

**QUICK START GUIDE**  
**KASPERSKY TOTAL SECURITY**

---

**Kaspersky Total Security** provides comprehensive protection for your computer against viruses, malware, spam, network attacks, and other threats. The **Safe Money** component provides additional layers of protection during financial transactions, **Parental Control** helps to ensure your children are safe and responsible online. **Backup and Restore** feature creates and stores backup copies of your files in a secure place. To protect sensitive data, use the **Data Encryption** component, and to securely store your passwords, use **Password Protection**. To control and manage the protection of your computer remotely, connect to the **My Kaspersky** service in the **Manage Your Devices** section.

## Installation

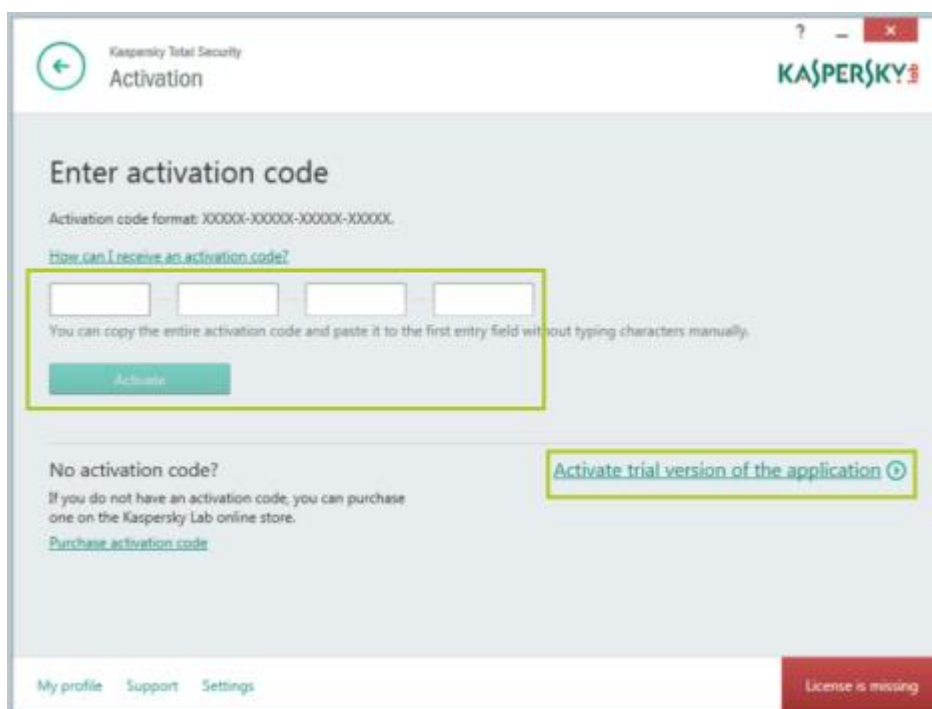
1. If you purchased a retail version of the application (on a CD), the installation will start automatically after you insert the CD into the drive. In the **Kaspersky Total Security Multi-Device** window, click **Install protection for your Windows**.
2. If you purchased **Kaspersky Total Security** online, download the installer from the **Kaspersky Lab** website (<http://www.kaspersky.com/downloads/total-security-multi-device>) and run the downloaded .exe file.
3. Carefully read the Kaspersky Security Network Statement. Select the check box I want to participate in Kaspersky Security Network (KSN) to provide optimal protection for my computer.
4. In the installation wizard window, click **Install**.
5. If any incompatible applications have been detected during the installation, follow the instructions of the installation wizard to remove it.
6. Wait until the installation process is completed and click **Finish**.

## Activation

You can find the activation code in the e-mail message you received from the online store or in the Quick Start Guide in case you bought a boxed version.

After you install the application, activate it with a trial or commercial activation code:

