User Guide For Laptop

ED20GM/ED20GMx

(x=0~9, A~Z or blank or "-")

Regulatory Compliance Information

FCC Declaration of Conformity

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

For questions related to the EMC performance of this product, contact:

Elitegroup Computer Systems Co., Ltd No.239, Sec. 2, Ti Ding Blvd., Taipei, Taiwan 11493 886-2162-1177

Canadian Department of Communications Compliance Statement

This digital apparatus does not exceed the Class B limits for radio noise emissions from digital apparatus set out in the Radio Interference Regulations of the Canadian Department of Communications. This device complies with Industry Canada licence-exempt RSS standard(s). Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference. including interference that may cause undesired operation of the device.

Le présent appareil numerique német pas de bruits radio électriques dépassant les limites applicables aux appareils numériques de la classe B prescrites dans le Réglement sur le broullage radioélectrique édicté par le ministère des Communications du Canada. Le présent appareil est conforme aux CNR d'Industrie Canada applicables aux appareils radio exempts de licence. L'exploitation est autorisée aux deux conditions suivantes : (1) l'appareil ne doit pas produire de brouillage, et (2) l'utilisateur de l'appareil doit accepter tout brouillage radioélectrique subi, même si le brouillage est susceptible d'en compromettre le fonctionnement.



CE mark. Declaring compliance to all the applicable European Union (EU) directives. For CE mark related questions:

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French SAR/DAS

Votre ordinateur a un DAS. Pour plus d'informations, voir le portail radiofréquences-sante-environnement: www.radiofrequences.gouv.fr



In the European Union, this symbol indicates that this product including battery must not be disposed of with household waste. It is your responsibility to hand it over to a designated collection point for the recycling of waste electrical and electronic equipment. For more information, please contact your local waste collection center or the point of

purchase of this product.

Japan VCCI Statement

この装置は、情報処理装置等電波障害自主規制協議会(VCCI)の基準に基づくクラスB情報技術装置です。この装置は、家庭環境で使用することを目的としていますが、この装置がラジオやテレビジョン受信機に近接して使用されると、受信障害を引き起こすことがあります。

取扱説明書に従って正しい取り扱いをして下さい。

Taiwan battery recycling:

Translation – please recycle batteries



Attention: Teachers, Parents and Adult Supervisors

This product is an educational tool designed for school children, ages 6 and up. There must be supervision by an adult on school children under 10 when using this laptop. It is a must to have a thorough explanation to students on safe and proper handling of the laptop, power supply, battery pack, and power cord.



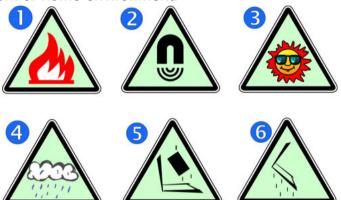
Be sure to keep the power cord away from younger children

Please ensure that students understand the following:

- As with all electrical products, precautions should be observed during handling and use to prevent electric shock. The power supply (adapter) should not be handled by the children."
- Emphasize to students that this device is an educational tool and not a toy. The computer, power supply, battery pack or power cord should not be dropped, crushed, stepped on or otherwise abused.
- Ensure students understand the safe and proper handling of power cord and power supply. Misuse could result in serious injury.
- The teacher, parent or adult supervisor should periodically inspect the computer; power supply and power cord for damage and replace it, if necessary.
- Students should report any damage or loose parts to their teacher, parent or adult supervisor, immediately.
- Do not leave the PC plugged in or "on" when enclosed in a non-vented container, such as a school backpack, as overheating may occur.
- It is recommended that students should take a 5 minute break every 30 minutes of use.

Safety Precautions

The following are lists of precautionary measures the students must understand before using this computer inside the classroom or home environment:



- 1. Do not place near the fire or other sources of heat.
- 2. Do not expose to magnetic fields.
- 3. Do not expose to direct sunlight.
- 4. Do not expose to rain or moisture.
- 5. Do not place heavy objects to add heavy pressure on the computer.
- **6.** Do not drop the computer.

