



# **Startup Guide**

## Compaq Notebook Series

Document Part Number: 355391-001

November 2003

This guide explains how to set up your hardware and software, find and install the latest versions of Compaq software, and find additional information and support. This guide introduces you to exterior features of the notebook.

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## Startup Guide

Compaq Notebook Series

Reference Number: R3000

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# Hardware and Software Setup

## Setting Up the Hardware



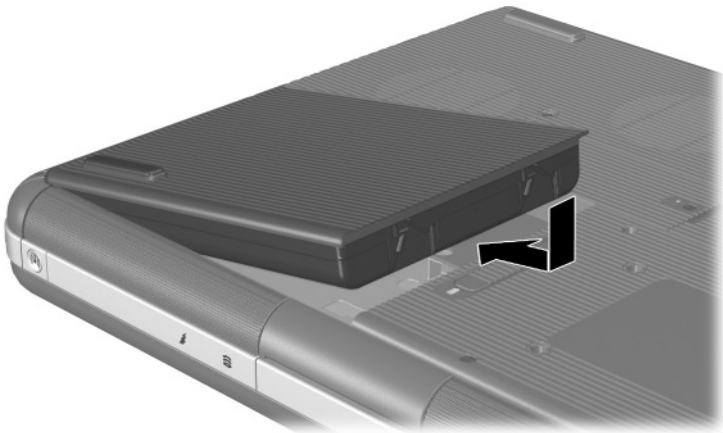
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**CAUTION:** To ensure that the correct drivers load and to prevent file corruption or damage to the components during initial setup:

- Do not set up the notebook while it is docked in an optional HP Notebook Expansion Base.
  - Run the notebook on external AC power, not on battery power, throughout initial setup.
-

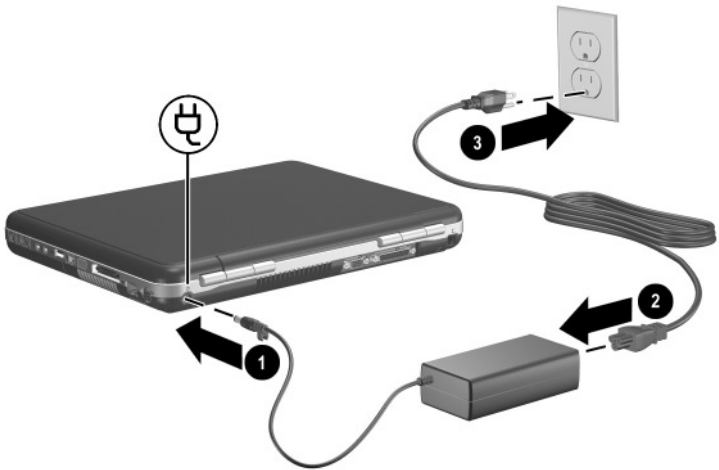
To set up the notebook hardware:

1. Insert the battery pack:
  - a. Place the notebook upside down and align the battery pack with the notebook battery bay.
  - b. Slide the battery pack into the battery bay until it is seated. (For more information regarding battery packs, refer to the “Battery Packs” chapter in the *Hardware Guide* on the *Documentation Library* CD.)



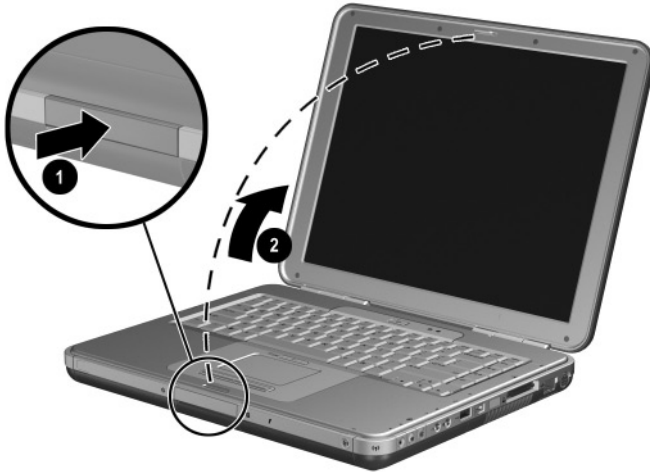
*Inserting the battery pack*

2. Connect the notebook to AC power:
  - a. Place the notebook on a flat surface near an electrical outlet.
  - b. Connect the AC adapter cable to the power connector on the notebook **❶**.
  - c. Connect the power cord to the AC adapter **❷**. (Power cords and AC adapters vary by region and country.)
  - d. Plug the power cord into an electrical outlet **❸**. (Electrical outlets vary by region and country.)



