Hardware Reference Guide - dc5800
Microtower Model
HP Compaq Business PC
About This Book

This guide provides basic information for upgrading this computer model.

⚠️ **WARNING!** Text set off in this manner indicates that failure to follow directions could result in bodily harm or loss of life.

⚠️ **CAUTION:** Text set off in this manner indicates that failure to follow directions could result in damage to equipment or loss of information.

📝 **NOTE:** Text set off in this manner provides important supplemental information.
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1 Product Features

Standard Configuration Features

The HP Compaq Microtower features may vary depending on the model. For a complete listing of the hardware and software installed in the computer, run the diagnostic utility (included on some computer models only). Instructions for using the utility are provided in the Troubleshooting Guide.

Figure 1-1 Microtower Configuration
Front Panel Components

Drive configuration may vary by model.

Table 1-1  Front Panel Components

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th></th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>5.25-inch Optical Drives(^1)</td>
<td>6</td>
<td>3.5-inch Media Card Reader (optional)(^2)</td>
</tr>
<tr>
<td>2</td>
<td>Optical Drive Activity Lights</td>
<td>7</td>
<td>Dual-State Power Button</td>
</tr>
<tr>
<td>3</td>
<td>Hard Drive Activity Light</td>
<td>8</td>
<td>Power On Light</td>
</tr>
<tr>
<td>4</td>
<td>Microphone Connector</td>
<td>9</td>
<td>Headphone Connector</td>
</tr>
<tr>
<td>5</td>
<td>Optical Drive Eject Buttons</td>
<td>10</td>
<td>USB (Universal Serial Bus) 2.0 Ports</td>
</tr>
</tbody>
</table>

**NOTE:** The Power On Light is normally green when the power is on. If it is flashing red, there is a problem with the computer and it is displaying a diagnostic code. Refer to the Troubleshooting Guide to interpret the code.

\(^1\) Some models have bezel blanks covering one or both of the 5.25-inch drive bays.

\(^2\) Some models have a bezel blank covering the 3.5-inch drive bay. An optional diskette drive is available from HP for this drive bay.
Media Card Reader Components

The media card reader is an optional device available on some models only. Refer to the following illustration and table to identify the media card reader components.

Figure 1-2  Media Card Reader Components

![Media Card Reader Components](image)

Table 1-2  Media Card Reader Components

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SmartMedia/xD</td>
<td>4</td>
<td>USB (Universal Serial Bus) Port</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● 3.3V SmartMedia Card (SM)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>● D-Picture Card (xD)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Media Card Reader Activity Light</td>
<td>5</td>
<td>CompactFlash I/II</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>● CompactFlash Card Type 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>● CompactFlash Card Type 2</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>● MicroDrive</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>SD/MMC+/miniSD</td>
<td>6</td>
<td>MS PRO/MS PRO DUO</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● Secure Digital Card (SD)</td>
<td></td>
<td>● Memory Stick (MS)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● MiniSD</td>
<td></td>
<td>● MagicGate Memory Stick (MG)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● MultiMediaCard (MMC)</td>
<td></td>
<td>● MagicGate Memory Duo</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● Reduced Size MultiMediaCard (RS MMC)</td>
<td></td>
<td>● Memory Stick Select</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● MultiMediaCard 4.0 (Mobile Plus)</td>
<td></td>
<td>● Memory Stick Duo (MS Duo)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● Reduced Size MultiMediaCard 4.0 (MMC Mobile)</td>
<td></td>
<td>● Memory Stick PRO (MS PRO)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● MMC Micro (adapter required)</td>
<td></td>
<td>● Memory Stick PRO Duo (MS PRO Duo)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>● MicroSD (T-Flash) (adapter required)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Table 1-3  Rear Panel Components

<table>
<thead>
<tr>
<th></th>
<th>Rear Panel Components</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Power Cord Connector</td>
</tr>
<tr>
<td>2</td>
<td>Voltage Select Switch</td>
</tr>
<tr>
<td>3</td>
<td>Line-In Audio Connector (blue)</td>
</tr>
<tr>
<td>4</td>
<td>Serial Connector</td>
</tr>
<tr>
<td>5</td>
<td>Monitor Connector</td>
</tr>
<tr>
<td>6</td>
<td>RJ-45 Network Connector</td>
</tr>
<tr>
<td>7</td>
<td>Line-Out Connector for powered audio devices (green)</td>
</tr>
<tr>
<td>8</td>
<td>PS/2 Keyboard Connector (purple)</td>
</tr>
<tr>
<td>9</td>
<td>PS/2 Mouse Connector (green)</td>
</tr>
<tr>
<td>10</td>
<td>Universal Serial Bus (USB)</td>
</tr>
</tbody>
</table>

**NOTE:** Arrangement and number of connectors may vary by model.

The Line-in audio connector can be retasked as a microphone connector in the audio driver's control panel.

The monitor connector on the system board is inactive when a PCI Express x16 graphics card is installed in the computer.

If a PCI or PCI Express x1 graphics card is installed, the connectors on the card and the system board may be used at the same time. Some settings may need to be changed in Computer Setup to use both connectors. For information about setting the boot VGA controller, refer to the Computer Setup (F10) Utility Guide.
## Keyboard

![Keyboard Diagram](image)

### Table 1-4 Keyboard Components

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Function Keys</td>
<td>Perform special functions depending on the software application being used.</td>
</tr>
<tr>
<td>2</td>
<td>Editing Keys</td>
<td>Includes the following: Insert, Home, Page Up, Delete, End, and Page Down.</td>
</tr>
<tr>
<td>3</td>
<td>Status Lights</td>
<td>Indicate the status of the computer and keyboard settings (Num Lock, Caps Lock, and Scroll Lock).</td>
</tr>
<tr>
<td>4</td>
<td>Numeric Keys</td>
<td>Work like a calculator keypad.</td>
</tr>
<tr>
<td>5</td>
<td>Arrow Keys</td>
<td>Used to navigate through a document or Web site. These keys allow you to move left, right, up, and down, using the keyboard instead of the mouse.</td>
</tr>
<tr>
<td>6</td>
<td>Ctrl Keys</td>
<td>Used in combination with another key; their effect depends on the application software you are using.</td>
</tr>
<tr>
<td>7</td>
<td>Application Key¹</td>
<td>Used (like the right mouse button) to open pop-up menus in a Microsoft Office application. May perform other functions in other software applications.</td>
</tr>
<tr>
<td>8</td>
<td>Windows Logo Keys¹</td>
<td>Used to open the Start menu in Microsoft Windows. Used in combination with other keys to perform other functions.</td>
</tr>
<tr>
<td>9</td>
<td>Alt Keys</td>
<td>Used in combination with another key; their effect depends on the application software you are using.</td>
</tr>
</tbody>
</table>

¹ Keys available in select geographic regions.
Using the Windows Logo Key

Use the Windows Logo key in combination with other keys to perform certain functions available in the Windows operating system. Refer to the Keyboard on page 5 section to identify the Windows Logo key.

