



# Your PDF Guides

You can read the recommendations in the user guide, the technical guide or the installation guide for HP PAVILION 11-H060EF X2. You'll find the answers to all your questions on the HP PAVILION 11-H060EF X2 in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

**User manual HP PAVILION 11-H060EF X2**

**User guide HP PAVILION 11-H060EF X2**

**Operating instructions HP PAVILION 11-H060EF X2**

**Instructions for use HP PAVILION 11-H060EF X2**

**Instruction manual HP PAVILION 11-H060EF X2**

User Guide



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<http://yourpdfguides.com/dref/5510760>

**Manual abstract:**

*S. and other countries. Windows is a U.S. registered trademark of Microsoft Corporation. SD Logo is a trademark of its proprietor. The information contained herein is subject to change without notice. @@@@HP shall not be liable for technical or editorial errors or omissions contained herein. First Edition: September 2013 Document Part Number: 731205-001 Product notice This guide describes features that are common to most models. Some features may not be available on your computer.*

*Not all features are available in all editions of Windows 8. This computer may require upgraded and/or separately purchased hardware, drivers and/or software to take full advantage of Windows 8 functionality. See <http://www.microsoft.com> for details.*

*Software terms By installing, copying, downloading, or otherwise using any software product preinstalled on this computer, you agree to be bound by the terms of the HP End User License Agreement (EULA). If you do not accept these license terms, your sole remedy is to return the entire unused product (hardware and software) within 14 days for a refund subject to the refund policy of your place of purchase. For any further information or to request a full refund of the computer, please contact your local point of sale (the seller). Safety warning notice WARNING! To reduce the possibility of heat-related injuries or of overheating the computer, do not place the computer directly on your lap or obstruct the computer air vents. Use the computer only on a hard, flat surface.*

*Do not allow another hard surface, such as an adjoining optional printer, or a soft surface, such as pillows or rugs or clothing, to block airflow. Also, do not allow the AC adapter to come into contact with the skin or a soft surface, such as pillows or rugs or clothing, during operation. The computer and the AC adapter comply with the user-accessible surface temperature limits defined by the International Standard for Safety of Information Technology Equipment (IEC 60950). iii iv Safety warning notice Table of contents I Starting right .....*

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*..... 1 Fun things to do .....*

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*.. 2 More HP resources ...*

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*... 2 2 Getting to know your computer .....*

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*4 Finding your hardware and software information .....*

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*. 4 Locating hardware ....*

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*.. 4 Locating software .....*

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*..... 4 Tablet edge components .....*

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... 5 Display .....

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.... 7 Keyboard base .

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.. 9 Top .....

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.. *9 TouchPad* ...

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.... *10 Lights* .

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..... *11 Keys* ..

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..... *12 Right side .*

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.....  
.....  
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.....  
*.. 13 Left side ...*

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.....  
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.....  
*.. 14 Releasing the tablet from the keyboard base ...*

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.....  
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..... 15 Changing your tablet's settings .....

.....  
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.....  
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..... 15 Changing your tablet's view .....

.....  
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.....  
.....  
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..... 15 Turning your tablet's autorotate lock on or off .....

.....

.....  
.....  
.....  
.....

..... 15 Adjusting your tablet's screen brightness .....

.....  
.....  
.....

.....  
.....  
.....  
.....

..... 16 Locating system information .....

.....  
.....  
.....

.....  
.....  
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*. 19 Configuring a wireless router .....*

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.....  
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.....  
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.....

*.. 20 v Protecting your WLAN ...*

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.....  
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.....  
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.....

*.... 20 Connecting to a WLAN .*

.....  
.....  
.....  
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.....  
.....  
.....  
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*20 Using Bluetooth wireless devices (select models only) .....*

.....  
.....  
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.....  
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.....

*... 21 4 Enjoying entertainment features .....*

.....  
.....  
.....  
.....  
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.....  
.....  
.....  
.....

.....  
.... 28 *Testing your audio features* .

.....  
.....  
.....  
.....  
.....

.....  
.....  
.....  
.....

.....  
.....

.... 28 *Using video* .

.....  
.....  
.....  
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.....

.....  
.....  
.....  
.....

..... 29 *Connecting video devices using an HDMI cable* ....

.....  
.....  
.....

.....  
.....  
.....  
.....

..... 30 *Setting up HDMI audio* .

.....  
.....  
.....

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..... 31 5 Navigating the screen .....

.....  
.....  
.....

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.....  
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.....

. 32 Using the TouchPad ....

.....

.....  
.....  
.....

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.....  
.....

.....  
.....  
.....

.....  
.....

.... 32 Using TouchPad gestures .

.....

.....  
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.....

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..... 32 Tapping .....

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.....  
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.....  
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*33 Scrolling .....*

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.....  
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.....  
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.....

*... 34 Pinching/zooming .....*

.....  
.....  
.....  
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.....  
.....

.....  
.....  
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*..... 34 Rotating (select models only) ...*

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.....  
.....  
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.....  
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*... 35 2-finger click (select models only) .....*

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.....  
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.....  
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.. 35 Flicking (select models only) .....

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.....  
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.... 36 Edge swipes .

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.....  
.....  
.....  
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.....  
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. 36 Right-edge swipe .....

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.... 36 Top-edge swipe .

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..... 37 Left-edge swipe .

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.....  
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.....  
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..... 37 Using the touch screen .

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.....

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..... 38 Using touch screen gestures ..

.....

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. 38 One-finger slide .....

.....

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.....

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.....

..... 38 Tapping ..

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.....  
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.....  
..... 39 Scrolling ...

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.....  
.....

.....  
.....  
.....  
.....  
..... 40 Pinching/zooming .....

.....  
.....  
.....  
.....

.....  
.....  
.....  
.....

.....  
.....  
.....  
.....  
..... 40 Rotating (select models only) .

.....  
.....  
.....  
.....

.....  
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.....  
.....

..... 41 Edge swipes .....

.....  
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*... 47 Initiating Sleep and Hibernation .....*

.....  
.....  
.....

.....  
.....  
.....

.....  
.....  
.....

*..... 47 Manually initiating and exiting Sleep ..*

.....  
.....  
.....

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.....  
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*59 Using antivirus software .....*

.....  
.....  
.....

.....  
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.....  
.....  
.....

*. 59 Using firewall software .....*

.....  
.....  
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*.... 60 Installing software updates .*

.....  
.....

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.....  
.....  
.....  
.....

*..... 60 Installing critical security updates ...*

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*... 60 Installing HP and third-party software updates .....*

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.....  
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.... *61 Determining the BIOS version* .....

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..... *61 Downloading a BIOS update* .....

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.....  
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..... *62 Using HP PC Hardware Diagnostics (UEFI)* ..

.....  
.....  
.....

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.....  
.....  
.....

