# TravelMate 660 series

## User's guide

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TravelMate 660 series User's guide
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TravelMate 660 series Notebook computer

Model number : _____

Serial number: _____

Purchase date: _____

Place of purchase: _____

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# First things first

We would like to thank you for making the TravelMate series of notebook computers your choice for your mobile computing needs. We hope you will be happy with your TravelMate as much as we enjoyed making it for you.

## Your guides

To help you use your TravelMate, we have designed a set of guides:

First off, the **Just for Starters...** poster helps you get started with setting up your computer.

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This **User's guide** introduces you to the many ways your computer can help you be more productive. This guide provides clear and concise information about the computer, so read it thoroughly.

If you ever need to print out a copy, this User's guide is also available in PDF (Portable Document Format). Follow these steps:

1 Click on **Start**, **Programs**, **TravelMate**.

2 Click on **TravelMate User's guide**.

**Note:** Viewing the file requires Adobe Acrobat Reader installed. For instructions on how to use Adobe Acrobat Reader, access the **Help** menu.

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For more information about our products, services, and support information, please visit our Web site (www.acer.com).

# Basic care and tips for using your computer

## Turning your computer on and off

To turn on the computer, simply press the power button on the left of the launch keys found above your TravelMate's standard keyboard. See "Front view" on page 4 for the location of the power switch.

To turn the power off, do any of the following:

- Use the Windows shutdown command

  For Windows 2000: Click on **Start**, **Shut Down...**, and select **Shut down**; then click on **OK**.

  - or -

  For Windows XP: Click on **Start**, **Turn off Computer**; then click **Turn Off**.

- Use the power switch

  **Note:** You can also use the power switch to perform power management functions. See Windows help for more information.

- Use the customized functions for power management

  You can also shut down the computer by closing the display cover, or by pressing the sleep hot key (**Fn-F4**). See the online guide for details.

  **Note:** If you cannot power off the computer normally, press and hold the power switch for more than four seconds to shut down the computer. If you turn off the computer and want to turn it on again, wait at least two seconds before powering up.

## Taking care of your computer

Your computer will serve you well if you take care of it.

- Do not expose the computer to direct sunlight. Do not place it near sources of heat, such as a radiator.
- Do not expose the computer to temperatures below 0ºC (32ºF) or above 50ºC (122ºF).
- Do not subject the computer to magnetic fields.

- Do not expose the computer to rain or moisture.
- Do not spill water or any liquid on the computer.
- Do not subject the computer to heavy shock and vibration.
- Do not expose the computer to dust and dirt.
- Never place objects on top of the computer to avoid damaging the computer.
- Do not slam the computer display when you close it.
- Never place the computer on uneven surfaces.

## Taking care of your AC adapter

Here are some ways to take care of your AC adapter:

- Do not connect the adapter to any other device.
- Do not step on the power cord or place heavy objects on top of it. Carefully route the power cord and any cables away from personal traffic.
- When unplugging the power cord, do not pull on the cord itself but pull on the plug.
- The total ampere ratings of the equipment plugged in should not exceed the ampere rating of the cord if you are using an extension cord. Also, the total current rating of all equipment plugged into a single wall outlet should not exceed the fuse rating.

## Taking care of your battery pack

Here are some ways to take care of your battery pack:

- Use only batteries of the same kind as replacements. Turn the power off before removing or replacing batteries.
- Do not tamper with batteries. Keep them away from children.
- Dispose of used batteries according to local regulations. Recycle if at all possible.

## Cleaning and servicing

When cleaning the computer, follow these steps:

1. Power off the computer and remove the battery pack.
2. Disconnect the AC adapter.

3 Use a soft cloth moistened with water. Do not use liquid or aerosol cleaners.

4 To clean the display screen, use an LCD cleaning kit.

If any of the following occurs:

- The computer has been dropped or the body has been damaged.
- Liquid has been spilled into the product.
- The computer does not operate normally.

Please refer to "Troubleshooting my computer" on page 55.

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# 1 Getting to know your TravelMate

Your TravelMate computer combines high-performance, versatility, power management features and multimedia capabilities with a unique style and ergonomic design. Work with unmatched productivity and reliability with your new power computing partner.