*Connecting the notebook to AC power*

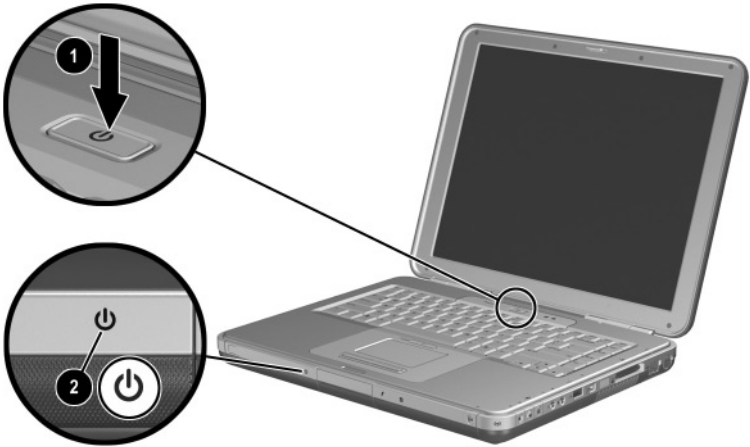
3. Open the notebook by pressing the display release latch **1** and lifting the display **2**.



*Opening the notebook*



4. Turn on the notebook by pressing the power button **1**. The power/Standby light turns on **2**.



### *Turning on the notebook*

After the notebook power is on:

- The software setup prompt appears on the screen.
- The battery light remains on while the battery pack is charging and turns off after the battery pack is fully charged.

## Setting Up the Software

A prompt to set up your software is displayed on the screen when the notebook is turned on for the first time. Before responding to the prompt and proceeding through the online instructions, read the following caution and other installation information.



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**CAUTION:** To prevent file corruption and to be sure that the correct device drivers are installed during software setup:

- Do not unplug the notebook from the electrical outlet.
  - Do not shut down the notebook.
  - Do not remove or insert a drive.
- 
- After you begin the software setup, you must complete the entire process without interruption. Setup time varies.
  - If you are prompted to select a language, choose carefully. The languages that you do not choose are deleted from the system and cannot be restored during the installation.
  - When you are prompted to accept the End User License Agreement, you must choose Accept to continue the software setup.

## Installing Optional Software

You can install third-party software or preloaded utilities at any time after initial setup is complete.

- To install a third-party application, refer to the documentation included with the application.
- To install a preloaded application, select Start > All Programs > Software Setup. A setup wizard loads, and a list of applications is displayed. Select the application you want to install, and follow the instructions on the screen.



To view the descriptions and space requirements of preloaded utilities without installing them, select Start > All Programs > Software Setup, and after viewing the utility information, select Cancel.

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## Selecting Regional Settings

Keyboard language and other regional preferences, such as time, date, and currency format, are set in the operating system. To access regional settings, select Start > Control Panel > Date, Time, Language, and Regional Options.

For information about selecting regional settings, open the Regional and Language Options window, and then use context-sensitive Help. To use context-sensitive Help, select the question mark button in the upper-right corner of the window, and then select an item. A definition, explanation, or procedure is displayed.

## Selecting Screen Settings

If you would like to see more items on your screen or to change the size of items displayed on the screen, you can change the screen resolution setting in your operating system. To access the screen resolution settings, select Start > Control Panel > Appearance and Themes. Then select the Settings tab and change the screen resolution.

## Protecting the Notebook from Power Surges

To protect the notebook from the power surges that might be caused by an unreliable power supply or an electrical storm:

- Plug the notebook power cord into an optional, high-quality surge protector.
- Provide surge protection for the cable that connects the modem to the telephone jack.
- During an electrical storm, run the notebook on battery power or shut down the notebook and disconnect the power cord.

Surge protectors are available from most computer or electronics retailers.

## Protecting Your Notebook

When you use your notebook to access a network or the Internet, you expose the notebook to security and privacy threats in the form of viruses, worms, and hackers. These security and privacy occurrences can potentially disable the notebook operating system, software applications, and personal files. Using a combination of software and hardware security measures can significantly help in the prevention, the detection, and often the repair of these occurrences.

