

Multimedia

User Guide

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1 Multimedia hardware

Using the optical drive

The optical drive allows you to play, copy, and create CDs or DVDs, depending on the type of installed drive and installed software.

Identifying the installed optical drive

To view the type of optical drive installed in the computer:

- ▲ Select **Start > My Computer**.

The type of optical drive installed in the computer is displayed under Devices with Removable Storage.

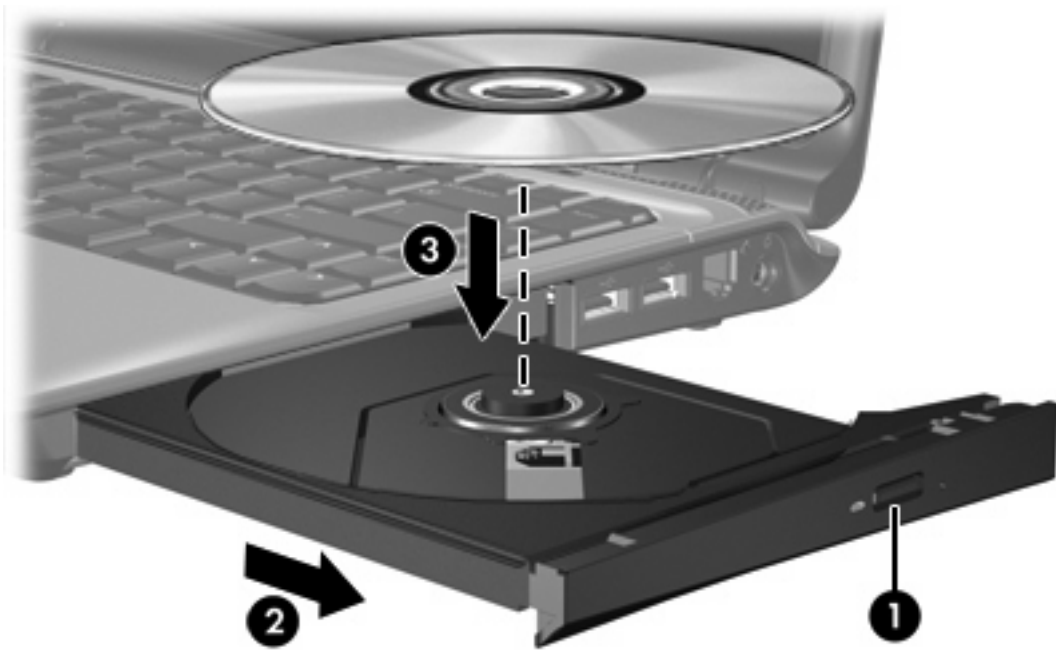
Inserting an optical disc

1. Turn on the computer.
2. Press the release button (1) on the drive bezel to release the media tray.
3. Pull out the tray (2).
4. Hold the CD or DVD by the edges to avoid touching the flat surfaces, and position the disc over the tray spindle, with the label-side up.



NOTE If the tray is not fully accessible, tilt the disc carefully to position it over the spindle.

5. Gently press the disc (3) down onto the tray spindle until the disc snaps into place.



6. Close the media tray.



NOTE After you insert a disc, a short pause is normal. If you have not selected a default media player, an AutoPlay dialog box opens. It prompts you to select how you want to use the media content.

