A156 The notebook

User Guide
with Windows 10

Contents

Read Before Use 4

Device Features 6

Getting Started

- StartScreen 9
- ConnectingtoWifi II
- Setting a Password 13
- Power Functions 15
- Using Battery Power 15
- Adjusting Power Usage 16

Help

- MyDevice WillNot StartUp 2I
- My Device Does Not Appear to be Charging 2 I
- I Cannot Connect to My WIFI or My WIFI Connection is Poor 2 1
- The Device Crashesor Does Not Operate Correctly 22
- The Operating System Update Failsor Device Freezes During Update 22
- I Forgo My Password 22
- I've Connectedthe Devicevia HD MIbutthe TV Doesn't Play Sound 22

Welcome to Windows 10 in S mode

- About Windows 10 in S mode 23
- Cortana 24
- Enterprise - Grade Secure and Fast 27
- Familiar and Easy to Use 28
- Multi-Tasking 29
- Seamlessly Stay Up to Date 30

Notes 32

Read Before Use

Please make sure to fully read this manual before use to ensure you have the best user experience with your new device.

Treat Your Device with Care

It's important that you do not twist, drop, puncture, or place heavy objects on your device as this may cause internal or external components to become damaged. Your device screen is made of glass. The glass might break if the device is dropped on a hard surface. If the glass breaks in any way do not touch the broken glass. Stop using the device immediately.

Clean frequently. Wipe the screen with a soft, Lint-free cloth to clean it.
Keep it covered. Close the device when you're in transit or not using the device.
Keep it out of the sun. Don't leave the device in direct sunlight for an extended amount of time. Ultraviolet Light and excessive heat can damage the screen.

Do Not Disassemble or Modify Your Device

Your device is a sealed unit and there are no customer serviceable parts inside. ALL internal repairs must be done by a qualified repair technician. Attempting to open or modify your device will void the warranty Replacement of the internal rechargeable battery must be done by a qualified repair technician.

Prevent Your Device and Charger from Getting Wet

Do not immerse your device in water or Leave it in a Location where it can get damp with water. This includes areas such as a bathroom where steam may build up from showering/bathing.

Charging and Using Your Device

Lithium-ion batteries are sensitive to high temperatures, so keep your device out of the sun and don't Leave it in a hot car. The device may become warm during normal use and while charging. Ensure that you have adequate ventilation around the device. Avoid touching a hot section of the device for any extended time, even through clothing, as this could cause discomfort or even skin burn.

Do not charge the device if the charging waLL adapter has been exposed to Liquid or excessive moisture or if the charging wall adapter shows signs of physical damage.

The battery doesn't need to be empty or low before you recharge. You can recharge the battery wheneveryou'd Like. *To* charge use the supplied wall adapter and insert into the Power Connector Port on the device (See page 8 for Port Location).

Prevent Hearing Damage

Excessive sound pressure from headphones can cause hearing loss. Always keep the volume at an appropriate

Level.

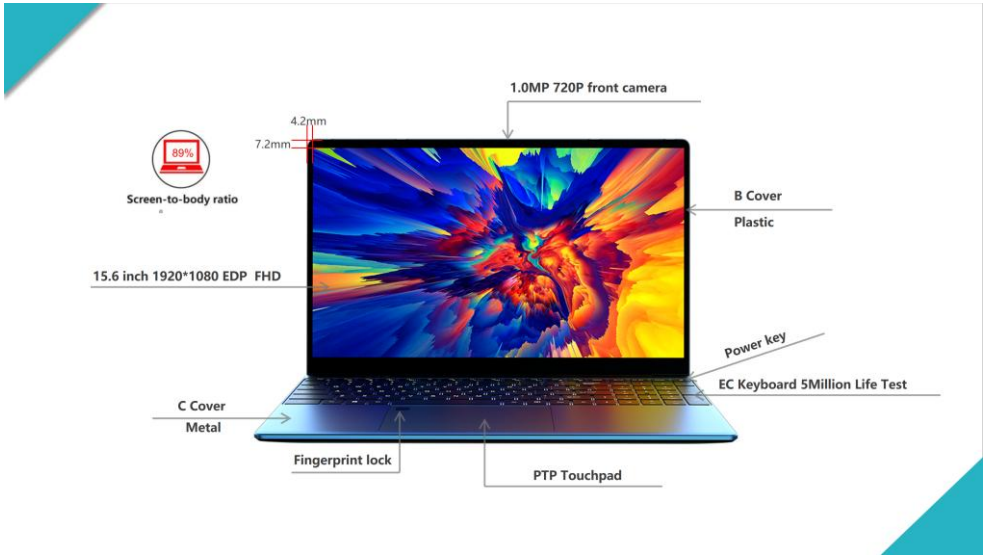
Keep Your Device Away from Small Children

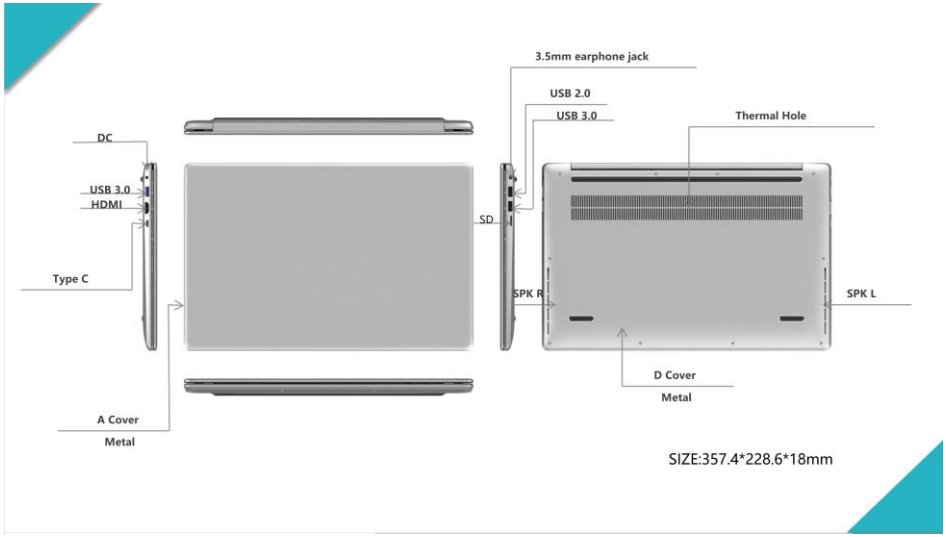
By default this device is a fully operational unlocked device that does not begin with parental controls enabled. These settings can be applied to your device under Settings/Accounts/Family & other users. Additionally your device contains small parts that can be a choking hazard to small children.

Protect Your Data and Software

By accessing any network or the internet you leave your device vulnerable to computer viruses and malicious activities that might damage your device, software, or data. It is your responsibility to ensure that you have adequate protection in the form of firewalls, antivirus software and anti-spyware software and to keep this software up to date.

Features





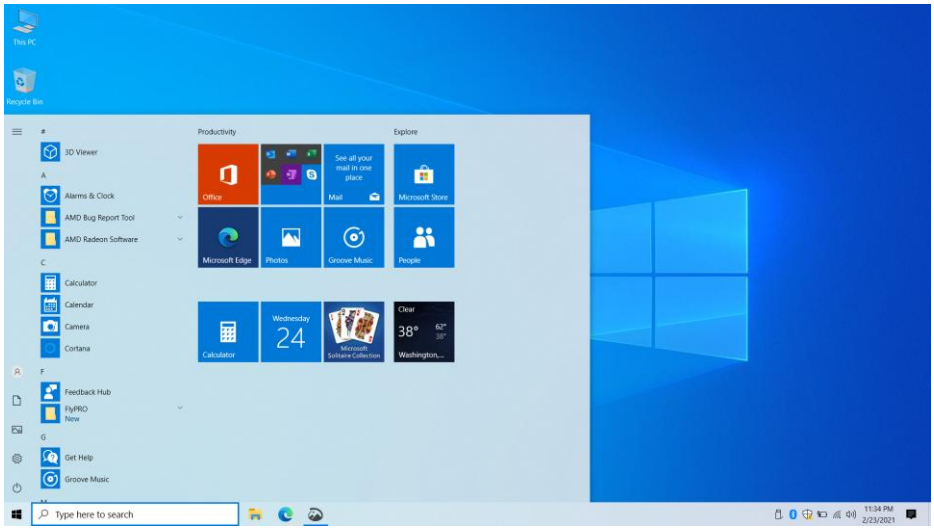
Getting Started

Start Menu

On the start screen, you can see many programs (hereafter referred to as Apps). These apps are Located in their positions on the screen Like a "magnet". *To* activate an app simply click the tile using the touch pad