## Using Security Software Measures

Compaq recommends that you follow these 3 protective security software measures to improve your notebook security and to reduce the severity of security access threats.

Step	Use this Security Measure	For More Information
1	<p>Install antivirus software before connecting to the Internet or a network. (Some notebook models are shipped with antivirus software.)</p> <p>Keep the virus definition files up to date to maintain protection against newly discovered viruses.</p>	<p>Microsoft: <a href="http://www.microsoft.com/security/antivirus">http://www.microsoft.com/security/antivirus</a></p> <p>Symantec: <a href="http://securityresponse.symantec.com">http://securityresponse.symantec.com</a> Refer to the online Help File within the antivirus software.</p>
2	<p>Install Microsoft Windows® updates by downloading the updates as they become available.</p>	<p><a href="http://windowsupdate.microsoft.com">http://windowsupdate.microsoft.com</a></p>
3	<p>Install the Microsoft Internet Connection Firewall or an equivalent firewall.</p>	<p>Refer to the Help and Support Center. Select Start &gt; Help &amp; Support. Enter "Firewall" in the Search field and press <b>enter</b>.</p>



Using a firewall can block access to Internet games, or to printer and file sharing within a network. If this occurs, you can disable the firewall or contact your firewall provider for configuration information. Disabling the firewall will leave you unprotected.

## Turning Off the Notebook

Whenever possible, turn off the notebook by following the appropriate Microsoft® Windows® shutdown procedure:

To turn off the notebook:

- » Select Start > Shut Down > Shut down.

For information about conserving power, setting power preferences, and using Standby and Hibernation, refer to the “Power” chapter in the *Software Guide* on the *Documentation Library* CD.

## Using the Notebook Safely

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**WARNING:** To reduce the risk of electric shock or damage to your equipment:

- Plug the power cord into an electrical outlet that is easily accessible at all times.
  - Disconnect power from the product by unplugging the power cord from the electrical outlet.
  - If provided with a three-pin attachment plug on your power cord, plug the cable into a grounded (earthed) three-pin outlet. Do not disable the power cord grounding pin. The grounding pin is an important safety feature.
-



**WARNING:** To reduce the risk of serious injury, read the *Safety & Comfort Guide*. It describes proper workstation setup, posture, and health and work habits for computer users, and provides important electrical and mechanical safety information. This guide is located on the Web at <http://www.compaq.com/ergo>, on the hard drive, or on the *Documentation Library* CD that is included with the product.

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**WARNING:** This notebook is designed to run demanding applications at full power. As a result of increased power consumption, it is normal for the notebook to feel warm or hot when used continuously. To avoid potential discomfort or burns, do not block the air vents or use the notebook on your lap for extended periods. The notebook complies with the user-accessible surface temperature limits defined by the International Standard for Safety of Information Technology Equipment (IEC 60950).

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This product is designed for accessibility. It has been tested with industry-leading assistive technology products to ensure equal access to anyone, anytime, anywhere.

This equipment has also been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. For more safety and regulatory information, as well as instructions for protecting the notebook against electrostatic discharge, refer to the *Regulatory and Safety Notices* on the *Documentation Library* CD. This CD is included with your notebook.

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# Additional Information, Help and Updates

## Using the Documentation Library CD

For supplementary information about the notebook, refer to the *Documentation Library* CD. This CD, included with all models, contains the guides described in the following list. Additional guides—for example, instruction manuals for using an optional wireless device—are included with select models.

- *Hardware Guide*—Contains information specific to your notebook. The guide includes an illustrated reference to all exterior components, and steps for replacing battery packs, using keyboard features and drives, connecting external equipment, and upgrading the notebook.
- *Software Guide*—Describes software, including details about power and security features.
- *Modem and Networking* guide—Provides details about modem connections and equipment.
- *Maintenance, Shipping and Travel* guide—Describes steps for notebook maintenance and guidelines for using the notebook internationally.
- *Troubleshooting* guide—Includes solutions for common problems encountered by users.



- *Regulatory and Safety Notices*—Includes governmental agency information.
- *Safety & Comfort Guide*—Describes the best ways to set up a safe and comfortable work environment, including ergonomic and safety information.

To view a guide:

1. Insert the *Documentation Library* CD into a CD drive.
2. Select the guide you want to read from the reference library menu.
3. If prompted, accept the Adobe® Acrobat® Reader license agreement and install Acrobat Reader by following the instructions on the screen.

