

# CARING FOR YOUR HP NOTEBOOK OR TABLET

## NOTEBOOK & TABLET DOS

- **BACKUP FREQUENTLY**
- **Protect your notebook from power spikes and surges**
  - Surge Protector (APC, Tripp Lite, Belkin, Ect.)
  - UPS (Uninterrupted Power Supply) - (APC, Tripp Lite, Belkin, Ect.)
- **Take good care of your battery**
  - Plug into an AC outlet when possible
  - Perform Battery Maintenance every few months
- **Manage your power well**
  - Put your notebook into Suspend mode when not in use
  - Change your power settings via Power Manager
- **Use a soft cotton cloth, moistened with non-alkaline detergent, to clean your notebook**
  - Kensington's "Screen Guardian" cleaner
- **Protect your notebook by purchasing a carrying sleeve**
- **Consider purchasing a screen protector**
- **Protect your data by adding a password to your notebook**
- **Lock your notebook down when leaving it unattended**
  - PC Guardian locks
- **Keep your hard drive clean**
  - A clean hard drive can improve your notebook's performance significantly
    - Defragment your hard drive frequently
    - Perform Disk cleanup

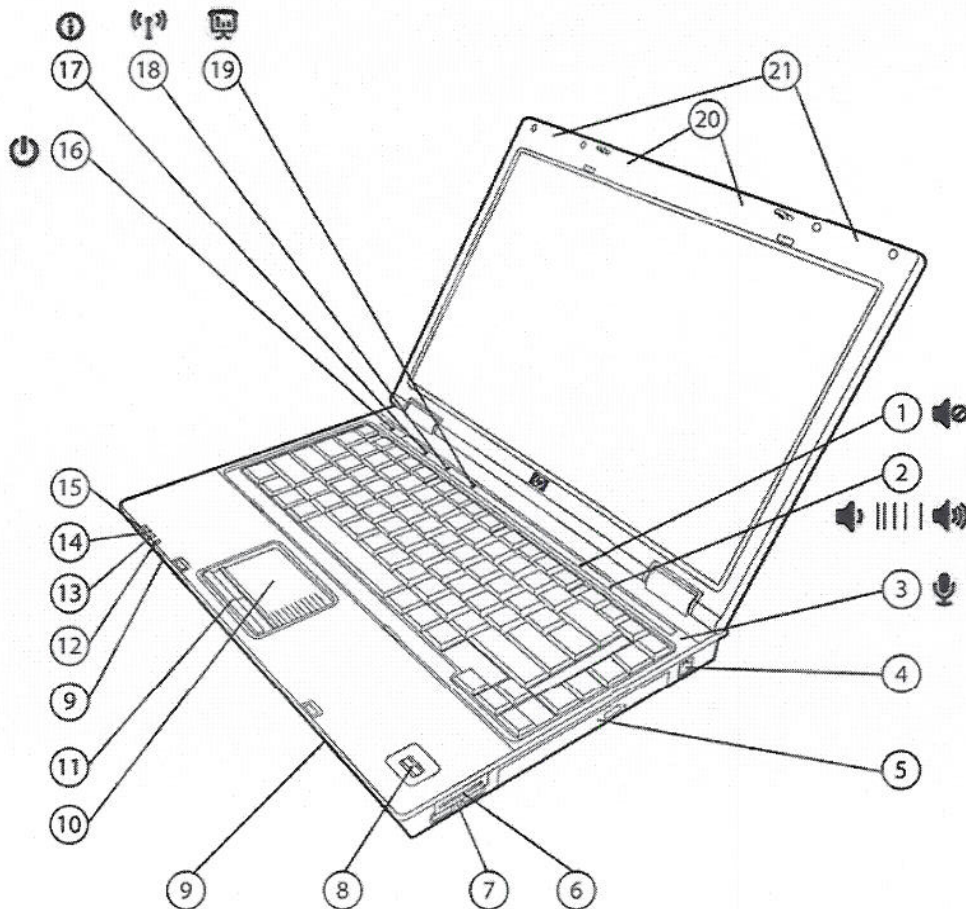
## NOTEBOOK & TABLET DON'TS

- **Leave on your wireless when not in use (it will drain your battery quickly!!!)**
- **Store your tablet in "tablet" mode**
- **Have liquids, especially sweet, sticky drinks like soda, nearby when using your notebook**
  - Fluids are the number one enemy of electronic items. If you do spill something on or in your notebook, turn it off immediately and unplug it. If liquid spills on the keyboard, turn the keyboard upside down to drain. Leave notebook off, sitting open, at least overnight to allow time to dry
- **Pile heavy objects on top of your notebook**
  - Including when carrying in a bag
- **Pick up or hold your notebook by the screen or by the corners**
- **Leave a pen or pencil on your notebook keyboard, when you close the screen it will crack or break**
  - This is the most common break issue
- **Disassemble or attempt to repair your notebook yourself**
- **Use your notebook in or near water**
