Lenovo Edge 15

User Guide

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

Notes

- Before using the product, be sure to read *Lenovo Safety and General Information Guide* first.
- Some instructions in this guide may assume that you are using Windows® 8.1. If you are using other Windows operating systems, 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 from Lenovo Edge 15 unless otherwise stated.
- The illustrations in this manual may differ from the actual product. Please refer to the actual product.

Regulatory Notice

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

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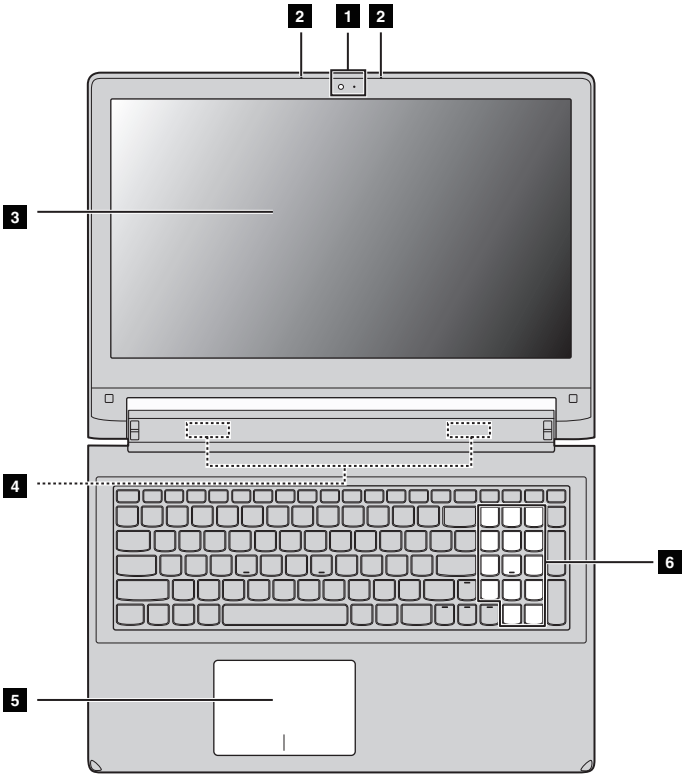
Chapter 1. Getting to know your computer

Top view



Note: The dashed areas indicate parts that are invisible from outside.

Attention:

- Do *not* open the display panel beyond 300 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**	Used for video communication or taking photos.
2	**Built-in microphone**	Captures sound which can be used for video conferencing, voice narration, or audio recording.
3	**Display**	Provides visual output.
4	**Wireless antennas**	Connects to the wireless adapter to receive and send wireless radio signals.
5	**Touch pad**	The touch pad functions as a conventional mouse. **Touch pad:** To move the pointer on the screen, slide your fingertip on the pad in the direction you wish to move the cursor. **Touch pad buttons:** Perform the functions of the left and right buttons as those of the left and right buttons on a conventional mouse.

Note: You can enable or disable the Touch pad and the Touch pad buttons by pressing .

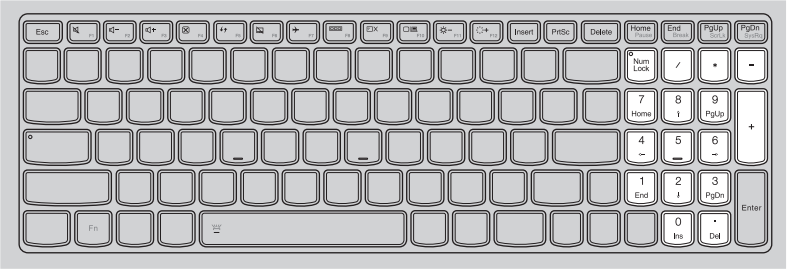
6	**Numeric keypad**	For details, see “Using the keyboard” on page 3.

Using the keyboard

Your computer has a numeric keypad, hotkeys, and function keys incorporated into its standard keyboard.