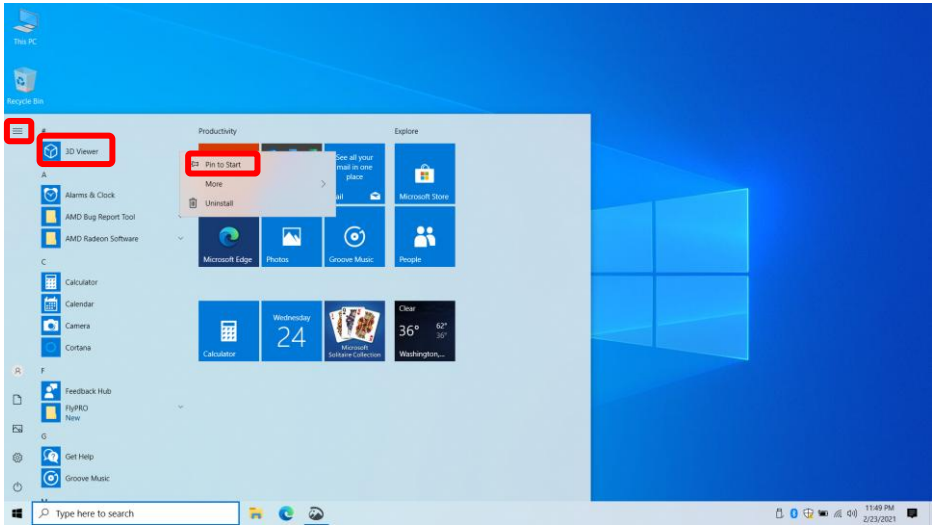
and the program will start.

Important： You will need to Log into your Microsoft account before some application programs fully operate (such as Cortana).



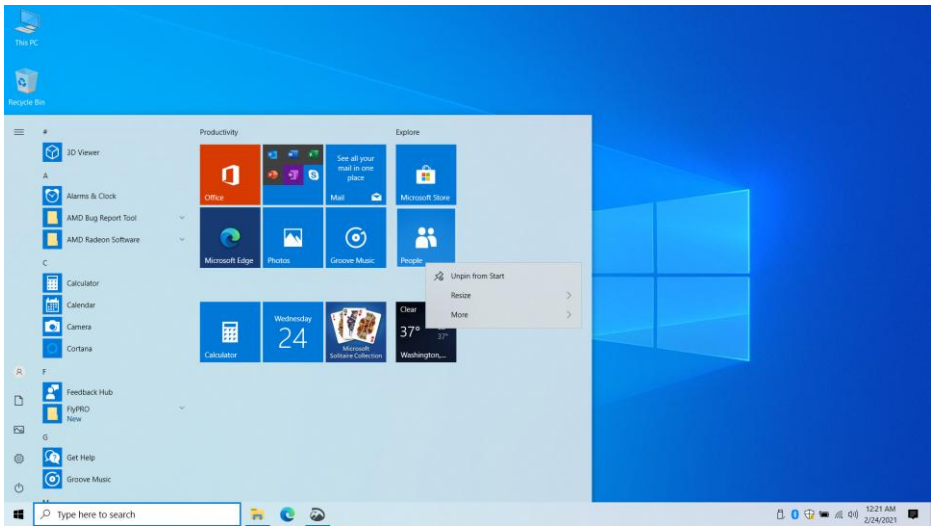
Adding additional tiles to the start screen

Besides the apps already fixed on the start screen, you can also fix other apps to the start screen. In this example we are using the property icon (I) which shows us the most used apps. You can also select the main app property icon to access all apps. The all apps icon is Located below the power on/off Logo in the Lower Left hand corner of your screen. Example： (I) Click the properties icon ⑵ right click the app icon and then click ⑶ Pin to start



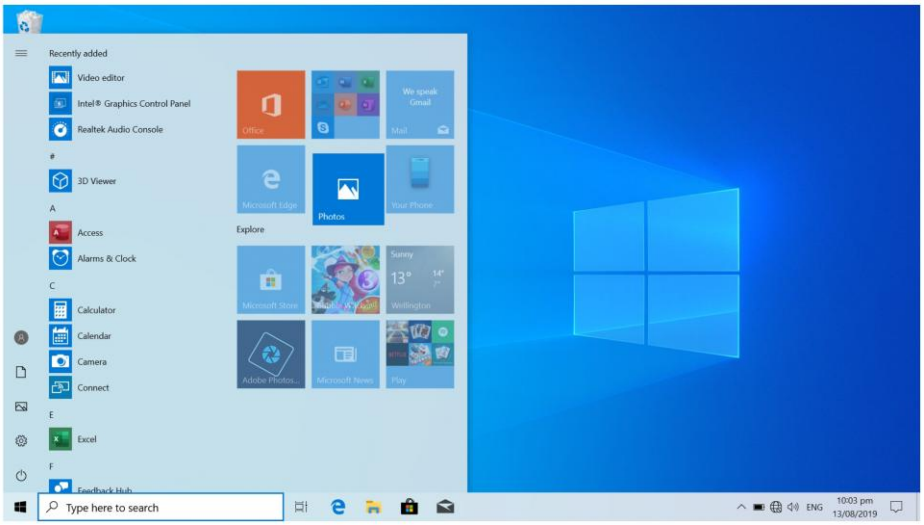
Deleting a tile on the start screen

If you want to delete an app on the start screen, right click the app and select Unpin from Start.



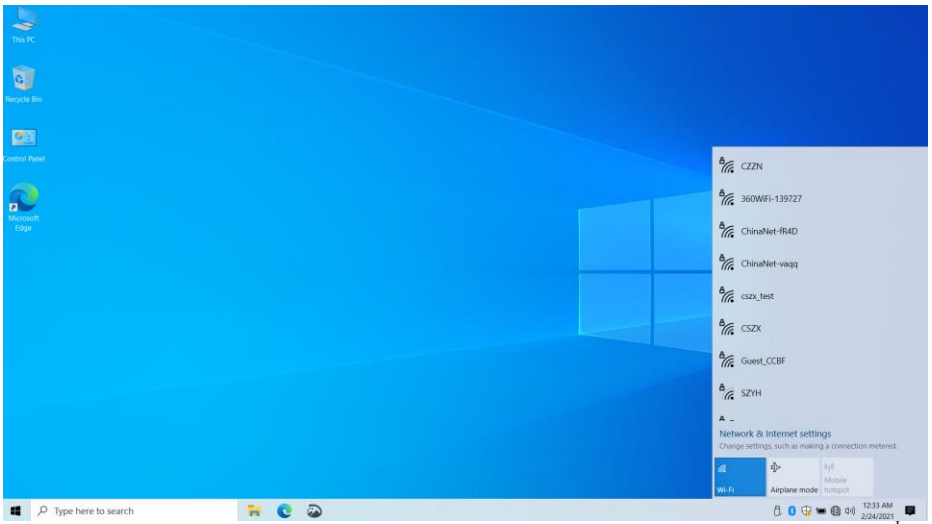
Adjusting a tile on the start screen

Left click using the touch pad and hold the button down. After 1-2 seconds the tile will become greyed out and you can then move the app around the screen to a more desired position. Release the Left click button and the tile will be repositioned.