Table 1-5  Windows Logo Key Functions

<table>
<thead>
<tr>
<th>Windows Logo Key</th>
<th>Function</th>
</tr>
</thead>
<tbody>
<tr>
<td>Displays or hides the Start menu</td>
<td></td>
</tr>
<tr>
<td>Displays the Desktop</td>
<td></td>
</tr>
<tr>
<td>Minimizes all open applications</td>
<td></td>
</tr>
<tr>
<td>Undoes Minimize All</td>
<td></td>
</tr>
<tr>
<td>Launches My Computer</td>
<td></td>
</tr>
<tr>
<td>Launches Find Document</td>
<td></td>
</tr>
<tr>
<td>Launches Find Computer</td>
<td></td>
</tr>
<tr>
<td>Launches Windows Help</td>
<td></td>
</tr>
<tr>
<td>Locks the computer if you are connected to a network domain, or allows you to switch users if you are not connected to a network domain</td>
<td></td>
</tr>
<tr>
<td>Launches the Run dialog box</td>
<td></td>
</tr>
<tr>
<td>Launches the Utility Manager</td>
<td></td>
</tr>
<tr>
<td>Cycles through the Taskbar buttons (Windows XP)</td>
<td></td>
</tr>
<tr>
<td>Cycles through programs on the Taskbar using the Windows Flip 3-D (Windows Vista)</td>
<td></td>
</tr>
</tbody>
</table>

In addition to the Windows Logo Key functions described above, the following functions are also available in Microsoft Windows Vista.

<table>
<thead>
<tr>
<th>Ctrl + Windows Logo Key + Tab</th>
</tr>
</thead>
<tbody>
<tr>
<td>Use the arrow keys to cycle through programs on the Taskbar by using Windows Flip 3-D</td>
</tr>
</tbody>
</table>

Windows Logo Key + Spacebar

Bring all gadgets to the front and select Windows Sidebar

Windows Logo Key + g

Cycle through Sidebar gadgets

Windows Logo Key + u

Launches Ease of Access Center

Windows Logo Key + x

Launches Windows Mobility Center

Windows Logo Key + any number key

Launches the Quick Launch shortcut that is in the position that corresponds to the number (for example, Windows Logo Key + 1 launches the first shortcut in the Quick Launch menu)
Serial Number Location

Each computer has a unique serial number and product ID number that are located on the top cover of the computer. Keep these numbers available for use when contacting customer service for assistance.

Figure 1-3  Serial Number and Product ID Location
2 Hardware Upgrades

Serviceability Features

The computer includes features that make it easy to upgrade and service. No tools are needed for most of the installation procedures described in this chapter.

Warnings and Cautions

Before performing upgrades be sure to carefully read all of the applicable instructions, cautions, and warnings in this guide.

⚠️ WARNING! To reduce the risk of personal injury from electrical shock, hot surfaces, or fire:

- Disconnect the power cord from the wall outlet and allow the internal system components to cool before touching.
- Do not plug telecommunications or telephone connectors into the network interface controller (NIC) receptacles.
- Do not disable the power cord grounding plug. The grounding plug is an important safety feature.
- Plug the power cord in a grounded (earthed) outlet that is easily accessible at all times.

To reduce the risk of serious injury, read the Safety & Comfort Guide. It describes proper workstation, setup, posture, and health and work habits for computer users, and provides important electrical and mechanical safety information. This guide is located on the Web at http://www.hp.com/ergo.

⚠️ CAUTION: Static electricity can damage the electrical components of the computer or optional equipment. Before beginning these procedures, ensure that you are discharged of static electricity by briefly touching a grounded metal object. See Appendix D, Electrostatic Discharge on page 51 for more information.

When the computer is plugged into an AC power source, voltage is always applied to the system board. You must disconnect the power cord from the power source before opening the computer to prevent damage to internal components.
Removing the Computer Access Panel

1. Remove/disengage any security devices that prohibit opening the computer.
2. Remove all removable media, such as diskettes or compact discs, from the computer.
3. Turn off the computer properly through the operating system, then turn off any external devices.
4. Disconnect the power cord from the power outlet and disconnect any external devices.

⚠️ **CAUTION:** Regardless of the power-on state, voltage is always present on the system board as long as the system is plugged into an active AC outlet. You must disconnect the power cord to avoid damage to the internal components of the computer.

5. Loosen the captive thumbscrew (1) that secures the access panel to the computer chassis.
6. Slide the access panel back (2) about 1.3 cm (1/2 inch), then lift it off the unit.

⚠️ **NOTE:** You may want to lay the computer on its side to install internal parts. Be sure the side with the access panel is facing up.

*Figure 2-1* Removing the Computer Access Panel
Replacing the Computer Access Panel

Place the access panel on the chassis with about 1.3 cm (1/2 inch) of the panel hanging off the back of the chassis and slide it into place (1). Ensure that the hole for the thumbscrew is aligned with the hole in the chassis and tighten the thumbscrew (2).

Figure 2-2  Replacing the Computer Access Panel
Removing the Front Bezel

1. Remove/disengage any security devices that prohibit opening the computer.

2. Remove all removable media, such as diskettes or compact discs, from the computer.

3. Turn off the computer properly through the operating system, then turn off any external devices.

4. Disconnect the power cord from the power outlet and disconnect any external devices.

⚠️ **CAUTION:** Regardless of the power-on state, voltage is always present on the system board as long as the system is plugged into an active AC outlet. You must disconnect the power cord to avoid damage to the internal components of the computer.

