lenovo

IdeaPad U300/ U300e/U300s/U400

User Guide V3.0



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

ideapad

Notes

- Before using the product, be sure to read *Lenovo Safety and General Information Guide* first.
- Some instructions in this guide may assume that you are using Windows® 7. If you are using other Windows operating system, some operations may be slightly different. If you are using other operating systems, some operations may not apply to you.
- The features described in this guide are common to most models. Some features may not be available on your computer and/or your computer may include features that are not described in this user guide.
- The illustrations used in this manual are for Lenovo IdeaPad U400 unless otherwise stated.

Regulatory Notice

- The *Regulatory Notice* provides information about the radio frequency and safety standards. Be sure to read it before using wireless devices on your computer.
- To refer to it, go to http://www.lenovo.com, click **Support**, and then click **User's guides and manuals**.

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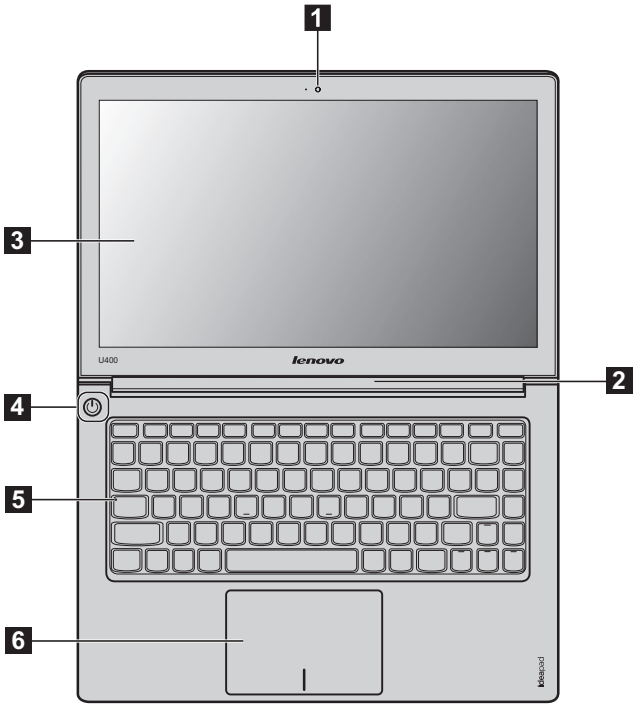
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Chapter 1. Getting to know your computer

Top view



Note: The illustrations in this manual may differ from the actual product. Please refer to the actual product.

Attention:

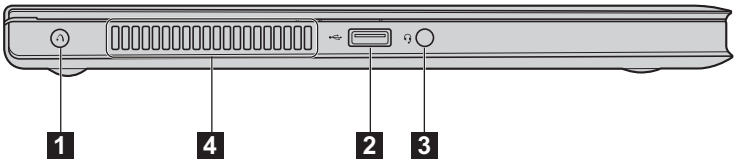
- Do NOT open the display panel beyond 130 degrees. When closing the display panel, be careful NOT to leave pens or any other objects in between the display panel and the keyboard. Otherwise, the display panel may be damaged.

1	**Integrated camera (Select models only)**	Use the camera for video communication.
2	**Wireless module antennas (Select models only)**	The built-in antennas ensure optimal reception of wireless radio.
3	**Computer display**	The LCD display provides brilliant visual output.
4	**Power button**	Press this button to turn on the computer.
5	**System status indicators**	For details, see “System status indicators” on page 19.
6	**Touchpad**	The touchpad functions as a conventional mouse.

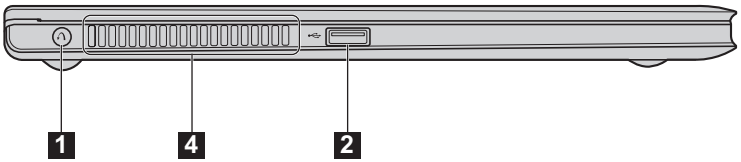
Note: For details, see “Using the touchpad” on page 13.

