

Security User Guide

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Product notice

This user guide describes features that are common to most models. Some features may not be available on your computer.

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1 Protecting the computer

Standard security features provided by the Windows® operating system and the non-Windows Computer Setup can protect your personal settings and data from a variety of risks.

Follow the procedures in this guide to use the following features:

- Passwords
- Antivirus software
- Firewall software
- Critical security updates
- Optional security cable
- Fingerprint reader

 **NOTE:** Security solutions are designed to act as deterrents, but they may not be able to deter software attacks or prevent the computer from being mishandled or stolen.

NOTE: Before you send your computer for service, delete all password and fingerprint settings.

Computer risk	Security feature
Unauthorized use of the computer	<ul style="list-style-type: none">• QuickLock• Power-on password
Computer viruses	Norton Internet Security software
Unauthorized access to data	<ul style="list-style-type: none">• Firewall software• Windows updates
Unauthorized access to Computer Setup, BIOS settings, and other system identification information	Setup password
Ongoing or future threats to the computer	Critical security updates from Microsoft®
Unauthorized access to a Windows user account	User password
Unauthorized removal of the computer	Security cable slot (used with an optional security cable)

2 Using passwords

Most security features use passwords. When you set a password, write down the password and store it in a secure location—not in a file on the computer.

Note the following password considerations:

- Setup and power-on passwords are set in Computer Setup and are managed by the system BIOS.
- Windows passwords are set in the Windows operating system.
- If you forget the setup password set in Computer Setup, you will not be able to access the utility.
- If you forget the power-on password and the setup password set in Computer Setup, you cannot turn on the computer or exit Hibernation. Contact technical support or your authorized service provider for additional information.

The following tables list commonly used Computer Setup and Windows passwords and describe their functions.

Computer Setup passwords	Function
Setup password	Protects access to Computer Setup.
Power-on password	Protects access to the computer contents when the computer turns on or restarts or when it exits Hibernation.

Windows passwords	Function
Administrator password*	Protects access to a Windows administrator-level account. It also protects access to the computer contents, and if the Password protection on wakeup feature has been enabled, the password must be entered when you exit Sleep or Hibernation.
User password	Protects access to a Windows user account. It also protects access to the computer contents, and if the Password protection on wakeup feature has been enabled, the password must be entered when you exit Sleep or Hibernation.

*For information about setting a Windows administrator password or a Windows user password, select **Start > Help and Support**.

Guidelines for setting passwords

You can use the same password for a Computer Setup feature and for a Windows security feature. You can also use the same password for more than one Computer Setup feature.

A password set in Computer Setup has the following characteristics and requirements:

- It can include any combination of up to 32 letters and numbers and is not case sensitive.
- It must be set and entered with the same keys. For example, if you set a password with keyboard number keys, your password will not be recognized if you subsequently try to enter it with the keys of the integrated numeric keypad.
- It must be entered at a Computer Setup prompt. A password set in Windows must be entered at a Windows prompt.

Use the following tips for creating and saving passwords:

- When creating passwords, follow requirements set by the program.
- Write down your passwords and store them in a secure place—not in a file on the computer.
- Do not create passwords from your name or other personal information that could be easily discovered by an outsider.

Setup password

The setup password protects the configuration settings and system identification information in Computer Setup. After this password is set, it must be entered to access Computer Setup and to make changes using Computer Setup.

The setup password has the following characteristics and requirements:

- It is not interchangeable with a Windows administrator password, although both passwords can be identical.
- It is masked as it is set, entered, changed, or deleted.
- It must be set and entered with the same keys. For example, if you set a password with keyboard number keys, your password will not be recognized if you subsequently try to enter it with the keys of the integrated numeric keypad.
- It can include any combination of up to 32 letters and numbers and is not case sensitive.

Setting a setup password

A setup password is set, changed, and deleted in Computer Setup.