- **Use or store your notebook at temperatures above 95° F or below 41° F, which means don't leave it in your car**
- **Place your notebook closer than five inches from any electrical appliance that generates a strong magnetic field, such as a television, refrigerator, etc**

# RESOURCES

- **Contact to purchase additional notebook accessories (Batteries, Tablet Pen, Power Supplies, etc.) (847-474-4239)**
  - Nathan Thalmann, Account Manager, [naththa@cdwg.com](mailto:naththa@cdwg.com)
  - Chris Koziura, Account Manager, [rustyandchris@cdwg.com](mailto:rustyandchris@cdwg.com)
  - Rusty Singer, Account Manager, [rustyandchris@cdwg.com](mailto:rustyandchris@cdwg.com)
- **Purdue Helpdesk Website**
  - <http://www.itap.purdue.edu/help/>
- **AME On-Site Hardware Warranty Support**
  - MATH B6
  - Phone # 765-496-2475
- **HP Support and Download Site**
  - [http://welcome.hp.com/country/us/en/wwcontact\\_us.html](http://welcome.hp.com/country/us/en/wwcontact_us.html)
- **Spamware/Malware Protection**
  - We suggest downloading one of the following programs to help protect your laptop from spam and malware. You will only need to download one of the programs. Each offer free downloads of the software
    - Spybot: <http://www.safer-networking.org/>
    - Microsoft Windows Defender:  
<http://www.microsoft.com/athome/security/spyware/software/default.msp>
    - Ad-Aware: <http://www.lavasoftusa.com/>
- **Useful Microsoft Sites:**
  - **Microsoft Windows Defender:**
    - <http://www.microsoft.com/athome/security/spyware/software/default.msp>
  - **Automatic updates**
    - Please visit the following site to set your laptop for automatic Microsoft updates
      - <http://www.microsoft.com/protect/computer/updates/mu.mspx>

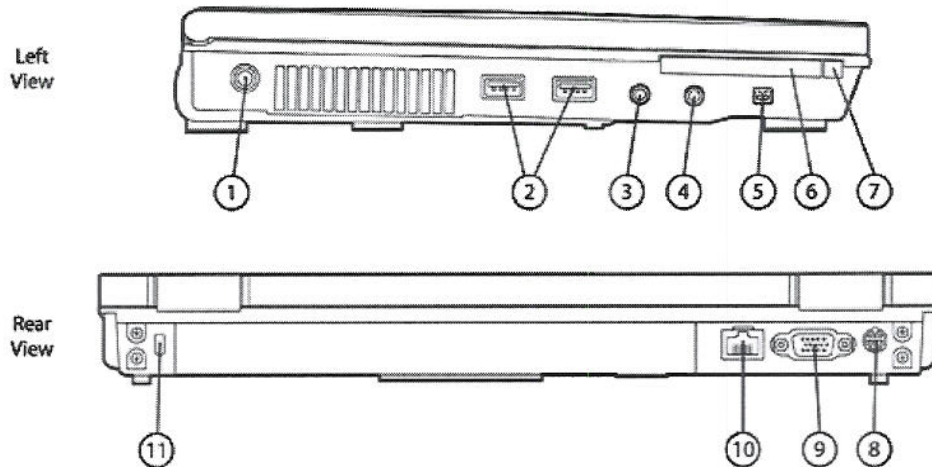
# HP COMPAQ 6515B NOTEBOOK PC



1. Volume mute button with LED indicator  
2. Volume scroll zone with up/down LED indicators  
3. Integrated microphone  
4. RJ-11/modem port  
5. Optical drive  
6. Media Card Reader  
7. 2 USB 2.0 ports  
8. HP Fingerprint Sensor  
9. Integrated stereo speakers  
10. Touchpad with scroll zone  
11. Touchpad buttons  
12. Hard drive activity / HP 3D DriveGuard LED

