



Safety, Warranty, and Setup Guide

Lenovo 300e Chromebook

Lenovo® electronic manuals... for a greener planet!

Refer to the electronic *User Guide* for detailed product information: <http://support.lenovo.com>

Unpack

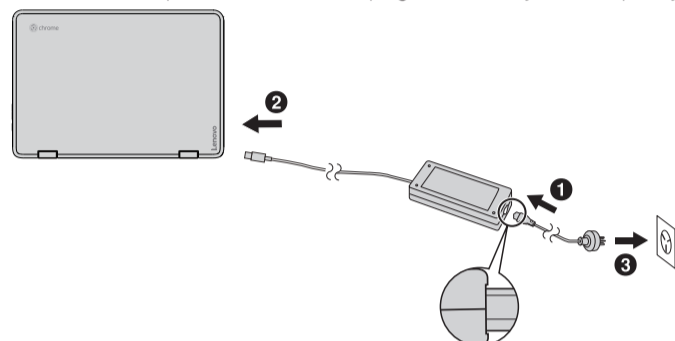


Chromebook AC power adapter Power cord Publications

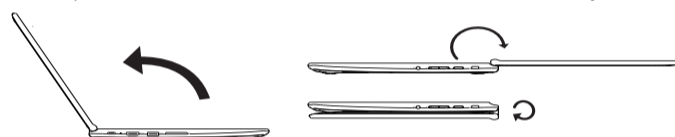
Note: The plug of the power cord varies by countries or regions.

Initial setup instructions

1. Connect to power. Ensure that all plugs are securely and completely inserted into receptacles.



2. Open the LCD cover. The Chromebook starts automatically.



Note: If the Chromebook does not start automatically, press the Power button.

3. Select language and keyboard, and set up network connection.

Note: The network should have Internet connection and this step cannot be skipped.

4. Sign in with your Google Account.

Read and follow all safety precautions in the *User Guide* before continuing with your Chromebook computer. To view or download the *User Guide*, refer to "Electronic publications" later in this document.

Keyboard shortcuts

One key

← Back	⚙ Decrease brightness
→ Forward	🔇 Mute
🔄 Reload page	🔊 Volume down
🖥 Full screen	🔊 Volume up
🖥 Switch window	🔒 Screen lock
⚙ Increase brightness	🔍 Search

Two-key combinations

Ctrl - 🖥: Take screenshot	Alt - 🔍: Toggle caps lock
Ctrl - -: Zoom out	Alt - [: Dock window left
Ctrl - +: Zoom in	Alt -]: Dock window right
Ctrl - 0: Reset zoom	Alt - ⬅: Back
Ctrl - D: Bookmark current page	Alt - ➡: Forward
Ctrl - R: Reload page	Alt - ⬆: Page up
Ctrl - N: Open a new window	Alt - ⬇: Page down
Ctrl - W: Close tab	Shift - Esc: Start the task manager
Ctrl - ?: Start Help	

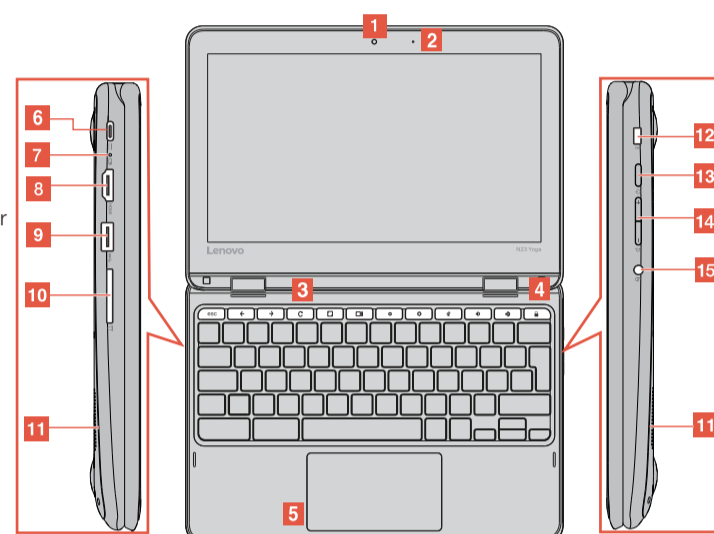
Three-key combinations

Ctrl - Shift - Q: Sign out	Alt - Shift - M: Start the file manager
Ctrl - Shift - 🔄: Rotate screen	Ctrl - Shift - Space: Cycle through input methods

