

lenovo

Lenovo Yoga 2 13

User Guide



Read the safety notices and important tips in the included manuals before using your computer.

Notes

- Before using the product, be sure to read *Lenovo Safety and General Information Guide* first.
- Some instructions in this guide may assume that you are using Windows® 8.1. If you are using another Windows operating system, some operations may be slightly different. If you are using other operating systems, some operations may not apply to you.
- The features described in this guide are common to most models. Some features may not be available on your computer or your computer may include features that are not described in this user guide.
- The illustrations in this manual may differ from the actual product. Please refer to the actual product.

Regulatory Notice

- For details, refer to **Guides & Manuals** at <http://support.lenovo.com>.

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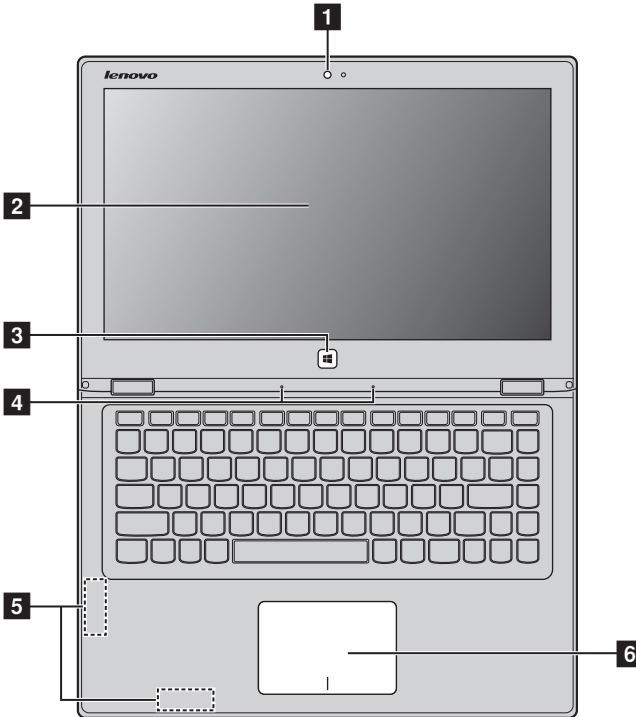
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Chapter 1. Getting to know your computer

■ ■ Top view



Note: The dashed areas indicate parts that are not visible externally.


⦿ **Attention:**

- When closing the display panel, be careful *not* to leave pens or any other objects in between the display panel and the keyboard. Otherwise, the display panel may be damaged.

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- 1 Integrated camera (on select models)** Use the camera for video communication.
- 2 Multi-touch screen** The LCD display with LED backlight provides brilliant visual output. Multi-touch function is available on this display.
- 3 Windows button** Press this button to:
Toggle between the current view and the Start screen.
-or-
Wake up the computer from sleep mode.
- 4 Built-in microphones** Capture sound which can be used for video conferencing, voice narration, or audio recording.
- 5 Wireless LAN antennas** Connect to a wireless LAN adapter to send and receive wireless radio signals.
- 6 Touch pad** The touch pad functions as a conventional mouse.

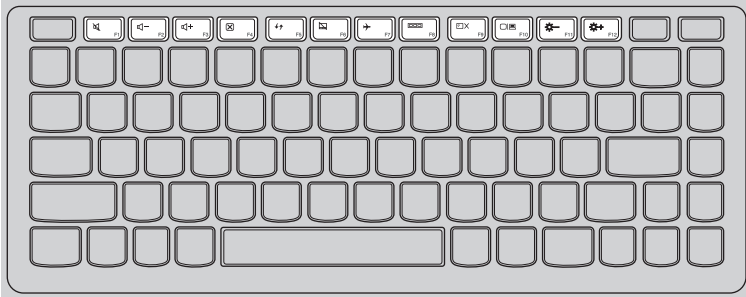
Touch pad: To move the pointer on the screen, slide your fingertip over the pad in the direction in which you want the pointer to move.
Touch pad buttons: The functions of the left/right side correspond to those of the left/right mouse button on a conventional mouse.

Note: You can enable/disable the touch pad by pressing F6 ()

■ Using the keyboard

Keyboard function keys

You can access certain system settings quickly by pressing the appropriate function keys.