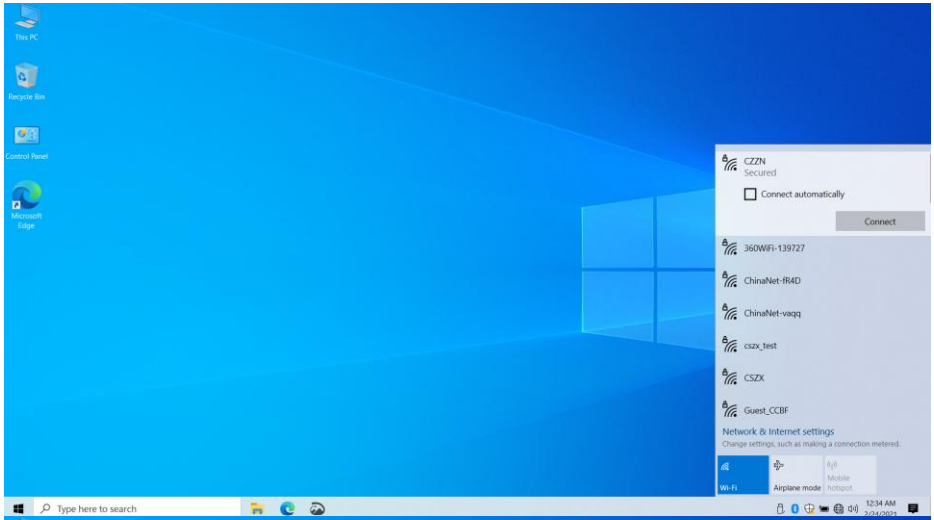


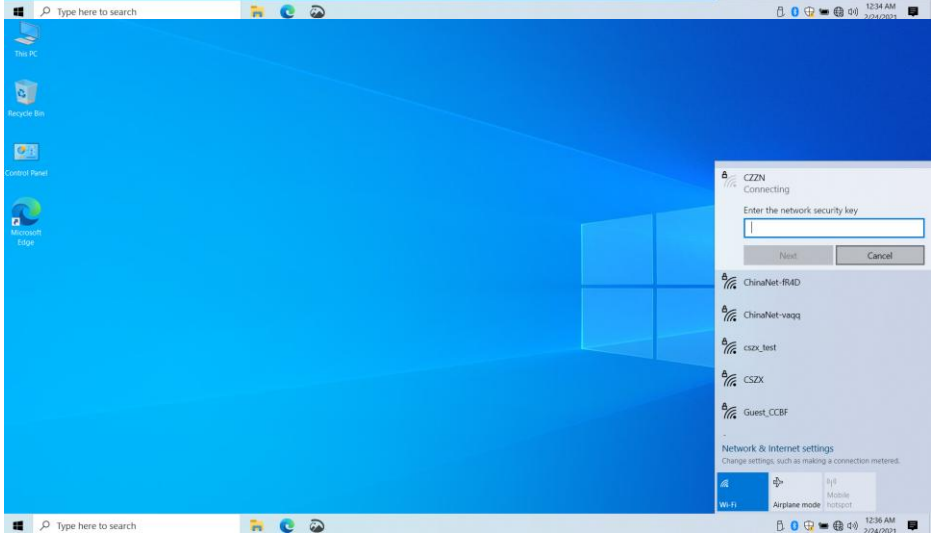
Connecting to WIFI

lb access the List of available wireless networks, click on the network icon from the system tray. Locate the network to which you want to connect and click on its name. If it's a network you know and you will connect to it on a regular basis, you can also check the option that says： "Connect automatically[JJ]. This way whenever your device is in that wireless network's range, it will automatically connect to it.

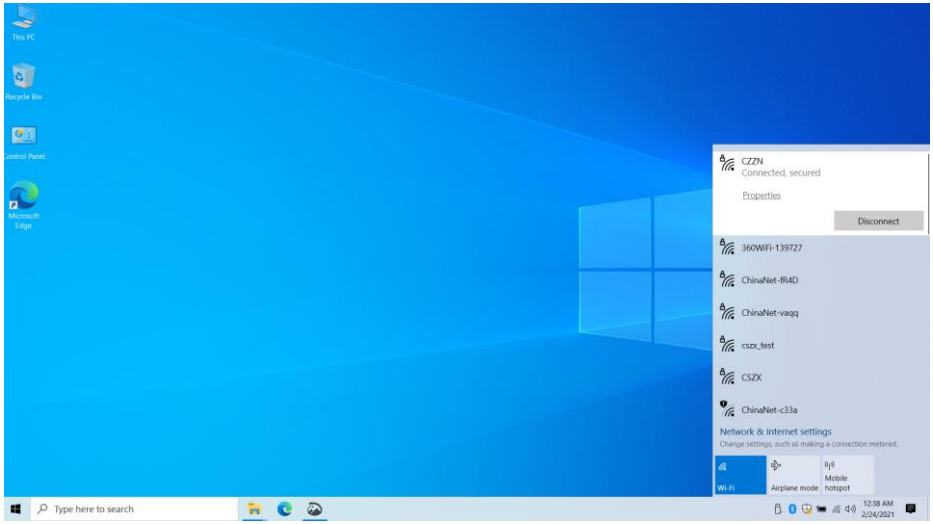


Click on Connect. Windows will do a scan for the security settings of the wireless network. When it[J]s done, it will ask you for the password (also known as the security key).





Once you have entered the password required by the wireless network, click Next. Once your device establishes the connection to the wireless network, it will ask you whether you want to set its Location as private or public. Selecting "Yes" will rfaLLowyour PC to be discoverable by other PCs and devices on this network", this is recommended for setting up a home or work wireless network. If you are connecting to a public wireless network, choose No. If you close the dialog window without selecting an option, Windows will set this new network as public, by default.

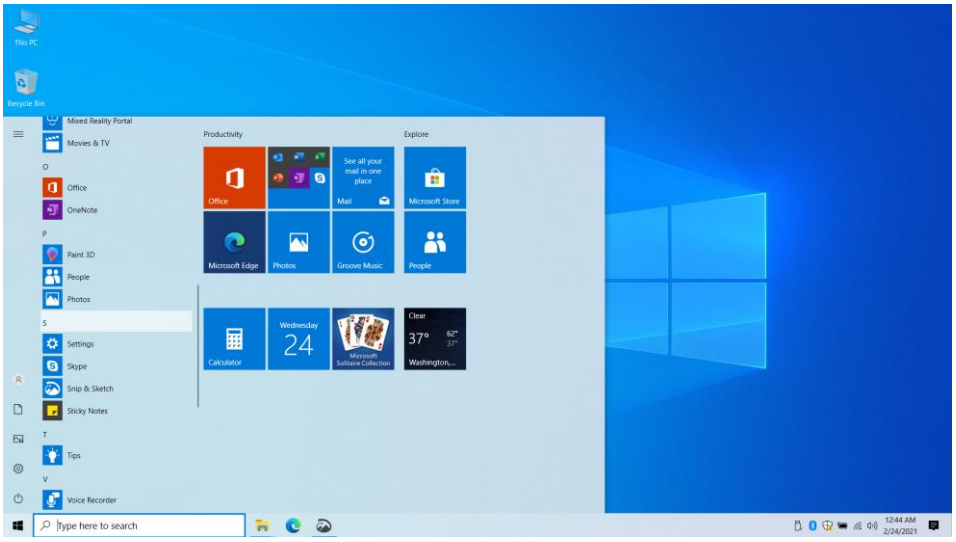


You are now connected to your wireless network.

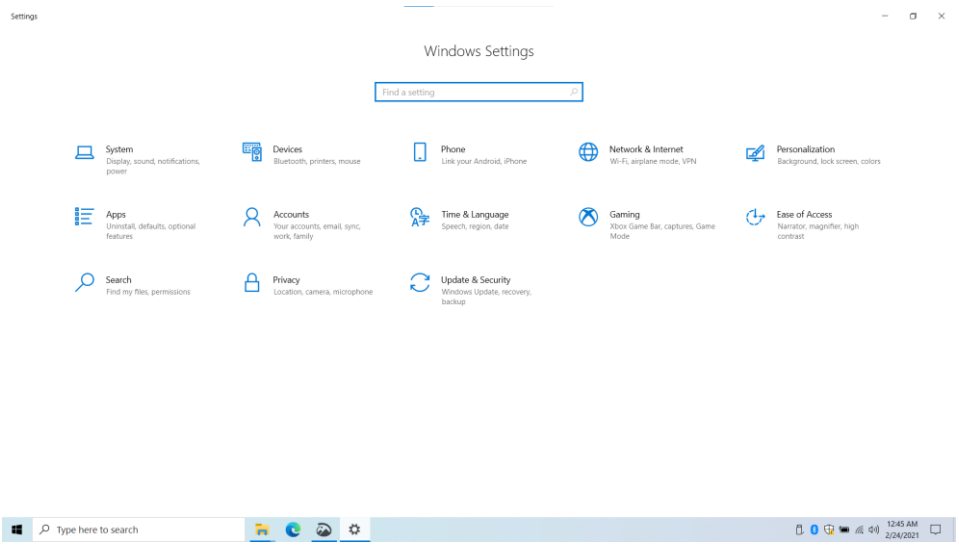
If the connection wasn't successful please see pg 21 for help. This device supports Wifi（802.11 ac/a/b/g/n).

