Routine Care

User Guide

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1 Hardware maintenance

The computer is designed for durability and long operating life. Follow the routine care guidelines described in this chapter to extend the life of the computer and maintain its peak performance.

- Carry and store the computer in a portable carrying case.

  CAUTION To reduce the risk of damage to the display, do not place anything on top of the computer, even when it is in the carrying case.

- Avoid exposing the computer to direct sunlight, extreme temperatures, or ultraviolet light for extended periods.

  CAUTION Do not expose the computer or drives to temperature or humidity extremes.

- Keep the computer clean. Dust buildup can raise the temperature of internal components.

  WARNING! To avoid potential discomfort or burns, do not block the air vents or place the computer on your lap for extended periods. Also, do not allow the AC adapter to contact the skin for extended periods during operation. The computer is designed to run demanding applications at full power. As a result of increased power consumption, it is normal for the computer and the AC adapter to feel warm or hot when used continuously. The computer and the AC adapter comply with the user-accessible surface temperature limits defined by the International Standard for Safety of Information Technology Equipment (IEC 60950).

  CAUTION To reduce the risk of electric shock or damage to the computer:

  Always disconnect the computer from the AC outlet and disconnect peripherals from the computer before attempting to clean the computer or any of its components.

  Do not spray liquids on the computer keyboard, display, or drives, or allow liquids to drip onto them.

  CAUTION To prevent overheating, do not obstruct vents. Use the computer only on a hard, flat surface. Do not allow another hard surface, such as a printer, or a soft surface, such as pillows, thick rugs, or clothing, to block the airflow.

Battery pack

WARNING! To reduce potential safety issues, use only the battery provided with the computer, a replacement battery provided by HP, or a compatible battery purchased from HP.

CAUTION To prevent damage to a battery pack, do not expose it to high temperatures for extended periods of time.

If a computer will be unused and disconnected from external power for more than 2 weeks, remove the battery pack and store it separately.

To prolong the charge of a stored battery pack, place it in a cool, dry place.

Calibrate a battery pack before using it if it has been stored for one month or more.

Disposing of a used battery pack

WARNING! To reduce the risk of fire or burns, do not disassemble, crush, or puncture a battery pack; short the external contacts on a battery pack; or dispose of a battery pack in fire or water. Do not expose a battery pack to temperatures above 60˚C (140˚F).

Refer to the *Regulatory, Safety, and Environmental Notices* for battery disposal information.

TouchPad and keyboard

Dirt and grease on the TouchPad (select models only) can cause the pointer to jump around on the screen. To avoid this, clean the TouchPad with a damp cloth, and wash your hands frequently when using the computer.

WARNING! To reduce the risk of electric shock or damage to internal components, do not use a vacuum cleaner attachment to clean the keyboard. A vacuum cleaner could deposit household debris on the keyboard surface.

Clean the keyboard regularly to prevent keys from sticking and to remove dust, lint, and particles that can become trapped beneath the keys. A can of compressed air with a straw extension can be used to blow air around and under the keys to loosen and remove debris.

If the computer keyboard includes a pointing stick, you may need to periodically clean or change the replacement cap. (Replacement caps are included with select models.)

Display

To remove smudges and lint, frequently clean the display with a soft, damp, lint-free cloth. If the screen requires additional cleaning, use premoistened antistatic wipes or an antistatic screen cleaner.

CAUTION To prevent permanent damage to the computer, never spray water, cleaning fluids, or chemicals on the display.

Drives

Drives are fragile components that must be handled carefully. Follow the guidelines in this section to protect the drives.

CAUTION To reduce the risk of damage to the computer, damage to a drive, or loss of information, observe these precautions:

Before handling a drive, discharge static electricity by touching the unpainted metal surface of the drive.

Do not touch the connector pins on a removable drive or on the computer.

Handle a drive carefully; do not drop or compress the drive.

Do not use excessive force when inserting a drive into a drive bay.