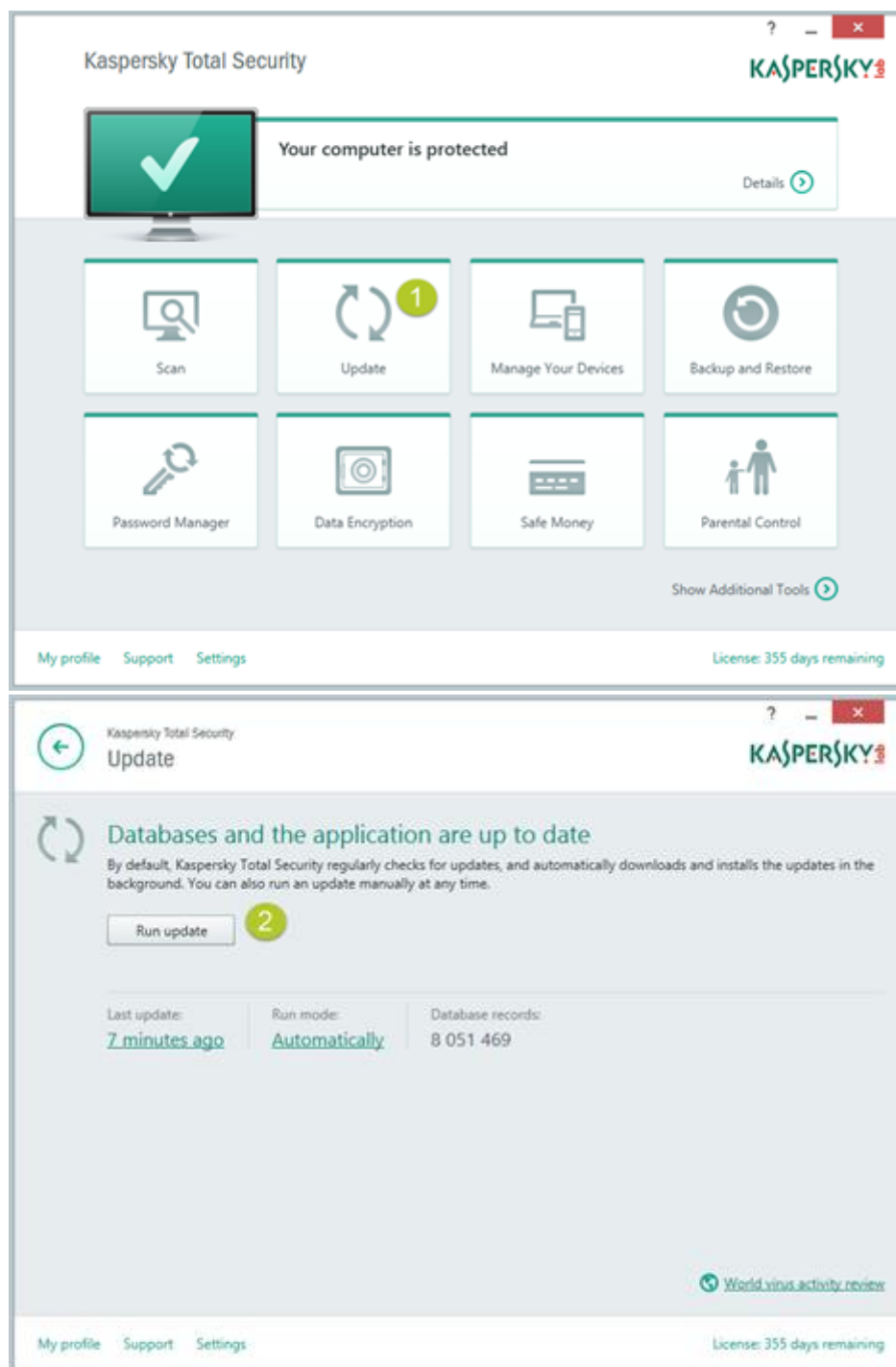
- In the **Activation** window, enter the activation code and click **Activate**.
- If you do not have an activation code, click the link **Activate trial version** of the application. Trial license is valid for 30 days.



## Update

When your application is activated, we recommend updating antivirus databases to ensure protection of your computer against newly appeared threats:

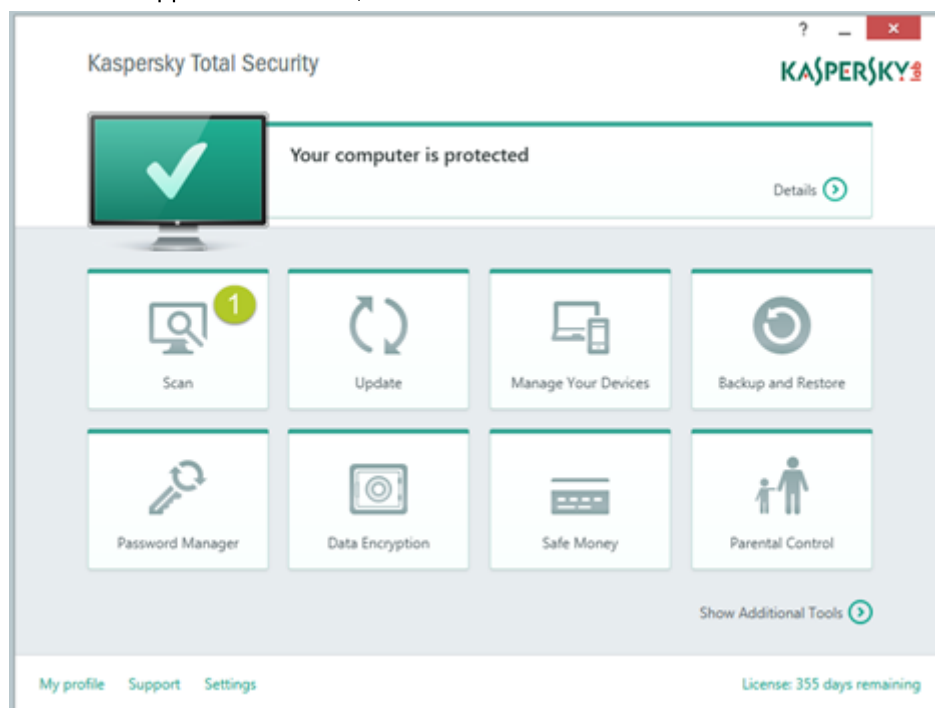
1. In the main application window, click **Update**.
2. Click **Run update**.