## Using the Help and Support Center

Installed on your notebook desktop is the Help and Support Center that provides a comprehensive online resource tool for contacting a Compaq support specialist, for downloading the latest software driver updates and product information, and for learning more about using and maintaining your notebook.

For example, in Help and Support, you can:

- Learn how to use the software tools for working with your favorite music, video, games, and photos (select models).
- Get information about Microsoft Windows XP for customizing your notebook.
- Set up your notebook for networking and for communicating on the Web.
- Use administration tools to manage areas such as passwords, file backups, system restore, and user accounts.
- Learn how to print, fax, run performance and maintenance tools, and install and configure new hardware.
- Troubleshoot and fix common notebook problems.

- Protect your notebook files by using Norton AntiVirus software.
- Undo changes to your notebook with System Restore.
- Improve performance of your hard drive and battery.
- Contact a Compaq support specialist or use Remote Assistance to get additional help.
- Download the latest drivers, utilities, software updates, and product documentation for your notebook.
- Use Tools to view notebook information and diagnose problems.
- Keep your notebook up to date with Windows Update.
- Find compatible hardware and software.

To access the online Help and Support Center:

1. Press the **Fn+F1** hotkey or select Start > Help and Support.
2. Follow the on-screen directions to select the online Help and Support Center feature that you need.

# Contacting Technical Support

## Obtaining Support Telephone Numbers

If you cannot solve a notebook problem by using the online Help and Support Center installed on your notebook or the documentation included with the notebook, you might need to contact Compaq. To obtain a list of worldwide customer support telephone numbers or to locate the Compaq office near you, use one of the following methods:

- Select Start > Control Panel > Performance and Maintenance > System. Then, near the lower edge of the System Properties window, select the Support Information button.
- Refer to the *Worldwide Telephone Numbers* booklet (English only) included with your notebook to contact a Compaq Product Information Center.
- Visit the Compaq Web site at:  
<http://www.compaq.com/consumersupport>

## Preparing to Call Technical Support

To provide the fastest possible resolution of your problem, have the notebook and the following information available when you call:

- Product name, serial number, and product number, provided on the Service Tag label affixed to the bottom of the notebook.
- Purchase date on the invoice.
- Conditions under which the problem occurred.

- Error messages that have been displayed.
- Operating system version number and registration number.  
To display the operating system version number and registration number, select Start > Control Panel > Performance and Maintenance > System > General.
- Brand and model of an optional printer.

## Installing a Retail Version of an Operating System

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**CAUTION:** Replacing an operating system that is enhanced by Compaq with a retail version will result in the loss of all Compaq enhancements. In some cases, the loss of these enhancements might result in an unresponsive system or the loss of complete USB support.

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A Windows operating system provided on the notebook or on a CD is optimized by Compaq to improve overall system performance. Compaq recommends that you do not install a retail version in place of this operating system.

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## Notebook Features

### Features

Features included with your notebook vary by geographical region and by model. The following illustrations identify the standard external features included on most notebook models. Reference the illustrations that closely match your notebook.

### Display



Component	Description
Display release latch	Opens the notebook.

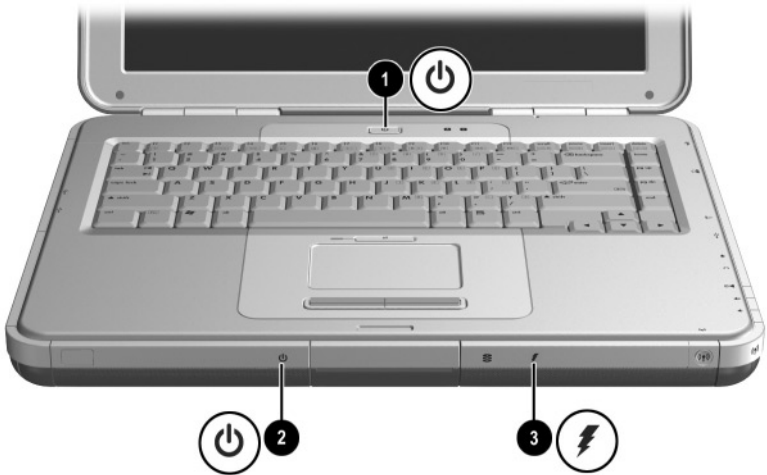
# TouchPad



Component	Description
① TouchPad	Moves the pointer and selects or activates items on the screen.
② Left and right TouchPad buttons	Function like the left and right buttons on an external mouse.
③ TouchPad on/off button	Turns TouchPad on or off.
④ TouchPad light	On: TouchPad is enabled.