Mutes/unmutes the sound.



Enables/disables Airplane mode.



Decreases the volume level.



Displays all currently active apps.



Increases the volume level.



Turns on/off the backlight of the LCD screen.



Closes the currently active window.



Toggles the display between the computer and an external device.



Refreshes the desktop or the currently active window.



Decreases display brightness.



Enables/disables the touch pad.



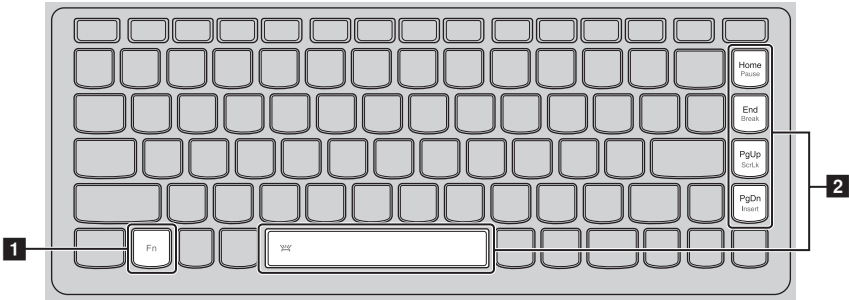
Increases display brightness.

Note: If you changed the **HotKey Mode** from **Enabled** to **Disabled** in the BIOS setup utility, you will need to press the Fn key in combination with the appropriate hotkey.

Chapter 1. Getting to know your computer

Function key combinations

Through the use of the function keys, you can change operational features instantly. To use this function, press and hold **Fn** **1**; then press one of the function keys **2**.



The following describes the features of each function key.

Fn + Home:	Activate the pause function.
Fn + End:	Activate the break function.
Fn + PgUp:	Enable/Disable the scroll lock.
Fn + PgDn:	Activate the insert function.
Fn + Space (on select models):	Turn on/off the keyboard backlight.

Chapter 1. Getting to know your computer

■ Positioning the display panel

The display panel can be opened to any angle up to 360 degrees.



■ Notebook Mode



Suitable for tasks that require a keyboard and mouse (such as creating documents, writing e-mails, and so on).

Chapter 1. Getting to know your computer

Stand Mode (Theater Mode)



Suitable for tasks that require little or no touch (such as viewing photos or playing videos).

Tablet Mode



Suitable for tasks that require touching the screen often (such as surfing the Web, playing games, and so on).

Tent Mode (Presentation Mode)



Suitable for tasks that require limited interaction with the touch screen (such as displaying graphs or PowerPoint presentations).

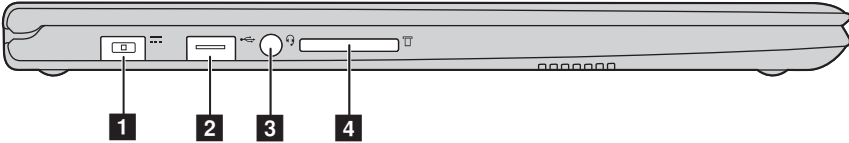
⦿ **Attention:**

- Do *not* open the display with too much force, otherwise the panel or hinges may be damaged.

Note: The keyboard and touch pad are automatically locked when the screen is opened beyond 190 degrees (approximately).

Chapter 1. Getting to know your computer

■ ■ Left-side view



1 AC power adapter jack Connects to the AC power adapter.

2 USB port Connects to USB devices.

Note: For details, see “Connecting USB devices” on page 9.

3 Combo audio jack Connects to headsets.

Notes:

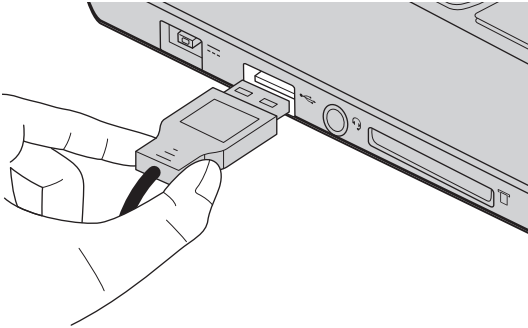
- The combo audio jack does not support conventional microphones.
- The recording function may not be supported if third-party headphones or headsets are connected, due to different industry standards.