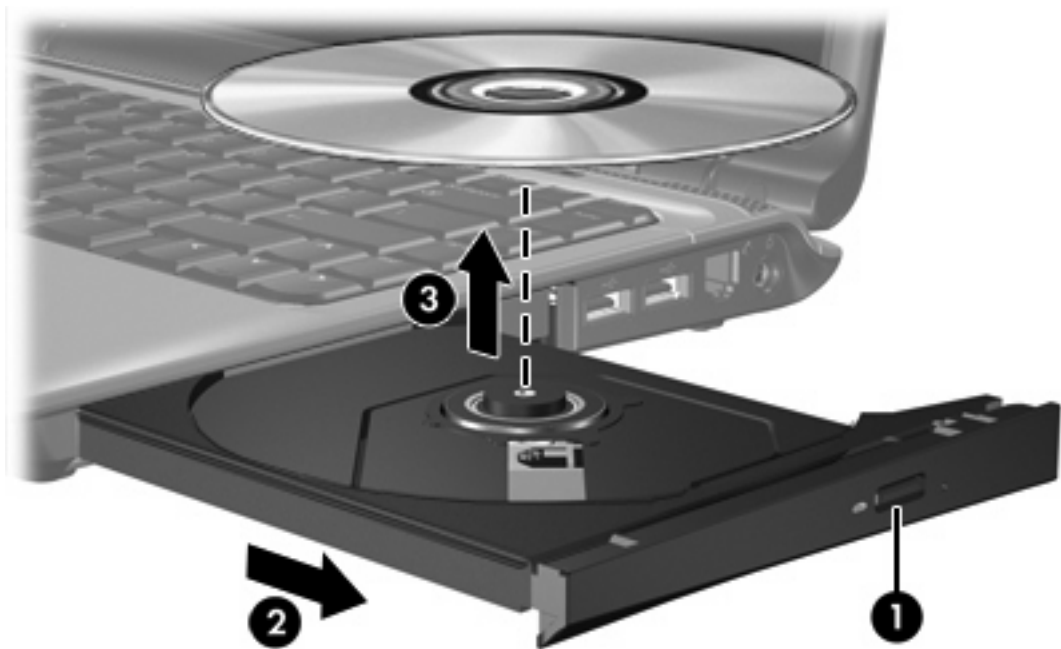
Removing an optical disc (with power)

If the computer is running on external or battery power:

1. Turn on the computer.
2. Press the release button (1) on the drive bezel to release the media tray, and then pull out the tray (2).
3. Remove the disc (3) from the tray by gently pressing down on the spindle while lifting the outer edges of the disc. Hold the disc by the edges and avoid touching the flat surfaces.



NOTE If the tray is not fully accessible, tilt the disc carefully as you remove it.



4. Close the media tray and place the disc in a protective case.

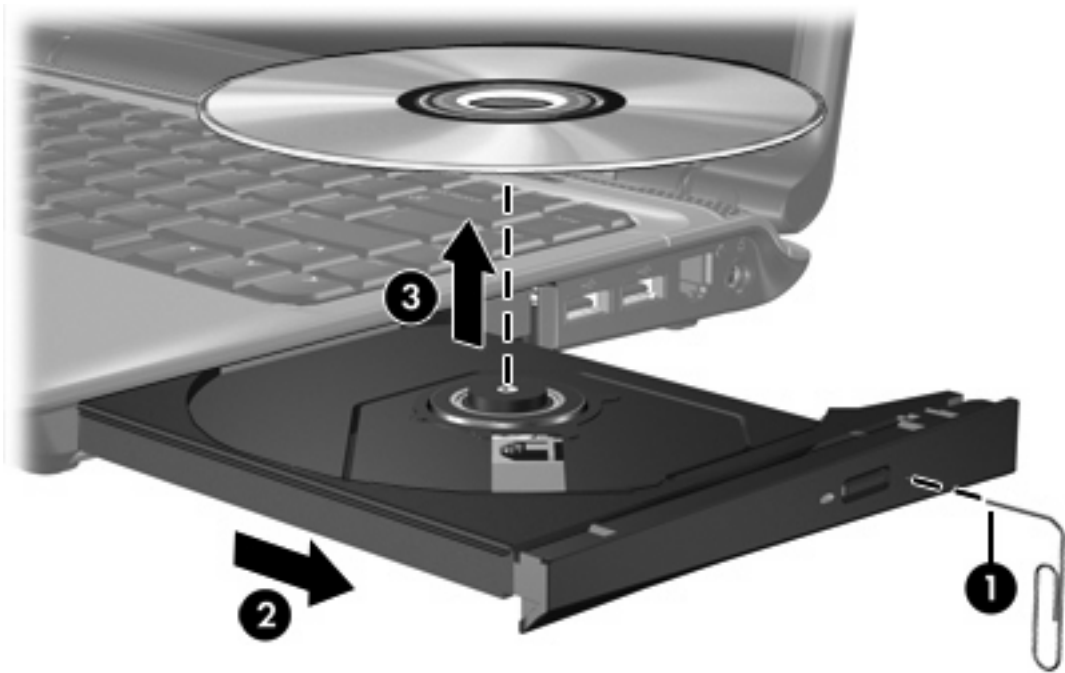
Removing an optical disc (without power)