.... *62 Downloading HP PC Hardware Diagnostics (UEFI) to a USB device* .....

.....  
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..... *63 10 Backing up, restoring, and recovering* .....

.....  
.....  
.....

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.....  
.....  
.....

..... *64 Creating recovery media and backups ...*

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

*. 64 Creating HP Recovery media ....*

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

*... 65 Restore and recovery ..*

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

*.... 66 Using Windows Refresh for quick and easy recovery .*

.....  
.....  
.....

.....  
.....  
.....

..... 67 Remove everything and reinstall Windows .

.....  
.....  
.....

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.....  
.....  
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.....  
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.....

. 67 Recovering using HP Recovery Manager .....

.....  
.....  
.....  
.....

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.....  
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..... 68 What you need to know .....

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.....  
.....

.....  
.....  
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.....  
.....  
.....  
.....

68 Using the HP Recovery partition (select models only) .....

.....  
.....  
.....

..... 69 Using HP Recovery media to recover ..

.....  
.....  
.....

.....  
.....  
.....  
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. 69 Changing the computer boot order .....

.....  
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.. 71 12 *Electrostatic Discharge* ...

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... 72 viii *Index* .....

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..... 73 ix x 1 *Starting right This computer is a powerful tool designed to enhance your work and entertainment. Read this chapter to learn about best practices after you set up your computer, fun things to do with your computer, and where to find additional HP resources. Visit the HP Apps Store The HP*

Apps Store offers a wide choice of popular games, entertainment and music apps, productivity apps, and apps exclusive to HP that you can download to the Start screen. The selection is updated regularly and includes regional content and country-specific offers.

Be sure to check the HP Apps Store frequently for new and updated features. **IMPORTANT:** You must be connected to the Internet to access the HP Apps Store. To view and download an app: 1. 2. 3.

From the Start screen, select the Store app. Select HP Picks to view all the available apps. Select the app you want to download, and then follow the on-screen instructions. When the download is complete, the app appears on the Start screen. Best practices To get the most out of your smart investment, after you set up and register the computer, we recommend the following steps: □ □ □ If you haven't already done so, connect to a wired or wireless network.

See details in *Connecting to a network* on page 17. Take a minute to browse the printed *Windows 8 Basics* guide to explore the new Windows® features. Become familiar with the computer hardware and software. For more information, see *Getting to know your computer* on page 4 and *Enjoying entertainment features* on page 22 for information.



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Update or purchase antivirus software. Learn more at [Using antivirus software on page 59](#). Back up your hard drive by creating recovery discs or a recovery flash drive. See [Backing up, restoring, and recovering on page 64](#). □ □ Visit the HP Apps Store 1 Fun things to do □ You know that you can watch a YouTube video on the computer. But did you know that you can also connect your computer to a TV or gaming console? For more information, see [Connecting video devices using an HDMI cable on page 30](#).

You know that you can listen to music on the computer. But did you know that you can also stream live radio to the computer and listen to music or talk radio from all over the world? See [Using audio on page 26](#). Experience music the way the artist intended, with deep controlled bass and clear, pure sound. See [Using Beats Audio on page 27](#). Use the TouchPad and the new Windows touch gestures for smooth control of images and pages of text. See [Navigating the screen on page 32](#). □ □ □ More HP resources You have already used Setup poster to turn on the computer and locate this guide. To locate resources that provide product details, how-to information, and more, use this table. Resource Setup poster Windows 8 Basics guide Help and Support To access Help and Support, from the Start screen, type h, and then select Help and Support. For U.

S. support, go to <http://www.hp.com/go/contactHP>. For worldwide support, go to [http://welcome.hp.com/country/us/en/wwcontact\\_us.html](http://welcome.hp.com/country/us/en/wwcontact_us.html).

Worldwide support To get support in your language, go to [http://welcome.hp.com/country/us/en/wwcontact\\_us.html](http://welcome.hp.com/country/us/en/wwcontact_us.html). □ □ □ HP SmartFriend To get more information on HP SmartFriend, go to <http://www.hpremoteservices.com>.

Safety & Comfort Guide To access this guide: 1. 2. From the Start screen, type support, select the HP Support Assistant app. Select My computer, and then select User guides. □ □ □ Online chat with an HP technician Email support Support telephone numbers HP service center locations Subscription service that provides specially trained HP technicians 24/7 to diagnose and resolve your software, hardware, accessories, and network problems quickly.

Proper workstation setup Guidelines for posture and work habits that increase your comfort and decrease your risk of injury Electrical and mechanical safety information Contents □ □ □ Overview of computer setup and features Overview of using Windows® 8 A broad range of how-to information and troubleshooting tips – Or – Go to <http://www.hp.com/ergo>. 2 Chapter 1 Starting right Resource Regulatory, Safety and Environmental Notices To access this guide: 1. 2. From the Start screen, type support, select the HP Support Assistant app. Select My computer, and then select User guides. Contents □ Important regulatory notices, including proper battery disposal information Limited Warranty\* To access this guide: 1. 2. From the Start screen, type support, select the HP Support Assistant app.

Select My computer, and then select Warranty and services. □ Specific warranty information about this computer – Or – Go to <http://www.hp.com/go/orderdocuments>. \*You can find the expressly provided HP Limited Warranty applicable to your product located with the user guides on your computer and/or on the CD/DVD provided in the box.

In some countries/regions, HP may provide a printed HP Limited Warranty in the box. For countries/regions where the warranty is not provided in printed format, you may request a printed copy from <http://www.hp.com/go/orderdocuments> or write to: □ □ □ North America: Hewlett-Packard, MS POD, 11311 Chinden Blvd., Boise, ID 83714, USA Europe, Middle East, Africa: Hewlett-Packard, POD, Via G.

Di Vittorio, 9, 20063, Cernusco s/Naviglio (MI), Italy Asia Pacific: Hewlett-Packard, POD, P.O. Box 200, Alexandra Post Office, Singapore 911507 When you request a printed copy of your warranty, please include your product number, warranty period (found on your service label), name, and postal address.

IMPORTANT: Do NOT return your HP product to the addresses above. For U.S. support, go to <http://www.hp.com/go/contactHP>. For worldwide support, go to <http://welcome>.

[http://www.hp.com/country/us/en/wwcontact\\_us.html](http://www.hp.com/country/us/en/wwcontact_us.html). More HP resources 3 2 Getting to know your computer Finding your hardware and software information Locating hardware To find out what hardware is installed on your computer: 1. 2. From the Start screen, type c, and then select Control Panel. Select System and Security, and then in the System area, click Device Manager. A list reveals all the devices installed on your computer. Locating software To find out what software is installed on your computer: Mode Steps 1. From the Start screen, right-click using the mouse.