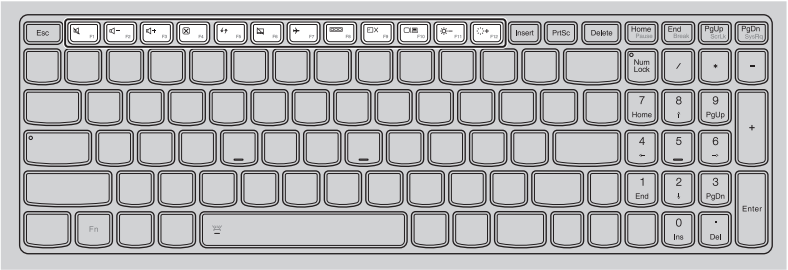
Numeric keypad

The keyboard has a separate numeric keypad. To enable or disable the numeric keypad, press the **Num Lock** key.



Hotkeys

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

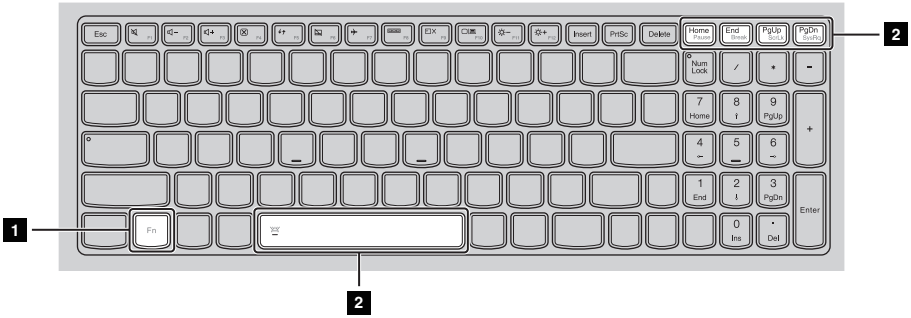


F1 :	Mutes/unmutes the sound.	F7 :	Enables/disables airplane mode.
F2 :	Decreases the volume level.	F8 :	Switches the active program.
F3 :	Increases the volume level.	F9 :	Turns on/off the backlight of the display.
F4 :	Closes the currently active window.	F10 :	Projects to a connected display.
F5 :	Refreshes the desktop or the currently active window.	F11 :	Decreases display brightness.
F6 :	Enables/disables the touch pad and the touch pad buttons.	F12 :	Increases display brightness.

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

Function key combinations

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



The following describes the features of each function key.

Fn + Home:	Activate the pause function.
Fn + End:	Activate the break function.
Fn + PgUp:	Enable/Disable the scroll lock.
Fn + PgDn:	Activate the system request.
Fn + Space:	Turn on/off the keyboard backlight.

Positioning the display panel

Notebook Mode

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

Stand Mode (Theater Mode)

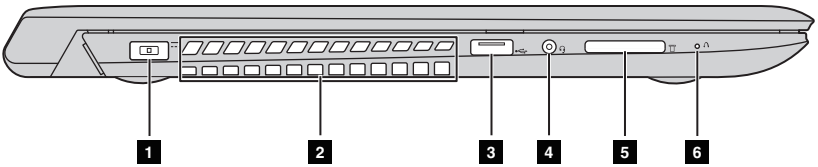
Suitable for tasks that require little or no touch (such as viewing photos or playing videos).

◉ **Attention:**

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

Note: The keyboard and touch pad are automatically locked if the keyboard panel faces down.

Left-side view



1 AC power adapter jack Connects the AC power adapter.

2 Ventilation slots Dissipate internal heat.

Attention:

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

3 USB 2.0 port Connects to USB devices. For details, see "Connecting USB devices" on page 8.

4 Combo audio jack Connects to headsets.

Notes:

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

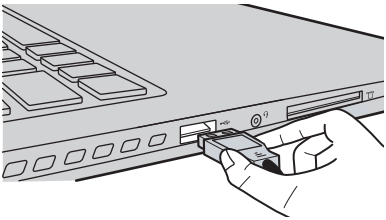
5 Memory card slot Insert memory cards (not supplied) here. For details, see "Using memory cards (not supplied)" on page 12.