If external or battery power is unavailable:

1. Insert the end of a paper clip (1) into the release access in the front bezel of the drive.
2. Press in gently until the tray is released, and then pull out the tray (2).
3. Remove the disc (3) from the tray by gently pressing down on the spindle while lifting the outer edges of the disc. Hold the disc by the edges and avoid touching the flat surfaces.



NOTE If the tray is not fully accessible, tilt the disc carefully as you remove it.



4. Close the media tray and place the disc in a protective case.

Using the media activity functions

The media activity hotkeys and the media activity buttons (select models only) control the play of an audio CD or a DVD that is inserted into the optical drive.

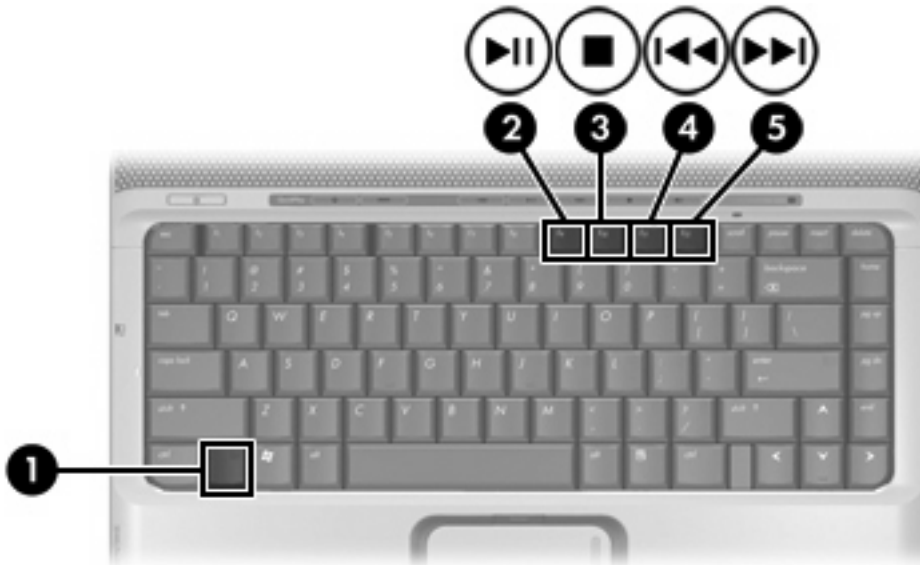
Using the media activity hotkeys

Media activity hotkeys are combinations of the **fn** key (1) and any of the 4 function keys.



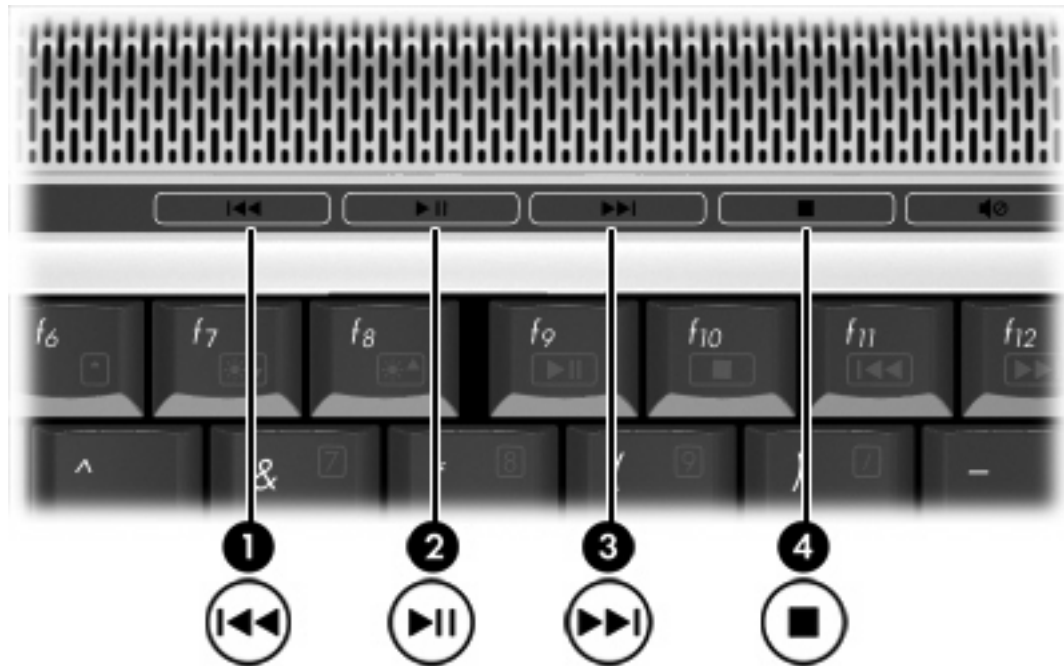
NOTE To control the play of an inserted video CD, use the media activity controls in your video CD player program.