To manage this password:

1. Open Computer Setup by turning on or restarting the computer, and then pressing **f10** while the “F10 = ROM Based Setup” message is displayed in the lower-left corner of the screen.
2. Use the arrow keys to select **Security > Setup Password**, and then press **enter**.
 - To set a setup password:
Type your password in the **New password** and **Verify new password** fields, and then press **f10**.
 - To change a setup password:
Type your current password in the **Old password** field, type a new password in the **New password** and **Verify new password** fields, and then press **f10**.
 - To delete a setup password:
Type your current password in the **Old password** field, and then press **f10**.
3. To save your preferences, use the arrow keys to select **File > Save Changes And Exit**, and then press **enter**. Then follow the instructions on the screen.

Your preferences go into effect when the computer restarts.

Entering a setup password

At the **Setup password** prompt, type your setup password (using the same keys you used to set the password), and then press **enter**. After 3 unsuccessful attempts to enter the setup password, you must restart the computer and try again.

Power-on password

The power-on password prevents unauthorized use of the computer. After this password is set, it must be entered each time the computer is turned on.

A power-on password has the following characteristics and requirements:

- It is masked as it is set, entered, changed, or deleted.
- It must be set and entered with the same keys. For example, a power-on password set with the keyboard number keys will not be recognized if you enter it thereafter with the integrated numeric keypad.
- It can include any combination of up to 32 letters and numbers and is not case sensitive.

Setting a power-on password

A power-on password is set, changed, and deleted in Computer Setup.

To manage this password:

1. Open Computer Setup by turning on or restarting the computer, and then pressing **f10** while the “F10 = ROM Based Setup” message is displayed in the lower-left corner of the screen.
2. Use the arrow keys to select **Security > Power-On Password**, and then press **enter**.
 - To set a power-on password:
Type the password in the **New password** and **Verify new password** fields, and then press **f10**.
 - To change a power-on password:
Type the current password in the **Old password** field, type the new password in the **New password** and **Verify new password** fields, and then press **f10**.
 - To delete a power-on password:
Type the current password in the **Old password** field, and then press **f10**.
3. To save your preferences, use the arrow keys to select **File > Save Changes And Exit**, and then press **enter**. Then follow the instructions on the screen.

Your preferences go into effect when the computer restarts.

Entering a power-on password

At the **Power-on Password** prompt, type your password (using the same keys you used to set the password), and then press [enter](#). After 3 unsuccessful attempts to enter the password, you must turn off the computer, turn it back on, and then try again.

3 Using antivirus software

When you use the computer to access the Internet or connect to a network, you expose it to viruses that can disable the computer and damage computer files.


Antivirus software can detect most viruses, destroy them, and in most cases, repair any damage they have caused. To provide ongoing protection against viruses, keep your antivirus software up to date.

Norton Internet Security, an antivirus program, is preinstalled on the computer. The software includes 60 days of free updates. It is strongly recommended that you protect the computer against new viruses beyond 60 days by purchasing extended update service. Instructions for using and updating Norton Internet Security software and for purchasing extended update service are provided within the program. To view and access Norton Internet Security, select **Start > All Programs**.

For more information about computer viruses, type `viruses` in the Search field in Help and Support.

4 Using firewall software

When you use e-mail or surf the Web, your computer is vulnerable to unauthorized access or external threats. Use the preinstalled firewall software to protect your information and your privacy. Firewalls monitor and log incoming and outgoing traffic and alert you when questionable Web sites try to gain access to your computer. Refer to the firewall user guide or contact your firewall manufacturer for more information.

 **NOTE:** A firewall can also block access to an e-mail attachment, an Internet game, or a Web site you want to access. To gain access, temporarily disable the firewall, perform the task that you want to perform, and then reenable the firewall. To permanently solve the problem, reconfigure the firewall.


5 Installing critical security updates

△ **CAUTION:** To reduce the risk of information loss caused by a security breach or a computer virus, install all critical updates from Microsoft as soon as you receive an alert.

