

Quick Heal Total Security Multi-Device

User Guide

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About This Document

The following table lists the conventions that we followed to prepare this manual.

Convention	Meaning	
Bold Font	Anything highlighted in bold indicates that it may be a menu title, window title, check box, drop-down menu, dialog, button names, hyperlinks, and so on.	
i _r	This is a symbol used for a note. Note supplements important points or highlights information related to the topic being discussed.	
<u> </u>	This is a symbol used for a tip. Tip helps users to apply the techniques and procedures to achieve a task in an easier way.	
A	This is a symbol used for warning or caution. This is an advice either to avoid loss of data or damage to hardware.	
<step 1=""> <step 2=""></step></step>	The instruction mentioned in the numbered list indicates actions that you need to perform.	
Product Name	We have used the product name Quick Heal Total Security in most of the places to refer to Quick Heal Total Security Multi-Device.	
Device	We have used the term 'device' or 'computing device' in this manual. By 'device' or 'computing device', we mean computing devices such as computer, laptop, or smartphone.	

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1. Getting started

To install Quick Heal Total Security, ensure that you comply with the following requirements.

Prerequisites

System requirements

Prerequisites

Before installing Quick Heal Total Security on your computer, follow these guidelines:

- Remove any other antivirus software program from your computer if you have any. If multiple antivirus software products are installed on a single computer, it may result in system malfunction.
- Close all open applications, browsers, programs, and documents for uninterrupted installation.
- Ensure that you have administrative rights for installing Quick Heal Total Security.

System requirements

To use Quick Heal Total Security, you must ensure the following requirements.

General requirements

- 1.9 GB disk space.
- Internet Explorer 6 or later.
- Internet connection to receive updates.
- Minimum screen resolution 1024 * 768.

System requirements

The following table describes system requirements for various operating systems.

Operating Systems (OS)	Minimum System Requirements
Windows 10	Processor: 1 gigahertz (GHz) or faster RAM: 1 gigabyte (GB) for 32-bit or 2 GB for 64-bit
Windows 8.1 / Windows 8	Processor: 1 GHz or faster RAM: 1 GB for 32-bit or 2 GB for 64-bit
Windows 7	Processor: 1 GHz or faster RAM: 1 GB for 32-bit or 2 GB for 64-bit

Windows Vista	Processor: 1 GHz or faster RAM: 1 GB
Windows XP (32-bit) (Service Pack 3)	Processor: 300 Megahertz (MHz) Pentium or faster RAM: 512 MB

i Note:

- The requirements are applicable to all flavors of the operating systems.
- The requirements are applicable to the 32-bit and 64-bit operating systems unless specifically mentioned.
- System requirements may change from time to time. It is advisable that you check for the latest system requirements at www.quickheal.com.

Supported POP3 email clients

Quick Heal Total Security supports the following email clients.

- Microsoft Outlook Express 5.5 and later
- Microsoft Outlook 2000 and later
- Netscape Messenger 4 and later
- Eudora
- Mozilla Thunderbird
- IncrediMail
- Windows Mail

i Note:

The Email Protection feature does not support encrypted email connections that use Secure Sockets Layer (SSL).

Feature specific compatibility

The following table describes feature specific compatibility.

Features	Conditions	
Anti-Rootkit	Is supported on 32-bit OS only.	
Anti-Tracker	Anti-Tracker is not supported on Google Chrome on Windows XP and Windows Vista.	
Browser Sandbox	This feature supports Internet Explorer, Google Chrome, and Mozilla Firefox browsers only.	
	This feature does not support Microsoft Edge browser of Windows 10 operating system.	
Game Booster	If Virus Protection is disabled, Game Booster will not work.	
	Game Booster will work on four logical processors (CPUs) or higher.	
Safe Banking	This feature supports Internet Explorer, Google Chrome, and Mozilla Firefox browsers only.	
	This feature does not support Microsoft Edge browser of Windows 10 operating system.	
Self-Protection	Process protection functionality of Self-Protection is supported on Microsoft Windows Vista SP 1 and later.	
Mobile Scan	For Windows Mobile devices,	
(PC2Mobile Scan)	 Microsoft Active Sync 4.0 or later must be installed on Windows XP or previous OS. 	
	 Windows Mobile Device Center must be installed on Windows Vista or later OS. 	
Remotely Manage Quick Heal	Supports Internet Explorer 9 and later.	

Installing Quick Heal Total Security

To install Quick Heal Total Security, follow these steps:

1. Place the Quick Heal Total Security CD/DVD in the DVD drive.

The autorun feature of the CD/DVD is enabled and it will automatically open a screen with a list of options. If the DVD drive does not start the CD/DVD automatically, follow these steps:

(i) Go to the folder where you can access the CD/DVD. (ii) Right-click the DVD drive and select **Explore**. (iii) Double-click **Autorun.exe**.

Alternatively, you can download the installer for Quick Heal Total Security from the following link https://www.quickheal.co.in/quick-heal-product-installer. To download the product, you need to enter the product key.

2. If you are using the product CD, click **Install** to initiate the installation process. If you have the product installation file, double-click the installation file.

After the download completes, the installation wizard performs a pre-installation virus scan of your computer. If any virus is found in your computer, the installer automatically sets the boot time scanner to scan and disinfect your computer on the next boot. After disinfection, the computer restarts and you need to re-initiate the installation. If no virus is found in your computer, the installation proceeds.

The End-User License Agreement screen appears.

Read the license agreement carefully. To read in full, use the Scroll Bar. At the end of the license agreement, there are two options **Submit suspicious files** and **Submit statistics** that are selected by default. If you do not want to submit the suspicious files or statistics or both, clear these options.

3. Accept the license terms and privacy policy and then click **Next**.

The Install Location screen appears. The default location where Quick Heal Total Security is to be installed is displayed. The disk space required for the installation is also mentioned on the screen.

If the default location has insufficient space, or if you want to install Quick Heal Total Security on another location, click **Browse** to change the location or click **Next** to continue.

The installation is initiated. When installation is complete, a message appears.

4. Click **Register Now** to initiate the activation process or click **Register Later** to perform activation later.

Registering Quick Heal Total Security

You should register/activate your product immediately after installing it. A subscriber with registered license can use all the features without any interruptions, take the updates regularly, and get technical support whenever required. If your product is not regularly updated, it cannot protect your system against the latest threats.

While registering Quick Heal Total Security, please take note of the following points.

• The license validity of the Product Key activated on the first computing device applies to all other devices, whether you activate different devices at different points of time.

To register Quick Heal Total Security online, follow these steps.

1. If you are on the installation screen, click the **Register Now** button.

If you are registering later, open **Quick Heal Total Security**. On the left pane, click **Status** and then click the **Register Now** button.

The registration wizard appears.

2. On the Registration Wizard, enter the 20-digit Product Key and click **Next**.

The Registration Information appears.

3. Enter relevant information in the **Purchased from, Dealer Code**, and **Register for** text boxes, and then click **Next**.

The **User Information** screen appears.

4. Provide your **Name**, **Email Address**, and **Contact Number**. Select your **Country**, **State**, and **City**.

If your State/Province and City are not available in the list, you can type your locations in the respective boxes.

5. Click Next.

A confirmation screen appears with the details you entered.

If any modifications are needed, click **Back** to go to the previous screen and make the required changes.

6. Click Next.

Your product is activated successfully. The expiry date of your license and the count of the registered devices are displayed.

7. Click Finish.

$i_{\scriptscriptstyle m L}$	Note:
<u> </u>	INOLC.

On completion of the registration of Quick Heal Total Security, you are prompted to create an account with Quick Heal RDM. This tool allows you to manage your device remotely. To know about how to create an account with Quick Heal RDM, see Remotely Manage Quick Heal.

2. Reactivation and renewal

This chapter includes the following sections.

Reactivating Quick Heal Total Security

Renewing Quick Heal Total Security

Reactivating Quick Heal Total Security

Reactivation is a facility that ensures that you use the product for the entire period until your license expires. Reactivation is helpful in case you format your system when all software products are removed, or you want to install Quick Heal Total Security on another computer.

Every time you install the antivirus, you need to reactivate it. The reactivation process is similar to the activation process, with the exception that you do not need to enter the complete personal details again.

It is advisable that you select the option <u>Remove Quick Heal and keep update definitions files</u> during uninstallation. This will help you retain product update definition files and process reactivation easily.

Renewing Quick Heal Total Security

We recommend to renew your license before it expires so that your computer system remains protected uninterruptedly. You can buy the renewal code from the website of <u>Quick Heal</u> or from the nearest distributor or reseller.

To renew Quick Heal Total Security online, follow these steps.

- 1. Open Quick Heal Total Security.
- 2. On the top-right corner, click the menu option and then select the **About** option.

If your product license has expired, the **Renew No**w button is displayed in **Status**. To renew your license, click **Renew Now**.

The Registration Wizard appears.

- 3. Select I have renewal code or new product key with me if you have already bought the renewal code and click **Next**.
- 4. Enter the renewal code and then click Next.

The Registration Information appears.

Note: If you do not have a renewal key and want to renew your license, select **I do not have renewal code with me** and then make the purchase*.

5. Relevant information in the **Purchased From**, **Email Address**, and **Contact Number** text boxes appears pre-filled. However, you can modify your contact details if required and then click **Next**.

The license information such as **Current expiry date** and **New expiry date** is displayed for your confirmation.

6. Click Next.

The license of Quick Heal Total Security is renewed successfully.

7. Click Finish.

Tip:

- (*) If you have purchased an additional renewal code, the renewal of additional key can be performed only after 10 days of the current renewal.
- The license validity of the Product Key renewed on the first device applies to all the remaining devices.

3. Status

You can open Quick Heal Total Security in any one of the following ways.

- On the taskbar, double-click the Quick Heal Total Security icon or right-click the Quick Heal
 Total Security icon and select Open Quick Heal Total Security.
- Select Start > Programs > Quick Heal Total Security > Quick Heal Total Security.
- Select Start > Run, type the word scanner and press ENTER.

When you open Quick Heal Total Security, Status section appears. Status includes the following topics.

Menu/Section	Description
Product Guide	You can access to our user manual that you can refer to know about how a feature helps you and how to configure it.
Menu	Menu includes the following sections. Help guide: Includes a Help guide that you can refer to know about how a feature helps you and how to configure it. Reports: Helps you to view reports on various incidents. Submit System Information: Helps you submit technical issue that your computer faces for which you could not find a solution. Quick Heal will analyze the issue and share the solution with you. Support: Includes all sources of support that Quick Heal provides. About: Includes the information related to the antivirus product license.
License validity	Displays days until the license is valid. To know more details about the license, you can click the License link.
Status	Shows the protection status of your computer system. If your computer is secure, status is displayed in green (). If your computer needs your attention at your earliest convenience but not immediately, it is displayed in orange (). If your computer is not configured with optimal settings and your immediate attention is needed, it is displayed in red (). The action corresponding to the message needs to be carried out immediately to keep your computer protected.

Menu/Section	Description
Threats Detected	Displays the threats detected till date.
Total Trackers Blocked	Displays the trackers blocked till date.
News	Displays the latest news from Quick Heal. You can see all the news by clicking See All .
<u>PCTuner</u>	Helps you improve the performance of your computer by cleaning unwanted registry entries that clutter hard disk space of your computer.
Scan Options	Provides you with various scan options such as Full System Scan, Custom Scan, Memory Scan, and so on.
Scan Now	Provides you an option to scan computer instantly.
My Account	With this link, you can go to the web portal of Quick Heal Remote Device Management (Quick Heal RDM). You can add your product to Quick Heal RDM to monitor the product remotely through the portal.
Feedback	You can share feedback about your experience of using our product.
Virtual Keyboard	Virtual Keyboard helps you enter the required information without pressing any keys on the physical keyboard. It reduces the risk of getting your information recorded by a possible keystroke logger malware.
Facebook Like	The Facebook Like link redirects you to the <u>Quick Heal page</u> on Facebook. You can follow us to read posts on cyber security and virus threats and alerts by clicking the Like link.

Scan Options

Scan Options provides you with various options of scanning your system based on your requirements. You can initiate scanning of your entire system, drives, network drives, USB drives, folders or files, certain locations and drives, memory scan, and boot time scan. Although the default settings for manual scan are usually adequate, you can adjust the options for manual scan as you prefer.

Quick Scan

This feature completes the scanning of your system on faster pace. With Quick Scan, only the predefined locations that can be vulnerable to malicious attacks are scanned.

To initiate a quick scan, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Status** and then select **Scan Options > Quick Scan**.

The scan starts.

On completion of the scan, you can view the scan report under **Reports**.

Full System Scan

This feature helps you initiate a complete scan of all boot records, drives, folders, files, and vulnerabilities on your computer (excluding mapped network drives).

Full System Scan is advisable soon after first installation. Our Full System Scan is smart to run a complete scan for the first time. Next time, it scans only new files or those files that have been changed. This differential scanning optimizes scanning time.

To initiate a full system scan, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Status** and then select **Scan Options > Full System Scan**.

The scan starts.

On completion of the scan, you can view the scan report under **Reports**.

Custom Scan

This feature helps you scan specific drives and folders on your system. This is helpful when you want to scan only certain items and not the entire system.

To scan specific folders, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Status** and then select **Scan Options > Custom Scan**.
- 3. On the Custom Scan screen, a list of items is displayed in the Scan Item list if you have added any items to scan. If you have not added any item before or you want to scan some new items, click **Add** to add the scan items.
 - On the **Browse for Folder** list, select the folders that you want to scan.

You can add multiple folders for scanning. All the subfolders in the selected folder will also be scanned. You can exclude subfolder from scanning if required. To exclude the subfolder, select the **Exclude Subfolder** option and then click **OK**.

4. Select an item from the Scan Item list and then click **Start Scan**.

The scan begins.

Upon completion of the scanning, you can view the scan report in the Reports menu.

Memory Scan

This feature scans memory of your computer system.

To perform a memory scan, follow these steps:

1. Open Quick Heal Total Security.

2. On the left pane, click **Status** and then select **Scan Options > Memory Scan**.

The scan starts.

On completion of the scan, you can view the scan report under **Reports**.

The following fields are displayed during a scan.

Fields	Description
Files scanned	Displays the total number of files scanned.
Archive/Packed	Displays the number of archive or packed files scanned.
Threats detected	Displays the number of threats detected.
DNAScan warnings	Displays the number of files detected by DNAScan.
Boot/Partition viruses	Displays the number of Boot/Partition viruses.
Files repaired	Displays the number of malicious files that have been repaired.
Files quarantined	Displays the number of malicious files that have been quarantined.
Files deleted	Displays the number of malicious files that have been deleted.
Scanning status	Displays the status of the scan being performed.

Boot Time Scan

This feature helps to clean even highly infected systems. Some viruses tend to be active if the system is running and they cannot be cleaned. However, using Boot Time Scan you can clean such viruses. This scan will be performed on next boot using Windows NT Boot Shell.

To set Boot Time Scan, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Status** and then select **Scan Options > Boot Time Scan**.

Boot Time Scan has the following options:

- Quick Scan: Scans only system pre-defined locations that are at high risk to viruses.
- Full System Scan: Scans the entire system. This may be time consuming.
- 3. Click Yes.
- 4. To restart the system for scanning immediately, click **Yes**. To scan the system later, click **No**.

i Note:

In case Boot Time Scan takes time or it has been initiated by mistake, you can stop it by pressing the **ESC** key.

Vulnerability Scan

Vulnerabilities are the flaws present in the operating system settings and applications that can be misused by hackers. If you identify these vulnerabilities in time, you can fix or patch them to make your system secure.

Vulnerability Scan in the new version of Quick Heal Total Security brings to you a comprehensive preventive detection method. It identifies vulnerabilities in the operating system settings and applications so that you can fix or patch the vulnerabilities before your system is compromised.

To run Vulnerability Scan, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Status** and then select **Scan Options > Vulnerability Scan**.

Vulnerability Scan checks for vulnerabilities of the following types:

Vulnerable System Settings: Detects vulnerable operating system settings that could lead to security threats.

Vulnerabilities found in Applications: Detects vulnerabilities present in the applications that are installed on your computer.

When the scan is complete, a summary of the scan is displayed. If you want to see the detailed report on the detected vulnerabilities, click a category from **Vulnerable System Settings** and **Vulnerabilities found in Applications**.

When scan is complete, a report on vulnerabilities is displayed with following details.

Report types	Description
Vulnerable System Settings	Displays detected vulnerabilities in the operating system settings. To see the report in detail, click Vulnerable System Settings on the Vulnerability Scan screen. All the vulnerabilities detected in the system settings are listed along with their fixes. You can apply fixes to the vulnerabilities by clicking Fix it under Action .
Vulnerabilities found in Applications	Displays detected vulnerabilities in the applications installed on your computer. To see the report in detail, click Vulnerabilities found in Applications on the Vulnerability Scan screen.
	All the vulnerabilities are listed along with their links to the patches. To apply the patches, click Yes under Patch Available . You will be redirected to the relevant websites from where you can download the patches and apply them. If no patch is available, you may consider upgrading the application or contact the support of the application vendor.

Mobile Scan

With PC2Mobile Scan, you can scan a wide range of Android, iOS, and Windows mobile phones. Before scanning your mobiles, see the following conditions.

- Mobile Scan feature is supported on Microsoft Windows XP, Windows Vista, Windows 7, Windows 8, Windows 8.1, and Windows 10 operating systems.
 (Note: Mobile Scan is not supported on Windows XP for iOS devices.)
- For Windows Mobile based devices (Windows Mobile version 3.0 and earlier to version 7.0), you should have Microsoft Active Sync 4.5 or later for Windows XP (32-bit); and Windows Mobile Device Center for Windows Vista, Windows 7, Windows 8, Windows 8.1, or Windows 10 operating system.
- Install PCSuite and the device driver on your computer. Once your device gets connected to PCSuite, exit from PCSuite.
- For scanning Android devices, ensure that the device is connected via USB cable, and USB debugging and Stay awake options must be enabled.
- For iPhone (Mac) devices, iTunes must be installed on your system.

Scanning mobiles through PC2Mobile Scan

With PC2Mobile Scan, you can scan mobiles in the following way:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Status** and then select **Scan Options > Mobile Scan**.
- 3. Connect a mobile phone to your PC using USB cable.
- 4. Click the Search Mobile button.
- Click the Start Search button.

A search for the model of the connected mobile phone is carried out.

6. Select the mobile from the list. Click Start Scan.

Upon completion of the scanning, you can view the scan report in the Reports menu.

4. Protection

While working on your computer system, you may be connected to the Internet, external drives, and may send and receive email communications. Your system may be exposed to viruses or malwares that try to infiltrate into your system.

Protection section includes those features that allow you to secure your systems, folders, files, and data against any possible threats of malware, viruses, worms, and data theft.

Protection includes the following features.