CAUTION

RISK OF EXPLOSION IF BATTERY IS REPLACED BY AN INCORRECT TYPE. DISPOSE OF USED BATTERIES ACCORDING TO THE INSTRUCTIONS.

ATTENTION

RISQUE D'EXPLOSION SI LA BATTERIE EST REMPLACÉE PAR UN TYPE INCORRECT. RECYCLEZ LES BATTERIES USAGÉES SELON LES INSTRUCTIONS.

IT IS RECOMMENDED TO USE THIS COMPUTER IN AN ENVIRONMENT WHERE THE AMBIENT TEMPERATURE IS NO MORE THAN 35°C.

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1. Getting to know your computer

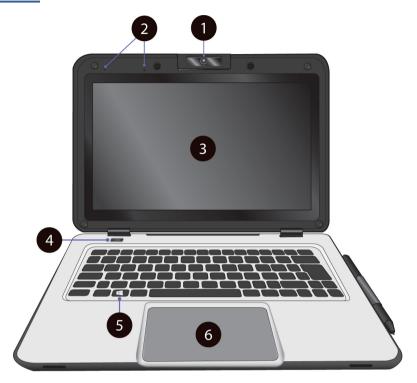
Package contents

Carefully unpack your box and take out the items listed as below. If any of the items is missing or damaged, contact your dealer immediately:

One laptop	One AC adapter
Digital pen (optional)	Macro lens (optional)
	200
Thermal probe (optional)	• This manual

Layout

Front



No.	Name	Function
1	Rotatable camera	Often for taking self-portraits as well as for video conferencing.
2	Microphone	Mainly for sound and speech recording
3	Touchscreen	The main display of your laptop and a see-touch device. You can look at it and also touch it with your fingers to control it.
4	Power button	Press it to power on/off your laptop.
5	Windows key	Press here to open the Start menu.
6	Touchpad	Allows you to control your system using figure gestures

Front end



No.	Name	Function
1	Speaker	The sound system has two speakers for playing music, notification sounds, and other audio data.

<u>Right</u>



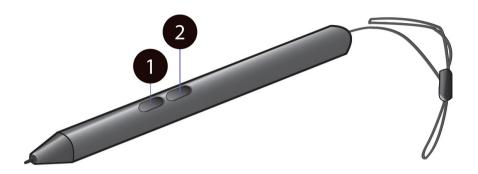
No.	Name	Function
1	Digital pen holder	This is where you rest the provided digital pen.
2	Digital pen	Use it to perform touch operations and typing comfortably as if you were doing them with your own fingers.

<u>Left</u>



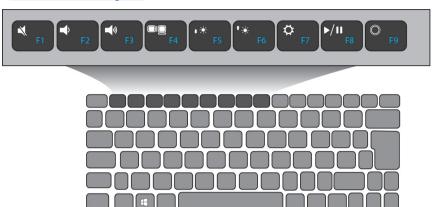
No.	Name	Function
1	USB Type-C port	Plug your USB Type-C supported devices here. Plug the provided adapter here to charge the battery.
2	Charging indicator	It shows the charging status of your laptop. It shows blue when the battery is fully charged.
3	Micro SD card slot	Plug your micro SD card here
4	USB Type-A port	Plug your USB Type-A devices here.
5	Combo Audio jack for microphone/headphone	Plug your 3.5mm headphone here

Digital pen (optional)



No.	Name	Function
1	Eraser button	With the button being pressed, the tip of your digital pen acts like an eraser and enables you to erase the content previously made on the touch screen. This button may require the support from your application.
2	Barrel button	 This button provides two functions in default: a. Right click: Perform a touch on your desired item or object with the button being pressed. b. Selecting items or objects: Press and hold this button and drag your pen on the screen over the desired items or objects to select them.