Left-side view

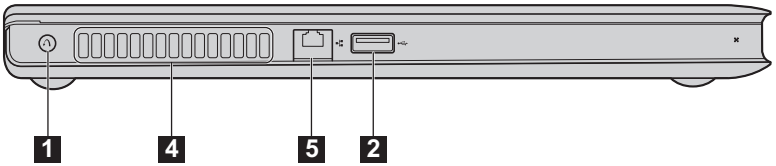
U300/U300e



U300s



U400



1 **OneKey Rescue system button** Press this button to open OneKey Rescue system (If OneKey Rescue system has been preinstalled) when the computer is powered off.

Note: For details, see “Chapter 5. OneKey Rescue system” on page 23.

2 **USB port** Connects to USB devices.

Note: For details, see “Connecting a universal serial bus (USB) device” on page 17.

3 **Headphone mic combo jack** Connects to the headset.

Attention:

- Listening to music at high volume over extended periods of time may damage your hearing.

4 **Fan louvers** Dissipate internal heat.

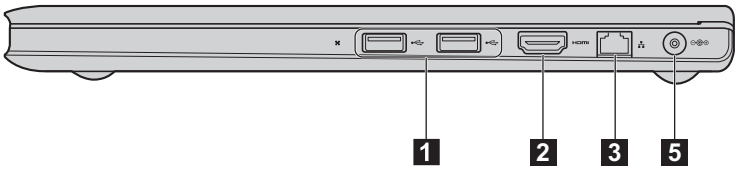
Note: Make sure that none of the fan louvers are blocked or else overheating of the computer may occur.

5 **RJ-45 port** This port connects the computer to an Ethernet network.

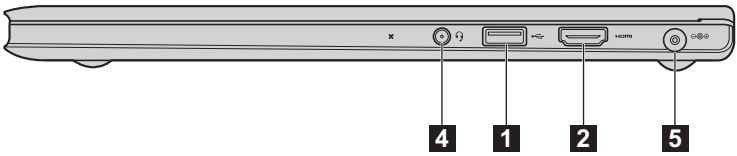
Note: For details, see "Wired connection (U300/U300e/U400)" on page 21.

Right-side view

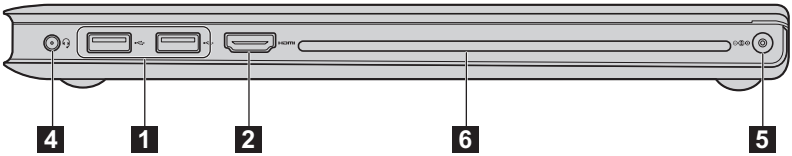
U300/U300e



U300s



U400



1 **USB port** Connects to USB devices.

Note: For details, see “Connecting a universal serial bus (USB) device” on page 17.

2 **HDMI port (Select models only)** Connects to devices with HDMI input such as a TV or a display.

3 **RJ-45 port** This port connects the computer to an Ethernet network.

Note: For details, see “Wired connection (U300/U300e/U400)” on page 21.

4 **Headphone mic combo jack** Connects to the headset.

Attention:

- Listening to music at high volume over extended periods of time may damage your hearing.

5 **AC power adapter jack** Connect the AC adapter here.

Note: For details, see “Using AC adapter and battery” on page 12.

6 **Optical drive** Your computer comes with an optical drive, such as a CD/DVD drive.

Front view



1 **System status indicators** For details, see “System status indicators” on page 19.

Chapter 2. New Features

Rapid Boot (Select models only)

The Rapid Boot technology shortens the boot time of your computer.

Enabling Rapid Boot

To enable the rapid boot function, do the following:

1. Open the BIOS Setup menu.
   In the power-off mode, press the OneKey Rescue System button to power your computer on, and select **<Enter Setup>** to open the BIOS Setup menu.
2. Open the **<Configuration>** page, and select the **<Boot Speed>** option to set the rapid boot function.
3. Select **<Fast>** to enable the rapid boot function, or select **<Normal>** to disable this function.