Ransomware Protection

Virus Protection

Scan Settings

Browsing Protection

Phishing Protection

Safe Banking

Firewall Protection

IDS/IPS

Email Protection

USB Drive Protection

External Drive Protection

Browser Sandbox

Malware Protection

<u>AntiMalware</u>

Anti Rootkit

Ransomware Protection

Ransomware attackers drop ransomware on your computer that locks up your computer. They leave a message to blackmail you to pay money to let you access your computer.

Ransomware Protection detects such ransomware attacks. This feature <u>backs up data</u> on your computer that you can <u>restore</u> when required. Most of the popularly known documents including tally data are protected.

Your computer may be infected by ransomware in several ways such as:

- Browsing infected or fake websites.
- Opening emails or email attachments from phishing attackers.
- Opening malicious links from websites or social networking sites.
- Installing fake apps and tools.
- Playing online games from untrusted sites.

Configuring Ransomware Protection

To configure Ransomware Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Ransomware Protection**.
- 3. On the Ransomware Protection screen, turn Ransomware Protection on.

Exclude Files & Folders

With this feature, you can specify which files and folders should not be included during scanning for ransomware and other malicious attacks. Exclusion of files helps you avoid unnecessary scanning of files that have already been scanned or you are sure that certain files should not be scanned.

You can exclude files from being scanned from the following scanning modules.

- Known virus detection
- DNAScan
- Suspicious packed files scan
- Behavior detection
- Ransomware detection

Configuring Exclude Files & Folders

To configure Exclude Files & Folders, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Ransomware Protection**.
- 3. On the Ransomware Protection screen, click Exclude Files & Folders.

The Exclude Files & Folders details screen appears. Here you see the list of excluded files and folders that have been added.

4. To add a new file or folder, click **Add**.

The New Exclude Item screen appears.

5. In the **Item** text box, provide the path to the file or folder. You can also click the file or folder icon to select the path.

Ensure that you provide the path to the correct file or folder, else a message appears.

6. Under Exclude From, select the modules from which you want to exclude the selected file or folder.

You can select either Known virus detection or any from DNAScan, Suspicious packed files scan, and Behavior Detection and Ransomware detection options.

- 7. Click OK.
- 8. To save your settings, click **Save Changes**.

i Note:

- If you are getting warning for a known virus in a clean file, you can exclude it for scanning of Known Virus Detection.
- If you are getting a DNAScan warning in a clean file, you can exclude it from being scanned for DNAScan.

Virus Protection

Viruses from various sources such as email attachments, Internet downloads, file transfer, and file execution try to infiltrate your system. This feature helps you to continuously keep monitoring your system for viruses. Importantly, this feature does not re-scan the files that have not changed since the previous scan, thereby lowering resource usage.

It is recommended that you always keep Virus Protection turned on to keep your system clean and secure from any potential threats. However, Virus Protection is turned on by default.

Configuring Virus Protection

To configure Virus Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Virus Protection**. Turn **Virus Protection** on.
- 3. To configure, click the settings icon for **Virus Protection**.
 - The Virus Protection details screen appears.
- 4. Set the following options as per requirement:
 - Display alert message Select this option if you want to get the alerts on various events. For example, when malware is detected. This option is selected by default.
 - **Select action to be performed when virus is found** Select an appropriate action to be taken when a virus is detected during the scan.

- Backup before taking action Select this option if you want to take a backup of a file before taking an action. Files that are stored in the backup can be restored from Quarantine.
- **Enable sound when threat is detected** Select this option if you want to be alerted with sound whenever a virus is detected.
- 5. To save your setting, click **Save Changes**.

Action to be taken when a virus is detected

The following table describes various actions and their description.

Action	Description
Repair	If a virus is detected during a scan, the file is cleaned and repaired. If the file cannot be repaired, it is quarantined automatically.
Delete	Deletes a virus-infected file without notifying you.
Deny Access	Restricts access to a virus infected file from use.

Turning off Virus Protection

It is recommended that you always keep Virus Protection turned on to keep your system clean and secure from any potential threats. However, you can turn Virus Protection off when required. While you turn Virus Protection off, you have a number of options to turn off the feature temporarily, so that it turns on automatically after the select time interval passes.

To turn off Virus Protection, follow these steps.

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Virus Protection**. Turn **Virus Protection** off.
- 3. To turn off Virus Protection, select one of the following options:
 - Turn on after 15 minutes
 - Turn on after 30 minutes
 - Turn on after 1 hour
 - Turn on after next reboot
 - Permanently disable
- 4. To save your settings, click **OK**.

After you turn Virus Protection off, the icon color of the Scan Options option on Status changes from green to red and a message "System is not secure" is displayed.

Scan Settings

With this feature, you can configure the protection settings for files and folders in your system. Scan Options includes the following protection settings.

- Scan Settings
- Advance DNAScan
- Block Suspicious Packed Files
- Automatic Rogueware Scan
- Scan Schedule
- Exclude Files & Folders
- Quarantine & Backup

Scan Settings

This feature helps you define about how to initiate the scan of your system and what action should be taken when a virus is detected. However, the default settings are optimal that ensures the required protection to your system.

Setting scan mode

To configure Scan Settings, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Scan Settings**.
- 3. On the Scan Settings screen, click Scan Settings.
- 4. Under <u>Select scan mode</u>, select <u>Automatic</u> (<u>Recommended</u>) to initiate the scan automatically, or select <u>Advanced</u> for <u>advanced level scanning</u>.
- 5. Under <u>Select action to be performed when virus is found</u>, select an appropriate action.
- 6. If you want to take a backup of the files before taking an action on them, select **Backup before taking action**.
- 7. To save your settings, click **Save Changes**.

Scan modes

Automatic (Recommended): It is the default scan type and is recommended as it ensures the optimal protection to your system. This setting is an ideal option for novice users.

Advanced: This helps you customize the scan option. This is ideal for experienced users. When you select the Advanced option, the Configure button is activated and you can configure the Advanced settings for scanning.

Action to be performed when a virus is found

You can configure the following actions to be taken when a virus is detected on your computer.

Action	Description
Repair	Select this option if you want to repair an infected file.
	If a virus is found during a scan in a file, it repairs the file. If the file cannot be repaired, it is quarantined automatically.
	If the infectious file has a Backdoor, Worm, Trojan, or Malware, Quick Heal Total Security automatically deletes the file.
Delete	Select this option if you want to delete an infected file. The-infected file is deleted without notifying you. Once the files are deleted, they cannot be recovered.
Skip	Select this option if you want to take no action on an infected file.
Backup before taking action	The scanner keeps a backup of the infected files before disinfecting them. The files that are stored in the backup can be restored from Quarantine.

Configuring Advanced Scan Mode

To configure Advanced Scan mode, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Scan Settings**.
- 3. On the Scan Settings screen, click Scan Settings.
- 4. Under <u>Select scan mode</u>, select **Advanced**.

The Configure button is activated.

5. Click **Configure**.

The advanced scan setting details screen appears.

6. Under **Select item to scan**, select **Scan executable files** if you want to scan only the executable files or select **Scan all files** if you want to scan all files.

However, the Scan executable files option is selected by default.

It takes time to carry out **Scan all files** and the process may slow down your system.

- 7. Select one of the following items for scanning:
 - Scan archive files: Select this option if you want to scan the archive files such as zip files and RAR files.
 - Scan packed files: Select this option if you want to scan packed files.
 - Scan mailboxes: Select Quick scan of mailboxes for a brief scan or else select Through scan of mailboxes to scan thoroughly.

- 8. Click OK.
- 9. To save your settings, click **Save Changes**.

Scanning archive files

This feature helps you configure the scan rules for archive files such as ZIP files, RAR files, and CHM files.

To configure the Scan archive files feature, follow these steps:

1. On the Advanced scan setting screen, select Scan archive files.

The Configure button is activated.

2. Click the **Configure** button.

The Scan archive files details screen appears.

- 3. Under **Select action to be performed when virus is found**, select one of the following options: Delete, Quarantine, and Skip.
- 4. In Archive Scan Level, select the level to which you want to scan the files and folders.

The default scan level is set to level 2. However, increasing the default scan level may affect the scan speed.

- 5. Under **Select the type of archive that should be scanned**, select the archive files types.
- 6. To save your settings, click **OK**.

Action to be taken when a virus is found

The following table describes various actions and their description.

Action	Description
Delete	Select this option if you want to delete an infected file. The-infected file is deleted without notifying you.
Quarantine	Select this option if you want to quarantine an infected archive if a virus is found in it.
Skip	Select this option if you want to take no action on an infected file.

Selecting the type of archive to be scanned

A list of archives that can be included for scan during the scanning process is available in this section. Few of the common archives are selected by default that you can customize based on your requirement.

The following table describes the archive types.

Buttons	Description
Select All	Helps you select all the archives in the list.
Deselect All	Helps you clear all the archives in the list.

Scanning packed files

This feature helps you scan packers or compressed files. Packers are the files that group many files or compress them into a single file to reduce the file size. Moreover, these files do not need a third-party application to get unpacked. They have an inbuilt functionality for packing and unpacking.

Packers can also be used as tools to spread malware by packing a malicious file along with a set of files. When such packers are unpacked they can cause harm to your computer system. If you want to scan packers, select the **Scan packed files** option.

Scanning mailboxes

This feature allows you to scan the mailbox of Outlook Express 5.0 and later versions (inside the **DBX** files). Viruses such as KAK and JS.Flea.B, remain inside the DBX files and can reappear if patches are not applied for Outlook Express. The feature also scans the email attachments encoded with UUENCODE/MIME/BinHex (Base 64). **Scan mailboxes** is selected by default which activates the following two options.

Options	Description
Quick scan of mailboxes	Helps you skip all the previously scanned messages and scan only new messages. This option is selected by default.
Thorough scan of mailboxes	Helps you scan all the mails in the mailbox all the time. However, this may affect the speed as the size of the mailbox increases.

Advance DNAScan

DNAScan is an indigenous technology in Quick Heal products that detects and eliminates new and unknown malicious threats on your system. Advance DNAScan technology successfully traps suspected files with very less false alarms. Additionally, it quarantines the suspected file so that malware does not harm your system.

The quarantined suspicious files can be submitted to the Quick Heal research labs for further analysis that helps in tracking new threats and curb them on time. After the analysis, the threat is added in the known threat signature database and the solution is provided in the next updates to the users.

Configuring Advance DNAScan

To configure Advance DNAScan, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Scan Settings**.
- On the Scan Settings screen, click Advance DNAScan.
 The Advance DNAScan details screen appears.
- 4. Select either of the following options as per requirement:

- Enable DNAScan: Select this option to enable DNAScan.
- Enable Behavior detection system: Select this option if you want to enable Behavior detection system. The running applications will be monitored for their behavior. You can also set a security alert level from the Select Behavior detection level list either as High, Moderate, or Low.
 - High: If you select this security level, Quick Heal Total Security will closely monitor the behavior of a running application and will alert you if any unusual application behavior is noticed. You may receive more alerts and sometimes even for genuine files.
 - Moderate: If you select this security level, Quick Heal Total Security will send alert if any suspicious activity of a running application is noticed.
 - Low: If you select this security level, Quick Heal Total Security will send alert only if any malicious activity of a running application is noticed.
 - Note: If you have selected Moderate or Low security level, **Behavior detection system*** will also block many unknown threats in the background without prompting you for any action if it finds the application behavior suspected.
- Do not submit files: Select this option if you do not want to submit suspicious files to the Quick Heal research labs.
- Submit files: Select this option if you want to submit the suspicious files to the Quick Heal Research labs for further analysis. You can also select Show notification while submitting files to get prompts for permission before submitting the files.



If the option **Show notification while submitting files** is not selected, Quick Heal will submit the suspicious files without notifying you.

Advance DNAScan detects files by studying their characteristics and behavior.

Detection by Characteristics

Thousands of new and polymorphic threats (which change their code/file information) are born daily. Detecting them by their signature requires time. Our Advance DNAScan technology detects such threats in real time, with zero-time lapses.

Whenever DNAScan detects a new malicious threat in your system, it quarantines the suspicious file and displays a message along with the file name. However, if you find that the file is genuine, you can also restore that file from quarantine by using the option provided in the message box.

Detection by Behavior

If the option **Behavior detection system** is enabled, DNAScan continuously monitors the activities performed by an application in your system. If the application deviates from its

normal behavior or carries out any suspicious activity, **Behavior detection system** suspends that application from executing further activities that may cause potential damage to the system.

Upon detecting such an application, it prompts you to take an appropriate action from the following options:

- Allow: Take this action if you want to allow the application to run. Select this action if you are sure the applications are genuine.
- Block: Take this action if you want to block the application from running.

Submitting Suspected Files

You can submit the suspicious files either automatically or manually. The submission takes place automatically whenever Quick Heal Total Security updates itself and finds new quarantined DNAScan-suspected files. This file is sent in an encrypted file format to the Quick Heal research labs.

You can also submit the quarantined files manually if you think they should be submitted immediately. You can submit the files in the following way:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Settings** and then click **View Quarantine Files**.

The Quarantine dialogue appears.

A list of the files that have been guarantined is displayed.

- 3. Select the files that you want to submit to the Quick Heal labs and then click **Send**.
- 4. To close the Quarantine dialogue, click Close.

Block Suspicious Packed Files

Suspicious packed files are malicious programs that are compressed or packed and encrypted using a variety of methods. These files when unpacked can cause serious harm to the computer systems. This feature helps you identify and block such suspicious packed files.

It is recommended that you always keep this option enabled to ensure that the suspicious files are not accessed and thus prevent infection.

Configuring Block Suspicious Packed Files

To configure Block Suspicious Packed Files, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Scan Settings**.
- 3. On the Scan Settings screen, turn **Block Suspicious Packed Files** on.

However, Block Suspicious Packed Files is turned on by default.

Automatic Rogueware Scan

This feature automatically scans and removes rogueware and fake anti-virus software. If this feature is enabled, all the files are scanned for possible rogueware present in a file.

Configuring Automatic Rogueware Scan

To configure Automatic Rogueware Scan, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Scan Settings**.
- 3. On the Scan Settings screen, turn **Automatic Rogueware Scan** on. However, Automatic Rogueware Scan is turned on by default.

Scan Schedule

Scanning regularly helps you keep your system free from virus and other types of infections. This feature allows you to define a schedule when to begin scanning of your system automatically. You can define multiple numbers of scan schedules to initiate scan at your convenience.

Configuring Scan Schedule

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Scan Settings**.
- 3. On the Scan Settings screen, click **Scan Schedule**.
 - The Scan Schedule details screen appears.
- 4. To define a new scan schedule, click **New**.
- 5. In **Scan Name**, type a scan name.
- 6. Under Scan Frequency, select the following options based on your preferences:
 - Scan Frequency:
 - Daily: Select this option if you want to initiate scanning of your system daily. This
 option is selected by default.
 - Weekly: Select this option if you want to initiate scanning of your system on a certain day of the week. When you select the Weekly option, the Weekdays dropdown list is activated so you can select a day of the week.
 - Scan time:
 - Start at first boot: This helps you schedule the scanner to begin at the first boot of the day. If you select this option, you do not need to specify the time of the day to start the scan. Scanning takes place only during the first boot regardless what time you start the system.

 Start at: Select this option to initiate the scanning of your system at a certain time. If you select this option, the time drop-down list is activated where you can set the time for scanning. However, this option is selected by default.

You can further define how often the scan should begin in the **Everyday** and **Repeat scan after every** options.

- Scan priority.
 - High: Helps you set high scan priority.
 - o Low: Helps you set low scan priority. However, this option is selected by default.
- 7. Under **Scan Settings**, you can specify scan mode, define the advanced options for scanning, action to be performed when virus is found and whether you want a backup of the files before taking any action on them. However, the default setting is adequate for scanning to keep your system clean.
- 8. In the **Username** text box, enter your username and your password in the **Password** text box.
- 9. **Run task as soon as possible if missed**: Select this option if you want to initiate scanning when the scheduled scan is missed. This is helpful in case your system was switched off and the scan schedule passed, later when you switch on the system, the scan schedule will automatically start as soon as possible.

This option is available only on Microsoft Windows Vista and later operating systems.

10. Click Next.

The Configure Scan Schedule screen for adding folders to be scanned appears.

- 11. Click Add Folders.
- 12. In the Browse for Folder Window, select the drives and folders to be scanned. You can add multiple numbers of drives and folders as per your requirement.

If you want to exclude subfolders from being scanned, you can also select **Exclude Subfolder**. Click **OK**.

- 13. On the Configure Scan Schedule screen, click Next.
- 14. A summary of your scan schedule appears. Verify and click **Finish** to save and close the Scan Schedule dialogue.
- 15. Click **Close** to close the Scan Schedule screen.

Editing a scan schedule

This feature allows you to change the scan schedule if required. To edit a scan schedule, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Scan Settings**.

- 3. On the Scan Options screen, click Scan Schedule.
 - The Scan Schedule details screen appears.
- 4. Select the scan schedule that you want to edit and then click **Edit**.
- 5. Make the required changes in the scan schedule and then click **Next**.
- 6. On the Configure Scan Schedule screen, you can add or remove the drives and folders as per your preference and then click **Next**.
- 7. Check the summary of the modification in the scan schedule.
- 8. Click **Finish** to close the Scan Schedule dialogue.
- 9. Click Close to close the Scan Schedule screen.

Removing a scan schedule

You can remove a scan schedule whenever required. To remove a scan schedule, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Scan Settings**.
- 3. On the Scan Options screen, click **Scan Schedule**.
 - The Scan Schedule details screen appears.
- 4. Select the scan schedule that you want to remove and then click **Remove**.
 - The confirmation screen appears.
- 5. Click **Yes** to remove the selected scan schedule.
- 6. To close the Scan Schedule screen, click Close.

To know about how to configure Scan Settings, see Scan Settings.

Exclude Files & Folders

With this feature, you can specify which files and folders should not be included during scanning for ransomware and other malicious attacks. Exclusion of files helps you avoid unnecessary scanning of files that have already been scanned or you are sure that certain files should not be scanned.

You can exclude files from being scanned from the following scanning modules.

- Known virus detection
- DNAScan
- Suspicious packed files scan
- Behavior detection
- Ransomware detection

Configuring Exclude Files & Folders

To configure Exclude Files & Folders, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Scan Settings**.
- 3. On the Scan Settings screen, click Exclude Files & Folders.

The Exclude Files & Folders details screen appears. Here you see the list of excluded files and folders that have been added.

4. To add a new file or folder, click **Add**.

The New Exclude Item screen appears.

5. In the **Item** text box, provide the path to the file or folder. You can also click the file or folder icon to select the path.

Ensure that you provide the path to the correct file or folder, else a message appears.

6. Under Exclude From, select the modules from which you want to exclude the selected file or folder.

You can select either Known virus detection or any from DNAScan, Suspicious packed files scan, and Behavior Detection and Ransomware detection options.

- 7. Click OK.
- 8. To save your settings, click **Save Changes**.

i Note:

- If you are getting warning for a known virus in a clean file, you can exclude it for scanning of Known Virus Detection.
- If you are getting a DNAScan warning in a clean file, you can exclude it from being scanned for DNAScan.

