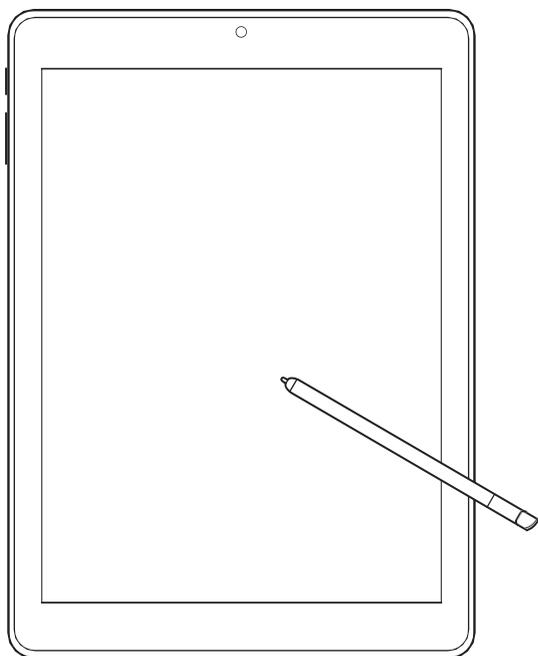


Chromebook Tablet

USER MANUAL

ENGLISH



CONTENTS

Safety Information	3	Configuring the Settings	29
Introduction	4	<i>Configuring the Wi-Fi Settings</i>	29
Package Contents	4	<i>Adding a Bluetooth Device to Your Tablet</i>	30
Product Overview	5	<i>Changing the Screen Resolution</i>	31
<i>Front View</i>	5	<i>Checking the System Update</i>	31
<i>Rear View</i>	6		
Getting Started	7	Appendices	32
Installing the Memory Card	7	Specifications	32
Charging Your Tablet	8	Troubleshooting.....	33
Turning the Power On/Off.....	9	Regulatory Notices	34
Using the Stylus	10	<i>Manufacturer Information</i>	34
Using the Touch Screen	11	<i>Federal Communications Commission Declaration of Conformity</i>	34
Activating Your Tablet	12	<i>FCC Caution</i>	35
Using Your Tablet	13	<i>Connections to Peripheral Devices</i>	35
Home Screen Overview	13	<i>European Union</i>	35
<i>Switching Between Screens</i> ..	14	<i>WEEE and Recycling Statements</i>	36
<i>Changing the Wallpaper</i>	15	<i>Li-Polymer Battery Warning</i> ..	36
Using the Quick Menu	16	<i>Travel Notice</i>	36
Using the Stylus Tools	18	<i>ENERGY STAR Model Information</i>	37
Managing Apps.....	19	<i>Attention: Teachers, Parents and Adult Supervisors in Safety Instructions</i>	38
<i>Apps List</i>	19		
<i>Viewing the Recent Tasks</i>	20		
<i>Installing Additional Apps</i>	21		
<i>Moving the App Shortcut</i>	22		
<i>Viewing App Info</i>	22		
<i>Removing the Installed App</i> ..	23		
<i>Pin an App to the Shelf</i>	24		
<i>Creating the App Folder</i>	25		
Managing Files	26		
<i>Browsing the Files</i>	26		
<i>Renaming the File</i>	27		
<i>Copying or Moving the File</i> ...	27		
<i>Editing Your Photos</i>	28		

SAFETY INFORMATION

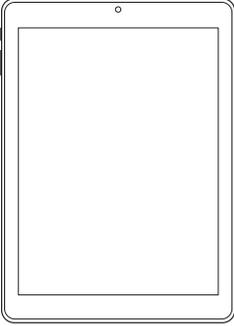
Please read through the following **Safety Information** before you start using the device.