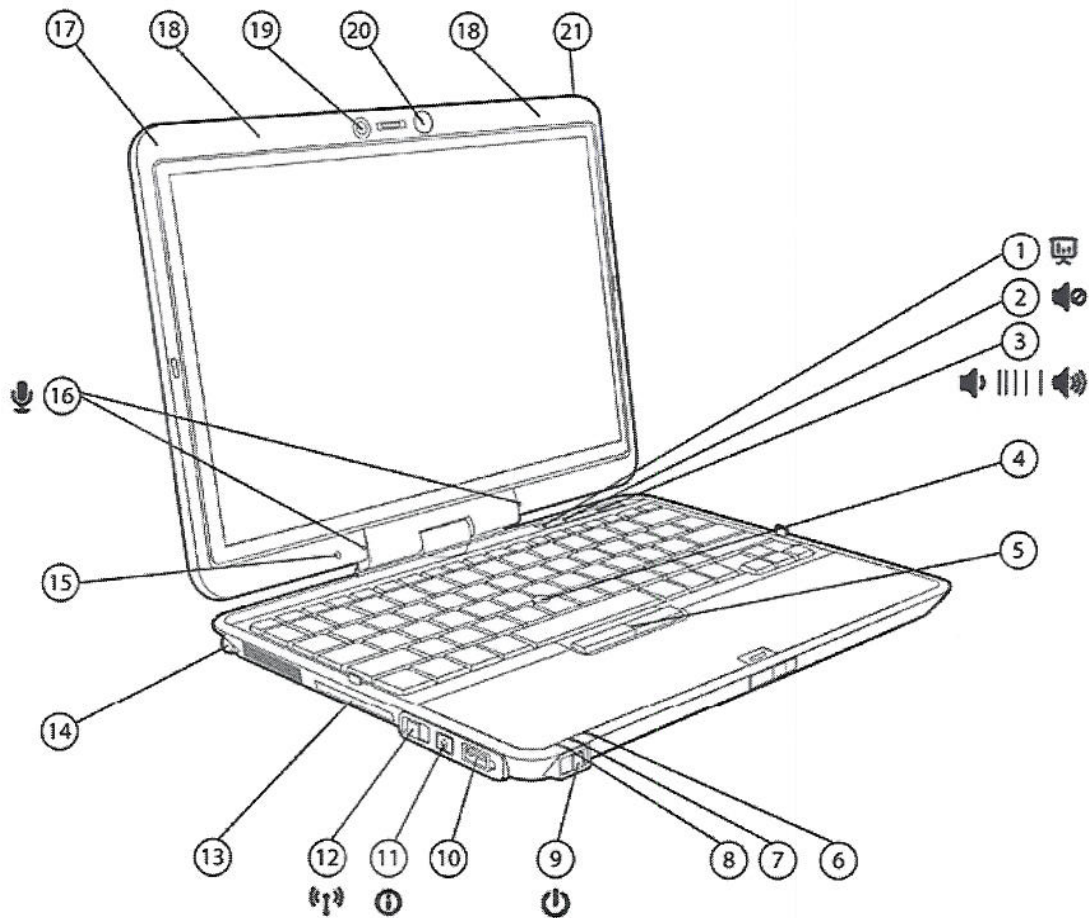
13. Battery charging LED  
14. Power/standby LED  
15. Wireless on/off LED  
16. Power button with LED  
17. HP Info / HP QuickLook button with LED indicator  
18. Wireless on/off button with LED indicator  
19. HP Presentation button with LED indicator  
20. WLAN antennas (with WLAN option)  
21. WWAN antennas (with WWAN option)