Quarantine & Backup

This feature allows you to safely isolate the infected or suspected files. The suspected files are quarantined in an encrypted format to prevent from being executed. This helps prevent infection.

If you want a copy of the infected file before it gets repaired, select the option **Backup before taking action** in Scan Settings.

You can also set when the quarantined files should be removed from Quarantine and have a backup of the files if you need.

Configuring Quarantine & Backup

To configure Quarantine & Backup, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Scan Settings**.
- 3. On the Scan Settings screen, click Quarantine & Backup.
 - The Quarantine & Backup details screen appears.
- 4. Select **Delete quarantine/backup files after** and set the number of days after which the files should be removed from Quarantine automatically. However, 30 days is set by default.
- 5. To see which files have been quarantined, click **View Files**. A list of the quarantine files appears. You can take any of the following actions on the quarantined files:
 - Add: Helps you add new files from the folders and drives to be quarantined manually.
 - Remove: Helps you remove any of the quarantine files from the Quarantine list. To remove a file, select the file and then click the **Remove** button.
 - Restore: Helps you restore a quarantined file to its original location. When you find a quarantined file trustworthy and try to restore it, an option for adding the file to the exclusion list appears. You can add the file to the exclusion list so that the same file is not treated as suspected and quarantined again. To restore a file, select the files and then click the **Restore** button.
 - Remove All: Helps you remove all the quarantined files from the Quarantine list. To remove all the files, click the **Remove All** button. On the confirmation massage, click **Yes** to remove all the files.
 - Send: Helps you send the quarantined files to our research labs. To send a file, select the file and then click the **Send** button.
- 6. To close the Quarantine dialog, click the **Close** button.

Exclude File Extensions

You can create a list of file extensions that you want to exclude from Virus Protection. It is advisable that you exclude only the trusted file extensions. Virus Protection will not scan the listed file extensions and concentrate only on those files that are prone to malicious behavior.

Creating Exclusion List

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Scan Settings**.
- 3. On the Scan Settings screen, click **Exclude File Extensions**.
- 4. In the Add text box, enter the file extension and then click **Add**.

If the added extension is incorrect, select the extension in the list and click **Remove** to remove it.

5. To save the list, click **OK**.

Browsing Protection

When users visit malicious websites, some files may get installed on their systems. These files may spread malware, slow down the system, or corrupt other files. These attacks can cause substantial harm to the system.

Browsing Protection ensures that malicious websites are blocked while the users access the Internet. Once the feature is enabled, any website that is accessed is scanned and blocked if found to be malicious.

Configuring Browsing Protection

To configure Browsing Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Browsing Protection**.
- Turn Browsing Protection on.Browsing Protection is activated.

Phishing Protection

Phishing is a fraudulent attempt, usually made through email, to steal your personal information. These emails usually appear to have been sent from seemingly well-known organizations and websites such as banks, companies and services seeking your personal information such as credit card number, social security number, account number or password.

Phishing Protection prevents the users from accessing phishing and fraudulent websites. As soon as a website is accessed, it is scanned for any phishing behavior. If found so, it is blocked to prevent any phishing attempts.

Configuring Phishing Protection

To configure Phishing Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Phishing Protection**.
- 3. Turn **Phishing Protection** on.

Phishing Protection is activated.

Safe Banking

With online banking, you can check your accounts, pay bills, buy and sell shares, and transfer money between different accounts. For doing these activities, you visit a banking website, enter your identity credentials, and carry out the required transactions.

While visiting a banking website, you can become a prey to a fake banking website or when you type your credentials, the information can be phished to a fraudster. As a result, you may lose your money.

Safe Banking shields you from all possible situations where your identity or credentials can be compromised. Safe Banking launches your entire banking session in a secure environment that protects your vital data.

Safe Banking has the following features:

- Browser is launched in an isolated environment to prevent zero-day malware from infecting the computer.
- Your banking activity is isolated from the Internet threats.
- All types of keystroke recording tools are blocked to safeguard against key logging of confidential data.
- Employs secure DNS to prevent hacking attacks.
- Ensures that you visit only verified and secured websites.

To work in the Safe Banking environment, follow these steps:

- Setting Safe Banking
- Launching Safe Banking

Setting Safe Banking

You can use the Safe Banking feature with the default settings. You may also configure the Safe Banking feature for enhanced security according to your requirement.

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Safe Banking**.
- 3. On Safe Banking, click the **Settings** icon. Select the following options as required:
 - Protect against DNS based attacks: Select this option to protect your system from visiting fraudulent websites. You may select a DNS network from the given DNS list or provide an alternate ID. The network connection will be established through the configured network only.

- Clipboard Sharing: Select this option to allow clipboard sharing. You may allow sharing either or both from default desktop to isolated safe banking environment or other way round.
- Keyboard Shortcut Preference: Select this option to create a shortcut key to switch from Safe Banking desktop to Windows desktop. Safe Banking is launched in an isolated environment and hence you cannot access any system or folder from this window. Creating a shortcut key helps you to switch between Safe Banking and Windows desktop.
- 4. To save your settings, click **Save Changes**.

Launching Safe Banking

You can access Safe Banking feature separately. When you install Quick Heal Total Security on your desktop, Safe Banking is also installed. A shortcut icon to Safe Banking is created on the desktop.

To launch a website in the Safe Banking shield, follow these steps:

- 1. Click the shortcut icon to **Safe Banking**. Or right-click the Quick Heal icon in the system tray and click **Safe Banking**.
 - Safe Banking is launched. You can browse the websites that you want using the supported browsers available on the task bar.
 - You can also bookmark a website so that you can browse such a website easily in future.
- 2. Click **Add Bookmark** and type the URL of the website on the Add Bookmark dialog. Click **Add**.
 - You may also add a website to a category so that it is easy to search your preferred website later.
- 3. Click View Bookmark and click the URL that you want to run in the secure browser.



This feature is supported on Internet Explorer, Google Chrome, and Mozilla Firefox browsers only. This feature is not supported on Microsoft Edge browser of Windows 10 operating system.

Firewall Protection

Firewall shields your system from intruders and hackers by monitoring and filtering incoming and outgoing network traffic. Any suspicious program that may be harmful to your computers or systems is blocked. Firewall protects your computers from malicious programs either from outside internet connection or from within networks incoming into your system.

Configuring Firewall Protection

To configure Firewall Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Firewall Protection**.
- 3. Turn **Firewall Protection** on or off by using the toggle button.
 - However, Firewall Protection is turned on by default.
- 4. To set Firewall Protection, click anywhere in the Firewall Protection area.
- 5. To enable monitoring of unsafe Wi-Fi Networks, turn Monitor Wi-Fi Networks on.
 - If you have enabled this option and try to connect to the unsecured Wi-Fi connections, an alert will be shown. You can decide whether you want to connect to such unsecured connections.
- 6. To configure rules for accessing the Internet and control network traffic, set the following policies:
 - Program Rules: Create rules for programs accessing the Internet.
 - Advanced Settings: Create rules for incoming and outgoing network traffic.

Program Rules

With Program Rules, you can allow or block programs from accessing the Internet.

To create rules for programs, follow these steps:

- 1. On the Firewall Protection screen, click the **Configure** button next to Program Rules.
- 2. On the Configure Program Rules screen, click the **Add** button to add a program.
 - Only an executable program can be added.
- 3. The program that you added is enlisted in the program list. Under the Access column, select **Allow** or **Deny** for accessing the network as required.
- 4. To save your setting, click **OK**.

Allow only trustworthy programs

Trustworthy programs are those programs that are verified and their identity is known while untrustworthy programs are those ones that are not verified or are suspicious. Malicious programs mask their identity to run a covert operation. Such programs may be harmful to the network and computers.

You can block all untrustworthy programs from accessing the Internet by selecting the **Allow only trustworthy programs** checkbox.

Security Level

Firewall security level includes the following:

- Low: Allows all incoming and outgoing connections.
- Medium: Monitors incoming traffic and displays the message as per suspicious behavior of an application.
- High: Monitors both incoming and outgoing traffics and displays the message as per suspicious behavior of an application.
- Block all: Blocks all incoming and outgoing connections. If you set this security level,
 Internet connection for all applications including Quick Heal Total Security will be blocked.
 For example, Quick Heal update and sending <u>system information</u> among other features may not work.

Advanced Settings

To create rules for incoming and outgoing network traffics, follow these steps:

- 1. On the Firewall Protection screen, click the **Configure** button next to Advanced Settings.
- 2. On the Advanced Settings page, select the following as required:
 - Display Alert Message: Select this option if you want to get alert messages if connections matching exceptions rule are made for blocked outbound connections. This applies to outbound connections only.
 - Create Reports: Select this option if you want a report to be created. You may also configure a different path to save the report.
 - Network Connections: Using this option, set a network profile for network connections.
 - Traffic Rules: Using this option, set rules for network traffic.
- 3. To save the settings, click **OK**.

Network Connections

With Network Connections, you can set a Firewall profile for network connections. Under Network Profile Settings, you can see the following settings.

Settings	Description
Network Profile	Home: All incoming and outgoing connections are allowed except exceptions.
	Work: All incoming and outgoing connections are allowed except exceptions.
	Public: All incoming and outgoing connections are allowed except exceptions.
	Restricted: All incoming and outgoing connections are blocked except exceptions.

Settings	Description
	Note: The logic for network profile may be changed based on your requirement. For example, if a network environment is considered less risky, you may turn stealth mode on or off. Similarly, you may allow or block sharing of file and printer. However, default setting is ideal for required security.
Stealth Mode	Enabling Stealth Mode hides the system in the network making it invisible to others thus preventing attacks.
File & Printer Sharing	Allowing this option will enable you to share file & printer between other users and you. However, with sharing of files and printer, the files may be accessed by unauthorized entities.

Traffic Rules

With Traffic Rules, you can allow or block network traffic. You can add exception to allow or deny incoming and outgoing communications through IP addresses and ports.

To configure a policy, follow these steps:

- 1. On the Advanced Settings screen, click the **Traffic Rules** tab.
- 2. Click the Add button.
- 3. In the **Exception Name** text box, write a rule name and then select a protocol. Click **Next**. The protocol includes: TCP, UDP, and ICMP.
- 4. Under Local IP Address, select either Any IP Address, IP Address, or IP Address Range. Type the IP Address accordingly and then click Next.
- 5. Under Local TCP/UDP Ports, select either All Ports, Specific Port(s), or Port Range. Type the Ports accordingly and then click Next.
- 6. Under Remote IP Address, select either Any IP Address, IP Address, or IP Address Range. Type the IP Address accordingly and then click Next.
- 7. Under Remote TCP/UDP Ports, select either All Ports, Specific Port(s), or Port Range. Type the Ports accordingly and then click Next.
- 8. Under **Select Action**, select either **Allow** or **Deny**.
- 9. Under **Network Profile**, select either or a combination of the profile options such as **Home**, **Public**, **Work**, or **Restricted**.
- 10. Click Finish.

The following table describes the buttons and their functions.

Buttons	Description
Add	Helps you create an exception rule.
Delete	Helps you delete an exception rule from the list. Select the rule and then click Delete .
Up	Helps you move a rule upward to arrange according to your preference.
Down	Helps you move a rule downward to arrange according to your preference.
Default	Helps you set the rules to default settings.
ОК	Helps you save your settings.
Cancel	Helps you cancel your settings and close the Advanced Settings dialog.

IDS/IPS

With IDS/IPS, your computer remains secure from unwanted intrusion attempts or attacks by the hackers.

Turning IDS/IPS on

To turn IDS/IPS on, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **IDS/IPS**.
- 3. Turn IDS/IPS on.

Email Protection

With this feature, you can configure the protection rules for all incoming emails. These rules include blocking infected attachment/s (malware, spam and viruses) in the emails. You can also set an action that needs to be taken when malware is detected in the emails.

Email Security includes the following features.

- Email Protection
- Trusted Email Clients Protection
- Spam Protection

Email Protection

This feature is turned on by default that provides optimal protection to the mail inbox from malicious emails. We recommend that you always keep Email Protection turned on to ensure email protection.

Configuring Email Protection

To configure Email Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Email Protection**.
- 3. On the Email Protection screen, turn Email Protection on.

However, Email Protection is turned on by default.

Protection against malware coming through emails is activated.

- 4. To set further protection rules for emails, click **Email Protection**.
- 5. Select **Display alert message** if you want a message when a virus is detected in an email or attachment.



The message on viruses includes the following information: Virus Name, Sender Email Address, Email Subject, Attachment Name, and Action Taken.

Under Select action to be performed when virus is found, select Repair to get your emails
or attachment repaired when a virus is found, or select Delete to delete the infected emails
and attachments.



If the attachment cannot be repaired then it is deleted.

- 7. Select **Backup before taking action** if you want to have a backup of the emails before taking an action on them.
- 8. Under **Attachment control settings**, select an option for blocking certain email types and attachments.
- 9. To save your settings, click **Save Changes**.

Attachment Control Settings

Options	Description
Block attachments with multiple extensions	Helps you block attachment in emails with multiple extensions. Worms commonly use multiple extensions which you can block using this feature.
Block emails crafted to exploit vulnerability	Helps you block emails whose sole purpose is to exploit vulnerabilities of mail clients.

Options	Description
Enable attachment control	Helps you block email attachments with specific extensions or all extensions. If you select this option, the following options are activated: Block all attachments: Helps you block all types of attachments in emails. Block user specified attachments:
	Helps you block email attachments with certain extensions. If you select this option, the Configure button is activated. For further settings, click Configure and set the following options:
	Under User specified extensions, select the extensions that you want to retain so that the email attachments with such extensions are blocked and all the remaining extensions are deleted.
	• If certain extensions are not in the list that you want to block, type such extensions in the extension text box and then click Add to add them in the list.
	Click OK to save changes.

Configuring user specified attachments

To configure user specified attachments, follow these steps:

- 1. On the Email Protection screen, select **Enable attachment control**.
- 2. Select Block user specified attachments.

The Configure button is activated.

3. Click Configure.

In the User specified extensions list, there are a number of extensions that are blocked by default. You can add more extensions, if required.

- 4. To add an extension, type the extension in the text list and click **Add**.
- 5. To remove an extension, select the extension and click **Delete**.
- 6. To save your settings, click **OK**.

Trusted Email Clients Protection

Because email happens to be the most widely used medium of communication, it is used as a convenient mode to deliver malware and other threats. Virus authors always look for new methods to automatically execute their viral codes using the vulnerabilities of popular email clients. Worms also use their own SMTP engine routine to spread their infection.

Configuring Trusted Email Clients Protection

To configure Trusted Email Clients Protection, follow these steps:

1. Open Quick Heal Total Security.

- 2. On the left pane, click **Protection** and then click **Email Protection**.
- 3. On the Email Protection screen, turn **Trusted Email Clients Protection** on.
- 4. To add a new email client, click **Trusted Email Clients Protection**.
 - The Trusted Email Clients Protection details screen appears.
- 5. Click **Browse** and select a trusted email client
- 6. Click Add to add the email client in the list.
- 7. To save your settings, click **Save Changes**.

Spam Protection

Spam Protection allows you to differentiate genuine emails and filter out unwanted emails such as spam, phishing, and adult emails. We recommend you to keep Spam Protection enabled.

Configuring Spam Protection

To configure Spam Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Email Protection**.
- 3. On the Email Protection screen, turn **Spam Protection** on.
- 4. For further settings, click **Spam Protection**.
- 5. Select the **Tag subject with text (Recommended)**, to tag the subject of an email as SPAM.
- 6. Under **Spam protection level**, set the protection level:
 - Soft Select this option if you receive only a few spam emails or you want to block only the obvious spam emails. There is little possibility of genuine emails being identified as spam.
 - Moderate (Recommended) Ensures optimum filtering. This is ideal if you receive a good many spam emails. However, there is possibility of some genuine emails being identified as spam. It is recommended that you select moderate filtering which is selected by default also.
 - Strict Enforces strict filtering criteria but is not ideal as the chances are high that some genuine emails may also be blocked. Select strict filtering only when you receive too many spam emails or better select alternative means to stop spam emails.
- 7. Select **Enable email black list** to create a blacklist of email addresses. The protection rules will be applicable on the blacklisted email addresses.
- 8. Select **Enable email white list** to create a whitelist of email addresses. The protection rules will be applicable on the whitelisted email addresses.
- 9. Select **Enable AntiSpam plugin** to implement the protection rules for AntiSpam plug-in.

10. Click **Save Changes** to save your settings.

Creating blacklist of email addresses for Spam Protection

Blacklist is the list of unwanted email addresses. Content from the blacklisted email addresses is filtered and will be tagged as "[SPAM] -".

This feature is useful particularly if your server uses an open mail relay, which is used to send and receive emails from unknown senders. This mailer system can be misused by spammers. With blacklist, you can filter incoming emails that you do not want or are from unknown senders both by email addresses and domains.

To add email addresses in the blacklist, follow these steps:

1. On the Spam Protection setting screen, select **Enable email black list**.

The Customize button is activated.

- 2. Click Customize.
- 3. Enter an email address in the blacklist text box and then click Add.

While entering an email address, be careful that you do not enter the same email address in the blacklist that you have entered in the whitelist, or else a message appears.

To edit an email address, select the email address in the list and click **Edit**. To remove an email address, select an email address and click **Remove**.

4. You can import the blacklist by clicking **Import List**.

This is very helpful if you have exported the list of emails or saved AntiSpam data and want to use such emails.

5. You can export the blacklist by clicking **Export List**.

This exports all the email addresses existing in the list. This is helpful when you want to reinstall Quick Heal Total Security later or on another system and you want to have the same email addresses to be enlisted later.

6. Click **OK** to save your settings.

Creating whitelist of email addresses for Spam Protection

Whitelist is the list of trusted email addresses. Content from the whitelisted email addresses is allowed to skip the spam protection filtering policy and is not tagged as SPAM.

This is helpful if you find that some genuine email addresses get detected as SPAM. If you have blacklisted a domain but may want to receive emails from certain email addresses from that domain.

To add email addresses in the whitelist, follow these steps:

1. On the Spam Protection setting screen, select **Enable email white list**.

The Customize button is activated.

2. Click Customize.

Enter an email address in the whitelist text box and then click Add.

While entering an email address, be careful that you do not enter the same email address in the whitelist that you have entered in the blacklist, or else a message appears.

To edit an email address, select the email address in the list and click **Edit**. To remove an email address, select an email address and click **Remove**.

4. You can import the whitelist by clicking Import List.

This is very helpful if you have exported the list of emails or saved AntiSpam data and want to use such emails.

5. You can export the whitelist by clicking **Export List**.

This exports all the email addresses existing in the list. This is helpful when you want to reinstall Quick Heal Total Security later or on another system and you want to have the same email addresses to be enlisted later.

6. Click **OK** to save your settings.

Adding Domains to whitelist or blacklist

To add domain addresses in the whitelist or blacklist, follow these steps:

- 1. Select either of the options **Enable email white list** or **Enable email black list** and then click **Customize**.
- 2. Type the domain and click **Add**.

The domain should be in the format: *@mytest.com.