Note: By default, rapid boot is enabled for IdeaPad U300s. If the rapid boot function is not enabled, you can press Fn+F2 (or F2) immediately after your computer boots up to the Lenovo logo screen, to enter the BIOS setup program.

How to enter the BIOS setup program when Rapid Boot is enabled

To enter the BIOS setup program when Rapid Boot is enabled, do the following:

1. Turn off the computer.
2. Press the OneKey key, and select **<Enter Setup>** when the option menu appears.

How to select a boot device when Rapid Boot is enabled

To select a boot device when Rapid Boot is enabled, do the following:

1. Turn off the computer.
2. Press the OneKey key, and select **<Enter Setup>** when the option menu appears.

Intel Rapid Start Technology (Select models only)

Intel Rapid Start Technology gets your system up and running faster from the hibernation mode.

Note: Intel Rapid Start Technology is applicable only to computers with solid-state hard disks.

How to put your computer into hibernation

To put your computer into the hibernation mode, click the Start icon and select **Sleep**. The computer will enter the hibernation mode after it remains in the sleep mode for 75 minutes.

Note: If Intel Rapid Start Technology is incorporated, you cannot put your computer into the hibernation mode by clicking the **Start** menu and then selecting **Hibernation**.

Hybrid Power Supply (For IdeaPad U400 series only)

A hybrid power supply system incorporates a power adapter and battery pack to power a computer. With the hybrid power supply technology, the system continuously monitors the power level required by the computer. When the required power level exceeds what the power adapter can supply (for example, when Intel Turbo Boost Technology is enabled), the power adapter stops charging the battery pack and the battery back starts to power the computer as well.

Note: The computer must be connected to the power adapter when the hybrid power supply is enabled. When the hybrid power supply is enabled, the power adapter and the battery pack work together to power the computer. Then, you may note that the power level of the battery pack becomes lower. When the hybrid power supply is disabled, the power adapter resumes charging the battery pack.

Battery Protection

If the battery pack remains idle for a long time, the battery may be over-discharged, and its degradation speed may be increased. The battery pack of IdeaPad U series uses the battery protection technology. When your computer remains idle for a long time, the battery pack enters the sleep mode to avoid over-discharge. After the battery pack enters the sleep mode, you cannot turn the computer on without using the power adapter. Please connect the power adapter to the computer to activate the battery pack.

Note: The batter pack is in the sleep mode by default. When you use the computer for the first time, please plug the power adapter into it. Otherwise, the computer cannot be turned on.

Quick Charge (For IdeaPad U300s series only)

U300s incorporates the function of quick charge. This function achieves the best result in the power-off mode, when it takes about 40 minutes to charge the battery from 0% to 70% of full power.

Chapter 3. Learning the basics

First use

Reading the manuals

Read the supplied manuals before using your computer.

Conncting to the power

The built-in battery pack is not fully charged at purchase.
To charge the battery and begin using your computer, connect the computer to an electrical outlet. The battery is automatically charged while the computer is running on AC power.

Connecting the computer to an electrical outlet

1. Connect the power cord to the AC adapter.
2. Connect the AC adapter to the AC power adapter jack of the computer firmly.
3. Plug the power cord into an electrical outlet.

Turning on the computer

Press the power button to turn on the computer.

Configuring the operating system

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

- Accepting the end user license agreement
- Configuring the Internet connection
- Registering the operating system
- Creating a user account

Putting your computer into sleep state or shutting it down

When you finish working with your computer, you can put it into sleep state or shut it down.

Putting your computer into sleep state

If you will be away from your computer for only a short time, put the computer into sleep state. When the computer is in sleep state, you can quickly wake it to resume use, and bypass the startup process.

To put the computer into sleep state, do the following.

- Click and select **Sleep** from the Start menu.

Note: Wait until the power indicator light starts blinking (indicating that the computer is in sleep state) before you move your computer. Moving your computer while the hard disk is spinning can damage the hard disk, causing loss of data.

To wake the computer, do one of the following.

- Press the power button.
- Press any key on the keyboard.

