Using a wired Ethernet network

A wired Ethernet network consists of two or more computers connected together through an Ethernet cable. This connection type is commonly used in offices around the world and can be used to build computer networks in the home.

Ethernet, Fast Ethernet, or Gigabit Ethernet

Ethernet is available at three different speeds. Standard Ethernet runs at 10 Mbps, Fast Ethernet runs at 100 Mbps, and Gigabit Ethernet runs at 1000 Mbps. Most home networks are built using Standard or Fast Ethernet components. Business networks are typically built using Fast or Gigabit Ethernet components.

To create a wired Ethernet network, you or your electrician must:

■ Install special Ethernet cables in your home or office

Important	Check local code requirements before installing Ethernet cable or other wiring in your home or office. Your municipality may require you to obtain a permit and hire a licensed installer.

■ Install an Ethernet card in each of your desktop computers (if your computers do not already have built-in Ethernet jacks)

■ Install an Ethernet PC Card in each of your notebooks or convertible tablet PCs (if your notebooks or convertible tablet PCs do not already have built-in Ethernet jacks)

■ Install an Ethernet *router*, *switch*, or *hub*

Tips & Tricks	If you are connecting just two computers (known as a peer-to-peer wired Ethernet network), you can eliminate the router, switch, or hub and use a special *crossover* cable.

Example wired Ethernet network

The following is an example of a wired Ethernet network. The network is made up of a router, a cable or DSL modem, your computers, and cables connecting each of these components. The router is the central control point for the network. Attached to the router are all of your computers or Ethernet-ready devices. Also connected to the router is a cable or DSL modem that provides access to the Internet.

Cable/DSL modem

Router,
switch,
or hub

Tips & Tricks	To add the ability to access a wireless Ethernet network to your wired Ethernet network, connect an access point to the router, switch, or hub. For more information about accessing a wireless Ethernet, see "Using a wireless Ethernet network" on page 214.

Equipment you need for a wired Ethernet network

For a wired Ethernet network you need:

- An Ethernet jack on each desktop computer, notebook, tablet PC, and convertible tablet PC.

  - OR -

  An Ethernet card (also called network interface cards or NICs) installed in each desktop computer.

  - OR -

  An Ethernet PC Card installed in each notebook or convertible tablet PC.

- An Ethernet router. Select a router that gives you the following features:

  - A jack for connecting to a cable or DSL modem.

  - The ability to assign IP addresses to your networked computers dynamically. This prevents intruders from seeing the computers over the Internet.

  - A built-in *firewall* to protect the computers on your network from intruders trying to access your data over the Internet.

  - Built-in switching (with enough ports for all computers and devices on the network) so you will not have to purchase a hub or switch.

- If you did not purchase a router that includes built-in switching or if the router does not have enough ports to attach all of your computers, an Ethernet hub or switch with enough ports for all computers and devices in the network.

- Ethernet cable going from each computer to the router, hub, or switch.

Important	For best results, all Ethernet components should be either standard Ethernet (10 Mbps), Fast Ethernet (100 Mbps or 10/100), or Gigabit Ethernet (1000 Mbps or 10/100/1000). A mixture of components rated at different speeds will result in your network running at the speed of the slowest rated component.

Using a wireless Ethernet network

A wireless Ethernet network is ideal for creating a home or office network or adding mobility to an existing wired Ethernet network. A wireless Ethernet network allows you the freedom to move about your home or office with your notebook, tablet PC, or convertible tablet PC. For example, you can take your notebook, tablet PC, or convertible tablet PC from your home office to your patio without having an Ethernet jack available.

Warning	Radio frequency wireless communication can interfere with equipment on commercial aircraft. Current aviation regulations require wireless devices to be turned off while traveling in an airplane. IEEE 802.11a, IEEE 802.11b, and IEEE 802.11g communication devices are examples of devices that provide wireless communication. For instructions to turn wireless Ethernet on and off, see "Turning your wireless Ethernet emitter on or off" on page 220.

Important	If your convertible tablet PC came equipped with an internal radio frequency wireless device, see "Safety, Regulatory, and Legal Information" on page 315 for general wireless regulatory and safety guidelines. To find out if your convertible tablet PC has an internal wireless device, check the label (see "Identifying your model" on page 10) or the device manager.

Wireless Ethernet speed and frequency

Wireless Ethernet is available at two different speeds and at two different frequencies. The following table compares the various wireless Ethernet network types.

| Network Type	Speed	Frequency	Advantages	Disadvantages
IEEE 802.11a	54 Mbps	5 GHz	Less possible interference than IEEE 802.11b and IEEE 802.11g	▪ Shorter range (25 to 75 feet) than IEEE 802.11b and IEEE 802.11g ▪ Not compatible with IEEE 802.11b or IEEE 802.11g networks
IEEE 802.11b	11 Mbps	2.4 GHz	▪ Large number of access points already exist in airports, college campuses, and businesses ▪ Compatible with IEEE 802.11g networks ▪ Longer range (100 to 150 feet) than IEEE 802.11a	▪ Possible interference from cordless phones and microwaves ▪ Not compatible with IEEE 802.11a networks
IEEE 802.11g	54 Mbps	2.4 GHz	▪ Compatible with IEEE 802.11b networks ▪ Longer range (100 to 150 feet) than IEEE 802.11a	▪ Possible interference from cordless phones and microwaves ▪ Not compatible with IEEE 802.11a networks

Important	The speed of a wireless network is related to signal strength. Signal strength is affected by the distance between your wireless network devices, by radio interference, and by interference from natural obstructions such as walls, floors, and doors.

The two most common types of wireless Ethernet networks are access point and peer-to-peer.

Example access point wireless Ethernet network

By using an *access point*, you can join a wireless Ethernet network and access a wired Ethernet network. The following example shows how an access point also lets you access the Internet.

The following is an example of an access point wireless Ethernet network. The network is made up of an access point, a cable or DSL modem, and your computers. The access point is the central control point for the network. Attached to the access point is the cable or DSL modem that provides access to the Internet. Each of the computers or Ethernet-ready devices communicate with the access point using radio waves. If your computer does not have built-in wireless Ethernet capabilities, you need to add a wireless PCI card (desktop), PC card (notebook or convertible tablet PC), or USB adapter.

Cable/DSL modem

Access point

USB wireless adapter
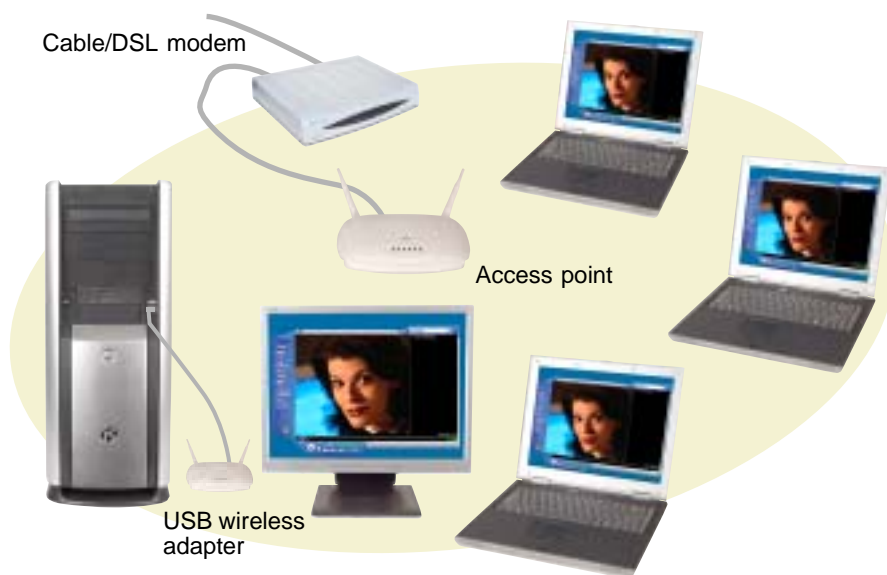
Tips & Tricks	If you want to access a wireless Ethernet network from your wired Ethernet network, connect an access point to the router, switch, or hub. For more information about accessing a wired Ethernet, see "Using a wired Ethernet network" on page 211.