3. To save the changes, click **OK**.

USB Drive Protection

Whenever any external drives are connected to your system, the autorun feature starts automatically and all programs in the drive may also start. The autorun malware may also be written in the drives so that it starts as soon as the drive is connected and spreads malware to your system. This feature helps you safeguard your USB devices from autorun malware.

To configure USB Drive Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **USB Drive Protection**.

The Tools details screen appears.

3. In the Select a removable drive list, all the removable drives plugged into your system are listed. Select the drive and click the Secure Removable Drive button.

The drive will be secured against autorun malwares when used in other systems.



Quick Heal recommends that you always keep the autorun feature of your USB drive turned off.

External Drive Protection

Whenever any external devices such as USB drives or CDs/DVDs are used with your computer, your system is at risk from the viruses and malwares that may infiltrate through the external devices. This feature allows you to set protection rules for external devices such as CDs, DVDs, and USB-based drives.

External Drive Protection includes the following features.

- Autorun Protection
- Scan External Drives
- Scan Windows Mobile

Autorun Protection

The autorun feature of USB-based devices or CDs/DVDs tends to run as soon as such devices are attached to the computer. Autorun malware may also start with the devices and spread malware that can cause substantial harm to the computer. This feature helps you protect your computer from autorun malware.

Configuring Autorun Protection

To configure Autorun Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **External Drive Protection**.
- 3. On the External Drive Protection screen, turn **Autorun Protection** on.

Autorun Protection is activated.

Scan External Drives

The USB-based drives are external devices that can transfer malware to your system. With this feature, you can scan the USB-based drives as soon as they are plugged in to your computer.

Configuring Scan External Drives

To configure Scan External Drives, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **External Drive Protection**.

- On the External Drive Protection screen, turn Scan External Drives on. Scan External Drives is activated.
- 4. For further settings, click **Scan External Drives**.
- 5. Select one of the following options:
 - Scan files on the root of the drive only: Select this option if you want to scan the files on the root of the drive only. The files within the folders on the root drive are skipped. This scan takes little time but is less safe. However, this option is selected by default.
 - **Scan full drive**: Select this option if you want to scan all the files on the USB-based drive. This scan takes time but is safer.
- 6. Click Save Changes to save your settings.



Scan External Drives does not work if <u>Data Theft Protection</u> is turned on, and its option **Block complete access to external drives** is selected.

Scan Windows Mobile

This feature helps you set the rules to get notification whenever a Windows Mobile phone using a USB cable is connected for scanning purposes.

Configuring Scan Windows Mobile

To configure Scan Windows Mobile, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **External Drive Protection**.
- On the External Drive Protection screen, turn Scan Windows Mobile on. Scan Windows Mobile is activated.

Browser Sandbox

When you browse the Internet, you are clueless about which sites are trusted and verified. Trusted sites are those that publish their identity so that they are established as known entities. However, all untrusted sites are not fake sites or phishing sites. Untrusted websites may be commercial websites, suppliers, sellers, third parties, advertisements, and entertainment websites.

Malicious sites mask their identity to run a covert operation. These sites can hack your confidential credentials, infect your computer, and spread spam messages.

Browser Sandbox keeps you safe from any kind of malicious attacks. Browser Sandbox applies a strict security policy for all untrusted and unverified websites. If you open any downloaded files

with Browser Sandbox turned on, such files open in Browser Sandbox to isolate any possible infection.

Configuring Browser Sandbox

To configure Browser Sandbox, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Browser Sandbox**. Turn **Browser Sandbox** on.
- 3. From the **Browser Sandbox** security level drop-down list, select the security level.
 - The default setting is optimum and ideal for the novice users.
- 4. Select **Show border around browser window** to indicate that your browser is running in Browser Sandbox.
 - Note: This is not a mandatory feature for security and you may turn it off, if you prefer.
- 5. Select Open the downloaded documents in sandbox environment* to open any downloaded documents in isolated environment to prevent spread of virus infection.
- 6. Under Control browser access to your personal data, set the following options as required:
 - To protect your confidential data (such as bank statements, pictures, important documents) while you are surfing, select Prevent browser from accessing confidential folders and then select the folder that you want to protect.
 - The data in the confidential folder will not be accessible by the browser and other applications running under Browser Sandbox. Therefore, your data is safe from being siphoned off.
 - To protect your data from being manipulated, select Prevent browser from modifying the protected data and then select the folder that you want to protect.
 - The data in the protected folder will be accessible but the data cannot be manipulated or modified.
 - To download content to a certain folder while surfing, select Allow browser to store all downloads in the specified folder and then give the path to the folder.
 - This helps you download content that you need for future use to a certain folder while surfing.
- 7. To clean Sandbox cache, click the **Delete** button.
 - This helps you clean temporary files.
- 8. To save your settings, click **Save Changes**.

i Note:

- This feature is supported on Internet Explorer, Google Chrome, and Mozilla Firefox browsers only. This feature is not supported on Microsoft Edge browser of Windows 10 operating system.
- (*) This feature is supported on Windows 7 operating systems and later.

Malware Protection

This feature helps you protect your system from threats such as spyware, adware, keyloggers, and riskware while you are connected to the Internet.

Configuring Malware Protection

To configure Malware Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Malware Protection**. Turn **Malware Protection** on.

Malware Protection is enabled.

- 3. To set further security measures for malware protection, click anywhere on Malware Protection and then set the following options.
 - Enable Adware detection: If you want to detect any adware, select this option. If you
 enable this option, further actions to be performed are displayed.
 - Select action to be performed when adware is found: Select one of the following actions to be performed when any adware is detected – Prompt, Repair, Skip.

Action	Description
Prompt	If you select this option, a message will appear when an adware is detected. The message will display the following options:
	Allow: Click this button to allow the adware to execute.
	Remove: Click this button to remove the adware. In case, the adware is not removed successfully, the adware is quarantined and will be cleaned in next Boot Time Scan.
	Close: Click this button to close the message. However, the same message will keep appearing until you take an action.
Repair	Select this option if you want to repair a file.
	If an adware is found in a file during scan, the file is repaired. If the file cannot be repaired, it is quarantined and will be cleaned in the next Boot Time Scan.

Action	Description
Skip	Select this option if you want to take no action on a file.

AntiMalware

Quick Heal AntiMalware, with its improved malware scanning engine, scans registry, files and folders at a very high speed to thoroughly detect and clean spyware, adware, rogueware, dialers, riskware and lots of other potential threats in your system.

Launching Quick Heal AntiMalware

You can launch Quick Heal AntiMalware in any of one the following ways:

- On the left pane, click **Protection** and then click **AntiMalware**.
- Right-click the Quick Heal Total Security product icon in the Windows system tray and select Launch Antimalware.

Using Quick Heal AntiMalware

On the Quick Heal AntiMalware screen, click **Scan Now** to initiate the malware scan process. During scanning, Quick Heal AntiMalware displays the files, folders, and registry entries infected by malwares. Once the scan is complete, a list will be displayed with all the detected malwares contained in malicious files, folders, and registry entries.

You can clear specific file, folder, or registry entries from the displayed list, but ensure that all cleared items are genuine applications and not malicious ones.

In a case a malware is detected, you can take any of the following actions:

Options	Description
Clean	Helps you clean the malwares and its remains from the system. If you clear the specific file, folder or registry entry, you are prompted whether you want to exclude those items in future scan. If you want to permanently exclude those items, click Yes , otherwise click No for temporary exclusion.
Skip	Helps you to skip taking any action against malwares in your system.
Stop Scan	Helps you stop the scan.
Set System Restore point before cleaning	Helps you create System Restore point before the cleaning process starts in your system. This helps you revert to the cleaning done by Quick Heal AntiMalware by using Windows System Restore facility. Note: The feature Set System Restore point before cleaning is not available in Windows 2000 operating system.
Details	Helps you redirect to the website of Quick Heal.

Anti Rootkit

This feature helps you proactively detect and clean rootkits that are active in the system. This program scans objects such as running Processes, Windows Registry, and Files and Folders for any suspicious activity and detects the rootkits without any signatures. Anti-Rootkit detects most of the existing rootkits and is designed to detect the upcoming rootkits and also to provide the option to clean them.

However, it is recommended that Quick Heal Anti-Rootkit should be used by a person who has good knowledge of the operating system or with the help of Quick Heal Technical Support engineer. Improper usage of this program could result in unstable system.

Using Quick Heal Anti-Rootkit

To use Anti-Rootkit, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Anti-Rootkit**.

A message appears that recommends you to close all other applications before launching Anti-Rootkit.

- 3. In the left pane on the Anti-Rootkit screen, click the **Start Scan** button.
 - Quick Heal Anti-Rootkit starts scanning your system for suspicious rootkit activity in the running Processes, Windows Registry and Files and Folders.
 - After completion of the scan, the result is displayed in three tabs.
- 4. Select the appropriate action against each threat displayed. For example, you can terminate the rootkit Process, rename the rootkit Registry entry/Files and Folders.

After taking the action, you should restart your system so that rootkit cleaning takes place.

Buttons	Description
Stop Scanning	Helps you stop the scan while the scan is under way.
Close	Helps you close the Anti-Rootkit window. If you choose to close the Anti-Rootkit window while scanning is in progress, it will prompt you to stop the scan first.
Error Report Submission	Due to infection or some unexpected conditions in system, scanning of Quick Heal Anti-Rootkit may fail. On failure, you will be asked to re-scan your system and submit error report to Quick Heal Team for further analysis.

With the help of the Settings feature available on the Anti-Rootkit screen, you can configure what items to scan.

Configuring Quick Heal Anti-Rootkit Settings

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Protection** and then click **Anti-Rootkit**.

Quick Heal Anti-Rootkit is configured for Auto Scan by default where it scans the required system areas.

Scan Options	Description
Auto Scan	Auto Scan is the default scan setting for Anti-Rootkit. Under Auto Scan, the Quick Heal Anti-Rootkit scans the predefined system areas such as:
	Hidden Processes.
	Hidden Registry entries.
	Hidden Files and Folders.
	Executable ADS.
Custom Scan	Helps you customize the scan setting for Anti-Rootkit for the following options:
	Detect Hidden Process – scans the hidden processes running in the system.
	Detect Hidden Registry Items – scans the hidden items in Windows Registry.
	Detect Hidden files and folders – scans the hidden files and folders in the system and executable ADS (Alternate Data Streams). You can further choose from the following options:
	Scan drive on which Operating System is installed
	Scan all fixed drives
	ADS (Alternate Data Streams) to scan for executable ADS.
Report File Path	Quick Heal Anti-Rootkit creates a scan report file at the location from which it is executed. However, you can specify different location.

Overview of Alternate Data Streams – ADS

Alternate Data Streams or ADS allows the data to be stored in hidden formats that are linked to a normal visible file. Streams are not limited in size and there can be more than one stream linked to a normal file. ADS is a security risk because streams are almost completely hidden.

Trojan or virus author can take advantage of streams to spread malware so to hide the source of viruses.

Scanning Results and Cleaning Rootkits

- 1. Open Quick Heal Anti-Rootkit.
- 2. In the left pane on the Quick Heal Anti-Rootkit screen, click the **Start Scan** button.

3. Quick Heal Anti-Rootkit starts scanning your system for suspicious rootkit activity in the running Processes, Windows Registry and Files and Folders.

After completion of the scan, the result is displayed in three different tabs.

Take the appropriate action. You need to restart your system so that rootkit cleaning takes place.

Tabs that appear on the Scan Results screen

Options	Description
Process	After the scan is complete, Quick Heal Anti-Rootkit will detect and display a list of hidden processes. You can select the Process tab for termination, but ensure that the list of processes does not include any known trusted process. Quick Heal Anti-Rootkit also displays a summary of total number of processes scanned and hidden processes detected.
Terminating Hidden Process	After selecting the list of processes to close, click the Terminate button. If a process is successfully terminated, then its PID (Process Identifier) field will show n/a and process name is appended by Terminated. All terminated Processes will be renamed after a restart.
Registry	Similar to the Process scan, Quick Heal Anti-Rootkit displays a list of hidden Registry keys. You can select keys for renaming, but ensure that the list of keys does not include any known trusted registry key. Quick Heal Anti-Rootkit also displays a summary of total number of items scanned and number of hidden items detected.
Renaming Hidden Registry Key	After selecting the list of keys for renaming, click the Rename button. Renaming of operation requires reboot hence Key name will be prefixed by Rename Queued.
Files and Folders	Similarly, Quick Heal Anti-Rootkit displays a list of hidden files and folders. You can select the Files and Folders tab for renaming, but ensure that the list of Files and Folders does not include any known trusted file. Quick Heal Anti-Rootkit also displays a list of executable Alternate Data Streams. Quick Heal Anti-Rootkit also displays a summary of total number of files scanned and number of hidden files detected.
Renaming Hidden Files and Folders	After selecting the list of files and folders for renaming, click the Rename button. Renaming of operation requires reboot hence Files and Folders name will be prefixed by Rename Queued.

Cleaning Rootkits through Quick Heal Emergency Disk

Sometimes rootkits are not cleaned properly and they reappear even after Quick Heal Anti-Rootkit scan. In such cases, you can also use Quick Heal Emergency Disk for complete cleaning. For cleaning this way, create Quick Heal Emergency Disk and boot your system through it.

To create Quick Heal Emergency Disk and clean your system through it, follow these steps:

Step 1

To create Quick Heal Emergency Disk, follow the link Create Emergency Disk, p - 81.

Step 2

- 1. Open Quick Heal Anti-Rootkit.
- 2. In the left pane on the Quick Heal Anti-Rootkit screen, click the **Start Scan** button.
 - Quick Heal Anti-Rootkit starts scanning your system for suspicious rootkit activity in the running Processes, Windows Registry, and Files and Folders.
 - After the scan is complete, the scan result is displayed in three different tabs.
- 3. Take the appropriate action against each threat displayed. For example, you can terminate the rootkit process or rename the rootkit registry entry or files.

Step 3

- 1. Boot your system using **Quick Heal Emergency Disk**.
- 2. Quick Heal Emergency Disk will automatically scan and clean the rootkits from your system.

5. Privacy

Privacy section includes those features that allow you to secure data, personal information, and privacy.

Privacy includes the following features.

Data Backup

Manage Backup

Restore Backup

File Vault

Parental Control

Webcam Protection

Anti-Tracker

Registry Restore

Data Theft Protection

Wi-Fi Scanner

Screen Locker Protection

Anti-Keylogger

Data Backup

Using Data Backup, you can change the location to back up data. You can back up any data you prefer. Backing up data is required for protection against <u>ransomware attacks</u>. If any ransomware attacks happen, you can restore the backed up data.

You may change the backup location if you do not have enough space on the default location.

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Data Backup**. Turn **Data Backup** on.
- 3. To configure what data you should save and where, click **Data Backup**. Specify the location to save data and select the types of files you want to save under **Select types of files to back up**.
- 4. Click **Change Location** to change the backup location.

A message appears that cautions that the current backup will be moved to the selected location and the backup of the new data will be saved at this selected location.

- 5. Click **Select Location** and then browse a location. Click **OK**.
- 6. Click Move.

The data is moved successfully.

Under <u>Select types of files to backup</u>, you can enlist the file extensions that you want to back up or even add the file extensions in the exclusion list not to take their backup.

Select types of files to backup

The backup files list includes three file categories: default, custom, and user specified. Data of the default file category are saved without fail. However, in order to back up the data from the custom category, you need to keep the file categories selected.

In user specified category, you can add the file extensions for which you want backup or exclude certain file extensions of which you do not need backup. Be careful while excluding any file extensions as these data will not be backed up.

To add or exclude file extensions, follow these steps.

- 1. On the <u>Data Backup</u> screen, select **Select types of files to backup > Advanced**.
- 2. Click Configure.

The file categories list appears. This list includes the following file categories.

Default file type: You cannot edit the default file types. Data of these files are backed up without fail.

Custom file type: In order to back up the data, you must keep the file categories selected. If you do not select the file categories, the data will not be saved.

User specified file type: Displays the file extensions that have been added or excluded.

- 3. To exclude file extensions, select **User Excluded Files** and click **Exclude Extension**. Enter the file extensions and click **OK** to save the entries.
 - The entries will be displayed under **User specified file type**. After enlisting the entries, you must select the **User Excluded Files** to exclude saving the backup of the listed extensions.
- 4. To include file extensions, select **User Specified Files** and click **Add Extension**. Enter the file extensions and click **OK** to save the entries.

The entries will be displayed under **User specified file type**. After enlisting the entries, you must select the **User Specified Files** to back up the data of the listed extensions.

Manage Backup

Using Manage Backup, you can delete the <u>backed up data</u> or copy the backed up data from the current backup location to a different location. You may change the backup location if you do not have enough space on the current location.

1. Open Quick Heal Total Security.

2. On the left pane, click **Privacy** and then click **Data Backup**. To configure backup, click **Manage Backup**.

If you do not need the backed up data, you may delete the backup to free the disk space.

- 3. To delete the backup, click **Delete**. A warning message appears. Read the message carefully. To confirm deletion, click **Yes**.
- 4. To copy the backed up data, click **Select Location** and then browse a location. Click **OK**.

A message appears. The data that is copied from protected location to another location will not be protected. However, the new data will continue to be backed up at the protected location.

5. Click Copy.

The data is copied successfully.

Restore Backup

Using Restore Data, you can restore the backed up data in case any <u>ransomware attacks</u> happen. However, it is important that you <u>back up your data</u> to avoid any ransomware attacks.

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Restore Backup**.
- 3. To restore backup, click **Restore Backup**.

Two options **From System** and **From Other Sources** appear. With **From System**, you can restore data from current backup location on your computer while with **From Other Sources**, you can restore data from any other location where the backup is available.

- 4. Select **From System**, if you want to restore data from current backup location and then select a version. Click **Next**.
- 5. Click **Select Location** and browse a location on your computer. Click **OK** and then click **Next**.
- Select From Other Sources, if you want to restore data from any other location where the backup is available. Click Select Location and then browse a location on your computer. Click OK and then click Next.

The data is restored successfully.

File Vault

File Vault is a virtual drive that you can create on your computer. You can save confidential and important data such as documents, files, photos, videos, and any other data in an encrypted format to prevent unauthorized access.

Creating a vault

To create a file vault, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **File Vault**.

On the File Vault screen, you can see a list of vaults, if you have added any.

- 3. To create a new vault, click Create Vault.
- 4. In the File Vault Name field, write a vault name.
- In the File Vault Location field, click Browse to browse a location and click OK.
- 6. In the File Vault Size field, allot space capacity.

Ensure that you allot minimum of 15 MB disk space.

- 7. Click Next.
- 8. Set a password to the vault.

Set a strong password and remember it. You will need to enter this password to unlock the vault to access the data.

9. Under **Email address**, provide an email address. This email address may be your existing email address or a new one.

Note this email address carefully. If you forget your password, you can reset it using this email address.

10. Click Finish.

The vault is created successfully.

Securing the vault

After the vault is created, it is ready for use.

- 1. Click Open File Vault.
- 2. Move and/or create files or folders that you want to protect in the vault.

