

Best Practice to Maintain Laptops

Do's...

1. Adapter mode is recommended for long battery life. Battery life will increase if charging/discharging cycle is minimum.
2. Remove the adapter after 100% Battery is charged.
3. Remove the battery from the Laptop if the Laptop is not used for more than one week and keep it in cool place.
4. Disconnect all the peripherals which are connected when the Laptop is not in use. When the Laptop is in Battery mode, connect the external USB device which are essential and remove them immediately after use, otherwise these devices will draw power from Laptop.
5. Always remove Charger/adapter from Mains when the Laptop is not in use.
6. Delete unwanted files then and there otherwise it may occupy more space.
7. Whenever external storage device is required to be used, please scan before use.
8. Clean the Laptop monitor/screen every day using soft cloth. And not by hand/fingers. Clean the key board using paint brush
9. Always lift or hold the Laptop with both the hands. Handle carefully.
10. Keep the Laptop in the bag provided when not in use.
11. Keep the Laptop with proper ventilation when you are using
12. Place the Laptop in plain and smooth surface while using.
13. Insert the External devices gently in the proper port.
14. Open and close the Laptop gently, otherwise the hinges may break.
15. In case of any problem with the Laptop, register your complaint and approach the nearest service centre.



Dell Authorised Service Center



Don't...

1. Do not place the Laptop closer or on to any electrical device such as microwave Oven, TV etc and directly under sunlight.
2. Do not keep any liquid such as water, beverages near Laptop so as to avoid spill over on keyboard.
3. Do not keep any book or heavy weight items on the Laptop.
4. Do not over charge or leave the laptop continuously charging.
5. Never keep the laptop in "ON" condition on the bed while sleeping. Always ensure that the Laptop is switched off and kept away from the bed before going to sleep.
6. Do not keep more applications / shortcuts / files on the Desktop (Screen), it may slow down the speed of the process. Keep mostly current working files / applications.
7. Do not open too many files at a time.
8. Do not shut down forcibly by using power button. Turn off the Laptop by proper shut down method.
9. Do not place your finger on the screen.
10. Do not hard press the keys. Use the keyboard gently.
11. Do not use the Power adapter of others Laptops.
12. Never put stapler pin or paper clips into the keyboard.
13. Do not open the Laptop Chassis during warranty period. If it is noticed that the laptop has been opened or serviced by others, the warranty conditions may not be applicable.
14. Do not drop the laptop forcibly.



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