Shutting down your computer

If you are not going to use your computer for a day or two, shut it down.

To shut down your computer, click and select **Shut down** from the Start menu.

Using AC adapter and battery

Checking battery status

You can determine the percentage of battery power remaining by checking the battery icon in the notification area.

Note: As each computer user has different habits and needs, it is difficult to predict how long a battery charge will last. There are two main factors:
- The amount of energy stored in the battery when you commence work.
- The way you use your computer: for example, how often you access the hard disk drive and how bright you make the computer display.

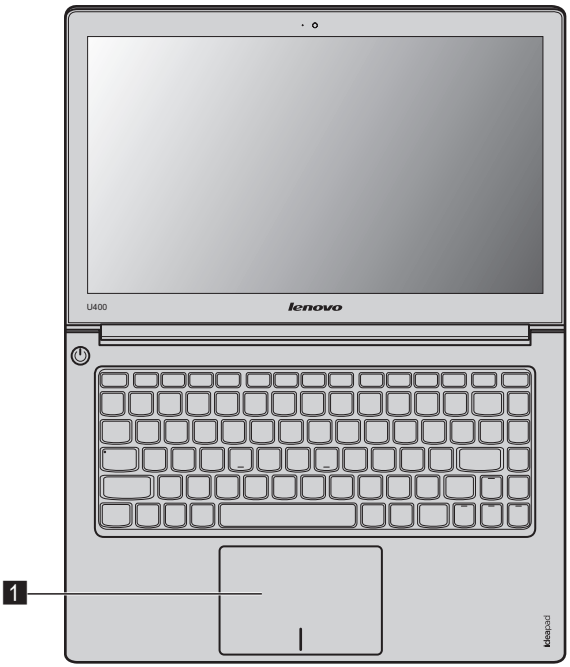
Charging the battery

If the battery power is low, you need to charge the battery.

You need to charge the battery in any of the following situations:
- When you purchase a new battery
- If the battery status indicator starts blinking
- If the battery has not been used for a long time

Notes:
- To increase the life of the battery pack, the computer does not start recharging the battery immediately after it drops from fully charged.
- Charge the battery at a temperature between 50 °F and 86 °F (10 °C-30 °C).
- Full charge or discharge is not required.

Using the touchpad



1 **Touchpad** — To move the cursor on the screen, slide your fingertip over the pad in the direction in which you want the cursor to move.

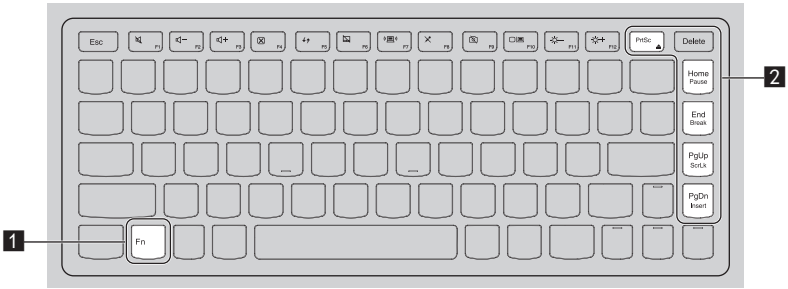
Note: You can enable/disable the touchpad using **F6**.

Using the keyboard

Your computer has the function keys incorporated in its standard keyboard.

Function key combinations

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



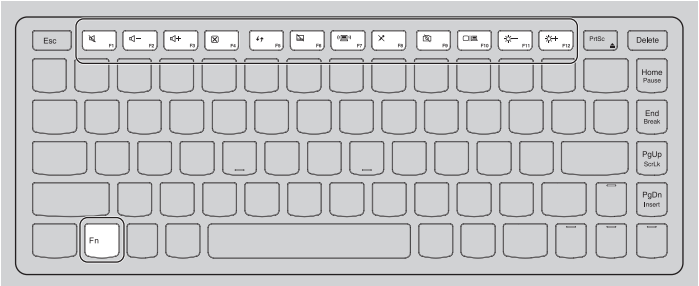
The following describes the features of each function key.

