ODYS MYBOOK 14 Pro – Quickstart

Introduction

Please observe the information and warnings from the user manual.

- Please refer to the user manual for detailed instructions, conformity and support information.
- The manual can be found at http://www.odys.de/web/personal-computer_de.html.
- Use the hyperlink at „Einstellungen – PC und Geräte – PC-Info".
- There you will also find a guide on how to change the system language.
- Use the installation assistant to easily configure the device.

Important! Please note: In order to use all features available, a Microsoft user account must be created and it is necessary to activate your system later on. To reset a forgotten password please visit www.live.com. To prevent conflicts with other systems we recommend creating a new account. Please close unused apps to extend the battery lifetime as described on the right. Turn off the device when not in use.

Turning On/Off

To turn on the device, press and hold the **Power** button on the unit until you see the boot-up screen then release. It may take a few minutes to start up the system, please wait before you proceed.
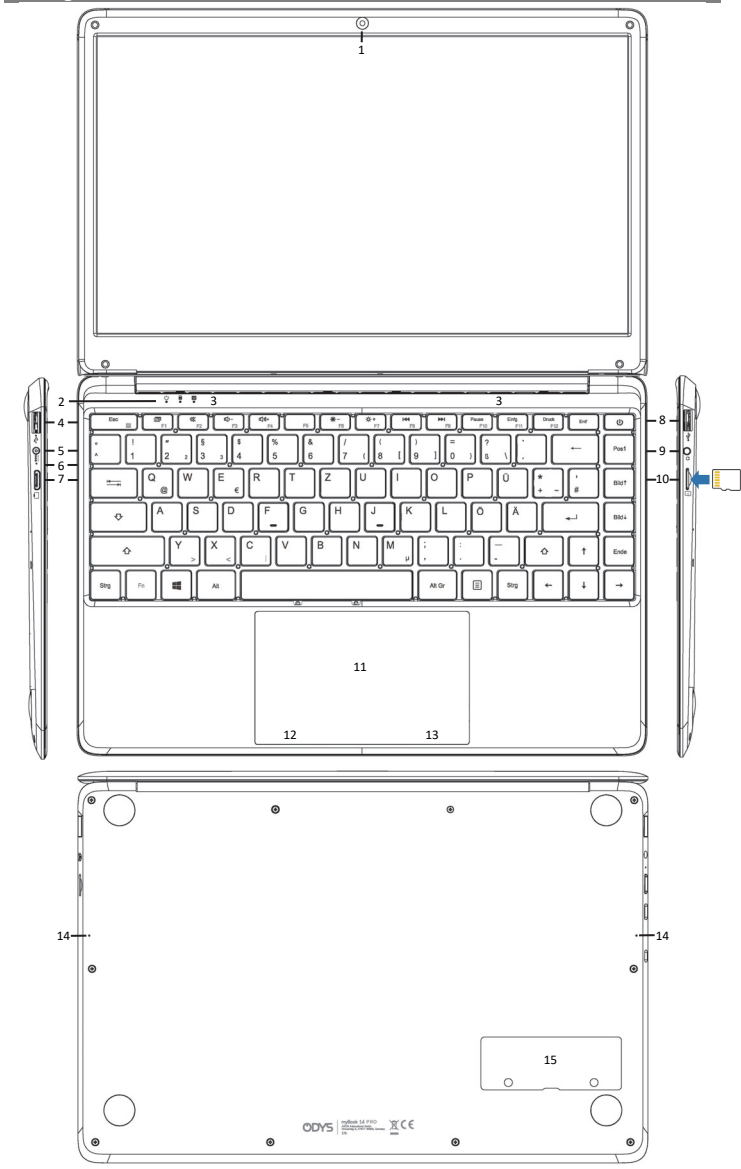
To turn off the device, press and hold the **Power** button until you see the Power Off screen, click on it and slide it down to turn off.

Tip: This device will sleep with the screen off if it stays inactive for a few seconds. You can briefly press the **Power** button to turn on the screen and wake it up.

Power On and Off the Display

- Shortly press the [Power] button or close the device to turn off the display.
- Press the [Power] button again shortly turn the display on again.
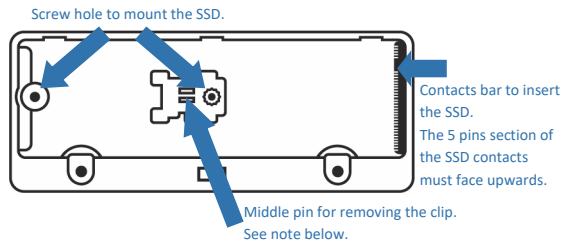
Getting Started

Charging Battery

The device has a built-in rechargeable battery. No extra battery installation is required.
Just charge the device when it indicates low battery.
To charge the battery, connect the device to any standard wall outlet via the USB Typ C port using the provided power adaptor. It takes about 5 hours to fully charge the battery.