## Scan

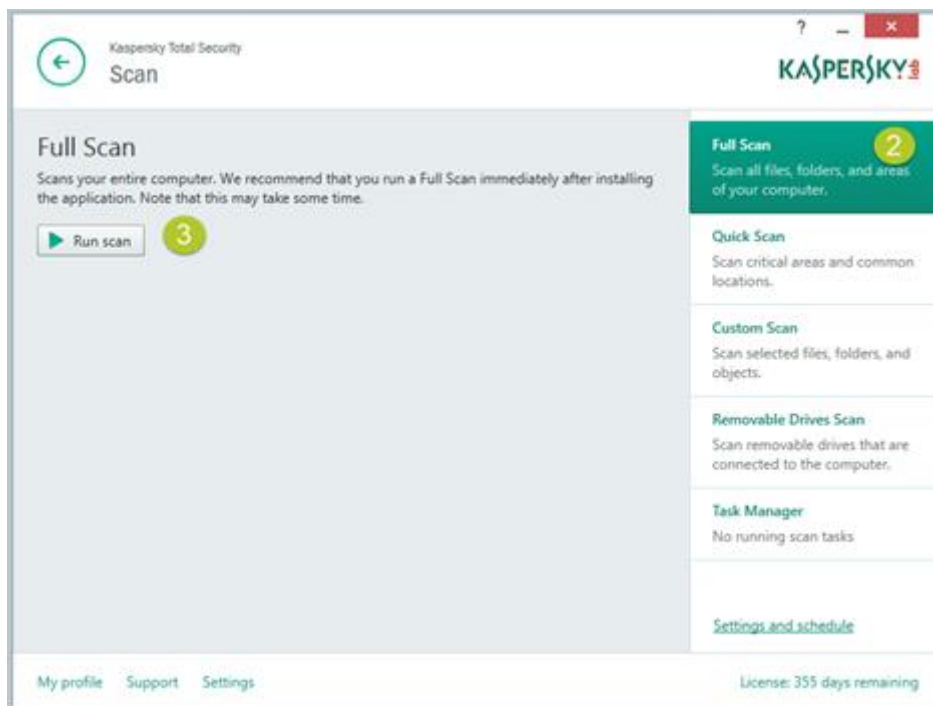
**Kaspersky Total Security** features several virus scan types. We recommend that you run a **Full Scan** of your computer right after you install and activate the application and update the databases.

1. In the main application window, click **Scan**.

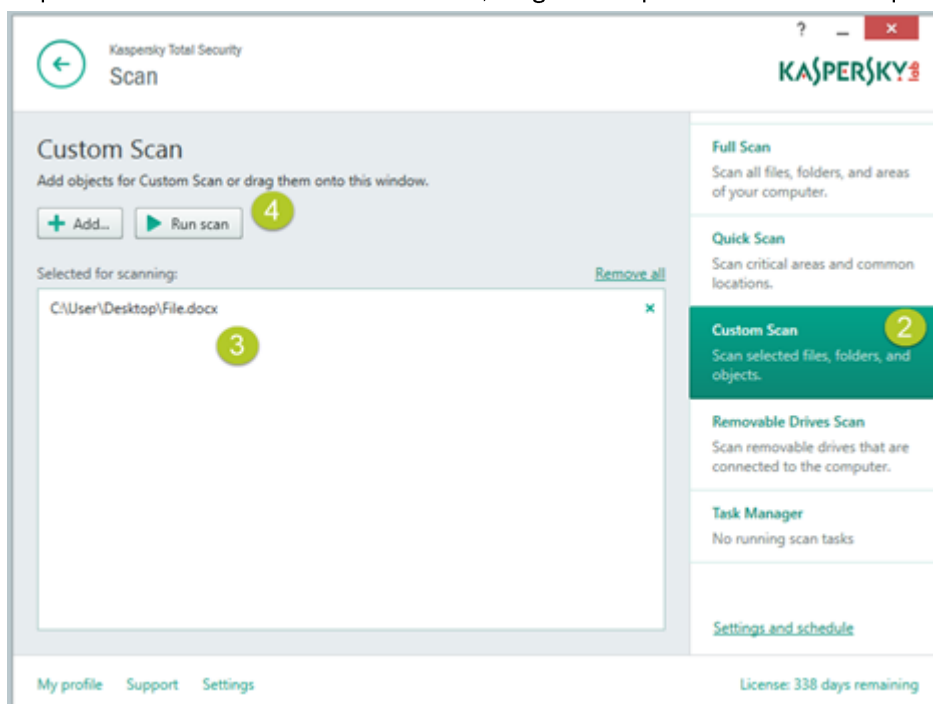


2. In the right frame of the window, select the scan type:
  - **Full Scan.** Full scan is a thorough scan of the entire system. The following objects are scanned by default: system memory, objects loaded on startup, system backup, email databases, hard drives, removable storage media, and network drives.
  - **Quick Scan.** Quick scan implies scanning of objects loaded at the operating system startup, as well as scanning of the system memory and boot sectors.
  - **Custom Scan.** Custom scan implies scanning of any object selected by the user.

3. Click **Run scan** to start a **Full** or **Quick Scan** task.



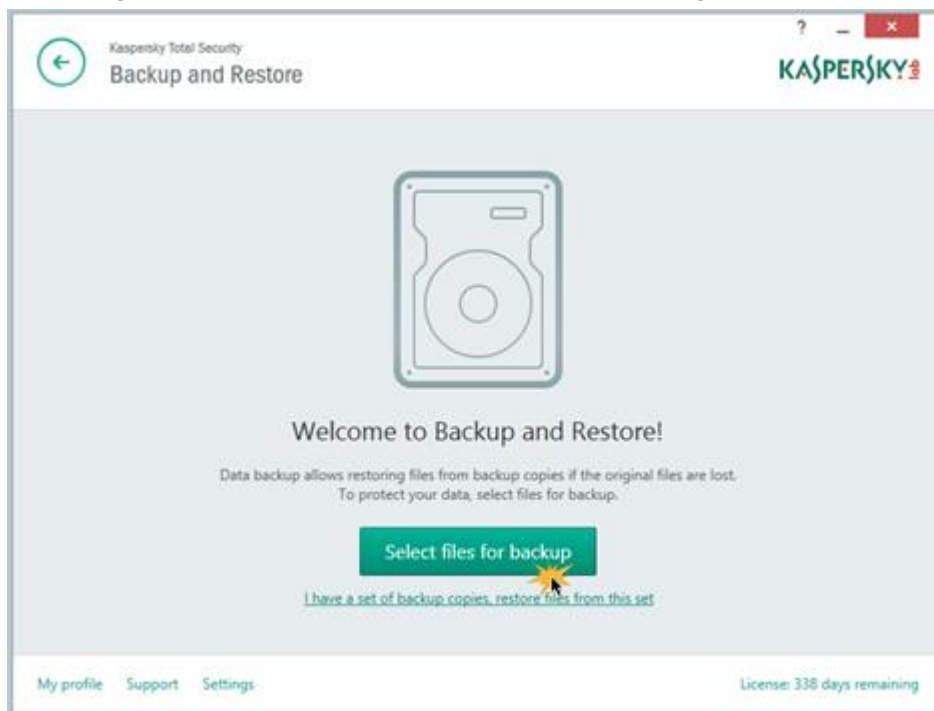
4. To perform a **Custom Scan** of a certain file, drag-and-drop that file to the corresponding field.