- Before charging the battery, be sure that the power adapter complies with the rating. Only use accessories specified by the manufacturer.
- Do not handle the device with wet hands while it is being charged. This may cause an electric shock.
- Do not place the device on an uneven or unstable surface. The device may fall over resulting in injury or the device may become damaged.
- Do not place the device or use it in an environment where it might get wet such as from snow, rain, or being near water. Doing so could result in fire or electric shock.
- Do not spill water or other liquids into or on the device.
- Do not place the device in direct sunlight or near a heating device.
- Do not use a pen or any sharp object to tap the screen.
- Do not place objects on top of the screen panel, as objects may scratch the screen.
- Turn off the device in areas with a potentially explosive environment such as gas stations or other similar areas. Sparks from these areas could cause explosion or fire and result in injury or even death.
- The device may produce some heat during normal operation or charging. If you feel the device is too warm, avoid sustained contact with exposed skin otherwise this might cause discomfort, or eventually a burn.
- Do not disassemble or modify the device. Doing so may cause injury or malfunction.
- Clean only with a soft cloth. If needed, dampen the cloth slightly before cleaning. Never use abrasives or cleaning solutions.
- Always disconnect the device from an electrical outlet and power off before cleaning the device.
- Refer all servicing to qualified service personnel. Servicing is required when the device has been damaged in any way such as:
 - √ Power cord or adapter is damaged.
 - √ Liquid has been spilled into the device.
 - √ The device has been exposed to rain or moisture.
 - √ The device does not operate normally.
 - √ The device was dropped or the chassis is damaged.

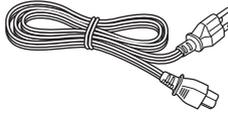
INTRODUCTION

Package Contents

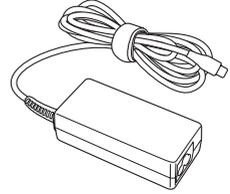
The following items come with your package. If any of them is damaged or missing, please contact your dealer.



