

User Guide

Lenovo
ThinkCentre



Lenovo

neo Ultra

Read this first

Before using this documentation and the product it supports, ensure that you read and understand the following:

- *Safety and Warranty Guide*
- [Generic Safety and Compliance Notices](#)
- *Setup Guide*

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About this documentation

- This guide applies to the Lenovo product models listed below. Illustrations in this guide may look slightly different from your product model.

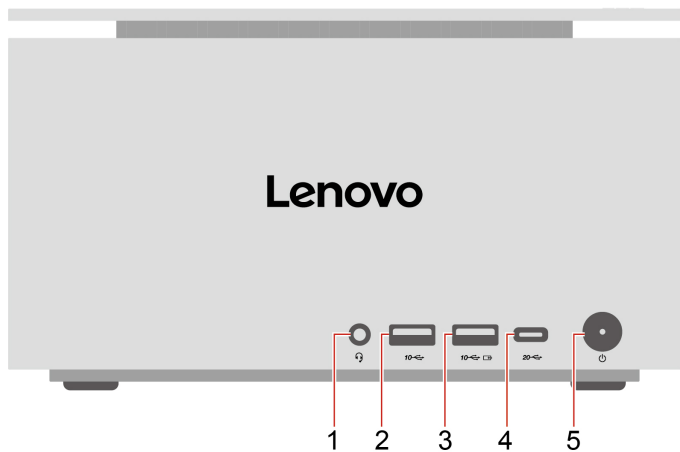
Model name	Machine types (MT)
ThinkCentre neo Ultra	12W1, 12W2, 12W3, 12W4

- For more compliance information, refer to *Regulatory Notice* at <https://pcsupport.lenovo.com> and *Generic Safety and Compliance Notices* at https://pcsupport.lenovo.com/docs/generic_notices.
- Depending on the model, some optional accessories, features, and software programs might not be available on your computer.
- Depending on the version of the operating systems and programs, some user interface instructions might not be applicable to your computer.
- Documentation content is subject to change without notice. Lenovo makes constant improvements to the documentation of your computer, including this *User Guide*. To get the latest documentation, go to <https://pcsupport.lenovo.com>.
- Microsoft® makes periodic feature changes to the Windows® operating system through Windows Update. As a result, some information in this documentation might become outdated. Refer to Microsoft resources for the latest information.

Chapter 1. Meet your computer

This computer is equipped with an extensive selection of ports, providing convenient connectivity options for multiple devices.

Front



Item	Description	Item	Description
1	Headset connector	2	USB-A connector (USB 10Gbps)
3	USB-A connector (USB 10Gbps, Always On USB)	4	USB-C® connector (USB 20Gbps)
5	Power button		

* for selected models

Note: For more information about the USB connector name update, see Appendix A “Notice for USB connector name update” on page 27.

USB-A connector (USB 10Gbps, Always On USB)

With the Always On USB feature enabled, the USB-A connector (USB 10Gbps, Always On USB) can charge a USB-A compatible device when the computer is on, off, in sleep mode, or in hibernation mode.

To enable the Always On USB feature, do the following:

1. Enter the UEFI BIOS menu. See “Enter the UEFI BIOS menu” on page 15.
2. Click **Devices → USB Setup → Front USB Ports → USB Port 2** to enable the Always On USB feature.

Statement on USB transfer rate

Depending on many factors such as the processing capability of the host and peripheral devices, file attributes, and other factors related to system configuration and operating environments, the actual transfer rate using the various USB connectors on this device will vary and will be slower than the data rate listed in the connector name or below for each corresponding device.

Power indicator

Show the system status of your computer.

- **On:** The computer is starting up or working.
- **Off:** The computer is off or in hibernation mode.
- **Blinking slowly:** The computer is in sleep mode.