5. Remove the computer access panel.

6. Press outward on the two latches on the right side of the bezel and the single latch on the left side of the bezel (1) to release the bottom of the bezel, then swing the bottom of the bezel away from the chassis (2) to release the top of the bezel.

**Figure 2-3** Removing the Front Bezel
Replacing the Front Bezel

Position the chassis in the upright position. Insert the two hooks on the top of the bezel into the rectangular holes on the chassis (1) then rotate the bottom of the bezel onto the chassis (2) so that the bottom two hooks on the bezel snap into place.

Figure 2-4 Replacing the Front Bezel
Installing Additional Memory

The computer comes with double data rate 2 synchronous dynamic random access memory (DDR2-SDRAM) dual inline memory modules (DIMMs).

DIMMs

The memory sockets on the system board can be populated with up to four industry-standard DIMMs. These memory sockets are populated with at least one preinstalled DIMM. To achieve the maximum memory support, you can populate the system board with up to 8 GB of memory configured in a high-performing dual channel mode.

DDR2-SDRAM DIMMs

For proper system operation, the DDR2-SDRAM DIMMs must be:

- industry-standard 240-pin
- unbuffered PC2-5300 667 MHz-compliant or PC2-6400 800 MHz-compliant
- 1.8 volt DDR2-SDRAM DIMMs

The DDR2-SDRAM DIMMs must also:

- support CAS latency 5 DDR2 667 Mhz (5-5-5 timing), CAS latency 5 DDR2 800 Mhz (5-5-5 timing), and CAS latency 6 DDR2 800 Mhz (6-6-6 timing)
- contain the mandatory JEDEC SPD information

In addition, the computer supports:

- 512Mbit and 1Gbit non-ECC memory technologies
- single-sided and double-sided DIMMs
- DIMMs constructed with x8 and x16 DDR devices; DIMMs constructed with x4 SDRAM are not supported

**NOTE:** The system will not operate properly if you install unsupported DIMMs.
Populating DIMM Sockets

There are four DIMM sockets on the system board, with two sockets per channel. The sockets are labeled XMM1, XMM2, XMM3, and XMM4. Sockets XMM1 and XMM2 operate in memory channel A. Sockets XMM3 and XMM4 operate in memory channel B.

Figure 2-5  DIMM Socket Locations

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Socket Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>DIMM socket XMM1, Channel A (populate first)</td>
<td>Black</td>
</tr>
<tr>
<td>2</td>
<td>DIMM socket XMM2, Channel A</td>
<td>White</td>
</tr>
<tr>
<td>3</td>
<td>DIMM socket XMM3, Channel B (populate second)</td>
<td>Black</td>
</tr>
<tr>
<td>4</td>
<td>DIMM socket XMM4, Channel B</td>
<td>White</td>
</tr>
</tbody>
</table>

NOTE: A DIMM must occupy the XMM1 socket.

The system will automatically operate in single channel mode, dual channel mode, or flex mode, depending on how the DIMMs are installed.

- The system will operate in single channel mode if the DIMM sockets are populated in one channel only.
- The system will operate in a higher-performing dual channel mode if the total memory capacity of the DIMMs in Channel A is equal to the total memory capacity of the DIMMs in Channel B. The technology and device width can vary between the channels. For example, if Channel A is populated with two 512MB DIMMs and Channel B is populated with one 1GB DIMM, the system will operate in dual channel mode.
- The system will operate in flex mode if the total memory capacity of the DIMMs in Channel A is not equal to the total memory capacity of the DIMMs in Channel B. In flex mode, the channel populated with the least amount of memory describes the total amount of memory assigned to dual channel...
and the remainder is assigned to single channel. For optimal speed, the channels should be balanced so that the largest amount of memory is spread between the two channels. If one channel will have more memory than the other, the larger amount should be assigned to Channel A. For example, if you are populating the sockets with one 1GB DIMM, and three 512MB DIMMs, Channel A should be populated with the 1GB DIMM and one 512MB DIMM, and Channel B should be populated with the two 512MB DIMMs. With this configuration, 2GB will run as dual channel and 512MB will run as single channel.

- In any mode, the maximum operational speed is determined by the slowest DIMM in the system.

**Installing DIMMs**

⚠️ **CAUTION:** You must disconnect the power cord and wait approximately 30 seconds for the power to drain before adding or removing memory modules. Regardless of the power-on state, voltage is always supplied to the memory modules as long as the computer is plugged into an active AC outlet. Adding or removing memory modules while voltage is present may cause irreparable damage to the memory modules or system board. If you see an LED light on the system board, voltage is still present.

The memory module sockets have gold-plated metal contacts. When upgrading the memory, it is important to use memory modules with gold-plated metal contacts to prevent corrosion and/or oxidation resulting from having incompatible metals in contact with each other.

Static electricity can damage the electronic components of the computer or optional cards. Before beginning these procedures, ensure that you are discharged of static electricity by briefly touching a grounded metal object. For more information, refer to Appendix D, Electrostatic Discharge on page 51.

When handling a memory module, be careful not to touch any of the contacts. Doing so may damage the module.

1. Remove/disengage any security devices that prohibit opening the computer.
2. Remove all removable media, such as diskettes or compact discs, from the computer.
3. Turn off the computer properly through the operating system, then turn off any external devices.
4. Disconnect the power cord from the power outlet and disconnect any external devices.

⚠️ **CAUTION:** You must disconnect the power cord and wait approximately 30 seconds for the power to drain before adding or removing memory modules. Regardless of the power-on state, voltage is always supplied to the memory modules as long as the computer is plugged into an active AC outlet. Adding or removing memory modules while voltage is present may cause irreparable damage to the memory modules or system board. If you see an LED light on the system board, voltage is still present.

5. Remove the computer access panel.
6. Locate the memory module sockets on the system board.

⚠️ **WARNING!** To reduce risk of personal injury from hot surfaces, allow the internal system components to cool before touching.
7. Open both latches of the memory module socket (1), and insert the memory module into the socket (2).

**Figure 2-6** Installing a DIMM

![Image of DIMM installation](image)

**NOTE:** A memory module can be installed in only one way. Match the notch on the module with the tab on the memory socket.

A DIMM must occupy the black XMM1 socket.

For maximum performance, populate the sockets so that the memory capacity is spread as equally as possible between Channel A and Channel B. Refer to [Populating DIMM Sockets on page 15](#) for more information.