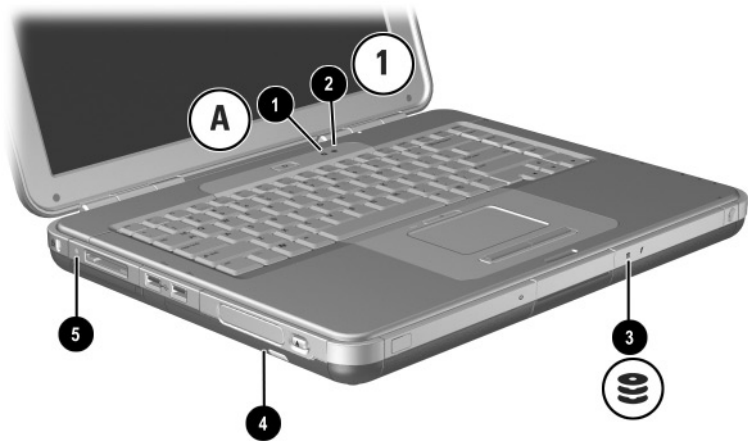
# Top

## Power Lights



Component	Description
❶ Power button light	On: Notebook is turned on. Blinking: Notebook is in Standby. Off: Notebook is off or in Hibernation.
❷ Power/Standby light	On: Notebook is turned on. Blinking: Notebook is in Standby. Off: Notebook is off or in Hibernation.
❸ Battery light	On: Battery pack is charging. Blinking: Battery pack has reached a low-battery condition. Off: AC power is applied, with battery pack either fully charged or not installed, or no AC power is applied.

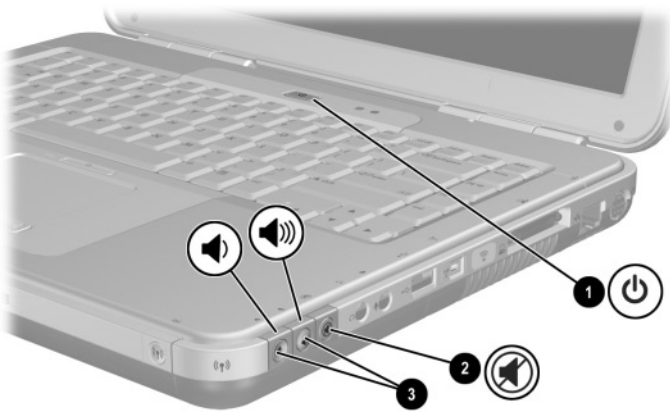
## Keyboard and Drive Lights




Component	Description
❶ Caps lock light	On: Caps lock is on.
❷ Num lock light	On: Num lock or the internal keypad is on.
❸ IDE (Integrated Drive Electronics) light; also referred to as hard drive/optical drive activity light	On: The internal hard drive or the optical drive bay is being accessed.
❹ Optical disk drive light	On: The optical drive bay is being accessed.
❺ (select models)	On: Memory Reader is accessing optional digital media.