After working in the vault, you must lock it.

3. Right-click the vault and then select **Lock Vault**, or open File Vault from Quick Heal Total Security and set the access of the vault as **Lock**.

Importing a vault

If you have created a safe vault on your computer, you can import it if required. You may need to import the vault if you have moved the safe vault to any other location or you have reinstalled Quick Heal Total Security. Without importing the vault, you cannot access the data in the vault.

To import a file vault, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **File Vault**.

On the File Vault screen, you can see a list of vaults, if you have added any.

- 3. To import a vault, click **Import Vault**.
- 4. In the File Vault Path field, browse the path to the vault that you want to import.

Ensure that you have selected a valid file (with a .qhe extension).

5. Click **Add to List** to import the vault.

The vault is listed in the vault list.

Ensure that you give the required access policy (Lock/Unlock). You can access the vault from File Vault or even from the drive where the vault is available.

Deleting a vault

To delete a file vault, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **File Vault**.

On the File Vault screen, you can see a list of the vaults that you have added.

3. Select the vault that you want to delete and then click **Delete Vault**.

Ensure that the access to the vault is locked that makes it available to delete.

- 4. Enter the password to the vault and then click **Next**.
- 5. When prompted for confirmation, click Yes.

Parental Control

Parental Control is a very effective method to control the Internet access, application access, and computer access by children and other users. This feature ensures that the children and other users do not visit inappropriate types of Web sites, and can only access the allowed applications so that they are safe from any virus threats and are not exposed to offensive or inappropriate content. Parents can also limit access to the computer and Internet on a day and time basis.

Ensure that you configure the following options before you configure Parental Control.

First step

Check if you are logged in as an Administrative user to the computer on which you have installed Quick Heal Total Security. In case you are not an administrative user, we recommend that you <u>create an Administrator account</u> and configure it. Do not share the administrative credentials with the users for whom you are creating restricted accounts.

Second step

Create separate <u>Standard accounts</u> (Restricted user) for your children or other users. This way, they will have only limited access to the computer. This also helps you apply different protection policies to different users. The protection policies could include website preferences for each restricted user and a schedule for Internet access.

Third step

Set a password to restrict unauthorized users from modifying the settings or removing Quick Heal Total Security from the computer. To see how to set password to Quick Heal Total Security, see Quick Heal Password Protection.

Configuring Parental Control

To configure Parental Control, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Parental Control**.
 - The Parental Control setting details screen appears.
- 3. Select **Display alert message**, if you want to receive alert message when the users visit a blocked website.
- 4. Under **Select whom to apply the settings**, select one of the following options:
 - Apply to all users: Select this option if you want to apply the same setting to all users. If you select this option, the All Users option is displayed below.
 - Apply to specific users: Select this option if you want to apply different settings to different users. If you select the Apply to specific users option, a list of all users is displayed below.
- 5. To configure further settings, click a user available under **Select whom to apply the settings**. Users are displayed based on the options whether you have selected **Apply to all users** or **Apply to specific users**.

The protection rules screen appears. You can configure any or all of the following options based on your requirement.

- Internet Browsing Control
- Application Control
- PC Access Control
- 6. After configuration, click **Save Changes** to save your settings.

Internet Browsing Control

Internet Browsing Control includes the following options.

Restricting access to particular categories of website

With this feature, you can restrict access to the websites by categories. If you restrict a website category, all the websites under that category will be blocked.

If you want to restrict most of the websites in a category but allow certain websites in that category, you can do so by restricting that category and enlisting such websites in the exclusion list.

To restrict access to the website categories, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Parental Control**.
 - The Parental Control setting details screen appears.
- 3. Click a user available under **Select whom to apply the settings**. Users are displayed based on the options whether you have selected **Apply to all users** or **Apply to specific users**.
- 4. On the protection rules screen, select **Internet Browsing Control**.
- 5. Select **Restrict access to particular categories of website**. A list of website categories appears.
- 6. On the Web Category screen, select an age group under Block the website categories based on age group for restricting access to certain types of websites for your children or other users. If you can select a certain age group, optimum settings will be applied. You may customize the predefined settings for an age group if required. To reset the customized settings of an age group, refresh the same age group. You may revert to the default settings anytime by selecting the Default option.
- 7. Under **Select access rights for below categories of website**, turn on a website category to allow access to the websites or turn off to deny access. Moreover, the default settings are optimal and ideal for novice users.
 - If you want to exclude a certain website from the blocked category, enlist such a website in the exclusion list. For example, if you have blocked the **Streaming Media and Downloads** category, but you still want to allow access to **YouTube**, you can do so by enlisting YouTube in the exclusion list.
 - On the Web Category dialogue, click the Exclude button.
 - In the **Enter URL** text box, enter the URL of the website that you want to allow users to access and then click the **Add** button. Click **OK**.
 - Similarly, if you want to remove a website from the exclusion list, select a URL and click **Remove**. Click **Remove All** to delete all the URLs from the exclusion list.
- 8. Click **OK** and then confirm your preference. Click **OK**.

9. To save your settings, click **Save Changes**.

Restricting access to particular website

With this feature, you can block access to specific websites. This is helpful when you want to restrict access to certain websites or if you have a shorter list of websites to restrict.

This option is also helpful when a website does not fall in a selected category or you have restricted a website category, yet a certain website is still accessible.

To restrict access to a particular website, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Parental Control**.
 - The Parental Control setting screen appears.
- 3. Click a user available under **Select whom to apply the settings**. Users are displayed based on the options whether you have selected **Apply to all users** or **Apply to specific users**.
- 4. On the protection rules screen, select Internet Browsing Control.
- 5. Select **Restrict access to particular website** and then click the **Block List** button.
- 6. Click the Add button.
- 7. In the **Enter website** text box, enter the URL of a website and then click **OK**. If you want to block all subdomains of the website, select **Also block subdomains**.
 - For example, if you block **www.abc.com** and its subdomains, the subdomains such as **mail.abc.com** and **news.abc.com** will also be blocked.
- 8. Click OK and then click OK.
- 9. To save your settings, click **Save Changes**.

Scheduling Internet access

With this feature, you can restrict your children to access Internet as per the configured time slot only. As soon as the configured time slot is over, access to the Internet is blocked.

To set Schedule Internet access, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Parental Control**.
 - The Parental Control setting details screen appears.
- 3. Click a user available under **Select whom to apply the settings**. Users are displayed based on the options whether you have selected **Apply to all users** or **Apply to specific users**.
- 4. On the protection rules screen, select **Internet Browsing Control**.
- 5. Select **Schedule Internet access** and then click the **Configure** button.

The Schedule internet access chart appears.

- 6. Under **Specify when the user can access the Internet**, select any of the following options:
 - Always allow access to the Internet: Select this option if you want to allow other users the Internet access without any restriction.
 - Allow access to the Internet as per the schedule: Select this option if you want to set restriction for accessing the Internet.

The day and time schedule chart is activated.

 Select the cells for the days and times during which you want to allow access to the Internet.

The selected cells are highlighted which indicates the allowed schedule.

- 7. Click **OK** and then click **OK**.
- 8. To save your settings, click **Save Changes**.

Application Control

Application Control includes the following options.

Restricting access to particular categories of applications

With this feature, you can restrict access to the applications by categories. If you restrict an application category, all the applications under that category will be blocked.

If you want to restrict most of the applications in a category but allow certain applications in that category, you can do so by restricting that category and enlisting such applications in the exclusion list.

To restrict access to the categories of applications, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Parental Control**.

The Parental Control setting details screen appears.

- 3. Click a user available under **Select whom to apply the settings**. Users are displayed based on the options whether you have selected **Apply to all users** or **Apply to specific users**.
- 4. On the protection rules screen, select **Application Control**.
- 5. Select **Restrict access to particular categories of application** and then click the **Categories** button. A list of application categories appears.
- 6. Turn on an application category to allow access to the applications in that category or turn off to deny access.

If you want to exclude certain applications from the blocked category, enlist such an application in the exclusion list.

On the Application Category dialog, click the Exclude button.

- Click the Add button and browse an application to add to the exclusion list. Click OK.
 Similarly, if you want to remove an application from the exclusion list, select the application and click Remove. Click Remove All to delete all the applications from the exclusion list.
- 7. Click **OK** and then click **OK**.
- 8. To save your settings, click **Save Changes**.

The following table describes the categories.

Categories	Description
CD/DVD Applications	Includes applications such as AC3 Filter, Alcohol, Alcohol 120%, AnyDVD, BlindWrite, and so on.
Chat Applications	Includes applications such as Camfrog Video Chat, ManyCam, Skype, and so on.
Download Manager	Includes applications such as Akamai Netsession, aTube Catcher, DamnVid, Download Manager Plus DownloadStudio, and so on.
Email Clients	Includes applications such as FlashMail, Foxmail, Idea!, Lotus Notes Client, Novell Groupwise, The Bat!, Thunderbird, Windows Mail, and so on.
File Sharing Applications	Includes applications such as Ares, BearShare, BitComet, BitTorrent, and so on.
Games	Includes applications such as 3D Sniper, 4st Attack, Adrenaline Rush, Agent Combat, Air Hawk, and so on.
Media Players	Includes applications such as AIMP3, ALLPlayer, Audacity, Avidemux, BS Player, and so on.
Miscellaneous	Includes applications such as 2X Client, Advanced SystemCare, AquaSnap, Autoruns, Checksum Control, and so on.
Web Proxy	Includes 602LAN SUITE, Anon Proxy Server, CCProxy, Fast and Secure Gateway to applications such as Internet Freedom, and so on.
USB Modems	Includes applications such as Huawei and so on.
Web Browsers	Includes applications such as America Online, Avant Browser, Comodo Dragon, Firefox, Google Chrome, and so on.

Restricting access to particular application

With this feature, you can block user access to specific applications. This is helpful when you want to restrict user access to certain applications or if you have a shorter list of applications to restrict.

This option is also helpful when an application does not fall in a selected category or you have restricted an application category yet a certain application is still accessible.

To restrict access to a particular application, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Parental Control**.
 - The Parental Control setting details screen appears.
- 3. Click a user available under **Select whom to apply the settings**. Users are displayed based on the options whether you have selected **Apply to all users** or **Apply to specific users**.
- 4. On the protection rules screen, select **Application Control**.
- 5. Select **Restrict access to particular application** and then click the **Block List** button.
- 6. Click the **Add** button and browse an application to block it.
 - Similarly, if you want to remove an application from the blocked list, select the application and click **Remove**. Click **Remove** All to delete all the applications from the blocked list.
- 7. Click **OK** and then click **OK**.
- 8. To save your settings, click **Save Changes**.

Note: Application Control will function only if Virus Protection is enabled.

PC Access Control

With this feature, you can restrict your children to access your computer or laptop as per the configured time slot only. As soon as the configured time slot is over, the computer will be locked. However, they can log on with their credentials after the allotted time is over but for forty-five seconds only. They can log in as many times as they prefer, however the computer will be locked every forty-five seconds.

To configure PC Access Control, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Parental Control**.
 - The Parental Control setting details screen appears.
- 3. Click a user available under **Select whom to apply the settings**. Users are displayed based on the options whether you have selected **Apply to all users** or **Apply to specific users**.
- 4. On the protection rules screen, select **PC Access Control** and then click the **Configure** button. The Schedule PC access chart appears.
- 5. Under Specify when the user can access the PC, select any of the following options:
 - Always allow access to the PC: Select this option if you want to allow users to access your computer without any restriction.

- Allow access to PC as per the schedule: Select this option if you want to set a time-slot for accessing the computer.
 - Daily access time limit: Lets you allot time on hourly basis. Users can access the computer for the allowed time duration at any point of time during a day.
 - Daily access time-slots (clock time): Select the cells for the days and times during which you want to allow access to the computer. Users can access the computer only during the allowed time window.

The selected cells are highlighted which indicates the allowed schedule.

- 6. Click OK and then click OK.
- 7. To save your settings, click **Save Changes**.

Creating an Administrator account

This feature allows you to install and remove an application on the system or change any settings, including Parental Control. This ensures that only you as a parent have full control on your system.

To create an Administrators account, follow these steps:

- 1. Click Start > Control Panel.
- 2. Click User Accounts.
- 3. Your account type is displayed below your user name. Check if your account type is Administrator. If your account type is not Administrator, you need to change it to Administrator Account.

Setting Password Protection to Quick Heal Settings

You can protect the settings of Quick Heal Total Security by turning Password Protection on. Password Protection ensures that your settings are protected from modification by any unauthorized users.

To know about how to enable password protection of Quick Heal Total Security, see <u>Password Protection</u>.

Creating restricted user accounts

The restricted user accounts limit the users only to their account and prevent them from taking full control of the computer. This helps protect your computer by preventing a user from making changes that may affect security privileges.

To create restricted user accounts, follow these steps:

For Microsoft Windows XP operating system:

- 1. Click Start > Control Panel > User Accounts.
- 2. Under User Accounts, click Create a New User Account.
- 3. Fill in Account Name and click Next.
- 4. Select Limited.
- 5. Click Create Account.

For Microsoft Windows Vista/Windows 7 operating system:

- 1. Click Start > Control Panel > User Accounts.
- 2. Under User Accounts, click Manage Other Account.
- 3. Click Create a New User Account.
- 4. Fill in **Account Name** and select **Standard user**.
- 5. Click Create Account.

Webcam Protection

There are several applications and malwares that try to access the webcam of your computer without your consent to capture your photos, thereby intruding on your privacy. The malware attackers may then blackmail you for these photos. Webcam Protection detects such malwares and helps you to take appropriate action to prevent such unauthorized attempts to intrude on your privacy.

Configuring Webcam Protection

To configure Webcam Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Webcam Protection**. Turn **Webcam Protection** on.

Note: Webcam Protection is enabled by default.

If Webcam Protection is turned on and any new application or browser tries to access the webcam of your computer, an alert message appears. You can deny the permission if you do not trust the application.

3. To configure further, click **Webcam Protection**.

A list of applications appears. You can add an application and set the access policy for it. You can also change the access policy for an application or remove an application as per requirement.

4. To add an application, click the **Add** button. Browse to an application file, add it to the list, and set the access policy.

If you allow an application to access your webcam, you can select **Notify me on webcam use**. Whenever the application with allowed access policy accesses the webcam, an alert message appears. If you do not select **Notify me on webcam use**, no alert message will appear.

However, if you deny the access for an application, you do not need to select **Notify me on webcam use** for such an application.

5. To save your settings, click **Save Changes**.

Anti-Tracker

Anti-Tracker protects privacy by blocking trackers that collect your footprints whenever you browse online.

There are trackers that collect data when you go online. Such data is used to understand the users' browsing preferences and behavior to promote marketing or sales, display ads, share or sell personal information to companies.

Configuring Anti-Tracker

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Anti-Tracker**.

A summary of all trackers blocked is displayed. You can configure any of the following features: <u>Manage Extensions</u>, <u>Manage Exclusion</u>, <u>Clear Browser Cache</u>, and <u>Anti-Tracker Setting</u>.

Manage Extensions

- 1. On the Anti-Tracker screen, click Manage Extensions.
 - A list of browsers appears.
- 2. Enable extensions to block trackers for the listed browsers. To save your settings, click **Close**.

Manage Exclusion

- 1. On the Anti-Tracker screen, click Manage Exclusion.
- 2. Enter the websites on which you need trackers not to be blocked by Anti-Tracker and then click **Add**.
 - Ensure that you enlist those websites that you trust. You may remove any website, if you prefer.
- 3. Click Save.

Clear Browser Cache

1. On the Anti-Tracker screen, click **Clear Browser Cache**.

The Clear Browser Cache dialog appears.

You can clear cache of a website manually and as you prefer.

2. To clear cache instantly, select a browser and click **Clear Cache**.

You can set a schedule to clear cache automatically also.

- 3. Click the **Setting** icon for any of the listed browsers.
- 4. Set a schedule and click **Save**.

Cache of the browser will be removed automatically. This helps you run the browser faster.

5. To close the Clear Browser Cache dialog, click Close.

Anti-Tracker Setting

1. On Anti-Tracker screen, click Anti-Tracker Setting.

A list of tracker categories appears.

2. Select any of the trackers as per your preference. To save your settings, click Save.

Be sure why you allow or block any trackers.

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Anti-Tracker is not supported on Google Chrome on Windows XP and Windows Vista.

Registry Restore

Registry is a database used to store settings and options of Microsoft Windows operating systems. It contains information and settings for all the hardware, software, users, and preferences of the system.

Whenever a user makes changes to the Control Panel settings, or File Associations, System Policies, or install new software, the changes are reflected and stored in the Registry. Malware usually targets the system Registry to restrict specific features of the operating systems or other applications. It may modify the system registry so that it behaves in a manner beneficial to malware creating problem to the system.

The Quick Heal Registry Restore feature restores the critical system registry area and other areas from the changes made by malware. It also repairs the system registry.

Configuring Registry Restore

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Registry Restore**.
- 3. Select **Restore critical system registry areas** to restore the critical system registry during the scan. Critical System Registry areas are generally changed by malware to perform certain task automatically or to avoid detection or modification by system applications such as Disabling Task Manager, and Disabling Registry Editor.
- 4. Select **Repair malicious registry entries** to scan system registry for malware related entries. Malware and its remains are repaired automatically during the scan.

Data Theft Protection

With Data Theft Protection, you can block transfer of the data between the system and USB drives and CD/DVD devices. Data Theft Protection ensures no files or data can be copied from your system to any external drives or devices. Similarly no files or data can be transferred from the USB drives and CD/DVD devices to your system. Hence neither your information can be theft nor can any harmful files be implanted in your system.

This feature allows you to block transfer of the data between the system and external devices such as USB drives and CD/DVD devices. Data Theft Protection ensures no files or data can be copied from your system to any external devices or vice versa. It ensures data security and also eliminates the possibility of transfer of any harmful files.

Configuring Data Theft Protection

To configure Data Theft Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Data Theft Protection**.
- 3. Turn Data Theft Protection on.

Data Theft Protection is activated.

- 4. Click **Data Theft Protection** and do any of the following options:
 - Read only and no write access to external drives: Allows transfer of data from the USB drives and CD/DVD devices to the system but not vice versa. However, this option is selected by default.
 - Block complete access to external drives: Blocks transfer of data between the system and all external devices.
 - Authorize USB drive and Mobile devices: Select this option if you want to allow access only to the authorized USB drives and mobile devices. If this option is selected, and you connect a USB drive or a mobile device to your system, you are prompted for password to access them. Hence access is granted only to the authorized devices.

This option will work only if Data Theft Protection and <u>Password Protection</u> are turned on.

- Block Mobile devices: Blocks complete access to mobile devices.
- 5. To save your settings, click **Save Changes**.

Wi-Fi Scanner

Wi-Fi Scanner scans your Wi-Fi router and helps you know if it is safe to connect. If there are any vulnerabilities, it recommends ways to resolve.

Scanning Wi-Fi router

To scan Wi-Fi router, follow these steps.

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Wi-Fi Scanner**.

A dialog box appears.