# A TravelMate tour

After setting up your computer as illustrated in the **Just for Starters...** poster, let us show you around your new TravelMate computer.

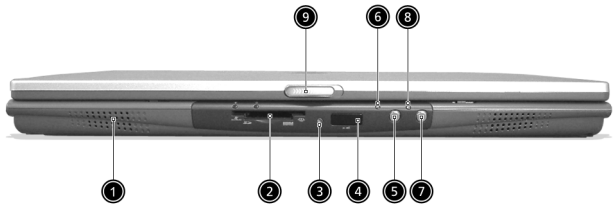
## Front open view

| # | Item | Description |
|---|---|---|
| 1 | Display screen | Also called LCD (liquid-crystal display), displays computer output. |
| 2 | Power button | Turns on the computer. |
| 3 | Touchpad | Touch-sensitive pointing device which functions like a computer mouse. |
| 4 | Click buttons (left, center and right) | The left and right buttons function like the left and right mouse buttons; the center button serves as a 4-way scroll button. |

English

| # | Item | Description |
|---|---|---|
| 5 | Palmrest | Comfortable support area for your hands when you use the computer. |
| 6 | Keyboard | Inputs data into your computer. |
| 7 | Status indicators | LEDs (light-emitting diode) that turn on and off to show the status of the computer, its functions and components. |
| 8 | Microphone | Internal microphone for sound recording. |
| 9 | Launch keys | Special keys for launching internet browser, email program and frequently used programs. See “Launch Keys” on page 20 for more details. |

# Front view




| # | Item | Description |
|---|---|---|
| 1 | Speaker | Outputs sound. |
| 2 | 4-in-1 card reader[1] | Reads cards from Smart Media, Memory Stick, MultiMedia, and Secure Digital cards. |
| 3 | 4-in-1 card reader[1] indicator | Displays activity of 4-in-1 memory reader. |
| 4 | Infrared port | Interfaces with infrared devices (e.g., infrared printer, IR-aware computer). |

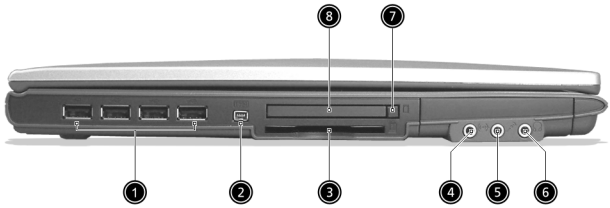
| # | Item | Description |
|---|---|---|
| 5 | Bluetooth button[2] | Starts (optional) Bluetooth functionality. |
| 6 | Bluetooth indicator[2] | Indicates that (optional) Bluetooth is enabled. |
| 7 | InviLink button[3] | Opens (optional) wireless connectivity. |
| 8 | InviLink indicator[3] | Indicates status of (optional) wireless communication. |
| 9 | Latch | Latch for opening and closing the laptop. |

Notes:

1. Four-in-one card reader is a manufacturing option, subject to configuration.
2. Bluetooth button and indicator found on models with Bluetooth only.
3. InviLink button and indicator found on models with wireless LAN only.

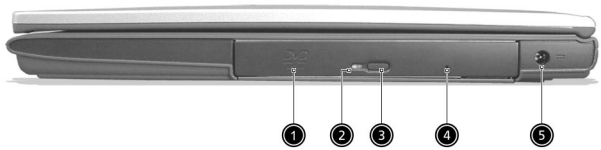
English

# Left view




| # | Item | Description |
|---|---|---|
| 1 | Four USB 2.0 ports | Connect to Universal Serial Bus devices (e.g., USB mouse, USB camera). |
| 2 | IEEE 1394 port<br>1394 | Connects to IEEE 1394 devices. |
| 3 | Smart Card slot | Slot for Smart Card interface with pre-boot authentication system. |
| 4 | Line-in jack | Accepts audio line-in devices (e.g., audio CD player, stereo walkman). |
| 5 | Microphone jack | Accepts input from external microphones. |
| 6 | Headphone/ Speaker/ Line-out jack | Connect to headphones or other line-out audio devices (speakers). |
| 7 | PC Card eject button | Ejects the PC Card from the slot. |
| 8 | PC Card slot | Accepts one Type II 16-bit PC Card or 32-bit CardBus PC Card. |

