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User manual

For more information, please consult the FAQs on: <http://windows.microsoft.com/en-gb/windows>. Make sure to read them before considering any product return.

As we are often updating and improving our products, your device's software may have a slightly different appearance or modified functionality than presented in this Quick Start Guide.

Consult the declaration of conformity on: <http://www.digimate.com/en/supportList.asp?category=4>.

The supplied items are designed only for your device and may not be compatible with other devices. Unapproved accessories may cause your device to malfunction.

### Getting started

#### Charging

Connect the supplied power cable to the power connector of the device and to a wall outlet. You can use the device whilst on charge.

#### Turning the device on

Press the ON/OFF button for 2-3 seconds.

#### Initial setup

The first time you start up your device, the Windows Startup Screen will be the first screen displayed. Follow the on-screen instructions on each screen in order to properly install the operating system. We strongly recommend that you create a Microsoft account, so you can enjoy more features.

### Microsoft account

A Microsoft account is an email address and password that you use to sign in to Windows. It's free and easy to set up, and you can do so with any email address you choose, or get a new email address (for example, you can use an Outlook.com, Gmail, or Yahoo! address for your Microsoft account.). With a Microsoft account, you can:

- get apps from the Windows Store
- back up all your important data and files using free cloud storage
- link your social networking accounts to the People app, and you'll see your friends' contact info and status updates in one place

#### Signing in with a Microsoft account

Click Settings > Accounts > Your account > Connect to a Microsoft account. You might be asked to verify your current password.

TIP: setting up other accounts

If more than one person uses your laptop, each person should have their own account. They can sign in and personalize the laptop with their own background colors, favorite apps, a separate email inbox, and more. If you have kids, you can also set up a child's account with extra security monitoring measures—with or without email—so that your kids see only what you want them to see on the PC.

### Connecting to a WiFi network

**WARNING:** Make sure that you are in a WiFi zone

Settings

WiFi

Wi-Fi

On

Marketing Connected

WiFi private

Public WiFi 1

1. Click on the arrow on the lower right corner and select the WiFi icon.

2. Select the name of network you want to connect to, tap on Connect and enter a password if required.

TIPS:

- To get the correct WiFi password (or settings) for the network, contact the WiFi network provider.

- If you want to connect to this network every time it's in range, select the 'Connect automatically' check box.

### The Windows 10 interface

Start screen:

The Start screen is the launching pad to access your favourite apps and websites at a click. To access this screen, press the Windows button on your keyboard or click the Windows button on the lower left corner of the screen. You have two options of screen display:

Click the icon in lower right corner of the screen to display the notification centre and select turn on/off the Laptop mode.

You can customize your Start screen.

#### Windows notification centre

Click the icon in lower right corner of the screen to display the notification centre and select turn on/off the laptop mode.

ACTION CENTRE

No new notifications

1. To change from PC mode to laptop mode

2. To turn on/off the screen rotation

3. To take notes

4. To access all settings

5. To connect other devices

6. To manage the device's battery

7. To make a VPN connection

8. To turn on/off the Bluetooth connection

9. To adjust the screen brightness

10. To turn on/off the WiFi connection

11. To turn on/off the Quiet hours option

12. To turn on/off location services

13. To turn on/off the flight mode

### Getting familiar with Windows 10

#### Turning the device off

In Shut Down Mode, no data will be saved and the laptop will boot to the operating system's main screen the next time it is turned on.

If you have entered data, either save it to the internal storage or to other storage media.

1. On the left side of the screen, select the Windows button.

2. Select the Power button, then select Shut down. Or press and hold the power button for about 2-10 seconds till the screen 'Slide to shut down your PC' appears and then use the touchpad to slide down the screen.

#### Start screen tiles customization

##### Pinning icons

Use the touchpad and the touchpad buttons to select the icon you want to move from your apps list to the Start screen.

##### Moving icons

If you want to move an icon, Use the touchpad and the touchpad buttons to select the icon and drag it to where you want it and drop it.

##### More options for icons

Use the touchpad and the right touchpad button to click a tile and show options.

#### Switch between open apps

You can switch between open apps by clicking this icon

#### Add your email account

1. Click on the Mail tile from the Start screen.  
2. Choose the type of account you want to add, sign-in and then follow the on-screen instructions.

#### People: Add contacts

The People app is your universal address book. See contacts from all of your address books in one place, and get the latest updates from your friends. Also, sync contacts from your social networks. Get in touch with someone by sending email, calling, or posting to social media directly from the People app.

1. Click on the People tile.

2. Choose the type of account you want to add, sign-in and then follow the on-screen instructions.

#### OneDrive: Your personal cloud

OneDrive is online storage that comes with your Microsoft account. It's like an extra hard drive that's available from any of the devices you use. When you save your documents, photos, and other files on OneDrive, they're available from any web-connected device (for example, your phone or computer).

1. Click the OneDrive tile.

2. Choose the type of account you want to add, sign-in and then follow the on-screen instructions.

### Troubleshooting

#### If your device doesn't turn on:

Charge your device then switch on normally.

#### If you want to extend the life of your battery:

Decrease the screen brightness and turn off the wireless connections if not in use.

#### If your device is functioning too slowly:

Close all apps which are not currently being used.

#### If your WiFi reception is poor:

Make sure you are not far from the WiFi hotspot.

Reset and redefine your connection parameters.

Contact your WiFi connection provider.

Check and install Windows updates in Settings > System and Security > Windows Update.

#### If you want to restore your product (erase all your settings? forgotten password?)

From the notification centre, select Settings > Update and recovery > Recovery. From there you can Refresh your PC without affecting your files, or Remove everything and reinstall Windows.

## **FCC Warning**

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.

NOTE 1: 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.

NOTE 2: Any changes or modifications to this unit not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.