3. To scan your Wi-Fi network, click Start Scan.

A consent appears. Read the consent carefully.

4. To proceed, click I Permit.

Scanning starts. On completion of the scan, a report appears. The report displays the Wi-Fi network name and vulnerabilities, if any.

There is a Guidelines link that offers possible solutions to fix vulnerabilities.

Screen Locker Protection

Malicious programs that lock the screen preventing access to your computer are known as screen lockers. With Screen Locker Protection, you can create a short-cut key combination to initiate a clean-up of your computer and remove such malicious programs. By pressing the short-cut key, you can initiate cleaning up of your computer and remove the malicious program.

Configuring Screen Locker Protection

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Screen Locker Protection**.
- 3. To enable Screen Locker Protection, select **Protect from screen lockers**. However, this option is selected by default.
- 4. Select an alphabet from the drop-down list to create a short-cut combination with **Ctrl+Alt+Shift.** Here **A** is selected by default.

5. Click **Save Changes**.

i Note:

• You have to restart your computer at least once after you install the product to activate this feature.

Anti-Keylogger

Keyloggers are malicious programs that record all information typed by you on the keyboard of your computer or laptop and share that information with the hackers. You may lose confidential information such as usernames, passwords, or PIN to the hackers. Anti-Keylogger helps you prevent information getting recorded by keystroke logger malware.

Configuring Anti-Keylogger

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Privacy** and then click **Anti-Keylogger**.
- 3. Turn Anti-Keylogger on or off as you prefer.

6. Performance

Performance section includes those features that help you to improve performance of your computer, clean browsing history, and boost gaming experience.

Performance includes the following features.

Auto Silent Mode

Track Cleaner

Hijack Restore

System Explorer

Game Booster

Auto Silent Mode

With Auto Silent Mode, you can keep your antivirus running in the background but no notifications or pop-ups are displayed. Any scheduled scan is also deferred to the next schedule until Auto Silent Mode is turned off, if any application is running in full screen mode.

Turning Auto Silent Mode on

To turn Auto Silent Mode, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Performance** and then click **Auto Silent Mode**. Turn **Auto Silent Mode** on.

However, Auto Silent Mode is turned on by default.

Track Cleaner

Most of the programs store the list of recently opened files in their internal format to help you open them again for quick access. However, if a system is used by more than one user, the user's privacy may be compromised. Track Cleaner helps you remove all the tracks of such most recently used (MRU) programs and prevent privacy breach.

Using Track Cleaner

To use Track Cleaner, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Performance** and then click **Track Cleaner**.

The Track Cleaner screen appears. This displays a list of all the programs opened recently.

- 3. Select the programs whose traces you want to remove or select **Check All** to select all the programs in the list.
- 4. To initiate cleaning, click **Start Cleaning**.
- 5. To close the Track Cleaner window, click **Close**.

Hijack Restore

If you have modified the default settings of Internet Explorer or if the settings have been modified by malwares, spywares, and sometimes genuine applications, you can restore the default settings. This feature helps you restore the settings of Internet Explorer browser, and also of critical operating system settings such as Registry Editor and Task Manager.

Using Hijack Restore

To use Hijack Restore, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Performance** and then click **Hijack Restore**.
- 3. On the Hijack Restore screen, select **Check All** to select all the browser settings in the list.
- 4. Select **Restore default host file** to restore the default host file.
- 5. Select **Restore important system settings** to restore important system settings.
- 6. To initiate restoring your settings, click **Restore Now**.

Restore Default Host File

The default host file includes the following options.

Fields	Description
IP Address	Enter the IP Address of the host.
Host Name	Enter the host name.
Add	Click Add to add the host details in the list.
Edit	Select the host in the list and click Edit to make the changes.
Delete	Select the host in the list and click Delete to remove the host.
ОК	Click OK to save your setting for the host files and exit from the Host Specification window.
Close	Click Close to exit without saving your settings from the Host Specification window.

Restore important system settings

The restore important system settings option includes the following options.

Options	Description
Check All	Helps you restore all the system settings in the list.
ОК	Helps you save all the modified settings and exit from the Important System Settings window.
Close	Helps you exit without saving the settings, from the Important System Settings window.

The buttons on the Hijack Restore screen are as follows.

Buttons	Description
Restore Now	Helps you initiate restoring the settings that you selected.
Undo	Helps you undo your settings done on the current screen. If you click the Undo button, it opens a window Undo Operations. The settings which have been restored to default settings will be listed. Select your settings or Check All to select all the settings. Click OK to revert to the existing settings.
Close	Helps you exit from the Hijack Restore window without saving your settings.

System Explorer

This tool provides you all the important information related to your computer such as running process, installed BHOs, toolbars installed in Internet Explorer, installed ActiveX, Hosts, LSPs, Startup Programs, Internet Explorer settings and Active network connection. This helps you diagnose the system for any new malware or riskware.

Using System Explorer

To use system explorer, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Performance** and then click **System Explorer**.

On the System Explorer screen, you can select a process, tool, program or any other processes that you want to analyze. Based on the selection, you can select a process and view its description. You can terminate any process that you think so.

Game Booster

Game Booster helps you enjoy playing games on PC smoothly. As soon as you launch any game, Game Booster prioritizes game over other processes and apps to boost gaming experience. This way you can play game faster without any interruption.

Configuring Game Booster

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Performance** and then click **Game Booster**. Turn **Game Booster** on.

i Note:

- If Virus Protection is disabled, Game Booster will not work.
- Game Booster will work on four logical processors (CPUs) or higher.

7. Settings

Settings section includes those features that allow you to configure Internet connection, create emergency disk, and other settings.

Settings includes the following features.

Automatic Update

View Quarantine Files

Report Settings

Report Virus Statistics

Restore Default Settings

Password Protection

News Alert

Internet Settings

Self Protection

Remotely Manage Quick Heal

Reports

Automatic Update

This feature helps you take the updates of the latest virus signatures automatically. It is advisable that you keep your Quick Heal Total Security up-to-date for protection against new and unknown malwares and viruses.

To take the updates regularly, ensure the following conditions.

- 1. You must always keep the **Automatic Update** turned on.
- 2. You must set an update mode to take the updates.

Configuring Automatic Update

To configure Automatic Update, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Settings** and then click **Automatic Update**. Turn **Automatic Update** on.

However, Automatic Update is turned on by default.

- 3. To configure about how to take the updates, click the setting icon of **Automatic Update**.
- 4. Select **Show update notification window**, if you want to get notified about the update of Quick Heal Total Security. However, this option is turned on by default.
- 5. Select the update mode from the following options:
 - Download from Internet Helps you download the updates to your computer from the Internet.
 - <u>Pick update files from specified path</u> –Helps you pick the updates from a local folder or a network folder.
- 6. Select other options.
 - <u>Copy update files to specified location</u> Helps you save a copy of the updates on a local drive of your computer.
 - Check for the latest version of Quick Heal Total Security:
 - Notify me when upgrade is available: Select this option if you want to be notified when there is a new upgrade available.
 - Automatically download the upgrade: Select this option if you want a new upgrade
 when available get downloaded automatically on your system. Then you need to
 install it to upgrade your current version.
- 7. To save your settings, click **Save Changes**.

Selecting Update Mode

Quick Heal Total Security provides multiple update modes that you can select according to your convenience.

Pick update files from specified path

Picking the updates is helpful in two ways.

- 1. Single computer: If your computer where Quick Heal Total Security is installed is not connected to the Internet.
- 2. Multiple computers: You can download the updates on a single computer to save the Internet bandwidth and pick up the updates for all computers in the network.

To pick the updates automatically, ensure the following things.

- 1. Select Pick update files from specified.
- 2. Browse a path to the drive on your computer or any other computer in the network.
- 3. To save your setting, click **Save Changes**.

Copy update files to specified location

Whenever Quick Heal Total Security is updated with new virus database signatures, one version of the update is saved at the location that you specify here. This is helpful in case there is any technical issue or the antivirus crashes because of new update. You can roll back to the previous version easily.

i Note:

• To save the update at this location, you must keep this option selected.

View Quarantine Files

This feature helps you safely isolate the infected or suspected files. When a file is quarantined, Quick Heal Total Security encrypts the file and keeps it inside the Quarantine directory. Being kept in an encrypted format, these files cannot be executed and hence are safe. Quarantine also keeps a copy of the infected file before repairing. However, you can take a backup of the files also before taking an action.

Launching Quarantine Files

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click Settings and then click View Quarantine.

A list of all quarantined and backed up files is displayed.

You can perform the following tasks on the Quarantine dialog:

Buttons	Description
Add	Helps you quarantine a file manually.
Remove	Helps you remove a quarantined and backed up file.
Restore	Helps you restore a quarantined file to its original location. When you find a quarantined file trustworthy and try to restore it, an option for adding the file to the exclusion list appears. You can add the file to the exclusion list so that the same file is not treated as suspected and quarantined again.
Remove All	Helps you remove all the quarantined files.
Send	Helps you send the quarantined file to our research labs for further analysis. Select the file that you want to submit and click Send .

When you send a quarantined file to the Quick Heal research labs, you are prompted to provide your email address and a reason for submitting the file. The reasons include the following ones:

Buttons	Description
Suspicious File	Select this reason if you feel that a particular file in your system has been the cause of suspicious activity in the system.
File is un-repairable	Select this reason if Quick Heal has been able to detect the malicious file on your system during its scans, but has not been able to repair the infection of the file.
False positive	Select this reason if a non-malicious data file that you have been using and are aware of its function, has been detected by Quick Heal Total Security as a malicious file.

Report Settings

Reports on all activities of the Quick Heal Total Security product are generated. You can use these reports to verify what all activities are going on such as whether your computer has been scanned, any malware has been detected, or any blocked website has been visited.

Such reports keep on adding up in the report list. You can set the rule when these reports should be removed automatically. The default setting for deleting reports is 30 days. You can also retain the reports if you need them.

Configuring Report Settings

To configure Report Settings, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Settings** and then click **Report Settings**.
 - The Report Settings screen appears.
- 3. Select **Delete reports after**, and then select the number of days after which the reports should be removed automatically.
 - If you clear **Delete reports after**, no reports will be removed.
- 4. To apply the settings, click **Save Changes**.

Report Virus Statistics

This feature helps you submit the virus detection statistics report generated during scans to the Quick Heal Research Center automatically.

Configuring Report Virus Statistics

To configure Report Virus Statistics, follow these steps:

1. Open Quick Heal Total Security.

On the left pane, click Settings and then click Report Virus Statistics. Turn Report Virus Statistics on.

The Report Virus Statistics is activated.

Restore Default Settings

This feature allows you to revert the settings customized by you to the default settings. This is very helpful when you change the default settings but you are not satisfied with the protection or you feel your protection is being compromised. You can restore the system default settings.

Restoring Default Settings

To restore default settings, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Settings** and then click **Restore Default Settings**.
- On the Restore Default Settings, click the **Default All** button.
 Your Quick Heal Total Security is reverted to the default settings.

Password Protection

This feature allows you to restrict unauthorized people from modifying the Quick Heal Total Security settings so that your security is not compromised. It is recommended that you always keep Password Protection turned on.

Safe Mode Protection

If you run Windows in Safe Mode, your computer starts with only basic files and drivers and the security features of Quick Heal Total Security are disabled by default. In such a situation, unauthorized users may take advantage and steal data or modify the settings of the Quick Heal Total Security features.

To prevent access to your system by any unauthorized users, you can configure Safe Mode Protection. Once you configure it, you need to provide a password to work in Safe Mode.

Configuring Password Protection

To configure Password Protection, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Settings** and then click **Password Protection**. Turn **Password Protection** on.

The Password Protection feature is turned off by default.

3. In **Enter password**, enter a new password if you are setting the password for the first time, and then enter the same password in **Confirm password**.

If you are setting the password for the first time, then **Enter old password** will not be available.

- 4. To enable safe mode protection, select **Enable Safe mode protection**.
- 5. Click **Save Changes**.

News Alert

With this feature, you get the latest news about cyber security, virus threats and alerts and other important information related to the computer protection. The latest news is also available under Status. If you do not want to get the news alert, turn News Alert off.

Turning News Alert off

To turn News Alert off, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Settings** and then **News Alert**. Turn **News Alert** off.

Internet Settings

This feature helps you turn proxy support on, set proxy type, configure IP address, and port of the proxy for using Internet connection. If you are using a proxy server on your network, or Socks Version 4 & 5 network, you need to enter the IP address (or domain name) and port of the proxy, SOCKS V4 & SOCKS V5 server in the Internet settings. However, if you configure Internet Settings, you have to enter your user name and password credentials.

The following Quick Heal Total Security modules require access to the Internet and may depend on the settings configured.

- Registration Wizard
- Quick Update
- Messenger

Configuring Internet Settings

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Settings** and then click **Internet Settings**.
- 3. Click Internet Settings and select Enable proxy settings.

The proxy type, server, port, and user credentials text boxes are activated.

- 4. In **Type** list, select the proxy type from HTTP, SOCKS V4, SOCKS V5 based on your preference.
- 5. In the **Server** text box, enter the IP address of the proxy server or domain.
- 6. In the **Port** text box, enter the port number of the proxy server.

Port number is set as 80 for HTTP and 1080 for SOCKS V4, SOCKS V5 by default.

- 7. Enter your user name and password credentials.
- 8. To save your settings, click **Save Changes**.

Self Protection

This feature helps you protect Quick Heal Total Security so that its files, folders, configurations and registry entries configured against malware are not altered or tampered in any way. It also protects the processes and services of Quick Heal Total Security. It is recommended that you always keep Self Protection on. However, this option is turned on by default.

Configuring Self Protection

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Settings** and then **Self Protection**.
- 3. Turn Self Protection on.

However, Self Protection is turned on by default.

Remotely Manage Quick Heal

To manage Quick Heal Total Security on your device through Quick Heal RDM, it is important that you always keep the option Remotely Manage Quick Heal enabled. However, you can disable this option if you do not want to control the device through the web portal.

To enable Remotely Manage Quick Heal, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click Settings and then **Remotely Manage Quick Heal**.
- 3. Turn Remotely Manage Quick Heal on.

If you have not added any device yet, the Add your Quick Heal product page appears. This page displays the description about how to add a device along with the link to the Quick Heal RDM portal.

Quick Heal Remote Device Management

Quick Heal Remote Device Management or Quick Heal RDM is a cloud-based web portal that provides you a comprehensive monitoring facility to manage and control computers and laptops remotely.

With Quick Heal RDM, you can view certain security status of the devices, license history and license details, and renew the licenses.

To take advantage of Quick Heal RDM, follow these steps:

- Creating an account with the Quick Heal RDM web portal
- Adding devices to the Quick Heal RDM web portal

Creating an account with the Quick Heal RDM web portal

Before you create an account with Quick Heal RDM portal, you must activate Quick Heal Total Security on your device with a valid product key. To know about how to activate Quick Heal Total Security, see Registration of Quick Heal.

- 1. Once Quick Heal Total Security is registered on your device, the Quick Heal RDM sign-up screen appears. To get the sign-up invite, enter your email address and then click **Next**.
 - An email about how to activate the Quick Heal RDM account is sent to your email address.
- 2. Check your email and click the **Activate** button or copy the given link in your browser. You are redirected to the Set Password page of Quick Heal RDM portal.
- 3. Set your password and then click **Save**.

Your account with the Quick Heal RDM portal is created successfully. To manage a device, you must add the device in the Quick Heal RDM portal first.

Signing up with the Quick Heal RDM web portal

You can create an account with Quick Heal RDM directly from the web portal also.

To sign up with Quick Heal RDM, follow these steps:

- 1. Visit Quick Heal RDM on the following website: https://mydevice.quickheal.com.
- 2. In the upper right area, click the **Sign up** button.
- 3. Enter your username or email address, valid mobile number, and product key.
- 4. Enter the correct verification code.
 - Read the License Agreement and Privacy Policy documents carefully.
- 5. Select the I agree to the Quick Heal License Agreement and Privacy Policy option.
- 6. Click Sign up.

An email about how to activate the Quick Heal RDM account is sent to your email address.

- 7. Check your email and click the **Activate** button or copy the link in your browser.
 - You are redirected to the set password page of Quick Heal RDM.
- 8. Set your password and then click **Save**.
 - Your account with the Quick Heal RDM portal is created successfully. To manage a device, you must add the device in the Quick Heal RDM portal first.

Signing up with the Quick Heal RDM web portal with Google account

You can create an account with the Quick Heal RDM portal with your existing Google account also.

To sign up with your Google account, follow these steps:

- 1. Click the **Sign in** with Google button.
- 2. Enter your Username and Password of your existing Google account.

Read the service agreement and privacy policies carefully.

- 3. Click Accept.
- 4. On the Create New Account page, enter your valid mobile number and Product Key.
- 5. Enter the correct verification code.

Read the License Agreement and Privacy Policy documents carefully.

- 6. Select the I agree to the Quick Heal License Agreement and Privacy Policy option.
- 7. Click Sign up.

Your account with the Quick Heal RDM portal is created successfully. From now onwards, you can log on to your Quick Heal RDM account using your existing Google account and manage your device.

On first log on to the Quick Heal RDM, you need to configure the Add Device page. To know how to add a device, see Adding a device to Quick Heal RDM.

Adding devices to the Quick Heal RDM web portal

To manage your devices remotely, you need to add your devices in the Quick Heal RDM. On first log on to the Quick Heal RDM portal after creating an account with it, you are prompted to add devices.

To add a device, follow these steps:

- 1. Visit Quick Heal RDM Portal on the following website: https://mydevice.quickheal.com.
- 2. Log on to the Quick Heal RDM portal.

The Add Device page appears.

3. Type a name to the device and enter the product key.

You can give any name to the device that you prefer.

4. Click Add.

A One Time Password (OTP) is generated. To get OTP, go to your desktop application and do the following:

- i. Open **Quick Heal Total Security** on your desktop and click **Settings**.
- ii. Turn Remotely Manage Quick Heal on.

A validation is carried out and OTP is displayed on the Quick Heal Remote Device Wizard.

- 5. Enter this OTP on the Quick Heal RDM web portal and click Submit.
 - The device is added successfully.
- 6. Once the OTP is validated on the portal, click **Next** on the Quick Heal Remote Device Wizard on the desktop.
- 7. To close the wizard, click **OK**.

Create Emergency Disk

You can create your own emergency bootable Disk that will help you boot your Windows computer system and scan and clean all the drives including NTFS partitions. This Disk helps in cleaning badly infected system from the files infecting viruses that cannot be cleaned from inside Windows.

The Emergency Disk will be created with the latest virus signature pattern file used by Quick Heal Total Security on your system.

To create an Emergency Disk, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Settings** and then click **Create Emergency Disk**.
- 3. On the Create Emergency Disk screen, click the link and download the required package for emergency tool.
- 4. Extract the downloaded package on your system. For example: c:\my documents\qhemgpkg.
- 5. Provide the extracted package path, and click **Next**.
- 6. To create Emergency Disk, select any one of the options that are displayed on the screen. For example, select either Create Emergency USB disk or Create Emergency CD/DVD.
 - Note: Creating Emergency Disk using CD/DVD is not supported on Microsoft Windows 2003 and earlier versions. However, you can create Emergency Disk on USB drives.
- 7. Select the disk drive to be converted to an Emergency Disk and click Next.
 - On successful creation of an Emergency Disk, a message is displayed.

