, updated virus protection when you are connected to the Internet.

## What you have to do

New viruses are being written all the time so you have to regularly update your virus protection. If you do not, you are not protected against viruses that have been released into the computer world since you bought the product.

- Keep your virus protection up-to-date. Automatic LiveUpdate does this for you automatically. Or, you can update your protection at any time with LiveUpdate. To update virus protection, see [“Updating Norton AntiVirus with LiveUpdate”](#) on page 18.
- Update your Rescue Disks each time you update your virus protection or make changes to your computer’s hardware or operating system (for example, when you add a disk drive). To update Rescue Disks, see [“Updating Rescue Disks”](#) on page 23.

## Tips for avoiding viruses

To avoid computer viruses, follow these rules:

- Get in the habit of looking for the Norton AntiVirus Auto-Protect icon in the taskbar on your Windows desktop. Be sure Norton AntiVirus Auto-Protect is enabled at all times. You can also start Norton AntiVirus and check that Real-time scanning (Auto-Protect) is enabled.
- Regularly update your virus protection from Symantec to keep up with the new viruses that have been released since you installed Norton AntiVirus.

- Be cautious about unexpected email and email with attachments that might contain a virus.
- Buy legal copies of all software you use and make write-protected backup copies.
- Scan all files on disks you receive from other people. To scan disks, see [“Scanning for viruses”](#) on page 36.

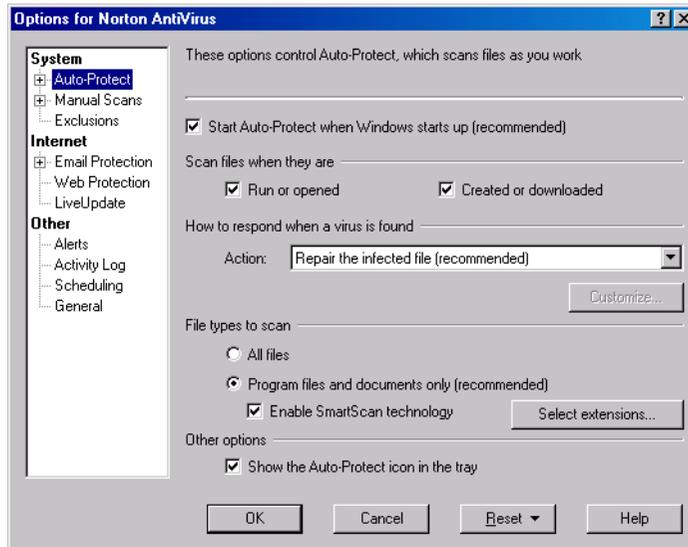
## Maintaining full-time protection with Auto-Protect

Norton AntiVirus is preset to provide you with complete protection against viruses. It is unlikely you need to change any settings. However, you can ensure that Auto-Protect is working by following these steps.

### To ensure that Auto-Protect is enabled:

- 1 Start Norton AntiVirus.
- 2 Check that it says that Real-time scanning (Auto-Protect) is enabled. If it is disabled, double-click the Real-time scanning (Auto-Protect) line and click Yes.
- 3 Click the Options button at the top of the Norton AntiVirus main window.
- 4 Click Auto-Protect in the list on the left.
- 5 Be sure that Start Auto-Protect When Windows Starts Up is checked.

**Tip:** For maximum protection, your Auto-Protect options should be set as shown below.



## Temporarily disabling Auto-Protect

Every time you start your computer, Norton AntiVirus Auto-Protect lets you know it is working. The Auto-Protect icon in the lower-right corner of the taskbar on your Windows desktop reminds you that you are fully protected against virus infection.

You are sometimes told to disable your antivirus software when you are installing new programs. In this case, disable Auto-Protect temporarily and then turn it back on again.

### To turn off Norton AntiVirus Auto-Protect temporarily:

- Right-click the Norton AntiVirus Auto-Protect icon on the taskbar in the lower-right corner of your Windows desktop, and then click Disable Auto-Protect.

**To turn on Norton AntiVirus Auto-Protect:**

- Right-click the Norton AntiVirus Auto-Protect icon on the taskbar in the lower-right corner of your Windows desktop, and then click Enable Auto-Protect.

## Scanning for viruses

You should scan all floppy disks for viruses before you use them.

**To scan drives for viruses:**

- 1 Start Norton AntiVirus.
- 2 In the Norton AntiVirus main window, click Scan For Viruses.
- 3 Select the item you want to scan from the list.  
If what you want to scan is not in the list, click Add Scan to start the Scan Wizard, which will help you build a custom scan.
- 4 Click Run Scan Now.