# HP COMPAQ 6515B NOTEBOOK PC



1. Power connector
2. 2 USB 2.0 ports
3. Stereo headphone/line out
4. Stereo microphone in
5. 1394a port
6. Type I/II PC Card slot
7. PC Card eject button
8. S-Video TV out
9. VGA/external monitor connector
10. RJ-45/Ethernet port
11. Kensington Lock slot

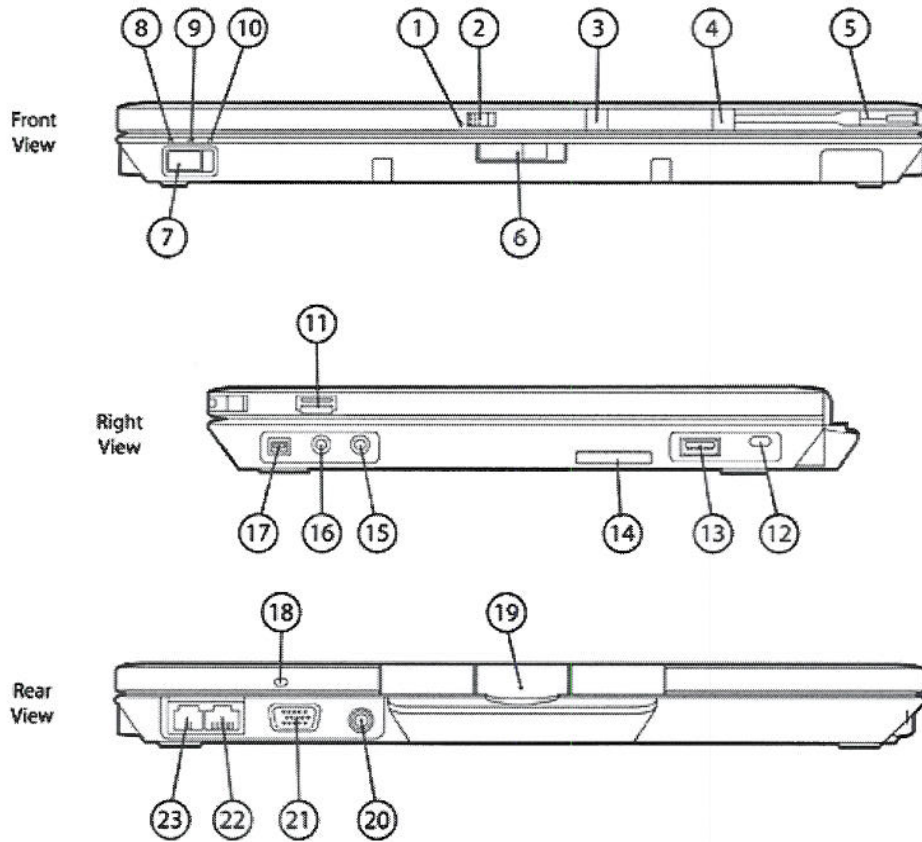
# HP COMPAQ 2710P TABLET PC



- 1. HP Presentation button with LED indicator
- 2. Volume mute button with LED indicator
- 3. Volume scroll zone with up/down LED indicators
- 4. Pointstick
- 5. Pointstick buttons
- 6. Hard drive / optical drive activity / HP 3D DriveGuard LED
- 7. Battery charging LED
- 8. Power/standby LED
- 9. Power on/off

- 10. USB 2.0 port (powered)
- 11. HP Info / HP QuickLook button
- 12. Wireless on/off with LED
- 13. ExpressCard/54 slot or Smart Card Reader
- 14. Pen slot
- 15. Ambient light sensor
- 16. Dual-microphone array
- 17. Internal WWAN antenna
- 18. Two internal WLAN antennas
- 19. Integrated camera (select models)
- 20. HP Night Light
- 21. External WWAN antenna