Equipment you need for an access point wireless Ethernet network

For an access point wireless Ethernet network you need:

■ A wireless Ethernet PCI card installed in each desktop computer

- OR -

A wireless Ethernet USB adapter attached to each desktop or notebook computer, or convertible tablet PC

- OR -

A notebook, tablet PC, or convertible tablet PC with wireless Ethernet built-in

- OR -

A wireless Ethernet PC Card installed in each notebook or convertible tablet PC that does not have wireless Ethernet built-in

■ A wireless Ethernet access point to connect your wireless Ethernet network to the Internet or a wired Ethernet network

Important	IEEE 802.11b and IEEE 802.11g use the same radio frequency. IEEE 802.11a uses a different radio frequency than IEEE 802.11b and IEEE 802.11g. All wireless Ethernet components must use the same frequency. A combination of IEEE 802.11a and IEEE 802.11b or IEEE 802.11a and IEEE 802.11g components will not work. Some wireless devices can broadcast and receive signals on both frequencies.
	A mixture of IEEE 802.11b and IEEE 802.11g components will result in your network running at the speed of the slower IEEE 802.11b components.

Example peer-to-peer wireless Ethernet network

Use a peer-to-peer (also known as ad hoc) wireless Ethernet network if you are setting up or joining a temporary computer-to-computer network. This type of network does not include access into a wired network or the Internet. You can create this type of network to quickly move files from one computer to another.

Equipment you need for a peer-to-peer wireless Ethernet network

For a peer-to-peer wireless Ethernet network you need:

■ A wireless Ethernet PCI card installed in each desktop computer

- OR -

A wireless Ethernet USB adapter attached to each desktop or notebook computer or convertible tablet PC

- OR -

A notebook, tablet PC, or convertible tablet PC with wireless Ethernet built-in

- OR -

A wireless Ethernet PC Card installed in each notebook or convertible tablet PC that does not have wireless Ethernet built-in

For more information

For more information about purchasing equipment for your home or office Ethernet network, discuss your particular needs with your Gateway representative. In addition, several books and Internet sites are dedicated to networking (for example: www.homenethelp.com). See these sources for more information about networking your home or office with wired or wireless Ethernet.

Help and Support	For more information about networking, click/tap **Start**, then click/tap **Help and Support**.
	Type the keyword **networking** in the **Search** box Search [ ], then click/tap the arrow.

Using your convertible tablet PC on a network

Installing and configuring your convertible tablet PC for Ethernet networking

The *Setting Up Your Windows Network* guide has been included on your hard drive. It provides instructions for installing and configuring both wired and wireless Ethernet networking on your convertible tablet PC. To access this guide, click/tap **Start**, **All Programs**, then click/tap **Gateway Documentation**.

Turning your wireless Ethernet emitter on or off

Warning	Radio frequency wireless communication can interfere with equipment on commercial aircraft. Current aviation regulations require wireless devices to be turned off while traveling in an airplane. IEEE 802.11a, IEEE 802.11b, and IEEE 802.11g communication devices are examples of devices that provide wireless communication.
Warning	In environments where the risk of interference to other devices or services is harmful or perceived as harmful, the option to use a wireless device may be restricted or eliminated. Airports, Hospitals, and Oxygen or flammable gas laden atmospheres are limited examples where use of wireless devices may be restricted or eliminated. When in environments where you are uncertain of the sanction to use wireless devices, ask the applicable authority for authorization prior to use or turning on the wireless device.

To turn the wireless Ethernet emitter on or off:

1 Click/Tap **Start**, then click/tap **Control Panel**. The *Control Panel* window opens. If your Control Panel is in Category View, click/tap **Network and Internet Connections**. The *Network and Internet Connections* window opens.

2 Click/Double-click/Tap/Double-tap **Network Connections**. The *Network Connections* window opens.

3 Right-click/Button-tap **Wireless Network Connection**, then click/tap **Enable** to turn on the wireless Ethernet emitter or click/tap **Disable** to turn off the wireless Ethernet emitter.

Moving From Your Old Computer

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If your new convertible tablet PC is replacing an old computer, you may have personal data files, Internet settings, a printer or other peripheral devices, and other unique computer settings that you want to move from your old computer to your new one. Read this chapter to learn about:

- ■ Using the Files and Settings Transfer Wizard
- ■ Transferring Files
- ■ Transferring Internet Settings
- ■ Installing your old printer or scanner
- ■ Installing your old programs

Using the Files and Settings Transfer Wizard

You can move your data files and personal settings, such as display, Internet, and e-mail settings, from your old computer to your new one by using the Files and Settings Transfer Wizard. The wizard also moves specific files or entire folders, such as My Documents, My Pictures, and Favorites.

▶ To open the Files and Settings Transfer Wizard:

- Click/Tap **Start**, **All Programs**, **Accessories**, **System Tools**, then click/tap **Files and Settings Transfer Wizard**.

Help and Support ?	For more information about using the Files and Settings Transfer Wizard, click/tap **Start**, then click/tap **Help and Support**. Type the keyword **using transfer wizard** in the **Search** box Search ⬜ 🔲, then click/tap the arrow.

Transferring files

You can manually transfer your personal data files by copying them to removable media, such as a diskette, writable CD, USB flash drive, or Zip disk, or by using a home network. For more information, see "Creating CDs using Nero Express" on page 136 and "Networking Your Gateway M275" on page 207.

Finding your files

Many programs automatically save your personal data files in the My Documents folder. Look in your old computer's My Documents folder for personal data files. Use Windows Find or Search to locate other personal data files. For more information, see "To find files using Find or Search:" on page 224, or "Searching for files" on page 71.

▶ To find files in the My Documents folder:

1 In Windows XP, click/tap **Start**, then click/tap **My Documents**. The *My Documents* window opens and displays many of your saved personal data files. Go to Step 4.

- OR -

In Windows 98, Windows Me, or Windows 2000, double-click the **My Computer** icon on the desktop. Go to the next step.

2 Double-click/Double-tap the **C:** drive icon.

3 Double-click/Double-tap the **My Documents** folder. The *My Documents* window opens and displays many of your saved personal data files.

4 Copy your personal data files to removable media or to another computer on your network.

You can often identify different data file types by looking at the file's *extension* (the part of the file name following the last period). For example, a document file might have a .DOC extension and a spreadsheet file might have an .XLS extension.

File type	File usually ends in…
Documents	.DOC, .TXT, .RTF, .HTM, .HTML, .DOT
Spreadsheets	.XLS, .XLT, .TXT
Pictures	.JPG, .BMP, .GIF, .PDF, .PCT, .TIF, .PNG, .EPS
Movies	.MPEG, .MPG, .AVI, .GIF, .MOV
Sound and Music	.WAV, .CDA, .MP3, .MID, .MIDI, .WMA

▶ **To find files using Find or Search:**

1 In Windows XP, click/tap **Start**, then click/tap **Search**. The *Search Results* window opens.

- OR -

In Windows 98, Windows Me, or Windows 2000, click **Start**, **Find** or **Search**, then click **For Files or Folders**. The *Search Results* window opens.

2 Use Windows Find or Search to locate data files by file name or file type. For help on finding files, click/tap **Help**, then click/tap **Help and Support Center** or **Help Topics.** For more information, see "Searching for files" on page 71.

Help and Support	For more information about finding files, click **Start**, then click/tap **Help and Support**.
	Type the keyword **searching for files** in the **Search** box Search [ ], click/tap the arrow, then click/tap the **Full-text Search Matches** button.

Transferring Internet settings

You can use different methods to transfer your Internet account from your old computer to your new one.

Setting up your ISP

- If your current Internet service provider (ISP) software came preinstalled on your new convertible tablet PC, run that setup program. If it asks to set up a new account or an existing one, choose to set up an existing account.

- If your current ISP software is not preinstalled on your new convertible tablet PC, locate the original Internet setup program provided by your local ISP, or contact your ISP to see if they have an updated version of their software, and install it on your new convertible tablet PC.

- If you use MSN as your ISP, or if you know your ISP settings, use the Windows Internet Connection Wizard.

To use the Internet Connection Wizard:

1 Click/Tap **Start**, **All Programs**, **Accessories**, **Communications**, then click/tap **New Connection Wizard**. The New Connection wizard opens.

2 Configure your Internet settings by following the on-screen instructions.

Help and Support	For more information about setting up an Internet connection, click/tap **Start**, then click/tap **Help and Support**. Type the keyword **Internet connection** in the **Search** box Search, then click/tap the arrow.

Transferring your e-mail and address book

See your old e-mail program's online help for information on *exporting* and *importing* e-mail messages and the address book. You can often export all of your old e-mail messages or address book to recordable media, then import them into your new convertible tablet PC's e-mail program. You may also want to consider printing the old information or using your old computer to send the e-mail messages to yourself, then using your new convertible tablet PC to retrieve the e-mail messages.

Transferring your Internet shortcuts

You can export and import your old Netscape Navigator bookmarks or Microsoft Internet Explorer favorites. For more information, see your Internet browser program's online help.