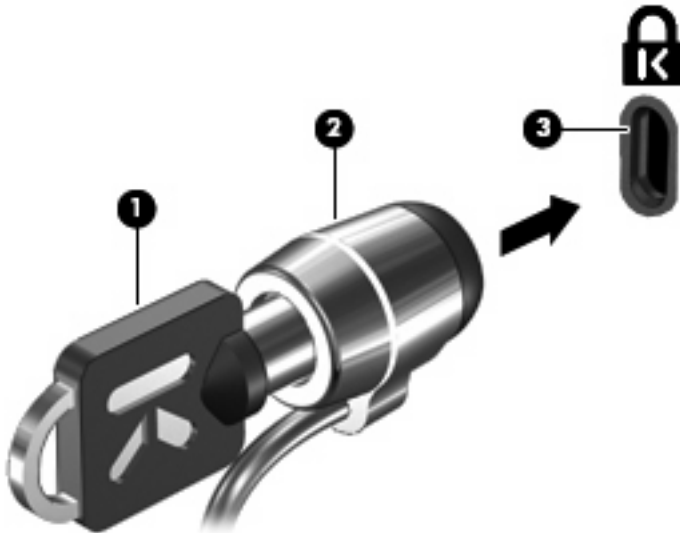
Updates to the operating system and other software may have become available *after* your computer was shipped. You can obtain the latest updates from the Microsoft Web site by selecting **Start > All Programs > Windows Update**, or you can use the update link in Help and Support.

To keep your computer up to date, download and install all available updates monthly.

6 Installing an optional security cable

 **NOTE:** A security cable is designed to act as a deterrent but may not prevent the computer from being mishandled or stolen.

1. Loop the security cable around a secured object.
2. Insert the key (1) into the cable lock (2).
3. Insert the cable lock into the security cable slot on the computer (3), and then lock the cable lock with the key. Remove the key and keep it in a safe place.



7 Using the fingerprint reader

Locating the fingerprint reader

The fingerprint reader is a small metallic sensor that is located above the keyboard.



Registering fingerprints

A fingerprint reader allows you to log on to Windows using a fingerprint registered in VeriSoft Access Manager, instead of using a Windows password.

Before you can use a fingerprint logon to Windows, you must set up the fingerprint reader. To see a step-by-step demonstration of how to set up the fingerprint reader, double-click the **Fingerprint Reader, Start Here** icon located on the desktop.


After you have viewed the demonstration, follow the steps below to register your fingerprints.

1. In Windows, double-click the **VeriSoft Access Manager** icon in the notification area of the taskbar.
2. On the “My Identity” page, click **Log On**, located in the upper-left corner of the page.


The VeriSoft Access Manager Logon Wizard opens.

 **NOTE:** If you are already logged on to Windows, skip to step 5.


3. On the “Introduce Yourself” page, enter the user's Windows password, if one has been established, and then click **Next**.
4. On the “Completing the VeriSoft Logon Wizard” page, click **Finish**.
5. On the “Select a Task” page, click **Register Fingerprints**.

 **NOTE:** The factory settings of VeriSoft Access Manager requires registration of at least 2 different fingers.

6. When the VeriSoft Registration Wizard opens, click **Next**, and then slowly swipe your finger across the sensor.


 **NOTE:** The factory setting for enrolling the first fingerprint is the right index finger. You can change the default by clicking the finger you want to register first, on either the left hand or the right hand. When you click a finger, it will be outlined to show it has been selected.

7. Continue swiping the same finger over the fingerprint sensor until the finger on the screen turns green.

 **NOTE:** The progress indicator advances after each finger swipe. Multiple swipes are necessary to register a fingerprint.

NOTE: If you need to start over during the fingerprint registration process, right-click the highlighted finger on the screen and then click **Start Over**.

8. Click a different finger on the screen to register, and then repeat steps 5 and 6.

 **NOTE:** If you click **Finish** before registering at least 2 fingers, an error message is displayed. Click **OK** to continue.

9. After you have registered at least 2 fingers, click **Finish**.

10. To set up the fingerprint reader for a different Windows user, log on to Windows with that user's credentials and then repeat steps 1 through 8.

Using your registered fingerprint to log on to Windows

To log on to Windows using your fingerprint:

1. Immediately after you have registered your fingerprints, restart Windows.
2. Swipe any of your registered fingers to log on to Windows.

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