– or – Swipe from the top of the TouchPad to reveal all apps. 2. 1. 2. Select the All apps icon.

From the Start screen, gently swipe your finger from the top edge or the bottom edge of the display bezel onto the screen. Tap All apps. 4 Chapter 2 Getting to know your computer Tablet edge components Components (1) Power button Description □ □ □ When the computer is off, press the button to turn on the tablet. When the computer is on, press the button briefly to initiate Sleep. When the computer is in the Sleep state, press the button briefly to exit Sleep.

CAUTION: Pressing and holding down the power button will result in the loss of unsaved information. □ If the computer has stopped responding and Windows® shutdown procedures are ineffective, press and hold the power button down for at least 5 seconds to turn off the tablet. Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Search, and then tap the search box. In the search box, type power, select Settings, and then select

Power options, or see [Managing power on page 47](#). – or – To learn more about your power settings, on the Start screen, type p. In the search box, type power, select Settings, and then select Power options, or see [Managing power on page 47](#). (2) (3) Alignment post connectors (2) Micro SD Card Reader Align and attach the tablet to the keyboard base. Supports micro SD cards. Tablet edge components 5 Components (4) Audio-out (headphone)/Audio-in (microphone) combo jack Description Connects optional powered stereo speakers, headphones, earbuds, a headset, or a television audio cable. Also connects an optional headset microphone.

Connects optional powered stereo speakers, headphones, earbuds, a headset, or a television audio cable. Also connects an optional headset microphone.

This jack does not support optional microphone-only devices. WARNING! To reduce the risk of personal injury, adjust the volume before using headphones, earbuds, or a headset. For additional safety information, see the Regulatory, Safety and Environmental Notices. To access this guide, from the Start screen, type support, select the HP Support Assistant app, select My computer, and then select User guides. NOTE: When a device is connected to the jack, the computer speakers are disabled. NOTE: Be sure that the device cable has a 4-conductor connector that supports both audio-out (headphone) and audio-in (microphone).



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(5) (6) Docking port/power connector Power connector Connects the tablet to the keyboard base and connects an AC adapter. Connects an AC adapter. (7) Volume button Controls speaker volume on the tablet. □ □ To increase speaker volume, press the + edge of the button.

To decrease speaker volume, press the – edge of the button. (8) Webcam (rear) Records video, captures still photographs, and allows video conferences and online chat by means of streaming video. Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Search, and then tap the search box. type c, and then select CyberLink YouCam from the list of applications. – or – From the Start screen, type c, and then select CyberLink YouCam from the list of applications.

\*The antennas are not visible from the outside of the computer. For optimal transmission, keep the areas immediately around the antennas free from obstructions. For wireless regulatory notices, see the section of the Regulatory, Safety, and Environmental Notices that applies to your country or region. To access this guide, from the Start screen, type support, select the HP Support Assistant app, select My computer, and then select User guides. 6 Chapter 2 Getting to know your computer Display Component (1) (2) WLAN antennas (2)\* HP TrueVision HD Webcam (front) Description Send and receive wireless signals to communicate with wireless local area networks (WLANs).

Records video, captures still photographs, and allows you to video conference and chat online using streaming video. Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Search, and then tap the search box. type c, and then select CyberLink YouCam from the list of applications. – or – From the Start screen, type c, and then select CyberLink YouCam from the list of applications. (3) (4) Webcam light (front) Ambient light sensor On: The webcam is in use. The ambient light sensor automatically adjusts the display brightness based on the lighting conditions in your environment.

Records sound. Produce sound. (5) (6) Internal microphone Speakers (2) Display 7 Component (7) Windows button Description Returns you to the Start screen from any app or window. \*The antennas are not visible from the outside of the computer.

For optimal transmission, keep the areas immediately around the antennas free from obstructions. For wireless regulatory notices, see the section of the Regulatory, Safety, and Environmental Notices that applies to your country or region. To access this guide, from the Start screen, type support, select the HP Support Assistant app, select My computer, and then select User guides. 8 Chapter 2 Getting to know your computer Keyboard base Top Component (1) (2) (3) Alignment posts Docking connector Release latch Description Align and attach the tablet to the keyboard base. Connects the tablet to the keyboard base. Releases the tablet. To release the tablet, slide the release latch to the left. Keyboard base 9 TouchPad Component (1) (2) (3) TouchPad zone Left TouchPad button Right TouchPad button Description Reads your finger gesture to move the pointer or activate items on the screen. Functions like the left button of an external mouse. Functions like the right button on an external mouse.

10 Chapter 2 Getting to know your computer Lights Component (1) Caps lock light Description □ □ White: Caps lock is on. Off: Caps lock is off. Amber: Computer sound is off. Off: Computer sound is on. (2) Mute light □ □ Keyboard base 11 Keys Component (1) (2) (3) esc key fn key Windows key Description Displays system information when pressed in combination with the fn key (select models only).

Executes frequently used system functions when pressed in combination with the b key or the esc key (select models only). Returns you to the Start screen from an open app or the Windows desktop. NOTE: Pressing the Windows key again will return you to the previous screen. (4) Action keys Execute frequently used system functions. NOTE: Action keys do not display or function on the on-screen keyboard of the tablet.

12 Chapter 2 Getting to know your computer Right side Component (1) Memory card reader Description Connects optional memory cards that store, manage, share, or access information. 1. To insert the memory card, hold the card, label side up with connectors facing the slot and push in the card until it is firmly seated. To remove the memory card, press in on the card and quickly release it until it pops out. 1. (2) HDMI port Connects an optional video or audio device, such as a highdefinition television, any compatible digital or audio component, or a high-speed HDMI device. Connects optional USB devices, such as a keyboard, mouse, external drive, printer, scanner or USB hub. □ □ □ White: The AC adapter is connected and the battery is charged. Amber: The AC adapter is connected and the battery is charging. Off: The computer is using battery power.

(3) USB 3.0 port (4) AC adapter light (5) Power connector Connects an AC adapter. Keyboard base 13 Left side Component (1) (2) USB 2.0 port Audio-out (headphone)/Audio-in (microphone) combo jack Description Connects optional USB devices, such as a keyboard, mouse, external drive, printer, scanner or USB hub. Connects optional powered stereo speakers, headphones, earbuds, a headset, or a television audio cable. Also connects an optional headset microphone. This jack does not support optional microphone-only devices. WARNING! To reduce the risk of personal injury, adjust the volume before using headphones, earbuds, or a headset. For additional safety information, see the Regulatory, Safety and Environmental Notices. To access this guide, from the Start screen, type support, select the HP Support Assistant app, select My computer, and then select User guides.

NOTE: When a device is connected to the jack, the computer speakers are disabled. NOTE: Be sure that the device cable has a 4-conductor connector that supports both audio-out (headphone) and audioin (microphone). 14 Chapter 2 Getting to know your computer Releasing the tablet from the keyboard base To release the tablet from the keyboard base, follow these steps: 1. 2. Slide the release latch on the keyboard base to the left (1).