Installing your old printer or scanner

Windows may have built-in support for older printers, scanners, or other peripheral devices. This means you do not need any additional software. Newer devices, however, usually require your original software installation CDs or diskettes.

If you have trouble after you install the software for your old devices, you can use System Restore to restore your convertible tablet PC's previous settings.

Help and Support

For information about restoring your convertible tablet PC's previous settings, click/tap **Start**, then click/tap **Help and Support**.

Type the keyword **System Restore** in the **Search** box Search [   ], then click/tap the arrow.

Installing a USB printer or scanner

USB devices may have special installation instructions. See your USB device's installation guide.

Installing a parallel port printer

You can usually install parallel port printers by following these steps.

▶ To install your old printer:

1 Shut down and turn off your convertible tablet PC.

2 Connect your parallel port printer.

3 Turn on your printer, then turn on your convertible tablet PC.

4 If Windows detects your printer, install your printer by following the on-screen instructions. You are finished.

- OR -

If Windows does not detect the printer, go to the next step.

5 Click/Tap **Start**, then click/tap **Control Panel**. The *Control Panel* window opens. If your Control Panel is in Category View, click/tap **Printers and Other Hardware**.

6 Click/Double-click/Tap/Double-tap the **Printers and Faxes** icon, then click/tap **Add a printer**. The Add Printer wizard opens.

7 Install your printer by following the on-screen instructions.

See your peripheral device's user guide for installation information and tips. Because most installation software is periodically updated, you should also check the manufacturer's Web site for software updates.

Installing your old programs

You probably use some programs that did not come installed on your new convertible tablet PC, such as personal finance software, graphics programs, or games.

Spend some time going through your old computer's Start and Programs menus, making note of any programs you want to install on your new convertible tablet PC. Locate your original program installation CDs and installation guides. Your original CDs and guides should contain any serial numbers or product ID keys that may be required for program installation and registration. Remember to check the publisher's Web site for important program updates.

| **Tips & Tricks** | If your new convertible tablet PC comes with a newer version of a program, it is usually better to use the newer version than to reinstall the old one. |

If you have trouble after installing your old programs, you can restore your convertible tablet PC's previous settings using System Restore.

Maintaining Your Gateway M275

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This chapter provides basic information about maintaining your convertible tablet PC hardware and software. Read this chapter to learn how to:

- Care for your convertible tablet PC
- Protect your convertible tablet PC from viruses
- Manage hard drive space
- Back up files
- Clean your convertible tablet PC

Caring for your convertible tablet PC

To extend the life of your convertible tablet PC:

- Be careful not to bump or drop your convertible tablet PC, and do not put any objects on top of it. The case, although strong, is not made to support extra weight.

- When transporting your convertible tablet PC, we recommend that you put it in a carrying case.

- Keep diskettes, modular drives, and your convertible tablet PC away from magnetic fields. Magnetic fields can erase data on both diskettes and hard drives.

- Never turn off your convertible tablet PC when the hard drive light is on because data on the hard drive could be lost or corrupted.

- Avoid subjecting your convertible tablet PC to extreme temperature changes. The case and LCD panel can become brittle and easy to break in cold temperatures and can melt or warp in high temperatures. Damage due to either extreme is not covered by your warranty. As a general rule, your convertible tablet PC is safest at temperatures that are comfortable for you.

- Keep all liquids away from your convertible tablet PC. When spilled onto computer components, almost any liquid can result in extremely expensive repairs that are not covered under your warranty.

- Avoid dusty or dirty work environments. Dust and dirt can clog the internal mechanisms.

- Do not block the ventilation fan.

- When storing your convertible tablet PC for an extended period of time, unplug AC power and remove the battery after discharging it partway.

Display screen

- Use only your convertible tablet PC's pen on the display. Do not write on the surface with an ink pen or pencil.

- Nothing heavier than your writing hand should be placed on top of the display.

■ Protect the display surface from unnecessary contact by turning the screen so it is in the notebook orientation and closing it when transporting the Gateway convertible tablet PC. For more information, see "Converting the display from notebook to tablet mode" on page 39.

■ Never spray or pour liquids directly on the display surface.

■ Avoid prolonged exposure to direct sunlight.

■ Use a soft fabric to wipe away dust and fingerprints. Dampen the cloth with water but never spray anything directly on the surface. If liquid collects around the edges, wipe it up immediately.

Pen

■ Always store the pen in the Gateway convertible tablet PC's pen holder when not in use. For more information, see "Right Side" on page 5.

■ Store extra pens horizontally in a box or drawer.

■ Pens should not be stored vertically on the tip because constant tip pressure can affect pen-screen interaction.

■ The pen has electronics in it, so it should not be exposed to or immersed in liquids.

Replacing the pen point

Normal use wears down the pen's point, so the pen ships with extra points and a replacement tool. To use the tool, grasp the old point with the ring and pull. Insert a new point and apply slight pressure to set it in place.

Maintenance schedule

Use the following table to set up a regular maintenance schedule.

Maintenance task	Monthly	When needed	See…
Check for viruses	X	X	page 233
Manage hard drive space		X	page 236
Clean up hard drives	X	X	page 237
Scan hard drive for errors	X	X	page 238
Defragment hard drive	X	X	page 240
Back up files	X	X	page 242
Recalibrate the battery		X	page 170
Clean convertible tablet PC case		X	page 244
Clean keyboard		X	page 245
Clean convertible tablet PC screen		X	page 245
Clean mouse		X	page 245

Protecting your convertible tablet PC from viruses

A *virus* is a program that attaches itself to a file on a computer, then spreads from one computer to another. Viruses can damage data or cause your convertible tablet PC to malfunction. Some viruses go undetected for a period of time because they are activated on a certain date.

Protect your convertible tablet PC from a virus by:

- Using the Norton® AntiVirus program to check files and programs that are on diskettes, attached to e-mail messages, or downloaded from the Internet.

- Checking all programs for viruses before installing them.

- Disabling macros on suspicious Microsoft Word and Excel files. These programs will warn you if a document that you are opening contains a macro that might have a virus.

- Periodically updating the Norton AntiVirus program to protect against the latest viruses.
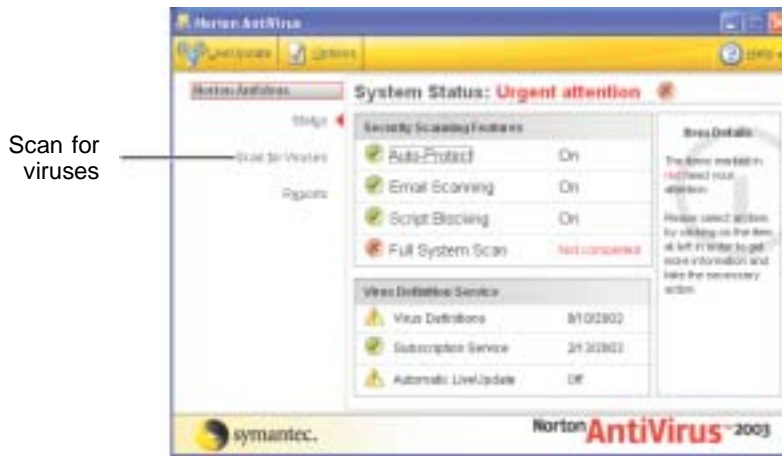
| **Help and Support**	For more information about protecting your convertible tablet PC against viruses, click/tap **Start**, then click/tap **Help and Support**.
	Type the keyword **viruses** in the **Search** box Search [ ] , then click/tap the arrow.

▶ To scan for viruses:

1 Click/Tap **Start**, **All Programs**, **Norton AntiVirus**, then click/tap **Norton AntiVirus 2003**. Norton AntiVirus opens.

