



Student Guide

HP ProBook x360 11 G4 Education Edition

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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 or versions of Windows. Systems may require upgraded and/or separately purchased hardware, drivers, software or BIOS update to take full advantage of Windows functionality. Windows 10 is automatically updated, which is always enabled. ISP fees may apply and additional requirements may apply over time for updates. Go to <http://www.microsoft.com> for details.

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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 full refund subject to the refund policy of your seller.

For any further information or to request a full refund of the price of the computer, please contact your seller.

Safety warning notice

⚠ CAUTION: To reduce the possibility of heat-related injuries or of overheating the device, do not place the device directly on your lap or obstruct the device air vents. Use the device 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 contact the skin or a soft surface, such as pillows or rugs or clothing, during operation. The device and the AC adapter comply with the user-accessible surface temperature limits defined by applicable safety standards.

2 Components

Your computer features top-rated components. This chapter provides details about your components, where they are located, and how they work.

Right

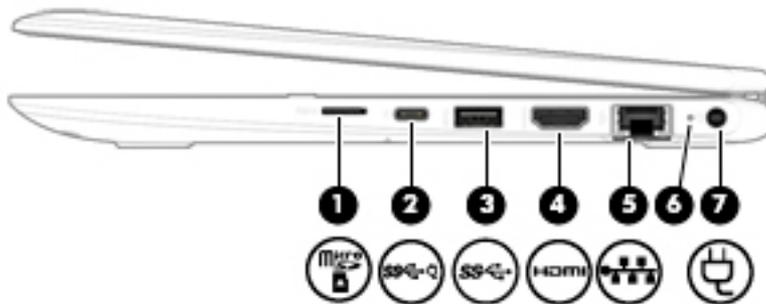


Table 2-1 Right-side components and their descriptions

Component	Description
(1)  MicroSD memory card reader	Reads optional memory cards that store, manage, share, or access information. To insert a card: <ol style="list-style-type: none"> Hold the card label-side up, with the connectors facing the computer. Insert the card into the memory card reader, and then press in on the card until it is firmly seated. To remove a card: <ul style="list-style-type: none"> ▲ Press in on the card, and then remove it from the memory card reader.
(2)  USB Type-C port	Connects a USB device, such as a cell phone, camera, activity tracker, or smartwatch, and provides data transfer. NOTE: Cables and/or adapters (purchased separately) may be required.
(3)  USB SuperSpeed port	Connects a USB device, such as a cell phone, camera, activity tracker, or smartwatch, and provides high-speed data transfer.
(4)  HDMI port	Connects an optional video or audio device, such as a high-definition television, any compatible digital or audio component, or a high-speed High Definition Multimedia Interface (HDMI) device.
(5)  RJ-45 (network) jack/status lights	Connects a network cable. <ul style="list-style-type: none"> Green (left): The network is connected. Amber (right): Activity is occurring on the network.
(6) Battery light	When AC power is connected:

Table 2-1 Right-side components and their descriptions (continued)

Component	Description
	<ul style="list-style-type: none"> White: The battery charge is greater than 90 percent. Amber: The battery charge is from 0 to 90 percent. Off: The battery is not charging. <p>When AC power is disconnected (battery not charging):</p> <ul style="list-style-type: none"> Blinking amber: The battery has reached a low battery level. When the battery has reached a critical battery level, the battery light begins blinking rapidly. Off: The battery is not charging.
(7) 	<p>Power connector</p> <p>Connects an AC adapter.</p>