8. Push the DIMM module down firmly into the socket, ensuring that the module is fully inserted and properly seated. The DIMM must be pushed all the way down into the socket and sit evenly in the socket to avoid memory corruption. Make sure the latches are in the closed position (3).

9. Repeat steps 7 and 8 to install any additional modules.

10. Replace the computer access panel.

11. Reconnect the power cord and any external devices, then turn on the computer. The computer should automatically recognize the additional memory when you turn on the computer.

12. Lock any security devices that were disengaged when the access panel was removed.
Removing or Installing an Expansion Card

The computer has one standard PCI expansion slot that can accommodate an expansion card up to 17.46 cm (6.875 inches) in length. The computer also has two PCI Express x1 expansion slots and one PCI Express x16 expansion slot.

Figure 2-7 Expansion Slot Locations

![Expansion Slot Locations](image)

Table 2-2 Expansion Slot Locations

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>PCI Express x1 expansion slot</td>
</tr>
<tr>
<td>2</td>
<td>PCI Express x1 expansion slot</td>
</tr>
<tr>
<td>3</td>
<td>PCI expansion slot</td>
</tr>
<tr>
<td>4</td>
<td>PCI Express x16 expansion slot</td>
</tr>
</tbody>
</table>

NOTE: You can install a PCI Express x1, x4, x8, or x16 expansion card in the PCI Express x16 expansion slot.

To remove, replace, or add an expansion card:

1. Remove/disengage any security devices that prohibit opening the computer.
2. Remove all removable media, such as diskettes or compact discs, from the computer.
3. Turn off the computer properly through the operating system, then turn off any external devices.
4. Disconnect the power cord from the power outlet and disconnect any external devices.

CAUTION: Regardless of the power-on state, voltage is always present on the system board as long as the system is plugged into an active AC outlet. You must disconnect the power cord to avoid damage to the internal components of the computer.

5. Remove the computer access panel.
6. Locate the correct vacant expansion socket on the system board and the corresponding expansion slot on the back of the computer chassis.

7. On the rear of the computer, a slot cover lock secures the expansion card brackets and expansion slot covers in place. Lift up on the tab at the top of the lock and rotate the lock open.

   Figure 2-8 Opening the Slot Cover Lock

8. Before installing an expansion card, remove the expansion slot cover or the existing expansion card.

   **NOTE:** Before removing an installed expansion card, disconnect any cables that may be attached to the expansion card.

   a. If you are installing an expansion card in a vacant socket, remove the appropriate expansion slot cover on the back of the chassis. Pull the slot cover straight up then away from the inside of the chassis.

   Figure 2-9 Removing an Expansion Slot Cover
b. If you are removing a standard PCI card, hold the card at each end, and carefully rock it back and forth until the connectors pull free from the socket. Pull the expansion card straight up from the socket (1) then away from the inside of the chassis (2) to release it from the chassis frame. Be sure not to scrape the card against the other components.

Figure 2-10 Removing a Standard PCI Expansion Card

![Removing a Standard PCI Expansion Card](image1)

Figure 2-11 Removing a PCI Express x16 Expansion Card

c. If you are removing a PCI Express x16 card, pull the retention arm on the back of the expansion socket away from the card and carefully rock the card back and forth until the connectors pull free from the socket. Pull the expansion card straight up from the socket then away from the inside of the chassis to release it from the chassis frame. Be sure not to scrape the card against the other components.

Figure 2-11 Removing a PCI Express x16 Expansion Card

![Removing a PCI Express x16 Expansion Card](image2)
9. Store the removed card in anti-static packaging.

10. If you are not installing a new expansion card, install an expansion slot cover to close the open slot.

   △ **CAUTION:** After removing an expansion card, you must replace it with a new card or expansion slot cover for proper cooling of internal components during operation.

11. To install a new expansion card, hold the card just above the expansion socket on the system board then move the card toward the rear of the chassis (1) so that the bracket on the card is aligned with the open slot on the rear of the chassis. Press the card straight down into the expansion socket on the system board (2).

   **Figure 2-12** Installing an Expansion Card

   ![Figure 2-12](image)

   **NOTE:** When installing an expansion card, press firmly on the card so that the whole connector seats properly in the expansion card slot.

12. Rotate the slot cover lock to the closed position, ensuring that it snaps securely in place.

   **Figure 2-13** Securing the Expansion Cards and Slot Covers

   ![Figure 2-13](image)
13. Connect external cables to the installed card, if needed. Connect internal cables to the system board, if needed.

14. Replace the computer access panel.

15. Reconnect the power cord and any external devices, then turn on the computer.

16. Lock any security devices that were disengaged when the access panel was removed.

17. Reconfigure the computer, if necessary. Refer to the Computer Setup (F10) Utility Guide for instructions on using Computer Setup.

**Drive Positions**

*Figure 2-14 Drive Positions*

**Table 2-3 Drive Positions**

<table>
<thead>
<tr>
<th>Drive Position</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Two 5.25-inch external drive bays for optional drives (optical drives shown)</td>
</tr>
<tr>
<td>2</td>
<td>One 3.5-inch external drive bay for optional drive (media card reader shown)</td>
</tr>
<tr>
<td>3</td>
<td>Primary 3.5-inch internal hard drive bay</td>
</tr>
<tr>
<td>4</td>
<td>Secondary 3.5-inch internal hard drive bay for optional hard drive</td>
</tr>
</tbody>
</table>

To verify the type, size, and capacity of the storage devices installed in the computer, run Computer Setup. Refer to the Computer Setup (F10) Utility Guide for more information.
Installing Additional Drives

When installing additional drives, follow these guidelines:

- The primary Serial ATA (SATA) hard drive must be connected to the dark blue primary SATA connector on the system board labeled SATA0.
- Connect the first SATA optical drive to the white SATA connector on the system board labeled SATA1.
- Always populate the dark blue SATA0 and white SATA1 connectors before the light blue SATA4 and orange SATA5 connectors.
- Connect a second SATA optical drive to the orange SATA5 connector.
- Connect additional SATA hard drives to the next available (unpopulated) SATA connector on the system board in the following order: SATA0, SATA1, SATA5, SATA4.
- Connect a diskette drive to the connector labeled FLOPPY.
- Connect a media card reader to the USB connector labeled MEDIA.
- The system does not support Parallel ATA (PATA) optical drives or PATA hard drives.
- You may install either a third-height or a half-height drive into a half-height bay.
- You must install guide screws to ensure the drive will line up correctly in the drive cage and lock in place. HP has provided extra guide screws installed on the interior of the chassis frame next to the power supply. The hard drive uses 6-32 isolation mounting guide screws. All other drives use M3 metric screws. The HP-supplied metric guide screws (1) are black. The HP-supplied 6-32 isolation mounting guide screws (2) are silver and blue.