Tablet



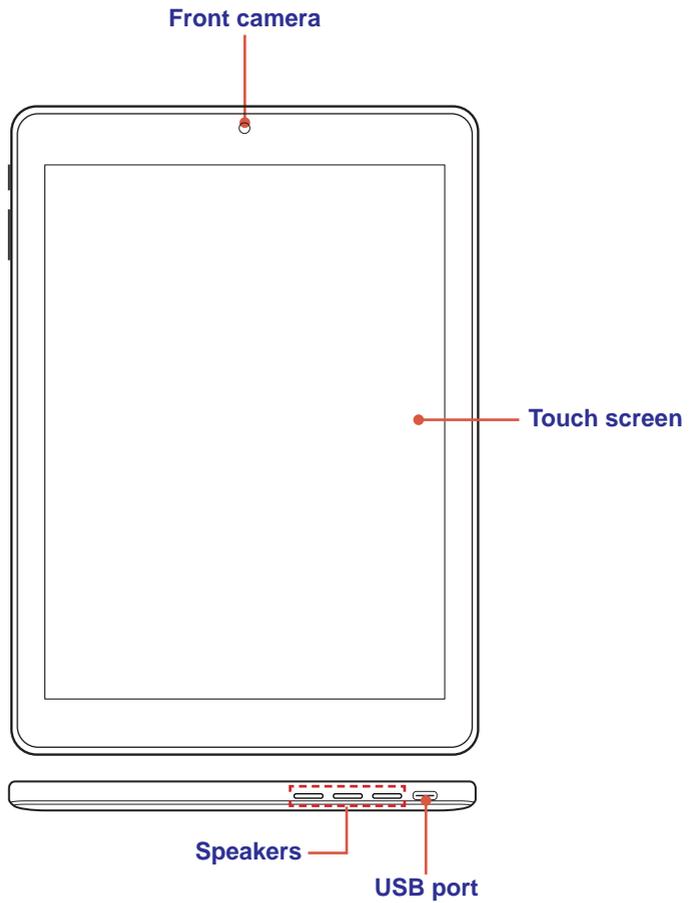
Power cord



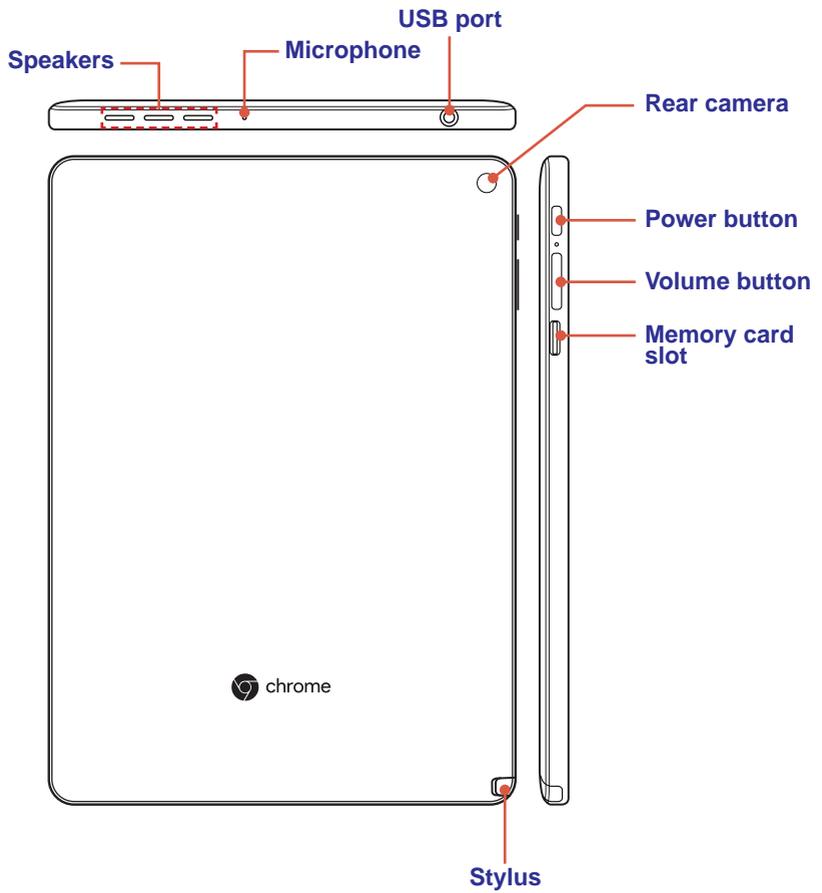
Power adapter

Product Overview

Front View



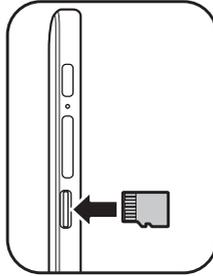
Rear View



GETTING STARTED

Installing the Memory Card

1. Insert the microSD card into the slot with the gold contacts facing down, as shown in the illustration.



2. Push the memory card until it clicks into place.

To remove the memory card

Push to eject the memory card out of the slot.



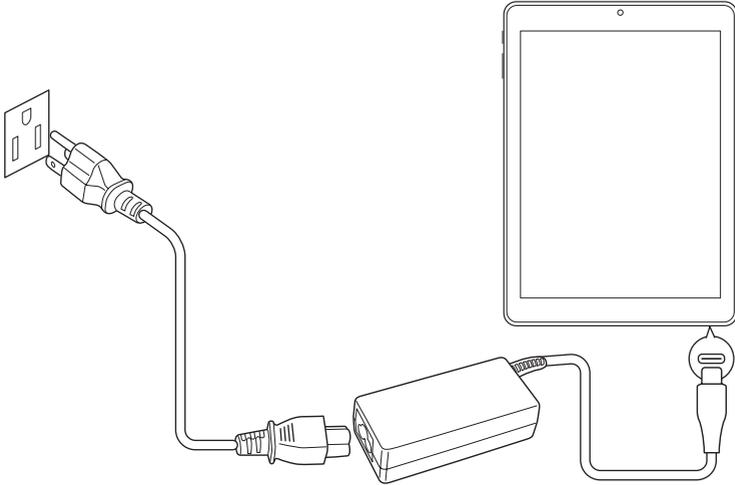
IMPORTANT!

- To avoid memory card corruption, make sure to properly unmount the memory card first before removing it from its slot. Refer to page 26.

Charging Your Tablet

Before you start using your tablet, you need to charge the battery.

1. Connect the power cord to the power adapter.
2. Connect the power adapter to the USB port of your tablet.
3. Connect the power cord plug to an electrical outlet to start charging.



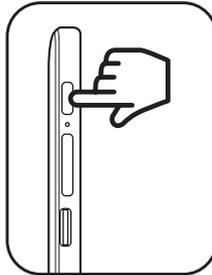
IMPORTANT!

- Your tablet may produce some heat during charging. If you feel your tablet is too warm, avoid sustained contact with exposed skin otherwise this might cause discomfort, or eventually a burn.

Turning the Power On/Off

Turn on your tablet

Press and hold the **Power** button until the screen lights up.