Fn + PrtSc:	pop-up CD/DVD disk (U400 only).
Fn + Home:	Activate the pause function.
Fn + End:	Activate the break function.
Fn + PgUp:	Enable/Disable the scroll lock.
Fn + PgDn:	Activate the insert function.

Hotkey

Using Hotkey

The hotkeys are located on the function key row on the keyboard. You can access certain system settings quickly by pressing the appropriate hotkey.



F1 :	Mute/Unmute the sound.	F2 :	Quick decrease volume level.
F3 :	Quick increase volume level.	F4 :	Close same function for main and secondary function.
F5 :	Refresh same function for main and secondary function.	F6 :	Enable/Disable the touchpad.
F7 :	Open the interface for integrated wireless devices settings (on/off).	F8 :	Enable/Disable the microphone.
F9 :	Turn on/off the integrated camera.	F10 :	Open the interface for the display device switch to select this notebook or an external display.
F11 :	Decrease display brightness.	F12 :	Increase display brightness.

Note: In the **Hotkey mode**, press **Fn + F1~F12** to achieve the functions of **F1~F12**.

Setting the Hotkey Mode

By default, the hotkey functions are accessible by pressing one single function key (F1~F12). However, you can disable the Hotkey mode in the BIOS setup interface. To disable the Hotkey mode, do the following:

1. Restart the computer. Press **Fn + F2** to open the BIOS setup interface right after the Lenovo logo appears.

Note: If Lenovo **<Fast Boot>** has been enabled for your computer, you cannot press **Fn + F2** at startup to open the BIOS setup interface. In such case, turn off the computer, press the OneKey Rescue System button, and then select **<Enter Setup>** to open the BIOS setup interface.

2. In the BIOS setup interface, open the **<Configuration>** menu, and change the setting of **<Hotkey mode>** from **Enable** to **Disable** (or, change the setting of **<Hotkey Switch>** from **Hotkey mode** to **Legacy Mode** (for U400 only)).

Note: In the Legacy mode, you may access the hotkey function by pressing the appropriate hotkey while holding the **Fn** key.

Connecting external devices

Your computer has a wide range of built-in features and connection capabilities.

Connecting a universal serial bus (USB) device

Your computer comes with two(U300s) / three(U300/U300e/U400) USB ports compatible with USB devices.

Note: When using a high power consumption USB device such as USB ODD, use the external device's power adapter. Otherwise, the device may not be recognized, and system shut down may result.

Connecting a *Bluetooth* device

If your computer has an integrated *Bluetooth* adapter card, it can connect to and transfer data wirelessly to other *Bluetooth* enabled devices, such as notebook computers, PDAs and cell phones. You can transfer data between these devices without cables and up to 10 meters range in open space.

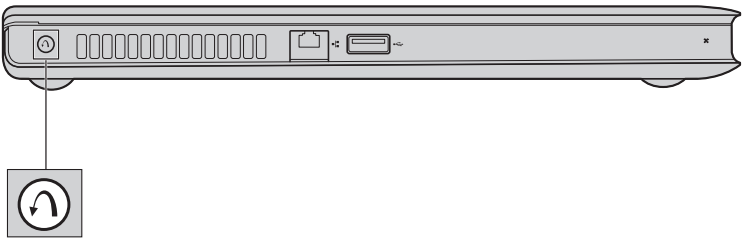
Note: The actual maximum range may vary due to interference and transmission barriers. To get the best possible connection speed, place the device as near your computer as possible.

Enabling *Bluetooth* communications on your computer

1. Press **F7** to make configuration.

Notes:
- When you do not need to use the *Bluetooth* function, turn it off to save battery power.
- You need to pair the *Bluetooth* enabled device with your computer before you can transfer data between them. Read the documentation supplied with the *Bluetooth* enabled device for details on how to pair the device with your computer.