Function keys



The following function keys are no need to press Fn to make them work.

F1	Mute or unmute your system.	↑ * F6	Increases the display brightness.
♦ F2	Decreases the volume level.	♥ F7	Opens the Settings screen.
■ (1) F3	Increases the volume level	►/II F8	Play or Pause
F4	Switches display output between your display, external monitor (if connected) and both.	F9	Push here to talk to Cortana, if available.
↓ * F5	Decreases the display brightness		

Folding the keyboard

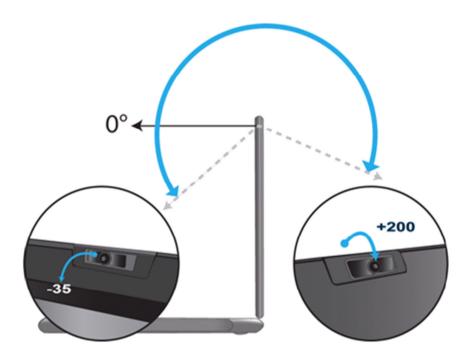


This laptop supports a swiveling 11.6-inch touchscreen that can be used in several different ways. Opening the device as a standard laptop gives you access to the keyboard and touchpad, while folding the keyboard behind the screen turns it into a tablet. You also can prop the notebook's screen up in stand mode, which is ideal for viewing videos and presentations.

Your rotatable camera

Form the angle at which the camera facing forward, you can adjust the camera angle downward to make it facing down at an angle of 35 degree.

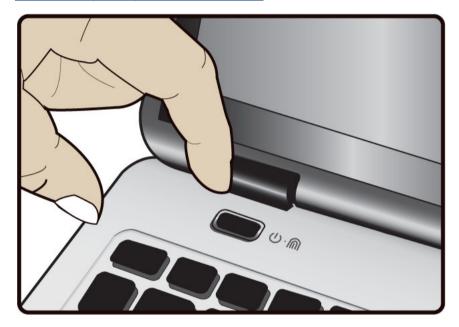
Or, you can turn it over a full 200 degree to use it like a rear-facing camera.



2. Using your computer

Powering ON/OFF

Powering on your computer



- If this is the first time you turn this computer on, connect the AC adapter and fully charge the battery.
- 2. Press the power button (normally 1 to 2 seconds). You shall see the screen turning on.

Powering on for the first time

The laptop will require you to do the initial setup, which including:

- Activate your Windows 10
- Sign in to or create your Microsoft account
- Setup a wireless connection and more

Please follow the instruction to complete the initial setup.

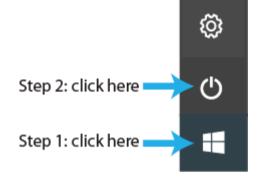
Powering off your computer

Save all your data before powering your computer off.

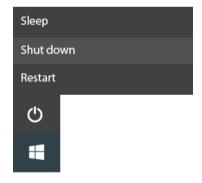
To power off your system, following the steps below:

A. By Start menu

- Click the Windows icon in the low-left corner of the Desktop. Or, press on the Windows key in the keyboard.
- In the Start menu, click the Power icon, as shown on the right,



Select <Shut down> from the power option menu, as shown on the right.



Putting your computer into sleep mode

When you will be away from your computer for a short time, put the computer to sleep.

Do one of the following:

- Close the display panel
- Press the power button briefly one time.
- Open the Start menu and then select <Power> → <Sleep>.

Waking up your computer

Note: It is recommended that you put your computer to sleep before you move it. Especially, if your laptop comes with a traditional hard disk, instead of a modern SSD, moving your computer while the hard disk is spinning can sometimes damage the hard disk, causing loss of data.

Do one of the following:

- A: Pressing the power button briefly one time.
- **B**: Pressing the windows key.
- C: Tapping the touchpad, or opening the display panel.