To quickly scan a drive, folder, or file, right-click an item in My Computer or Windows Explorer and choose Scan With Norton AntiVirus.

## Protecting your email

Norton AntiVirus scans your email by intercepting it before it reaches your email program. It does this by modifying the user name and server name in your email client program. The server name is changed to Pop3.norton.antivirus, and the user name is changed to a combination of your user name and email server name. See help for details about these settings, as well as how to configure a POP3 email client that Norton AntiVirus does not recognize.

When Norton AntiVirus is scanning incoming email, the email scanning icon appears in the notification area of the Windows taskbar.

When you are downloading a large attachment, your email program might display a warning because it is not receiving information fast enough. This is because Norton AntiVirus must check the entire attachment before passing it on to the email client. If you see this kind of a message, you should enable Protect Against Timeouts When Scanning Email.

**To ensure that timeout protection is enabled:**

- 1** Start Norton AntiVirus.
- 2** At the top of the Norton AntiVirus main window, click the Options button.
- 3** In the list on the left, expand Email Protection.
- 4** Click Advanced.
- 5** Make sure Protect Against Timeouts When Scanning Email is checked.



# Norton AntiVirus emergency procedures

## What to do if a virus is found

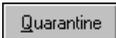
When you see one of the Norton AntiVirus alerts shown in [“Responding to Norton AntiVirus alerts”](#) on page 27, you can use the information in this chapter to help you respond appropriately.

### Quick guide to alert actions

Most virus alerts can be handled directly from the alert that appears on your screen. The recommended action is always pre-selected.

If a Norton AntiVirus alert appears on your screen, and you are not sure what option to select, use this table to decide what to do. If you need more information, see [“Types of virus alerts”](#) on page 40 for step-by-step instructions.

In some situations, your mouse will not work when an alert appears. In these cases, press the first letter of your selection (for example, press **R** for Repair) or press Enter to accept the recommended selection.

Actions	When and why you use them
	Eliminates the virus and repairs the infected item. When a virus is found, Repair is always the best choice.
	Isolates the virus-infected file, but does not remove the virus. Select Quarantine if you suspect the infection is caused by an unknown virus and you want to submit the virus to the Symantec AntiVirus Research Center for analysis.

Actions	When and why you use them
	Erases both the virus and the infected file. The virus and file are gone forever. Select Delete if Repair is not successful. Replace a deleted file from the original program disks or backup copy. If the virus is detected again, your backup copy or original disk is infected.
	Stops the current operation to prevent you from using an infected file. Stop does not solve the problem. You will be alerted again the next time you do the same thing.
	Continues the current operation. Select Continue only if you are sure a virus is not at work. You will be alerted again. If you are not sure what to do, select Stop.
	If you select Exclude and a virus is at work, the virus will not be detected. Exclude should be used only by system administrators for system tuning.

---

## Types of virus alerts

### VIRUS FOUND

When Norton AntiVirus finds a virus has infected a file on your computer, it produces a warning similar to this:

VIRUS FOUND: The BADVIRUS virus was found in C:\MYFILE.

#### To get rid of a virus infection:

- Press R for Repair.

Your file is restored to exactly the way it was before the virus infected it. That is all you need to do. If the repair was successful, the virus is gone and your computer is safe.

If Norton AntiVirus cannot repair the infection, see [“What to do if Norton AntiVirus cannot repair”](#) on page 42.

### VIRUS IN MEMORY

Norton AntiVirus stops your computer when it finds a virus in memory. While you do not normally turn off a computer without first exiting Windows, in this case it is necessary because your computer is halted. You cannot do anything else.

A virus in memory is active, dangerous, and will quickly spread to many other files.

A memory virus warning says similar to this:

VIRUS IN MEMORY. The BADVIRUS virus was found in memory.

The computer is halted. Restart from your write-protected Rescue Disk, and then scan your drive again.

**To get rid of a virus in memory:**

- 1 Turn off your computer using the power switch.
- 2 Insert your Rescue Boot Disk into the A: drive.
- 3 After waiting a few seconds, turn the computer on.

If you do not have Rescue Disks, see [“The alert tells me to use my Rescue Disks, but I did not create them”](#) on page 48.

- 4 Follow the on-screen directions.

If you cannot start up from the A: drive, see [“I cannot start up from my A: drive”](#) on page 49.