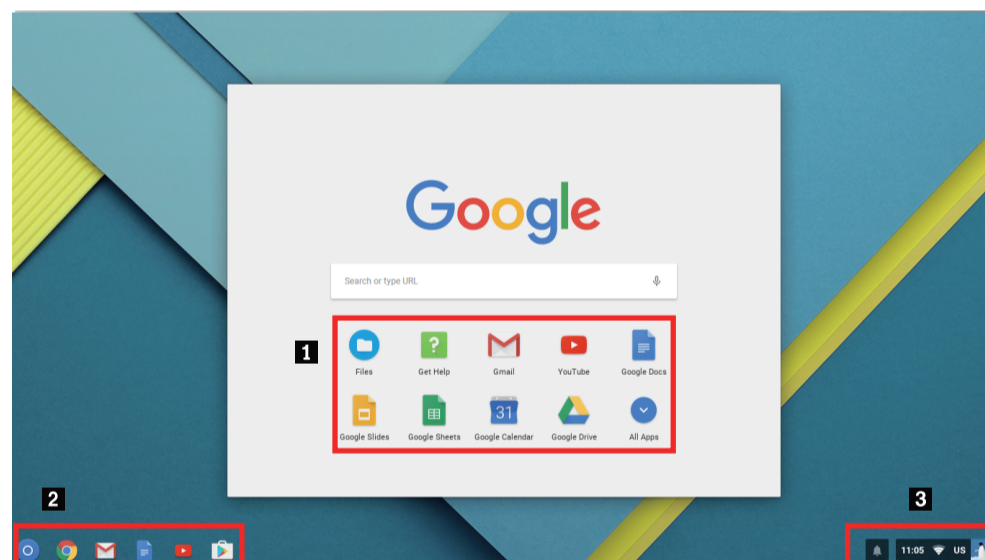
Note: For a complete list of keyboard shortcuts, press Ctrl - Alt - /.

Features, controls, and connectors

- 1 Camera
- 2 Microphone
- 3 Shortcut keys
- 4 Screen lock
- 5 Touch pad
- 6 AC power connector/USB type - C connector
- 7 DC-in indicator
- 8 HDMI-out connector
- 9 USB 3.0 connector
- 10 Memory card (SD/MMC) slot
- 11 Speakers
- 12 N-LOCK
- 13 Power button
- 14 Volume button
- 15 Combo audio jack



New to Chromebook?



1 Apps launcher 2 Quick launch bar 3 Status area



Read before using your computer



The following sections provide critical safety and regulatory information for Lenovo computers and instructions on how to access electronic versions of the publications developed for your computer.

Read first — regulatory information

Computer models equipped with wireless communications comply with the radio frequency and safety standards of any country or region in which it has been approved for wireless use. In addition, if your product contains a telecom modem, it complies with the requirements for connection to the telephone network in your country.

Be sure to read the *Regulatory Notice* for your country or region before using the wireless devices contained in your computer. To obtain a PDF version of the *Regulatory Notice*, refer to the *"Electronic publications"* section below.

Electronic publications

Electronic publications are available on Lenovo Web site. These publications provide safety precautions, usage instructions, hardware specifications, and regulatory information for your computer model. To view these publications:

- Go to http://support.lenovo.com.
 - Click User Guide.
 - Select your product category and model name.
- Available publications for your computer model are listed by category. Click the file name of a publication to open it in the Chrome browser.
- Note: You can also save publications on the local storage space or the Google Drive for future reference.

Get help from Google

After signing in to your Chromebook computer, click **Get Help** from the Apps launcher. The **Get Help** app provides comprehensive instructions on using your Chromebook computer.

In addition, Google provides an online community for Chrombook users. If you're interested, go to http://chromebook.com/community.

Lenovo service and support

The following information describes the technical support that is available for your product, during the warranty period or throughout the life of your product. Refer to the Lenovo Limited Warranty for a full explanation of Lenovo warranty terms. See *"Lenovo Limited Warranty notice"* later in this document for details on accessing the full warranty.

Online technical support

Online technical support is available during the lifetime of a product at http://www.lenovo.com/support.

Telephone technical support

You can get help and information from the Customer Support Center by telephone. Before contacting a Lenovo technical support representative, please have the following information available: model and serial number, the exact wording of any error message, and a description of the problem.

Your technical support representative might want to walk you through the problem while you are at your computer during the call.