Headset connector

The headset connector is compatible with:

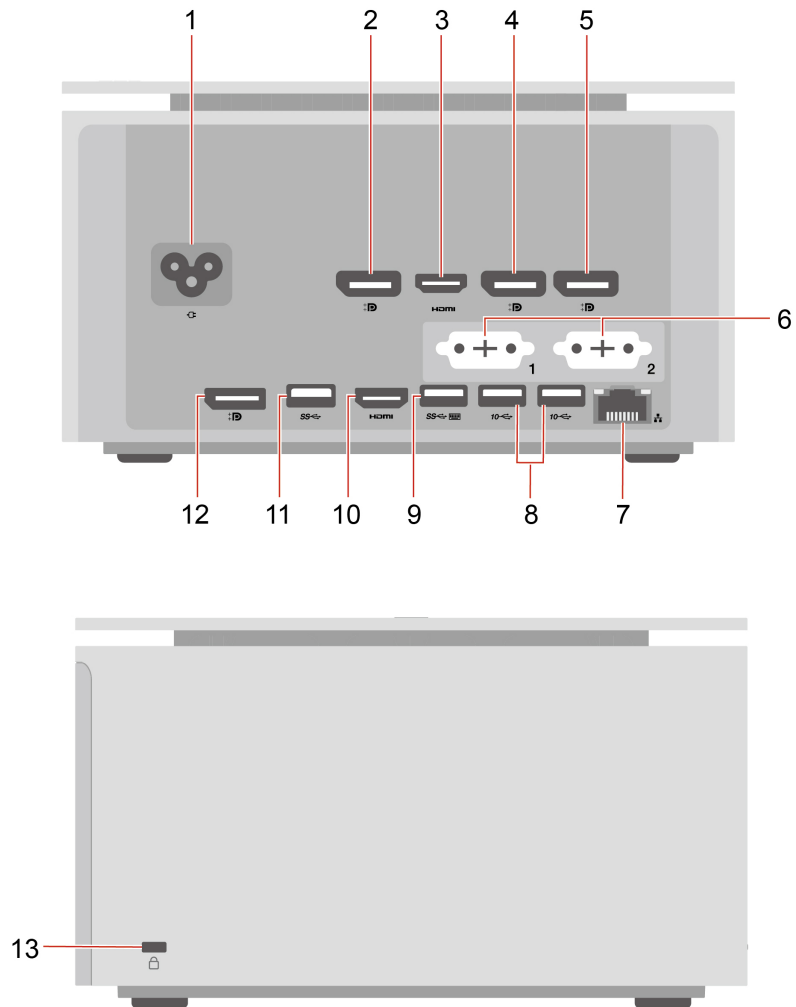
- Headphones or earphones with a 3.5mm (0.14 inch), TRS (3-pole) plug
- Headsets with a 3.5mm (0.14 inch), CTIA-compliant TRRS (4-pole) plug

Note: This headset connector does not support standalone external microphones with a TRS (3-pole) plug or headsets with an OMTP-compliant TRRS (4-pole) plug.

Related topics

- “USB specifications” on page 6.

Rear



Item	Description	Item	Description
1	Power cord connector	2	DisplayPort™ out connectors
3	HDMI out connector	4	DisplayPort out connectors
5	DisplayPort out connectors	6	Optional connector*
7	Ethernet connector	8	USB-A connector (USB 10Gbps)
9	USB-A connector (USB 5Gbps) with smart power-on feature	10	HDMI out connector
11	USB-A connector (USB 5Gbps)	12	DisplayPort out connectors
13	Security-lock slot		

* for selected models

Optional connector

Depending on the computer model, the connector might be a DisplayPort out connector, an HDMI out connector, a serial connector, a USB-A connector (USB 5Gbps), a USB-C connector (USB 5Gbps), or a VGA-out connector.

Related topics

- “Lock the computer” on page 11.
- “Connect an external display” on page 8.
- “USB specifications” on page 6.

