How Stuff Works

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I don't use this laptop to search the internet because I do not have any virus protection on it!   >>

And why don't you have virus protection on that laptop?
The other computer is connected to the internet, correct?
What are you using on it for anti-virus?
You could download FREE AVG to the computer that's on the internet, but don't click
 RUN, instead click SAVE and save it to the DESKTOP.
The write it to a CD or COPY it to a flash drive, then unplug the flash drive from the USB port on that computer, plug it into the USB port on the Laptop and copy it to the Laptop.
 Then, doubleclick it's file after copying it to the laptop to install it on the laptop.

Now, as for that ram. It's easy enough, you can do it yourself...or at least give it a try.
IF you don't get it done, then pay someone. Here's a video to show you RAM and how to install it. Just know that when you take the cover off your Tower (CPU) to touch the frame to draw off static electricity from your body before touching anything inside the Tower. Click here for the Computer Tour. It shows RAM and shows the man installing it into the RAM tracks on the Motherboard. You just put it into the track and press down until the little white clips at the end pop forward with a click.

http://videos.howstuffworks.com/howstuffworks/23-computer-tour-video.htm

On the video below shows how to plug everything in, including a USB mouse. The flash drive has the same type connector and plugs into the USB port and it doesn't matter which USB port on the computer that you plug it into.

http://videos.howstuffworks.com/harvard-extension-schools-computer-science-e-1-understand/1291-plugging-everything-in-video.htm

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