Lift and remove the tablet (2). Changing your tablet's settings You can change view and screen brightness. Changing your tablet's view Your tablet's orientation, or view, changes automatically from landscape to portrait view, or from portrait to landscape view. To change the view of your tablet from landscape view to portrait view: □ Hold the tablet horizontally, and then turn it 90 degrees to the right (in a clockwise direction). To change the view of your tablet from portrait view to landscape view: □ Hold the tablet vertically, and then turn it 90 degrees to the left (in a counter-clockwise direction).

Turning your tablet's autorotate lock on or off Autorotate automatically changes the orientation of the tablet screen depending on which way you are holding the tablet.



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You can lock the screen orientation in place so that it does not automatically rotate. Changing your tablet's settings 15 To turn your tablet's autorotate lock on or off: 1. 2. Swipe from the right edge of the TouchPad or touch screen to display the charms, and then tap Settings. Tap the Screen icon at the bottom right. Tap the autorotate lock icon to lock your current tablet screen in place and to prevent rotation. The icon displays a lock symbol when autorotate lock is active. To turn off the autorotate lock, tap the autorotate lock icon again. Adjusting your tablet's screen brightness To adjust the screen brightness: 1.

2. Swipe from the right edge of the TouchPad or touch screen to display the charms, and then tap Settings. Tap the Screen icon at the bottom right. A vertical slider displays that controls the screen brightness. NOTE: From the Windows desktop, you can also tap the Power Meter icon in the notification area at the far right of the taskbar, tap Adjust screen brightness, and then move the slider next to Screen brightness at the bottom of the screen. Locating system information Important system information is located on the bottom edge of the tablet or on the keyboard base. You may need the information when travelling internationally or when you contact support: □ □ □ Serial number Product number Warranty period Regulatory and wireless certification information Using Windows, briefly press the fn+esc key combination (select models only) to display the System Information screen, which provides the product name and serial number of your computer, as well as information about the memory, processor, BIOS, and keyboard. 16 Chapter 2 Getting to know your computer 3 Connecting to a network Your computer can travel with you wherever you go. But even at home, you can explore the globe and access information from millions of websites using your computer and a wired or wireless network connection. This chapter will help you get connected to that world.

Connecting to a wireless network Wireless technology transfers data across radio waves instead of wires. Your computer may be equipped with one or more of the following wireless devices: □ Wireless local area network (WLAN) device—Connects the computer to wireless local area networks (commonly referred to as Wi-Fi networks, wireless LANs, or WLANs) in corporate offices, your home, and public places such as airports, restaurants, coffee shops, hotels, and universities. In a WLAN, the mobile wireless device in your computer communicates with a wireless router or a wireless access point. Bluetooth device (select models only)—Creates a personal area network (PAN) to connect to other Bluetooth-enabled devices such as computers, phones, printers, headsets, speakers, and cameras. In a PAN, each device communicates directly with other devices, and devices must be relatively close together—typically within 10 meters (approximately 33 feet) of each other.

□ For more information about wireless technology, see the information and website links provided in Help and Support. From the Start screen, type h, and then select Help and Support. Using the wireless controls You can control the wireless devices in your computer using these features: □ □ Wireless button, wireless switch, or wireless key (referred to in this chapter as the wireless button) (select models only) Operating system controls Using the wireless button The computer has a wireless button and one or more wireless devices depending on the model. All of the wireless devices on your computer are enabled at the factory. Because the wireless devices are enabled at the factory, you can use the wireless button to turn on or turn off the wireless devices simultaneously. Connecting to a wireless network 17 Using operating system controls The Network and Sharing Center allows you to set up a connection or network, connect to a network, and diagnose and repair network problems. To use operating system controls: Mode Steps 1. 2. 3. 1. 2. Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Search, and then tap the search box. Type network and sharing in the search box, and then select Settings. Select Network and Sharing Center. From the Start screen, type n, and then select Settings.

Type network and sharing in the search box, and then select Network and Sharing Center. For more information, from the Start screen, type h, and then select Help and Support. Sharing data and drives and accessing software When your computer is part of a network, you are not limited to using only the information that is stored in your computer. Network computers can exchange software and data with each other. NOTE: When a disc like a DVD movie or game is copy-protected, it cannot be shared. To share folders or libraries on the same network: 1. 2. 3. 4. From the Windows desktop, open File Explorer.

Click the Share menu on the Libraries window, and then click Specific people. Type a name in the File Sharing box, and then click Add. Click Share and then follow the on-screen instructions. To share information from your Local Disk: 1. 2.

3. 4. 5. From the Windows desktop, open File Explorer. Click Local Disk (C:) on the Libraries window.

Click the Share tab, and then click Advanced sharing. On the Local Disk (C:) Properties window, select Advanced Sharing. Check Share this folder. To share drives on the same network: 1. 2. 3. 4. From the Windows desktop, right-click the network status icon in the notification area, at the far right of the taskbar. Select Open Network and Sharing Center. Under View your active networks, select an active network.

Select Change advanced sharing settings to set sharing options for privacy, network discovery, file and printer sharing or other network options. 18 Chapter 3 Connecting to a network Using a WLAN With a WLAN device, you can access a wireless local area network (WLAN), which is composed of other computers and accessories that are linked by a wireless router or a wireless access point. NOTE: □ The terms wireless router and wireless access point are often used interchangeably. A large-scale WLAN, such as a corporate or public WLAN, typically uses wireless access points that can accommodate a large number of computers and accessories and can separate critical network functions. A home or small office WLAN typically uses a wireless router, which allows several wireless and wired computers to share an Internet connection, a printer, and files without requiring additional pieces of hardware or software. □ To use the WLAN device in your computer, you must connect to a WLAN infrastructure (provided through a service provider or a public or corporate network). Using an Internet service provider When you are setting up Internet access in your home, you must establish an account with an Internet service provider (ISP). To purchase Internet service and a modem, contact a local ISP. The ISP will help set up the modem, install a network cable to connect your wireless router to the modem, and test the Internet service.