Left

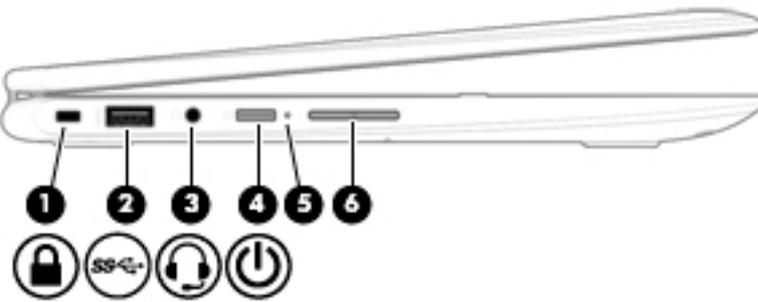


Table 2-2 Left-side components and their descriptions

Component	Description
(1) 	<p>Security cable slot</p> <p>Attaches an optional security cable to the computer.</p> <p>NOTE: The security cable is designed to act as a deterrent, but it may not prevent the computer from being mishandled or stolen.</p>
(2) 	<p>USB SuperSpeed port</p> <p>Connects a USB device, such as a cell phone, camera, activity tracker, or smartwatch, and provides high-speed data transfer.</p>
(3) 	<p>Audio-out (headphone)/Audio-in (microphone) combo jack</p> <p>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 standalone microphones.</p> <p>WARNING! To reduce the risk of personal injury, adjust the volume before putting on headphones, earbuds, or a headset. For additional safety information, see the <i>Regulatory, Safety, and Environmental Notices</i>.</p> <p>To access this guide:</p> <ul style="list-style-type: none"> Select the Start button, select HP Help and Support, and then select HP Documentation.

Table 2-2 Left-side components and their descriptions (continued)

Component	Description
(4)  Power button	<p>NOTE: When a device is connected to the jack, the computer speakers are disabled.</p> <ul style="list-style-type: none"> • When the computer is off, press the button to turn on the computer. • 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 (select products only). • When the computer is in Hibernation, press the button briefly to exit Hibernation. <p>CAUTION: Pressing and holding down the power button results in the loss of unsaved information.</p> <p>If the computer has stopped responding and shutdown procedures are ineffective, press and hold the power button for at least 5 seconds to turn off the computer.</p> <p>To learn more about your power settings, see your power options.</p> <p>▲ Right-click the Power meter icon  and then select Power Options.</p>
(5) Power light	<ul style="list-style-type: none"> • On: The computer is on. • Blinking: The computer is in the Sleep state, a power-saving state. The computer shuts off power to the display and other unneeded components. • Off: The computer is off or in Hibernation. Hibernation is a power-saving state that uses the least amount of power.
(6) Volume button	Controls speaker volume on the computer.

*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:

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Display



Table 2-3 Display components and their descriptions

Component	Description
(1) WLAN antennas*	Send and receive wireless signals to communicate with wireless local area networks (WLANs).
(2) Internal microphones	Record sound.
(3) Camera light	On: The camera is in use.
(4) Camera	Allows you to video chat, record video, and record still images. Some cameras also allow a facial recognition logon to Windows, instead of a password logon. NOTE: Camera functions vary depending on the camera hardware and software installed on your product.

*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.

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Keyboard area

Touchpad

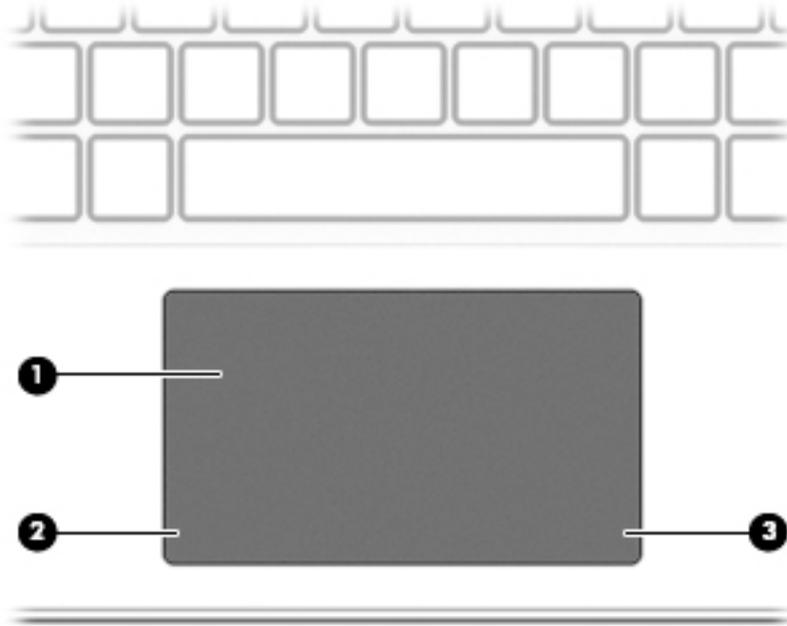


Table 2-4 Touchpad components and their descriptions

Component	Description
(1) Touchpad zone	Reads your finger gestures to move the pointer or activate items on the screen.
(2) Left touchpad button	Functions like the left button on an external mouse.
(3) Right touchpad button	Functions like the right button on an external mouse.