Specifications

Specification	Description
Dimensions	• Width: 195.0 mm (7.7 inches) • Height: 111.0 mm (4.4 inches, with feet) • Depth: 191.0 mm (7.5 inches)
Weight (without packaging)	Maximum configuration as shipped: 3.5 kg (7.6 lb)
Hardware configuration	Type Device Manager in the Windows search box and then press Enter. Type the administrator password or provide confirmation, if prompted.
Power supply	350-watt automatic voltage-sensing power supply
Electrical input	• Input voltage: – From 100 V ac to 127 V ac – From 200 V ac to 240 V ac • Input frequency: 50/60 Hz Note: Only 110 V ac input voltage is applicable in Taiwan.
Memory	Double data rate 5 (DDR5) small outline dual in-line memory module (SODIMM) Maximum memory capacity: 64 GB
Storage device	M.2 solid-state drive To view the storage drive capacity of your computer, type Disk Management in the Windows search box and then press Enter. Note: The storage drive capacity indicated by the system is less than the nominal capacity.
Video features	The integrated graphics card supports the following: • DisplayPort out connector • HDMI out connector • VGA out connector* The discrete graphics card supports the following: • DisplayPort out connector* • HDMI out connector*
Expansion	• Memory slots • M.2 solid-state drive slots
Network features	• Bluetooth* • Ethernet LAN • Wireless LAN*

* for selected models

Operating environment

Maximum altitude (without pressurization)

- Operating: From 0 m (0 ft) to 3048 m (10 000 ft)
- Storage: From 0 m (0 ft) to 12192 m (40 000 ft)

Temperature

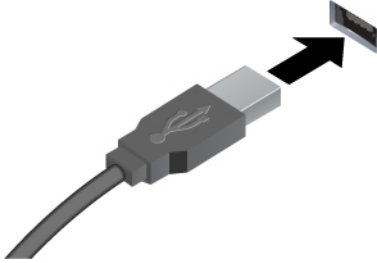
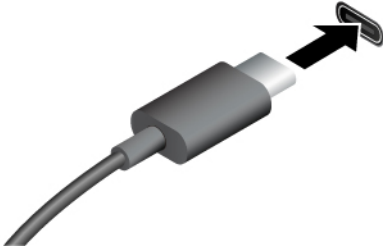
- Operating: From 5°C (41°F) to 35°C (95°F)
- Storage:
 - For common desktop computers: From -40°C (-40°F) to 60°C (140°F)
 - For all-in-one desktop computers: From -20°C (-4°F) to 60°C (140°F)

Relative humidity

- Operating: 20%-80% (non-condensing)
- Storage: 10%-90% (non-condensing)

USB specifications

Note: Depending on the model, some USB connectors might not be available on your computer.

Connector name	Description
 •  USB-A connector (Hi-Speed USB) •  USB-A connector (USB 10Gbps)	Connect USB-A compatible devices, such as a USB-A keyboard, USB-A mouse, USB-A storage device, or USB-A printer.
 •  USB-C connector (USB 10Gbps) •  USB-C connector (USB 20Gbps)	• Charge USB-C compatible devices with the output voltage and current of 5 V and 3 A. • Connect to USB-C accessories to help expand your computer functionality. To purchase USB-C accessories, go to https://www.lenovo.com/accessories.

The Vantage app

The Vantage app is a customized one-stop solution to help you maintain your computer with automated updates and fixes, configure hardware settings, and get personalized support.

To access the Vantage app, type Vantage in the Windows search box.

Notes:

- The available features vary depending on the computer model.
- The Vantage app makes periodic updates of the features to keep improving your experience with your computer. The description of features might be different from that on your actual user interface. You can download the latest version of Vantage app from Microsoft Store.

The Vantage app enables you to:

- Know the device status easily and customize device settings.
- Download and install UEFI BIOS, firmware, and driver to keep your computer up-to-date.
- Monitor your computer health, and secure your computer against outside threats.
- Scan your computer hardware and diagnose hardware problems.
- Look up warranty status (online).
- Access *User Guide* and helpful articles.