## VIRUS-LIKE ACTIVITY

A virus-like activity alert does not necessarily mean that your computer has a virus. It is simply a warning. It is up to you to decide whether the operation is valid in the context in which it occurred.

The alert looks similar to this:

VIRUS-LIKE ACTIVITY: The NEWGAME is attempting to write to IO.SYS.

**To resolve a virus-like activity alert:**

Do one of the following:

- Press **C** for Continue if the message describes a valid activity for the application you are running.

For example, if you are updating an application and the alert warns you of an attempt to write to a file, the activity is valid.

- Press **S** for Stop if the detected activity is not related to what you are trying to do.

For example, if you are playing a game and the alert warns you of an attempt to write to the boot records of your hard drive, the activity is invalid.

## What to do if Norton AntiVirus cannot repair

One of the most common reasons Norton AntiVirus cannot repair a file is that you do not have the most up-to-date virus protection. Use LiveUpdate to obtain the latest virus protection.

Do one of the following:

- Update your virus protection and scan again. For details, see “[Updating Norton AntiVirus with LiveUpdate](#)” on page 18.
- Read the information on your screen carefully to identify the type of item that cannot be repaired, and then match it to one of the types below:
  - Infected files are those with filename extensions such as .EXE, .DOC, .DOT, or .XLS. Files with any name can be infected.
  - Hard disk master boot record, boot record, or system files (such as IO.SYS or MSDOS.SYS) and floppy disk boot record and system files are replaced using the Rescue Disks or, sometimes, your operating system (Windows or DOS) disks.

### Infected files

If infected files cannot be repaired, you need to either quarantine or delete them from your computer. If you leave an infected file on your computer, the virus infection can spread.

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**Note:** Some infections can be removed by special removal tools that are on the Norton AntiVirus CD in the Support\NAVTools\Repair folder. These tools are also available on the Symantec Web site. Go to <http://www.symantec.com/avcenter/> and see if there is a removal tool available for your problem.

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### If Norton AntiVirus cannot repair a file:

Do one of the following:

- Select Quarantine (recommended).

After the file is quarantined, you can update your virus definitions and scan again or submit the file to SARC for analysis.

- Select Delete.

Replace the deleted document file with a backup copy or reinstall a deleted program from the original program disks. Make sure to scan the backup disks before you use them.

If the virus is detected again after you replace or reinstall the file, your backup copy or original program disks are probably infected. You can try contacting the manufacturer for a replacement.

## Hard disk master boot record or boot record

Hard disk master boot record, boot record, and system files (such as IO.SYS or MSDOS.SYS) are replaced using the Rescue Disks or, sometimes, your operating system (Windows or DOS) disks.

If Norton AntiVirus cannot repair your hard drive or master boot record, you can use your up-to-date Rescue Disks to restore it. For details, see [“Using Rescue Disks in virus emergencies”](#) on page 43.

If your Rescue Disks are not up-to-date, contact Symantec Technical Support. See [“Service and support solutions”](#) on page 53.

## System file

If Norton AntiVirus cannot repair a system file (for example, IO.SYS or MSDOS.SYS) you cannot delete it. You must reinstall Windows.

Restart your computer from an uninfected, write-protected floppy disk and reinstall Windows. You can use your Rescue Boot Disk or the Windows Startup Disk that you created when you installed Windows to start up.

# Using Rescue Disks in virus emergencies

Sometimes a virus infection prevents your computer from starting normally. Some viruses can only be removed if the computer is started from a clean disk, not the infected hard drive. Often, a Norton AntiVirus alert will tell you when to use your Rescue Disks.

You first need to determine whether your Rescue Disks are current. This means that you have created or updated your Rescue Disks since you last did any of the following:

- Added, modified, or removed internal hardware

- Added, modified, or removed hard drive partitions (with software such as Partition-It or Partition Magic)
- Upgraded your operating system (to Windows 98, for example)

---

**Caution:** If the critical information stored on the Rescue Boot Disk is outdated, it could cause problems when you attempt to restore your computer. It is unlikely you would be able to fix these problems on your own. However, if you have current Rescue Disks, the following procedure is safe to attempt.

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**Note:** It's OK if you have updated your virus protection since you last updated your Rescue Disks. They may not be able to recognize every new virus, but they will not harm your system simply because the virus protection is out-of-date.

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**Tip:** If your Rescue Disks are not current (see the Caution above) you can still use them to remove viruses from your computer. When the Rescue Disk screen starts from the Rescue Boot disks, use only the Norton AntiVirus task.