Special keys and buttons



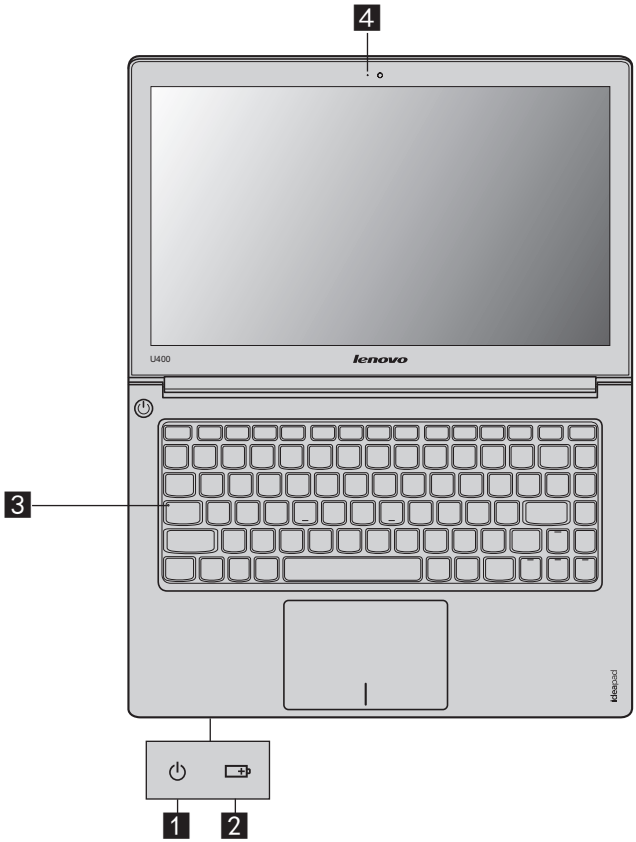
OneKey Rescue system button

- When the computer is powered-off, press this button to enter the OneKey Rescue system if Lenovo OneKey Rescue system has been preinstalled.
- In Windows operating system, press this button to start Lenovo OneKey Recovery.

Note: For details, see “OneKey Rescue system” on page 23.

System status indicators

These indicators inform you of the computer status.



1 **Power status indicator**

2 **Battery status indicator**

3 **Caps lock indicator**

4 **Camera indicator**

Securing your computer

This section provides information about how to help protect your computer from theft and unauthorized use.

Using passwords

Using passwords helps prevent your computer from being used by others. Once you set a password and enable it, a prompt appears on the screen each time you power on the computer. Enter your password at the prompt. The computer cannot be used unless you enter the correct password.

Note: This password can be from one to seven alphanumeric characters in any combination.

For details about how to set the password, see the Help to the right of the screen in BIOS setup utility.

Note: To enter BIOS setup utility, press **Fn + F2** when the Lenovo logo appears on the screen while the computer is starting up.

Chapter 4. Connecting to the Internet

As a global network, the Internet connects computers worldwide, providing services such as e-mailing, information searching, electronic commerce, Web browsing and entertainment.

You can connect the computer to the Internet in the following ways:
Wired connection: use physical wiring to connect.
Wireless network technology: connect without wiring.

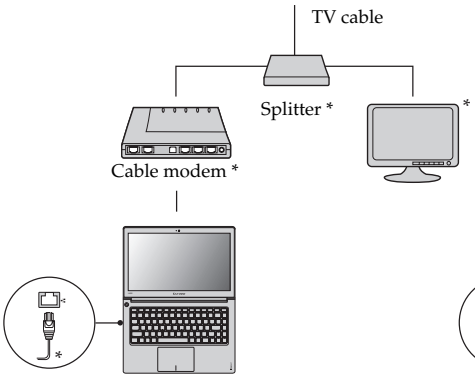
Wired connection (U300/U300e/U400)

Wired connections are a reliable and safe way to connect the computer to the Internet.