Do not type on the keyboard or move the computer while the drive is writing to media. The write process is sensitive to vibration.

When the battery pack is the only source of power, ensure that the battery pack is sufficiently charged before writing to media.

Using Disk Defragmenter

As you use the computer, the hard disk files become fragmented. Disk Defragmenter consolidates the fragmented files and folders on the hard disk so that it can run more efficiently.

To run Disk Defragmenter:

1. Select **Start > All Programs > Accessories > System Tools > Disk Defragmenter**.
2. Click **Defragment now**.

For additional information, access the Disk Defragmenter online Help.

Using Disk Cleanup

Disk Cleanup searches the hard disk for unnecessary files that you can safely delete to free up disk space and help the computer to run more efficiently.

To run Disk Cleanup:

1. Select **Start > All Programs > Accessories > System Tools > Disk Cleanup**.
2. Follow the instructions on the screen.

2 Regular tune-ups

To keep the computer hardware and software running like new, perform these simple tasks periodically.

- **Install and/or update the antivirus software.** Protect against current security threats to the computer by installing antivirus software. Keep the antivirus software up to date to protect against the ongoing threat of new viruses.
- **Install and update software that detects and removes spyware.** Spyware tools allow you to detect and prevent electronic encroachment into the computer system by outside parties.
- **Create a backup strategy.** A virus or an electrical outage could damage or destroy your information. Back up your files onto a CD-RW, DVD+RW, or USB drive to protect against loss or damage to your files.
- **Create a restore point.** In the event of a computer problem, these benchmarks allow you to go back in time to a point before the computer encountered a problem.
- **Create a PC tune-up schedule.** Create weekly and monthly reminders to back up files, update virus software, and perform hardware and software maintenance.

3 Traveling and shipping

The computer is built to go with you for work and play. For best results, follow the traveling and shipping tips described here.

- To prepare the computer for traveling or shipping:

  a. Back up your information.

  b. Remove all optical discs and all external media cards, such as PC Cards, Secure Digital (SD) Memory Cards, ExpressCards, and so on.

  > **CAUTION** To reduce the risk of damage to the computer, damage to a drive, or loss of information, remove the media from a drive before removing the drive from a drive bay, and before shipping, storing, or traveling with a drive.

  c. Turn off and then disconnect all external devices.

  d. Shut down the computer.

- Take along a backup of your information. Keep the backup separate from the computer.
- When traveling by air, carry the computer as hand luggage, and do not check it in with the rest of your bags.

  > **CAUTION** Avoid exposing a drive to magnetic fields. Security devices with magnetic fields include airport walk-through devices and security wands. The airport security devices that check carry-on luggage, such as conveyor belts, use x-rays instead of magnetism and will not damage a drive.

- If you plan to use the computer during a flight, check with the airline in advance. In-flight computer use is at the discretion of the airline.
- If the computer will be unused and disconnected from external power for more than 2 weeks, remove the battery pack and store it separately.
- If you are shipping the computer or a drive, place it in a bubble-pack mailer or other suitable protective packaging and label the package “FRAGILE.”
- If the computer has a wireless device or a cell phone device installed, such as an 802.11 b/g, a Global System for Mobile Communications (GSM), or a General Packet Radio Service (GPRS) device, the use of these devices may be restricted in some environments. Such restrictions may apply aboard airplanes, in hospitals, near explosives, in hazardous locations, and so on. If you are

uncertain of the policy that applies to the use of a particular device, ask for authorization to use it before you turn it on.

- If you are traveling internationally:
  - Check the computer-related customs regulations for each country on your itinerary.
  - Consult with Customer Care about power cord and adapter requirements for each location in which you plan to use the computer. Voltage, frequency, and plug configurations vary.

    WARNING! To reduce the risk of electric shock, fire, or damage to the equipment, do not attempt to power the computer with a voltage converter kit sold for appliances.

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