Scan for viruses

2 Click/Tap **Scan for Viruses**.
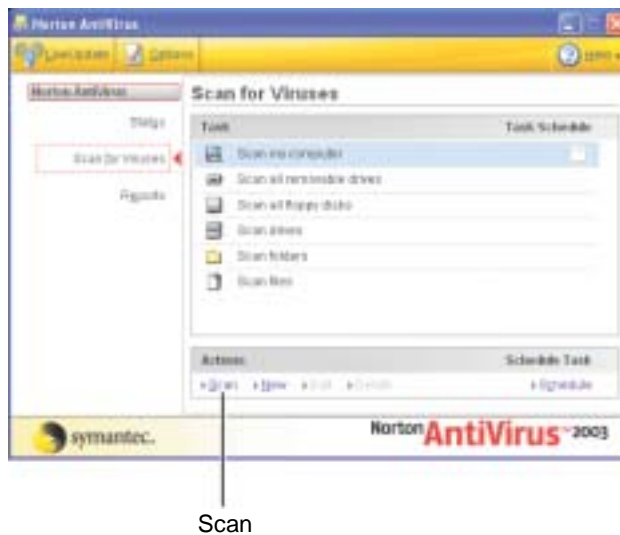
Scan

3 Click/Tap the type of scan you want to make in the Scan for Viruses area, then under Actions, click/tap **Scan**.

■

▶ To remove a virus:

1 If Norton AntiVirus finds a virus, follow all on-screen instructions to remove the virus.

2 Turn off your convertible tablet PC and leave it off for at least 30 seconds.

3 Turn on your convertible tablet PC and rescan for the virus.

▪

▶ To update Norton AntiVirus:

1 Make sure that you are connected to the Internet.

2 Click/Tap **Start**, **All Programs**, **Norton AntiVirus**, then click/tap **LiveUpdate - Norton AntiVirus**. The LiveUpdate wizard opens.

3 Follow the on-screen instructions to update your Norton AntiVirus program with the latest virus protection files.

4 When the program has finished, click/tap **Finish**.

▪

Managing hard drive space

Windows provides several utilities you can use to manage your hard drive.

Checking hard drive space

▶ To check hard drive space:

1 Click/Tap **Start**, then click/tap **My Computer**. The *My Computer* window opens.

2 Right-click/Button-tap the drive that you want to check for available file space, then click/tap **Properties**. Drive space information appears.
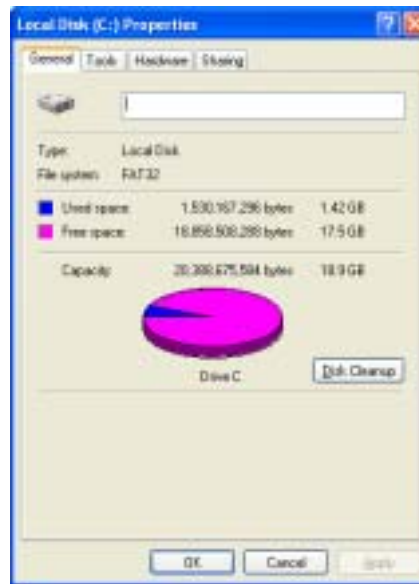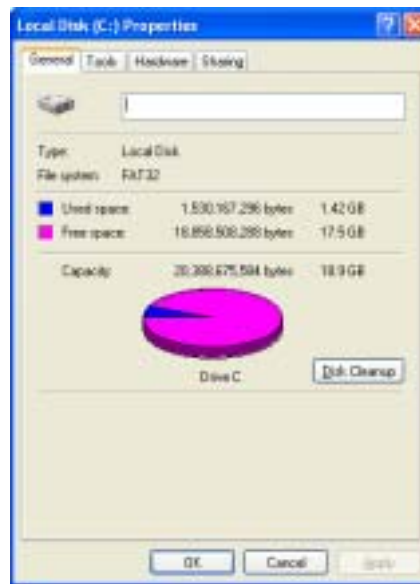
Using Disk Cleanup

Delete unnecessary files, such as temporary Windows files, to free hard drive space.

▶ To use the Windows Disk Cleanup program:

1 Click/Tap **Start**, then click/tap **My Computer**. The *My Computer* window opens.

2 Right-click/Button-tap the hard drive that you want to delete files from, for example Local Disk (C:), then click/tap **Properties**. The *Properties* dialog box opens at the General tab.

3 Click/Tap **Disk Cleanup**. The *Disk Cleanup* dialog box opens.

4 Make sure that the check box beside each file type you want to delete is selected. For more information about file types you can delete, read the descriptions in the *Disk Cleanup* dialog box.

5 Click/Tap **OK**, then click/tap **Yes**.

Help and Support

For more information about keeping the hard drive space free of unnecessary files, click/tap **Start**, then click/tap **Help and Support**.

Type the keyword **disk cleanup** in the **Search** box Search [   ], then click/tap the arrow.

Checking the hard drive for errors

The Error-checking program examines the hard drive for physical flaws and file and folder problems. This program corrects file and folder problems and marks flawed areas on the hard drive so Windows does not use them.

If you use your convertible tablet PC several hours every day, you probably want to run Error-checking once a week. If you use your convertible tablet PC less frequently, once a month may be adequate. Also use Error-checking if you encounter hard drive problems.

▶ To check the hard drive for errors:

1 Click/Tap **Start**, then click/tap **My Computer**. The *My Computer* window opens.

2 Right-click/Button-tap the hard drive that you want to check for errors, for example Local Disk (C:), then click/tap **Properties**. The *Properties* dialog box opens.

3 Click/Tap the **Tools** tab.

4 Click/Tap **Check Now**.

5 Click/Tap the options you want to use, then click/tap **Start**. For help, press **F1**. Windows checks the drive for errors. This process may take several minutes. After Windows has finished checking the drive for errors, it provides a summary of the problems that it found.

6 Correct any problems that are found by following the on-screen instructions.

7 Click/Tap **OK**.

Help and Support

For more information about checking the hard drive for errors, click/tap **Start**, then click/tap **Help and Support**.

Type the keyword **checking for disk errors** in the **Search** box Search [   ], then click/tap the arrow.

Defragmenting the hard drive

When working with files, sometimes Windows divides the file information into pieces and stores them in different places on the hard drive. This is called *fragmentation*, and it is normal. In order for your convertible tablet PC to use a file, Windows must search for the pieces of the file and put them back together. This process slows the hard drive performance.

The Disk Defragmenter program organizes the data on the drive so each file is stored as one unit rather than as multiple pieces scattered across different areas of the drive. Defragmenting the information stored on the drive can improve hard drive performance.

While the Disk Defragmenter program is running, do not use your keyboard or mouse because using them may continuously stop and restart the defragmenting process. Also, if you are connected to a network, log off before starting Disk Defragmenter. Network communication may stop the defragmentation process and cause it to start over.

▶ To defragment the hard drive:

1 Click/Tap **Start**, then click/tap **My Computer**. The *My Computer* window opens.

2 Right-click/Button-tap the hard drive that you want to defragment, for example Local Disk (C:), then click/tap **Properties**. The *Properties* dialog box opens.

3 Click/Tap the **Tools** tab.

4 Click/Tap **Defragment Now**.

5 If Disk Defragmenter does not start automatically, click/tap **Defragment** or **Start**.

Disk Defragmenter shows its progress on the computer display. When finished, Disk Defragmenter asks if you want to quit the program.

6 Click/Tap **Close** or **Yes**, then click/tap the **X** in the top-right corner to close the *Disk Defragmenter* window.

Help and Support	For more information about defragmenting the hard drive, click/tap **Start**, then click/tap **Help and Support**.
	Type the keyword **defragmenting** in the **Search** box Search [ ], then click/tap the arrow.

Backing up files

Backing up files and removing them from the hard drive frees space for new files on the hard drive. It also protects you from losing important information if the hard drive fails or you accidentally delete files.

You should back up your files regularly to a writable CD (if you have a recordable drive) or to diskettes (if you have a diskette drive). Use a backup device, such as a recordable drive or Zip drive, to do a complete hard drive backup. For more information, see "Creating CDs using Nero Express" on page 136. If you do not have a high-capacity backup device and you want to purchase one, you can contact Gateway's Add-on Sales department or visit the Accessories Store at accessories.gateway.com.

Help and Support	For more information about backing up files, click/tap **Start**, then click/tap **Help and Support**.
	Type the keyword **saving files** in the **Search** box
	Search [＿＿＿＿＿＿] ➕, then click/tap the arrow.

Using the Scheduled Task Wizard

The Scheduled Task Wizard lets you schedule maintenance tasks such as running Disk Defragmenter and Error-checking.

▶ To start the Scheduled Task Wizard:

1 Click/Tap **Start**, **All Programs**, **Accessories**, **System Tools**, then click/tap **Scheduled Tasks**. The *Scheduled Tasks* window opens.

2 Double-click/Double-tap the **Add Scheduled Task** icon. The Scheduled Task Wizard opens.

3 Click/Tap **Next**, then click/tap the task or program you want to schedule and follow the on-screen instructions to customize the task.

Important	Your convertible tablet PC must be on during scheduled tasks. If your convertible tablet PC is off, scheduled tasks will not run.

Help and Support	For more information about using the Scheduled Tasks Wizard, click/tap **Start**, then click/tap **Help and Support**.
	Type the keyword **Scheduled Task Wizard** in the **Search** box Search ⬜, then click/tap the arrow.