Lights

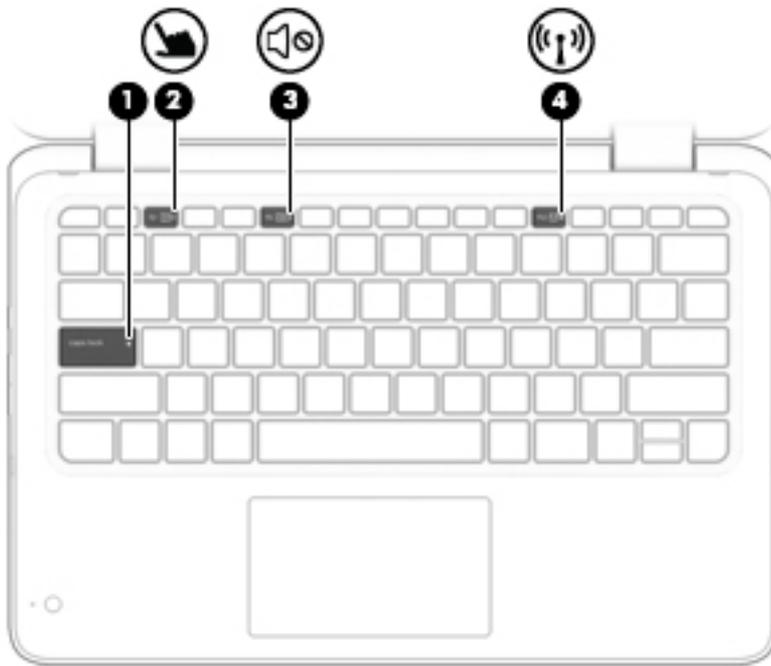


Table 2-5 Lights and their descriptions

Component	Description
(1) Caps lock light	On: Caps lock is on, which switches the key input to all capital letters.
(2) Touchpad light	<ul style="list-style-type: none"> On: The touchpad is off. Off: The touchpad is on.
(3) Mute light	<ul style="list-style-type: none"> On: Computer sound is off. Off: Computer sound is on.
(4)  Wireless light	<p>On: An integrated wireless device, such as a wireless local area network (WLAN) device and/or a Bluetooth® device, is on.</p> <p>NOTE: On some models, the wireless light is amber when all wireless devices are off.</p>

Keyboard webcam

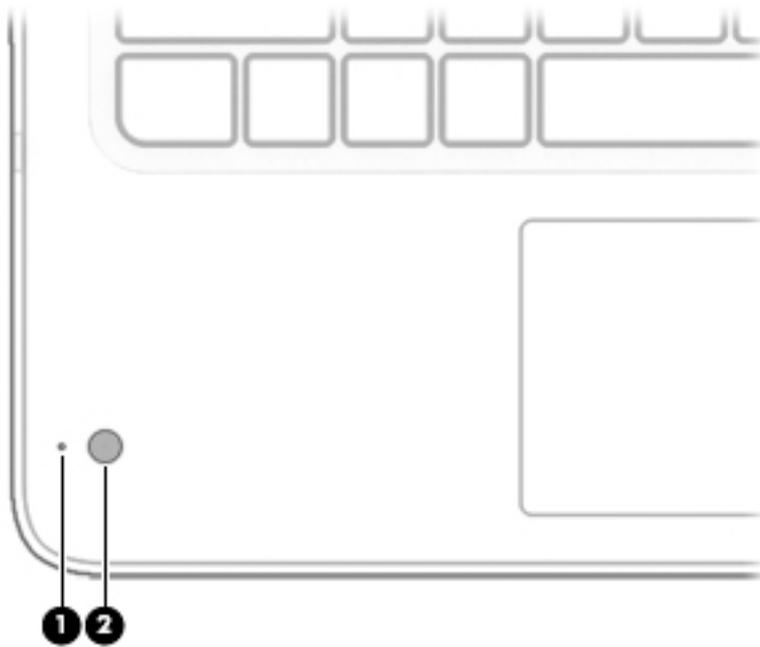


Table 2-6 Keyboard webcam components and their descriptions

Component	Description
(1) Camera light	On: The camera is in use.
(2) Camera	Allows you to video chat, record video, and record still images. Some cameras also allow a facial recognition logon to Windows, instead of a password logon. NOTE: Camera functions vary depending on the camera hardware and software installed on your product.