# Right view

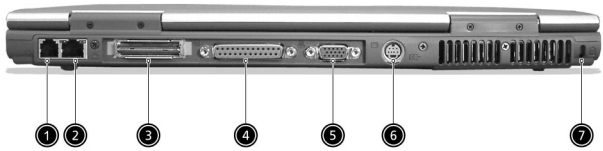



| # | Item | Description |
|---|---|---|
| 1 | AcerMedia drive | Houses a removable media drive module. |
| 2 | AcerMedia indicator | Lights up when the AcerMedia drive is active. |
| 3 | Eject button | Ejects the drive tray. |
| 4 | Emergency eject slot | Ejects the drive tray when the computer is turned off. See page 58 for more details. |
| 5 | Power jack | Connects to an AC adapter. |

Note: The positions of the AcerMedia indicator, eject button and emergency eject hole may differ depending on the optical drive module installed.

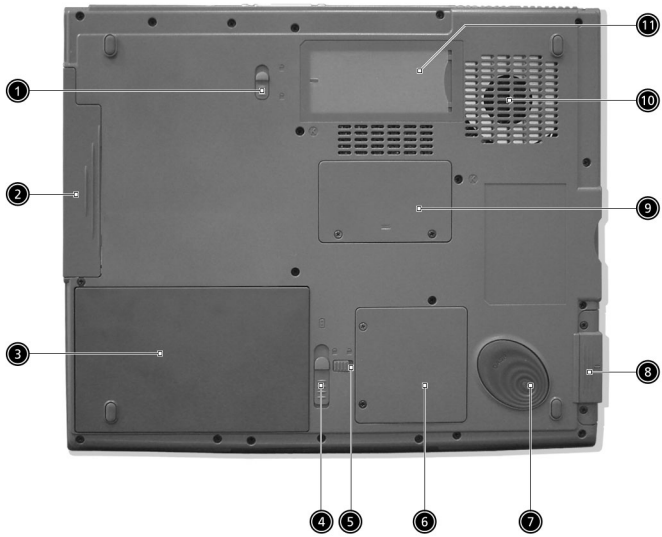
English

# Rear view




| # | Item | Description |
|---|---|---|
| 1 | Modem jack | Connects to a phone line. |
| 2 | Network jack | Connects to an Ethernet 10/100-based network. |
| 3 | Expansion port | Connects to I/O port replicator or EasyPort expansion devices. |
| 4 | Parallel port | Connects to a parallel device (e.g., parallel printer). |
| 5 | External display port | Connects to a display device (e.g., external monitor, LCD projector) and displays up to 16.7 million colors and up to 1400x1050 resolution. |
| 6 | S-video | Connects to a television or display device with S-video input. |
| 7 | Security keylock | Connects to a Kensington-compatible computer security lock. |

# Bottom view




| # | Item | Description |
|---|---|---|
| 1 | AcerMedia bay release latch | Unlatches the AcerMedia drive for removing the optical drive. |
| 2 | AcerMedia bay | Houses an AcerMedia drive module. |
| 3 | Battery bay | Houses the computer's battery pack. |
| 4 | Battery release latch | Unlatches the battery to remove the battery pack. |
| 5 | Battery lock | Locks the battery in place. |
| 6 | Mini-PCI slot | Slot for adding mini-PCI cards. |
| 7 | Hard disk protector | Protects the hard disk from accidental bumps and vibration. |
| 8 | Hard disk bay | Houses the computer's hard disk (secured by a screw). |
| 9 | Memory compartment | Houses the computer’s main memory. |

| # | Item | Description |
|---|---|---|
| 10 | Cooling fan | Helps keep the computer cool.<br>**Note**: Don't cover or obstruct the opening of the fan. |
| 11 | Personal identification slot | Insert a business card or similar-sized identification card to personalize your computer. |