Cleaning your convertible tablet PC

Keeping your convertible tablet PC clean and the vents free from dust helps keep your convertible tablet PC performing at its best. You may want to gather these items and put together a convertible tablet PC cleaning kit:

■ A soft, lint-free cloth

■ An aerosol can of air that has a narrow, straw-like extension

■ Isopropyl alcohol

■ Cotton swabs

■ A CD or DVD drive cleaning kit

Cleaning the exterior

Warning

When you shut down your convertible tablet PC, the power turns off, but some electrical current still flows through your convertible tablet PC. To avoid possible injury from electrical shock, unplug the power cord and modem cable from the wall outlets.

Always turn off your convertible tablet PC and other peripherals, then remove the main and optional secondary batteries before cleaning any components.

Use a damp, lint-free cloth to clean your convertible tablet PC and other parts of your convertible tablet PC. Do not use abrasive or solvent cleaners because they can damage the finish on components.

Your convertible tablet PC is cooled by air circulated through the vents on the case, so keep the vents free of dust. With your convertible tablet PC turned off and unplugged, brush the dust away from the vents with a damp cloth. Be careful not to drip any water into the vents. Do not attempt to clean dust from the inside of your convertible tablet PC.

Cleaning the keyboard

You should clean the keyboard occasionally by using an aerosol can of air with a narrow, straw-like extension to remove dust and lint trapped under the keys.

If you spill liquid on the keyboard, turn off your convertible tablet PC and turn your convertible tablet PC upside down. Let the liquid drain, then let the keyboard dry before trying to use it again. If the keyboard does not work after it dries, you may need to replace it.

Cleaning the convertible tablet PC screen

Use a soft cloth and water to clean the convertible tablet PC screen. Squirt a little water on the cloth (never directly on the screen), and wipe the screen with the cloth.

Warning	The convertible tablet PC screen is made of specially coated glass and can be scratched or damaged by abrasive or ammonia-based glass cleaners.

Cleaning the mouse

If you have a mouse and the mouse pointer begins moving erratically across the computer screen or becomes difficult to control precisely, cleaning the mouse will likely improve its accuracy.

Clean your optical mouse by wiping the bottom of the mouse with a damp lint-free cloth.

▶ **To clean your trackball mouse:**

1 Turn the mouse upside down.

2 Rotate the retaining ring on the bottom of the mouse counter-clockwise, then remove the retaining ring and mouse ball.

3 Remove any dust, lint, or dirt from the mouse ball with a soft cloth.

4 Clean the mouse rollers with a cotton swab dipped in isopropyl alcohol.

Mouse rollers
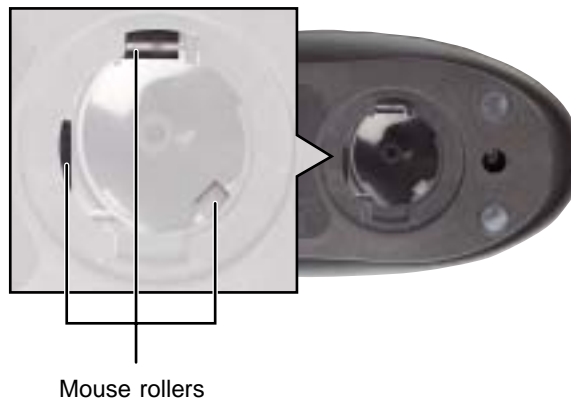
5 Replace the mouse ball and lock the retaining ring into place.

■

Restoring Software 14

Read this chapter to learn how to:

- Reinstall device drivers
- Update device drivers
- Reinstall programs
- Reinstall Windows

If you are not comfortable with the procedures covered in this chapter, seek help from a more experienced computer user or a computer service technician.

Using the Restoration CDs

Use the Gateway *Restoration CDs* to reinstall device drivers, your operating system, and other programs that were preinstalled at the factory.

Important	Before you try to fix a problem by reinstalling software from your Gateway *Restoration CDs*, make sure that you have tried these steps first:

- Use the diagnostics and troubleshooting tools found in Help and Support. For more information about diagnostics and troubleshooting tools, click/tap **Start**, then click/tap **Help and Support**.

  Type the keyword **troubleshooting** in the **Search** box Search [   ], then click/tap the arrow.
- Run System Restore. For more information about System Restore, click/tap **Start**, then click/tap **Help and Support**.

  Type the keyword **System Restore** in the **Search** box Search [   ], then click/tap the arrow.
- See the Troubleshooting chapter of this guide.

If these steps do not resolve the problem, use the Gateway *Restoration CDs* to reinstall device drivers or programs.

If reinstalling device drivers or programs does not resolve the problem, reinstall Windows.

Reinstalling device drivers

Device drivers are programs that control devices such as the computer display, DVD drives, and modems. Drivers translate information between computer devices and programs.

Drivers for your original convertible tablet PC hardware are installed at Gateway. If you install a new device, you need to install the drivers provided by the device manufacturer.

You should reinstall device drivers:

- ■ If directed to do so while troubleshooting
- ■ If you see a message indicating that there is a problem with a device driver

If you need to reinstall device drivers because you are directed to do so while troubleshooting or if a message tells you that there is a problem with a device driver, reinstall the device drivers by following the instructions below.

If you just reinstalled Windows XP, the device drivers were automatically reinstalled.

▶ **To reinstall device drivers:**

1 Insert the red *Drivers and Applications* CD into the DVD or DVD/CD-RW drive. If the program starts automatically, go to Step 5.

 - OR -

 If the program does not start automatically, go to Step 2.

Important	If the drive you want to use is not in the modular bay, you need to swap modules. For more information about swapping modules, see "Changing modules" on page 110.

2 Click/Tap **Start**, then click/tap **Run**. The *Run* dialog box opens.

3 In the **Open** text box, type **d:\runmenu.exe** (where **d** is the drive letter of your DVD or DVD/CD-RW drive).

4 Click/Tap **OK**.

5 If this is the first time you have inserted the red *Drivers and Applications* CD, accept the End User License Agreement (EULA) by clicking/tapping **Yes, I accept it**, then clicking/tapping **Continue**. The Gateway Driver and Application Recovery program starts and the **Drivers and Application Recovery** tab appears.

6 Select a single device driver to reinstall.

- OR -

Click/Tap **Automatic Installation**, then select multiple device drivers to reinstall. (Grayed out drivers are not available for Automatic Installation. To select these drivers, click/tap **Manual Installation**.)

7 Click/Tap **Install**.

8 Follow any additional on-screen instructions. Depending on the device driver you are reinstalling, you may only need to restart your convertible tablet PC to complete the installation. However, if a setup wizard opens when you restart your convertible tablet PC, follow the on-screen instructions.

Help and Support	For more information about reinstalling device drivers, click/tap **Start**, then click/tap **Help and Support**.
	Type the keyword **drivers** in the **Search** box Search [ ], then click/tap the arrow.

Updating device drivers

The *Restoration CDs* contain a device driver update utility that works over the Internet. If you do not have an Internet service provider, the update utility works by direct-dialing the device driver update service.

Important	If your convertible tablet PC came equipped with a wireless device, only use the drivers approved for the country the device will be used in. See the red *Drivers and Applications* CD or the Gateway Technical Support Web site (support.gateway.com).
	If your convertible tablet PC came equipped with an internal embedded wireless device, see "Safety, Regulatory, and Legal Information" on page 315 for general wireless regulatory and safety guidelines.To find out if your convertible tablet PC has an internal wireless device, check the label (see "Identifying your model" on page 10).

▶ To update device drivers:

1 Insert the red *Drivers and Applications* CD into the DVD or DVD/CD-RW drive. If the program starts automatically, go to Step 5.

- OR -

If the program does not start automatically, go to Step 2.

Important	If the drive you want to use is not in the modular bay, you need to swap modules. For more information about swapping modules, see "Changing modules" on page 110.

2 Click/Tap **Start**, then click/tap **Run**. The *Run* dialog box opens.

3 In the **Open** text box, type **d:\runmenu.exe** (where **d** is the drive letter of the DVD or DVD/CD-RW drive).

4 Click/Tap **OK**.

5 If this is the first time you have inserted the red *Drivers and Applications* CD, accept the End User License Agreement (EULA) by clicking/tapping **Yes, I accept it**, then clicking/tapping **Continue**. The Gateway Driver and Application Recovery program starts and the **Drivers and Application Recovery** tab appears.

6 Click/Tap the **Web Updates** tab.

7 Click/Tap **Check Now**. The *Connect* window opens.

8 Install available updated device drivers by following the on-screen instructions. Depending on the device driver you are updating, you may only need to restart your convertible tablet PC to complete the installation. However, if a setup wizard opens when you restart your convertible tablet PC, follow the on-screen instructions.