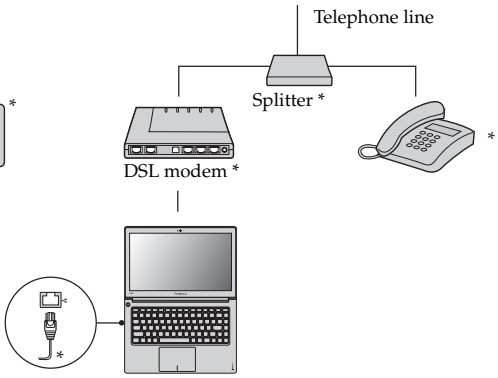
Cable	Cable Internet services use a cable modem connected to the residential cable TV line.
DSL	DSL is a family of related technologies that bring high-speed network access to homes and small businesses over ordinary telephone lines.

Hardware connection

Cable



DSL



* Not supplied.

Note: The above diagrams are for reference only. Actual connection method may vary.

Software configuration

Consult your Internet Service Provider (ISP) for details on how to configure your computer.

Wireless connection

Wireless connections provide mobile access to the Internet, allowing you to stay online anywhere the wireless signal covers.
Divided by the signal scales, wireless connection to the Internet can be built based on the following standards.

Wi-Fi	Wi-Fi networks cover a small physical area, like a home, office, or small group of buildings. An access point is necessary for the connection.
WiMAX	WiMAX networks connect several Wireless LAN systems to cover a metropolitan area, providing high-speed broadband access without the need for cables.

Note: Your computer may not support all wireless connection methods.

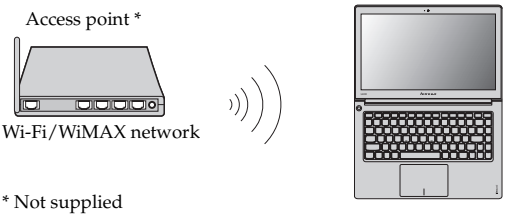
Using Wi-Fi/WiMAX

Enabling wireless connection

To enable wireless communications, do the following:

❶ Press **F7** to make configuration.

Hardware connection



* Not supplied

Software configuration

Consult your Internet Service Provider (ISP) and search Windows Help and Support Center for details on how to configure your computer.

Chapter 5. OneKey Rescue system

OneKey Rescue system

Introduction

The Lenovo OneKey Rescue system is an easy-to-use application that can be used to back up the data on your system partition (C drive) for easy restore when required. You can run Lenovo OneKey Recovery under the Windows operating system, and the OneKey Rescue system without starting the Windows operating system.

⊙ Attention:

In order to utilize the features of the OneKey Rescue system, your hard disk already includes a hidden partition by default to store the system image file and OneKey Rescue system program files. This default partition is hidden for security reasons and is the reason the available disk space is less than it claims. The exact available hard disk space depends on the file size of the mirror image file (based on the size of operating system and preinstalled software).

Using Lenovo OneKey Recovery (within Windows operating system)

In Windows operating system, double click the OneKey Recovery system Icon on the desktop to launch Lenovo OneKey Recovery.
Within the program, you can back up the system partition on the hard disk drive, other storage devices, or by creating recovery discs.

Notes:
- The backup process and creation of recovery discs may take some time, connect the AC adapter and battery pack to your computer.
- After the recovery discs are burned, please number them so that you can use them in the correct order.
- Computers without an integrated optical drive support the creation of recovery discs; however an appropriate external optical drive is needed to physically create the recovery discs.

For more instructions, see the Help file of Lenovo OneKey Recovery.

Using Lenovo OneKey Rescue system (without Windows operating system)

In the event that the operating system cannot be loaded, follow the steps below to access OneKey Rescue system.

- Shut down your computer.
- Press the key to launch OneKey Rescue system.

Within the program, you can choose to restore your system partition to the original factory status, or to a previously generated backup.

Note: The recovery process is irreversible. Make sure to back up any critical data before using the recovery feature.

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OneKey

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lenovo®



If your product is not working correctly,
DO NOT RETURN IT TO THE STORE.

For technical assistance, contact a Lenovo support specialist 24 hours a day by calling toll free **1-877-4 LENOVO (1-877-453-6686).**

Additionally, you can find support information and updates on the Lenovo Web site located at **http://consumersupport.lenovo.com.**

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