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Acer Chromebook Spin 311
Covers: R722T / R723T

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Model number: N20Q10

Serial number: _____

Date of purchase: _____

Place of purchase: _____

ENVIRONMENT

Temperature:

- Operating: 5 °C to 35 °C
- Storage: -20 °C to 60 °C

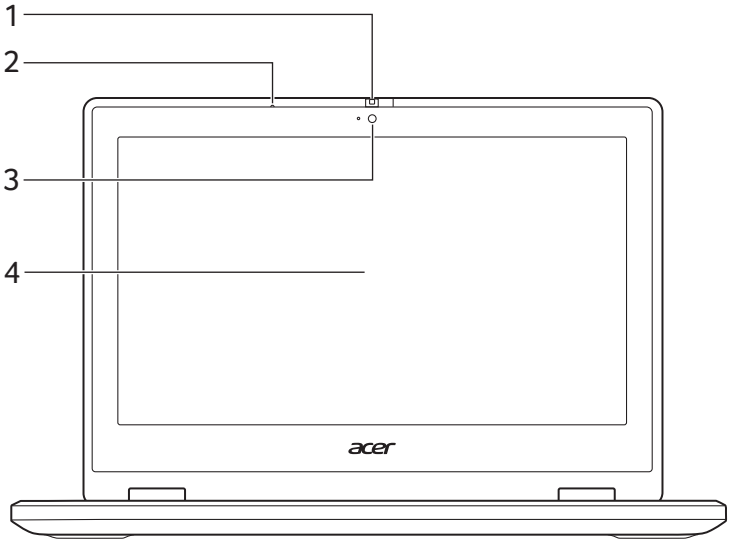
Humidity (non-condensing):

- Operating: 20% to 80%
- Storage: 20% to 60%

English

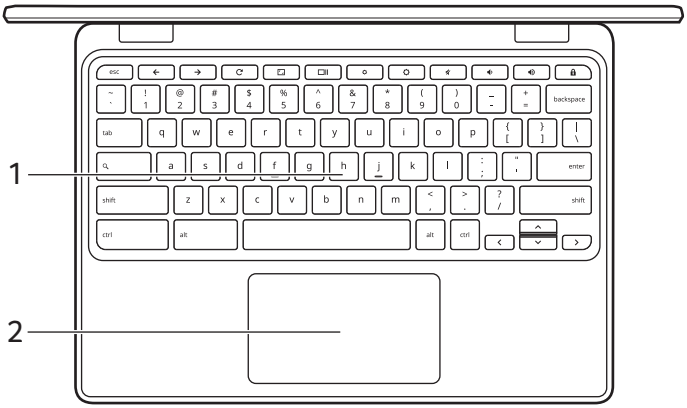
Your Acer Chromebook tour

Front view



#	Icon	Item	Description
1		Webcam shutter	Slide the shutter to the left to cover the webcam. Slide right to open it.
2		Microphone	Internal microphone for sound recording.
3		Webcam	Web camera for video communication. *A light next to the webcam indicates that the webcam is active.*
4		Touchscreen	Displays computer output, supports multi-touch input.

Keyboard view



#	Icon	Item	Description
1		Keyboard	For entering data into your computer.
2		Touchpad / click button	Touch-sensitive pointing device which functions like a computer mouse. *Pressing down anywhere on the pad functions like the left button of a mouse.* *Pressing down anywhere with two fingers functions like the right button of a mouse.*

English

Function keys

The computer uses function keys or key combinations to access some hardware and software controls, such as screen brightness and volume. The dedicated function keys each have a specific function.

Icon	Function	Description
	Previous	Go to the previous page.
	Next	Go to the next page.
	Reload	Reload the current page.
	Full-screen	Open the page in full-screen mode.
	Next window	Switch to the next window.
	Brightness down	Decreases the screen brightness.
	Brightness up	Increases the screen brightness.
	Mute	Turns off audio output.
	Volume down	Decreases the volume.
	Volume up	Increases the volume.
	Lock screen	Locks the screen.
	Search	Search from the Apps panel.