6 Novo button When the computer is off, press this button to start the Lenovo OneKey Recovery system or the BIOS setup utility, or to enter the boot menu.

Note: For details, see "Chapter 3. Lenovo OneKey Recovery system" on page 27.

Connecting USB devices

You can connect a USB device to your computer by inserting its USB plug (Type A) into the USB port on your computer.



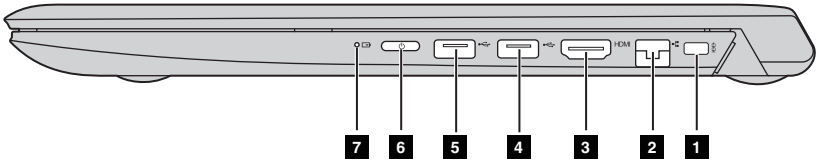
The first time you plug a USB device into a USB port on your computer, Windows automatically installs a driver for that device. After the driver is installed, you can disconnect and reconnect the device without performing any additional steps.

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

Before disconnecting a USB storage device, make sure your computer has finished transferring data by that device. Click the **Safely Remove Hardware and Eject Media** icon in the notification area of the Windows desktop screen to remove the device before disconnecting.

Note: If your USB device uses a power cord, connect the device to a power source before connecting it. Otherwise, the device may not be recognized.

Right-side view



1 Kensington slot Attach a security lock (not supplied) here to help protect your computer from theft and unauthorized use.
You can attach a security lock to your computer to help prevent it from being removed without your permission. For details on installing the security lock, please refer to the instructions shipped with the security lock that you have purchased.

2 RJ-45 port Connects the computer to an Ethernet network.

3 HDMI port Connects to devices with HDMI input such as a TV or a display.

4 USB 2.0 port Connect to USB devices. For details, see “Connecting USB devices” on page 8.

5 USB 3.0 port Connect to USB devices. For details, see “Connecting USB devices” on page 8.

6 Power button Press this button to turn on the computer.

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

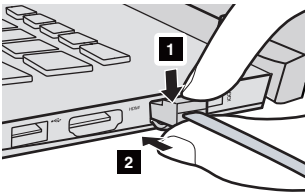
7 Battery status indicator

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

Connecting network cables

To insert a network cable, do the following:

1. Hold the connector of the network cable and push the RJ-45 cover down in the direction by arrow **1**.
2. Insert the connector into the RJ-45 port in the direction by arrow **2**.



Software configuration

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

Using memory cards (not supplied)

Your computer supports the following types of memory card:

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

Attention:

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

Inserting a memory card

Slide a memory card in until it clicks into place.

Note: If a dummy card is shipped with the computer, push the dummy card and then remove it before inserting a memory card.

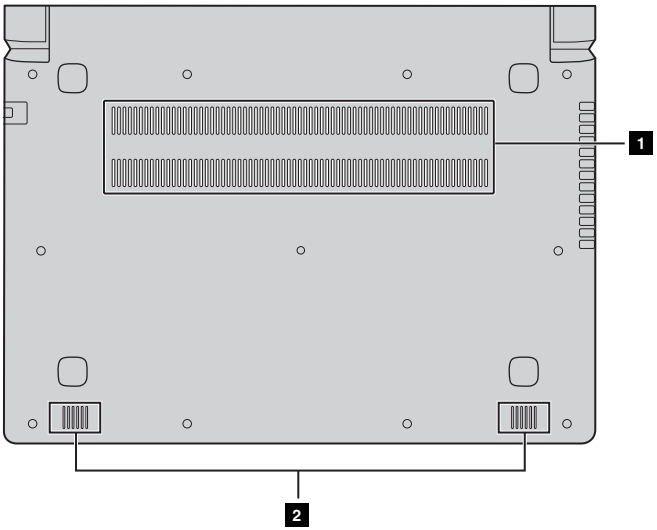
Removing a memory card

Gently pull the memory card out of the memory card slot.