Chapter 2. Get started with your computer

Access networks

This section helps you connect to a wireless or wired network.

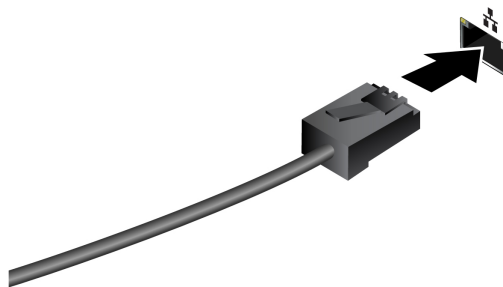
Connect to Wi-Fi networks (for selected models)

Click the network icon  on the bottom right of your display to connect to an available network. Provide required information, if needed.

Note: The wireless LAN module on your computer may support different standards. For some countries or regions, use of 802.11ax may be disabled according to local regulations.

Connect to the wired Ethernet

Connect your computer to a local network through the Ethernet connector on your computer with an Ethernet cable.



Connect an external display

Connect a projector or a monitor to your computer to give presentations or expand your workspace.

Change display settings

1. Right-click a blank area on the desktop and select display settings.
2. Select the display that you want to configure and change display settings of your preference.

Transfer data

You can install a disc or media card to transfer data.

Use the optical drive (for selected models)

If your computer has an optical drive, read the following information.

Know the type of your optical drive

1. Type Device Manager in the Windows search box and then press Enter. Type the administrator password or provide confirmation, if prompted.
2. Select an optical drive, and then follow the on-screen instructions.

Install or remove a disc

1. With the computer on, press the eject button on the optical drive. The tray slides out of the drive.
2. Insert a disc into the tray or remove a disc from the tray, and then push the tray back into the drive.

Note: If the tray does not slide out of the drive when you press the eject button, turn off the computer. Then, insert a straightened paper clip into the emergency-eject hole adjacent to the eject button. Use the emergency eject only in an emergency.

Record a disc

1. Insert a recordable disc into the optical drive that supports recording.
2. Do one of the following:
 - Type AutoPlay in the Windows search box and then press Enter. Turn on **Use AutoPlay for all media and devices**.
 - Open Windows Media Player.
 - Double-click the ISO file.
3. Follow the on-screen instructions.

Use a media card (for selected models)

If your computer has a SD-card slot, read the following information.

Install a media card

1. Locate the SD-card slot.
2. Ensure that the metal contacts on the card are facing the ones in the SD-card slot. Insert the card firmly into the SD-card slot until it is secured in place.

Remove a media card

Attention: Before removing the card:

1. Click the triangular icon in the Windows notification area to show hidden icons. Right-click the icon prompting you to safely remove hardware and eject media.
2. Select the corresponding item to eject the card from the Windows operating system.
3. Press the card and remove it from your computer. Store the card safely for future use.

Connect to a Bluetooth device

You can connect all types of Bluetooth-enabled devices to your computer, such as a keyboard, a mouse, a smartphone, or speakers. To ensure successful connection, place the devices at most 10 meters (33 feet) from the computer.

Conventional pair

This topic helps you connect to a Bluetooth device by conventional pair.

- Step 1. Type Bluetooth in the Windows search box and then press Enter.
- Step 2. Turn on both the Bluetooth on your computer and the Bluetooth device. Make sure the device is discoverable.
- Step 3. Select the device when it is displayed on the **Add a device** list, and then follow the on-screen instructions.

Notes: If the Bluetooth connection failed, do the following:

1. Type Device Manager in the Windows search box and then press Enter.
2. Locate the Bluetooth adapter. Right-click and select **Update driver**.
3. Select **Search automatically for drivers**, and then follow the on-screen instructions.

Swift pair

This topic helps you connect to a Bluetooth device by swift pair.

If your Bluetooth device supports swift pair, do the following:

- Step 1. Enable swift pair notification on Bluetooth settings page.
- Step 2. Turn on both the Bluetooth on your computer and the Bluetooth device. Make sure the device is discoverable.
- Step 3. Click **Connect** when a swift pair notification appears on your computer.