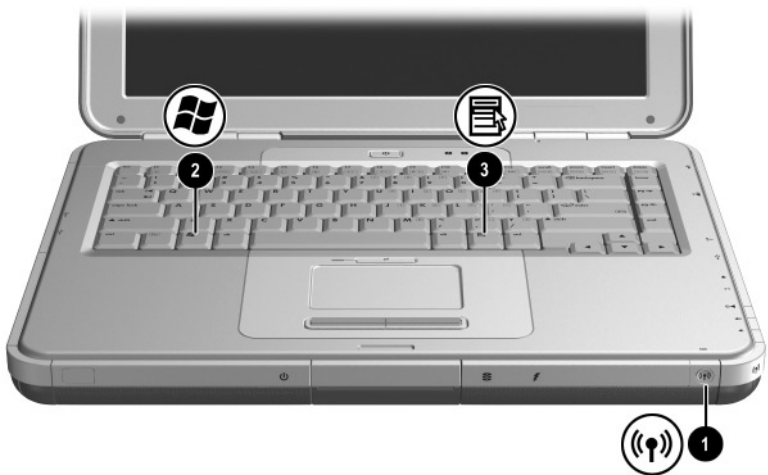
## Power and Volume Controls




Component	Description
<b>1</b> Power button*	When the notebook is: <ul style="list-style-type: none"> <li>■ Off, press button to turn on the notebook.</li> <li>■ On, briefly press button to initiate Hibernation.</li> <li>■ In Standby, briefly press button to resume from Standby.</li> <li>■ In Hibernation, briefly press button to resume from Hibernation.</li> </ul> <p> If the system has stopped responding and Windows shutdown procedures cannot be used, press and hold the button for at least 4 seconds to turn off the notebook.</p>
<b>2</b> Mute button	On: Audio is muted.
<b>3</b> Volume buttons (2)	Decrease and increase the system volume: <ul style="list-style-type: none"> <li>■ To decrease volume, use left button.</li> <li>■ To increase volume, use right button.</li> </ul>

\*This table describes default settings. For information about changing the function of the power button, refer to the "Power" chapter in the *Software Guide* on the *Documentation Library* CD.

## Wireless On/Off Button and Windows Applications Key

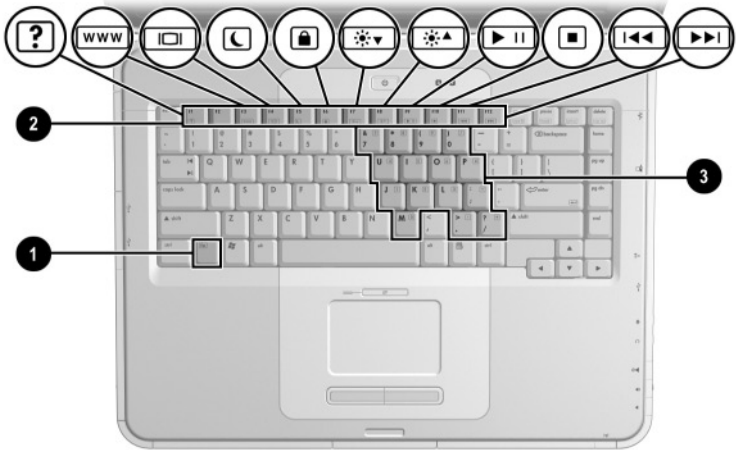


Component	Description
❶ Wireless On/Off button	Enables wireless functionality, but does not create a wireless connection.   To set up and complete a wireless connection, additional hardware and software might be required.
❷ Windows logo key	Displays Windows Start menu.
❸ Windows applications key	Displays shortcut menu for items beneath the pointer.

## Function and Keypad Keys



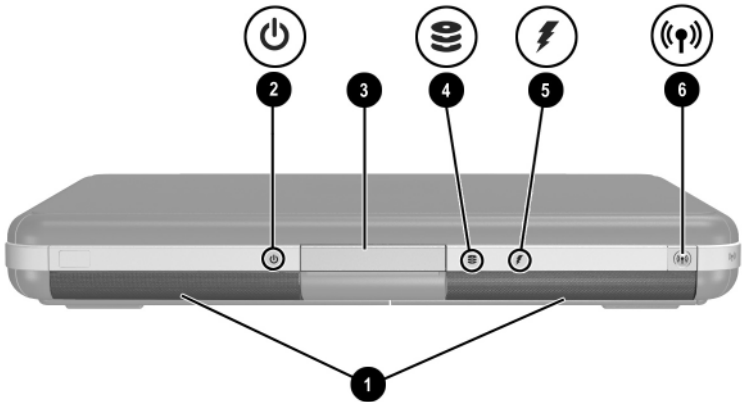
In this guide, the function keys are capitalized (**Fn**, **F5**). The function keys on your keyboard might be lowercase (**fn**, **f5**).



Component	Description
❶ Fn key	Combines with the function keys to perform additional system and application tasks. For example, pressing <b>Fn+F8</b> increases screen brightness.
❷ Function keys (11)	Perform system and application tasks. When combined with the <b>Fn</b> key, function keys <b>F1</b> through <b>F12</b> perform additional tasks as hotkeys. (The <b>F2</b> function key is not used.*)
❸ Keypad keys (15)*	Can be used like the keys on an external numeric keypad.

\*Refer to the “TouchPad and Keyboard” chapter in the *Hardware Guide* on the *Documentation Library CD*.

## Front Components



Component	Description
① Stereo speakers (2)	Produce stereo sound.
② Power/Standby light	On: Notebook is turned on. Blinking: Notebook is in Standby. Off: Notebook is off or in Hibernation.
③ Display release latch	Opens the notebook.
④ IDE (Integrated Drive Electronics) light; also referred to as hard drive/optical drive activity light	On: The internal hard drive or optical drive bay is being accessed.