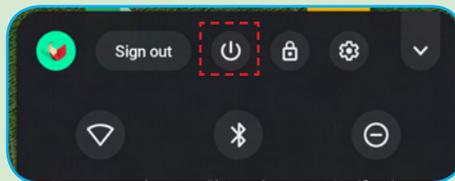
Turn off your tablet

1. Press and hold the **Power** button for 3 seconds.
A pop-up window appears.
2. Tap **Power off**.



Tip

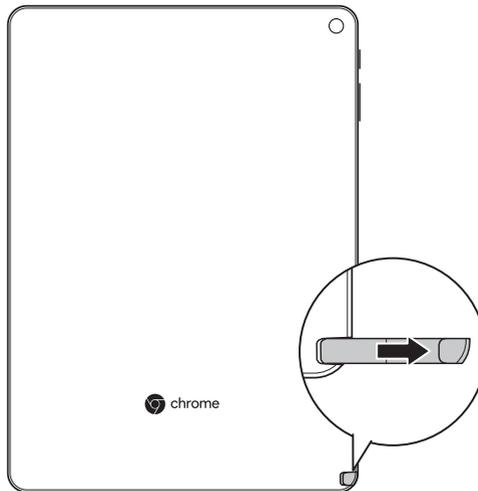
- You can also turn off the device by tapping  in the **Quick Menu**. Refer to page 16.



Using the Stylus

Detaching the Stylus

Pull the stylus out of the slot.



Restoring the Stylus

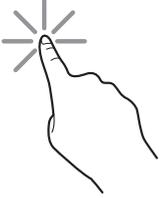
Insert the stylus into the slot. Then push the stylus until you hear a click.

Using the Touch Screen

Your tablet is equipped with a 9.7-inch touch screen. Make sure your hands are dry and clean before touching the screen.

Tapping

Tap where you want to click.



When you tap and hold on the screen, a pop-out menu may appear.

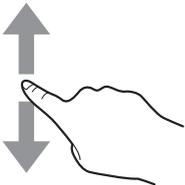


Note

- You can also drag the *App* icon to move it to a new location.

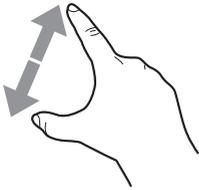
Scrolling

Slide your finger up/down on the screen.

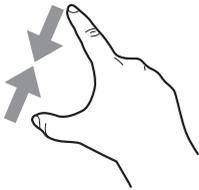


Zooming In or Out

- To zoom in, move your two fingers apart from each other.



- To zoom out, pinch your two fingers together.



Activating Your Tablet

The first time you turn on your tablet, the **Welcome** screen appears on the screen.

Follow the on-screen instructions to:

- Select your language, keyboard settings, and accessibility features (optional).
- Set up your Wi-Fi network connection
If you connect to a secure Wi-Fi network, you must enter the password when prompted.
Once connected to a network, read Google Chrome OS terms and tap **Accept and continue**.
- Sign in to your Chromebook using your Google account
You can create a new Google Account if you don't already have one.
- Set up your PIN
Use this PIN to sign in or unlock your tablet.