Setting a Password

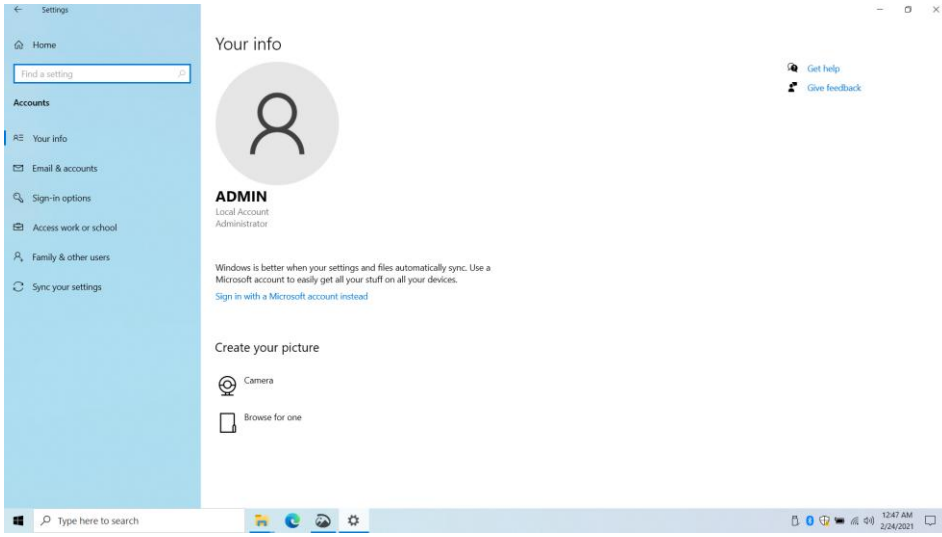
Select the start menu. It will expand the menu, select Settings, this will open a separate window. Click Users and accounts (c)



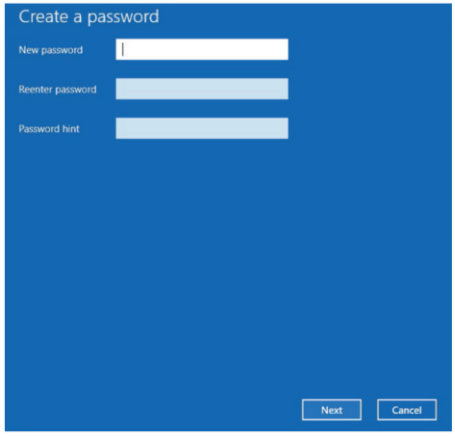
Choose sign in options and click the add button under password

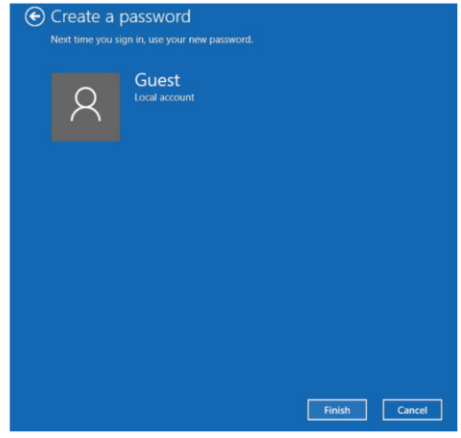


Type a new password, retype it, input password hint and click "Next”



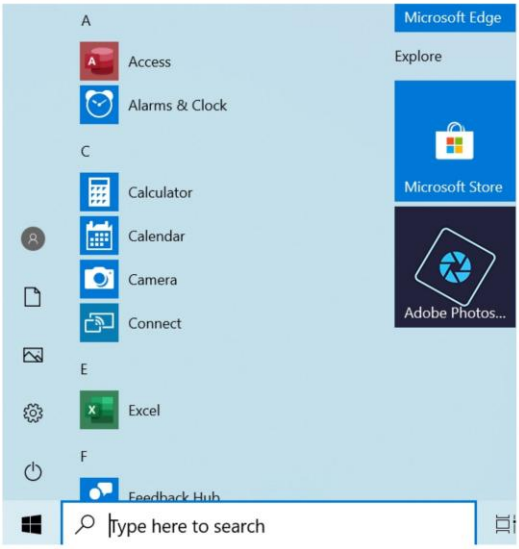
Choose Finish

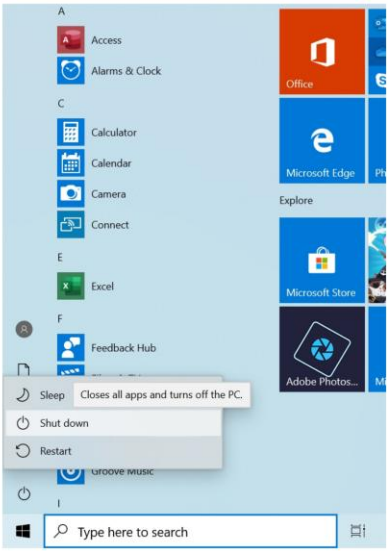




Once the password is set, it must be entered each time you turn on or restart the computer or exit Sleep.

Power Functions





To access the power options tap or click the start menu and select power you can then choose from the following options：

Sleep： This will put the device into a sleep mode (To wake up from sleep mode click the power button on the device and then push Esc key). Shut down： This will turn the device off.

Restart： This will turn the device off and then turn it back on again.

Using Battery Power

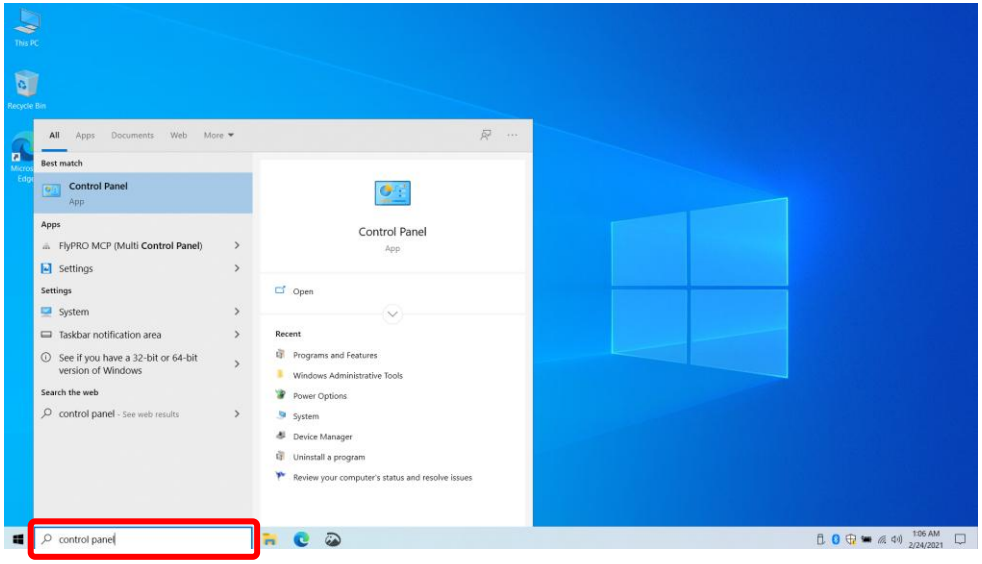
The battery charges whenever the computer is plugged into external power through an AC adapter. The battery charges whether the computer is off or in use, but 祀 charges faster when the computer is off. Charging may take Longer if a battery is new, has been unused for 2 weeks or more, or is much warmer or cooler than room temperature.

Low battery level

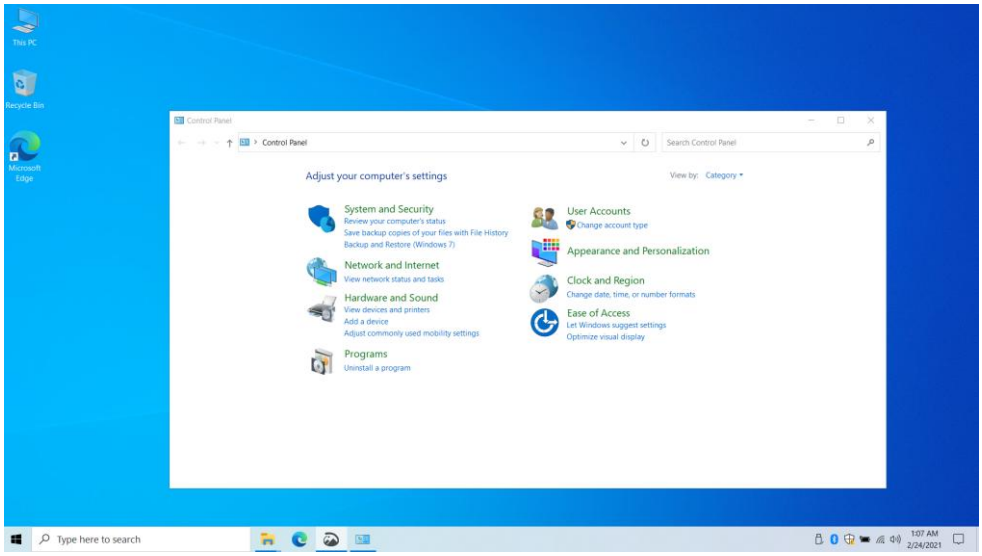
When the battery power on the device is Lower than 20% it will enter powersaving mode. When the battery power is Less than 10% a pop up box will appear reminding you to plug the device into the power charger. If the battery has completely run flat it may take up to one hour for
the Battery Icon to appear on screen and start charging.
It is highly recommended you do not allow the device to go flat.
For the best user experience, please plug in power adapter once device enters power saving mode.