Help and Support	For more information about updating device drivers, click/tap **Start**, then click/tap **Help and Support**.
	Type the keyword **updating drivers** in the **Search** box Search ⬛, then click/tap the arrow.

Reinstalling programs

If you have problems running a program or if you have reinstalled your operating system, you can reinstall programs from the red *Drivers and Applications* CD and other program CDs. If you are reinstalling programs from other program CDs, follow the installation instructions on each CD. If you want to **reinstall** a program, uninstall the old version first.

▶ To reinstall programs from the Drivers and Applications CD:

1 If you just reinstalled Windows, go to Step 4. Otherwise, go to the next step.

2 Click/Tap **Start**, **Control Panel**, then click/tap **Add or Remove Programs**.

3 In the *Currently Installed Programs* list, click/tap the program you want to uninstall, then click/tap **Change/Remove** and follow the on-screen instructions.

4 Insert the red *Drivers and Applications* CD into the DVD or DVD/CD-RW drive. If the program starts automatically, go to Step 8.

- OR -

If the program does not start automatically, go to Step 5.

Important	If the drive you want to use is not in the modular bay, you need to swap modules. For more information about swapping modules, see "Changing modules" on page 110.

5 Click/Tap **Start**, then click/tap **Run**. The *Run* dialog box opens.

6 In the **Open** text box, type **d:\runmenu.exe** (where **d** is the drive letter of your DVD or DVD/CD-RW drive).

7 Click/Tap **OK**.

8 If this is the first time you have inserted the red *Drivers and Applications* CD, accept the End User License Agreement (EULA) by clicking/tapping **Yes, I accept it**, then clicking/tapping **Continue**. The Gateway Driver and Application Recovery program starts and the **Drivers and Application Recovery** tab appears.

9 Select a single program to reinstall.

- OR -

Click/Tap **Automatic Installation**, then select multiple programs to reinstall. (Grayed out programs are not available for Automatic Installation. To select these programs, click/tap **Manual Installation**.)

10 Click/Tap **Install**.

11 Follow any additional on-screen instructions. Depending on the programs you are reinstalling, you may only need to restart your convertible tablet PC to complete the installation. However, if a setup wizard opens when you restart your convertible tablet PC, follow the on-screen instructions.

Help and Support	For more information about reinstalling programs, click/tap **Start**, then click/tap **Help and Support**.
	Type the keyword **installing programs** in the **Search** box Search [ ], then click/tap the arrow.

▶ To reinstall other programs from a CD:

1 If you just reinstalled Windows, go to Step 4. Otherwise, go to the next step.

2 Click/Tap **Start**, **Control Panel**, then click/tap **Add or Remove Programs**.

3 In the *Currently Installed Programs* list, click/tap the program you want to uninstall, then click/tap **Change/Remove** and follow the on-screen instructions.

4 Insert the program CD into the DVD or DVD/CD-RW drive.

Important	If the drive you want to use is not in the modular bay, you need to swap modules. For more information about swapping modules, see "Changing modules" on page 110.

5 Complete the program reinstallation by following the instructions included with the program CD.

Reinstalling Windows

If your convertible tablet PC is not working correctly, try the following options to correct the problem:

■ Troubleshooting. For more information, see "Troubleshooting" on page 285.

■ Running System Restore.

■ Reinstalling device drivers. For more information, see "Reinstalling device drivers" on page 249.

If the options above do not correct the problem, you can use the *Restoration CDs* to reinstall Windows and other software.

The *Restoration CDs* step you through reinstalling Windows XP. If you are reinstalling Windows XP, the *Restoration CDs* automatically reinstall the hardware device drivers and some programs as well. You can install any remaining programs by using the program CDs that came with your convertible tablet PC. To reinstall your programs, follow the instructions in "Reinstalling programs" on page 252.

Important	If you are prompted for your Windows product key when you reinstall Windows, you can find the key on the *Microsoft Certificate of Authenticity* label located on the bottom of your convertible tablet PC case. For more information, see "Microsoft Certificate of Authenticity" on page 11.

To reinstall Windows XP and the device drivers:

Caution	Back up your personal files before you use this option.
	All files on your convertible tablet PC will be deleted!

1 Insert the red *Drivers and Applications* CD into the DVD or DVD/CD-RW drive.

Important	If the drive you want to use is not in the modular bay, you need to swap modules. For more information about swapping modules, see "Changing modules" on page 110.

2 Restart your convertible tablet PC.

3 Select **2. Boot from CD-ROM**.

4 Select a language option.

5 Select **1. Delete all files (Automated Fdisk/Format)**.

6 Select **1. Continue deleting all files and restart**.

7 When prompted, press any key to continue.

8 Select **2. Boot from CD-ROM**.

9 Select a language option.

10 Select **2. Automated installation of Windows (XP)**.

11 When prompted, remove the red *Drivers and Applications* CD and insert the blue *Operating System* CD into the DVD or DVD/CD-RW drive, then press any key to continue.

12 When prompted, accept the *License Agreement* by pressing **Y**.

13 Wait while the setup program copies files to your hard drive. **When your convertible tablet PC restarts, do NOT press any key to boot from CD.**

14 When prompted, insert the red *Drivers and Applications* CD, then click/tap **Continue**. The Gateway Application Loader automatically installs your drivers and programs. Your convertible tablet PC restarts several times during this process. Do **not** press any keys or buttons during this process unless prompted to do so.

15 When the Gateway Application Loader has finished, go to the Windows desktop by clicking/tapping **OK**.

16 Install additional programs by following the instructions in "Reinstalling programs" on page 252.

17 Install other software, such as Microsoft Works Suite and gaming software, by following the instructions in "To reinstall other programs from a CD:" on page 254.

Upgrading Your Gateway M275

15

This chapter provides information about adding hardware devices to your convertible tablet PC. Read this chapter to learn how to:

- Add and remove PC Cards
- Add and replace memory
- Replace the hard drive

Adding and removing a PC Card

Your convertible tablet PC has a PC Card slot (also known as a PCMCIA card slot). This slot accepts one Type II card.

You do not need to restart your convertible tablet PC when changing most cards because your convertible tablet PC supports *hot-swapping*. Hot-swapping means that you can insert a PC Card while your convertible tablet PC is running. If your PC Card does not work after hot-swapping, see the PC Card manufacturer's documentation for further information.

▶ **To insert a PC Card:**

- Push the card firmly into the PC Card slot label-side up until the outer edge of the card is flush with the side of your convertible tablet PC.

▶ **To remove a PC Card:**

1 Click/Tap the remove hardware 🗐 icon in the taskbar, the PC Card name, then click/tap **Stop**.

-OR-

Turn off your convertible tablet PC.

Important	If the remove hardware icon does not appear on the taskbar, click/tap the show hidden icons 🗐 button.

2 Press the PC Card eject button once to release the eject button.

3 Press the PC Card eject button again to eject the PC Card.

Preventing static electricity discharge

The components inside your convertible tablet PC are extremely sensitive to static electricity, also known as *electrostatic discharge* (ESD).

Warning	ESD can permanently damage electrostatic discharge-sensitive components in your convertible tablet PC. Prevent ESD damage by following ESD guidelines every time you install memory or replace the hard drive.

Warning	To avoid exposure to dangerous electrical voltages and moving parts, turn off your convertible tablet PC and unplug the power cord and modem and network cables before opening the case.

Before installing memory or replacing the hard drive, follow these guidelines:

■ Turn off your convertible tablet PC.

■ Wear a grounding wrist strap (available at most electronics stores) and attach it to a bare metal part of your workbench or other grounded connection.

Warning	To prevent risk of electric shock, do not insert any object into the vent holes of your convertible tablet PC.

■ Touch a bare metal surface on your workbench or other grounded object.

■ Unplug the power cord and the modem and network cables.

■ Remove the main battery (and secondary battery, if installed). For more information, see "Changing batteries" on page 171.

■ Disconnect all peripheral devices and remove any PC Cards.

Before working with computer components, follow these guidelines:

■ Avoid static-causing surfaces such as carpeted floors, plastic, and packing foam.

■ Remove components from their antistatic bags only when you are ready to use them. Do not lay components on the outside of antistatic bags because only the inside of the bags provide electrostatic protection.

■ Always hold components by their edges. Avoid touching the edge connectors. Never slide components over any surface.

Adding or replacing memory

Your convertible tablet PC uses memory modules called SO-DIMMs (Small Outline Dual Inline Memory Modules). The modules are available in various capacities and any module can be placed in the memory bay. Use only memory modules designed for the Gateway M275 for upgrading your memory.