# Features

Below is a brief summary of the computer's many features:

## Performance

- Intel® Pentium® M Processor at 1.3G~1.6G and higher
- Memory upgradeable up to 2 GB with 2 slots (Only one slot for user accessible)
- Hot swappable Media bay design
- High-capacity, Enhanced-IDE hard disk
- Li-ion main battery pack
- Power management system with ACPI (Advanced Configuration Power Interface)
- Smart Card interface with pre-boot authentication system for added security

## Display

- Thin-Film Transistor (TFT) liquid crystal display (LCD) displaying 32-bit high color up to 1024 x 768 eXtended Graphics Array (XGA) resolution for 14.1"/15" and 1400 x 1050 Super eXtended Graphics Array + (SXGA+) resolution for 15" models (specification varies depending on the model)
- 3D graphics engine
- Simultaneous LCD and CRT display support
- S-video for output to a television or display device that supports S-video input
- "Automatic LCD dim" feature that automatically decides the best settings for your display and conserves power
- Dual indenpendent display

## Multimedia

- 16-bit high-fidelity AC'97 stereo audio
- Built-in dual speakers
- Built-in microphone
- High-speed optical drive (AcerMedia bay)

## Connectivity

- High-speed fax/data modem port
- Ethernet/Fast Ethernet port
- Fast infrared wireless communication
- Four (4) USB 2.0 (Universal Serial Bus) ports
- IEEE 1394 port
- MiniPCI 802.11b wireless LAN (manufacturing optional)
- Bluetooth ready (manufacturing optional)
- SD/MMC/SM/MS memory slot (manufacturing optional)

## Human-centric design and ergonomics

- Internet 4-way scroll button
- Sleek, smooth and stylish design
- Acer FinTouch full-sized curved keyboard
- Ergonomically-centered touchpad pointing device

## Expansion

- One type II CardBus PC Card slot
- Upgradeable memory

# Indicators

The computer has three easy-to-read status indicators below the display screen, and two on the front of the computer.

The Power and Battery status indicators are visible even when the display is closed.

| Icon | Function | Description |
|---|---|---|
| | Caps lock | Lights when Caps Lock is activated. |
| | Num lock | Lights when Num Lock is activated. |
| | Media Activity | Lights when the disc or AcerMedia is activated. |
| | Power | Lights green when the power is on and orange when the computer is in standby mode. |
| | Battery | Lights orange when the battery is charging. |

English

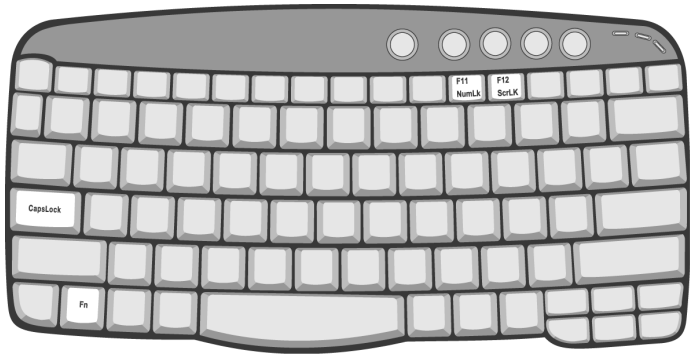
# Using the keyboard

The full-sized keyboard includes an embedded numeric keypad, separate cursor keys, two Windows keys and twelve function keys.

## Special keys

### Lock keys

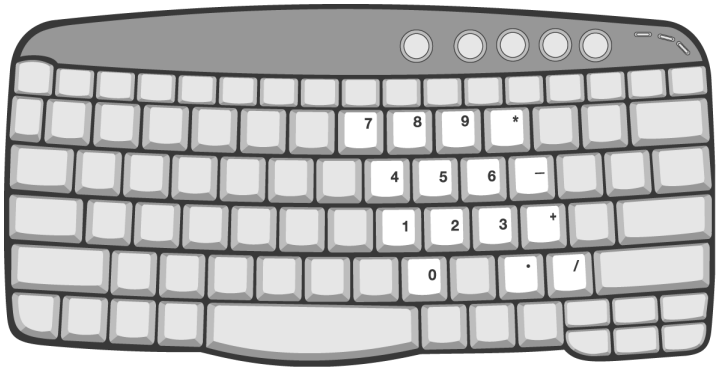
The keyboard has three lock keys which you can toggle on and off.