Figure 2-15 Extra Guide Screws Location
CAUTION: To prevent loss of work and damage to the computer or drive:

If you are inserting or removing a drive, shut down the operating system properly, turn off the computer, and unplug the power cord. Do not remove a drive while the computer is on or in standby mode.

Before handling a drive, ensure that you are discharged of static electricity. While handling a drive, avoid touching the connector. For more information about preventing electrostatic damage, refer to Appendix D, Electrostatic Discharge on page 51.

Handle a drive carefully; do not drop it.

Do not use excessive force when inserting a drive.

Avoid exposing a hard drive to liquids, temperature extremes, or products that have magnetic fields such as monitors or speakers.

If a drive must be mailed, place the drive in a bubble-pack mailer or other protective packaging and label the package “Fragile: Handle With Care.”
System Board Drive Connections

Refer to the following illustration and table to identify the system board drive connectors.

**Figure 2-16** System Board Drive Connections

![System Board Drive Connections](image)

**Table 2-4** System Board Drive Connections

<table>
<thead>
<tr>
<th>No.</th>
<th>System Board Connector</th>
<th>System Board Label</th>
<th>Color</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SATA0</td>
<td>SATA0</td>
<td>dark blue</td>
</tr>
<tr>
<td>2</td>
<td>SATA1</td>
<td>SATA1</td>
<td>white</td>
</tr>
<tr>
<td>3</td>
<td>SATA4</td>
<td>SATA4</td>
<td>light blue</td>
</tr>
<tr>
<td>4</td>
<td>SATA5</td>
<td>SATA5</td>
<td>orange</td>
</tr>
<tr>
<td>5</td>
<td>Diskette Drive</td>
<td>FLOPPY</td>
<td>black</td>
</tr>
<tr>
<td>6</td>
<td>Media Card Reader</td>
<td>MEDIA</td>
<td>black</td>
</tr>
</tbody>
</table>
Removing an External 5.25-inch or 3.5-inch Drive

⚠️ **CAUTION:** All removable media should be taken out of a drive before removing the drive from the computer.

1. Remove/disengage any security devices that prohibit opening the computer.

2. Remove all removable media, such as diskettes or compact discs, from the computer.

3. Turn off the computer properly through the operating system, then turn off any external devices.

4. Disconnect the power cord from the power outlet and disconnect any external devices.

⚠️ **CAUTION:** Regardless of the power-on state, voltage is always present on the system board as long as the system is plugged into an active AC outlet. You must disconnect the power cord to avoid damage to the internal components of the computer.

5. Remove the access panel and front bezel.

6. Disconnect the drive cables, as indicated in the following illustrations.

   a. If you are removing a 5.25-inch optical drive, disconnect the power cable (1) and data cable (2) from the back of the drive.

   **Figure 2-17** Disconnecting the Optical Drive Cables
b. If you are removing a diskette drive, disconnect the data cable (1) and power cable (2) from the back of the drive.

Figure 2-18 Disconnecting the Diskette Drive Cables

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---

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c. If you are removing a media card reader, disconnect the USB cable from the system board.

Figure 2-19 Disconnecting the Media Card Reader Cable
7. A latch drive bracket with release tabs secures the drives in the drive bay. Lift the release tab on the latch drive bracket (1) for the drive you want to remove, then slide the drive from its drive bay (2).

Figure 2-20  Removing the External Drives

8. Remove the four guide screws (two on each side) from the old drive. You will need these screws to install a new drive.
Installing an External 5.25-inch or 3.5-inch Drive

NOTE: The system does not support Parallel ATA (PATA) optical drives.

1. Install the four guide screws (two on each side) that were removed from the old drive into the new drive. The screws help guide the drive into its proper position in the bay. Extra guide screws are provided on the interior of the chassis frame next to the power supply if needed.

   **Figure 2-21** Installing Guide Screws (Optical Drive Shown)

   ![Figure 2-21](image)

   **NOTE:** Optical drives, diskette drives, and media card readers use M3 metric guide screws. Four extra metric guide screws are provided on the interior of the chassis frame next to the power supply. The HP-supplied metric screws are black. Refer to *Installing Additional Drives on page 23* for an illustration of the extra M3 metric guide screws location.

   If you are replacing a drive, transfer the guide screws from the old drive to the new one.

2. If necessary, remove the appropriate drive bezel blank from the front bezel by pressing the two retaining tabs towards the outer left edge of the bezel (1) and pull the bezel blank inwards to remove it (2).

   **Figure 2-22** Removing Bezel Blanks

   ![Figure 2-22](image)
3. Slide the drive into the drive bay, making sure to align the guide screws with the guide slots, until the drive snaps into place.

   Figure 2-23 Sliding the External Drives into the Drive Cage

4. Connect the power and data cables to the drive as indicated in the following illustrations.

   a. If you are installing an optical drive, connect the power cable (1) and data cable (2) to the back of the drive.

   Figure 2-24 Connecting the Optical Drive Cables

   △ CAUTION: Never crease or bend a SATA data cable tighter than a 30 mm (1.18 in) radius. A sharp bend can break the internal wires.
b. If you are installing a diskette drive, connect the data cable (1) and power cable (2) to the back of the drive.

Figure 2-25 Connecting the Diskette Drive Cables

5. If installing a new drive, connect the opposite end of the data cable to the appropriate system board connector.

**NOTE:** If you are installing a SATA optical drive, connect the first optical drive to the white SATA connector on the system board labeled SATA1. Connect a second optical drive to the orange SATA connector labeled SATA5.

If you are installing a diskette drive, connect it to the connector on the system board labeled FLOPPY.

If installing a media card reader, connect the USB cable from the media card reader to the USB connector on the system board labeled MEDIA.