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*NOTE: Your ISP will give you a user ID and a password to use for Internet access.*

*Record this information and store it in a safe place. Setting up a WLAN To set up a WLAN and connect to the Internet, you need the following equipment: □ □ □ A broadband modem (either DSL or cable) (1) and high-speed Internet service purchased from an Internet service provider A wireless router (2) (purchased separately) A wireless computer (3) NOTE: Some modems have a built-in wireless router. Check with your ISP to determine what type of modem you have. The illustration below shows an example of a wireless network installation that is connected to the Internet. As your network grows, additional wireless and wired computers can be connected to the network to access the Internet.*

*For help in setting up your WLAN, see the information provided by your router manufacturer or your ISP. Connecting to a wireless network 19 Configuring a wireless router For help in setting up a WLAN, see the information provided by your router manufacturer or your ISP. NOTE: It is recommended that you initially connect your new wireless computer to the router by using the network cable provided with the router. When the computer successfully connects to the Internet, disconnect the cable, and access the Internet through your wireless network. Protecting your WLAN When you set up a WLAN or access an existing WLAN, always enable security features to protect your network from unauthorized access.*

*WLANs in public areas (hotspots) like coffee shops and airports may not provide any security. If you are concerned about the security of your computer when connected to a hotspot, limit your network activities to email that is not confidential and basic Internet surfing. Wireless radio signals travel outside the network, so other WLAN devices can pick up unprotected signals. Take the following precautions to protect your WLAN: □ Use a firewall. A firewall checks information and requests that are sent to your network, and discards any suspicious items. Firewalls are available in both software and hardware. Some networks use a combination of both types. □ Use wireless encryption. Wireless encryption uses security settings to encrypt and decrypt data that is transmitted over the network. For more information, from the Start screen, type h, and then select Help and Support.*

*Connecting to a WLAN To connect to the WLAN, follow these steps: 1. 2. 3. 4. Be sure that the WLAN device is on. From the Windows desktop, tap or click the network status icon in the notification area, at the far right of the taskbar. Select your WLAN from the list. Click Connect. If the WLAN is a security-enabled WLAN, you are prompted to enter a security code. Type the code, and then click OK to complete the connection.*

*NOTE: If no WLANs are listed, you may be out of range of a wireless router or access point. NOTE: If you do not see the WLAN you want to connect to, from the Windows desktop, rightclick the network status icon, and then select Open Network and Sharing Center. Click Set up a new connection or network. A list of options is revealed, allowing you to manually search for and connect to a network or to create a new network connection. 5.*

*Follow the on-screen instructions to complete the connection. After the connection is made, place the mouse pointer over the network status icon in the notification area, at the far right of the taskbar, to verify the name and status of the connection. 20 Chapter 3 Connecting to a network NOTE: The functional range (how far your wireless signals travel) depends on WLAN implementation, router manufacturer, and interference from other electronic devices or structural barriers such as walls and floors. Using Bluetooth wireless devices (select models only) A Bluetooth device provides short-range wireless communications that replace the physical cable connections that traditionally link electronic devices such as the following: □ □ □ □ Computers (desktop, notebook, PDA) Phones (cellular, cordless, smart phone) Imaging devices (printer, camera) Audio devices (headset, speakers) Mouse Bluetooth devices provide peer-to-peer capability that allows you to set up a PAN of Bluetooth devices. For information about configuring and using Bluetooth devices, see the Bluetooth software Help.*

*Connecting to a wireless network 21 4 Enjoying entertainment features Use your HP computer as an entertainment hub to socialize via the webcam, enjoy and manage your music, and download and watch movies. Or, to make your computer an even more powerful entertainment center, connect external devices like a monitor, projector, or TV, or speakers and headphones. 22 Chapter 4 Enjoying entertainment features Multimedia features Here are some of the entertainment features on your computer. Component (1) Description Audio-out (headphone)/Audio-in (microphone) combo jack Connects optional powered stereo speakers, headphones, earbuds, a headset, or a television audio cable. Also connects an optional headset microphone. This jack does not support optional microphone-only devices. WARNING! To reduce the risk of personal injury, adjust the volume before using headphones, earbuds, or a headset. For additional safety information, see the Regulatory, Safety and Environmental Notices. To access this guide, from the Start screen, type support, select the HP Support Assistant app, select My computer, and then select User guides. NOTE: When a device is connected to the jack, the computer speakers are disabled.*

*NOTE: Be sure that the device cable has a 4-conductor connector that supports both audio-out (headphone) and audio-in (microphone). Multimedia features 23 Component (2) Description Volume button Controls speaker volume. □ □ To increase speaker volume, press the + edge of the button. To decrease speaker volume, press the – edge of the button. (3) Webcam (rear) Records video, captures still photographs, and allows video conferences and online chat by means of streaming video. Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Search, and then tap the search box. type c, and then select CyberLink YouCam from the list of applications. – or – From the Start screen, type c, and then select CyberLink YouCam from the list of applications. 24 Chapter 4 Enjoying entertainment features Component (1) Description HP TrueVision HD Webcam (front) Records video, captures still photographs, allows you to video conference and chat online using streaming video. Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Search, and then tap the search box.*

*type c, and then select CyberLink YouCam from the list of applications. – or – From the Start screen, type c, and then select CyberLink YouCam from the list of applications. (2) (3) Webcam light Ambient light sensor On: The webcam is in use. The ambient light sensor automatically adjusts the display brightness based on the lighting conditions in your environment.*



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*Records sound.*

*Produce sound. Connects an optional USB device, such as a keyboard, mouse, external drive, printer, scanner or USB hub. Connects an optional video or audio device, such as a high-definition television, any compatible digital or audio component, or a high-speed HDMI device. Connects optional memory cards that store, manage, share, or access information. 1.*

*To insert the memory card, hold the card, label side up with connectors facing the slot and push in the card until it is firmly seated. To remove the memory card, press in on the card and quickly release it until it pops out. (4) (5) (6) Internal microphone Speakers (2) USB 3.0 port (7) HDMI port (8) Memory card reader 1. Multimedia features 25 Component (9) Description Audio-out (headphone)/Audio-in (microphone) combo jack Connects optional powered stereo speakers, headphones, earbuds, a headset, or a television audio cable. Also connects an optional headset microphone. This jack does not support optional microphone-only devices. WARNING! To reduce the risk of personal injury, adjust the volume before using headphones, earbuds, or a headset. For additional safety information, see the Regulatory, Safety and Environmental Notices. To access this guide, from the Start screen, type support, select the HP Support Assistant app, select My computer, and then select User guides.*

*NOTE: When a device is connected to the jack, the computer speakers are disabled. NOTE: Be sure that the device cable has a 4-conductor connector that supports both audio-out (headphone) and audio-in (microphone). (10) USB 2.0 port Connects an optional USB device, such as a keyboard, mouse, external drive, printer, scanner or USB hub. Using the webcams Your computer has two integrated webcams, a powerful social networking tool that allow you to communicate up close with friends and colleagues, whether they are next door or on the other side of the world. With the webcams, you can stream video with your instant messaging software, capture and share video, and take photos. To start the webcams, follow these steps: Mode Steps 1. 2. Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Search, and then tap the search box. Type c, and then select CyberLink YouCam from the list of applications.*