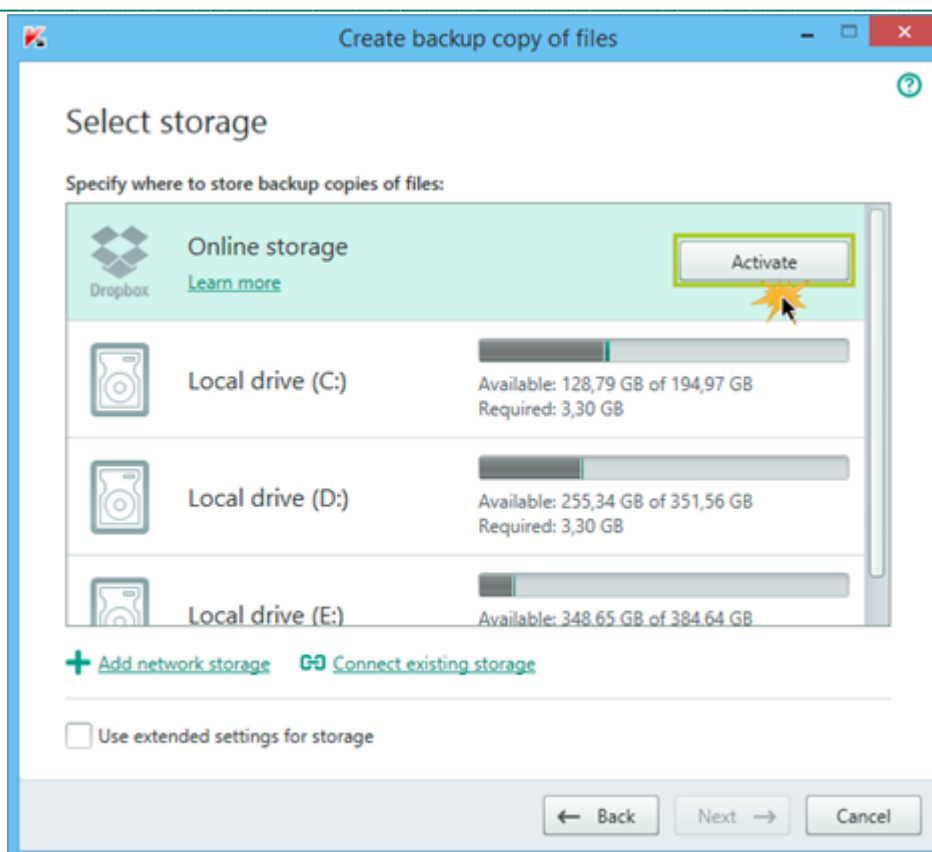
## Backup and Restore

Create backup copies of important data using the Backup and Restore component:

1. In the main application window, click **Backup and Restore**.
2. In the **Backup and Restore** window, click **Select files for backup**.