Refer to System Board Drive Connections on page 25 for an illustration of the system board drive connectors.

6. Replace the front bezel and computer access panel.

7. Reconnect the power cord and any external devices, then turn on the computer.

8. Lock any security devices that were disengaged when the access panel was removed.
Removing an Internal 3.5-inch Hard Drive

**NOTE:** Before you remove the old hard drive, be sure to back up the data from the old hard drive so that you can transfer the data to the new hard drive. Also, if you are replacing the primary hard drive, make sure you have created a Recovery Disc Set to restore the operating system, software drivers, and any software applications that were preinstalled on the computer. If you do not have this CD set, select **Start > HP Backup and Recovery** and create it now.

1. Remove/disengage any security devices that prohibit opening the computer.
2. Remove all removable media, such as diskettes or compact discs, from the computer.
3. Turn off the computer properly through the operating system, then turn off any external devices.
4. Disconnect the power cord from the power outlet and disconnect any external devices.
   
   **CAUTION:** Regardless of the power-on state, voltage is always present on the system board as long as the system is plugged into an active AC outlet. You must disconnect the power cord to avoid damage to the internal components of the computer.

5. Remove the access panel and front bezel.

6. Disconnect the power cable (1) and data cable (2) from the back of the hard drive.

   **Figure 2-26** Disconnecting the Hard Drive Cables
7. Release the drive by pulling the release tab away from the drive (1) and sliding the drive out of the bay (2).

Figure 2-27 Removing a Hard Drive

8. Remove the four guide screws (two on each side) from the old drive. You will need these screws to install a new drive.
Installing an Internal 3.5-inch Hard Drive

**NOTE:** The system does not support Parallel ATA (PATA) hard drives

1. Install the four guide screws (two on each side) that were removed from the old drive into the new drive. The screws help guide the drive into its proper position in the bay. Extra guide screws are provided on the interior of the chassis frame next to the power supply.

   *Figure 2-28 Installing Hard Drive Guide Screws*

   ![Installing Hard Drive Guide Screws](image1.png)

**NOTE:** The hard drive uses 6-32 isolation mounting guide screws. Four extra guide screws are installed on the interior of the chassis frame next to the power supply. The HP-supplied isolation mounting guide screws are silver and blue. Refer to *Installing Additional Drives on page 23* for an illustration of the extra 6-32 isolation mounting guide screws location.

   If you are replacing a drive, transfer the guides screws from the old drive to the new one.

2. Slide the drive into the drive bay, making sure to align the guide screws with the guide slots, until the drive snaps into place. The upper bay is for the primary hard drive. The bottom bay is for an optional secondary hard drive.

   *Figure 2-29 Sliding a Hard Drive into the Drive Bay*

   ![Sliding a Hard Drive into the Drive Bay](image2.png)
3. Connect the power cable (1) and data cable (2) to the back of the hard drive.

**NOTE:** If you are installing a primary hard drive, use the power connector labeled P4. If you are installing a secondary hard drive, use the power connector labeled P3.

![Figure 2-30 Connecting the Hard Drive Cables](image)

**CAUTION:** Never crease or bend a SATA data cable tighter than a 30 mm (1.18 in) radius. A sharp bend can break the internal wires.

4. If installing a new drive, connect the opposite end of the data cable to the appropriate system board connector.

**NOTE:** If your system has only one SATA hard drive, you must connect the hard drive data cable to the dark blue connector labeled SATA0 to avoid any hard drive performance problems. If you are adding a second hard drive, connect the data cable to the next available (unpopulated) SATA connector on the system board in the following order: SATA0, SATA1, SATA5, SATA4.

5. Route the power and data cables in their cable retainers.

6. Replace the front bezel and computer access panel.

7. Reconnect the power cord and any external devices, then turn on the computer.

8. Lock any security devices that were disengaged when the access panel was removed.

**NOTE:** If you are replacing the primary hard drive, use the Recovery Disc Set to restore the operating system, software drivers, and any software applications that were preinstalled on the computer.
Removing and Replacing a Removable 3.5-inch SATA Hard Drive

Some models are equipped with a Removable SATA Hard Drive Enclosure in the 5.25-inch external drive bay. The hard drive is housed in a carrier that can be quickly and easily removed from the drive bay. To remove and replace a drive in the carrier:

**NOTE:** Before you remove the old hard drive, be sure to back up the data from the old hard drive so that you can transfer the data to the new hard drive. Also, if you are replacing the primary hard drive, make sure you have created a Recovery Disc Set to restore the operating system, software drivers, and any software applications that were preinstalled on the computer. If you do not have this CD set, select **Start > HP Backup and Recovery** and create it now.

1. Unlock the hard drive carrier with the key provided and slide the carrier out of the enclosure.

2. Remove the screw from the rear of the carrier (1) and slide the top cover off the carrier (2).

   ![Figure 2-31 Removing the Carrier Cover](image)

3. Remove the adhesive strip that secures the thermal sensor to the top of the hard drive (1) and move the thermal sensor away from the carrier (2).

   ![Figure 2-32 Removing the Thermal Sensor](image)
4. Remove the four screws from the bottom of the hard drive carrier.

   **Figure 2-33** Removing the Security Screws

5. Slide the hard drive back to disconnect it from the carrier then lift it up and out of the carrier.

   **Figure 2-34** Removing the Hard Drive
6. Place the new hard drive in the carrier then slide the hard drive back so that it seats in the SATA connector on the carrier's circuit board. Be sure the connector on the hard drive is pressed all the way into the connector on the carrier's circuit board.

**Figure 2-35** Replacing the Hard Drive

7. Replace the four screws in the bottom of the carrier to hold the drive securely in place.

**Figure 2-36** Replacing the Security Screws
8. Place the thermal sensor on top of the hard drive in a position that does not cover the label (1) and attach the thermal sensor to the top of the hard drive with the adhesive strip (2).

