1. Turning on the Tablet PC
   a. To turn on the tablet PC, press the power button (located on the right just above the keyboard):

   i.

2. Our Tablet PC computers include a pen for writing on the screen. Please do not use any other device for writing on the screen.
   a. The storage location for the pen is housed on the front of the Tablet PC:

   b. To release the pen, slide the latch to free the pen. The pen latch is located on the bottom side of the Tablet PC, just under the pen:
c. Slide the latch towards the front of the Tablet PC, and the pen will release. To place the pen back into the Tablet PC, just line up the notch on the pen with the notch on the Tablet PC and push in until it “clicks”.

3. The status indicators are located below the LCD panel:

   ![Status Indicators]

   a.
   b. If the wireless network light is lighted, then the wireless connection is turned on.
   i. If you do not see the status light turned on, hold down “FN” and press “F6”.

4. Connecting to an Ethernet network:
   a. Use the Ethernet jack on the left side of the Tablet PC:

   ![Ethernet Jack]

   i.

5. Our Tablet PC computers do not have a mouse, but come with a “EZ Pad”:

   ![EZ Pad]

   a.
6. Moving between Laptop Computer configuration to Tablet PC configuration:
   a. To change from using the Tablet PC as a Laptop computer to a Tablet PC, locate the rotation arrow on the LCD panel hinge:
   
   ![Rotational arrow](image1)

   b. Rotate the LCD panel in the direction of the arrow in a 180 degree angle.
   c. Press the LCD panel down on to the keyboard. You will hear a “click” when it snaps into place.

   ![Laptop to Tablet](image2)

   d. Changing display orientation:
   i. Press the screen rotation button to scroll through the display orientations:

   ![Screen rotation button](image3)

7. Using USB ports:
   a. The USB ports are located on the left side of the Tablet PC:

   ![USB ports](image4)
8. **CD/DVD drive:**
   a. The CD/DVD drive is located on the right side of the Tablet PC:

   ![CD/DVD drive image]

9. **Dial-Up modem:**
   a. The dial-up modem is located on the right side of the computer:

   ![Dial-Up modem image]

10. **Memory Card Reader:**
    a. There is a memory card reader located on the front of the Tablet PC:
       - Insert the memory card into the memory card slot with the label facing up and the arrow on the label pointing towards the convertible notebook.

   ![Memory Card Reader image]

11. **Port Replicator Connection:**
    a. Faculty using our Tablet PC for academic projects, may check out a port replicator from us:

    ![Port Replicator image]
    b. The replicator connects to the docking jack on the left side of the computer:
12. The headphone and microphone jacks are located on the front of the Tablet PC:

13. Connecting the Tablet PC to a projector:
   a. Use the Monitor port, located on the left side of the Tablet PC, to connect the projector VGA cable:
   
   i. Change the display source from Tablet PC to projector by holding down the function “FN” key and pressing the “F4” key. (Holding down the “FN” key and pressing the “F4” key allows you to switch between the screen displays).
   c. If you are projecting a video image from a DVD and do not see the image when using the projector, right-click on an empty space on the desktop screen and select properties. From there, choose “settings”, right-click on the monitor icon labeled number 2 and click “attached”, then “apply”. Click “OK”.

14. Our Tablet PC computers come with the latest Microsoft Office software installed.