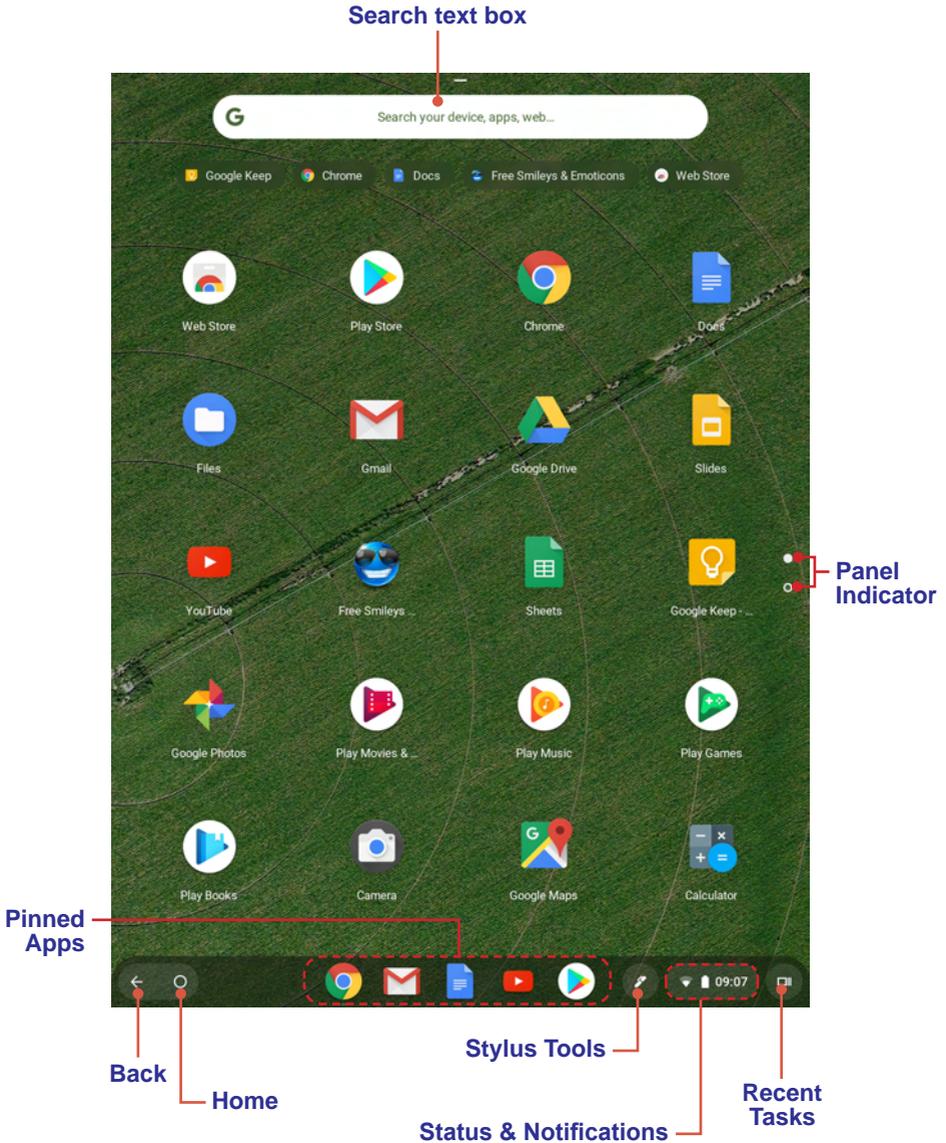


Tip

- If you select **Skip**, you can set your PIN later (in **Settings** → **Screen lock and sign-in**).
- Review Google apps and services

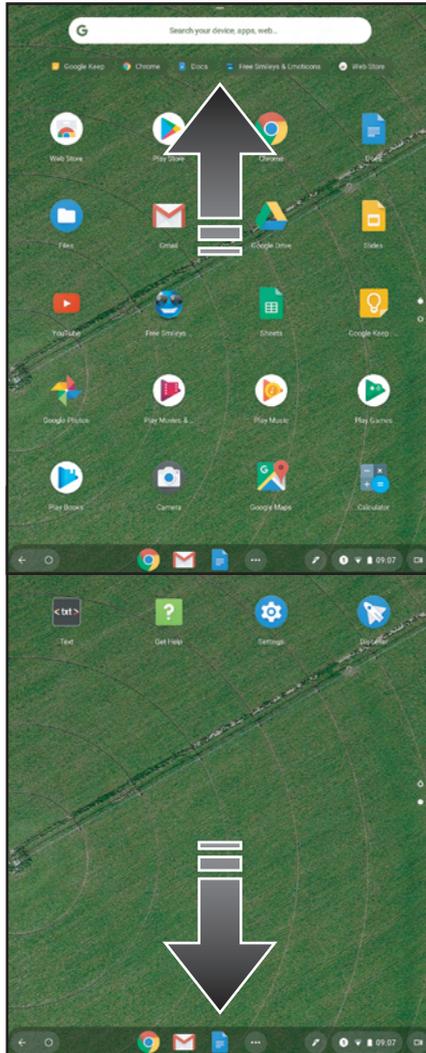
USING YOUR TABLET

Home Screen Overview



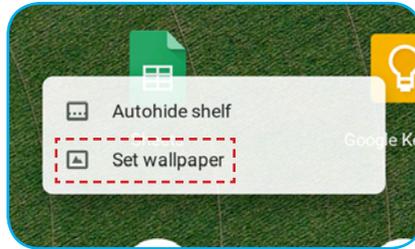
Switching Between Screens

By default, the Home screen consists of two separate screen panels. Slide your finger up or down to switch the screen panels.