Basic touchpad operations

The touchpad works like a traditional mouse. With it, you can move the cursor and perform left-click, right-click, double-click actions. However, the actual available actions are application dependent.

Action name	Explanation
Left-clicking (or Clicking)	Tap once on the touchpad surface or press
	once on the low-left corner of the
	touchpad.
Right-clicking	Press once on the low-right corner of the
	touchpad.
Dragging	Press and continue to hold down the left
	corner and then move (drag) your finger
	across the touchpad surface.
Vertical scrolling	Drag two fingers up or down on the touchpad.
Horizontal scrolling	Drag two fingers left or right on the touchpad.

Basic touchscreen operations

When you fold your laptop into a tablet, it is ideal for you to use your fingers or the digital pen to perform many actions on it.

- Don't use sharp objects to touch the screen. Or, the screen may be damaged or scratched.
- Don't touch the touchscreen with a conductive material. It may cause a malfunction.
- The supporting functions are application dependent.

Gesture name	Explanation
Тар	Touch once on an item to start an app, open a link, or perform an optional function. This is similar to a left-click with a mouse.
Double-tap X 2	Slightly press twice with your finger to select an item.
Press and hold	Press and leave your finger on an item. This brings up detailed information or opens a menu with more options for the item. This is similar to a right-click with a mouse.

Pinch	
or	Move two fingers together or apart while touching the screen. This is to zoom in and out on visual apps, such as pictures and maps.
Rotate	Place two or more fingers on an item and then
	turn your hand. This enables you to turn an object. (Note: Not all items can be rotated, depending upon the app.)
Slide	Drag your finger across the screen.
	This can scroll through lists and pages, and can also move an object or be used to draw or write, depending upon your apps.

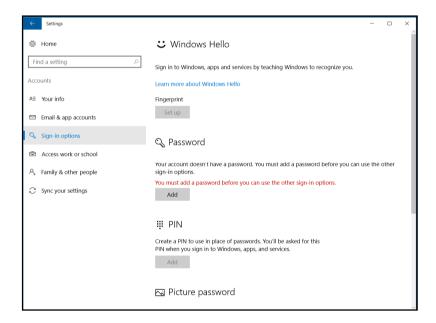
Fingerprint



If you see this icon on the right side of the power button, you laptop comes with the fingerprint login feature.

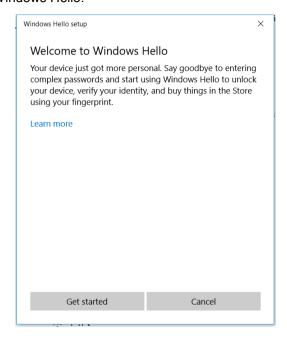
To activate this feature, please follow the following steps to complete the setup:

- Open the Settings page and select Accounts.
 For how to open the Settings page, please refer to page 21.
- 2. In the Accounts page, select "Sign-in options".



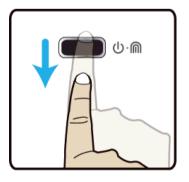
Note: Before setting your fingerprint sign-in option, you need to set your password first if you have not set one yet.

3. In the Fingerprint field, click "Setup". This will activate a feature called Windows Hello.

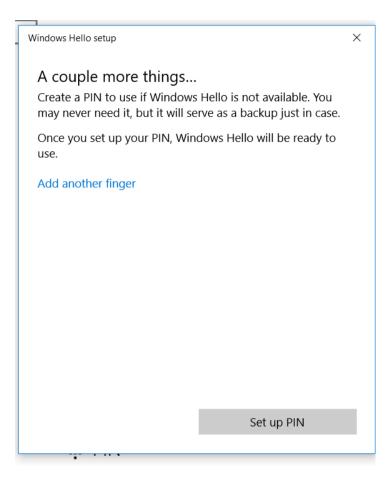


4. Click "Get started" here, and the system will ask you to swipe your finger with the popup box as shown below.





The system will request you to repeat this process for several times.



