

# 笔记本电脑产品手册

Notebook Computer Product Manual



www.ipason.com

# 敬告

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#### 致谢!

# 武汉攀升鼎承科技有限公司

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# 一、安全注意事项

# 警告及注意事项



警告:

为防止计算机过热,请 确保未挡住通风口。



警告:

请勿按压或触摸显示屏。



警告:

请勿将笔记本放置在不平或者不稳的工作平台上。



注意:

如果携带笔记本电脑旅行, 请用专用包携带。



注意:

请勿在恶劣条件下使用您的 笔记本电脑。



注意:

请勿将物体放在或者跌落到笔记本电脑上,用力按压。



注意:

请勿将笔记本电脑置于 磁场下。



注意:

请勿暴露于阳光直射下。



警告:

请勿在过热或者过冷的 环境下使用您的笔记本。



警告:

避免温度和湿度突然改变, 远离热通风口。



警告:

请勿将计算机暴露在雨水 或者露水中。



注意:

请勿将计算机置于火源边或者其他热源边。



注意:

请勿摆弄电池,将电池置 干儿童够不到的地方。



注意:

请勿将其暴露在灰尘或者 腐蚀性化学物品中。



丰豊・

请勿用力关上的盖子,或 捏着显示屏提起。



注意:

请勿直接往笔记本电脑显示 屏上喷水或者其他有机溶剂。

# 安全指示

- 使用干燥、柔软的布(不含挥发性物质)擦拭笔记本屏幕。
- 不要将笔记本电脑放置在不稳定,易跌落的地方。
- 避免本机跌落地面或受到其它强烈冲击。
- 尽量避免在强磁、强静电环境下使用。
- 一旦有水或其它液体泼洒到本机上,应立即关机,将本机擦拭、晾干后才可使用。
- 切勿使用任何含化学成份的清洁剂或其它液体擦拭本机,避免因腐蚀和受潮造成 损坏,如确实有清洁必要,请用干燥的软布或纸巾擦拭。
- 本公司对人为非正常的软硬件操作、维修或其它意外情况导致的机内资料损失或 删除不承担责任、也不承担因此而导致的其它损失。
- 请随时备份您的重要资料,以免丢失。
- 请不要自行拆卸本机,否则会丢失保修的权利。
- 如果您的笔记本电脑坏了,不要自己修理,请与专业维修人员联系。
- 用错误型号电池更换会有爆炸危险,务必使用原装电池。

# 二、轻松入门

#### 包装清单

请小心拆除包装,取出机器和其他配件,如发现有损坏和遗漏,请立即联络经销 商,请保存原有的包装材料,以备换货之需。

本公司笔记本电脑包装清单内容如下:

1. 笔记本电脑\*1

4.无纺布\*1

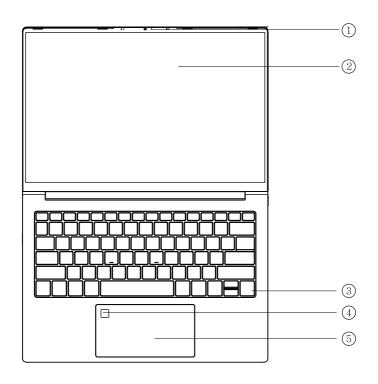
2.售后服务卡\*1

5.附件盒\*1

3.CPE磨砂袋\*1 6.电源适配器\*1

# 三、了解笔记本电脑

# 正视图



\*图片仅供参考,请以实物为准\*

# ①内置摄像头

内置高感光摄像头,实现更多可视化功能。

### ②LCD显示屏

笔记本采用 14英寸16:10 IPS高清液晶显示屏。

#### 3键盘

Windows 键盘(内嵌数字键盘、功能键,与[Fn] 键组合,可以实现部分功能的快捷应用),详细介绍请参见快捷功能键介绍。

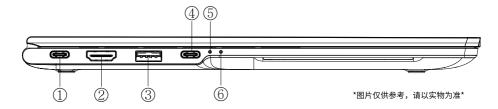
#### 4)指纹模块

可用于Windows系统登录凭证等。

#### ⑤触摸板及按钮

触控板装置是块完整触控板组成鼠标类设备,兼TP和左右按键功能。(详见触摸板使用)。

# 左视图



# ①全功能Type-c接口

支持Type-C充电及数据传输和视频输出,输入电源: 20V/3.25A, 支持PD & DP & Data & Charger协议。

#### ②HDMI输出接口

可以使用此接口将外接显示器或投影仪连接到此计算机。在外接显示器或投影时,可以使用FN+F11组合键进行切换。

#### ③USB 3.0接口

USB端口可连接USB设备,支持转RJ-45千兆网卡。

# ④全功能Type-c接口

支持Type-C充电及数据传输和视频输出,输入电源: 20V/3.25A,支持PD & DP & Data & Charger协议。

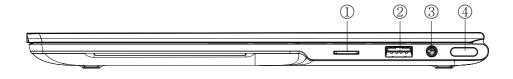
#### ⑤开机指示灯

开机时白色指示灯长亮。

# ⑥充电指示灯

充电时红灯,充满白灯。

# 右视图



\*图片仅供参考,请以实物为准\*

①Micro SD卡插口 最大支持2T的储存。

#### ②USB 3.0接口

USB端口可连接USB设备,支持转RJ-45千兆网卡。

# ③3.5mm耳机麦克风二合一接口

3.5mm接口,可以连接耳机或外置扬声器等音频输出设备,当有设备接入该接口时, 笔记本电脑的内置扬声器将停止工作,并且支持麦克风功能。

#### 4 电源开关按钮

开启系统或唤醒系统。如果系统处于待机状态(S3),休眠状态(S4)和软关闭状态(S5),按下电源按钮会唤醒系统进入工作状态(SO),如果系统处于工作状态(SO),按下电源按钮后的事件将遵循OS中的设置,如果按下电源按钮超过4秒,则会产生电源按钮超车事件,系统将被置于S5状态。

# 键盘快捷功能介绍

您的计算机有12个功能键,F1~F12这些功能键被分配了不同的应用功能。您应参考软件说明了解这些功能键的使用。

[FN]键提供了扩展功能,此键需与其他键一起使用。

快捷键	实现功能	快捷键	实现功能
FN+F1	睡眠	FN+F7	音量减
FN+F2	屏幕亮度减少	FN+F8	音量加
FN+F3	屏幕亮度增加	FN+F9	打开/关闭键盘背光(两档)
FN+F4	熄屏	FN+F10	截图
FN+F5	打开/关闭触控板	FN+F11	投屏
FN+F6	静音	FN+F12	飞行模式

# 四、快速使用电脑

#### 激活电池

您随机所配的笔记本电池为高能锂离子电池,在第一次使用前请按如下方法操作激活电池:初次使用锂离子电池时,电池内可能只有很少的残余电量,需要先给电池充电。 在关机状态下充电,充电时间要大于5小时;在开机状态下充电,充电时间要大于6小时。

#### 注意:

- ◆在充电过程中请不要断开外接电源。
- •请勿随意使用非本机器专用的电池。

前三次使用时请将电池的电量全部使用完再进行充电。并且,充电时间不能低于首次充电的时间。以保证电池最大限度的被激活,保证电池的有效使用时间。 上述过程称为激活电池。

# 使用电池

当您不使用外接电源时,电脑将自动切换到电池为整个系统供电。 电池的具体使用时间会因不同的因素而改变,包括LCD 亮度、系统电源管理特性、应用程序、外设使用状况、电池累计使用时间等因素。 当电池电量使用一部分或用完之后,您可以将电源适配器接入笔记本电脑为电池充电。电池的充电状态通过笔记本电脑左侧的电池指示灯显示。

提示:无论电池是否装在电脑内,都会有自放电的现象(一天约1%)。所以请在每个月对电池进行一次完整的充放电。如果您的电脑长时间未使用,电池会由于长期自放电而产生电量损失甚至耗光,这是锂离子电池的固有特性所致,属正常现象。此时应使用外接电源供电。若使用外接电源仍无法开机(电池指示灯也不亮),表明电池已经进入自我保护状态,这时请在关机状态下外接电源充电一段时间(2~4个小时)激活电池,使电池可以正常充电后,再开机使用。

#### 电池初始化

笔记本电池经过长时间使用后,您逐渐会发现使用电池的实际放电时间会比原先的放电时间减少许多,这是锂离子电池的记忆效应造成的。 您可以对电池进行初始化来去除记忆效应。初始化是指将电池充满电后,把电放尽,并再次充满的过程。请按照以下步骤来完成一次初始化:

请确定电脑处于关机状态,然后接上外接电源充电。

充满电之后再开机。按下[ESC]或[DEL]进入BIOS设置程序,并让电脑停在该处。

拔除电源适配器,让电脑持续开着,直到电池没电而关机为止。 接上电源适配器将电池充满。使用充满电的电池,将电量耗光。

以上步骤反复2-3次,即可消除部分记忆效应,延长电池的使用时间。

提示:由于锂离子电池有一定的使用寿命,当您可以使用外接电源时,尽量使用外接电源供电,减少电池的使用次数,可以有效的延长电池的使用寿命。

# 检查电池状态

当您使用电池供电时,采用以下方法可以获知电池的状态和剩余的电量:

鼠标左键单击Windows任务栏右下角的电池图标时,将显示电池指示器,通过指示电池中的剩余电量和计算机使用的电源计划可以帮助您管理计算机的电源消耗。

#### 开关机

- 在平整干净的桌面上放置好笔记本电脑。
- 去掉所有的包装。
- 将电源适配器输出接头连接到笔记本的全功能Type-c接口。
- 将电源适配器的另一端连接到输出电压在100-240V范围内的交流电源上。
- 长按电源键2秒至电源指示灯亮起后松开按钮即可开机。

#### 触摸板使用

触摸板的实用特性:

触摸板上轻敲如同单击鼠标左键,轻敲通常比单击左键更方便。轻敲两次如同双击左键。 不用按键而进行拖放:

您经常需要按住鼠标按键来移动光标(例如在屏幕中移动图标或视窗)。这个动作被称为拖放。当您使用触摸板时,您可不使用按键而进行拖放。

#### 单击

单击的意思是按下并释放一个键。要单击左键,将光标移动到您想选择的项目上,按下左键然后迅速放开。要单击右健,将光标移动到您想选择的项目上,按下右键然后迅速放开。你也可以在触控板上轻叩一下完成此操作。

#### 双击

双击的意思是快速连续的两次按下并释放左键。此功能不适用于右键。要双击左键,将光标移动到您想选择的项目上,按下左键两次然后迅速放开。您也可以在触控板上轻 叩两次完成此操作。

#### 拖动

拖动的意思是按下并按住左键,同时移动光标,将光标移到您想拖动的项目上按下并 按住左键同时移动此项目到新位置然后放开左键。拖动也可以使用触控板完成:首先,在 想移动的项目上轻叩两次,并在最后一次轻叩后,手指停在板上,然后通过触控板移动 手指将此项目移动到新位置然后放开手。

#### 本机型已涵盖了微软默认手势功能

# BIOS设置

开机到logo处按下[ESC]或[DEL],进入BIOS设置界面。

# 五、产品中有害物质的名称及含量

	有害物质					
部件名称	铅(Pb)	汞(Hg)	镉(Cd)	六价铬 (Cr6+)	多溴联苯 (PBB)	多溴二苯醚 (PBOE)
主机	×	0	0	0	0	0
适配器	×	0	0	0	0	0
电池	×	0	0	0	0	0
线缆	×	0	0	0	0	0

#### 本表格依据 SJ/T 11364 的规定编制。

- 〇:表示该有害物质在该部件所有均质材料中的含量均在 GB/T 26572 规定的限量要求以下。
- ※: 表示该有害物质至少在该部件的某一均质材料中的含量超出 GB/T 26572 规定的限量要求, 且目前业界没有成熟的替代方案,符合欧盟 RoHS 指令环保要求。

根据型号的不同,可能不会含有以上的所有部件,请以实际购买机型为准。



此电子信息产品在说明书所述的使用条件下使用本产品,含有的有毒有害物质或元素 不致发生外泄,从而对环境造成污染或对人身、财产造成严重损害的期限为10年。

# 《废弃电器电子产品回收处理管理条例》提示性说明

为了更好地关爱及保护地球,当用户不再需要此产品或产品寿命终止时,请遵守国家 废弃电器电子产品回收处理相关法律法规,将其交给当地具有国家认可的回收处理资质的 厂商进行回收处理。

# 六、服务与支持

# 保修服务条例

#### 尊敬的用户:

为了您更好地使用本产品,通过本产品随机附带的保修卡向您做出下述维修承诺,并按国家有关部门颁布的《微型计算机商品修理更换退货责任规定》(以下称"三包")中的内容和范围,向您提供三包服务。若出现三包故障时,可凭该产品保修卡正本到该商品购买处(如经销商或代理商)进行申请办理维修服务。