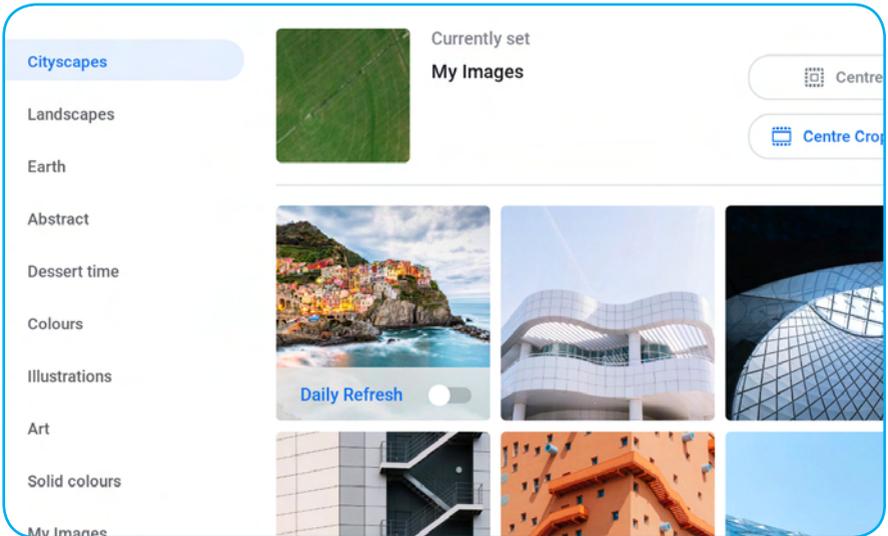


Changing the Wallpaper

1. Tap and hold the screen. Then select **Set wallpaper**.



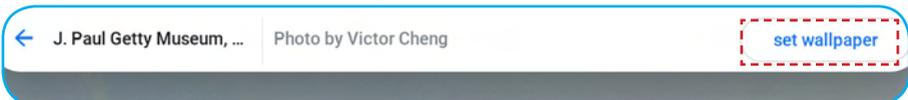
2. Browse the files. Tap to select the image you want to use as wallpaper.



Tip

- You can also get a randomly selected image by sliding the **Daily Refresh** switch.

4 Tap **set wallpaper** to set the selected image as wallpaper.

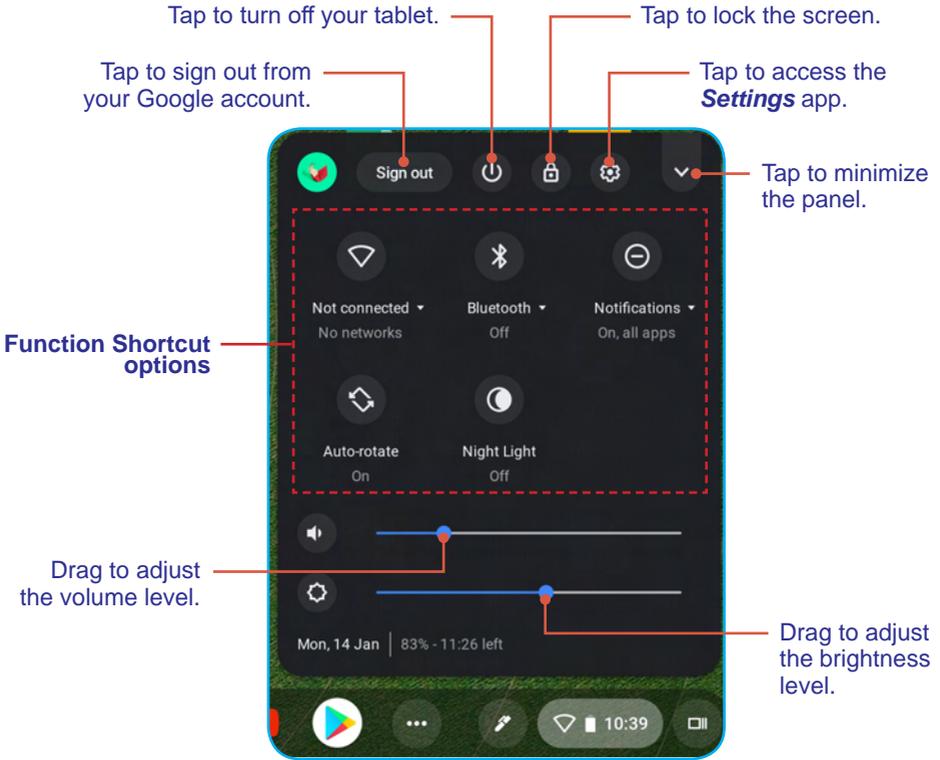


Note

- You can also change the wallpaper in **Settings** → **Wallpaper**.

