## Windows Upgrade Guide

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### \*\*1. Check System Requirements\*\*

- Ensure your device meets the minimum system requirements for the new Windows version.

- Check \*\*Settings > System > About\*\* to confirm hardware specifications.

### \*\*2. Backup Important Data\*\*

- Use \*\*File History\*\*, OneDrive, or an external drive to back up essential files.

### \*\*3. Free Up Storage Space\*\*

- Ensure at least \*\*20GB of free space\*\* on your system drive.

- Run \*\*Disk Cleanup\*\* and remove temporary files.

### \*\*4. Update Drivers & Windows\*\*

- Go to \*\*Settings > Update & Security > Windows Update\*\*.
- Install pending updates and restart your PC.

### \*\*5. Upgrade Using Windows Update\*\*

- Go to \*\*Settings > Update & Security > Windows Update\*\*.
- Click \*\*Check for updates\*\*.
- If an upgrade is available, click \*\*Download and install\*\*.

### \*\*6. Upgrade Using Installation Media\*\*

- Download the \*\*Media Creation Tool\*\* from Microsoft?s website.
- Run the tool and select \*\*Upgrade this PC now\*\*.
- Follow on-screen instructions to complete the upgrade.

### \*\*7. Perform a Clean Installation (Optional)\*\*

- Download the Windows \*\*ISO file\*\* from Microsoft.
- Create a bootable USB using \*\*Rufus\*\* or the \*\*Media Creation Tool\*\*.
- Boot from the USB and select \*\*Custom Installation\*\* to install a fresh copy.

### \*\*8. Post-Upgrade Checklist\*\*

- Check \*\*Settings > Update & Security > Activation\*\* to confirm Windows is activated.
- Update drivers via \*\*Device Manager\*\*.
- Restore backed-up files.

### \*\*9. Troubleshooting Upgrade Issues\*\*

- Run the \*\*Windows Update Troubleshooter\*\*.
- Use \*\*DISM /Online /Cleanup-Image /RestoreHealth\*\* in Command Prompt.
- Check for error codes on \*\*Microsoft?s support site\*\*.

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For further assistance, visit \*\*https://support.microsoft.com\*\* or contact IT support.