- To play, pause, or resume an inserted audio CD or a DVD, press **fn+f9 (2)**.
- To stop an inserted audio CD or a DVD that is playing, press **fn+f10 (3)**.
- To play the previous track of an audio CD or the previous chapter of a DVD that is playing, press **fn+f11 (4)**.
- To play the next track of an audio CD or the next chapter of a DVD that is playing, press **fn+f12 (5)**.



Using the media activity buttons (select models only)

The following illustration and table describe the media activity buttons.



Component	Description
(1) Previous/rewind button	When a disc is playing in the optical drive: <ul style="list-style-type: none">• Press to play the previous track or chapter.• Press fn+ this button to rewind.
(2) Play/pause button	When a disc is in the optical drive and is <ul style="list-style-type: none">• Not playing, press to play the disc.• Playing, press to pause the disc.
(3) Next/fast forward button	When a disc is playing in the optical drive: <ul style="list-style-type: none">• Press once to play the next track or chapter.• Press fn+ this button to fast forward.
(4) Stop button	When a disc is playing in the optical drive, press to stop the current disc activity.

Using the QuickPlay buttons






NOTE Media button and DVD button (select models only) functions vary, depending on the software installed on your computer. Refer to the QuickPlay online Help for details.

The media button (1) and the DVD button (2) allow you to listen to music, play DVDs, and watch movies with the touch of a button.



DVD and media buttons function according to the following table.

Component	Description
(1) Media button	<p>If QuickPlay is installed and the computer is</p> <ul style="list-style-type: none"> On, the media button opens a music program or the Media Menu allowing you to select a multimedia program. Off, the media button opens a music program or the Media Menu allowing you to select a multimedia program. <p> NOTE Press the power button to exit the multimedia program.</p> <ul style="list-style-type: none"> In standby, the media button resumes from standby into Microsoft® Windows®. <p>If QuickPlay is not installed and the computer is</p> <ul style="list-style-type: none"> On, the media button opens the default media player opens. Off, the media button does not function. In standby, the media button resumes from standby into Windows.

Component	Description
	 <p>NOTE This button does not affect the hibernation file or the procedure for restoring from hibernation.</p>
<p>(2) DVD button (select models only)</p>	<p>If QuickPlay is installed and the computer is</p> <ul style="list-style-type: none"> • On, the DVD button opens the default DVD program to start a DVD in the optical drive. • Off, the DVD button opens QuickPlay to start a DVD in the optical drive. <hr/> <p> NOTE Press the power button to exit QuickPlay.</p> <hr/> <ul style="list-style-type: none"> • In standby, the DVD button resumes from standby into Windows. <p>If QuickPlay is not installed and the computer is</p> <ul style="list-style-type: none"> • On, the DVD button opens the default DVD program to start a DVD in the optical drive. • Off, the DVD button does not function. • In standby, the DVD button resumes from standby into Windows. <hr/> <p> NOTE This button does not affect the hibernation file or the procedure for restoring from hibernation.</p>

Using the audio features


The following illustration and table describe the audio features of the computer.



NOTE Your computer may look slightly different from the illustration in this section.