Common keyboard shortcuts

You can use shortcuts to complete some tasks more quickly.

Keyboard shortcuts	Description
Ctrl +	Takes screenshot.
Alt +	Toggles caps lock.
Alt +	Projects your screen.

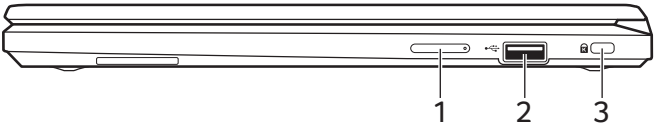
Note: *For a complete list of keyboard shortcuts, press Ctrl + Alt + /*

Touchpad

The built-in touchpad is a pointing device that senses movement on its surface. This means the cursor responds as you move your fingers across the surface of the touchpad.

Action	Gesture
Click	Press down on any part of the touchpad.
Two-finger tap (or alt-click)	Tapping the touchpad with two fingers or pressing (and holding) **Alt** on the keyboard and tapping the touchpad with one finger both equal a "right-click" on a computer mouse.
Two-finger swipe	Place two fingers on the touchpad and move them up and down to scroll vertically, left and right to scroll horizontally.
Drag and drop	Select the item you want to move with one finger. With a second finger, move the item. Release both fingers to drop the item. (This gesture works for files, not windows or icons.)

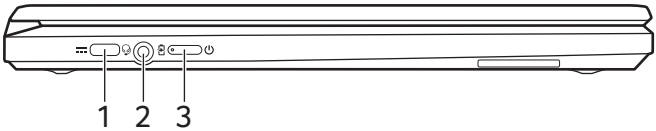
Right view



#	Icon	Item	Description
1	+ / -	Volume control key	Adjusts the system volume.
2		USB 2.0 port	Connects to USB devices.
3		Kensington lock slot	Connects to a Kensington-compatible security lock.

English

Left view

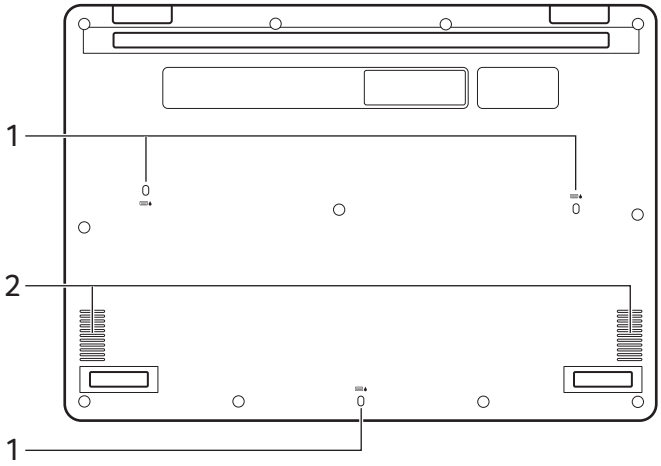


#	Icon	Item	Description
1		USB Type-C port with DC-in	Connects to the provided USB Type-C power adapter and to USB devices with a USB Type-C connector. Supports DisplayPort™ over USB-C™.
2		Headset/speaker jack	Connects to audio devices (e.g., speakers, headphones), or a headset with microphone.
3		Power button	Turns the computer on and off.
		Battery indicator	Indicates the computer's battery status. ***Charging:*** *The light shows amber when the battery is charging.* ***Fully charged:*** *The light shows blue when in AC mode.*

USB Type-C information

- USB 3.2 Gen 1 with transfer speeds up to 5 Gbps.
- Supports DisplayPort™ audio/video output.
- Delivers up to 3 A at 5 V DC for USB charging.
- DC-in: requires power adapter or power source providing 45 W at 5~20 V.
  For optimal performance, please use a certified Acer power adapter or USB Power Delivery device.

Bottom view



#	Icon	Item	Description
1		Drain holes	Liquid spilled on the keyboard can drain out of the holes in the underside of the housing.
2		Speakers	Deliver stereo audio output.