Using the Quick Menu

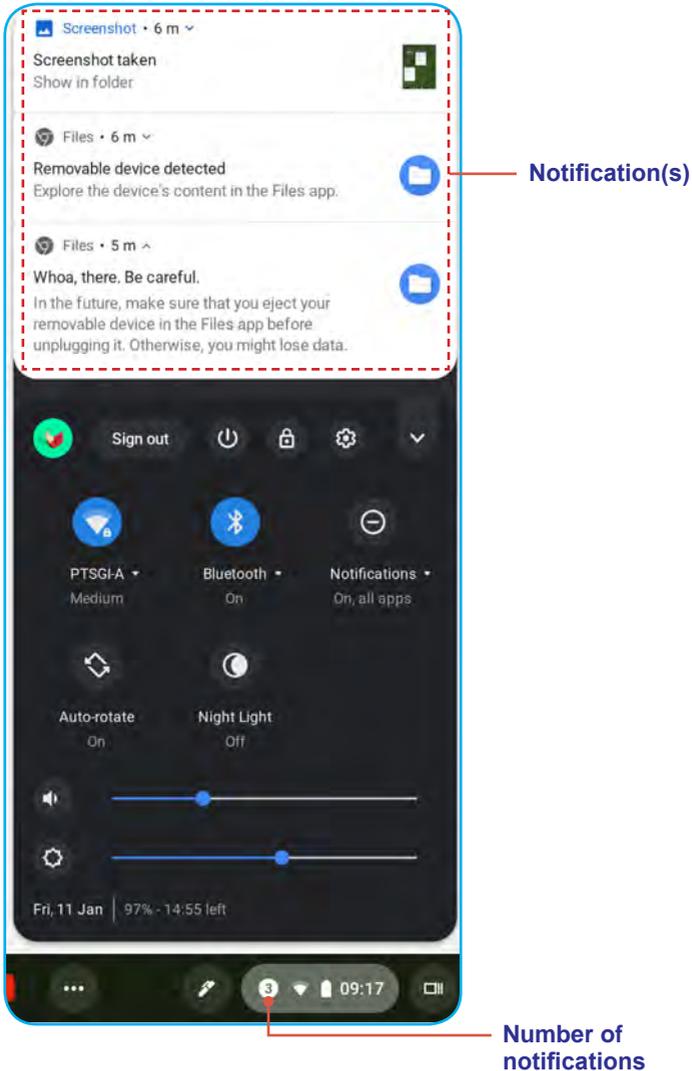
On the shelf, tap  to access the **Quick Menu & Notifications** screen.



Shortcut Option	Description
Network ()	Configures the wireless network setting.
Bluetooth ()	Configures the Bluetooth setting.
Notifications ()	Enables/Disables the Notifications function.
Auto-rotate ()	Enables/Disables the Auto-rotate function.
Night Light ()	Enables/Disables the Night Light function. When using your tablet in the dark, it is highly recommended to enable this function to reduce eye strain.

Notifications Panel

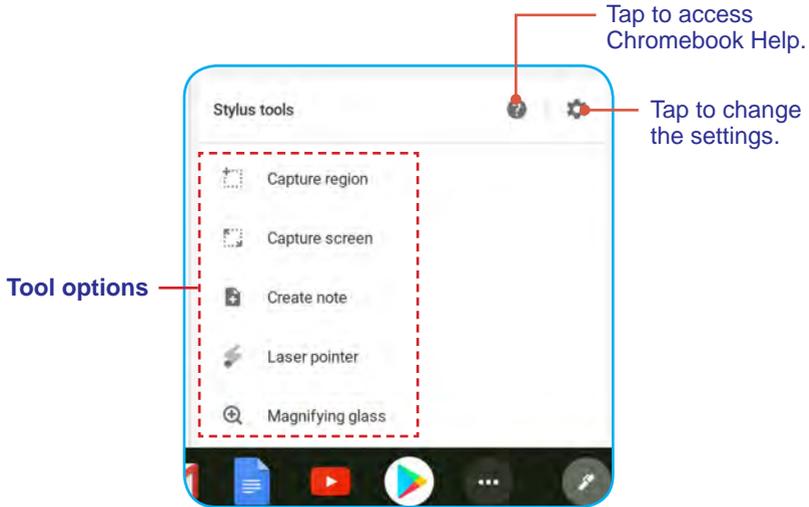
To view your recent notification(s), simply access the **Quick Menu & Notifications** screen. The notification(s) will appear on the top of the screen.