Adjusting the Power Usage

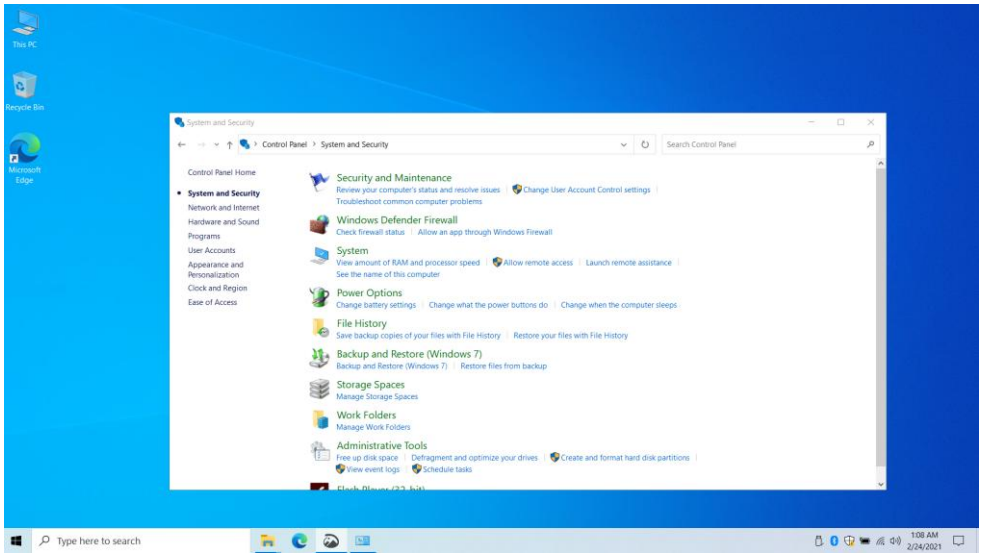
To adjust how much power is used between using the device plugged in vs using the battery



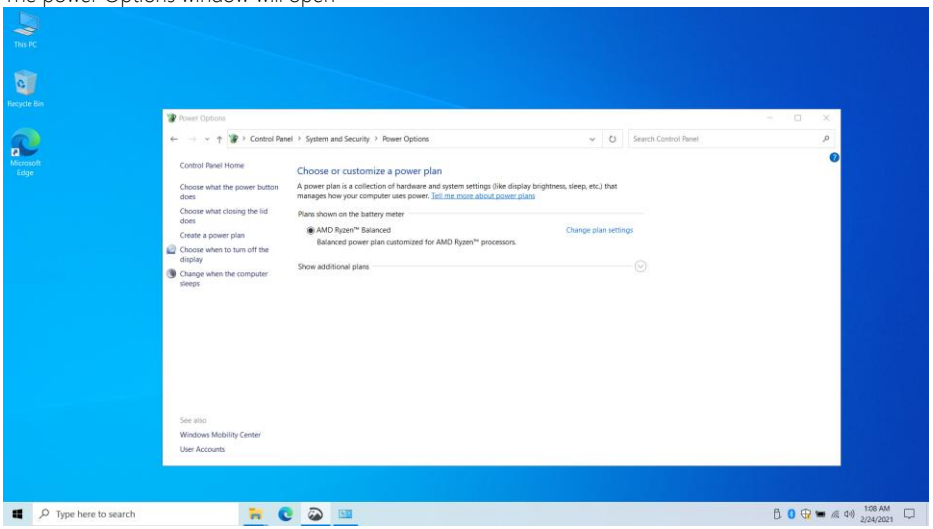
Search“controL paneL”directLy on search bar and open it



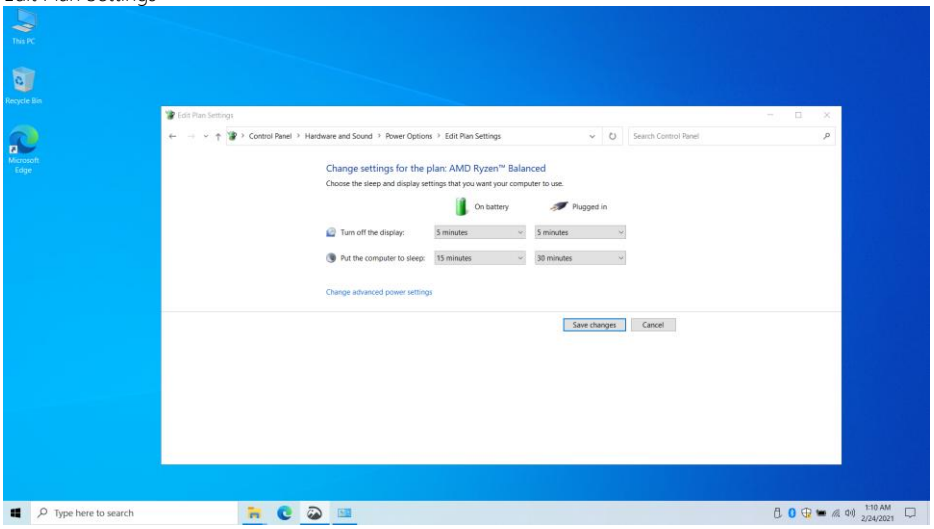
Select System and Security



The power Options window will open



Edit Plan Settings



You can now adjust the settings for when your device is running off the battery and when it is plugged in.

My Device Will Not Start Up

1. Check to see whether the battery is flat. Plug in the charging adapter to the device and into the wall socket and turn on at the wall to see if the charging indicator lights up on the device (it may take a some time if the battery is completely flat). If the indicator Light is on but the device still does not start up leave the device to charge for I hour before trying to turn on again.
2. Check to see if the device is in sleep mode, press the power button once which will wake up the device if it is in sleep mode. Do not hold the button down for this check as this may turn the device off.
3. A reset of the device may be required. Press the power button and hold for about 15 seconds to reset the device.
4. When the low battery alert appears (Battery Low at 10%).
   Please plug in the power adapter to charge the device immediately.

My Device Does Not Appear to be Charging

1. Please ensure you are using the charging adapter supplied with this device. Using another charger may cause the device to not charge as the input power between adapters vary. Using another adapter can lead to the device not charging and possibly burn out the device - only use the charger provided for charging.
2. If the device is in sleep mode all detection systems will be asleep so the device will appear to not be working. Press the power button once to wake up the system and the screen will activate and show the charging status.
3. If the battery has completely run flat it may take more than an hour of charging before you can turn the device on. It is highly recommended you do not allow the device to go flat. For the best user experience, please plug in power adapter once device enters power saving mode.

I Cannot Connect to My WIFI Router or the WIFI Connection is Poor

1. Check the current environment you are operating in, buildings with concrete floors or steel walls will be very difficult or even impossible for a WIFI signal to penetrate through.
2. Check the position of your router - Ideally your WIFI router is installed in a central part of the home and up high. A WIFI signal distributes Like an open umbrella； picture the top of the umbrella as your WIFI router with the signal falling Like the shape of an open umbrella canopy A router in the centre of a home and high up will cover a Larger portion of the home than a router that is on the ground floor tucked into the corner of a room.
3. Check the password of the router is correct - ensure that
   CAPS Lock is not on when entering your password
4. If the WIFI signal on the device screen (bottom right) indicates you are connected but with limited internet access, restart your device to attempt to fix this.
   If this does not work also restart your router to attempt to fix this.

The Device Crashes or Does Not Operate Correctly

1. If the device crashes during operation please press and hold the power button for 15 seconds to turn off the computer. After a system crash it is recommended to recommence operation in a staged progress, open up the required applications one by one and do not attempt to open all applications at the same time.