   **Figure 2-37** Replacing the Thermal Sensor

9. Slide the cover on the carrier (1) and replace the screw on the rear of the carrier to secure the cover in place (2).

   **Figure 2-38** Replacing the Carrier Cover

10. Slide the hard drive carrier into the enclosure on the computer and lock it with the key provided.

    **NOTE:** The carrier must be locked for power to be supplied to the hard drive.
# Specifications

## Table A-1 Specifications

<table>
<thead>
<tr>
<th>Desktop Dimensions</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Height</td>
<td>19.94 in</td>
<td>50.65 cm</td>
</tr>
<tr>
<td>Width</td>
<td>6.98 in</td>
<td>17.73 cm</td>
</tr>
<tr>
<td>Depth</td>
<td>16.88 in</td>
<td>42.87 cm</td>
</tr>
</tbody>
</table>

| Approximate Weight               | 23.5 lb          | 10.66 kg         |

<table>
<thead>
<tr>
<th>Temperature Range</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating</td>
<td>50° to 95°F</td>
<td>10° to 35°C</td>
</tr>
<tr>
<td>Nonoperating</td>
<td>-22° to 140°F</td>
<td>-30° to 60°C</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Relative Humidity (noncondensing)</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating</td>
<td>10-90%</td>
<td>10-90%</td>
</tr>
<tr>
<td>Nonoperating (38.7°C max wet bulb)</td>
<td>5-95%</td>
<td>5-95%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Maximum Altitude (unpressurized)</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating</td>
<td>10,000 ft</td>
<td>3048 m</td>
</tr>
<tr>
<td>Nonoperating</td>
<td>30,000 ft</td>
<td>9144 m</td>
</tr>
</tbody>
</table>

**NOTE:** Operating temperature is derated 1.0° C per 300 m (1000 ft) to 3000 m (10,000 ft) above sea level; no direct sustained sunlight. Maximum rate of change is 10° C/Hr. The upper limit may be limited by the type and number of options installed.

<table>
<thead>
<tr>
<th>Heat Dissipation</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Maximum (standard PS)</td>
<td>1575 BTU/hr</td>
<td>397 kg-cal/hr</td>
</tr>
<tr>
<td>Typical (idle; standard PS)</td>
<td>307 BTU/hr</td>
<td>77 kg-cal/hr</td>
</tr>
<tr>
<td>Maximum (80 Plus PS)</td>
<td>1280 BTU/hr</td>
<td>323 kg-cal/hr</td>
</tr>
<tr>
<td>Typical (idle; 80 Plus PS)</td>
<td>239 BTU/hr</td>
<td>60 kg-cal/hr</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Power Supply</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Voltage Range (Standard PS)</td>
<td>90-132 VAC</td>
<td>180-264 VAC</td>
</tr>
<tr>
<td>Operating Voltage Range (80 Plus PS)</td>
<td>90-264 VAC</td>
<td>90-264 VAC</td>
</tr>
<tr>
<td>Rated Voltage Range (Standard PS)</td>
<td>100-127 VAC</td>
<td>200-240 VAC</td>
</tr>
<tr>
<td>Rated Voltage Range (80 Plus PS)</td>
<td>100-240 VAC</td>
<td>100-240 VAC</td>
</tr>
</tbody>
</table>
### Table A-1 Specifications (continued)

<table>
<thead>
<tr>
<th></th>
<th>Standard PS</th>
<th>80 Plus PS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rated Input Current (maximum)</td>
<td>8A @ 100 VAC</td>
<td>4A @ 200 VAC</td>
</tr>
<tr>
<td>Standard PS</td>
<td>8A @ 100 VAC</td>
<td>4A @ 200 VAC</td>
</tr>
<tr>
<td>80 Plus PS</td>
<td>4A @ 100 VAC</td>
<td>2A @ 200 VAC</td>
</tr>
</tbody>
</table>

1 The standard power supply utilizes a passive power factor corrected power supply. The power factor correction is present in the 230V operating mode only. This allows the system to pass the CE mark requirements for use in the countries of the European Union. This supply requires the use of an input voltage range select switch. The 80 Plus power supply utilizes an active power factor corrected power supply. This allows the system to pass the CE mark requirements for use in the countries of the European Union. The active power factor corrected power supply also has the added benefit of not requiring an input voltage range select switch.
The battery that comes with the computer provides power to the real-time clock. When replacing the battery, use a battery equivalent to the battery originally installed in the computer. The computer comes with a 3-volt lithium coin cell battery.

⚠️ WARNING! The computer contains an internal lithium manganese dioxide battery. There is a risk of fire and burns if the battery is not handled properly. To reduce the risk of personal injury:

- Do not attempt to recharge the battery.
- Do not expose to temperatures higher than 60°C (140°F).
- Do not disassemble, crush, puncture, short external contacts, or dispose of in fire or water.

Replace the battery only with the HP spare designated for this product.

⚠️ CAUTION: Before replacing the battery, it is important to back up the computer CMOS settings. When the battery is removed or replaced, the CMOS settings will be cleared. Refer to the Computer Setup (F10) Utility Guide for information on backing up the CMOS settings.

Static electricity can damage the electronic components of the computer or optional equipment. Before beginning these procedures, ensure that you are discharged of static electricity by briefly touching a grounded metal object.

NOTE: The lifetime of the lithium battery can be extended by plugging the computer into a live AC wall socket. The lithium battery is only used when the computer is NOT connected to AC power.

HP encourages customers to recycle used electronic hardware, HP original print cartridges, and rechargeable batteries. For more information about recycling programs, go to http://www.hp.com/recycle.

1. Remove/disengage any security devices that prohibit opening the computer.
2. Remove all removable media, such as diskettes or compact discs, from the computer.
3. Turn off the computer properly through the operating system, then turn off any external devices.
4. Disconnect the power cord from the power outlet and disconnect any external devices.

⚠️ CAUTION: Regardless of the power-on state, voltage is always present on the system board as long as the system is plugged into an active AC outlet. You must disconnect the power cord to avoid damage to the internal components of the computer.

5. Remove the computer access panel.
6. Locate the battery and battery holder on the system board.
NOTE: On some computer models, it may be necessary to remove an internal component to gain access to the battery.

7. Depending on the type of battery holder on the system board, complete the following instructions to replace the battery.

Type 1

a. Lift the battery out of its holder.

   Figure B-1 Removing a Coin Cell Battery (Type 1)

b. Slide the replacement battery into position, positive side up. The battery holder automatically secures the battery in the proper position.

Type 2

a. To release the battery from its holder, squeeze the metal clamp that extends above one edge of the battery. When the battery pops up, lift it out (1).

b. To insert the new battery, slide one edge of the replacement battery under the holder's lip with the positive side up. Push the other edge down until the clamp snaps over the other edge of the battery (2).