SO-DIMMs are located in two places inside your convertible tablet PC. Both SO-DIMMs can be upgraded. For instructions on upgrading the SO-DIMM located on the bottom of your convertible tablet PC, see "Adding or replacing memory in the memory bay" on page 262. For instructions on upgrading the SO-DIMM located under the keyboard of your convertible tablet PC, see "Replacing memory under the keyboard" on page 265.

Adding or replacing memory in the memory bay

| **Important**	Use only memory modules designed for the Gateway M275.

Memory bay

▶ To add or replace memory modules:

1 Follow the instructions under "Preventing static electricity discharge" on page 260.

2 Turn off your convertible tablet PC, disconnect the AC adapter and modem and network cables.

3 Disconnect your convertible tablet PC from the optional port replicator (see "Disconnecting from the port replicator" on page 283).

4 Turn your convertible tablet PC over so the bottom is facing up.

5 Remove the main and optional secondary batteries. For more information, see "Changing batteries" on page 171.

6 Loosen the two memory bay cover screws, then remove the memory bay cover.

Screws
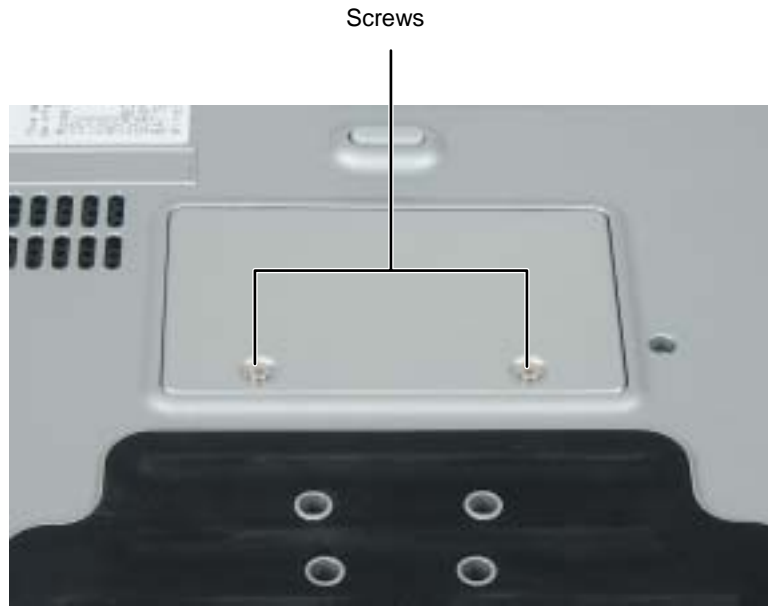
7 If you are removing a module, gently press outward on the clip at each end of the memory module until the module tilts upward.
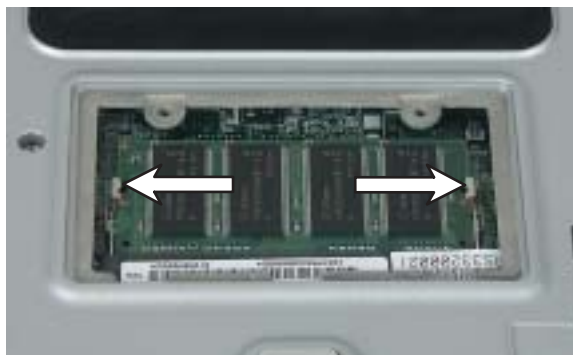
8 Pull the memory module out of the slot.
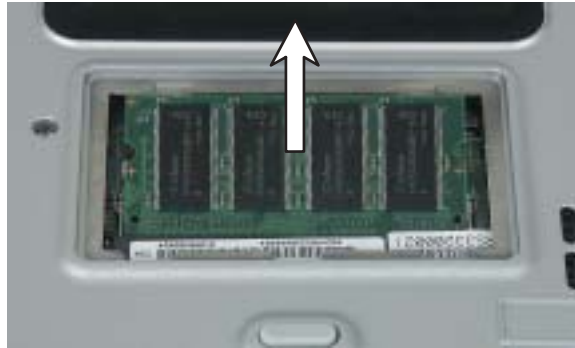
9 Hold the new or replacement module at a 30-degree angle and press it into the empty memory slot. This module is keyed so it can only be inserted in one direction. If the module does not fit, make sure that the notch in the module lines up with the tab in the memory bay.

Important	Use only memory modules designed for the Gateway M275.

10 Gently push the module down until it clicks in place.

11 Replace the memory bay cover and tighten the cover screws.

12 Insert the batteries, then turn your convertible tablet PC over.

13 Reattach the optional port replicator.

14 Connect the power adapter and modem and network cables, then turn on your convertible tablet PC.

Replacing memory under the keyboard

Important | Use only memory modules designed for the Gateway M275 for upgrading your memory.

Installing replacement memory under the keyboard is a process consisting of three procedures that must be done in sequence:

1 Open the keyboard compartment.

2 Replace the memory.

3 Reattach the keyboard.

Opening the keyboard compartment

▶ To open the keyboard compartment:

1 Follow the instructions under "Preventing static electricity discharge" on page 260.

2 Turn off your convertible tablet PC, disconnect the AC adapter and modem and network cables.

3 Turn your convertible tablet PC over so the bottom is facing up.

4 Remove the main and optional secondary batteries. For more information, see "Changing batteries" on page 171.

5 Remove the two keyboard screws.

Screw ———————————————————— Screw

6 Turn your convertible tablet PC over so the top is facing up.

7 Open the LCD panel to the normal viewing position.

8 Insert the small flat-blade screwdriver under the bottom of the keyboard bezel between the **F11** and **F12** keys and gently pry it up.

| **Important**	Inserting a piece of cloth between the screwdriver and keyboard will help prevent damage to your convertible tablet PC.

9 Remove the bezel from your convertible tablet PC by pulling the bezel toward you and at the same time lifting its front to clear the keyboard. You will hear small snapping sounds as the bezel comes away from your convertible tablet PC. Be careful not to break off the tabs found on the bottom of the bezel.
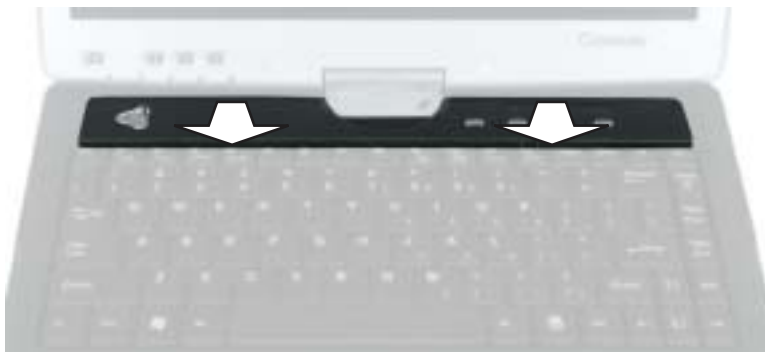
10 With a small Phillips screwdriver, remove the four keyboard screws and put them in a safe place.

Screws
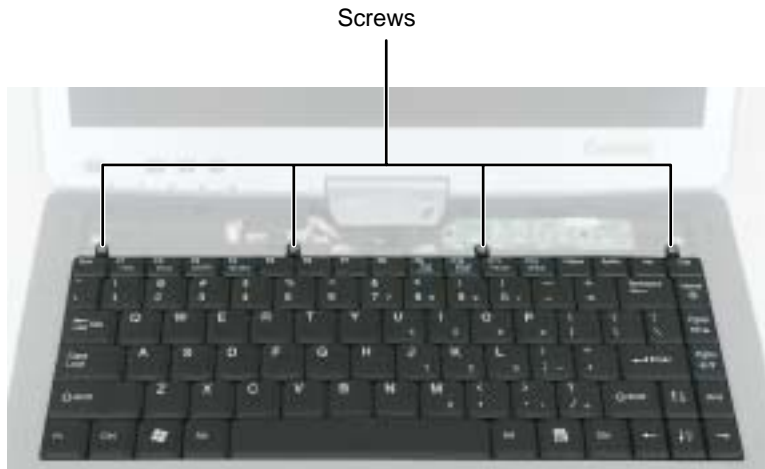
11 Lift the back edge of the keyboard, then slowly rotate it toward you so it lies **keys-down** on top of your convertible tablet PC. Be careful not to damage the LCD panel.
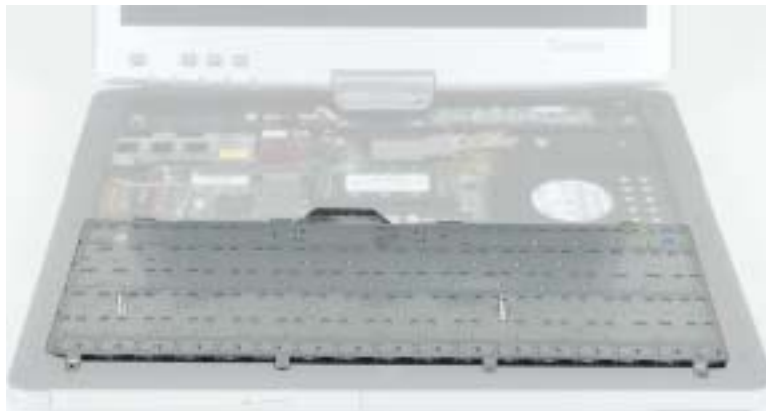
Replacing the memory

▶ To replace the memory:

1 Gently press outward on the clip at each end of the memory module until the module tilts upward.

2 Pull the memory module out of the slot.

3 Hold the new or replacement module at a 30-degree angle and press it into the empty memory slot. This module is keyed so it can only be inserted in one direction. If the module does not fit, make sure that the notch in the module lines up with the tab in the memory bay.