Note:

a. We advice to use only the delivered power adapter with this device.
b. You can operate the device even when it is being charged.
c. It is recommended to charge the battery before you use the device for the first time.
d. For maximum performance, lithium-ion batteries need to be used often. If you don't use the device often, be sure to recharge the battery at least once per month.
e. Should the rechargeable battery of the device discharge completely, connect the device (using the adapter) to the main power source for approximately 5-10 minutes before attempting normal operation.
f. In some cases, devices which have been charged for longer periods of time may not be able to be switched back on. Should this occur you have to make a Reset.

Installing Memory

Supported Specs:
- M.2 SSD
- Size 2242 or 2280
- Key B, Key B+M
- SATA Interface

M.2 Slot on the bottom of the Winbook for the expansion of an SSD memory (in the variations 2242 or 2280 with Key B or B+M and SATA interface). Insert the memory in the M.2 slot in the correct orientation. Memory and slot can be damaged if the memory is not inserted correctly.

Important!
Please note that new SSD drives may not have been previously formatted. Use the Windows Computer Management tool to partition and format new SSD Drives, otherwise the memory will not be displayed. To open the "Computer Management Tool", simply enter "compmgmt.msc" in the Cortana search box at the bottom left, then select "Computer Management (Desktop App)" in the results list. Please refer to the detailed instructions for exact description.

Note:
To install an SSD with size 2280, first remove the black clip to attach an SSD with size 2242. To do this, lift the middle pin slightly with tweezers and then slide the clip to the left. Remove the clip and keep it in a safe place for future use.

Support

On our website you will find the latest information about this product, other products of our enterprise, our company itself and valid warranty terms. The latter you will find under Service - Downloads.

Axdia International GmbH   Tel: +49(0) 2154 / 8826-0
Formerweg 9   Fax: +49(0) 2154 / 8826-100
D-47877 Willich (Germany)

Support-Hotline (9.00am – 2.30pm):   +49 (0)2154 / 8826-101
E-Mail: support@odys.de

Note:
Please address any further questions directly to our Customer Service Department at the following e-mail address: support@axdia.de
In order to be able to process your request quickly, we ask you to have the following information ready:
- Product description
- Purchase date
- Description of problem

Disposal
Do not dispose of this item with normal household waste. Please return any defective device to your dealer or to a collection point for environmentally sound disposal.

Compliance
Axdia International GmbH hereby declares that this device is in accordance with the essential requirements and other relevant provisions of Directive 2014/53/EU. The CE declaration of conformity for this product can be found on the internet at: https://www.odys.de/web/web_lan_en_hmp_4_mp_6.html

1.	**Front camera**	Front-facing camera for taking avatar pictures.
2.	**Status indicator**	Device On/Off, Caps Lock, Touchpad locked
3.	**Speaker**	
4.	**USB 3.0 connection**	Support for USB stick, Surf stick, Keyboards and Mouse.
5.	**Power jack**	Charge and power the device with the included power adapter.
6.	**Charging indicator**	Lights up red while the device is charging. Turns off when the battery is fully charged
7.	**▭ Mini HDMI**	To connect an external monitor.
8.	**USB 3.0 connection**	Support for USB stick, Surf stick, Keyboards and Mouse.
9.	**Headphone jack**	Audio output connection for head-phones
		Note: Speaker output is automatically disabled when headphones are connected to the player.
10.	**Micro SD slot**	To insert a Micro SD memory card.
		- Push the card into the slot until you hear a clicking sound.
		- Push again first to release, then pull it out.
		Note: The contacts must face upwards.
11.	**Touchpad**	
12.	**Left Mouse Key**	
13.	**Right Mouse Key**	
14.	**Microphones**	
15.	**Memory extension**	To expand the SSD Memory (in variations 2242 / 2280 with Key B or B+M and SATA Interface).

Home screen

Once started, the Windows Desktop will be displayed.

Note about the Windows version
The device is shipped with Windows 10 with S mode enabled.

Windows 10 in S mode is a version of Windows 10 that's streamlined for security and performance, while providing a familiar Windows experience. To increase security, it allows only apps from the Microsoft Store, and requires Microsoft Edge for safe browsing.
For more info, see the Windows 10 in S mode page.

Windows 10 in S mode works exclusively with apps from the Microsoft Store within Windows and accessories that are compatible with Windows 10 in S mode. A one-way switch out of S mode is available. Learn more at windows.com/SmodeFAQ.
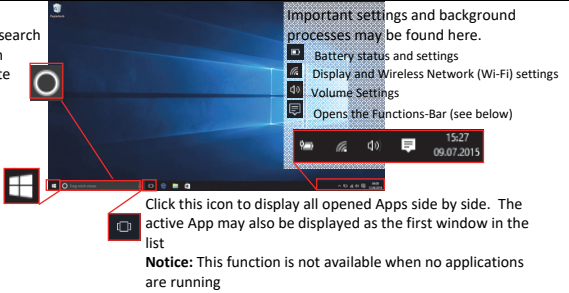If you switch out of S mode, you can't switch back into S mode.