The system may have reached its maximum temperature Limit and this will cause a

crash, the device

2. will apply an automatic protection and will shut itself down if it becomes too hot. Always ensure that the device is operated with clear ventilation around the device and always stop using if the device becomes too hot.
3. The device may crash when installing two different and conflicting applications. Download applications one at a time to determine which application is causing the issue and then remove the application causing the crash.

The Operating System Update Fails or Device Freezes During Update

1. As some updates take longer to install than others, please ensure you wait and do not operate the device until it is finished.
2. Please ensure your device is plugged into the power charger during any operating system updates. Updates can fail due to Low power and the automatic power off feature (while on battery mode).

I Forgot My Password

If you have forgotten your password you will need to visit https：//account. Live.com/password/reset to reset it. Follow the prompts on the screen.

I've Connected the Device via HDMI but the TV Doesn't Play Sound

I. When playing video through your TV via a HDMI cable (sold separately) the sound may not work. *To* fix this right click on the sound icon at the bottom right of your home screen on your device. Select "Sounds" a dialogue box will open. Select the "Playback" tab, right click the TV icon and set as default. The sound should now go through your TV.

to go back to Windows 10 in S mode.

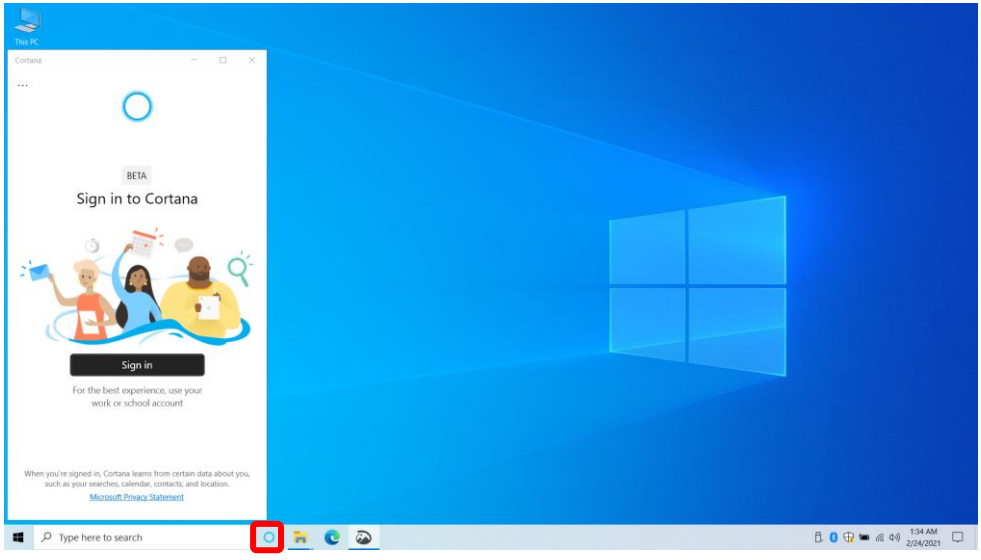
1. On your PC running Windows I 0 in S mode, open Setting 動 > Update & Security 0 > Activation.
2. Find the Switch to Windows I 0 Home or Switch to Windows I 0 Pro section, then select the Go to the Store Link. (Note： If you also see an"Upgradeyour edition of Windows^section, be careful not to click the "g。to the stere" link that appears there.)
3. On the Switch out of S mode(or similar) page that appears in the Microsoft Store, select the Get button. After you see a confirmation message on the page, you will be able to install apps from outside of the Microsoft Store.

For more information about Windows 10 in S mode, please visit below Link：
https://support.microsoft.com/en-us/heLp/4020089/windows-l0-in-s-mode-faq

Welcome to Windows 10 in S mode

Cortana

Think of Cortana as your truly personal digital assistant who works across aLL your Windows 10 in S mode devices to help you get things done. By Learning more about you overtime, Cortana becomes more useful every day, staying transparent in order to keep your trust.



Search"Cortana"directly on search bar.
Cortana Home provides a daily glance of the day ahead

Cortana Home gives you helpful info at a glance

Cortana Home is the place to go for personal suggestions, a daily glance of the day ahead, recommendations for restaurants to check out, and more.

Keep track of your preferences in Cortana's Notebook

The Notebook is where Cortana keeps track of what you Like and what you want. Use it to control what Cortana knows about you, including your interests and favorite places.

Cortana makes it easy to keep up with your schedule

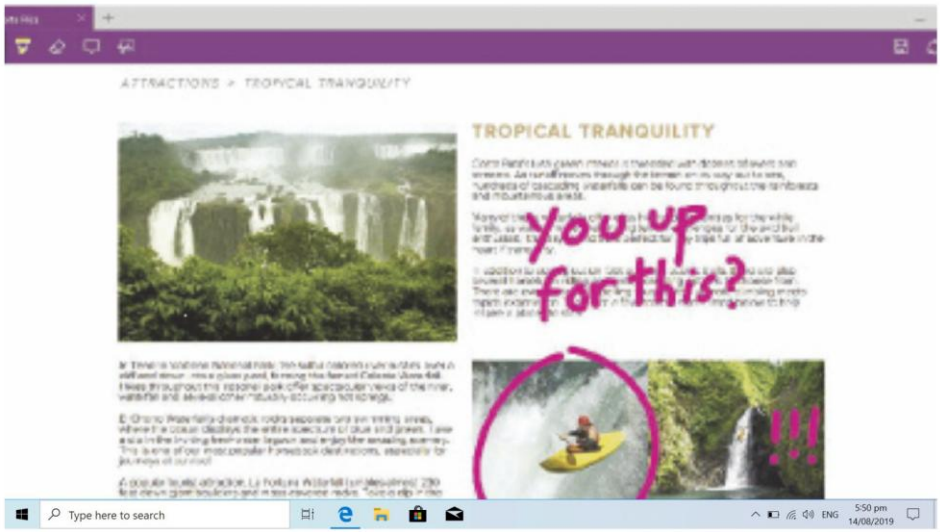
Cortana is the best personal assistant for reminding you about aLL the important things in your Life. Time -based, people -based, and Location -based reminders all trigger at the right time on any device, making sure that you never miss a thing.

Let Cortana find what you're looking for

When you search from the taskbac Cortana will show you results from your PC, the web, and OneDrive. You can also use Cortana for help with troubleshooting. If you run into a problem or have a question about how to get things done, just type something about it into the Windows search box. Cortana will provide instant answers or Links to helpful websites.

Microsoft Edge

Microsoft Edge is the all-new browser designed to go beyond browsing. With Linking capabilities built-in, you can write or type directly on webpages and share your mark-ups with others. If you value a premium reading experience, there's a feature that allows you to clear away distractions from your online articles and a reading List that organizes your favorite reads to enjoy Later. The improved address bar helps you to find things faster; and with Cortana enabled, you can instantly move from searching to doing. ALL in all, Microsoft Edge sweeps away the obstacles between you and your favorite online activities for a web experience that's more personal, responsive, and all about getting things done.



Microsoft Edge Lets you mark -up web pages

Easily mark up and share web pages

Only Microsoft Edge has the built -in technology that lets you write or type directly on webpages. Add your thoughts on the page and then easily share it with others or save to OneNote. Transform any webpage into your canvas w 祀 h Microsoft Edge. Best reading. No distractions.

Microsoft Edge delivers the best built -in reading experience. A new reading view option Lets you enjoy online articles in a distraction - free Layout optimized for your screen size. You can also have any webpage or PDF file saved and organized in your reading List for convenient access Later.

Find it faster

In a big improvement over typical address bars, Microsoft Edge makes recommendations to speed you to your online destination. You can also get quick answers for weather stock, definitions, and calculations - even the most popular fun facts Like "How tall is the Eiffel Tower?" - right from the add press bar. Get more done with Cortana

built in.
Microsoft Edge Lets you move quickly from browsing to doing. With Cortana enabled, you get instant access to key actions - Like making reservations or reading reviews -without Leaving the page you're on. You can also highlight an unfamiliar term to get a contextual explanation that doesn't take you away from where you are.

Built-In Apps

Windows 10 in S mode has great built -in apps Like Photos, Maps,Groove - the new music app in Windows 10 in S mode, and Movies & TV. This family of apps shares an eLegant look and feel that works consistently across your Windows 10 in S mode devices. You get an experience that's instantly recognizable with Less for you to Learn.