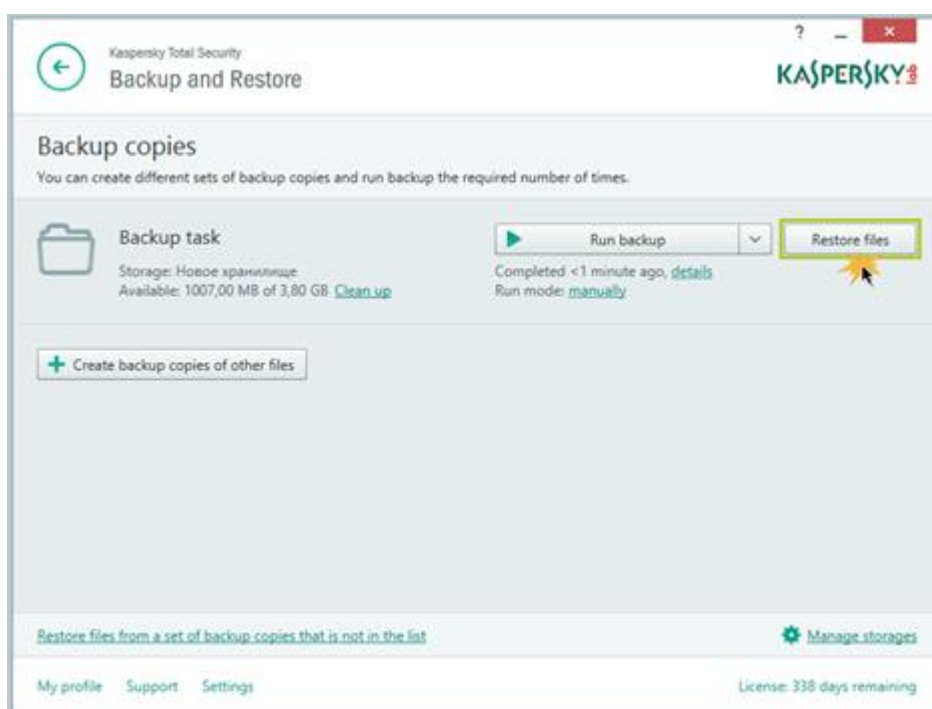


3. Select files for backup and click **Next**:
4. If you would like to create backup copies of specific folders, select **Create backup copies of files in specified folders** and specify the folders for backup.
5. If you would like to create backup copies of specific file types, select **Create backup copies of specified file types** and specify the types of files to backup:
  - **All files from My Documents folder and from Desktop**
  - **All pictures and photos**
  - **All movies and videos**
  - **All music files**
6. Select the storage for the backup copies and click **Next**. We recommend that you use an online storage, a removable drive or a network drive.
7. To start using an online storage, select it and click **Activate**. For detailed information on online storage activation, refer to this [article](#).



8. Specify backup schedule and click **Next**.
9. Specify the name for your backup task and click **Next**.
10. When the application displays the notification **Storage successfully prepared**, click **Finish**.

Now you can easily restore the lost data by clicking **Restore files**.



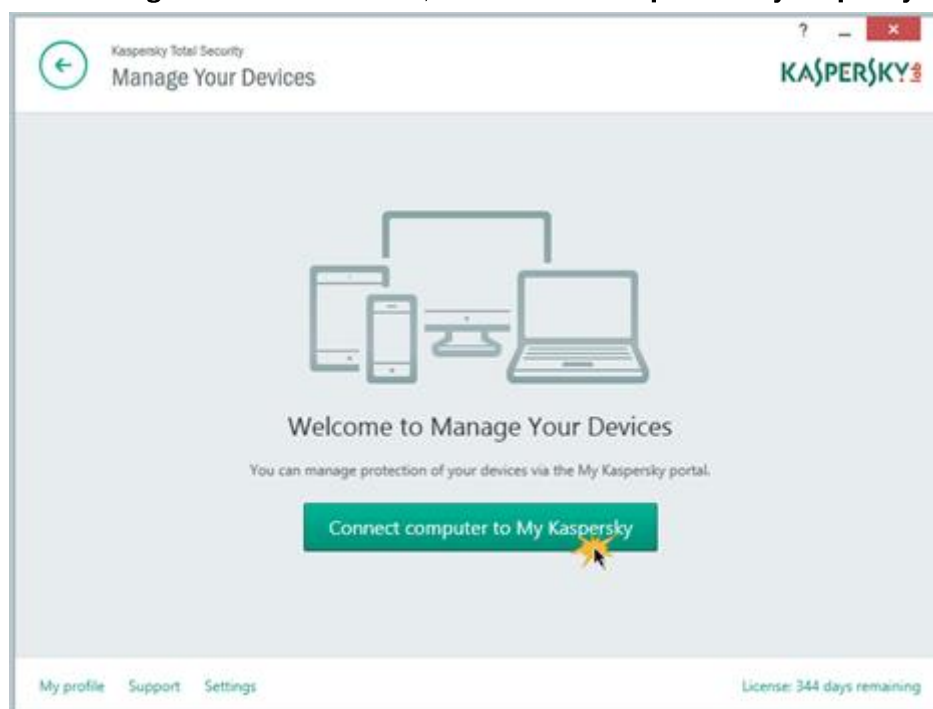


## Manage Your Devices

Connect **Kaspersky Total Security** to the **My Kaspersky** service and manage protection of your computer remotely through the Internet.

To connect **Kaspersky Total Security** to the **My Kaspersky** service:

1. [Create an account on the My Kaspersky portal.](#)
2. In the main application window, click **Manage Your Devices**.
3. In the **Manage Your Devices** window, click **Connect computer to My Kaspersky**.



4. In the **Registration** window, enter your login and password for your account on **My Kaspersky**.
5. Wait until the notification about successful connection appears.

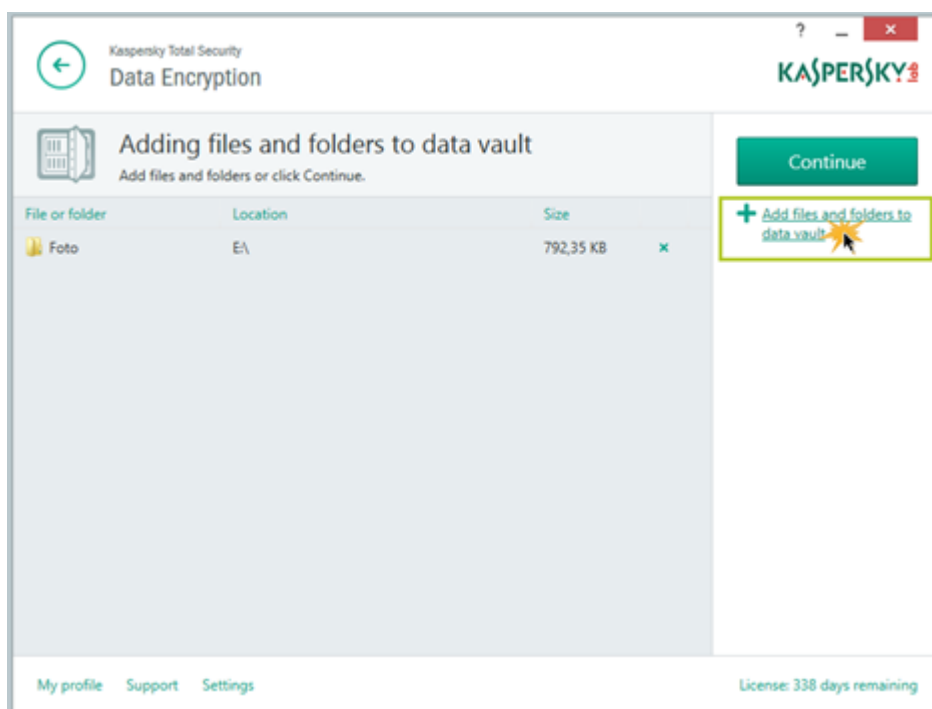
Now you can remotely control the protection of your computer through the **My Kaspersky** service:

1. Open the page <https://center.kaspersky.com/> in your browser.
2. Enter your login and password.
3. In the **Devices** tab, select the device and click **Manage**.
4. You can run databases updates, scan your computer for threats and vulnerabilities, and enable or disable the components of **Kaspersky Total Security**.

## Data Encryption

Use the **Data Encryption** component to store the important data securely on your computer. In data vaults, files are stored in an encrypted form. Vaults are password-protected. To create a data vault:

1. In the main application window, click **Data Encryption**.
2. In the **Data Encryption** window, click **Create new data vault**.
3. Drag files you would like to protect into the window or add them by clicking **Add files and folders to data vault**. Click **Continue**.

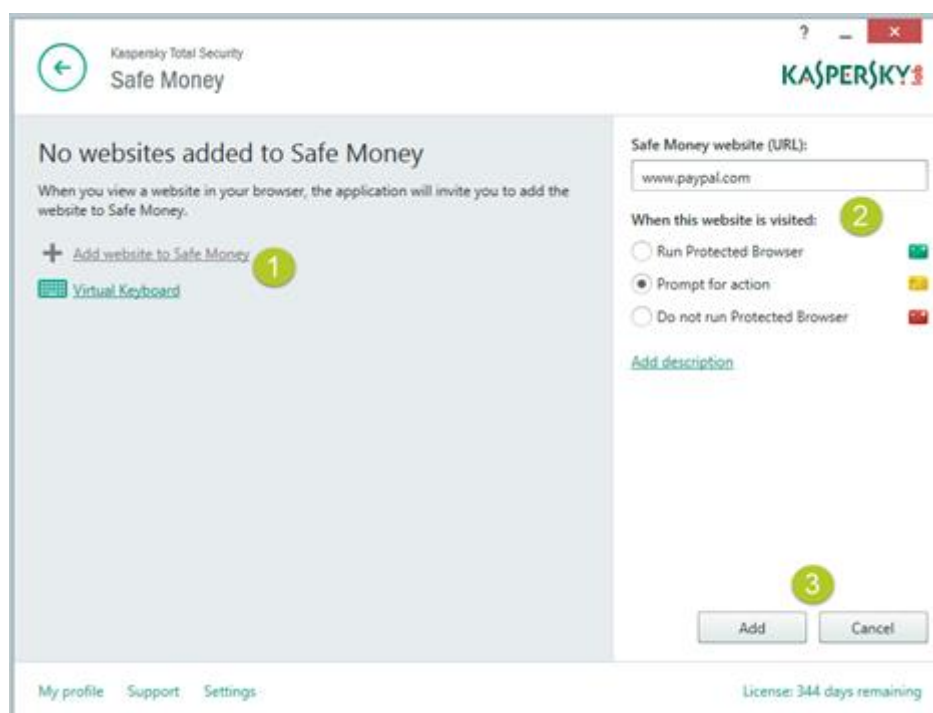


4. Specify the name, size, and location of the vault, and then click **Continue**.
5. Set the password and click **Continue**.
6. To remove the original files outside the data vault, click **Delete**.
7. Your vault has been created. Click **Finish**.
8. To encrypt the files in the vault, click **Lock**.

## Safe Money

Use the **Safe Money** component of **Kaspersky Total Security** to ensure better protection when making online transfers and payments. Most of the online payment websites are opened in the Protected Browser by default. You can also manually add a website to the **Safe Money** database:

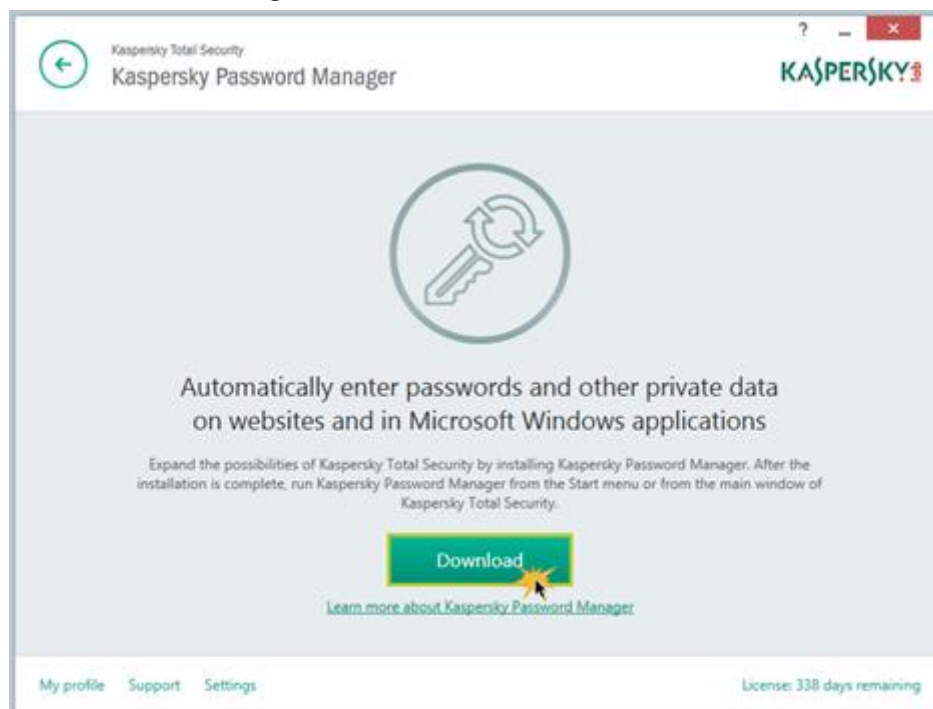
1. In the main application window, click **Safe Money**.
2. In the **Safe Money** window, click **Add website to Safe Money**.
3. Enter the website address, select **Run Protected Browser**, and click **Add**.
4. You can edit the settings after the website was added to the **Safe Money** database, for example, set **Prompt for action**.



## Password Manager

From the interface of **Kaspersky Total Security**, you can download the cross-platform **Kaspersky Password Manager** tool. With **Kaspersky Password Manager**, you can generate strong passwords and store all of them encrypted in one place. You no longer have to remember logins and passwords for all of your accounts. The only thing you now need to remember is the master password for your password database. To install and enable **Kaspersky Password Manager**:

1. In the main application window, select **Password Manager**.
2. In the **Password Manager** window, click **Download**.

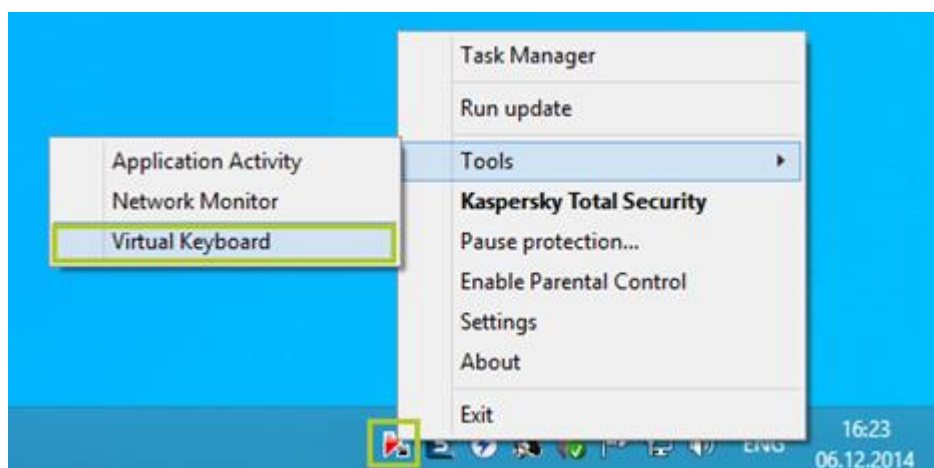


3. Run the downloaded .exe file.
4. In the **Kaspersky Password Manager** window, click **Install**.
5. Wait until the installation is completed and click **Finish**.
6. In the **Kaspersky Password Manager** window, enter your My Kaspersky credentials and click **Sign In**. For detailed information on how to use **My Kaspersky**, see [this section](#).
7. Select the browsers for which the **Kaspersky Password Manager** Plugin will be installed, and click **Continue**.
8. Set the master password for accessing your password database and click **Done**.
9. Kaspersky Password Manager is ready for work.

## Virtual Keyboard

When you enter your confidential data (for example, your login and password or payment card information in an online store) using your keyboard, there is a risk that this personal information is intercepted using hardware keyboard interceptors or keyloggers. To protect your data, use the virtual keyboard of Kaspersky Total Security.

To run the virtual keyboard, click  (the virtual keyboard icon) in the browser or right-click the application icon in the lower part of the screen and select **Tools -> Virtual Keyboard**.



Click on the text field on the website and enter your credentials using the keys of the virtual keyboard.