- To open related app, tap a notification.
- To directly close a notification (without viewing), simply tap and hold the notification and drag it to the left/right side of the screen.

Using the Stylus Tools

On the shelf, tap  to access the **Stylus Tools** screen.

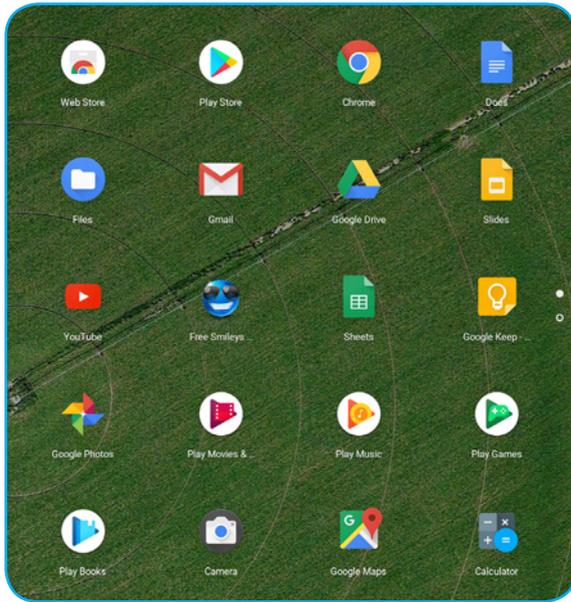


Option	Description
Capture region ()	Captures the selected area of the screen.
Capture screen ()	Captures the current screen.
Create note()	Opens Google Keep and creates a new note.
Laser pointer mode ()	Use the stylus as a laser pointer. A red laser dot will appear as you touch the screen with the stylus.
Magnifying glass mode ()	Magnifies the selected area by touching it with the stylus.

Managing Apps

Apps List

From the Home screen, you can view all the applications installed your tablet.



Tap an icon to open the desired app.



Tip

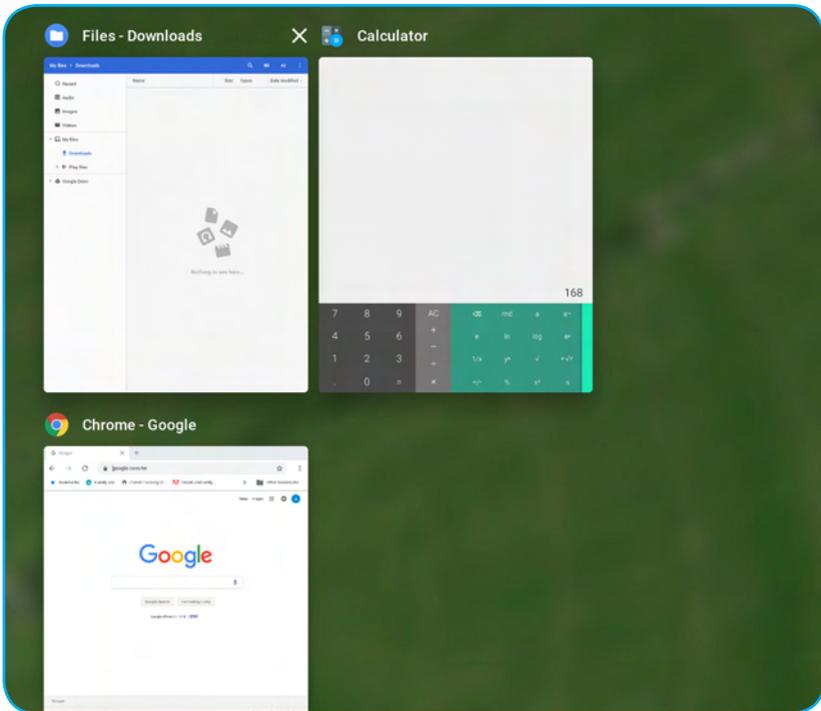
- Swipe your finger up or down to view more applications.
- You can return to the Home screen at any time by tapping .



- To return to the previous screen, tap .

Viewing the Recent Tasks

On the shelf, tap  to view all of your recently used apps.



- Tap on the app you want to launch.
- To remove the app from the list, tap **X**.
- To open the app in Split Screen mode, drag the desired app to the top or bottom of the screen.