*(Continued)*

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**5** Battery light

On: Battery pack is charging.

Blinking: Battery pack has reached a low-battery condition.

Off: AC power is applied, with battery pack either fully charged or not installed, or no AC power is applied.

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**6** Wireless On/Off button

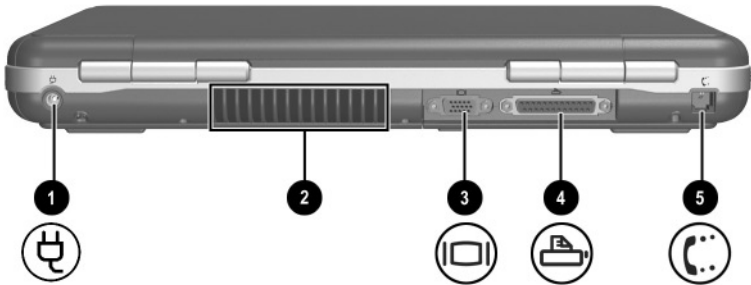
Enables wireless functionality, but does not create a wireless connection.



To set up and complete a wireless connection, additional hardware and software might be required.

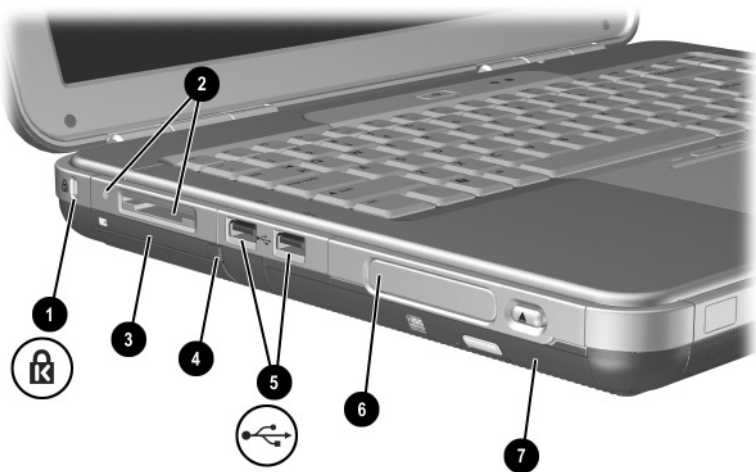
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## Rear Components



Component	Description
① Power connector	Connects an AC adapter.
② Exhaust vent	<p>Allows airflow to cool internal components. Additional vents are on the bottom panel of the notebook.</p> <p>⚠ To prevent overheating, do not obstruct the vent. Do not allow a hard surface, such as an adjoining printer, or a soft surface, such as bedding or clothing, to block airflow.</p>
③ External monitor connector	Connects an optional external monitor or overhead projector.
④ Parallel connector	Connects an optional parallel device, such as a printer.
⑤ RJ-11 jack (select models)	Connects the modem cable (select models).

## Left-Side Components



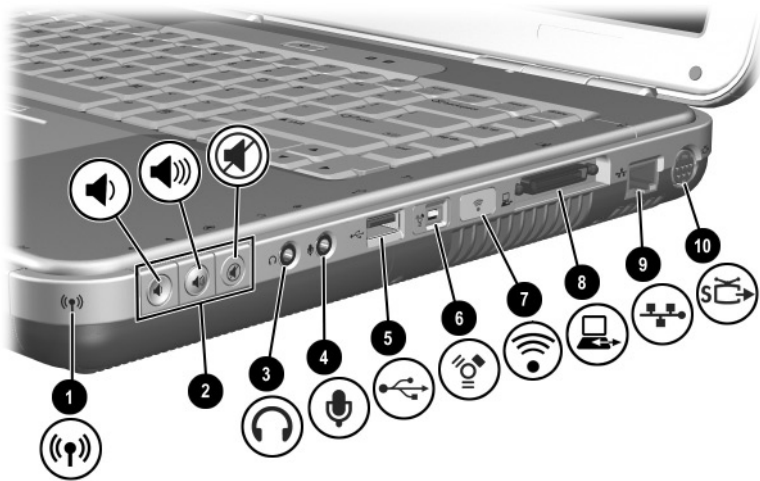
Component	Description
<b>1</b> Security cable slot	Attaches an optional security cable to the notebook.   The purpose of security solutions is to act as a deterrent. These solutions do not prevent the product from being mishandled or stolen.
<b>2</b> 5-in-1 Memory Reader and light (select models)	Supports 5 optional digital media formats: Secure Digital (SD) Memory Card, MultiMediaCard, SmartMedia card, Memory Stick, and Memory Stick Pro. Light On: Slot is accessing digital media.
<b>3</b> PC Card slot (1 or 2 slots, select models)	Supports an optional Type I or Type II 32-bit (CardBus) or 16-bit PC Card.