本保修条款独立于您所购买产品适用的其他任何保修条款,但并不会以任何方式影响 或限制国家法定的保修条款。

# 三包服务说明

- 1、商品自售出之日起七日内(凭有效的产品保修卡正本),出现三包中《微型计算机商品性能故障表》所列故障时,消费者可选择退货、换货或修理。
- 2、商品自售出之日起十五日内(凭有效的产品保修卡正本),出现三包中《微型计算机商品性能故障表》所列故障时,消费者可选择换货或修理。
- 3、商品自售出之日起一年内(凭有效的产品保修卡正本),出现三包中《微型计算机商品性能故障表》所列故障时,消费者可选择修理。

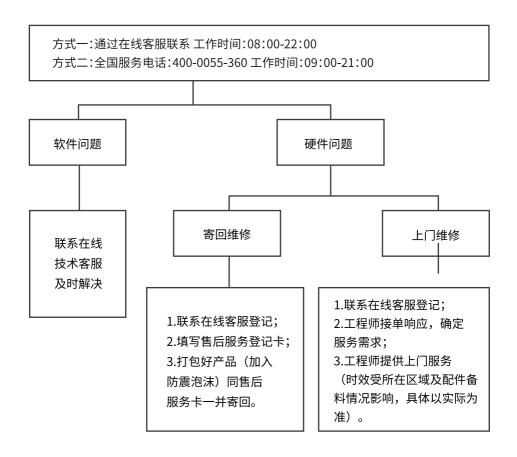
#### 概述

- 1、自购机之日起的有效保修期内,于正常操作使用状况下,产品出现性能故障,可享受攀升免费售后维修服务。
- 2、在购机时,请向经销商索取有效购机发票,并妥善保管。有效购机发票要求:发票上 须注明本产品的序列号、型号、销售日期、销售者印章以及销售金额等内容。请您保留有 效购机发票原件和产品保修卡,于产品享受保修服务时出示。
- 3、当您提供产品对应的有效购机发票时,将以发票开具的日期开始计算。若无法提供有效购机发票和保修卡,则保修期将按产品机身序列号对应生产日期作为开始日期。
- 4、本产品的保修服务不包括由于不正确的安装、操作、清洁、维修、意外事故、损坏、误用、滥用、非攀升原厂零配件、软件错误、自然磨损或其它非控制范围之内的事故、 行为、故障或疏忽所造成的故障。

- 5、本保修内容不包括随产品搭配的配件,例如电源线、电脑包、鼠标等。原厂预装操作系统、原厂附赠软件以及原厂附赠的赠品,遵照国家相关规定实施保修。非攀升原厂搭配销售的赠品,以活动规定保修方式进行保修。
- 6、代理商或经销商自行承诺的额外服务与附加的非原厂配件及非原厂赠品,由原代理商或经销商负责服务、保修及技术支持。
- 7、产品维修后,用户的所有原始数据可能会丢失,建议寄回维修前客户自行备份数据。
- 8、攀升提供售后维修服务时,所有更换的主机、零件、配件等均归攀升公司所有。
- 9、为消费者用户提供的保修按三包规定执行。非属三包范围的保修,按攀升保修政策执行。

适用产品	保修范围	部件名称	保修期	保修服务类型
	主要部件	主板、CPU、内存(含eMMC)、显示屏、硬盘驱动器 (含固态硬盘)、键盘、电源适配器	2年	
攀升 笔记本电脑	铺件及 其他部件	其他部件:如喇叭、风扇、摄像头模组等	1左	工程师1年 上门服务/ 寄回维修
		随机电池	1年	<b>奇凹维</b> 修
		随机资料:如连接线、说明书、支架、装箱单、包装盒、卡片类	不保修	

# 售后服务流程



注: 1.服务期限自快递签收之日起,部分配件以厂家提供的保修期限为准。

2.我司有权根据最新的售后服务政策调整上述服务内容。

# 发回件注意事项

- 为保证数据安全,请务必对您认为重要的数据自行备份。我司不提供备份及恢复数据的服务,也不承担相应的法律责任;
- 如发生退换货请您一定要将产品原包装一并退回,请勿在原包装上粘贴任何标签 (若原包装有问题,厂家将不予换新,只能做维修);
- 本店产品均为电子产品,请您注意做好包装防震工作,我们将不胜感激。

# 售后服务登记卡

尊敬的用户,真诚的感谢您购买攀升品牌产品!本产品保修卡是申请保修服务的重要凭证,请您配合销售商填写并妥善保管,谢谢!