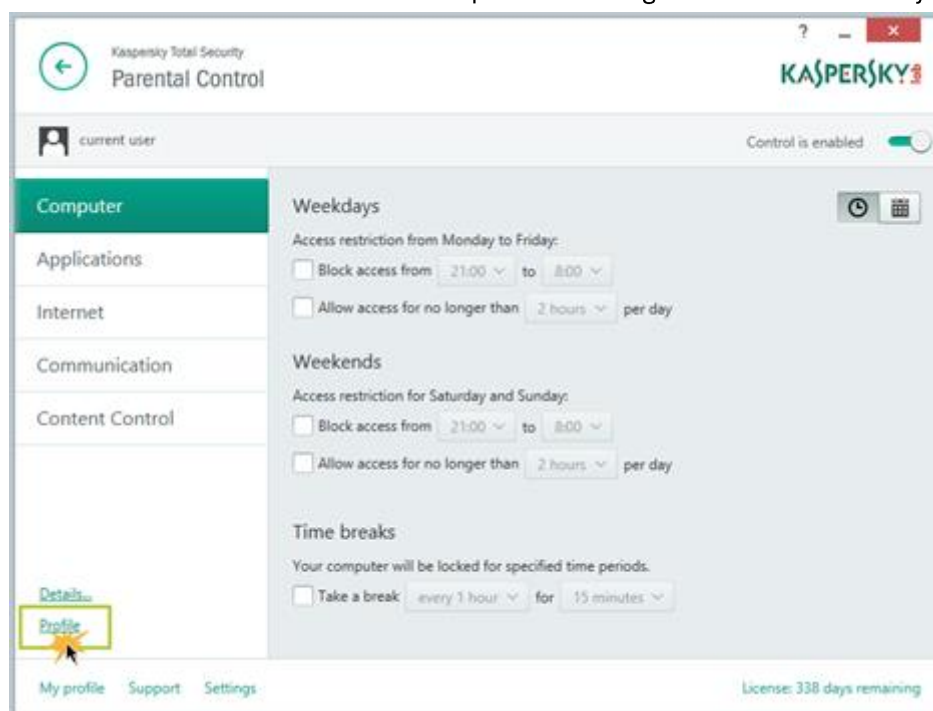
To change the keyboard input language, press the combination set for this action (usually, **Ctrl + Shift** or **Shift+Alt**) on a regular keyboard. To enter special characters (for example, @) click **Shift** on the virtual keyboard. You will see special characters instead of the numbers row in the upper part of the keyboard.



## Parental Control

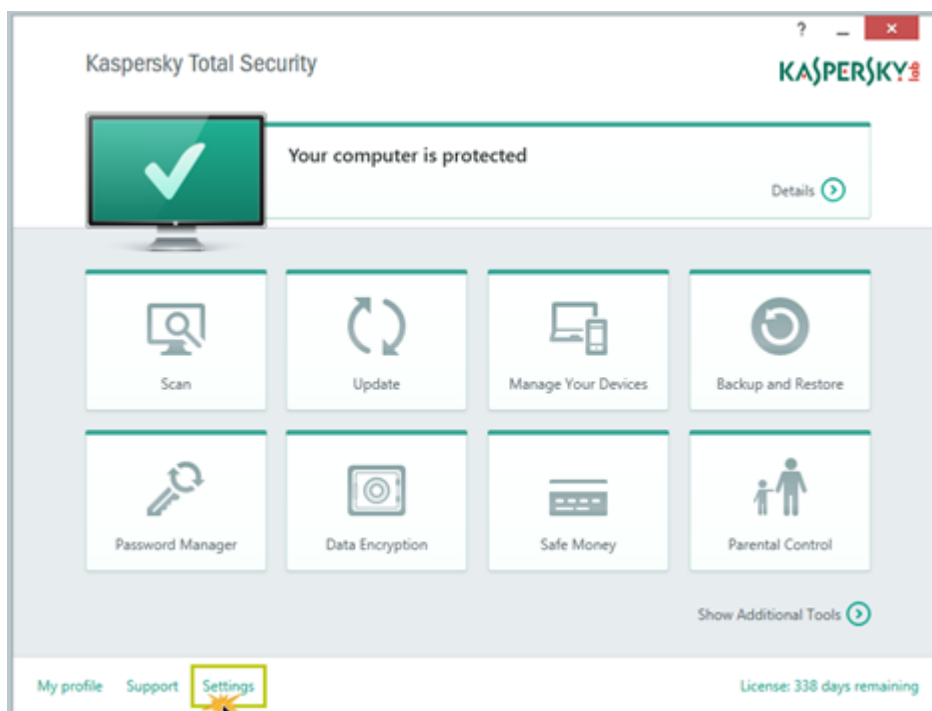
The **Parental Control** component helps to control your children's use of PC and the Internet. You can limit gaming time, access to websites, download of certain file types, talking to strangers in social networks, or instant messaging. To configure **Parental Control**:

1. Create a user account for your child.
2. In the main application window, click **Parental Control**.
3. Set the password to protect the settings from being changed.
4. In the **Parental Control** window, select the user account you have created and click **Configure restrictions**.
5. Click **Profile** to choose one of the default profiles or configure restrictions manually.



## Settings

You can adjust Protection Center components and general settings of **Kaspersky Total Security** to keep the right balance between the security level and the performance of your computer. To view available settings and adjust them, click **Settings in the main window**.



---

## My Kaspersky account registration

**My Kaspersky** is an online service which allows you doing the following:

- Remotely manage the protection of your computer
- Store your activation codes
- Securely store your passwords and use them on any of your devices

To use **Kaspersky Password Manager** and remotely manage your antivirus protection, create an account on **My Kaspersky**.

1. Go to <https://center.kaspersky.com/>
2. Click **Create now!**.
3. Fill in the form and click **Create Kaspersky Account**.
4. An e-mail will be sent to the address you have specified. To activate your account, follow the link in the message.
5. Enter the password for your account.
6. Select your region and language.
7. Now you can connect your computer (via [Manage Your Devices](#)) and the [Kaspersky Password Manager](#) component to **My Kaspersky**.



---

## Useful links

[How-To Videos](#) – video guides on how to use **Kaspersky Total Security**.

[Kaspersky Total Security Knowledge Base](#) – detailed instructions on how to install **Kaspersky Total Security**, perform update and scan tasks, and use other features of the product.

[Kaspersky Lab official blog](#) – latest digital security news and tips for using **Kaspersky Lab** products.

[Forum](#) – support for free and trial versions of **Kaspersky Lab** products.

[Store](#) – download links for trial versions of **Kaspersky Lab** products, license purchasing and renewal.