---

### To use your Rescue Disks:

- 1 If your computer is running, choose Shut Down from the Windows Start menu, and then switch off your computer using the power switch.
- 2 Place your write-protected Rescue Boot Disk in the A: drive.

---

**Note:** Slide open the plastic tab on the back of the disk to write-protect it. This prevents a virus from accidentally changing the data stored on the disks.

---

- 3 After waiting a few seconds, turn your computer on.
- 4 Follow the on-screen directions.

---

**Tip:** If your Rescue Disks are not current (see the Caution above) you can still use them to remove viruses from your computer. When Norton Rescue starts from the Rescue Boot disks, use only the Norton AntiVirus task.

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You are prompted when it is time to insert other Rescue Disks.

- 5 When the process is complete, remove the Rescue Disk from the A: drive and restart your computer.

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**Note:** Virus emergencies are handled by the first two tasks in Norton Rescue: Rescue Recovery and Norton AntiVirus. You should not need any additional tasks listed in Norton Rescue to solve virus emergencies.

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## Submitting files to SARC

Even though you performed a virus scan using the latest virus definitions, and Norton AntiVirus did not detect a virus, you suspect that your computer has a virus. Place the suspect file in Quarantine. This ensures that the virus doesn't spread. Then, use Scan and Deliver to submit the file to the Symantec AntiVirus Research Center (SARC).

Follow these steps to submit a sample of the suspected virus to the SARC for testing.

---

**Note:** If the file is compressed, for example, a .zip file, you will have to uncompress it before you submit it. Scan and Deliver cannot submit compressed files.

---

### To place a file in Quarantine:

- 1 Start Norton AntiVirus.
- 2 In the Norton AntiVirus main window, click Reports.
- 3 Double-click View and manage the items in Quarantine.
- 4 In Norton AntiVirus Quarantine, click Add Item.
- 5 In the Add to Quarantine dialog box, browse to and select the file that you want to place in Quarantine.
- 6 Click Add.

When the file is placed in Quarantine, it is encrypted, and is no longer a threat to the computer.

**To submit a quarantined file to SARC using Scan and Deliver:**

- 1 Select the file that you want to submit in the right pane of the Quarantine window.
- 2 Click Submit Item.
- 3 Follow the on-screen instructions.

# Troubleshooting

The information in this chapter will help you solve the most frequent problems that you may experience. If you can't find the solution to your problem here, there is a wealth of information on the Symantec Web site. You can find a troubleshooter, updates, patches, online tutorials, knowledge base articles and virus removal tools. Go to <http://service.symantec.com>.

## **My Rescue Disk does not work**

Due to the number of product-specific technologies used by manufacturers to configure and initialize hard drives, we cannot always create a bootable Rescue Disk automatically. If your Rescue Boot Disk does not work properly, do one of the following:

- If you have a special startup disk for your computer, add it to your Rescue Disk set. In an emergency, start up from that disk (first slide open the plastic tab on the back of the disk to make sure it is write-protected). Remove the disk and insert your Rescue Boot Disk. At the DOS prompt, type `A:RSHELL`, press Enter, and then follow the on-screen instructions.
- Use the Disk Manager or similarly named program that came with your computer to make your Rescue Boot Disk bootable. Make sure to test your modified Rescue Boot Disk.
- If you are having trouble with a Norton Zip Rescue Disk set, check the `TROUBLE.TXT` file on the Rescue Boot Disk. At the DOS prompt, type `A:VIEW < TROUBLE.TXT` and then press Enter.

Sometimes, your Rescue Boot Disk does not work properly because you have more than one operating system installed, such as Windows NT and Windows 95. To modify the disk, do the following:

- Start up from your hard drive, insert your Rescue Boot Disk into the A: drive, and, from a DOS prompt, type `SYS A:` and press Enter. This transfers the operating system to the Rescue Boot Disk. Be sure to retest your Rescue Disks.

---

**Tip:** See [“Creating Rescue Disks”](#) on page 19.

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### **The alert tells me to use my Rescue Disks, but I did not create them**

With your Norton AntiVirus CD you can create Emergency Disks. Although they are not as powerful as the Rescue Disks you create, you can use the Emergency Disks to recover from most common emergencies. See [“To make Emergency Disks:”](#) on page 9.

You can use the CD that contains Norton AntiVirus as an Emergency Disk if your computer can start up from the CD-ROM drive. See [“Using the CD as an Emergency Disk”](#) on page 10.

Once you have created the Emergency Disks, use them to solve the problem.