Special keys

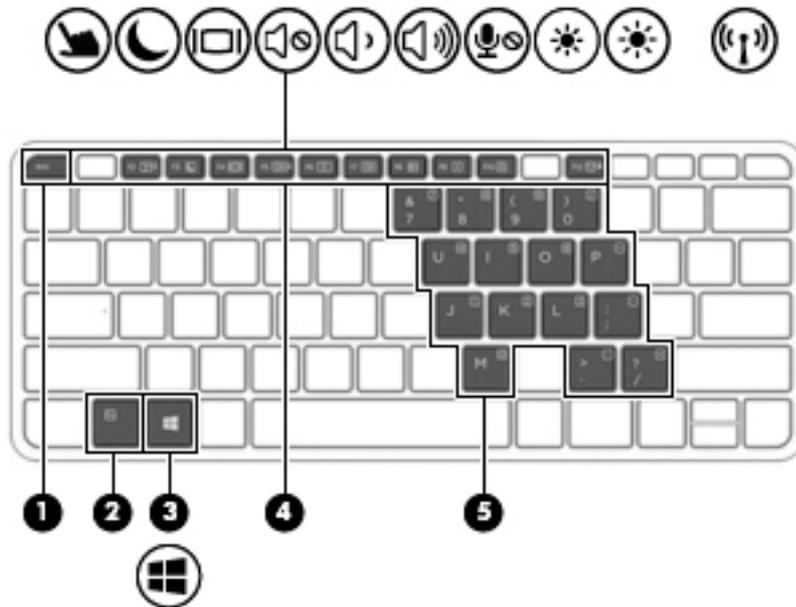


Table 2-7 Special keys and their descriptions

Component	Description
(1) <code>esc</code> key	Displays system information when pressed in combination with the <code>fn</code> key.
(2) <code>fn</code> key	Executes frequently used system functions when pressed in combination with another key. Such key combinations are called <i>hot keys</i> .
(3)  Windows key	Opens the Start menu. NOTE: Pressing the Windows key again will close the Start menu.
(4) Action keys	Execute frequently used system functions.
(5) Embedded numeric keypad	A numeric keypad superimposed over the keyboard alphabet keys. When <code>fn+num lk</code> is pressed, the keypad can be used like an external numeric keypad. Each key on the keypad performs the function indicated by the icon in the upper-right corner of the key. NOTE: If the keypad function is active when the computer is turned off, that function is reinstated when the computer is turned back on.

Bottom

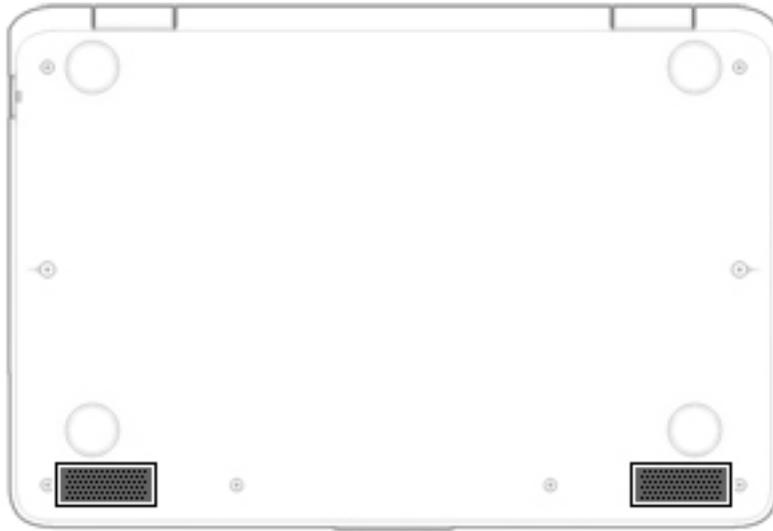


Table 2-8 Bottom components and their descriptions

Component	Description
Speakers (2)	Produce sound.

