

# STAY SMART ONLINE ALERT SERVICE

## Factsheet 3

### Setting up a Limited User account in Windows XP

Creating and using a limited account for most daily tasks, such as surfing the web and reading emails, will reduce the amount and type of malware that is able to infect your computer.

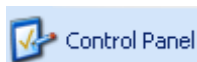
Many forms of serious malware require a user to be running as an Administrator, ie, either logged in as an Administrator<sup>1</sup> user or running a program with Administrator privileges, in order to successfully infect your computer. Operating as a limited user greatly reduces the effectiveness of many types of harmful malware.

Note: You must log in with an account that has Administrative rights to complete the following instructions

1. Click the "Start Button" in the lower left corner of your screen. The button looks like the following image.



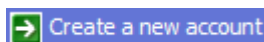
2. Single click on the icon labeled "Control Panel".



3. Open the User Accounts window by clicking on the button.



4. Click on the button "Create new account"



5. Type a name for the new account and then click the Next button

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<sup>1</sup> You can check whether you are an Administrator by following steps 1 to 3 above and looking for "Administrator" beside your login name

## Name the new account

Type a name for the new account:

Mum

This name will appear on the [Welcome screen](#) and on the [Start menu](#).

6. Select the radio button for Limited. Then click the "Create Account" button.

## Pick an account type

Computer administrator  Limited

7. The next time you log in, you can log in as the new user.