#### **To use Emergency Disks:**

- 1 Turn off your computer using the power switch.
- 2 Insert the Emergency Boot Disk in your A: drive.
- 3 Turn on your computer.

Your computer will start up from the Emergency Disk.

- 4 Press Enter to start the Emergency program.

The Emergency program takes several minutes to load, and then automatically scans your computer and removes viruses.

---

## I cannot start up from my A: drive

There are three likely reasons for this:

- If your computer does not check your A: drive first on startup, you need to change settings, usually using your computer's Setup program.

---

**Caution:** Be careful when making changes using your computer's Setup program. If you have never used it before, you may want to refer to your computer manufacturer's documentation.

---

Complete these steps to change the settings:

- a Restart your computer.

A message like this appears telling you the key or keys to press to run SETUP:

Press <DEL> if you want to run SETUP.

- b Press the key or keys to launch the Setup program.

- c Set the Boot Sequence to A: C:.

Setup programs vary from one manufacturer to the next. If you cannot find the Boot Sequence option, use the Setup program's help system, refer to the documentation that came with your system, or contact your system's manufacturer.

- d Save the changes, and then exit the Setup program.

- You need to use a special Boot Disk rather than the Rescue Boot Disk. In this case, use the boot disk or startup disk that came with your computer.
- Your computer is set up with more than one operating system, such as Windows NT and Windows 95. For more information, see [“My Rescue Disk does not work”](#) on page 47.

## Norton AntiVirus Auto-Protect does not load when I start my computer

If the Norton AntiVirus Auto-Protect icon does not appear in the lower-right corner of the taskbar on your Windows desktop, Auto-Protect is not loaded. There are two likely reasons this is happening:

- You started Windows in safe mode. Windows restarts in safe mode if the previous shutdown did not complete successfully. For example, you may have turned off the power without choosing Shut Down from the Windows Start menu.

Choose Shut Down from the Windows Start menu, select the Restart option, and then click OK.

- Norton AntiVirus is not configured to start Auto-Protect automatically.
  - a Click the Options button at the top of the Norton AntiVirus main window.
  - b Click Auto-Protect in the list on the left.
  - c Be sure that Start Auto-Protect When Windows Starts Up is checked.

### **I have scanned and removed a virus, but it keeps infecting my files**

There are several reasons a virus may continue to infect files:

- The virus might be in a program file with an unusual extension that Norton AntiVirus is not set to look for. Do this:
  - a Click the Options button at the top of the Norton AntiVirus main window.
  - b Click Manual Scans in the list on the left.
  - c Select the All Files option in the What To Scan group.
  - d Expand Manual Scans.
  - e Click Bloodhound.
  - f Set the Heuristics Sensitivity Level to Highest Level Of Protection.
  - g Click OK to save your settings and close the Options dialog box.
  - h Scan all disks that you use and repair all infected files.
- The source of the infection is a floppy disk. Scan all the floppy disks you use to ensure they are free of viruses.
- The virus may remain in memory after you remove it from the boot record. It then reinfects your boot record. Use your Rescue Disks to remove the virus. See [“Using Rescue Disks in virus emergencies”](#) on page 43.

### **Norton AntiVirus cannot repair my infected files**

The most common reason that Norton AntiVirus cannot repair your infected files is that you do not have the most current virus protection on your computer. You should update your virus protection regularly to protect your computer from the latest viruses.

- 
- Click the LiveUpdate button at the top of the main window to update your virus protection.

If after using LiveUpdate the virus still can not be repaired, the file may be corrupted, or contain a new virus. There are two additional options:

- Quarantine the file and submit to SARC. See [“Submitting files to SARC”](#) on page 45.
- If a non-infected copy of the file exists, delete the infected file and replace it with the non-infected file.

### **Some Norton AntiVirus features are password-protected, and I do not know the password**

Uninstall Norton AntiVirus, and then reinstall it. This will remove the password.

### **I get an error when testing basic Rescue Disks**

If you get the message “Non-system disk, replace disk and press any key” when testing your Rescue Disks, Rescue may not have prepared the floppy boot files correctly.

#### **To repair this without having to reformat the disk and create a new Rescue Disk set:**

- 1 Remove the Rescue Disk and restart your computer.
- 2 Insert the Rescue Disk into the floppy drive.
- 3 On the Windows taskbar, click Start > Run.
- 4 In the Run dialog box, type:  
SYS A:
- 5 Click OK.