Photos

Put your best photos forward with Windows 10 in S modeThe new Photos app makes sense of your growing jumble of photos, getting them organized and easy to navigate. The app will even create albums of your Life events, showcasing the best shots to tell a great story Count on auto-enhance to do expert touch-ups on the photos you take and keep on your Windows 10 in 5 mode device - and rest easy knowing that every photo is safely backed up with a full -resolution copy in your One Drive online storage.

Maps

Maps on Windows helps you navigate your world with the information that matters most to you — it syncs your favourite Locations across all your Windows devices, and helps guide you on your phone with turn -by-turn navigation even when you're offline.[2]

Muskj Movies & TV

Enjoying music and videos is simpLe, fast and eLegant on Windows 10 in S mode. Listen to your favourite songs and artists, make your own playlists, and keep up with all the Latest hits with the new music app. Or go big with the Groove Music Pass — with ad -free access to millions of tracks with one of the Largest music catalogs on the planet. And with video, browse, and play through your own video collection, or kick back to the hottest Movies & TV shows in
HD. Browse the Store to rent or purchase from a huge coLLection of movies and TV shows
— even starting a movie on one device and picking up w here you Left off on another.[1]

Mail & Calendar

The built-in Mail and Calendar apps get even better in Windows 10 in S mode. Crafting emails has never been easier or more powerful, with the familiar and rich capability of Microsoft Word built into the authoring experience. Simply insert tables, add pictures, and use bullets and colour to get your point across. Keep up with your inbox with new touch gestures that help you read, sort, and archive your mail. The new navigation bar is quick and convenient, allowing you to move freely between your email and your calendar; making it easy to get things done.

Enterprise - Grade Secure and Fast

The best Windows ever is also the most secure Windows even Windows 10 in S mode has more built- in security protections to help keep your system safe including a password -free way 6 to quickly log in. Windows 10 in S mode pairs security features with speed」delivering fast start -ups and quick resume, giving you a great experience that you can trust to work the way it should.

Windows Defender

Windows Defender is included as part of Windows 10 in S mode, working right out of the box so that you are always

Through participating mobile service carriers.

protected. Windows Defender provides the defence you need； it is constantly updated to meet evolving threats as they are identified and is faster at detecting and protecting you against emerging malware, seen in the first critical hours. Windows Defender uses a highly scalable and geo -distributed backend service that Leverages data from about one billion devices to draw fast insights and respond in hundreds of milliseconds.

Smart Screen

Microsoft SmartScreen defends against phishing sites by performing a reputation check, and will block sites that are thought to be phishing sites. It will also defend against socially -engineered downloads of malicious software. B y supporting web standards like HTTP Strict Transport Security we are making it easier for the web developer community to build first class websites that are reliable and secured.

Familiar and Easy to Use

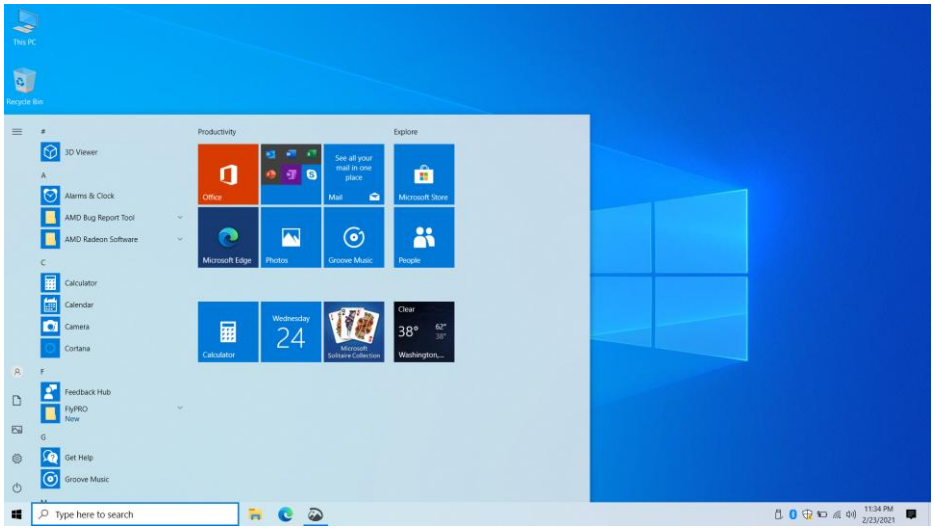
Windows 10 in S mode has a friendly familiar feel that makes it a breeze to use. Navigation is easier than ever as apps display beautifully across device and desktop modes. Plus, there are Lots of new ways to multi -task quickly through your to -do List. And it's Windows so you know it will work with more of the hardware and software you already have.

Start

The familiar Start menu is back in a more robust and expanded format that provides one -click access to the functions and files that people use most. You can quickly reach your most frequently used apps and PC settings and there is plenty of space to add your favourite Live Tiles.

Yourapps — right at your fingertips

Here's what you'LL find on the Left side of the Start menu：



The new Start menu is familiar whether you Ye coming from Windows 7 or Windows 8.

- Most used — the apps that you use every day front and centre.
- Suggested/recently added — the place to discover new apps based off of your current collection. You'Ll also find any new apps you install from Windows Store so that they're easy to access or pin to Start right away. Places — the fastest way to access File Explorer; Settings, and Power.
- ALL apps — a List of all your installed apps, arranged for easy alphabetical browsing. **Pin all your favourite things to Start**

If you want fast access to the things that matter most to you — whether it's favourite apps, programs, folders, people, or websites — pin them to Start.

Get up -to -the -minute updates with Live Tiles

New email, your next appointment, or the weekend weather： Live Tiles deliver updates from your apps right on your Start screen so you can easily see whats happening in your world and jump right into an app when you need to.

Stay organized with tile groups

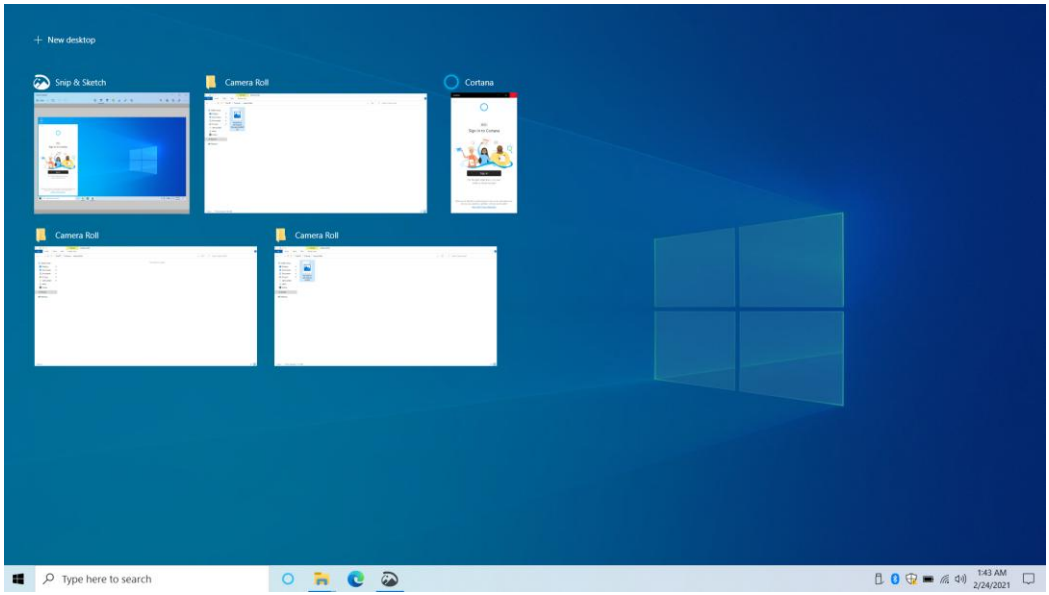
If your Start menu starts to feel cluttered, try moving some of your pinned apps into a group of similar items. Just move a tile to an open space, and when a grey divider bar appears, release the tile. Then move more tiles in or out of the group to suit your needs.

Multi -Tasking

The best ways to get organized, stay focused, and finish first. Windows 10 in 5 mode gives you absolutely the best experience for doing what you do. Stay focused with easy ways to snap apps in place and organize your screens for getting things done. You can create virtual desktops whenever you need more space to keep things neatly organized. Your notifications and key settings are collected in the Action Center so you can easily see and act on what's important. Use the task -view button to see your open apps, docs, an d files in a single view to easily manage what you're doing. Windows 10 in S mode is all about removing the obstacles between you and 'Done'.