| Lock key | Description |
|---|---|
| Caps Lock | When Caps Lock is on, all alphabetic characters typed are in uppercase. |
| Num Lock (Fn-F11) | When Num Lock is on, the embedded keypad is in numeric mode. The keys function as a calculator (complete with the arithmetic operators +, -, *, and /). Use this mode when you need to do a lot of numeric data entry. A better solution would be to connect an external keypad. |
| Scroll Lock (Fn-F12) | When Scroll Lock is on, the screen moves one line up or down when you press the up or down arrow keys respectively. Scroll Lock does not work with some applications. |

# Embedded numeric keypad

The embedded numeric keypad functions like a desktop numeric keypad. It is indicated by small characters located on the upper right corner of the keycaps. To simplify the keyboard legend, cursor-control key symbols are not printed on the keys.



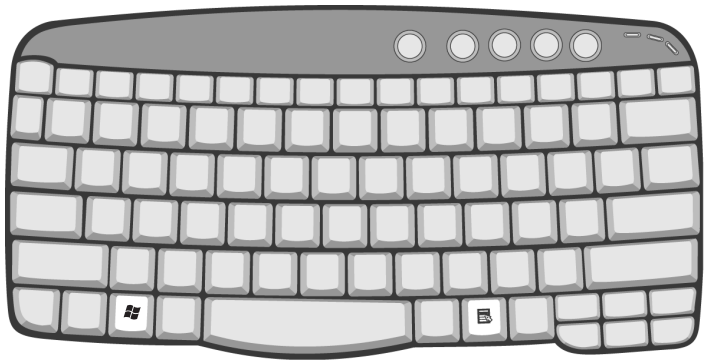

| Desired access | Num lock on | Num lock off |
|---|---|---|
| Number keys on embedded keypad | Type numbers in a normal manner. | |
| Cursor-control keys on embedded keypad | Hold Shift while using cursor-control keys. | Hold Fn while using cursor-control keys. |
| Main keyboard keys | Hold Fn while typing letters on embedded keypad. | Type the letters in a normal manner. |

**Note:** If an external keyboard or keypad is connected to the computer, the Num Lock feature automatically shifts from the internal keyboard to the external keyboard or keypad.

English

## Windows keys

The keyboard has two keys that perform Windows-specific functions.

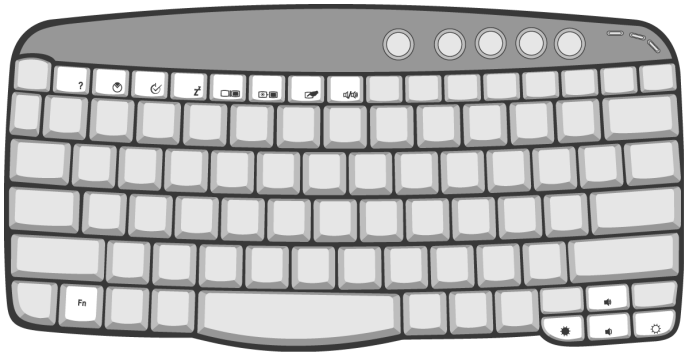


| Key | Description |
|---|---|
| Windows logo key | Start button. Combinations with this key perform shortcut functions. Below are a few examples: |
| | + Tab (Activates next taskbar button) |
| | + E (Explores My Computer) |
| | + F (Finds Document) |
| | + M (Minimizes All) |
| | Shift + + M (Undoes Minimize All) |
| | + R (Displays the Run... dialog box) |
| Application key | Opens a context menu (same as a right-click). |

## Hot keys

The computer employs hot keys or key combinations to access most of the computer's controls like screen brightness, volume output and the BIOS Utility.