Notes: If the Bluetooth connection failed, do the following:

1. Type Device Manager in the Windows search box and then press Enter.
2. Locate the Bluetooth adapter. Right-click and select **Update driver**.
3. Select **Search automatically for drivers**, and then follow the on-screen instructions.

ICE performance mode

The ICE performance mode helps you adjust the acoustic and thermal performance of your computer. Three options are available:

- **Balance mode:** The computer works at the balance mode with balanced noise and better performance.
- **Performance mode** (default setting): The computer works at the best performance with normal acoustic level.

Note: The term “best” only refers to the best effect among different settings of the product itself.

- **Full Speed:** All fans in the computer will run at full speed.

Change the ICE performance mode

To change the ICE performance mode:

- Step 1. Restart the computer. When the logo screen is displayed, press F1 or Fn+F1.
- Step 2. Select **Power → Intelligent Cooling** and press Enter.
- Step 3. Select **Performance Mode** and press Enter.
- Step 4. Set the performance mode as desired.
- Step 5. Press F10 or Fn+F10 to save the changes and exit.

Smart power-on feature (for selected models)

The smart power-on feature helps you start up or wake up the computer from the hibernation mode simply by pressing Alt+P.

Note: Ensure that the keyboard is connected to a USB connector supporting the smart power-on feature.

Enable or disable the smart power-on feature

To enable or disable the smart power-on feature:

- Step 1. Restart the computer. When the logo screen is displayed, press F1 or Fn+F1.
- Step 2. Select **Power → Smart Power On** and press Enter.
- Step 3. Enable or disable the feature as desired.
- Step 4. Press F10 or Fn+F10 to save the changes and exit.

Set the power plan

For ENERGY STAR® compliant computers, the following power plan takes effect when your computers have been idle for a specified duration:

- Turn off the display: After 10 minutes
- Put the computer to sleep: After 25 minutes

To awaken the computer from Sleep mode, press any key on your keyboard.

To set the power plan:

1. Type **Power Options** in the Windows search box and then press Enter.
2. Choose or customize a power plan of your preference.

Security

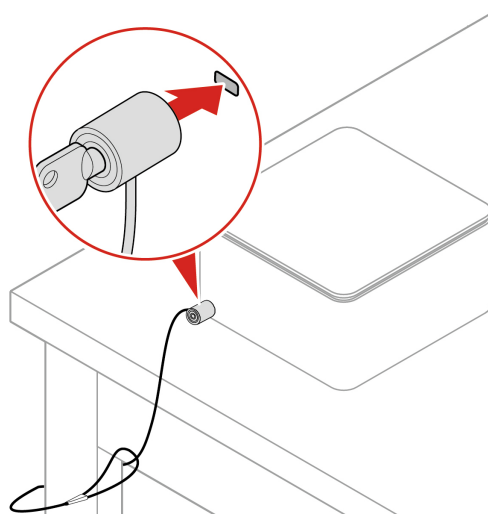
This computer offers a wealth of security measures to protect both the device and data safety.

Lock the computer

Note: Lenovo makes no comments, judgments, or warranties about the function, quality, or performance of the locking device and security feature. You can purchase computer locks from Lenovo.

Security lock

Lock your computer to a desk, table, or other fixtures through a security lock.



Use software security solutions

The following software solutions help secure your computer and information.

- **Windows Security**

Windows Security is a software built-in to the operating system. It continually scans for malicious software, viruses, and other security threats. Besides, Windows updates are downloaded automatically to help keep your computer safe. Windows Security also enables you to manage tools including firewall, account protection, application and browser control, and so on.

- **Antivirus programs**

Lenovo preinstalls a full-version antivirus software on selected models of computer. It helps defend the computer against viruses, safeguard your identity, and keep your personal information secured.