ID用户名(必填)		订单编号(必填)	
您的姓名(必填)		联系电话 (必填)	
售后原因(为	了更快为您解决问题,请	请用正楷字体认真	详细填写故障现象)
您的收货地址:若您	您的联系人、联系方式、	联系地址等信息有	任何变动,请务必联系
在线客服备注。无	· 备注订单一律按订单默i	认信息处理。	
省	市区	7/县/街道	
<u> </u>			_

# 维修记录:

维修日期	维修单位名称	故障现象	故障处理情况	维修完成日期	维修人员签字



# **Attention**

#### **Dear Costomers:**

Thank you for purchasing and using IPASON brand laptop. For your safety and benefit, before using the product, please read this product manual and all the information provided with it carefully. If you use the product without following the product instructions, the company will not be liable for any personal injury, property or other damage caused by the use of the product.

About this product manual (hereinafter referred to as "instructions")

The copy right of the manual belongs to the company;

Trademarks mentioned in the specification, the fonts belongs to their respective rights holders;

The contents of the manual are inconsistent with the actual products, which subject to the actual product.

If you have any question or disagreement about any content or terms of the manual, please submit it to the company within 7 days after purchase.

If there are no written objections, you are deemed to have agreed to understand and accept the entire contents of the manual.

If you encounter any problem during the use of the product, welcome to visit our website www.ipason.com or call customer service 4000055360 for consultation.

The company reserves the rights to interpret and modify the instructions.

# Thank you!

Wuhan Ipason Technology Co., Ltd

# Responsibility Statement

This manual does not contain any form of warranty, positional expression or other hints, if any is mentioned in this manual. If there are direct or indirect loss of information or business termination caused by product specifications and information, the company and its employees do not take any responsibility for it. In addition, the product specifications and information mentioned in this manual are for reference only, including product hardware and software contents. Its content will be updated at any time without notice.

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# I .Safety Precautions

# **Warnings and Precautions**



**Warning:**To prevent the computer from overheating, make sure the vent is not blocked



**Warning:** Do not use your laptop in an overheated or cold environment.



**Warning:** Do not press or touch the display.



**Warning:** To avoid sudden changes in temperature and humidity, please keep away from hot vents.



**Warning:** Do not place the notebook on an uneven or unstable work platform.



**Warning:** Please do not expose the main parts of this product to rain or moisture.



**Note:** If you are traveling with a laptop computer, please carry it in a special bag.



**Note:** Please do not place the computer near a fire source or other heat source.



**Note:** Please do not use your laptop in bad conditions.



**Note:** Please do not fiddle with the battery. Keep the battery out of children's reach.



**Note:** Do not place or drop objects on the laptop; Do not press hard.



**Note:** Please do not expose it to dust or corrosive chemicals.



**Note:** Do not place the laptop under a magnetic field.



**Note:** Do not slam the lid shut or lift it by pinching the screen.



**Note:** Do not expose the laptop to direct sunlight.



**Note:** Do not spray water or other organic solvents directly on the laptop screen.

# **Safety Instruction**

- Wipe the laptop screen with dry, soft cloth (no volatile substance).
- Do not put your laptop in an unstable, easy-to-drop place.
- Avoid dropping the unit or any other strong shock.
- Try to avoid using it in strong magnetic and strong static environment.
- Once water or other liquid is spilled on the unit, turn it off immediately, wipe the unit and dry it before use.
- Do not use any chemical-containing detergent or other liquid to wipe the unit to cause corrosion and moisture. If it is necessary to clean, please wipe with soft cloth or paper.
- The company is not responsible for the loss or deletion of in-flight data caused by abnormal human hardware and software operation, maintenance or other accidents, and does not bear other losses caused by these.
- Please back up your important information at any time to avoid loss.
- Please do not disassemble the computer yourself, otherwise the warranty will be ineffective.
- If your laptop is broken, do not repair it yourself, please contact with a professional service person.
- There is a danger of explosion if you replace it with the wrong types of battery. Always use the original battery.