Important: The most up-to-date telephone list for the Customer Support Center is always available at http://www.lenovo.com/support/phone. Telephone numbers are subject to change without notice.

Lenovo product service information for Taiwan

台灣 Lenovo 產品服務資訊如下：

荷蘭商聯想股份有限公司台灣分公司

台北市内湖區堤頂大道二段89號5樓

服務電話：0800-000-702

Safety information



This section contains important safety information for Lenovo products. Additional safety information is provided in the *User Guide* for your product. See *"Electronic publications"* for additional information.

Plastic bag notice

CAUTION:

Plastic bags can be dangerous. Keep plastic bags away from babies and children to avoid danger of suffocation.

Lithium coin cell battery notice

DANGER
Danger of explosion if battery is incorrectly replaced.

When replacing the lithium coin cell battery, use only the same or an equivalent type that is recommended by the manufacturer. The battery contains lithium and can explode if not properly used, handled, or disposed of.

Do not:

- Throw or immerse into water
- Heat to more than 100°C (212°F)
- Repair or disassemble

Dispose of the battery as required by local ordinances or regulations.

The following statement applies to users in the state of California, U.S.A. California Perchlorate Information:

Products containing manganese dioxide lithium coin cell batteries may contain perchlorate.

Perchlorate Material - special handling may apply, See www.dtsc.ca.gov/hazardouswaste/perchlorate

Polyvinyl Chloride (PVC) cable and cord notice

WARNING: Handling the cord on this product or cords associated with accessories sold with this product will expose you to lead, a chemical known to the State of California to cause cancer, and birth defects or other reproductive harm. ***Wash hands after handling.***

Using headphones or earphones

CAUTION:

Excessive sound pressure from earphones and headphones can cause hearing loss. Adjustment of the equalizer to maximum increases the earphone and headphone output voltage and the sound pressure level. Therefore, to protect your hearing, adjust the equalizer to an appropriate level.

Excessive use of headphones or earphones for a long period of time at high volume can be dangerous if the output of the headphone or earphone connectors do not comply with specifications of EN 50332-2. The headphone output connector of your computer complies with EN 50332-2 Sub clause 7. This specification limits the computer's maximum wide band true RMS output voltage to 150 mV. To help protect against hearing loss, ensure that the headphones or earphones you use also comply with EN 50332-2 (Clause 7 Limits) or a wide band characteristic voltage of 75 mV. Using headphones that do not comply with EN 50332-2 can be dangerous due to excessive sound pressure levels.

If your Lenovo computer came with headphones or earphones in the package, as a set, the combination of the headphones or earphones and the computer already complies with the specifications of EN 50332-1. If different headphones or earphones are used, ensure that they comply with EN 50332-1 (Clause 6.5 Limitation Values). Using headphones that do not comply with EN 50332-1 can be dangerous due to excessive sound pressure levels.

Lenovo Limited Warranty notice

This product is covered by the terms of the Lenovo Limited Warranty, version L505-0010-02 08/2011. Read the Lenovo Limited Warranty (LLW) at http://www.lenovo.com/warranty/llw_02. You can view the LLW in a number of languages from this Web site.

Warranty Service Information

For detailed warranty information on this machine, please visit the following website to check out:

http://support.lenovo.com/warrantystatus

Suplemento de Garantía para México

Este Suplemento se considera parte integrante de la Garantía Limitada de Lenovo y será efectivo única y exclusivamente para los productos distribuidos y comercializados dentro del Territorio de los Estados Unidos Mexicanos. En caso de conflicto, se aplicarán los términos de este Suplemento.

Todos los programas de software precargados en el equipo sólo tendrán una garantía de treinta (30) días por defectos de instalación desde la fecha de compra. Lenovo no es responsable de la información incluida en dichos programas de software y/o cualquier programa de software adicional instalado por Usted o instalado después de la compra del producto.

Los servicios no cubiertos por la garantía se cargarán al usuario final, previa obtención de una autorización.

En el caso de que se precise una reparación cubierta por la garantía, por favor, llame al Centro de soporte al cliente al 001-866-434-2080, donde le dirigirán al Centro de servicio autorizado más cercano. Si no existiese ningún Centro de servicio autorizado en su ciudad, población o en un radio de 70 kilómetros de su ciudad o población, la garantía incluirá cualquier gasto de entrega razonable relacionado con el transporte del producto a su Centro de servicio autorizado más cercano. Por favor, llame al Centro de servicio autorizado más cercano para obtener las aprobaciones necesarias o la información relacionada con el envío del producto y la dirección de envío.