Things to remember while creating an Emergency Disk

- It is recommended that you retain a copy of the extracted package on your system.
- While using a USB device, rewritable CD/DVD, take a backup as the device will be formatted.
- To boot the system from either USB or CD/DVD, you have to set Boot sequence in BIOS.

• Once the scan is complete, you must remove the Emergency USB disk or CD/DVD before restarting the computer, otherwise it will again boot in the boot shell.

Using Emergency Disk

- 1. Insert **Emergency Disk** in your CD/DVD/USB drive.
- 2. Restart your system.
- 3. Emergency Disk starts scanning all the drives automatically. It will disinfect the infection, if found.
- 4. Restart your system.

Import/Export Settings

This feature allows you to import and export the settings of Quick Heal Total Security features. If you need re-installation or have multiple computers and want the same settings, you can simply export the settings configured on your current computer and easily import them on the computers. Both the default settings and the settings made by you can be exported.

Importing and Exporting the Quick Heal Total Security Settings

To import or export the Quick Heal Total Security settings, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Settings** and then click the **Import** or **Export** tab.
 - Import: Helps you import the settings from a .dat file.
 While you import the settings, a caution This will overwrite all settings that you have configured. appears. To confirm importing, click Yes.
 - **Export**: Helps you export the current settings to a .dat file.
- 3. Upon successful export or import, a message appears. Click **OK** to close the Import or Export dialogue.



- The settings can be imported from the same product flavor and the same version only. For example, the settings of Quick Heal Total Security version 19.00 can be imported to Quick Heal Total Security version 19.00 only.
- The settings of the following features cannot be exported or imported:
 - Scheduled Scans
 - Password Protection

8. PCTuner

PCTuner helps you to improve the performance of your computer in various ways. To access PCTuner, follow any of these steps:

- Select Start > Programs > Quick Heal Total Security > Quick Heal PCTuner.
- Open Quick Heal Total Security and under Status, click PCTuner.

The main window of Quick Heal PCTuner appears.

The following features of Quick Heal PCTuner are available:

Menu	Feature
Dashboard	Displays the status of the system.
Tuneup	Helps you clean up system clutter such as junk files, invalid registry entries, and browsing history.
Tools	Contains tools to securely delete files from the hard drive.
Reports	Provides reports for various tune-up activities performed.
Restore	Restores the items deleted during tuneup.
About	Provides information about the software and support information.
Help	Includes Help topics. Alternatively, you may press F1 to view the Help topics.

Each feature has a list of items that are as follows.

Menu	Menu Items
Dashboard	Status
Tuneup	Auto Tuneup
	Disk Cleanup
	Registry Cleanup
	Traces Cleanup
	Defragmenter
	Scheduler
	Settings
Tools	Duplicate File Finder
	Secure Delete
	Startup Booster

Menu	Menu Items
	Service Optimizer
Reports	Auto Tuneup
	Disk Cleanup
	Registry Cleanup
	Traces Cleanup
	Scheduler
	Secure Delete
	Duplicate File Finder
	Startup Booster
	Service Optimizer
	Restore
Restore	Disc/Registry
	Startup Booster
About	Information

Status

This feature provides the status of your system about certain tuneup activities of PCTuner with the help of a status meter. The tune-up activities include the following features:

- Disk Cleanup
- Registry Cleanup
- Traces Cleanup
- Defragmenter

The pointer of status meter points to the dark green region only if you perform all the tune-up activities periodically. The Status feature also provides the status of tune-up activities in the following format.

Status	Description
Tune-up Activity	The name of the Tuneup activity (Disk Cleanup, Registry Cleanup, Traces Cleanup, and Defragmenter).
Last Performed	The last execution date of each of the Tuneup activities. If the concerned Tuneup activity has never been executed, then the result will be NEVER .
	The third column includes a symbol against each Tuneup activity. If
	the symbol is 👪 then it means that the corresponding tuneup
	activity has never been performed, or it means that the
	corresponding tuneup activity has not been performed in the past 15

Status	Description
	days. If the symbol in the third column is , it means that the corresponding activity has been performed in the past 15 days.
Tuneup Now button	Select Advanced mode if you want to customize the scanning behavior. This is ideal for experienced users only. If you select this option, the Configure button is activated.



When you schedule Defragmenter, the message **Defragmenter has been set to run on next boot** is displayed.

Tuneup

This feature cleans up system clutter such as invalid and unwanted junk files, invalid registry entries, traces of the Internet history, and so on. Tuneup includes the following options.

Auto Tuneup

Auto Tuneup performs **Disk Cleanup**, **Registry Cleanup**, **Traces Cleanup**, and **Defragmenter**. It is ideal for novice users, and for users who do not want to waste time by performing individual Cleanup activity. Only the items deleted by Disk Cleanup and Registry Cleanup can be recovered.

Customizing Auto Tuneup

Before executing, you should customize Auto Tuneup to perform as per your requirements. To customize Auto Tuneup, follow these steps:

1. Select Tuneup > Settings.

The Tuneup Settings screen appears. This screen has three tabs: Disk Settings, Registry Settings, and Traces Settings. Each tab has a list of items preceded by a check box. All the items are selected in each of the tabs by default.

2. Clear the items that need to be skipped by Auto Tuneup. For a novice user, we recommend to keep all the items selected.

Take backup before deleting is selected by default. If this option is not selected, Auto Tuneup will delete all the items without taking the backup. We recommend that you keep it selected.

- 3. Click **Apply** to save the new settings.
- 4. Click **Close** to exit without saving the settings.

Performing Auto Tuneup

To execute Auto Tuneup, follow these steps:

- 1. Select Tuneup > Auto Tuneup.
- 2. Click **Settings** if you want to customize Auto Tuneup as mentioned in the previous section.
- 3. Click **Start** to begin Auto Tuneup.
- 4. Click **Stop** if you want to halt the Auto Tuneup; else click **Close** after completion of Auto Tuneup.

Disk Cleanup

Disk Cleanup finds and removes invalid and unwanted junk files from the hard disk drive. These files consume hard disk space and also slow down the system considerably. Disk Cleanup deletes these files freeing up space and helps in improving system performance. The Disk Cleanup feature also deletes temporary files, Internet cache files, improper shortcut files, garbage name files, and empty folders.

Performing Disk Cleanup

To execute Disk Cleanup, follow these steps:

- 1. Select Tuneup > Disk Cleanup.
- 2. Click **Settings** if you want to Customize Disk Cleanup.
- 3. Click Start.

A list with file locations and its junk category appears.

4. You may click **Stop** to halt the entries being added to the list.

Each file location will be preceded by a check box. All file locations are selected by default.

5. Clear the locations that need to be skipped by Disk Cleanup.

There are four other fields that display the following information:

- Files Found: The total number of files found by Disk Cleanup.
- **Total Size**: The size of the total number of files found by Disk Cleanup.
- **Files Selected**: The number of files selected for deletion.
- **Selected File Size**: The size of the number of files selected for deletion.
- 6. Click **Remove Files** to remove the files.
- 7. Click **Close** to exit Disk Cleanup.

Registry Cleanup

This feature removes invalid and obsolete registry entries from the system that appear due to improper un-install or non-existent fonts. Sometimes during uninstallation, the registry entries

are not deleted. This results in slower performance of the system. This feature removes such invalid registry entries to boost the performance of system.

Performing Registry Cleanup

To execute Registry Cleanup, follow these steps:

- 1. Select Tuneup > Registry Cleanup.
- 2. Click **Settings** if you want to Customize Registry Cleanup as mentioned in the previous section.
- 3. Click Start.

A list with registry entries and their path appears.

4. You may click **Stop** to halt the entries being added to the list.

Each registry entry will be preceded by a check box. All registry entries are selected by default.

- 5. Clear the registry entries that need to be skipped by Registry Cleanup.
- 6. There are two other fields that display the following information:
 - Items Found: The total number of registry entries found by Registry Cleanup.
 - **Items Selected**: The total number of registry entries selected for removal.
- 7. Click **Remove Entries** to remove the files.
- 8. Click **Close** to exit Registry Cleanup.

Traces Cleanup

This feature removes traces from the Internet history and MRU (Most Recently Used) list of various applications. It safely deletes history, cleans the cookies, cache, auto-complete forms and passwords. Traces such as auto complete entries and saved passwords need to be deleted to ensure that user privacy is not breached. It also erases the traces from popular application programs such as Microsoft Office applications, Adobe Acrobat Reader, Media Player, WinZip, WinRAR and traces such as Browser Cookies, and Saved Passwords.

Performing Traces Cleanup

To execute Traces Cleanup, follow these steps:

- 1. Select **Tuneup > Traces Cleanup**.
- Click Settings if you want to Customize Traces Cleanup as mentioned in the previous section.
- 3. Click Start.

A list with applications containing traces appears.

4. You may click **Stop** to halt the entries being added to the list.

Each application containing traces will be preceded by a check box. All applications containing traces are selected by default.

- 5. Clear the applications that need to be skipped by Traces Cleanup.
- 6. There are two other fields that display the following information:
 - Total Items Found: The total number of applications containing traces found by Traces Cleanup.
 - Items Selected: The total number of application containing traces selected for removal.
- 7. Click **Clean Items** to remove traces from the applications listed.
- 8. Click **Close** to exit Traces Cleanup.

Defragmenter

Files are often stored in different locations that slow down system performance. This feature defragments vital files, such as page files and registry hives for improving the performance of the system. Defragmenter reduces the number of fragments and clubs all the fragments into one contiguous chunk to improve system performance.

Using Defragmenter

To defragment page files and registry hives, follow these steps:

- 1. Select Tuneup > Defragmenter.
 - Two options for defragment appear: **Enable defragmentation** and **Cancel defragmentation**. **Cancel defragmentation** is selected by default.
- Select **Defragment at next boot** to perform defragmentation the next time you start the system; else select **Defragment at every boot** to perform defragmentation every time you start the system.
- 3. **Defragment system paging file (Virtual Memory)** and **Defragment Windows Registry** are not selected by default. You can select any of these two or both for the Defragmenter to perform. We recommend that you keep these options selected.
- 4. Click the **Apply** button to save these settings, or else click **Close** to exit without saving.

Scheduler

This feature helps you schedule the Tuneup activity periodically as per your requirements. You can configure the Tuneup schedule to perform Disc Cleanup, Registry Cleanup, Traces Cleanup, and Defragmenter. You can create a task and schedule it. The task is performed in the background at the time you specify when you created the task. You can see the details of the tasks performed in the Scheduler Reports.

Customizing Scheduler

You can customize Scheduler to perform at your convenient time. However, Defragmenter can be scheduled only at next boot. To customize Scheduler, follow these steps:

1. Select Tuneup > Scheduler.

A list of tasks is displayed along with details such as Task Name, Frequency, Activity, Backup, and Delete oldest backup.

- 2. There are three options that you can select while you schedule tuneup activity:
 - i. New to configure any new task
 - ii. Edit to edit any existing task
 - iii. **Remove** to remove the already scheduled task
- 3. To schedule a new tuneup activity, click **New**.

The Configure Tuneup Schedule screen appears.

4. Enter Task Name, Frequency, and Start At details.

Each Tuneup activity in the screen is preceded by a check box. All items are selected in the list by default.

- 5. Clear the items that need to be skipped by Scheduler feature.
- 6. Take backup before cleaning is selected by default. If this option is not selected, cleaning will be done without taking the backup. We recommend that you keep it selected. Delete oldest backup if maximum backup limit exceeds will delete the oldest backup when the limit of backup is surpassed.
- 7. Enter User Name and Password.
- 8. Click **Apply** to save the new settings or else click **Close** to exit without saving the settings.



In case you keep Delete oldest backup if maximum backup limit exceeds not selected, Scheduler will not perform when the backup limit is surpassed.

Settings

This feature helps you customize Disk Settings, Registry Settings, and Traces Settings as per your requirements.

Customizing Disk Cleanup

You can customize Disk Cleanup to perform as per your requirements before you execute it. To customize Disk Cleanup, follow these steps:

1. Select Tuneup > Settings.

The Tuneup Settings screen appears.

2. Click **Disk Settings**.

Each item in the list is preceded by a check box. All items are selected in the list by default.

- 3. Clear the items that need to be skipped by Disk Cleanup feature.
- 4. Take backup before deleting the items is selected by default. If this option is not selected, Disk Cleanup will delete all the items without taking the backup. We recommend that you keep it selected.
- 5. Click **Apply** to save the new settings or else click **Close** to exit without saving the settings.

Customizing Registry Cleanup

You can customize Registry Cleanup to perform as per your requirements before you execute it. To customize Registry Cleanup, follow these steps:

1. Select Tuneup > Settings.

The Tuneup Settings screen appears.

2. Click Registry Settings.

Each item in the list is preceded by a check box. All items are selected in the list by default.

- 3. Clear the items that need to be skipped by Registry Cleanup feature.
- 4. **Take backup before deleting the items** is selected by default. If this option is not selected, Registry Cleanup will delete all the items without taking the backup. We recommend that you keep it selected.
- 5. Click **Apply** to save the new settings or else click **Close** to exit without saving the settings.

Customizing Traces Cleanup

You can customize Traces Cleanup to perform as per your requirements before you execute it. To customize Traces Cleanup, follow these steps:

1. Select **Tuneup > Settings**.

The Tuneup Settings screen appears.

2. Click Traces Settings.

Each item in the list is preceded by a check box. All items are selected in the list by default.

- 3. Clear the items that need to be skipped by Traces Cleanup feature.
- 4. **Take backup before deleting the items** is selected. If this option is not selected, Registry Cleanup will delete all the items without taking the backup. We recommend that you keep it selected.
- 5. Click **Apply** to save the new settings or else click **Close** to exit without saving the settings.

Tools

This feature helps you delete duplicate files from the system. It offers secure deletion where files are deleted permanently and will not be recovered even if recovery software is used. The Tools menu includes the following options.

Duplicate File Finder

This feature removes duplicate files of various pre-defined file categories. It searches for duplicate files on user-specific locations. The user can also provide a folder exclusion list, to be omitted from the scan of duplicate files. Duplicate files will be deleted using One Pass, Two Pass or DoD deletion method as per your preference. The default deletion method is One Pass.

The pre-defined file categories that will be scanned during the execution of Duplicate File Finder feature are as follows.

File Category	Extensions
Image / Photo Files	.pcx, .tiff, .wpg, .bmp, .gif, .jpg, .jpeg, .wmp, .png, .tif
Creative Artwork Files	.ai, .eps, .pcx, .psd, .tiff, .wpg, .bmp, .gif, .jpg, .jpeg, .wmp, .png, .cdr, .pdf, .tif
Movie Files	.avi, .rm, .vob, .mov, .qt, .mpeg, .mpg, .mpe, .mpa, .dat
Sound Files	.wmv, .wma, .mp4, .mp3
Text Files	.txt, .asci, .xml
Document Files	.pdf, .doc, .rtf, .wri, .sam, .dox, .xls, .ppt, .docx, .xlsx, .pptx, .wk3, .wk4, .vsd, .vsdx, .wg, .123, .wpd
Email Files	.eml

Deleting Duplicate Files

To delete duplicate files, follow these steps:

- 1. Select Tools > Duplicate File Finder.
- 2. To modify Duplicate File Finder settings, click **Options**.
 - The Quick Heal Duplicate File Finder Options window appears.
- 3. In the **Please select a duplicate category type** list; clear the categories that need to be skipped by the Duplicate File Finder.
 - In the Exclude folder(s) list, you can add exclusion lists for Duplicate File Finder to skip.
- Click the Add Folder button to add the locations for exclusions. Select a location and click Clear if the added location is incorrect. Click Clear All to remove all exclusion locations added.

The **Use Secure Delete** option is activated and **One Pass Random – Quick Data Destruction** deletion method is selected by default. You can select any deletion method. See Deletion Methods to know about different deletion methods.

- 5. Click the **Apply** button to save the modification of settings or else click the **Close** button to exit without saving any modified settings.
- 6. Click **Add Path** to add the path for Duplicate File Finder to search for duplicate files. The Browse for folder window appears.
- 7. Browse for the required folder. Select **Exclude sub-folder** if you want to exclude the sub-folders within the folder in the scan. **Exclude sub-folder** option is not selected by default.
- 8. Click **OK** after selecting the required path. If the added path is incorrect, select that path and click **Clear** to delete the path. Click **Clear All** to delete all the added paths from the list.
- 9. Click Start Search.
- 10. A list of the file locations with duplicate file locations is displayed. The information of the scan is provided in the following fields.
 - Search Progress: Displays the progress of the search.
 - **Folders Scanned**: Displays the number of folders scanned.
 - Files Scanned: Displays the number of files scanned.
 - Duplicates Found: Displays the number of files with duplicates found.
 - Space Wasted: Displays the space that was consumed by the duplicate files.
- 11. Click Check All to select all the duplicate files within the expanded originals.
- 12. Click **Delete** to delete all the duplicate files.
- 13. Click Close to exit from the Tools menu.

Secure Delete

This feature is used for deleting unwanted files or folders completely from the system. In case you want to delete any confidential data, Secure Delete helps you delete the data making it absolutely impossible to recover by any means. Data deleted using the Delete function of Windows can be recovered using a Recovery Software as the link to such data remains in the cluster of hard drives. The Secure Delete feature of Quick Heal PCTuner deletes the file or folders directly from the hard drive making it unrecoverable even if a Recovery Software is used.

Deletion Methods

The following are the three file deletion methods available in Quick Heal PCTuner.

Deletion Methods	Description
One Pass Random – Quick Data Destruction	One Pass Random deletion method uses random letters to overwrite the data. This method of deletion is quick and quite secure. Data once deleted cannot be recovered. This is the best option for most users. This is also the default file deletion method.
Two Pass – More Secure Destruction	Two Pass deletion method uses twice the number of random letters to overwrite the data. This method of deletion provides additional layer of security. Data once deleted cannot be recovered by any recovery software.
DoD – Standard Data Destruction	DoD deletion method uses the encryption method of using random letters to overwrite data as per the Department of Defense Memo. Data once deleted cannot be recovered by any recovery software.

Using Secure Delete

To delete files or folders using Secure Delete, follow these steps:

- 1. Select Tools > Secure Delete.
- 2. Click the **Options** button.

The Select Secure Delete Method window appears.

- 3. Select the deletion method and click the **Accept** button. Select **Enable Right Click Secure Delete (Context Menu)** to facilitate deleting any data by just right-clicking Secure Delete.
- 4. Click the **Add File** button to locate the file you want to delete.
- 5. Click the Add Folder button to locate the folder and its sub-folders you want to delete.
- 6. If the selection for file deletion is incorrect, select the file and click **Clear**. Click **Clear All** to delete all the selections.
- 7. Click Continue.
- 8. A window appears with the message that the deletion is unrecoverable. It also helps you to change the deletion method. If you want to change the deletion method at this stage, click **Options**. Click **Yes** to proceed with the deletion process.