# II .Easy to get started

# **Packing list**

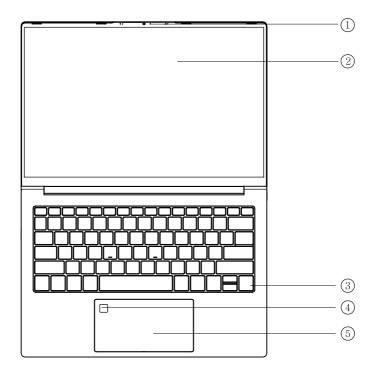
Please remove the packaging carefully and take out the machine and other accessories. If any damage or omission is found, please contact the distributor and online customer service immediately, Please keep the original packaging materials for replacement.

The packing list of our company's laptop is as follows:

NoteBook \*1
Customer service card \*1
CPE abrasive bag \*1
Non-woven fabric \*1
Accessory box \*1
Power adapter \*1

# III. General Instructions

### Front view



\*The picture is for reference only. Please refer to the real object\*

- ① **Built-in camera**Built-in high-sensitivity camera, to achieve more visual functions.
- 2 LCD Screen 14-inch 16:10 IPS HD LCD display.

#### **3**Keyboard

Windows keyboard (embedded numeric keypad, function keys, combined with [Fn] key). Please refer to the introduction of the shortcuts function keys for details.

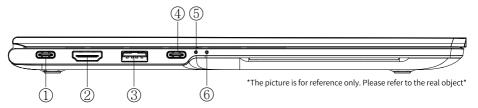
#### 4 Fingerprint button

Can be used for Windows system login credentials, etc.

# **5** Touch pad and buttons

Touch panel device is a mouse type device composed of a complete touch panel, which is also used for TP and left and right buttons. (see touch pad use for details)

#### Left view



# **1** Full-function Type-c interface

Support Type-C charging, Data transmission and video output, input power: 20V/3.25A, support PD & DP & Data & Charger protocol.

# 2HDMI output interface

Use this connector to connect an external monitor or projector to this computer. When using an external monitor or projector, you can use the FN+F1(WIN+P) keys combination to switch.

#### ③USB 3.0

This interface supports the USB standard version 3.0 and can be connected to a USB device.

# 4 Full-function Type-c interface

Support Type-C charging, Data transmission and video output, input power: 20V/3.25A, support PD & DP & Data & Charger protocol.

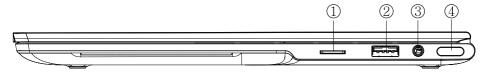
#### **5** Power on indicator

The white indicator light is bright when the machine is turned on.

# **6**Charging indicator light

Red light when charging, full of white lights.

# Right view



\*The picture is for reference only. Please refer to the real object\*

#### 1 Micro SD

Supports a maximum of 2TB storage.

#### **2USB 3.0**

This interface supports the USB standard version 3.0 and can be connected to a USB device.

# 33.5 mm headphone microphone 2 in 1 interface

3.5mm interface can be used to connect audio output devices such as earphones or external speakers. When a device is connected to the interface, the built-in speaker of notebook computer will stop working and support microphone function.

#### 4 Switch button

Turn on the system or wake up the system. If the system is in standby mode (S3), dormant (S4) and soft closed (S5), press the power button will wake the system into the working state (S0), if the system is in working condition (S0), press the power button after the incident will follow set of Os, if press the power button for more than 4 seconds, will produce the power button overtaking events, systemwill be placed on the S5.

# Introduction to keyboard shortcuts

Your computer has 12 function keys, F1-F12 and ESC. These function keys are assigned different application functions. You should refer to the software instructions for the use of these function keys.

keyboard shortcuts	function realization	keyboard shortcuts	function realization
FN+F1	Sleep	FN+F7	Volume down
FN+F2	Screen brightness decreases	FN+F8	Volume up
FN+F3	Screen brightness increases	FN+F9	Turn the keyboard backlight on or off
FN+F4	Turn off screen	FN+F10	Print screen
FN+F5	Turn on/off the touch pad	FN+F11	Projection screen
FN+F6	Turn mute on or off	FN+F12	Flight mode

# IV. Quickly use the computer

# **Activate Battery**

Your laptop battery is a high-energy lithium-ion battery. Please activate as follows before using it for the first time. When using a lithium-ion battery for the first time, there may be only a little residual power in the battery. You need to charge the battery first.