Para obtener una lista de los Centros de servicio autorizados, por favor, visite:

http://www.lenovo.com/mx/es/servicios

Importado por:
Lenovo México S. de R.L. de C.V.
Boulevard Escobedo No. 316
Apodaca Technology Park
Apodaca, Nuevo Leon, México
ZIP CODE 66600

Electronic emission notices

This device has been tested and found to comply with the limits for a Class B digital device. The *User Guide* for this product provides the complete Class B compliance statements that are applicable for this device. See *"Electronic publications"* for additional information.

The latest electronic compliance and environmental information are available from the Lenovo compliance information Web sites.

- To view compliance information go to: http://www.lenovo.com/compliance
- To download environmental information go to: http://www.lenovo.com/ecodeclaration

Korean Class B compliance statement

B급 기기 (가정용 방송통신기자재)
이 기기는 가정용(B급) 전자파적합기기로써 주로 가정에서 사용하는 것을 목적으로하며, 모든 지역에서 사용할 수 있습니다.
무선선풍기, 전파 혼신 (사용주파수 2400~2483.5, 5725~5825 무선제품해당) 해당 무선설비가 전파혼신 가능성이 있으므로 인명안전과 관련된 서비스는 할 수 없음
SAR 정보
본 장치는 전파 노출에 대한 가이드라인을 충족합니다.
본 장치는 무선 송수신기 입니다. 본 장치는 국제 가이드라인으로 권장되는 전파 노출에 대한 제한을 초과하지 않도록 설계되었습니다. 장치 액세서리 및 최신 부품을 사용할 경우 SAR 값이 달라질 수 있습니다. SAR 값은 국가 보고 및 테스트 요구 사항과 네트워크 대역에 따라 다를 수 있습니다.
본 장치는 사람의 신체에서 10mm 이상의 거리에서 사용할 수 있습니다.

European Union conformity

EU contact:
Lenovo, Einsteinova 21, 851 01 Bratislava, Slovakia



Compliance to Directives for Information Technology Equipment (ITE) and Radio Equipment

Models without a radio device: This product is in conformity with the protection requirements of EU Council Directive 2014/30/EU on the approximation of the laws of the Member States relating to electromagnetic compatibility. The full compliance statement is located in the User Guide. See "Electronic publications" in this document for additional information.

Models with a radio device: This product is in compliance with the essential requirements and other relevant provisions of the EU Council Radio and Telecommunications Terminal Equipment (R&TTE) Directive, 1999/5/EC. The Declaration of Conformity information related to the wireless function is located in the Regulatory Notices, which you can download from the Lenovo Support Web site. See "Electronic publications" in this document for additional information.

Note: R&TTE 1999/5/EC remains in force during the transition period of Radio Equipment Directive (RED) 2014/53/EU until 12 June, 2017. After then, RED 2014/53/EU will take the place of R&TTE 1999/5/EC.



In addition, the product EU DoC can be obtained from the following location: http://www.lenovo.com/compliance/

Recycling and environmental information

Lenovo encourages owners of information technology (IT) equipment to responsibly recycle their equipment when it is no longer needed. Lenovo offers a variety of programs and services to assist equipment owners in recycling their IT products. For information on recycling Lenovo products, go to:

http://www.lenovo.com/recycling

Important battery and WEEE information

	Batteries and electrical and electronic equipment marked with the symbol of a crossed-out wheeled bin may not be disposed as unsorted municipal waste. Batteries and waste of electrical and electronic equipment (WEEE) shall be treated separately using the collection framework available to customers for the return, recycling, and treatment of batteries and WEEE. When possible, remove and isolate batteries from WEEE prior to placing WEEE in the waste collection stream. Batteries are to be collected separately using the framework available for the return, recycling, and treatment of batteries and accumulators.
	Country-specific information is available at: http://www.lenovo.com/recycling

Recycling information for China

《废弃电器电子产品回收处理管理条例》提示性说明
联想鼓励拥有联想品牌产品的用户当不再需要此类产品时，遵守国家废弃电器电子产品回收处理相关法律法规，将其交给当地具有国家认可的回收处理资质的厂商进行回收处理。更多回收服务信息，请点击进入 http://support.lenovo.com.cn/activity/551.htm

Additional recycling statements

Additional information about recycling computer components and batteries is in your *User Guide*. See *"Electronic publications"* for details.