Component	Description
(1) Speakers (2)	Produce computer sound.
(2) Volume mute button	Mutes and restores computer sound.
(3) Volume scroll zone	Adjusts speaker volume. Slide your finger to the left to decrease volume and to the right to increase volume. Alternatively, you can tap the left half of the scroll zone to decrease volume, or you can tap the right half of the scroll zone to increase volume.

Component	Description
(4) Audio-out (headphone) jacks (2)	Connect optional powered stereo speakers, headphones, ear buds, a headset, or television audio.  NOTE Depending on your computer model, the computer may have 1 or 2 audio-out (headphone) jacks. NOTE On computer models with 2 audio-out (headphone) jacks, the jack on the right can also be used to transmit S/PDIF digital audio. A cable adapter is required.
(5) Audio-in (microphone) jack	Connects an optional computer headset microphone, stereo array microphone, or monaural microphone.

Using the audio-in (microphone) jack

The computer is equipped with a microphone jack that supports an optional monaural (single sound channel) microphone. Select models support a stereo (dual sound channel) microphone.

When connecting a microphone to the microphone jack, use a microphone with a 3.5-mm plug.

Using the audio-out (headphone) jack



WARNING! To reduce the risk of personal injury, adjust the volume before putting on headphones, earbuds, or a headset.



CAUTION To prevent possible damage to an external device, do not plug a single sound channel (monaural) connector into the headphone jack.

In addition to connecting headphones, the headphone jack is used to connect the audio input function of an audio/video device such as a television or VCR. On select models, the computer can also transmit S/PDIF digital audio signals through the audio-out jack on the right.

When connecting a device to the headphone jack, use only a 3.5-mm stereo plug.



NOTE When a device is connected to the headphone jack, the internal speakers are disabled.

Using S/PDIF digital audio (select models only)

S/PDIF (Sony/Phillips Digital Interface) or digital audio provides enhanced audio performance, including surround sound and other high-end audio output.

For digital audio connections, connect the S/PDIF digital audio plug to the digital audio connector on your audio/video equipment.



NOTE In order to use S/PDIF with the headphone jack, you will need an optional mini TOS link cable and/or adapter.

Adjusting the volume

You can adjust the volume using the following controls:

- Computer volume buttons:
 - To mute or restore volume, press the volume mute button.
 - To decrease the volume, slide your finger across the volume scroll zone from right to left. Alternatively, you can tap the left half of the scroll zone to decrease the volume.
 - To increase the volume, slide your finger across the volume scroll zone from left to right. Alternatively, you can tap the right half of the scroll zone to increase volume.
- Microsoft Windows volume control:
 - a. Click the **Volume** icon in the notification area, at the far right of the taskbar.
 - b. Increase or decrease the volume by moving the slider up or down. Select the **Mute** check box to mute the volume.

– or –

- a. Double-click the **Volume** icon in the notification area.
- b. In the Master Volume column, increase or decrease the volume by moving the **Volume** slider up or down. You can also adjust the balance or mute the volume.

If the Volume icon is not displayed in the notification area, follow the steps below to place it there:

- a. Select **Start > Control Panel > Sounds, Speech, and Audio Devices > Sounds and Audio Devices**.
 - b. Click the **Volume** tab.
 - c. Select the **Place volume icon in the taskbar** check box.
 - d. Click **Apply**.
- Program volume control:

Volume can also be adjusted within some programs.