*From the Start screen, type c, and then select CyberLink YouCam from the list of applications. For details about using the webcams, refer to the software Help for the app. Using audio On your computer, you can play music CDs (with an optional external optical drive), download and listen to music, stream audio content from the web (including radio), record audio, or mix audio and video to create multimedia. To enhance your listening enjoyment, attach external audio devices such as speakers or headphones. 26 Chapter 4 Enjoying entertainment features Connecting speakers You can attach wired speakers to your computer by connecting them to a USB port or to the audioout (headphone) jack on your computer or on a docking station.*

*To connect wireless speakers to your computer, follow the device manufacturer's instructions. To connect high-definition speakers to the computer, see Setting up HDMI audio on page 31. Before connecting speakers, lower the volume setting. Connecting headphones and microphones You can connect wired headphones or headsets to the audio-out (headphone)/audio-in (microphone) jack on your computer. Many headsets with integrated microphones are commercially available.*

*To connect wireless headphones or headsets to your computer, follow the device manufacturer's instructions. WARNING! To reduce the risk of personal injury, lower the volume setting before putting on headphones, earbuds, or a headset. For additional safety information, see the Regulatory, Safety and Environmental Notices. To access this guide, from the Start screen, type support, select the HP Support Assistant app, select My computer, and then select User guides. Using Beats Audio Beats Audio is an enhanced audio feature that provides a deep, controlled bass while maintaining a clear sound. You can experience Beats Audio through the computer's internal speakers, through external speakers connected to a USB port, or through Beats Audio headphones connected to the headphone jack. Accessing Beats Audio Control Panel Use Beats Audio Control Panel to view and manually control audio and bass settings. To open Beats Audio Control Panel, follow these steps: Mode Steps 1. 2. Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Search, and then tap the search box.*

*Type c, select Control Panel, select Hardware and Sound, and then select Beats Audio Control Panel. From the Start screen, type c, select Control Panel, select Hardware and Sound, and then select Beats Audio Control Panel. Using audio 27 Enabling and disabling Beats Audio To enable or disable Beats Audio, follow these steps: Mode Steps 1. 2. 3. 1. 2. Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Search, and then tap the search box. Type c, select Control Panel, select Hardware and Sound, and then select Beats Audio Control Panel. Follow the on-screen instructions From the Start screen, type c, select Control Panel, select Hardware and Sound, and then select Beats Audio Control Panel.*

*Follow the on-screen instructions Testing your audio features To check the audio function on your computer, follow these steps: Mode Steps 1. 2. 3. 1. 2. 3. Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Search, and then tap the search box. Type c, tap Control Panel, tap Hardware and Sound, and then tap Sound. When the Sound window opens, tap the Sounds tab. Under Program Events, tap any sound event, such as a beep or alarm, and then tap Test.*

*On the Start screen, type c, and then select Control Panel from the list of applications. Select Hardware and Sound, and then select Sound. When the Sound window opens, select the Sounds tab. Under Program Events, select any sound event, such as a beep or alarm, and then click Test. You should hear sound through the speakers or through connected headphones. To check the recording functions on your computer, follow these steps: Mode Steps 1. 2. 3. 4. 1.*

*2. 3. Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Search, and then tap the search box. Type s, and then select Sound Recorder. Click Start Recording and speak into the microphone. Save the file to your desktop. Open a multimedia program and play the recording. From the Start screen, type s, and then select Sound Recorder. Click Start Recording and speak into the microphone. Save the file to your desktop.*

*Open a multimedia program and play the recording. To confirm or change the audio settings on your computer: 28 Chapter 4 Enjoying entertainment features Mode Steps 1. 2. 3. 1.*

*2. Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Search, and then tap the search box. Type c, and then select Control Panel from the list of applications.*



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Select **Hardware and Sound**, and then select **Sound**. From the Start screen, type **c**, and then select **Control Panel** from the list of applications. Select **Hardware and Sound**, and then select **Sound**. Using video Your computer is a powerful video device that enables you to watch streaming video from your favorite websites and download video and movies to watch on your computer when you are not connected to a network. To enhance your viewing enjoyment, use one of the video ports on the computer to connect an external monitor, projector, or TV. Most computers have a video graphics array (VGA) port, which connects analog video devices. Some computers also have a high-definition multimedia interface (HDMI) port, which allows you to connect a high-definition monitor or TV. **IMPORTANT:** Be sure that the external device is connected to the correct port on the computer, using the correct cable. Check the device manufacturer's instructions. Using video 29 Connecting video devices using an HDMI cable **NOTE:** To connect an HDMI device to your computer, you need an HDMI cable, sold separately. To see the computer screen image on a high-definition TV or monitor, connect the high-definition device according to the following instructions. 1.

Connect one end of the HDMI cable to the HDMI port on the computer. 2. 3. Connect the other end of the cable to the high-definition TV or monitor. Press **f4** to alternate the computer screen image between 4 display states:     PC screen only: View the screen image on the computer only. Duplicate: View the screen image simultaneously on both the computer and the external device. Extend: View the screen image extended across both the computer and the external device. Second screen only: View the screen image on the external device only. Each time you press **f4**, the display state changes. **NOTE:** For best results, especially if you choose the "Extend" option, adjust the screen resolution of the external device, as follows.

From the Start screen, type **c**, and then select **Control Panel** from the list of applications. Select **Appearance and Personalization**. Under **Display**, select **Adjust screen resolution**. 30 Chapter 4 Enjoying entertainment features Setting up HDMI audio HDMI is the only video interface that supports high-definition video and audio. After you connect an HDMI TV to the computer, you can then turn on HDMI audio by following these steps: 1.

2. 3. From the Windows desktop, right-click the **Speakers** icon in the notification area, at the far right of the taskbar, and then select **Playback devices**. On the **Playback** tab, select the name of the digital output device. Click **Set Default**, and then click **OK**.

To return the audio stream to the computer speakers: 1. 2. 3. From the Windows desktop, right-click the **Speakers** icon in the notification area, at the far right of the taskbar, and then click **Playback devices**. On the **Playback** tab, click **Speakers / HP**. Click **Set Default**, and then click **OK**. Using video 31 5 Navigating the screen You can navigate the computer screen in several ways:   Touch gestures Keyboard and mouse Touch gestures can be used on your computer TouchPad or on a touch screen. **NOTE:** An external USB mouse (purchased separately) can be connected to one of the USB ports on the computer. Review the Windows 8 Basics guide included with your computer. The guide provides information on common tasks using the TouchPad, touch screen, or the keyboard.

Your computer has special action keys and hot key functions on the keyboard to perform routine tasks. Using the TouchPad The TouchPad allows you to navigate the computer screen by using simple finger movements. You can customize the touch gestures by changing settings, button configurations, click speed, and pointer options. From the Start screen, type **c**, select **Control Panel**, and then select **Hardware and Sound**. Under **Devices and Printers**, select **Mouse**. Using TouchPad gestures A TouchPad allows you to control the pointer on the screen using your fingers. **TIP:** Use the left and right buttons on the TouchPad as you would use the corresponding buttons on an external mouse. **NOTE:** TouchPad gestures are not supported in all apps. To view a demonstration of each gesture: 1. 2.