Elements on the Taskbar

Search (Cortana)
Use the search box to search the internet for certain terms or to easily locate device settings and installed Applications.
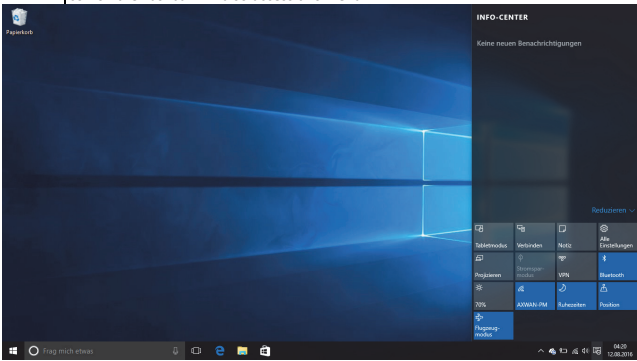
Windows-Key
Used to return to the start menu.

Important settings and background processes may be found here.
- Battery status and settings
- Display and Wireless Network (Wi-Fi) settings
- Volume Settings
- Opens the Functions-Bar (see below)

Click this icon to display all opened Apps side by side. The active App may also be displayed as the first window in the list
Notice: This function is not available when no applications are running
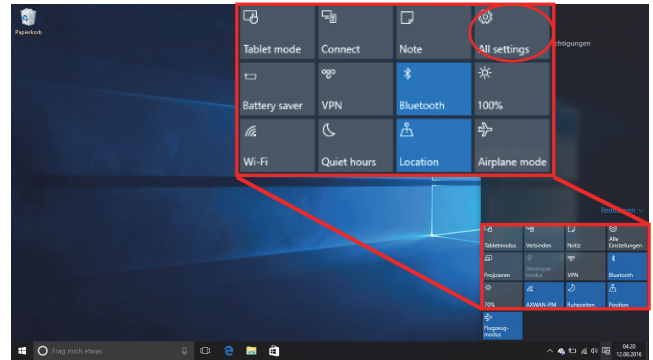
Function Bar

Click at the Icon to open the Functions-Bar.
Here you may find important information and settings. Alternatively, clicking the appropriate icon on the Taskbar will also access this menu.

Elements of the Functions-Bar

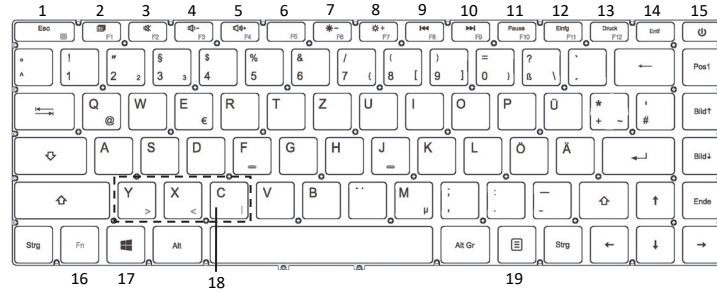| Icon	Description	Icon	Description
Tablet mode	Switch between the tablet mode using tiles and the PC mode using the desktop.	40%	Adjust the monitor brightness.
Network	Enable or Disable WLAN.	Night light	Setup brightness and color for nightly work.
All settings	Access System Settings.	Bluetooth	Enable or disable Bluetooth.
Nearby sharing	Allows sending and receiving content with other users around by Wifi or Bluetooth.	VPN	Set and enable VPN connections.
Flight mode	Activate Airplane Mode **Attention!** All wireless connections will be disabled.	Battery saver	Enable or disable power saving mode.
Location	Positioning on or off.	Project	To connect to a second monitor.
Focus assist	Select which notifications you want to see and hear.	Connect	Bluetooth connections with other devices.
Mobile hotspot	Share your internet connections with other devices.		

Connecting to the Internet

(1) Click at the Icon to open the Functions-Bar.
(2) Click the icon to open All settings and select „Network and Internet".
(3) Click on the network you wish to connect to and then click on "Connect". Your Device will now attempt to establish a connection to that 3G network. If the connection is successful, the message "Connected" will appear below the network.

Note:
If there is no internet connection please recheck this setting and verify that you are connected to an available WIFI Network.

Using the keyboard

Note:
When the display overlaps on the keyboard, the display will be turned off.

Warning:
The maximum possible angle between keyboard and screen is 120 degrees. Do not attempt to open the unit any further as this may damage the unit.

Keyboard parts

Note: Some keys have several different assignments!
Important key combinations can be found at the chart below.

(1)	Esc Fn + Esc: Lock / unlock touchpad	(12)	Insert +Fn: F11
(2)	Screen mode (when a second screen is connected) +Fn: F1	(13)	Print +Fn: F12
(3)	Sound on/off (mute) +Fn: F2	(14)	Remove
(4)	Decrease volume +Fn: F3	(15)	On/off button
(5)	Increase volume +Fn: F4	(16)	Fn function key
(6)	+Fn: F5	(17)	Windows key
(7)	Decrease brightness +Fn: F6	(18)	Fn unlocked: Fn + y for entering > Fn + x for entering < Fn + c for entering |
(8)	Increase brightness +Fn: F7	(19)	Context menu
(9)	Previous track +Fn: F8		
(10)	Next track +Fn: F9		
(11)	Pause +Fn: F10		