Using the video features

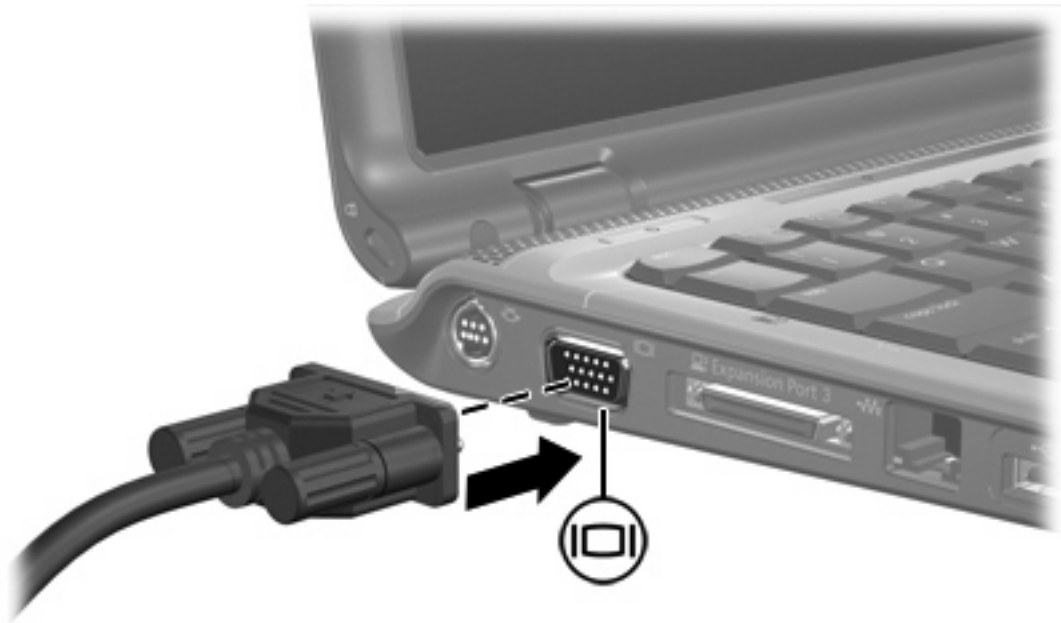
The computer includes the following video features:

- External monitor port that connects a television, monitor, or projector to the computer
- S-Video-out jack that connects a range of video components that allow you to maximize your multimedia features

Using the external monitor port

The external monitor port connects an external display device, such as an external monitor or projector, to the computer.

To connect a display device, connect the device cable to the external monitor port.



NOTE If a properly connected external display device does not display an image, press **fn+f4** to transfer the image to the device.

Using the S-Video-out jack

The 7-pin S-Video-out jack connects the computer to an optional S-Video device such as a television, VCR, camcorder, overhead projector, or video capture card.

The computer can support one S-Video device connected to the S-Video-out jack, while simultaneously supporting an image on the computer display or any other supported external display.



NOTE To transmit video signals through the S-Video-out jack, you need an S-Video cable, available from most electronics retailers. If you are combining audio and video functions, such as playing a DVD movie on your computer and displaying it on your television, you also need a standard audio cable, available from most electronic retailers, to connect to the headphone jack.

To connect a video device to the S-Video-out jack:

1. Plug one end of the S-Video cable into the S-Video-out jack on the computer.



2. Connect the other end of the cable to the video device, according to the manufacturer's instructions included with the device.
3. Press the **fn+f4** keys to switch the image between display devices connected to the computer.



NOTE If the S-Video-out jack on the computer is not accessible because the computer is connected to an optional expansion product, connect the S-Video cable to the S-Video-out jack on the expansion product.

Using the integrated camera (select models only)

Select computer models include an integrated camera, located on the top of the display. This camera can be used with a variety of programs.

When the camera **(1)** is being accessed by a program, the camera light **(2)** is turned on.



Capturing video on the integrated camera

You can use the integrated camera to capture video for playback at a later time.

Example: Capturing video with Windows MovieMaker

The following example is provided for demonstration purposes only. The specific program may not be installed on your computer.

1. Select **Start > Programs > Windows MovieMaker**.
2. Click **Capture from Video Device**. The Video Capture Wizard opens.
3. Select the integrated camera from the list of available devices.
4. Check the microphone and camera settings, and adjust if necessary.
5. Click **Next**.
6. Select the file name and path where you want to save the video file, and then click **Next**.
7. Select the video settings, and then click **Next**.
8. Click **Start Capture**. When you finish recording, click **Stop Capture**.
9. Click **Finish** to save the video file and close the wizard.



NOTE You can also capture video with the integrated camera in other programs. For more information, refer to the online Help for the particular programs.

Streaming video with an instant message program

You can use the integrated camera to send real-time video information through an instant message program, like Windows Messenger.

Example: Streaming video with Windows Messenger

The following example is provided for demonstration purposed only. The specific program may not be installed on your computer.