3. From the Start screen, type **c**, select **Control Panel**, and then select **Hardware and Sound**. Select **Synaptics TouchPad**. Click a gesture to activate the demonstration. To turn a gesture off or on: 1.

2. From the **Synaptics TouchPad** screen, select or clear the check box next to the gesture that you want to turn on or off. Click **Apply**, and then click **OK**. 32 Chapter 5 Navigating the screen Tapping To make an on-screen selection, use the tap function on the TouchPad.  Point to an item on the screen, and then tap one finger on the TouchPad zone to make a selection.

Double-tap an item to open it. Using the TouchPad 33 Scrolling Scrolling is useful for moving up, down, or sideways on a page or image.

@@@@Zoom out by placing two fingers apart on the display and then move your fingers together. 40 Chapter 5 Navigating the screen Rotating (select models only) Rotating allows you to turn items such as photos.

Anchor the forefinger of your left hand on the object you want to rotate. Using your right hand, slide your forefinger around in a sweeping motion from 12 o'clock to 3 o'clock. @@Rotate may not be functional for all apps. Edge swipes With edge swipes you can perform tasks such as changing settings and finding or using apps. @@ Gently swipe your finger inward from the right edge of the display onto the screen to reveal the charms. Using the touch screen 41 Left-edge swipe The left-edge swipe reveals your open apps so that you can switch to them quickly.

Gently swipe your finger inward from the left edge of the display to switch between apps. Without lifting your finger, swipe back toward the left edge to reveal all open apps. Top-edge swipe and bottom-edge swipe The top-edge swipe or bottom-edge swipe allows you to open a list of apps available on your computer. 1. 2. From the Windows Start screen, gently swipe your finger from the top edge or the bottom edge of the display onto the screen. Tap All apps to view available apps. 42 Chapter 5 Navigating the screen Using the on-screen keyboard You may want to enter data into a data field. This may be required when you set up a wireless network configuration or a weather reporting location, or when you access user accounts on Internet sites. The computer has an on-screen keyboard that is displayed when you need to enter such information into data fields.

1. To display the keyboard, tap in the first data field. Tap the small keyboard icon that is displayed. – or – From the Windows desktop, tap the keyboard icon right side of the notification area. 2.

Tap each character, continuing until you have spelled out the name or word that you are entering into the data field. **NOTE:** Action keys do not display or function on the on-screen keyboard. **NOTE:** Suggested words may be displayed at the top of the keyboard.



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If an appropriate word is displayed, tap it to select it. 3.

Tap enter on the keyboard. Using the keyboard and mouse The keyboard and mouse allow you to type, select items, scroll and to perform the same functions as you do using touch gestures. The keyboard base also allows you to use action keys and hot keys to perform specific functions. TIP: The Windows key on the keyboard base and tablet allow you to quickly return to the Start screen from an open app or the Windows desktop. Pressing the Windows key again will return you to the previous screen. NOTE: Depending on the country or region, your keyboard may have different keys and keyboard functions than those discussed in this section. Using the keys Your computer has different ways to quickly access information or perform functions with certain keys and key combinations. Using the action keys An action key on the keyboard base performs an assigned function. The icon on each of the f1 through f4 and f6 through f12 keys illustrates the assigned function for that key. IMPORTANT: Action keys only function on the keyboard base.

They do not display or function on the on-screen keyboard of the tablet. To use an action key function, press and hold the key. The keyboard base action key feature is enabled at the factory. You can disable this feature in Setup Utility (BIOS). See Using Setup Utility (BIOS) and HP PC Hardware Diagnostics (UEFI) on page 61 for instructions on opening Setup Utility (BIOS), and then follow the instructions at the bottom of the screen. Using the on-screen keyboard 43 To activate the assigned function after you have disabled the action key feature on the keyboard base, you must press the fn key in combination with the appropriate action key. CAUTION: Use extreme care when making changes in Setup Utility. Errors can prevent the computer from operating properly. Icon Key f1 Description Opens Help and Support, which provides tutorials, information about the Windows operating system and your computer, answers to questions, and updates to your computer. Help and Support also provides automated troubleshooting tools and access to support.

f2 Decreases the screen brightness incrementally as long as you hold down the key. f3 Increases the screen brightness incrementally as long as you hold down the key. f4 Switches the screen image between display devices connected to the system. For example, if a monitor is connected to the computer, pressing this key alternates the screen image from the computer display to the monitor display to a simultaneous display on both the computer and the monitor. Plays the previous track of an audio CD or the previous section of a DVD or a BD.

f6 f7 Begins, pauses, or resumes playback of an audio CD, a DVD, or a BD. f8 Plays the next track of an audio CD or the next section of a DVD or a BD. f9 Decreases speaker volume incrementally as long as you hold down the key. f10 Increases speaker volume incrementally as long as you hold down the key. f11 Mutes or restores speaker sound.

f12 Turns the wireless feature on or off. NOTE: A wireless network must be set up before a wireless connection is possible. 44 Chapter 5 Navigating the screen Using Microsoft Windows 8 shortcut keys Microsoft Windows 8 provides shortcuts to perform actions quickly. Press the Windows key combination with a designated key in the table to perform the action. Shortcut key Key Description in Returns you to the Start screen from an open app or the Windows desktop. NOTE: + c Pressing the key again returns you to the previous screen. Reveals the charms. + d Opens the Windows desktop. + o Turns Autorotate on or off. + q Opens the All Apps screen.

+ tab Switches between open apps. NOTE: Continue to press this key combination until the app you want is revealed. alt + f4 Closes an active app. For additional information on Windows 8 shortcut keys, go to Help and Support. From the Start screen, type h, and then select Help and Support. Using the keyboard and mouse 45 Using the hot keys A hot key is a combination of the fn key and the esc key or the b key. To use a hot key: □ Briefly press the fn key, and then briefly press the second key of the combination. Hot key fn+esc fn+b Description Reveals information about system hardware components and the system BIOS version number. Enables or disables the Beats Audio bass settings. Beats Audio is an enhanced audio feature that provides a deep, controlled bass while maintaining a clear sound.

Beats Audio is enabled by default. You can also view and control the bass settings through the Windows operating system. To view and control the bass properties, from the Start screen, type c, select Control Panel, select Hardware and Sound, and then select Beats Audio Control Panel. Function Reveals system information. Control the bass settings.