Continuum

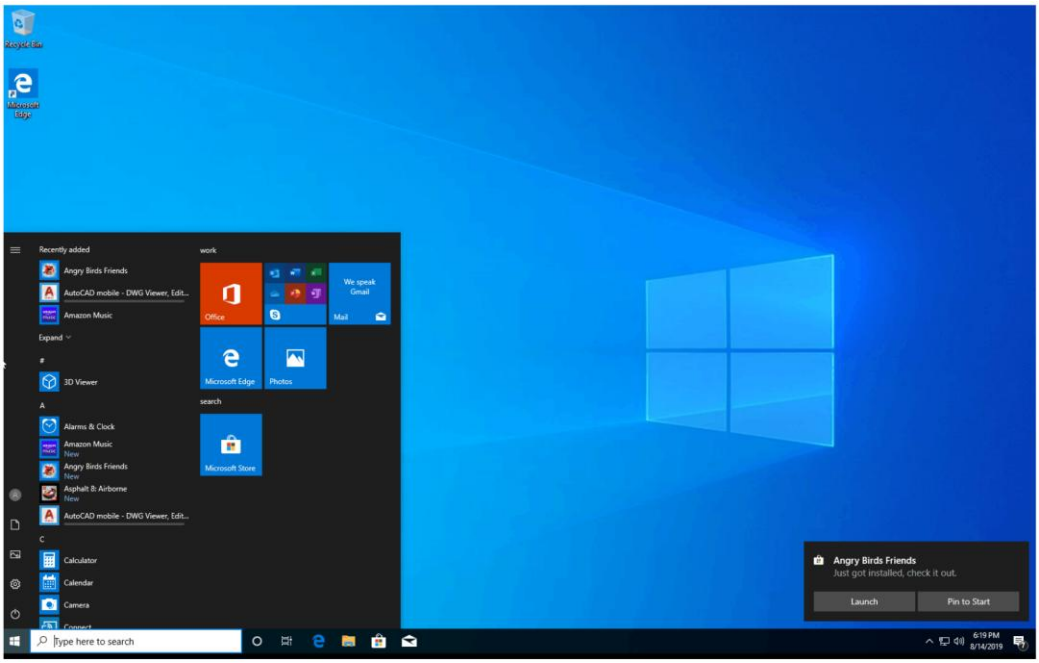
Windows optimizes your experience for what you'Jre doing and the device you'Jre using. Touch capable devices come with Continuum which allows you to easily switch between a mouse/ keyboard optimized interface to a touch optimized interface, called device mode. In device mode, menus and taskbars adapt for touch input and the Start menu and apps open in full screen.



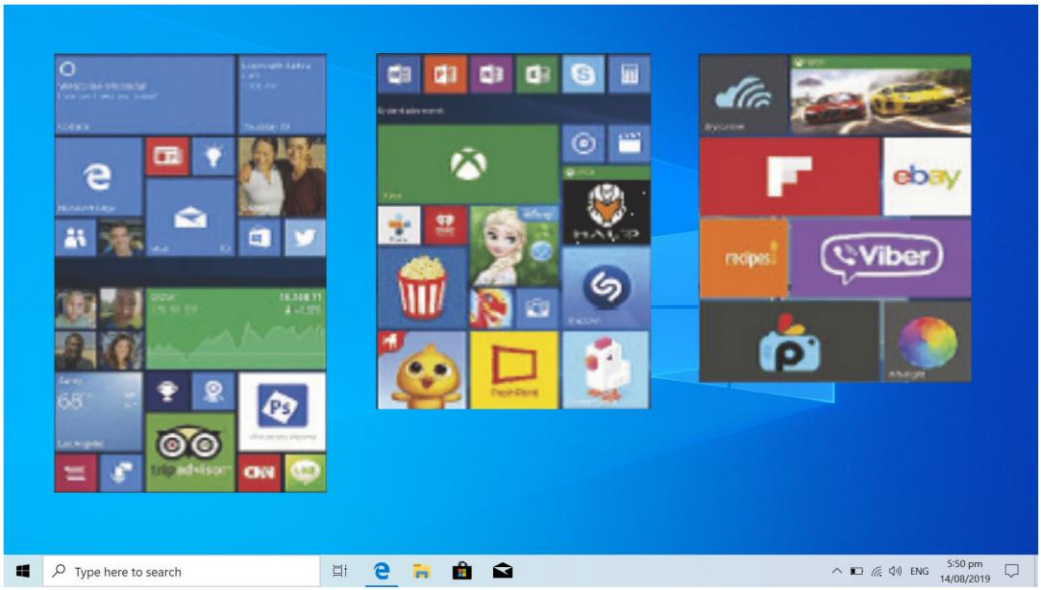
Task view a Hows you to see all the apps running on you r desktop. You can also create new desktops if you want more space.

Seamlessly Stay Up to Date

Windows 10 in S mode is designed to deliver an experience that feels seamless and fresh, even far into the future. Automatically enabled -updates help keep you current on the latest security and features, and the Windows Store is where to discover favourite new apps and entertainment. One Drive online storage Lets you save, access, and share your content no matter where you are or what device you're using.



Tip： When you want to switch to device mode, select the Action Center icon on the taskbar and select device mode. If using a 2-in-l device. Continuum will prompt you to switch modes if you flip or remove the keyboard. Drag an app to the side of the screen to snap two apps at once and drag it to the bottom to close it.



On a 2 -in-l device, if you flip or remove the keyboard, you'll get a notification asking if you want to switch to device mode. You can also switch into device mode through the Action Center When you enter into device mode, the interface adjusts for touch input → the Start menu and apps open in full screen.

share your content no matter where you are or what device you[1] re using.

Automatic updates

New features are now delivered through automatically -enabled updates, helping you to stay current and your system to feel fresh and new.

OneDrive

One Drive is an online storage service integrated into Windows 10 in S modeand also available as an app, that makes it simple to access and share your files and photos across your devices. When you make a change on one device, the updates are available on your other devices so you can pick up right where you Left off.

Windows Store

BuiLt-in Windows Store gives you a constant stream of the Latest apps and content. Get more done faster with apps that work with Cortana and have Live tiles for real -time updates. You can acquire content with ease using your preferred payment method including paying with your phone bill[5]. You can have confidence that everything you download from the Store is certified by Microsoft to help keep your devices safer and, can be set -up to automatically update to ensure your apps are always current.

Through participating mobile service carriers.

This device complies with part 15 of the FCC rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept

any interference received, including interference that may cause undesired operation.

15.21 Information to the user.

Any changes or modifications not expressly approved by the party responsible for compliance

could void the user's authority to operate the equipment. 15.105 Information for the user.

Note: This equipment has been tested and found to comply with the limits for a Class B digital

device, pursuant to part 15 of the FCC rules. These limits are designed to provide reasonable

protection against harmful interference in a residential installation. This equipment generates, uses

and can radiate radio frequency energy and, if not installed and used in accordance with

theinstructions, may cause interference to radio communications. However, there is no guarantee

that interference will not occur in a particular installation. If this equipment does cause harmful

interference to radio or television reception, which can be determined by turning the equipment off

and on, the user is encouraged to try to correct the interference by one or more of the following

measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connecting the equipment to a socket on a circuit different from that to which the receiver is

connected.

- Contact with the provider or a radio / TV technician for help.

Specific absorption rate (SAR):

This 15.6-inch notebook meets the government's requirements for exposure to radio

waves. The guidelines are based on standards developed by independent scientific organizations

through periodic and thorough evaluation of scientific studies. The standards include a margin of

safety designed to ensure the safety of all people regardless of their age or health.

The FCC Statement of Exposure to RF and the SAR limit for the United States (FCC) is 1.6 W/kg average for each gram of tissue. This device was tested for typical operations of use on the body, with the back of the phone at 0mm from the body. To maintain compliance with FCC RF exposure requirements, use accessories that maintain a distance of 0mm between the user's body and the back of the phone. The use of belt clips, covers and similar accessories must not contain metallic components in their assembly. The use of accessories that do not meet these requirements may not meet FCC RF exposure requirements and should be avoided.

Functioning in the body

This device was tested for typical operations of use in the body. To comply with RF exposure requirements, a minimum separation distance of 0mm must be maintained between the user's body and the telephone, including the antenna. Third-party accessories such as belt clips. covers and similar accessories used with this device should not contain metallic components, accessories that do not meet these RF exposure requirements and should be avoided from use on the body. Use only the supplied antenna or an approved antenna.