To activate hot keys, press and hold the **Fn** key before pressing the other key in the hot key combination.




| Hot key | Icon | Function | Description |
|---|---|---|---|
| Fn-F1 | ? | Hot key help | Displays help on hot keys. |
| Fn-F2 | | Setup | Accesses the computer's configuration utility. |
| Fn-F3 | | Power management scheme toggle | Switches the power management scheme used by the computer (function available if supported by operating system).<br>See "Power management" on page 28. |
| Fn-F4 | Z$^{Z}$ | Sleep | Puts the computer in Sleep mode.<br>See "Power management" on page 28. |
| Fn-F5 | | Display toggle | Switches display output between the display screen, external monitor (if connected) and both the display screen and external monitor. |

| Hot key | Icon | Function | Description |
|---|---|---|---|
| Fn-F6 | | Screen blank | Turns the display screen backlight off to save power. Press any key to return. |
| Fn-F7 | | Touchpad toggle | Turns the internal touchpad on and off. |
| Fn-F8 | | Speaker toggle | Turns the speakers on and off. |
| Fn-↑ | | Volume up | Increases the speaker volume. |
| Fn-↓ | | Volume down | Decreases the speaker volume. |
| Fn-→ | | Brightness up | Increases the screen brightness. |
| Fn-← | | Brightness down | Decreases the screen brightness. |

## The Euro symbol

If your keyboard layout is set to United States-International or United Kingdom or if you have a keyboard with a European layout, you can type the Euro symbol on your keyboard.

**Note for US keyboard users:** The keyboard layout is set when you first set up Windows. For the Euro symbol to work, the keyboard layout has to be set to United States-International.

To verify the keyboard type in Windows Millennium Edition and Windows 2000, follow the steps below:

1 Click on **Start**, **Settings**, **Control Panel**.

2 Double-click on **Keyboard**.

3 Click on the **Language** tab.

4 Verify that the keyboard layout used for "En English (United States)" is set to United States-International.

If not, select and click on **Properties**; then select **United States-International** and click on **OK**.

5 Click on **OK**.

To verify the keyboard type in Windows XP, follow the steps below:

1 Click on **Start**, **Control Panel**.

2 Double-click on **Regional and Language Options**.

3 Click on the **Language** tab and click on **Details**.

4 Verify that the keyboard layout used for "En English (United States)" is set to United States-International.

If not, select and click on **ADD**; then select **United States-International** and click on **OK**.

5 Click on **OK**.

To type the Euro symbol:

1 Locate the Euro symbol on your keyboard.

2 Open a text editor or word processor.

3 Hold **Alt Gr** and press the Euro symbol.

**Note**: Some fonts and software do not support the Euro symbol. Please refer to www.microsoft.com/typography/faq/faq12.htm for more information.

English

# Launch Keys

Located above the keyboard are five buttons. The left-most button is the power button. To the right of the power button are the four launch keys. They are designated as the mail button, the web browser button, and two programmable buttons (P1 and P2).

| Launch key | Default application |
|---|---|
| Mail | Email application |
| Web browser | Internet browser application |
| P1 | User-programmable |
| P2 | User-programmable |

## E-Mail Detection

Click right button at the Launch Manager icon on the taskbar and click on E-Mail Detection. In this dialog box, you have the option to enable disable mail checking, set the time interval for mail checking, etc. If you already have an email account, you can fill in User Name, Password and POP3 Sever in the dialog box. The POP3 Sever is the mail sever where you get your email.

Aside from the email checking function, there is a mail button that is used to launch the email application. It is located above the keyboard right below the LCD.

English

# Touchpad

The built-in touchpad is a pointing device that senses movement on its surface. This means the cursor responds as you move your finger on the surface of the touchpad. The central location on the palmrest provides optimum comfort and support.

**Note:** When using an external USB mouse, you can press **Fn-F7** to disable the touchpad.

## Touchpad basics

The following items teach you how to use the touchpad:

- Move your finger across the touchpad to move the cursor.
- Press the left (1) and right (3) buttons located on the edge of the touchpad to do selection and execution functions. These two buttons are similar to the left and right buttons on a mouse.