The selected files are deleted and a Deletion Summary screen appears.

9. Click the **View Report** button to view the report of the deletion process or else click **Close** to exit from Tools Menu.

Startup Booster

This tool removes unwanted startup programs from the system. It removes all the unnecessary applications from the Registry Run and Startup, and enhances the startup speed of the system.

Using Startup Booster

To use Startup Booster, follow these steps:

- 1. Select Tools > Startup Booster.
- 2. Click Start Search.

The applications that automatically load themselves during startup are displayed in a list. Each application is preceded by a check box. No applications are selected by default.

- 3. Select the applications that need to be removed from loading every time your system starts.
- 4. Click **Remove** to remove the application from the list or else click **Close** to exit.

Service Optimizer

Your computer may have many unwanted services that run at startup, consuming CPU and memory that can potentially slow down your system performance. Service Optimizer analyzes your system and suggests services that can be safely disabled to run at startup based on your answers to the related services.

The following are the services available for Service Optimizer in Quick Heal PCTuner.

- Network related Services
- System related Services
- Performance related Services
- Security related Services

Using Service Optimizer

To use Service Optimizer, follow these steps:

1. Select Tools > Service Optimizer.

The services are categorized in four sections represented by four Tabs: **Network**, **System**, **Performance**, and **Security**.

- 2. Select the service and select the relevant answer to the questions in each section.
 - Every time you open Service Optimizer, the Apply button appears dimmed. However, on changing any of the answers, like if you select either **YES** or **NO**, the Apply button is activated.
- 3. Click the **Apply** button to optimize the service or else click **Close** to exit without saving.
- 4. You get a **Service Optimization Summary** if you have optimized any service. Click **View Report** to view the detailed report or else click **Close** to exit.

i Note:

- If the answers related to the services do not require any change, a message appears.
- If you click the Default button, all the optimized services are reverted to their original status.

Reports

This menu contains reports for various activities performed by Quick Heal PCTuner. It includes several menu items. Each menu item corresponds to the report of a particular activity.

The menu items in the Reports menu are as follows.

There are four buttons in each menu item. Their actions are the same for all menu items that are as follows:

Button	Action
Details	Helps you display a detailed report of the selected record in the list.
Delete All	Helps you delete all the reports in the list.
Delete	Helps you delete the selected record in the list.
Close	Helps you exit from the Reports menu.

If you click the Details button in any menu item, a window titled Report opens. This includes five more buttons whose actions are common to all the menu items that are as follows:

Button	Action
Prev	Helps you display the detailed report of the previous record in the list.
Next	Helps you display the detailed report of the next record in the list.
Print	Helps you take out the print of the detailed report.
Save As	Helps you save the detailed report in text format on your system.
Close	Helps you exit from the Report window.

Auto Tuneup Reports

This feature includes a list of records with a detailed report on the **Auto Tuneup** feature performed on the system. To view Auto Tuneup Reports, follow these steps:

- 1. Select **Reports > Auto Tuneup**.
- 2. Select the required record in the list.
- 3. Click the **Details** button.

The Report window appears that includes the detailed report for the selected record.

Disk Cleanup Reports

This feature includes a list of records d with a detailed report on the **Disk Cleanup** feature performed on the system. To view Disk Cleanup Reports, follow these steps:

- 1. Select Reports > Disk Cleanup.
- 2. Select the required record in the list.
- 3. Click the **Details** button.

The Report window appears that includes the detailed report for the selected record.

Registry Cleanup Reports

This feature includes a list of records with a detailed report on the **Registry Cleanup** feature performed on the system. To view Registry Cleanup Reports, follow these steps:

- 1. Select Reports > Registry Cleanup.
- 2. Select the required record in the list.
- 3. Click the **Details** button.

The Report window appears that includes the detailed report for the selected record.

Traces Cleanup Reports

This feature includes a list of records with a detailed report on the **Traces Cleanup** feature performed on the system. To view Traces Cleanup Reports, follow these steps:

- 1. Select Reports > Traces Cleanup.
- 2. Select the required record in the list.
- 3. Click the **Details** button.

The Report window appears that includes the detailed report for the selected record.

Scheduler Reports

This feature includes a list of records with a detailed report on all the **Scheduled tasks** performed on the system. To view Scheduler Reports, follow these steps:

- Select Reports > Scheduler.
- 2. Select the required record in the list.
- 3. Click the **Details** button.

The Report window appears that includes the detailed report for the selected record.

Secure Delete Reports

This feature includes a list of records with a detailed report on the **Secure Delete** feature performed on the system. To view Secure Delete Reports, follow these steps:

- 1. Select Reports > Secure Delete.
- 2. Select the required record in the list.
- 3. Click the **Details** button.

The Report window appears that includes the detailed report for the selected record.

Duplicate File Finder Reports

This feature includes a list of records with a detailed report on the **Duplicate File Finder** feature performed on the system. To view Duplicate File Finder Reports, follow these steps:

- 1. Select **Reports > Duplicate File Finder**.
- 2. Select the required record in the list.
- 3. Click the **Details** button.

The Report window appears that includes the detailed report for the selected record.

Startup Booster Reports

This feature includes a list of records with a detailed report on the **Startup Booster** feature performed on the system. To view Startup Booster Reports, follow these steps:

- 1. Select Reports > Startup Booster.
- 2. Select the required record in the list.
- 3. Click the **Details** button.

The Report window appears that includes the detailed report for the selected record.

Service Optimizer Reports

This feature includes a list of records with a detailed report on the **Service Optimizer** feature performed on the system. To view Service Optimizer Reports, follow these steps:

- 1. Select **Reports > Service Optimizer**.
- 2. Select the required record in the list.
- 3. Click the **Details** button.

The Report window appears that includes the detailed report for the selected record.

Restore Reports

This feature includes a list of records (with a detailed report on the **Restore** feature performed on the system. To view Restore Reports, follow these steps:

- 1. Select **Reports > Restore**.
- 2. Select the required record in the list.
- 3. Click the **Details** button.

The Report window appears that includes the detailed report for the selected record.

Restore

This feature restores the items to its original locations that were deleted by any of the Disk Cleanup, Registry Cleanup, and Startup Booster features. However, it does not restore the items deleted by Traces Cleanup.



If **Delete items without taking backup** is not selected during Disk Cleanup or Registry Cleanup, backup will not be taken. In case of Auto Tuneup, **Take backup before deleting the Files** should be selected to take the backup and restore the files when needed.

The Restore Points area lists out tune-up activities that can be restored. The actions that can be performed on the Restore Points are as follows.

Restoring Reports

To restore, follow these steps:

- 1. Select the required restore point.
- 2. Click the **Restore** button.
- 3. A message box appears with the following prompt: **Are you sure you want to restore the backup?** Click **Yes** if you want to restore the backup or else click **No** if you do not want to restore the backup.
- 4. If you have clicked Yes in the previous step, the backup is restored and a message The selected backup was restored successfully appears. Click OK to complete the restore process.

Deleting Reports

To delete any of the restore points in the list, follow these steps:

- 1. Select the required restore point.
- 2. Click the Delete button.
- 3. A message appears with the following prompt: **Are you sure you want to delete it?** Click **OK** if you want to delete the restore point or else click **Cancel** to exit without deleting.

9. Help & Other Recommendations

Updates for Quick Heal Total Security are released regularly. These updates may include enhancements or security features against new malwares and viruses. To prevent your computer from new viruses, you must always keep Quick Heal Total Security up-to-date.

The default setting of Quick Heal Total Security is configured to take the updates automatically from the Internet, without the intervention of the user. However, your system must be connected to the Internet to get the updates regularly.

i Note:

- The updates may include enhancements and new virus database signatures against new malwares and viruses.
- The updates may upgrade your current version of Quick Heal Total Security to the new version.

You can update Quick Heal Total Security online and offline as per your preference.

Updating Quick Heal online

Although, the default setting of Quick Heal Total Security is configured to take the updates automatically from the Internet. With Update Now, you can update Quick Heal Total Security manually whenever you prefer.

To update Quick Heal Total Security online, follow these steps.

- 1. Right-click the Quick Heal Total Security icon on the system tray and select **Update Now**.
 - Alternatively, open **Quick Heal Total Security**. On the top-right corner, click the menu and then select **About**. On the About screen, click the **Update Now** button.
 - Quick Update starts updating.
- 2. On completion of updating, click Finish.

Note: Quick Update connects to the Quick Heal website, downloads the appropriate updates, and applies the updates.

Updating Quick Heal offline

You can update Quick Heal Total Security without connecting to the Internet. Updating offline is useful if your computer where Quick Heal Total Security is installed is not connected to the

Internet or you have several computers. You do not need to download the update on all the computers in the network.

To update Quick Heal Total Security offline, follow these steps.

- 1. Go to http://www.guickheal.com/update.
- 2. On the Quick Heal Offline Product Updates portal, enter the required information about your product version, operating system architecture, and the type of updates.
- 3. Click the **Download** button.
- 4. Double-click the downloaded file.

The Quick Heal Updater wizard appears.

5. Click Update Now.

Alternatively, you can click the **Extract the updates** link and browse to the folder where you want to save the update. Once the update is saved, you can go to the folder and apply the update manually.

However, you can select **Install Updates after extraction** and then click **Continue** to apply the update automatically.

Your antivirus is updated successfully.

Update Guidelines for Network Environment

If you are using multiple computers with Quick Heal installed, you can configure a server to provide hassle free updates to all computers in your network. You are suggested to follow these guidelines for best results.

- 1. Set up one computer (may be the server) as the master update machine. Suppose server name is SERVER.
- 2. Make a folder named as **QHUPD** on a local drive in your computer. For example: **C:\QHUPD**. Assign Read-only sharing right to this folder.
- 3. Open Quick Heal Total Security.
- 4. On the left pane, click **Settings** and then click **Automatic Update**. Turn **Automatic Update** on.

Automatic Update is activated.

- 5. Click the setting icon for Automatic Update.
- 6. Select Copy update files to specified location.
- 7. Browse the **QHUPD** folder and click **OK**.
- 8. To save your settings, click **Save Changes**.
- 9. On all user computers within the network launch Quick Heal Total Security.
- 10. Under **Settings**, go to the **Automatic Update** page.

- 11. Select Pick update files from specified path and click Browse.
- 12. Locate the SERVER\QHUPD folder from Network Neighborhood. Alternatively, you can type the path as \\SERVER\QHUPD.
- 13. To save your settings, click **Save Changes**.

Cleaning Viruses

Quick Heal Total Security warns you of a virus infection when:

- A virus is encountered during a manual scan.
- A virus is encountered by Quick Heal Virus Protection/Email Protection.

Cleaning viruses encountered during scanning

The default settings of Quick Heal Total Security are adequately configured and are optimum to protect your system. If a virus is detected during scanning, Quick Heal Total Security tries to repair the virus. However, if it fails in repairing the infected files, such files are quarantined. In case you have customized the default scanner settings, take an appropriate action when a virus is found.

Scanning Options

During scan, you can take any of the following actions as per requirement.

Buttons	Description
Action Tab	Displays the action taken on the files.
Skip Folder	Helps you avoid scanning the current folder. Scanning moves to other location. This option is useful while scanning a folder that contains non-suspicious items.
Skip File	Helps you avoid scanning the current file. This option is useful while scanning an archive of a large number of files.
Stop	Helps you stop the scanning process.
Close	Helps you exit from the scanning process.
Shut down PC when finished	Helps you shut down your system after finishing the scan. This feature will work only when the scan is complete.

Cleaning virus detected in memory

"Virus Active in memory" means that a virus is active, and is spreading to other files or computers (if connected to a network) and doing malicious activity.

Whenever a virus is detected during memory scan, a Boot Time Scan is automatically scheduled to run the next time you boot your system. Boot Time Scan will scan and clean all drives including NTFS partitions before the desktop is completely loaded. It will detect and clean even the most typical Rootkits, spywares, special purpose Trojans, and loggers.

Restart required during cleaning for some malwares

Some malwares drop and inject their dynamic link libraries in the running processes of the system such as explorer.exe, lexplore.exe, svchost.exe, etc. which cannot be disabled or cleaned. During memory scan when they are detected, they will be set for deletion in the next boot automatically. Quick Heal Total Security memory scan will provide details or action recommendation for you in such cases.

Cleaning of Boot/Partition viruses

If Quick Heal Total Security memory scanner detects a boot or partition virus in your system, it will recommend you to boot your system using a clean bootable disk. It will scan and clean the virus using the Quick Heal Emergency disk.

Responding to virus found alerts from Virus Protection

Virus Protection of Quick Heal Total Security continuously scans your system for viruses in the background as you work. By default, Virus Protection repairs the infected files automatically. You will also get a prompt after the action is taken by Virus Protection.

About antivirus license

The About section of Quick Heal Total Security includes the following information.

- Quick Heal Version
- License details
- License validity
- Update Now option

The following buttons are available in the About section.

Options	Description
Renew Now	Helps you renew your existing subscription.
License Details	License Information and End-User License Agreement (EULA) are available under this section.
	Update License Details : This feature is useful to synchronize your existing License information with Quick Heal Activation Server. If you want to renew your existing subscription and you do not know how to renew it or you face the problem during renewal, you can call Quick Heal Support team and provide your Product Key and Renewal Code.
	Quick Heal Support team will renew your copy. However, you need to follow these steps:
	1. Be connected to the Internet.

Options	Description
	2. Click Update License Details.
	3. Click Continue to update your existing subscription.
	Print License Details : Click Print License Details to take the print of the existing subscription information.
Update Now	Helps you update virus database of Quick Heal Total Security.

Submitting System Information

System Information is an essential tool to gather critical information of a Windows-based system for the following cases.

To detect new Malwares	This tool gathers information to detect new malwares from the Running processes, Registry, System files like Config.Sys, Autoexec.bat, and system and application event logs.
To get Quick Heal information	It gathers information of the installed version of Quick Heal Total Security, its configuration settings and Quarantined files, if any.

Generating System Information

To generate system information, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the top-right corner, click the menu option and then select the **Submit System Information** option.

The System Information wizard opens.

- 3. Click Next to continue.
- 4. Select a reason for submitting the system information. If you are suspecting new malware in your system, select I suspect my system is infected by new Malwares or if you are facing issues while using Quick Heal Total Security, select I am having problem while using Quick Heal. Provide comments in the Comments text box and also enter your email address.
- 5. Click Finish.

System Information (INFO.QHC) will be generated and sent to Quick Heal Technical Support. This tool generates an INFO.QHC file at C:\ and submits it automatically to sysinfo@quickheal.com.

A Note:

INFO.QHC file contains the critical system details and version details of Quick Heal Total Security installed on your system in the text and binary format. The Information contains automatic execution of files (through Registry, Autoexec.bat, System.ini and Win.ini) and Running processes along with their supported library details. These details are used to analyze the system for new malware and proper functioning of Quick Heal Total Security. This information is used to provide better and adequate services to customers.

Please note that this tool does not collect any other personally identifiable information such as passwords, nor do we share or disclose this information with anyone. We respect your privacy.

Reports

Quick Heal Total Security creates and maintains a detailed report of all important activities such as virus scan, updates details, changes in settings of the features, and so on.

Viewing Reports

To view reports and statistics of different features, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click Status. On the top-right corner, click the menu option and then select the **Reports** option.

A Reports list appears.

3. In the **Reports for** list, click a feature to view its report.

The report details list appears in the right pane. The report statistics on each feature includes Date and Time when the report was created and the reason for which the report was created.

Buttons	Action
Details	Helps you display a detailed report of the selected record in the list.
Delete All	Helps you delete all the records in the list.
Delete	Helps you delete the selected record in the list.
Close	Helps you close the Reports screen.

You can view further details of a report of a feature. In the right pane, click the report to view the details. The report details screen appears that includes the following options.

Button	Action
Prev	Helps you display the detailed report of the previous record in the
	list.

Button	Action
	This button is not available if the selected record is the first record in the list.
Next	Helps you display the detailed report of the next record in the list. This button is not available if the selected record is the last record in the list.
Print	Helps you take the print of the detailed report.
Save As	Helps you save the detailed report in .txt format in a location of your system.
Close	Helps you exit from the report details screen.

Uninstalling antivirus software

Removing Quick Heal Total Security may expose your system to virus threats. However, you can uninstall Quick Heal Total Security in the following way:

- 1. Select Start > Programs > Quick Heal Total Security# > Uninstall Quick Heal Total Security.
 - Remove Quick Heal and keep update definitions files If you select this option, Quick Heal will save license information, all downloaded update definitions, reports, quarantined files, anti-spam whitelist/blacklist in a repository on your computer, so that these can be used during reinstallation.
 - **Remove Quick Heal completely** If you select this option, Quick Heal will be completely removed from your computer.
- 2. Select one of the options and click **Next** to continue with the uninstallation.

If you have password-protected Quick Heal Total Security, an authentication screen appears.

3. Enter your password and click **OK**.

The uninstallation process is initiated.

When uninstallation is complete, a message appears.

You may provide feedback and reasons for uninstalling Quick Heal Total Security by clicking **Write to us the reason of un-installing Quick Heal Total Security**. Your feedback is valuable to us and it helps us improve the product quality.



Note down the product key for future reference. You can save your product key information by clicking **Save to file**. Restart of your computer is recommended after Quick Heal Total Security uninstallation. To restart click **Restart Now**, or click **Restart Later** to continue working on the system and restart after some time.

10. Support

Quick Heal provides extensive technical support for the registered users. It is recommended that you have all the necessary details with you during the email or call to receive efficient support from the Quick Heal support executives.

Technical Support

The Support option includes FAQ (Frequently Asked Questions) where you can find answers to the most frequently asked questions, submit your queries, send emails about your queries or call us directly.

To see the support options, follow these steps:

- 1. Open Quick Heal Total Security.
- 2. On the left pane, click **Status**.
- On the top-right corner, click the menu option and then select the Support option.Support includes the following options.

Web Support: Includes **Visit FAQ** (Frequently Asked Questions) and **Visit Forums** – where you can submit your queries to get an appropriate answer.

Email Support: Includes **Submit Ticket** that redirects you to our Support webpage. Here you can read some of the most common issues with answers. If you do not find an answer to your issue, you can submit a ticket.

Live Chat Support: Using this option, you can chat with our support executives.

Phone Support: Includes phone numbers. You can call our support team and get your issues resolved.

Remote Support: This support module helps us easily connect to your computer system remotely and assist you in resolving technical issues.

Support by Phone

For Quick Heal Total Security Server Edition, customers based in India can dial Toll Free number: 1800-212-7377.

For all other desktop products, customers based in India can dial Toll Free number: 1800-121-7377.

To know a relevant contact number, customers from outside India should visit www.quickheal.com/contact_support.

Other Sources of Support

To get other sources of support, please visit www.quickheal.com/support-center-fags.

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