Restriction of Hazardous Substances Directive (RoHS)

European Union RoHS

This Lenovo product, with included parts (cables, cords, and so on) meets the requirements of Directive 2011/65/EU on the restriction of the use of certain hazardous substances in electrical and electronic equipment ("RoHS recast" or "RoHS 2").

For more information about Lenovo worldwide compliance on RoHS, go to: http://www.lenovo.com/social_responsibility/us/en/RoHS_Communication.pdf

China RoHS

The information in the following table is applicable for products manufactured on or after March 1, 2007 for sale in the People's Republic of China.

中国有害物质声明
为满足中国电子电气产品有害物质限制相关的法律法规和其他要求，联想公司对本产品中有害物质，按部件分类，声明如下。

部件名称	有害物质					
	铅(Pb)	汞(Hg)	镉(Cd)	六价铬 (Cr(VI))	多溴联苯 (PBB)	多溴二苯醚 (PBDE)
印刷电路板组件*	×	○	○	○	○	○
硬盘	×	○	○	○	○	○
光驱	×	○	○	○	○	○
液晶面板	×	○	○	○	○	○
键盘	×	○	○	○	○	○
内存	×	○	○	○	○	○
电池	×	○	○	○	○	○
电源适配器	×	○	○	○	○	○
底座、顶盖和扬声器	×	○	○	○	○	○
<p>本表格依据 SJ/T 11364 的规定编制。某些型号的产品可能不包含表中的部分部件。</p> <p>○：表示该有害物质在该部件所有均质材料中的含量均在 GB/T 26572 规定的限量要求以下。</p> <p>×：表示该有害物质至少在该部件的某一均质材料中的含量超出 GB/T 26572 规定的限量要求。标记“×”的部件，皆因全球技术发展水平限制而无法实现有害物质的替代。</p> <p>*印刷电路板组件包括印刷电路板及其零部件，电容和连接器等。</p>						
<p> 在中华人民共和国境内销售的电子信息产品必须标识此标志。圆圈内的数字表示正常使用状态下产品的环保使用期限。</p>						

Turkish RoHS

The Lenovo product meets the requirements of the Republic of Turkey Directive on the Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment (EEE).

Türkiye EEE Yönetmeliğine Uygunluk Beyanı

Bu Lenovo ürünü, T.C. Çevre ve Orman Bakanlığı'nın "Elektrik ve Elektronik Eşyalarda Bazı Zararlı Maddelerin Kullanımının Sınırlanmasına Dair Yönetmelik (EEE)" direktiflerine uygundur.

EEE Yönetmeliğine Uygundur.

Ukraine RoHS

Цим підтверджуємо, що продукція Lenovo відповідає вимогам нормативних актів України, які обмежують вміст небезпечних речовин

India RoHS

RoHS compliant as per E-Waste (Management & Handling) Rules, 2011.

Radio compliance information

Singapore

Complies with IMDA Standards DB102306

Brazil

Este equipamento opera em caráter secundário, isto é, não tem direito a proteção contra interferência prejudicial, mesmo de estações do mesmo tipo, e não pode causar interferência a sistemas operando em caráter primário.

This equipment is a secondary type device, that is, it is not protected against harmful interference, even if the interference is caused by a device of the same type, and it also cannot cause any interference to primary type devices.

Mexico radio compliance information

Advertencia: En Mexico la operación de este equipo está sujeta a las siguientes dos condiciones: (1) es posible que este equipo o dispositivo no cause interferencia perjudicial y (2) este equipo o dispositivo debe aceptar cualquier interferencia, incluyendo la que pueda causar su operación no deseada.

Additional compliance information


EurAsian Compliance Mark



Brazil regulatory notice

Ouvir son mais de 85 decibéis por longos períodos pode provocar danos ao sistema auditivo.

ENERGY STAR information

	Select models conform to ENERGY STAR requirements. Additional ENERGY STAR information is in the <i>User Guide</i> . Refer to "Electronic publication" in this publication.
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TCO Certification

Any Lenovo product bearing a TCO label has been certified to a TCO voluntary environmental certification. TCO certification requirements focus on features that contribute to a healthy work environment such as recyclable design,energy efficiency, ergonomics, emissions, avoidance of hazardous substances, and product take back. For more information on your Lenovo product and the TCO certification, please visit:

http://www.lenovo.com/social_responsibility/us/en/social_responsibility_resources/

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