4 Memory card slot Insert memory cards (not supplied) here.

Note: For details, see “Using memory cards (not supplied)” on page 10.

■ Connecting USB devices

Your computer comes with two USB ports compatible with USB devices.



The first time you plug a USB device into a particular USB port on your computer, Windows automatically installs a driver for that device. After the driver has been installed, you can disconnect and reconnect the device without performing any additional steps.

Note: Typically, Windows detects a new device after it has been connected, and then installs the driver automatically. However, some devices may require you to install the driver before connecting. Check the documentation provided by the device's manufacturer before connecting the device.

Before disconnecting a USB storage device, make sure your computer has finished transferring data to that device. Click the **Safely Remove Hardware and Eject Media** icon in the Windows notification area 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. Otherwise, the device may not be recognized.

Chapter 1. Getting to know your computer

■ Using memory cards (not supplied)

Your computer supports the following types of memory cards:

- Secure Digital (SD) card
- MultiMediaCard (MMC)

Notes:

- Insert *only* one card in the slot at a time.
- This card reader does not support SDIO devices (e.g., SDIO Bluetooth, etc.).

Inserting a memory card

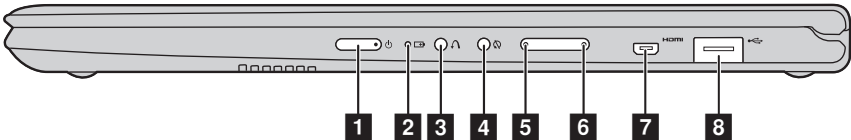
Slide the memory card in until it clicks into place.

Removing a memory card

- ① Push the memory card in until you hear a click.
- ② Gently pull the memory card out of the memory card slot.

Note: Before removing the memory card, disable it by using the Windows safely remove hardware and eject media utility to avoid data corruption.

■ ■ Right-side view



- 1 Power button and power status indicator** Press this button to turn on the computer.

Indicator	Indicator status	Meaning
Power status indicator	On (solid white)	The computer is powered on.
	Blinking	The computer is in sleep mode.
	Off	The computer is powered off.

- 2 Battery status indicator**

Indicator	Indicator status	Meaning
Battery status indicator	On (solid white)	The battery has more than 20% charge.
	Solid amber	The battery has between 5% and 20% charge.
	Fast blinking amber	The battery has less than 5% charge.
	Slow blinking amber	The battery is being charged. When battery charge reaches 20%, the blinking color changes to white.
	Slow blinking white	The battery has between 20% and 80% charge and is still charging. When the battery reaches 80% charge the light will stop blinking, but charging will continue until the battery is fully charged.

Chapter 1. Getting to know your computer

- 3 Novo button** When the computer is off, press this button to start the Lenovo OneKey Recovery system or the BIOS setup utility, or to enter the boot menu.
- 4 Rotation lock button** Keeps the screen locked in portrait or landscape orientation. Locking the screen rotation will disable the gravity sensing function, thereby preventing the screen from changing its orientation automatically depending upon the angle at which it is held.

Note: The screen rotation lock button will be disabled in notebook mode.

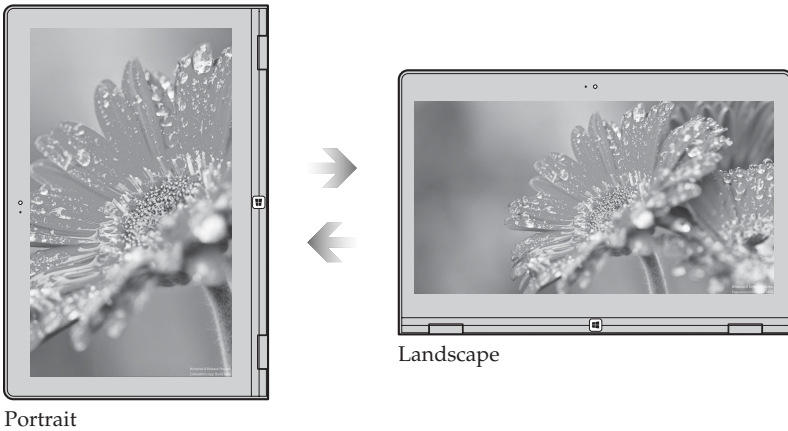
- 5 Volume down button** Decreases the volume level.
- 6 Volume up button** Increases the volume level.
- 7 Micro HDMI port** Connects to devices with micro HDMI input such as a TV or an external display.
- 8 USB 3.0 port** Connects to USB devices.