### I can't receive email

If you experience trouble downloading email when Norton AntiVirus email protection is enabled, try the following:

- Temporarily disable email protection. This might allow the problem email to be download so that you can once again enable email protection. You are protected by Auto-Protect while email protection is disabled. See [“To temporarily disable email protection:”](#) on page 52.

- Be sure that POPProxy is running. POPProxy is the Norton AntiVirus email scanner, and it should start when you start Windows.

To resolve this, make sure that “POPProxy” starts with Windows. To determine if POPProxy is running, press Ctrl+Alt+Del to display the Windows Task List. Look for a program called POPProxy.

If you do not see POPProxy listed, add a shortcut from the \Program Files\Norton AntiVirus\POPProxy.exe file to your computer's Startup folder. For more information about how to create Shortcuts and about your computer's Startup folder, please refer to Windows Help.

- If you continue to experience problems downloading email, disable email protection. See [“To disable email protection:”](#) on page 52.
- Manually reconfigure your email client. If disabling email protection does not solve your problem, you might have to manually reconfigure your email client. In your email client program, change the user name and POP3 server name to the values provided by your ISP. See help for more information.

#### To temporarily disable email protection:

- 1 At the top of the Norton AntiVirus main window, click Options.
- 2 Click Internet > Email Protection in the list on the left.
- 3 Clear the check mark next to the email client.
- 4 Download your email.
- 5 Reenable email protection.

#### To disable email protection:

- 1 At the top of the Norton AntiVirus main window, click Options.
- 2 Click Internet > Email Protection in the list on the left.
- 3 Clear the check mark next to the email client.

## Service and support solutions

Service and support information is available from the Help system of your Symantec product. Click the Service and Support topic in the Help index.

### Technical support

Symantec offers several technical support options:

- StandardCare support  
Connect to the Symantec Service & Support Web site at <http://service.symantec.com>, then select your product and version. This gives you access to product knowledge bases, interactive troubleshooter, Frequently Asked Questions (FAQs), and more.
- PriorityCare, GoldCare, and PlatinumCare support  
Fee-based telephone support services are available to all registered customers. For complete information, please call our automated fax retrieval service at (800) 554-4403 and request document 933000.  
For telephone support information, connect to <http://service.symantec.com>, select your product and version, and click Contact Customer Support.
- Automated fax retrieval  
Use your fax machine to receive general product information, fact sheets, and product upgrade order forms by calling (800) 554-4403. For technical application notes, call (541) 984-2490.

## Support for old and discontinued versions

When a new version of this software is released, registered users will receive upgrade information in the mail. Telephone support will be provided for the old version for six months after the release of the new version. Technical information may still be available through the Service & Support Web site (<http://service.symantec.com>).

When Symantec announces that a product will no longer be marketed or sold, telephone support will be discontinued 60 days later. Support will be available for discontinued products from the Service & Support Web site only.

## Customer service

Visit Symantec Customer Service online at <http://www.symantec.com/techsupp/news/custserv.html> for assistance with non-technical questions and for information on how to do the following:

- Subscribe to the Symantec Support Solution of your choice.
- Obtain product literature or trialware.
- Locate resellers and consultants in your area.
- Replace missing or defective CD-ROMS, disks, manuals, and so on.
- Update your product registration with address or name changes.
- Get order, return, or rebate status information.
- Access customer service FAQs.
- Post a question to a Customer Service representative.

For upgrade orders, visit the online upgrade center at: <http://www.symantec.com/upgrades/> or call the Customer Service Order Desk at (800) 568-9501.

## Worldwide service and support

Technical support and customer service solutions vary by country. For information on Symantec and International Partner locations outside of the United States, please contact one of the service and support offices listed below, or connect to <http://www.symantec.com>, select the country you want information about, and click Go!

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## Service and support offices

### North America

Symantec Corporation  
175 W. Broadway  
Eugene, OR 97401

<http://www.symantec.com/>  
(Fax: (541) 984-8020)

Automated Fax Retrieval

(800) 554-4403  
(541) 984-2490

### Argentina, Chile, and Uruguay

Symantec Region Sur  
Cerrito 1054 - Piso 9  
1010 Buenos Aires  
Argentina

<http://www.symantec.com/region/mx>  
+54 (11) 4315-0889  
Fax: +54 (11) 4314-3434

### Asia/Pacific Rim

Symantec Australia Pty. Ltd.  
408 Victoria Road  
Gladesville, NSW 2111  
Australia

[http://www.symantec.com/region/reg\\_ap/](http://www.symantec.com/region/reg_ap/)  
+61 (2) 9850 1000  
Fax: +61 (2) 9817 4550

### Brazil

Symantec Brazil  
Av. Juruca, 302 - cj 11  
São Paulo - SP  
04080 011  
Brazil

<http://www.symantec.com/region/br/>  
+55 (11) 531-7577  
Fax: +55 (11) 5530 8869

### Columbia, Venezuela, the Caribbean, and Latin America

Symantec América Latina  
2501 Colorado, Suite 300  
Santa Monica, CA 90404

<http://www.symantec.com/region/mx/>  
+1 (541) 334-6050 (U.S.A.)  
Fax: (541) 984-8020 (U.S.A.)

