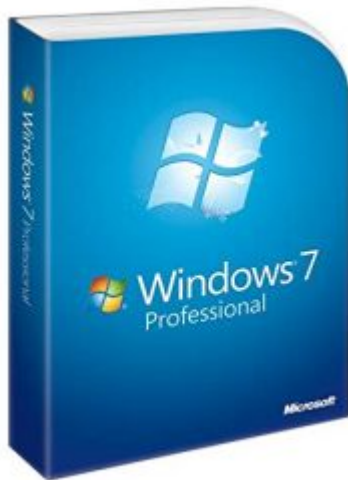


INFORMASIE TECHNOLOGIE

INFORMATION TECHNOLOGY

THE END OF WINDOWS 7

coming to an end on 14 January 2020.



After 14 January 2020, you will no longer receive security updates or technical support from Microsoft. Subsequently your equipment will no longer be supported and we will have to remove it from the network for security reasons. This means that you could potentially have no access to the network (in other words, no internet access).

If you are currently using Windows 7 or Windows 8.1 you will have to upgrade to Windows 10, and you will no longer receive security updates to keep your data safe, before the end of the year. For more information, please visit [Microsoft's website](#).

*Windows 10 will be free for staff. To request this upgrade, please log a request on the ICT Partner Portal (under the 'IT support') **before the end of October**. Please include the following information:*

As the computer's specifications have been checked, a request will be logged on our ICT Partner Portal and you will automatically receive an email. If any other actions are needed, an IT technician will also contact you.

*Older equipment may need components for the upgrade and this will be for the account of the department. **There might also be a possibility that very old equipment will not be able to be upgraded due to hardware limitations.***

IT will do the following without charge:

- 1. Upgrade the operating system from Windows 7 & 8.1 to Windows 10*
- 2. Work related data will be backed up to OneDrive*

You will have to pay for:

- 1. Backups of all data.*
- 2. Hardware components necessary for the upgrade to Windows 10*

If IT is requested to backup data, the cost will be as follows:

Less than 15GB – R1230-00

More than 15GB – R2120-00

Relevant articles on the end of Windows 7:

- [How to prepare for Windows 7 end of life](#)*
- [Microsoft starts notifying Windows 7 users about end of support](#)*
- [Windows 7 Support Ends in Less Than a Year](#)*