Note: For details, see “Connecting USB devices” on page 9.

■ Screen orientation

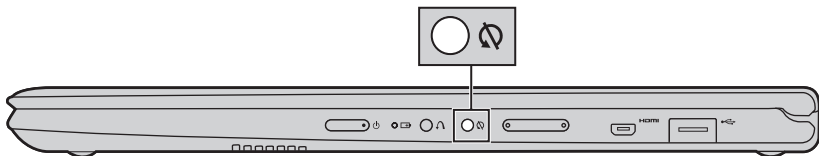
You can rotate the display panel to your preferred orientation.

- The orientation of the display automatically changes (alternating between portrait and landscape modes) depending upon how you hold the computer.

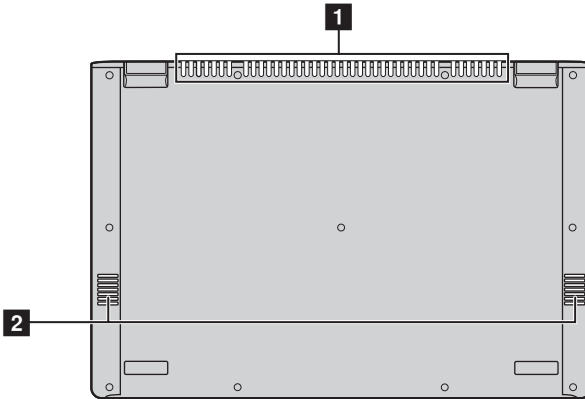


- To prevent automatic orientation, press the rotation lock button. It is located on the right edge of the computer (See illustration below).

Note: The screen rotation lock button will be disabled in notebook mode.



■ ■ Bottom view



1 **Ventilation slots** Dissipate internal heat.

© **Attention:**

- Make sure that none of the ventilation slots are blocked or else overheating of the computer may occur.

2 **Speakers** Provide audio output.

Chapter 2. Starting to use Windows 8.1

■ ■ Configuring the operating system for the first time

You may need to configure the operating system when it is first used. The configuration process may include the procedures below:



- Choosing a region and a language
- Accepting the license terms
- Personalizing your computer
- Configuring the Internet connection
- PC settings
- Creating a user account

■ ■ Switching screens

To switch from the Start screen to the Windows desktop, do one of the following:

- Tap or click the **Desktop** tile on the Start screen.
- Press the Windows key  + D.

To switch from the desktop to the Start screen, do one of the following:

- Tap or click **Start**  from the charms bar.
- Press the Windows key .
- Move the cursor to the lower-left corner, and then tap or click the **Start** button.

To switch different apps, do the following:

- ① Swipe right from the left-hand side of the screen, then – without lifting your finger – swipe back left.

Note: If you are using a mouse or the touch pad, move the cursor to upper-left corner and then slide it downwards.


- ② When the apps list appears, tap or click to switch apps.

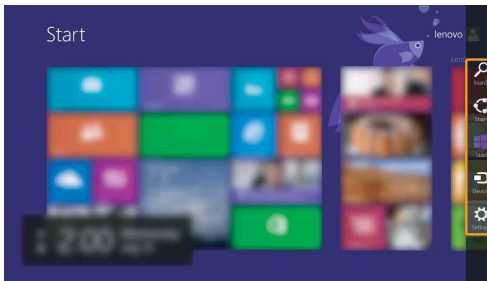
Chapter 2. Starting to use Windows 8.1

■ Charms and the charms bar

Charms are navigation buttons that let you access basic tasks quickly. Charms include: Search, Share, Start, Devices, and Settings. The **charms bar** is the menu that contains the charms.

To display the charms, do one of the following:

- Move the pointer to the upper-right or lower-right corner until the charms bar is displayed.
- Use one finger to swipe in from the right edge of the screen until the charms bar is displayed.
- Press Windows key  + C.



Search charm

The **Search** charm is a powerful new way to find what you are looking for, including settings, files, Web images, Web videos, etc.