   Figure B-2 Removing and Replacing a Coin Cell Battery (Type 2)

Type 3

a. Pull back on the clip (1) that is holding the battery in place, and remove the battery (2).
b. Insert the new battery and position the clip back into place.

Figure B-3 Removing a Coin Cell Battery (Type 3)

**NOTE:** After the battery has been replaced, use the following steps to complete this procedure.

8. Replace the computer access panel.

9. Plug in the computer and turn on power to the computer.

10. Reset the date and time, your passwords, and any special system setups using Computer Setup. Refer to the *Computer Setup (F10) Utility Guide*.

11. Lock any security devices that were disengaged when the access panel was removed.
C External Security Devices


Installing a Security Lock

The security locks displayed below and on the following pages can be used to secure the computer.

Cable Lock

Figure C-1 Installing a Cable Lock
Padlock

Figure C-2 Installing a Padlock

HP Business PC Security Lock

1. Fasten the security cable by looping it around a stationary object.

Figure C-3 Securing the Cable to a Fixed Object
2. Thread the keyboard and mouse cables through the lock.

   Figure C-4  Threading the Keyboard and Mouse Cables

3. Screw the lock to the chassis using the screw provided.

   Figure C-5  Attaching the Lock to the Chassis
4. Insert the plug end of the security cable into the lock (1) and push the button in (2) to engage the lock. Use the key provided to disengage the lock.

Figure C-6 Engaging the Lock

Front Bezel Security

The front bezel can be locked in place by installing a security screw provided by HP.

The security screw is located on the fan duct inside the chassis. To lock the front bezel, remove the security screw from the fan duct (1) and install it through the chassis frame into the front bezel (2).

Figure C-7 Installing the Front Bezel Security Screw
A discharge of static electricity from a finger or other conductor may damage system boards or other static-sensitive devices. This type of damage may reduce the life expectancy of the device.

**Preventing Electrostatic Damage**

To prevent electrostatic damage, observe the following precautions:

- Avoid hand contact by transporting and storing products in static-safe containers.
- Keep electrostatic-sensitive parts in their containers until they arrive at static-free workstations.
- Place parts on a grounded surface before removing them from their containers.
- Avoid touching pins, leads, or circuitry.
- Always be properly grounded when touching a static-sensitive component or assembly.

**Grounding Methods**

There are several methods for grounding. Use one or more of the following methods when handling or installing electrostatic-sensitive parts:

- Use a wrist strap connected by a ground cord to a grounded workstation or computer chassis. Wrist straps are flexible straps with a minimum of 1 megohm +/- 10 percent resistance in the ground cords. To provide proper ground, wear the strap snug against the skin.
- Use heelstraps, toestraps, or bootstraps at standing workstations. Wear the straps on both feet when standing on conductive floors or dissipating floor mats.
- Use conductive field service tools.
- Use a portable field service kit with a folding static-dissipating work mat.

If you do not have any of the suggested equipment for proper grounding, contact an HP authorized dealer, reseller, or service provider.

**NOTE:** For more information on static electricity, contact an HP authorized dealer, reseller, or service provider.
Computer Operating Guidelines and Routine Care

Follow these guidelines to properly set up and care for the computer and monitor:

- Keep the computer away from excessive moisture, direct sunlight, and extremes of heat and cold.
- Operate the computer on a sturdy, level surface. Leave a 10.2-cm (4-inch) clearance on all vented sides of the computer and above the monitor to permit the required airflow.
- Never restrict the airflow into the computer by blocking any vents or air intakes. Do not place the keyboard, with the keyboard feet down, directly against the front of the desktop unit as this also restricts airflow.
- Never operate the computer with the access panel or any of the expansion card slot covers removed.
- Do not stack computers on top of each other or place computers so near each other that they are subject to each other’s re-circulated or preheated air.
- If the computer is to be operated within a separate enclosure, intake and exhaust ventilation must be provided on the enclosure, and the same operating guidelines listed above will still apply.
- Keep liquids away from the computer and keyboard.
- Never cover the ventilation slots on the monitor with any type of material.
- Install or enable power management functions of the operating system or other software, including sleep states.
- Turn off the computer before you do either of the following:
  - Wipe the exterior of the computer with a soft, damp cloth as needed. Using cleaning products may discolor or damage the finish.
  - Occasionally clean the air vents on all vented sides of the computer. Lint, dust, and other foreign matter can block the vents and limit the airflow.
Optical Drive Precautions

Be sure to observe the following guidelines while operating or cleaning the optical drive.

Operation

- Do not move the drive during operation. This may cause it to malfunction during reading.
- Avoid exposing the drive to sudden changes in temperature, as condensation may form inside the unit. If the temperature suddenly changes while the drive is on, wait at least one hour before you turn off the power. If you operate the unit immediately, it may malfunction while reading.
- Avoid placing the drive in a location that is subject to high humidity, extreme temperatures, mechanical vibration, or direct sunlight.

Cleaning

- Clean the panel and controls with a soft, dry cloth or a soft cloth lightly moistened with a mild detergent solution. Never spray cleaning fluids directly on the unit.
- Avoid using any type of solvent, such as alcohol or benzene, which may damage the finish.

Safety

If any object or liquid falls into the drive, immediately unplug the computer and have it checked by an authorized HP service provider.

Shipping Preparation

Follow these suggestions when preparing to ship the computer:

1. Back up the hard drive files on PD discs, tape cartridges, CDs, or diskettes. Be sure that the backup media is not exposed to electrical or magnetic impulses while stored or in transit.

   \[\text{NOTE:} \text{ The hard drive locks automatically when the system power is turned off.}\]

2. Remove and store all removable media.

3. Insert a blank diskette into the diskette drive to protect the drive while in transit. Do not use a diskette on which you have stored or plan to store data.

4. Turn off the computer and external devices.

5. Disconnect the power cord from the electrical outlet, then from the computer.

6. Disconnect the system components and external devices from their power sources, then from the computer.

   \[\text{NOTE:} \text{ Ensure that all boards are seated properly and secured in the board slots before shipping the computer.}\]

7. Pack the system components and external devices in their original packing boxes or similar packaging with sufficient packing material to protect them.
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