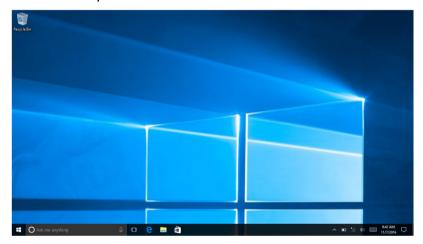
Here, you may be asked to set your PIN in case that the Windows Hallo becomes unavailable for some reasons.

After you follow the instructions shown on the screen, you are able to login to your laptop with your fingerprint.

3. Windows Interface

Desktop and virtual desktop experience

The Desktop screen is as shown below and natively provides virtual desktop feature.





To launch the feature you can click the app icon as shown on the left or just press Window key and TAB key of your keyboard in the same time.



Taskbar

The black bar on the bottom of the desktop is called Taskbar. It provides several key features and they are:

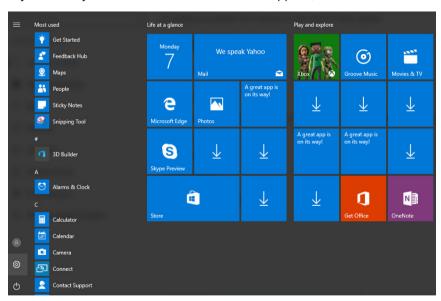
- Start menu
- Search box
- App shortcuts area
- Notification area

Start menu



To open the Start menu, you can either click on the windows icon (which is also known as Start button) located at the left end of the taskbar or press once on the windows

key of the keyboard. And the Start menu will appear, as shown below



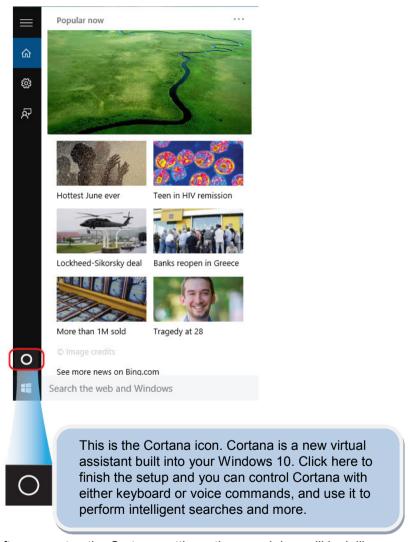
For how to setup this menu, please refer to page 20.

Search box - Cortana

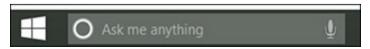
Next to the Start menu is the search box, as shown below.



When you select this box, a window will pop out as shown below.



After you setup the Cortana settings, the search box will look like



App shortcuts area



In this area, you can put the shortcuts of your frequently used apps. For how to arrange this area, please refer to p.20

Notification area

The right part of the taskbar holds several icons that show you the status of your laptop, as shown below.



This is an area called Notification Area, where

^	Click here to show more hidden status icons.
	Shows you the current battery status.(For detail, please refer to page 25)
<i>(</i> .	Shows you the status of your wireless network connection.
	Click here to open a touch keyboard, with which you can type text directly on the screen.
	Click here to show the system notifications and several shortcuts.

4. Setup and Connection

Settings screen

To access to the Settings
screen:

1. Click the Windows icon in
the low-left corner of the
Desktop. Or, press on the
Windows key in the
keyboard.

2. Click the Settings icon.

Step 1: click here

This will open the Settings screen, as shown below



Next, the following sections will guide you through the basic setup of your windows system.

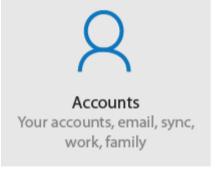
Windows Activation



To use all features of your Windows laptop, you may need to activate your Windows system. Follow the following steps to register and activate your Windows.

- 1. Open the Start menu and click <Settings >.
- 2. Click < Update & security>
- 3. Select <Activate>.
- 4. Follow the instructions to activate your windows.