Charging in the off state, the charging time should be longer than 5 hours; charging in the power-on state, the charging time should be longer than 6 hours.

#### NOTE:

- •Do not disconnect the external power supply during charging.
- \*Do not use batteries that are not dedicated to this machine.

Please charge the battery after the first three times of use. Also, the charging time must not be less than the time of the first charge. To ensure that the battery is activated to the maximum and the effective use of the battery time. This process is called an activation battery.

# **Using Battery**

When you do not use an external power source, the computer will automatically switch to the battery to power for the entire system. The specific battery life will vary depending on factors such as LCD brightness, system power management features, application, peripheral usage, and battery life. When the battery is used partially or used up, you can connect the power adapter to the laptop to charge the battery. The battery's charge status is indicated by the battery indicator on the left side of the notebook.

Tip: No matter whether the battery is installed in the computer, there will be self-discharge (about 1% a day). So please perform a complete charge and discharge of the battery every month. If your computer has not been used for a long time, the battery will lose power or even consume light due to long-term self-discharge. This is due to the inherent characteristics of the lithium-ion battery, which is normal. In this case, you should use an external power supply. If the external power supply is still unable to be turned on (the battery indicator is not lit), it indicates that the battery has entered the self-protection state. In this case, please charge the external power supply for a period of time (2~4 hours) in the off state to activate the battery, so that the battery can be normal. After charging, turn it on again.

# Initialization of the Battery

After a long period of use of the laptop battery, you will find that the actual discharge time of the battery is much less than the original discharge time, which is caused by the memory effect of the lithium-ion battery. You can initialize the battery to remove memory effects. Initialization refers to the process of charging the battery fully and dissipate power then fully recharge.

Please follow the steps below to complete an initialization:

Make sure the computer is turned off and then plugged in with an external power.

Turn it on after it is fully charged. Press [ESC] or [DEL] to enter the BIOS setup and keep your computer in the state.

Unplug the power adapter and turn on the computer until the battery runs out.

Plug in the power adapter to fully charge the battery. Use the fully charged battery to dissipate the power.

Repeating the above steps 2-3 times can eliminate some memory effects and prolong battery life.

Tip: Since the lithium-ion battery has a certain service life, when you can use the external power supply, try to use the external power supply to reduce the number of battery usage, which can effectively extend the battery life.

# **Check Battery Status**

When you are using battery power, you can know the status of the battery and the remaining battery power by clicking the battery icon in the lower right corner of the Windows taskbar with the left mouse button. The battery indicator is displayed by indicating the remaining battery power and the computer. The power plan you use can help you manage your computer's power consumption.

# Power ON/OFF

- Place the laptop on a flat desk.
- Remove all packaging.
- Plug the peripheral devices you want to use (such as mouse, keyboard, etc.) into the full-featured Type-c port of the computer.
- Connect the power cord to an AC power source with an output voltage in the range of 100-240V.
- After pressing the power button, release the button to boot it .

# **Touchpad Usage**

Practical features of the touchpad:

Tapping on the touchpad is like clicking the left mouse button. Tapping is usually more convenient than clicking the left butt on. Tap twice as if you double-clicked the left button.

Drag and drop without pressing the button:

You often need to hold down the mouse button to move the cursor (for example, move an icon or window on the screen). This action is called drag. When you use the touchpad, you can drag and drop without using the buttons.

### Single Click

Click means to press and release a key. To click the left key, move the cursor over the item you want to select, press the left key and quickly release it. To click the right key, move the cursor over the item you want to select, press the right key and quickly release it. You can also tap on the touchpad to do this.

#### Double-Click

Double click means to press and release the left key twice in a row. This feature is not available for right-click. To double-click the left key, move the cursor over the item you want to select, press the left key twice and release it quickly. You can also tap twice on the touchpad to do this.

#### Drag

Drag means to press and hold down the left key, move the cursor at the same time, move the cursor to the item you want to drag, press and hold down the left key, move the item to a new position, and then release the left key. Drag can also be done using the touchpad; first, tap twice on the item you want to move, and after the last tap, the finger stops on the board; then, move the finger through the touchpad to move the item to a new position and release the hand.

This model already covers the Microsoft default gesture function.

# **BIOS Settings**

Boot to the logo and press [ESC] or [DEL] to enter the BIOS setup interface.



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