46 Chapter 5 Navigating the screen 6 Managing power Your computer can operate on either battery power or external power. When the computer is running on battery power only and an AC power source is not available to charge the battery, it is important to monitor and conserve the battery charge. Your computer supports an optimal power plan to manage how your computer uses and conserves power so that computer performance is balanced with power conservation. Initiating Sleep and Hibernation Microsoft® Windows has two power-saving states, Sleep and Hibernation. □ Sleep—The Sleep state is automatically initiated after a period of inactivity when running on battery power or on external power.

Your work is saved to memory, allowing you to resume your work very quickly. You can also initiate Sleep manually. For more information, see Manually initiating and exiting Sleep on page 47. Hibernation—The Hibernation state is automatically initiated if the battery reaches a critical level. In the Hibernation state, your work is saved to a hibernation file and the computer powers down. NOTE: You can manually initiate Hibernation. See Manually initiating and exiting Sleep on page 47 and Manually initiating and exiting Hibernation (select models only) on page 48. CAUTION: To reduce the risk of possible audio and video degradation, loss of audio or video playback functionality, or loss of information, do not initiate Sleep while reading from or writing to a disc or an external media card. NOTE: You cannot initiate any type of networking connection or perform any computer functions while the computer is in the Sleep state or in Hibernation. □ Manually initiating and exiting Sleep With the computer on, you can initiate Sleep in the following ways: □ □ Briefly press the power button.

Swipe from the right edge of the TouchPad or touch screen to display the charms, tap Settings, tap the Power icon, and then tap Sleep. – or – From the Start screen, point to the upper-right or lower-right corner of the screen. When the charms list opens, click Settings, click the Power icon, and then click Sleep. To exit Sleep: □ □ □ Press the Windows button. Briefly press the power button.



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If the display is closed, and the tablet is connected to the keyboard base, open the display. Initiating Sleep and Hibernation 47 □ □ Press a key on the keyboard. Tap or swipe the TouchPad. When the computer exits Sleep, the power lights turn on and the computer returns to the screen where you stopped working. NOTE: If you have set a password to be required on wakeup, you must enter your Windows password before the computer will return to the screen. Manually initiating and exiting Hibernation (select models only) You can enable user-initiated Hibernation and change other power settings and timeouts using Power Options. 1. 2. 3. 4.

5. From the Start screen, type power, select Settings, and then select Power Options from the list of applications. In the left pane, click Choose what the power button does. Click Change Settings that are currently unavailable. In the When I press the power button area, select Hibernate.

Click Save changes. When the computer exits Hibernation, the power lights turn on and your work returns to the screen. NOTE: If you have set a password to be required on wakeup, you must enter your Windows password before your work will return to the screen. Setting password protection on wakeup To set the computer to prompt for a password when the computer exits Sleep or Hibernation, follow these steps: 1. 2. 3. 4. From the Start screen, type power, select Settings, and then select Power Options. In the left pane, click Require a password on wakeup. Click Change Settings that are currently unavailable.

Click Require a password (recommended). NOTE: If you need to create a user account password or change your current user account password, click Create or change your user account password, and then follow the onscreen instructions. If you do not need to create or change a user account password, go to step

5. 5. Click Save changes. Using the power meter and power settings The power meter is located on the Windows desktop. The power meter allows you to quickly access power settings and view the remaining battery charge. □ □ To reveal the percentage of remaining battery charge and the current power plan, on the Windows desktop, point over the power meter icon. To use Power Options, click the power meter icon and select an item from the list. From the Start screen, you can also type power, select Settings, and then select Power Options.

48 Chapter 6 Managing power Different power meter icons indicate whether the computer is running on battery or external power. The icon also reveals a message if the battery has reached a low or critical battery level. Running on battery power When a charged battery power is in the tablet and the tablet is not plugged into external power, the tablet runs on battery power. If the tablet has a charged battery installed and the AC adapter is disconnected from the tablet, the tablet automatically switches to battery power and the display brightness decreases to conserve battery life. The battery in the tablet slowly discharges when the tablet is off and unplugged from external power.

On select computer models, there is a second battery in the keyboard base. When the tablet is attached to the keyboard base, the system is powered by the keyboard base's battery until the battery reaches a critical level in the keyboard base. At that time, the system switches to the tablet's battery. Computer battery life varies, depending on power management settings, programs running on the computer, display brightness, external devices connected to the tablet, and other factors. NOTE: On select computer models, there is a secondary battery in the keyboard base.

When the tablet is attached to the keyboard base, the system is powered by the keyboard base's battery. Factory-sealed battery Your computer has one or two internal, rechargeable battery that can be replaced only by an authorized service provider. For information about keeping your battery in good condition, see Conserving battery power on page 49. To monitor the status of your battery, or if the battery is no longer holding a charge, run Battery Check in Help and Support. To access battery information, from the Start screen, type support, select the HP Support Assistant app, and then select Battery and performance. If Battery Check indicates that your battery should be replaced, contact support. Do not attempt to remove or replace the factory-sealed battery. Removing or replacing the battery could affect your warranty coverage. If the battery is no longer holding a charge, contact support. When a battery has reached the end of its useful life, do not dispose of the battery in general household waste.

Follow the local laws and regulations in your area for battery disposal. Conserving battery power Tips for conserving battery power and maximizing battery life: □ □ □ □ □ Lower the brightness on the display. Select the Power saver setting in Power Options. Turn off wireless devices when you are not using them. Disconnect unused external devices that are not plugged into an external power source, such as an external hard drive connected to a USB port. Stop, disable, or remove any external media cards that you are not using. Before you leave your work, initiate Sleep or shut down the computer. Identifying low battery levels When a battery that is the sole power source for the computer reaches a low or critical battery level, the following behavior occurs: □ The battery light (select models only) indicates a low or critical battery level. Running on battery power 49 – or – □ The power meter icon on the Windows desktop shows a low or critical battery notification. NOTE: For additional information about the power meter, see Using the power meter and power settings on page 48.

The computer takes the following actions for a critical battery level: □ □ If Hibernation is disabled and the computer is on or in the Sleep state, the computer remains briefly in the Sleep state, and then shuts down and loses any unsaved information. If Hibernation is enabled and the computer is on or in the Sleep state, the computer initiates Hibernation. Resolving a low battery level Resolving a low battery level when external power is available □ □ □ Connect an AC adapter. Connect the keyboard base to the tablet. Connect an optional power adapter purchased as an accessory from HP.

Resolving a low battery level when no power source is available Save your work and shut down the computer. Resolving a low battery level when the computer cannot exit Hibernation When the computer lacks sufficient power to exit Hibernation, follow these steps: 1. 2. Connect the AC adapter to the computer and to external power. Exit Hibernation by pressing the power button.

Running on external AC power For information on connecting to AC power, refer to the Setup Instructions poster provided in the computer box. The computer does not use battery power when the computer is connected to AC external power with an approved AC adapter or an optional docking/expansion device.



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