Setup Your Microsoft Account

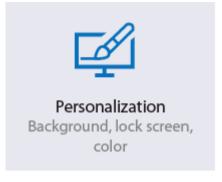


To share files or settings with other devices running Windows 10, you need to setup a Microsoft Account. Furthermore, if you want to download or purchase apps from the Microsoft Store, such Microsoft Account is required.

To setup your Microsoft account

- 1. Open the Settings screen and select <Accounts> .
- 2. Select < Your account >
- 3. Select <Sign in with a Microsoft account instead>.
- 4. Follow the instruction to register your account information.

Replacing Desktop with Start screen



If you are more familiar with the interface similar to the Start screen introduced in Windows 8 series, you can set your laptop to show the Start screen instead of the Desktop every time when you power on your laptop. To do so, do

the following steps:

- 1. Open the Settings screen.
- 2. Select < Personalization >.
- In the Personalization screen, enable the option <Use Start full screen>

After these steps, you will see the Start screen every time you turn on your laptop.

Pin and unpin your app

Pinning an App to Start menu or taskbar

To add an app:

- 1. Open the Start menu
- Right-click on the app that you want to appear on your Start menu or taskbar, and an option menu appears.

Pin to Start
Pin to taskbar
Uninstall

3. Click <Pin to Start> or <Pin to taskbar> to add the app to your Start menu or taskbar.

Removing an App

To remove an app:

- Right click the app that you want to remove from your Start menu or taskbar.
- Click <Unpin from Start> or <Unpin from taskbar> to remove it from your Start menu or taskbar.

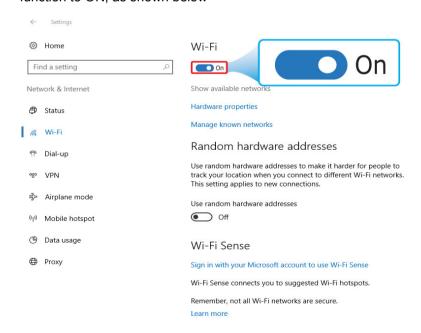
Wireless LAN

Enabling wireless connection

Open Settings menu and select
 Network & Internet>.



Select <Wi-Fi> and set the function to ON, as shown below



- 3. Click the option "Show available networks", and a network list will appear on the right part of your screen.
- 4. Click your desired network's name in the list, and then click Connect.

 Follow the instruction on the screen to establish the connection.

Note: Some networks require a network security key or password for connection. If necessary, ask the network administrator or the Internet service provider (ISP) for the required information.

Micro SD Card Slot

You can utilize your micro SD cards as removable disks and conveniently exchange data with digital devices such as a digital camera, digital camcorder, MP3, etc.

To insert your micro SD card

- 1. Insert the micro SD card into the card slot.
- 2. Follow the message on the screen to open and view the files.
- A Windows Explorer runs and shows all the folders and files in the micro SD cards, and you can save, move and delete data as you are handling a storage device.

To remove your memory card

- 1. Press the card and release. The card will pop up.
- 2. Pull the card out by holding the end of the card.

Connecting an External Device

USB Connection

Your computer comes with one USB Type-C and one USB Type-A port supporting a wide range of USB devices.

Once you plug a USB device into a USB port on your computer, Windows automatically loads a driver for that device. After the driver has been loaded one time, you can disconnect and reconnect the same device without performing any additional steps.

Note: If Windows requires you to install the driver before connecting, check the documentation provided by the device's manufacturer before connecting the device.



To disconnect a USB storage device, make sure you click the Safely Remove Hardware icon (as shown on the left) in the notification area of the taskbar to remove the device before disconnecting.

Note: If your USB device uses a power cord, connect the device to a power source before connecting it.

5. Battery

Charging your battery

 Plug the USB Type-C head of the adapter into the USB Type-c port, which you can find on the left side of your laptop.