1. Open Windows Messenger by double-clicking the icon in the notification area.
2. Sign in to Windows Messenger.
3. Select **Actions > Voice/Video > Start a Video Conversation**.
4. Click the name of the person you want to connect with, and then click **OK**. An instant message window is displayed, and the camera image is displayed next to the message area.
5. If the Audio and Video Tuning Wizard opens, follow the instructions to optimize your camera and microphone settings.

Taking still photographs with the integrated camera

You can also use the integrated camera to take still pictures.

1. Select **Start > Control Panel > Scanners and Cameras**.
2. Double-click the listing for the integrated camera, and then click **Next**.
3. Click **Take Picture**.
4. Follow the directions on the Picture wizard to select any of the following options:
 - Publish the pictures to a Web site.
 - Order prints of the pictures.
 - Save the pictures on your computer.

Adjusting camera properties

You can adjust the following properties for the integrated camera.

- **Brightness**—Controls the amount of light that is incorporated into the image. A higher brightness setting creates a brighter image; a lower brightness setting creates a darker image.
- **Contrast**—Controls the difference between lighter and darker areas on the image. A higher contrast setting intensifies the image; a lower contrast setting maintains more of the original information's dynamic range but leads to a flatter image.
- **Hue**—Controls the aspect of color that distinguishes it from another color (what makes a color red, green, or blue). Hue is distinct from saturation, which measures the intensity of the hue.
- **Saturation**—Controls the strength of color in the final image. A higher saturation setting creates a bolder image; a lower saturation setting creates a more subtle image.
- **Sharpness**—Controls the definition of edges in an image. A higher sharpness setting creates a more defined image; a lower sharpness setting creates a softer image.
- **Gamma**—Controls the contrast affecting the mid-level grays or midtones of an image. Adjusting the gamma of an image allows you to change brightness values of the middle range of gray tones without dramatically altering the shadows and highlights. A lower Gamma setting makes greys look black, and makes dark colors even darker.
- **White Balance**—Controls the color temperature of the dominant light sources. This enables white objects in the image to appear truly white. The white balance settings in the Properties dialog box are displayed as WB (Red) and WB (Blue). A higher white balance setting increases the concentration of the color (red or blue); a lower white balance setting decreases the concentration of the selected color.
- **Exposure**—Controls the relative amount of light that enters the camera sensor. A higher exposure setting allows more light; a lower exposure setting allows less light.
- **Gain**—Controls the intensity range, thus altering the color contrast of the image. A higher gain setting stretches the intensity range; a lower gain setting shrinks the intensity.
- **Light Source**—Controls the settings to adjust the camera exposure for the ambient light.
- **Flip**—Reverses the captured image vertically.

- **Mirror**—Reverses the captured image horizontally.
- **Privacy**—Turns off the capture function.
- **Low Light**—Lowers the frame rate automatically in a poor lighting environment to maintain the brightness of the captured image.

The Properties dialog box is accessible from various programs that use the integrated camera, usually from a configuration, settings, or properties menu.

Example: Adjusting the camera properties from Windows MovieMaker

The following example is provided for demonstration purposes only. The specific program may not be installed on your computer.

1. Select **Start > All Programs > Windows MovieMaker**.
2. Click **Capture from Video Device**.
3. Click the integrated camera in the list of available devices, and then click **Configure**. The Properties dialog box opens.
4. Adjust the camera properties, and then click **Apply**.
5. Click **OK**.



NOTE You can also restore the default settings by clicking **Default**, and then clicking **Apply**, and then **OK**.

NOTE You can also set some of the properties to auto-adjust by selecting the appropriate check box on the far right.

Guidelines for using the integrated camera

For optimum performance, observe the following guidelines while using the integrated camera:

- Be sure that you have the latest version of an instant message program before attempting a video conversation.
- Your integrated camera may not work properly across some network firewalls. If you are having trouble viewing or sending video to someone on another LAN or outside your network firewall, contact your network administrator for assistance.
- Whenever possible, place bright light sources behind the camera and out of the picture area.

2 Multimedia software

The computer includes preinstalled multimedia software. Some models may be shipped with additional multimedia software on an optical disc.