Labels

The labels affixed to the computer provide information to the IT may need when troubleshoot system problems or to inventory proposal.

IMPORTANT: BY ANY REASON REMOVE ANY LABEL

Check the following locations for labels described in this section: the front and bottom of the computer.

- Inventory information- Provides important information to identify your computer. When the IT assign the computer to a student need check this info. This label is useful to realize a HISD mandatory laptop check process every two months.

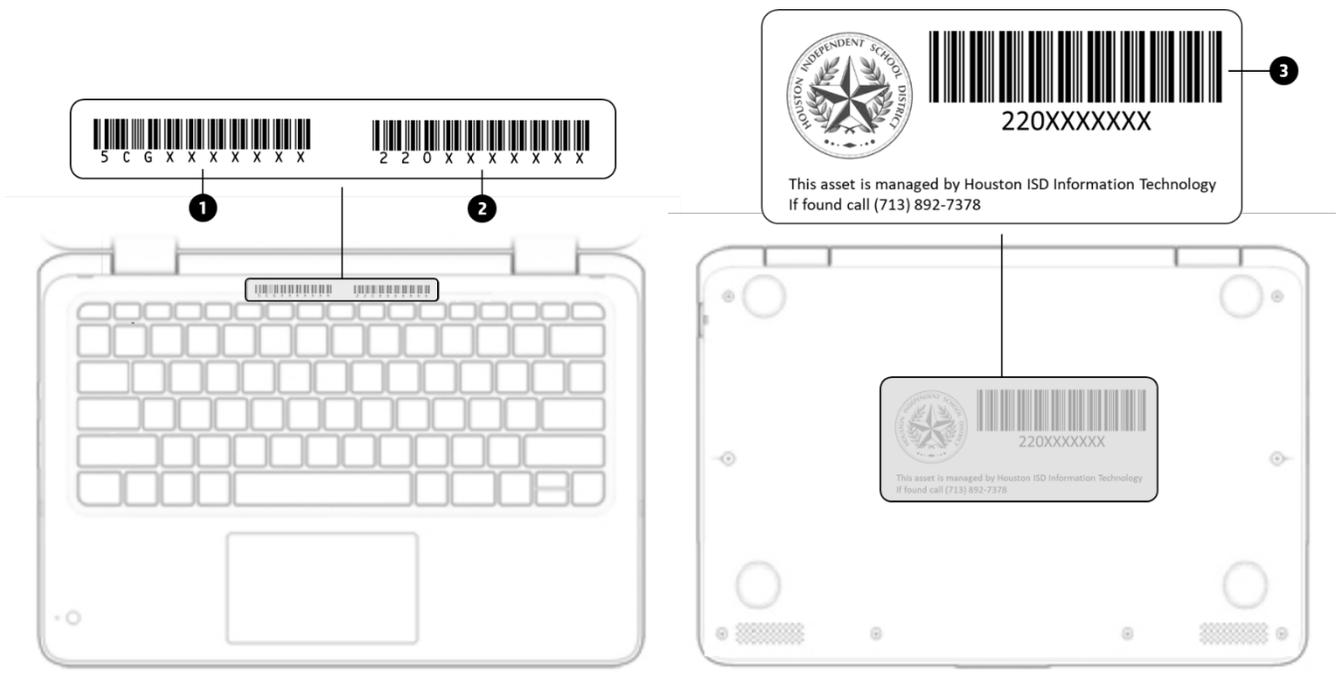


TABLE 2-9 User and Inventory information

Component

- (1) Serial number
- (2) TAG number. Number assigned to HISD inventory system
- (3) Asset label provide to a RF inventory.

- **IF ANY LABEL WAS REMOVED THE STUDENT WILL BE PENALTY ECONOMICALLY.**
- **IMMEDIATELY NOTIFY TO IT DEPARTMENT IF ANY LABEL WAS LOST**