Attention:

- Before removing a memory card, disable it through **Safely Remove Hardware and Eject Media** to avoid data corruption.

Bottom view



1 **Ventilation slots** Allow air to enter the computer for cooling.

2 **Speakers** Provide audio output.

Chapter 2. Starting to use Windows 8.1

The default system of your computer is Windows 8.1. To install Windows7 system, make sure to set up the BIOS first. About how to set up BIOS, see “How to set up BIOS when installing Windows 7” on page 26.

Configuring the operating system for the first time

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

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

Operating system interfaces

Windows 8.1 comes with two main user interfaces: the Start screen and the Windows desktop.

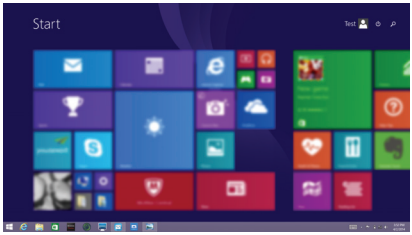
To switch from the Start screen to the Windows desktop, do one of the following:

- Select the Windows desktop tile on the Start screen.
- Press the Windows key + D.

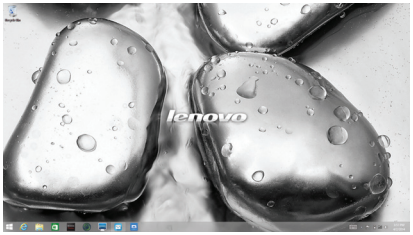
To switch from the desktop to the Start screen, do one of the following:

- Select **Start** from the charms bar.
- Press the Windows key .
- Move the cursor to the lower-left corner, and then select the Start button.

Start screen



Desktop



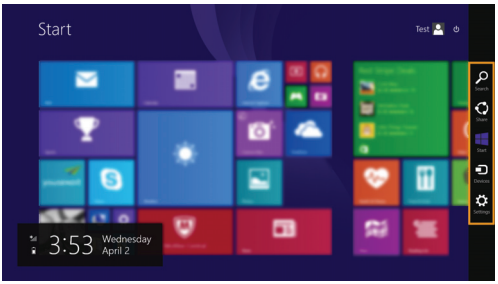
The charms

Charms are navigation buttons that let you control your Windows® 8.1 experience. Charms include: Search, Share, Start, Devices, and Settings. The **Charms Bar** is the menu that contains the charms.

The five charms provide new and faster ways to perform many basic tasks, and are always available regardless of whichever app you are currently in.

To display the charms, do one of the following:

- Move the cursor to the upper-right or lower-right corner until the charms bar is displayed.
- Press Windows key + C.



Search charm

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

Share charm

The **Share** charm lets you send links, photos, and more to your friends and social networks without leaving the app you are in.

Start charm

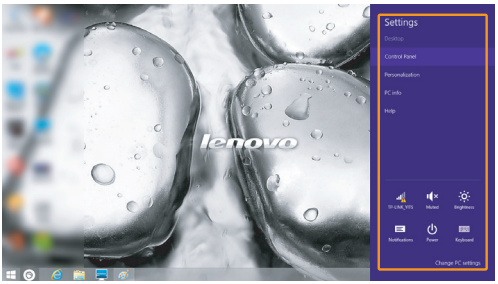
The **Start** charm is a fast way to go to the Start screen.

Devices charm

The **Devices** charm allows you to connect or send files to any external devices, including the devices to play, print, and project.

Settings charm

The **Settings** charm lets you perform basic tasks, such as setting the volume or shutting down the computer. Also, you can get to the Control Panel through the **Settings** charm when on the Desktop screen.



Putting the computer to sleep or shutting it down

When you have finished working with your computer, you can put it to sleep or shut it down.

Putting your computer to sleep

If you will be away from your computer for only a short time, put the computer to sleep.

When the computer is in sleep mode, you can quickly wake it to resume use, bypassing the startup process.

To put the computer to sleep, do one of the following:

- Close the display lid.
- Press the power button.
- Open the charms, and then select **Settings** → **Power** → **Sleep**.