Depending on the hardware and software included with the computer, the following multimedia tasks may be supported:

- Playing digital media, including audio and video CDs, audio and video DVDs, and Internet radio
- Creating or copying data CDs
- Creating, editing, and burning audio CDs
- Creating, editing, and burning a video or movie to a DVD or video CD



NOTE For details about using software included with the computer, refer to the software user guides. These guides may be provided on CD or as online Help files within the specific program. User guides may also be found on the software manufacturer's Web site.

Identifying preinstalled multimedia software

To view and access the preinstalled multimedia software on the computer:

- ▲ Select **Start > All Programs**.



NOTE You can also reinstall multimedia software on the computer. Select **Start > All Programs > Software Setup**.

Installing multimedia software from a CD (select models only)

To install multimedia software from a CD included with the computer:

1. Insert the multimedia software CD into the optical drive.
2. When the installation wizard opens, follow the installation instructions on the screen.
3. Restart the computer if prompted.

Repeat the installation procedure for all multimedia software on CD that you want to install.

Using multimedia software

To use the multimedia software installed on the computer:

1. Select **Start > All Programs**, and then open the multimedia program you want to use. For example, if you want to use Windows Media Player to play an audio CD, select **Windows Media Player**.



NOTE Some programs may be located in subfolders.

2. Insert the media disc, such as an audio CD, into the optical drive.
3. Follow the instructions on the screen.

– or –

1. Insert the media disc, such as an audio CD, into the optical drive.

An AutoPlay dialog box opens.

2. Click the multimedia task you want to perform from the list of tasks for each installed multimedia program.



NOTE The AutoPlay dialog box allows you to select a default multimedia program for the media disc. After you select a program from the list, click the **Always do the selected action** box.

3. Click **OK**.

Protecting playback

To prevent the loss of playback or playback quality:

- Save your work and close all open programs before playing a CD or a DVD.
- Do not connect or disconnect hardware while playing a disc.

To prevent the loss of playback while the computer is in Windows, do not initiate standby or hibernation while playing a disc. If standby or hibernation is initiated while a disc is in use, you may see the warning message “Putting the computer into hibernation or standby might stop the playback. Do you want to continue?” If this message is displayed, click **No**. After you click No:

- Playback may resume.
– or –
- Playback may stop and the screen may clear. To return to playing the CD or DVD, press the power button and then restart the disc.

Protecting the CD or DVD write process



CAUTION To prevent loss of information or damage to a disc:

Before writing to a disc, connect the computer to a reliable external power source. Do not write to a disc while the computer is running on battery power.

Before writing to a disc, close all open programs except the disc software you are using.

Do not copy directly from a source disc to a destination disc or from a network drive to a destination disc. Instead, copy from a source disc or network drive to your hard drive, and then copy from your hard drive to the destination disc.

Do not use the computer keyboard or move the computer while the computer is writing to a disc. The write process is sensitive to vibration.

Changing DVD region settings

Most DVDs that contain copyrighted files also contain region codes. The region codes help protect copyrights internationally.

You can play a DVD containing a region code only if the region code on the DVD matches the region setting on your DVD drive.

If the region code on a DVD does not match the region setting on your drive, the following message is displayed when you insert the DVD: “Playback of content from this region is not permitted.” To play the DVD, you must change the region setting on your DVD drive. DVD region settings can be changed through the operating system or through some DVD players.



CAUTION The region settings on your DVD drive can be changed only 5 times.

The region setting you select the fifth time becomes the permanent region setting on the DVD drive.

The number of allowable region changes remaining on the drive is displayed in the Changes remaining box on the DVD Region tab. The number in the field includes the fifth and permanent change.

To change settings through the operating system:

1. Select **Start > My Computer**.
2. Right-click in the window and select **Properties > Hardware tab > Device Manager**.
3. Click **DVD/CD-ROM drives**, right-click the DVD drive for which you want to change region settings, and then click **Properties**.
4. Make the desired changes on the **DVD Region** tab.
5. Click **OK**.

Observing the copyright warning

It is a criminal offense, under applicable copyright laws, to make unauthorized copies of copyright-protected material, including computer programs, films, broadcasts, and sound recordings. Do not use this computer for such purposes.

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