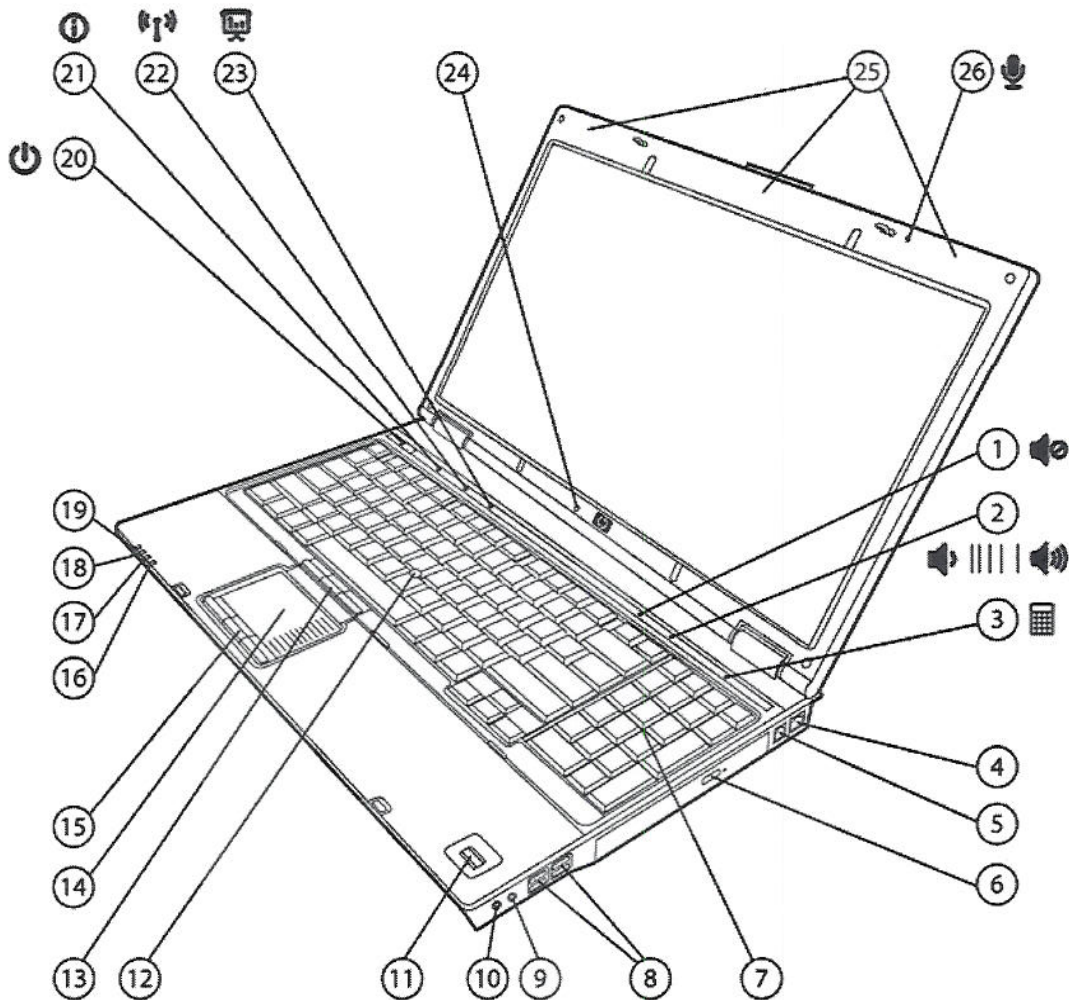
# HP COMPAQ 2710P TABLET PC



- 1. Camera LED (select models)
- 2. Camera mode switch (select models)
- 3. HP Night Light button
- 4. External WWAN antenna button
- 5. External WWAN antenna
- 6. Display release latch
- 7. Power on/off
- 8. Power/standby LED
- 9. Battery charging LED
- 10. Hard drive activity / HP 3D DriveGuard LED
- 11. HP Fingerprint Sensor

- 12. Kensington Lock slot
- 13. USB 2.0 port
- 14. Secure Digital (SD) slot
- 15. Stereo microphone in
- 16. Stereo headphone/line out
- 17. 1394a port
- 18. Windows security button (ctl-alt-del)
- 19. Convertible Hinge
- 20. Power connector
- 21. VGA/external monitor connector
- 22. RJ-45/Ethernet port
- 23. RJ-11/modem port