- Plug the adapter into a wall-socket.
- 3. You shall see the battery indicator lights up in red.



 When the battery is fully charged, the battery indicator will turn into blue



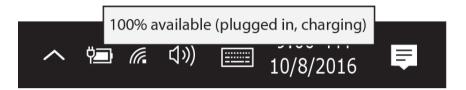
While system is off, it takes around 5 hours to fully charge the battery.

After fully charged, the battery Life reaches 6 hours on full HD video playback

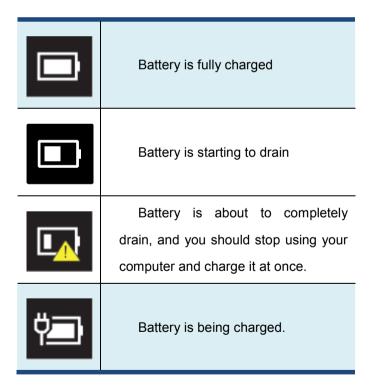
Note: If the remaining power in your battery capacity is 90% or above, plugging the adapter will not fully charge your battery.

Inspecting your battery status

In Desktop, move the cursor to the battery icon in the taskbar. A pop-up dialog box appears and shows you the remaining battery percentage, as shown below.



The battery icon reveals the status of your battery, which described as below.



The battery is an expendable supply, so when using it over a long time, the capacity/battery life is shortened. If the battery life is reduced to under half of its initial time, we recommend purchasing a new battery.

When not using the battery for a long time, store the battery after charging it to 30-40% of its capacity. This extends the battery life time.

6. Windows Help and Troubleshooting

Troubleshooting

This section describes some common problems and suggested solutions, and ways to recover your computer from a crash.

Be aware that the problems and solutions described here are meant only as a guide. They are not definitive problem solving techniques. For certain problems, you might need help from your reseller or your service provider.

When you observe a problem, stop operation immediately, because taking further action might result in data loss or damage. Take a note of what the system is doing and what actions you performed before the problem occurred. Provide detailed information to your service provider for quicker problem resolution.

For about any problem, follow these steps:

- 1. Restart your laptop.
- 2. Check your Wi-Fi connection.
- 3. Reset your Wi-Fi connection.
- Plug your laptop to a wall socket to charge it for at least one hour.

Screen problems

When I turn on the computer, nothing appears on the screen.

- If the screen is blank, make sure that:
- The AC adapter is connected to the computer and the power cord is plugged into a working electrical outlet.
- The computer power is on. (Press the power button 6 seconds to force the power off, and power it on again.)
- If these items are properly set, and the screen remains blank, have the computer serviced.

My screen goes blank while the computer is on.

- Your laptop is in its sleep mode. Do one of the following to resume from sleep mode:
- Press any key on the keyboard for 2 to 3 seconds.
- Press the power button.
- Press the windows key button.

Sleep problems

The critical low-battery error message appears, and the computer turns off

The battery power is getting low.
 Connect the AC adapter to the computer.

The computer enters sleep mode immediately after Power-on.

- Make sure that the battery is charged.
- The operating temperature may be too
 hot. Move to a cooler environment and try
 to wake the computer.

The computer does not	If your computer is in sleep mode,
return from sleep mode and	connect the AC adapter to the computer,
the computer does not	then press the key button or the power
work.	button.
	If your computer is powered-off, connect
	the AC adapter to the computer, then
	press the power button to resume
	operation.
Display problem	
The screen is blank.	Do the following:
	- If you are using the AC adapter, or using
	the battery, and the battery status
	indicator is on, press Fn+F11 to make the
	screen brighter.
	- Press the power button to resume from
	sleep mode.
	- If the problem persists, follow the
	solution in the next problem "The screen
	is unreadable or distorted."
The screen is unreadable or	Make sure that:
distorted.	- The screen resolution and color quality
	are correctly set.
	- The monitor type is correct.
Incorrect characters appear	Are the operating system or programs
on the screen.	installed correctly? If they are installed
	and configured correctly, have the
	computer serviced.
Sound problems	
No sound can be heard	Make sure that:

from the speaker even	- The Mute function is off.	
when the volume is turned	- The combo audio jack is not being used.	
up.	- Speakers are selected as the playback	
	device.	
Other problems		
Your computer does not	To turn off your computer, press and hold	
respond.	the power button for 6 seconds or more. If	
	the computer still does not respond,	
	remove the AC adapter.	
	Your computer might lock when it enters	
	sleep mode during a communication	
	operation. Disable the sleep timer when	
	you are working on the network.	
The connected external	Do not connect or disconnect any	
device does not work.	external device cables other than USB	
	while the computer power is on.	
	Otherwise, you might damage your	
	computer.	
	When using a high power consumption	
	external device such as an external USB	
	optical disk drive, use an external device	
	power adapter. Otherwise, the device may	

not be recognized.

7. Specification

Processor	 Intel® Celeron ® Processor N4000 4M Cache, up to 2.5 GHz Intel® Celeron ® Processor N4100 4M Cache, up to 2.3 GHz Intel® Pentium ® Processor N5000 4M Cache, up to 2.6 GHz
Memory	 4 GB/8 GB on board LPDDR4 single channel, Speed up to 2400MHz
Storage	■ 64GB/128GB eMMC ■ Support 128GB/256GB SATA SSD (optional)
Dimension	■ Lid: 295.2 x 203.85mm ■ Base: 298.5 x 207.3mm X 19.9 mm/.
Weight	■ Under 1.5 kg
Wireless	 AC3165 Wi-Fi 1x1 802.11 a/b/g/n/ac Bluetooth 4.2 +EDR RTL8822BE Wi-Fi 2x2 802.11 a/b/g/n/ac Bluetooth 4.2 +EDR

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Touchscreen	 ■ TFT Color LCD, LED Backlight ■ 11.6" with 1366 X 768 (HD) ■ 10 point touch ■ Mutual Capacitive Sensing Techniques
Cameras	 2.0M, w/o flash LED Resolution support 2M (4:3 format) still image and HD720P(1280x720, 16:9) motion image. Rotate angle: -35~+200deg.
Battery	■ 3 cells (3250mAh, 37W, 3.85V) ■ Model No.: ED20-2S4500-S4L8
Input/Output	 1 x USB 2.0 port Type-A 1 x Type-C(PD/USB3.0/DP) 1 x combo audio jack for headphone /microphone/ thermal probe 1 x MicroSD 3.0 card reader 1 x SIM slot (Optional)
Speaker & Microphone	Speaker : ■ Build-in 2 Speakers (1W , 8Ω) Microphone: ■ 2 digital mic on base support Mic array

Language	■ Thai ■ Greek ■ Hungaria ■ Tradition ■ German ■ Hebrew ■ Italian ■ Latin Sp	d Chinese an al Chinese
AC adapter	 40 Watts Automat 100 and Input Free DC Outp 45 Watts Automat 100 and 	out: 19V/2.1A s, USB type C plug ics Voltage adjustment between 240VAC equency 50/60Hz out: 19V/2.37A s, USB type C plug ics Voltage adjustment between 240VAC equency 50/60Hz
Certification	EMC	■ CE ■ FCC ■ NCC
	RF	■ FCC&SAR / RED
	Safety& Environment	■ UL / CB ■ CCC / CEL ■ WEEE ■ RoHS ■ UL 696 ■ CPSIA

Others	■ Vibration test: MIL-STD-810F/EN-60068 ■ Drop test: MIL-STD-810F/GB/ T4857 (70 cm) ■ Acoustic test: ISO3745/ISO7779 ■ Water Resistance 100cc on keyboard/touchpad ■ Dust proof IP5 on A, B face only.
Design ready	Energy Star Compliance6.1Erp 6CEC