### Europe, Middle East, and Africa

Symantec Customer Service Center      [http://www.symantec.com/region/reg\\_eu/](http://www.symantec.com/region/reg_eu/)  
P.O. Box 5689      +353 (1) 811 8032  
Dublin 15      Fax: +353 (1) 811 8033  
Ireland

Automated Fax Retrieval      +31 (71) 408-3782

### Mexico

Symantec Mexico      <http://www.symantec.com/region/mx>  
Periferico Sur No. 3642, Piso 14      +52 (5) 661-6120; +1 (800) 711-8443  
Col. Jardines del Pedregal      Fax: +52 (5) 661-8819  
09100 Mexico, D.F.

## Virus protection subscription policy

If your Symantec product includes virus protection, you might be entitled to receive free virus protection updates via LiveUpdate. The length of the free subscription could vary by Symantec product.

When you near the end of your virus protection subscription, you will be prompted to subscribe when you start LiveUpdate. Simply follow the instructions on the screen. After your free subscription ends, you must renew your subscription before you can update your virus protection. Renewal subscriptions are available for a nominal charge.

### To order a subscription, do one of the following:

- Visit our Web site at: <http://www.shop.symantec.com>.
- Outside the United States, contact your local Symantec office or representative.

Every effort has been made to ensure the accuracy of this information. However, the information contained herein is subject to change without notice. Symantec Corporation reserves the right for such change without prior notice.

May 2000

# Norton AntiVirus™

## CD Replacement Form

**CD REPLACEMENT:** After your 60-Day Limited Warranty, if your CD becomes unusable, fill out and return 1) this form, 2) your damaged CD, and 3) your payment (see pricing below, add sales tax if applicable), to the address below to receive replacement CD. *DURING THE 60-DAY LIMITED WARRANTY PERIOD, THIS SERVICE IS FREE.* You must be a registered customer in order to receive CD replacements.

### FOR CD REPLACEMENT

Please send me:  CD Replacement

Name \_\_\_\_\_

Company Name \_\_\_\_\_

Street Address (No P.O. Boxes, Please) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Country\* \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Software Purchase Date \_\_\_\_\_

\*This offer limited to U.S., Canada, and Mexico. Outside North America, contact your local Symantec office or distributor.

Briefly describe the problem: \_\_\_\_\_

CD Replacement Price      \$ 10.00  
Sales Tax (See Table)      \_\_\_\_\_  
Shipping & Handling      \$ 9.95  
TOTAL DUE      \_\_\_\_\_

**SALES TAX TABLE:** AZ (5%), CA (7.25%), CO (3%), CT (6%), DC (5.75%), FL (6%), GA (4%), IA (5%), IL (6.25%), IN (5%), KS (4.9%), LA (4%), MA (5%), MD (5%), ME (6%), MI (6%), MN (6.5%), MO (4.225%), NC (6%), NJ (6%), NY (4%), OH (5%), OK (4.5%), PA (6%), SC (5%), TN (6%), TX (6.25%), VA (4.5%), WA (6.5%), WI (5%). Please add local sales tax (as well as state sales tax) in AZ, CA, FL, GA, MO, NY, OH, OK, SC, TN, TX, WA, WI.

### FORM OF PAYMENT \*\* (CHECK ONE):

Check (Payable to Symantec) Amount Enclosed \$ \_\_\_\_\_  Visa  Mastercard  American Express

Credit Card Number \_\_\_\_\_ Expires \_\_\_\_\_

Name on Card (please print) \_\_\_\_\_ Signature \_\_\_\_\_

**\*\*U.S. Dollars. Payment must be made in U.S. dollars drawn on a U.S. bank.**

### MAIL YOUR CD REPLACEMENT ORDER TO:

Symantec Corporation  
Attention: Order Processing  
175 West Broadway  
Eugene, OR 97401-3003 (800) 441-7234

**Please allow 2-3 weeks for delivery within the U.S.**

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# Potential Virus Submission Procedure

**Note:** Only use this form if you can't use Scan and Deliver. Scan and Deliver sends quarantined virus samples to the Symantec AntiVirus Research Center via the Internet. See "To submit a quarantined file to SARC" in online help.