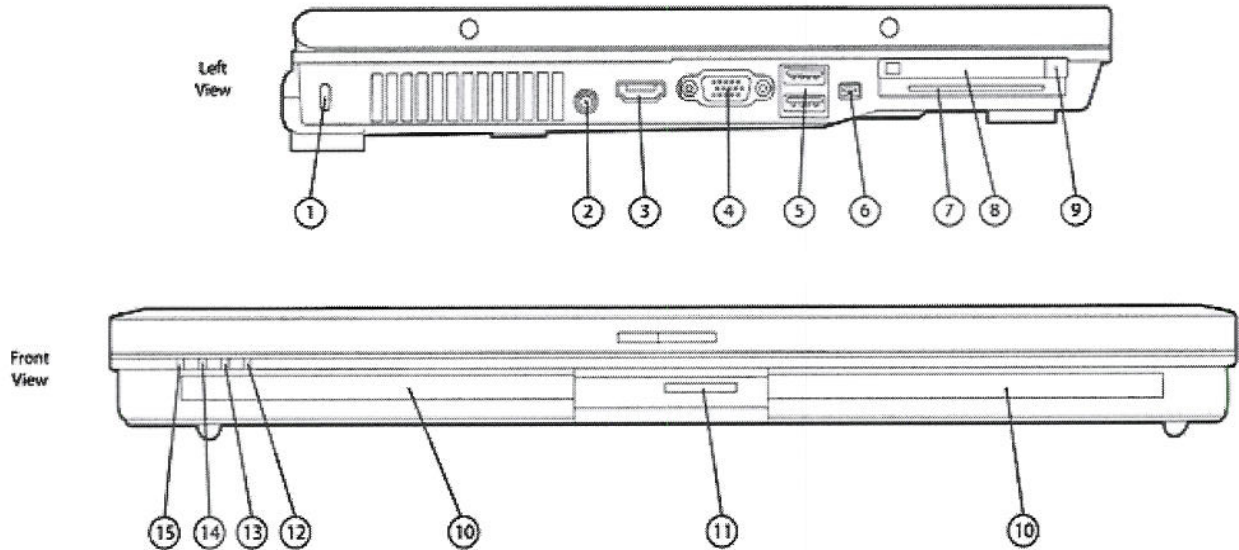
# HP COMPAQ 8710P MOBILE WORKSTATION



- |   |  |
|---|--|
| 1. Volume mute button with LED indicator          | 16. Hard drive / optical drive activity / HP 3D DriveGuard LED |
| 2. Volume scroll zone with up/down LED indicators | 17. Battery charging LED                                       |
| 3. Calculator button                              | 18. Power/standby LED  |
| 4. RJ-45/Ethernet port                            | 19. Wireless on/off LED  |
| 5. RJ-11/modem port                               | 20. Power button with LED                                      |
| 6. Optical drive                                  | 21. HP Info / HP QuickLook button with LED indicator           |
| 7. Full numeric keypad                            | 22. Wireless on/off button with LED indicator                  |
| 8. 4 USB 2.0 ports                                | 23. HP Presentation button with LED indicator                  |
| 9. Stereo microphone in                           | 24. Ambient Light Sensor                                       |
| 10. Stereo headphone/line out                     | 25. Three WLAN antennas (with WLAN option)                     |
| 11. HP Fingerprint Sensor                         | 26. Integrated microphone                                      |
| 12. Pointstick                                    |  |
| 13. Pointstick buttons, three                     |  |
| 14. Touchpad with scroll zone                     |  |
| 15. Touchpad buttons, three                       |  |

This document and more can be found at [www.cdwg.com/purdueitap](http://www.cdwg.com/purdueitap)

# HP COMPAQ 8710P MOBILE WORKSTATION



- |                                   |   |
|-----------------------------------|---|
| 1. Kensington Lock slot           | 9. PC Card eject button                       |
| 2. Power connector                | 10. Integrated stereo speakers                |
| 3. HDMI port                      | 11. Media Card Reader                         |
| 4. VGA/external monitor connector | 12. Hard drive activity / HP3D DriveGuard LED |
| 5. 2 USB 2.0 ports                | 13. Battery charging LED                      |
| 6. 1394a port                     | 14. Power/standby LED                         |
| 7. Integrated Smart Card Reader   | 15. Wireless on/off LED                       |
| 8. Type I/II PC Card slot         |   |