Important	Use only memory modules designed for the Gateway M275.

4 Gently push the module down until it clicks in place.

## Reattaching the keyboard

▶ To reattach the keyboard:

1 Rotate the keyboard toward the LCD panel until the keyboard is almost face-up.

2 Insert the tabs on the front of the keyboard under the palm rest.

Tabs

3 Gently press the keyboard down until it is flat all the way across. The keyboard should easily fall into place. Be careful not to damage the LCD panel.

4 Replace the four keyboard screws.

Screws

5 Slide the tabs on the bottom side of the bezel under your convertible tablet PC frame.
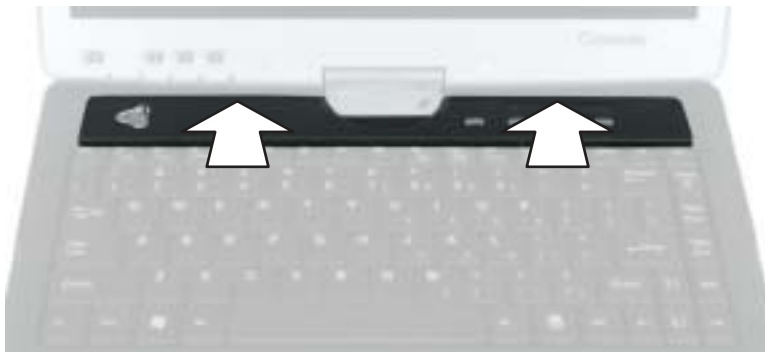
6 Press down on the bezel in several places to make sure it is correctly mounted. The bezel is correctly mounted when you can run you finger along the bezel and find no loose spots. The bezel should be flat all the way across.

Warning	If the bezel is not correctly replaced, your convertible tablet PC could be damaged when you try to close the LCD panel.

7 Turn your convertible tablet PC over so the bottom is facing up.

8 Replace the two keyboard screws.

9 Insert the batteries, then turn your convertible tablet PC over.

10 Connect the power adapter and modem and network cables, then turn on your convertible tablet PC.

Replacing the hard drive kit

If you would like more hard drive capacity, you can replace your original drive with a higher-capacity drive.

Hard drive

▶ **To replace the hard drive kit:**

1 Follow the instructions under "Preventing static electricity discharge" on page 260.

2 Turn off your convertible tablet PC, disconnect the AC adapter and modem and network cables.

3 Disconnect your convertible tablet PC from the optional port replicator (see "Disconnecting from the port replicator" on page 283).

4 Turn your convertible tablet PC over so the bottom is facing up.

5 Remove the main and optional secondary batteries. For more information, see "Changing batteries" on page 171.
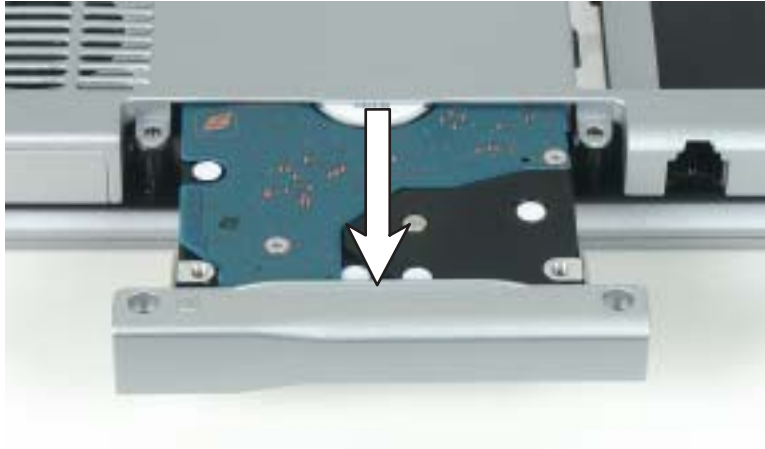
6 Remove the two hard drive kit screws.
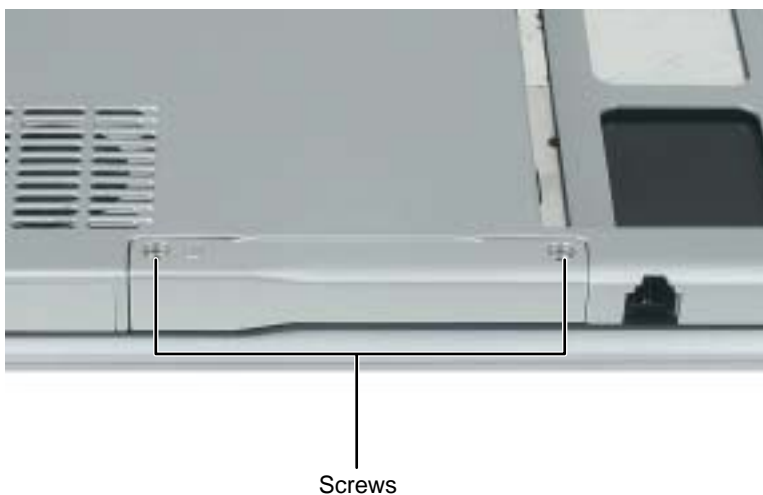
Screws

Tips & Tricks	Use a magnetic screwdriver or turn your convertible tablet PC over to remove the screws.

7 Slide the old hard drive kit out of your convertible tablet PC.

8 If your new hard drive already includes the hard drive kit bracket, go to Step 13.

-OR-

If you need to move the hard drive kit bracket from your old hard drive kit to your new hard drive, go to Step 9.

9 Remove the two screws that secure the hard drive to the hard drive kit bracket.

Screw

Screw

10 Remove the bracket from the old drive.

11 Insert the new drive into the bracket so the screw holes line up.

12 Replace the two screws that secure the bracket to the drive.

13 Place the new hard drive kit into the bay and slide it into the connector.

14 Replace the screws that secure the hard drive kit to your convertible tablet PC.

15 Insert the batteries, then turn your convertible tablet PC over.

16 Reattach the optional port replicator.

17 Connect the power adapter and modem and network cables, then turn on your convertible tablet PC.

Using the Gateway M275 Port Replicator

16

The optional port replicator gives you a convenient way to attach external devices such as a monitor, a full-size keyboard, or an AC adapter.

Although devices can be attached directly to the ports on your convertible tablet PC, the port replicator lets you make all of those connections in one step. The port replicator also gives you access to additional ports not found on your convertible tablet PC.

Read this chapter to learn:

- Where ports and jacks are located
- How to connect and disconnect the port replicator
- How to secure the port replicator with a locking cable

Front

Kensington
lock ring

Docking
port

Docking
release
latch

Component	Icon	Description
Kensington™ lock ring		Secure your convertible tablet PC and port replicator to an object by connecting a Kensington cable lock through this ring and into the Kensington lock slot on your convertible tablet PC. For more information, see "Securing your port replicator" on page 284.
Docking port		Connect your convertible tablet PC to this port. **Warning!** Power is passed through this port. This docking connection is certified to UL 1950 for use only with convertible tablet PCs designed for your Gateway port replicator.
Docking release latch		Press the release latch to attach the convertible tablet PC. Lift the release latch to release your convertible tablet PC.

Left side

USB port

Component	Icon	Description
USB port		Plug USB (Universal Serial Bus) devices (such as a diskette drive, flash drive, Iomega™ Zip™ drive, printer, scanner, camera, keyboard, or mouse) into this port.