(Continued)

④ PC Card eject button (1 or 2 buttons, select models)	Ejects an optional PC Card from the PC Card slot.
⑤ USB connectors (2)	Connect an optional USB device, such as a printer.
⑥ Three drive configurations: optional HP USB Digital Bay, optional diskette drive, no drive	Digital Bay: Supports optional pocket-sized HP USB Digital Drive. Diskette drive: Supports standard 1.4-MB diskette. No drive: No drive is installed.
⑦ One of 4 optical drive bay configurations	<ul style="list-style-type: none"><li>■ CD-ROM drive</li><li>■ DVD-ROM drive</li><li>■ DVD/CD-RW combo drive—Can write to recordable CDs, but cannot write to recordable DVDs. (Type of drive varies by model.)</li><li>■ DVD+RW/R and CD-RW combo drive—Can write to both recordable CDs and DVDs.</li></ul>



## Right-Side Components

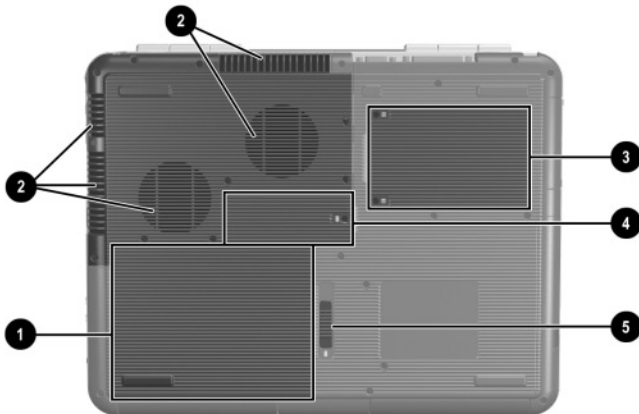


Component	Description
❶ Wireless on/off light	On: Wireless functionality is enabled, but wireless connection might not be configured. Off: No wireless device is active.
❷ Volume buttons (3) and audio mute light	Decrease, mute, and increase the system volume: <ul style="list-style-type: none"> <li>■ To decrease volume, use left button.</li> <li>■ To increase volume, use middle button.</li> <li>■ To mute or restore volume, use right button.</li> <li>■ Light on: Audio is muted.</li> </ul>
❸ Audio-out headphone jack	Connects an optional headphone, headset, or powered stereo speakers. Also connects the audio function of an audio/video device, such as a television or VCR.
❹ Audio-in microphone jack	Connects an optional external microphone.

(continued)

<b>5</b>	USB connector	Connects an optional USB device, such as a printer.
<b>6</b>	1394 connector (select models)	Connects an optional IEEE 1394 device, such as a camcorder.
<b>7</b>	Infrared port (select models)	Provides wireless communication between the notebook and an optional IrDA-compliant device.
<b>8</b>	Expansion port	Connects an optional HP Notebook Expansion Base.
<b>9</b>	RJ-45 network jack	Connects an optional network cable.
<b>10</b>	S-Video-out jack	Connects an optional S-Video device, such as a television, VCR, camcorder, overhead projector, or video capture card.

## Bottom Components



Component	Description
❶ Battery bay	Holds the battery pack. (Battery type and shipment mode vary by model.)
❷ Exhaust vents	Allows airflow to cool internal components.  △ To prevent overheating, do not obstruct the vent. Do not allow a hard surface, such as an adjoining printer, or a soft surface, such as bedding or clothing, to block airflow.
❸ Hard drive bay	Holds the primary hard drive.
❹ Memory compartment	Contains 2 memory slots, one of which is accessible for an optional 128-MB, 256-MB, 512-MB, or 1024-MB memory module upgrade. As shipped, the memory slot might be filled with a replaceable memory module, or it might be vacant, depending on the notebook model.
❺ Battery release latch	Releases the battery pack from the battery bay.

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