Note: Wait until the power indicator light starts blinking (indicating that the computer is in sleep mode) 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 any key on the keyboard.

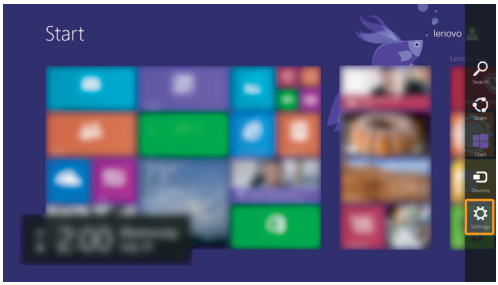
Note: If the computer does not awaken after pressing a key on the keyboard, this means that the computer has entered an enhanced power-saving mode.

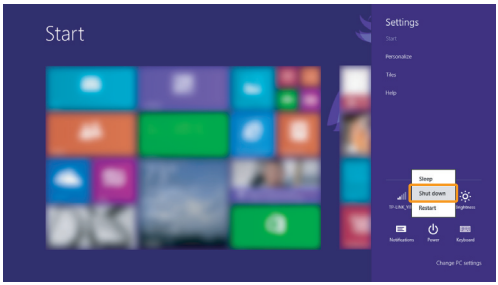
- Press the power button.

Shutting down the computer

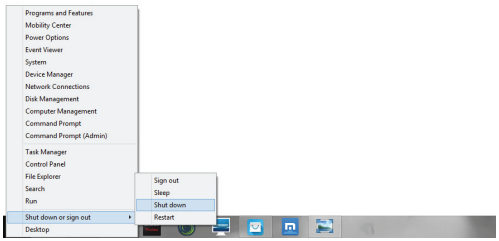
If you are not going to use your computer for a long time, shut it down.
To shut down your computer, do one of the following:

- Open the charms bar and select **Settings** → **Power** → **Shut down**.

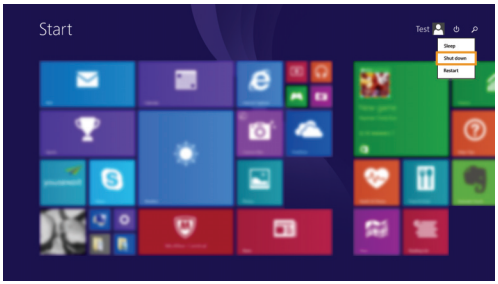




- Right-click the Start button in the lower-left corner and select **Shut down or sign out** → **Shut down**.



- On the Start screen, click and select **Shut down**.



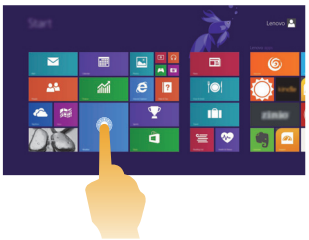
Note: This operation depends on your BIOS settings. Please refer to the actual product.

Touch screen operation

The display panel can accept inputs like a tablet, using the multi-touch screen, or like a traditional notebook computer, using the keyboard and touch pad.

Multi-touch gestures

You can touch the screen with one or more fingertips to perform a variety of tasks.

Frequently used gestures	Tasks performed
Tap Tap once on an item. 	Performs an action, such as starting an app, opening a link, or performing a command. Similar to left-clicking with a mouse.
Press and hold Press your finger down and leave it there for a moment. 	Allows you to see detailed information before selecting an action. Can also open a menu with more options. Similar to right-clicking with a mouse.

(continued)

Frequently used gestures	Tasks performed
Zoom Move two fingers together or apart while touching the screen. 	Zooms in and out on visual apps, such as pictures and maps. Can also jump to the beginning or end of a list.
Rotate Place two or more fingers on an item and then turn your hand. 	Turns an object. (Note: Not all items can be rotated, depending upon the app.)
Slide Drag your finger across the screen. 	Pans or scrolls through lists and pages. Can also move an object or be used to draw or write, depending upon the app. Similar to pressing and holding to pan and to scrolling with a mouse.