If you suspect your system has been infected by an unknown virus, complete the requested information on this form. Then follow the procedure on the back of the form to create a "virus sample" floppy disk. Send the form and the floppy disk to Symantec at the address below. The Symantec AntiVirus Research Center will analyze your disk and inform you of the results. This is a free service provided to Norton AntiVirus customers as part of Symantec's commitment to virus-free computing.

Symantec AntiVirus Research Center  
2500 Broadway, Suite 200  
Santa Monica, CA 90404

Do *not* write "Contains Live Virus" on the envelope or disk mailer (this upsets the post office). All disks become property of Symantec and will be destroyed.

Please provide the following information:

## Operating System:

- DOS (ver. \_\_\_\_\_ )
- Windows 95/98
- Windows NT/Windows 2000
- Windows 3.x

## Have you loaded the most recent virus definitions?

- Yes (date of VIRSCAN.INF file \_\_\_\_\_ )
- No (date of VIRSCAN.INF file \_\_\_\_\_ )

## Has any other scanner identified a virus?

- Yes (name and version of scanner \_\_\_\_\_ virus reported \_\_\_\_\_ )
- No

## Describe the observed virus behavior with as much detail as possible (include infected products, versions, and component information):

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---



---

Your Name \_\_\_\_\_

Company Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Country \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Fax \_\_\_\_\_ Email Address \_\_\_\_\_

# Creating a Virus Sample Floppy Disk

If Norton AntiVirus reports that a file is infected with an unknown virus, or if you suspect that a program or document is infected, you can send it to the Symantec AntiVirus Research Center (SARC) for analysis.

**Note:** You can Quarantine a suspicious file and send it to SARC via the Internet for analysis using Scan and Deliver. For more information, see “To submit a quarantined file to SARC” in online help.

Have you updated your virus definitions file to the most recent version? See “Keeping virus protection current” in this guide for directions to receive the most recent virus definitions file. Then scan again. If you still think you have an unknown virus infection, use the following procedure to create a “virus sample” floppy disk. The Symantec AntiVirus Research Center (SARC) will examine the disk and contact you with the results. This is a free service provided to Norton AntiVirus users.

## To create a virus sample floppy disk:

- 1 Start the potentially infected system from its own hard drive.  
Windows 95/98: Press function key F8 before Windows starts and choose “Safe mode command prompt only” from the on-screen menu.
- 2 Format a floppy disk with the potentially infected operating system.  
From the DOS prompt, type `FORMAT A: /S` and press Enter.
- 3 Do one of the following:
  - Windows 3.1/DOS: Copy `MODE.COM`, `MEM.EXE`, `KEYB.COM`, and `XCOPY.EXE` from your `C:\DOS` folder to the floppy disk.
  - Windows 95/98: Copy `MODE.COM`, `MEM.EXE`, `KEYB.COM`, and `XCOPY.EXE` from your `C:\WINDOWS\COMMAND` folder to the floppy disk.
  - Windows NT: Copy `COMMAND.COM`, `CMD.EXE`, `MODE.COM`, `MEM.EXE`, and `MORE.EXE` from `\Winnt\system32` to the floppy disk.
- 4 Type `A:` and press Enter to change to the A: drive.
- 5 Type `PATH;` and press Enter (don't forget the semicolon) to remove the path from the environment temporarily.
- 6 Run the programs (ignore any screen messages). The engineers will be able to determine if they become infected. For example,
  - Type `A:MODE` and press Enter.
  - Type `A:MEM` and press Enter.
  - Type `A:XCOPY` and press Enter.
- 7 Program viruses: Copy any files that you suspect are infected to the floppy disk in the A: drive.  
Word macro viruses: Copy any documents that you suspect are infected, along with `NORMAL.DOT` from the `TEMPLATE` directory, to the floppy disk in the A: drive.  
Excel macro viruses: Copy any worksheets that you suspect are infected, along with any files in the `XLSTART` directory, to the floppy disk in the A: drive.
- 8 Label the floppy disk with your name, address, telephone number, and the date of its creation. Write “Potential Virus” on the disk label.
- 9 Complete and send the form on the previous page with the floppy disk to Symantec.

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