- **Absolute Persistence**

Absolute Persistence technology is embedded in firmware. It detects changes that happen on the hardware, software, or the call-in location. It keeps you always knowing what condition the computer is in. To activate the technology, you have to purchase a subscription to Absolute.

Note: For more information about how to use these software solutions, refer to their help systems respectively.

Use BIOS security solutions

This section provides BIOS solutions to secure your computer and information.

Wipe the storage drive data (for selected models)

It is recommended that you wipe the storage drive data before recycling the storage drive or the computer.

To wipe the storage drive data:

1. Restart the computer. When the logo screen is displayed, press F1 or Fn+F1.
2. Select **Security** → **secure wipe** → **Enabled**.
3. Press F10 or Fn+F10 to save the changes and exit.
4. Restart the computer. When the logo screen is displayed, press F12 or Fn+F12.
5. Select **App Menu** → **secure wipe** and press Enter.
6. Select the storage drive you will wipe and click **NEXT**.
7. Select the entire storage drive or partition to wipe as desired.
8. Select the method as desired and click **NEXT**.
9. Click **Yes** to confirm your option when the prompting window is displayed.
10. If you have set a hard disk password for the storage drive, enter the password. Otherwise, set a temporary password following the on-screen instructions. Then, click **NEXT**. The wiping process begins.

Note: Duration of the wiping process varies depending on the storage drive capacity.

11. Click **Reboot** when you are prompted to reset the system, and then one of the following will happen:
 - If the system storage drive data is wiped, you will be prompted that no operating system is found.
 - If the non-system storage drive data is wiped, the computer restarts automatically.

Cover presence switch

The cover presence switch prevents the computer from logging in to the operating system when the computer cover is not properly installed or closed.

To enable or disable the cover presence switch connector on the system board:

1. Restart the computer. When the logo screen is displayed, press F1 or Fn+F1.
2. Select **Security → Cover Tamper Detected** and press Enter.
3. Select **Enabled** or **Disabled** and press Enter.
4. Press F10 or Fn+F10 to save the changes and exit.

If the cover presence switch is enabled and the computer cover is not correctly installed or closed, an error message will be displayed when you turn on the computer. To bypass the error message and log in to the operating system, properly install and close the computer cover, and then enable the cover presence switch connector again in the BIOS menu.

Intel BIOS guard

The Intel® BIOS Guard module cryptographically verifies all BIOS updates. This hardware-based security helps prevent software and malware attacks on the computers BIOS.

Smart USB Protection

The Smart USB Protection function is a security function that helps prevent data from being copied from the computer to USB storage devices connected to the computer. You can set the Smart USB Protection function to one of the following modes:

- **Disabled** (default setting): You can use the USB storage devices without limitation.
- **Read Only**: You cannot copy data from the computer to the USB storage devices. However, you can access data on the USB storage devices.
- **No Access**: You cannot access the USB storage devices from the computer.

To configure the Smart USB Protection function:

1. Restart the computer. When the logo screen is displayed, press F1 or Fn+F1.
2. Select **Security → Smart USB Protection** and press Enter.
3. Select the desired setting and press Enter.
4. Press F10 or Fn+F10 to save the changes and exit.

Absolute Persistence (for computers with Windows operating system and purchased outside mainland China)

Absolute Persistence technology is embedded in BIOS. It detects changes that happen on the hardware, software, or the call-in location. It keeps you always knowing what condition the computer is in. To activate the technology, you have to purchase a subscription to Absolute.

UEFI BIOS passwords

You can set passwords in UEFI (Unified Extensible Firmware Interface) BIOS (Basic Input/Output System) to strengthen the security of your computer.

Password types

You can set a power-on password, supervisor password, or hard disk password in UEFI BIOS to prevent unauthorized access to your computer. However, you are not prompted to enter any UEFI BIOS password when your computer resumes from sleep mode.

- **Power-on password**

When a power-on password is set, you are prompted to enter a valid password each time the computer is turned on.

- Supervisor password

Setting a supervisor password deters unauthorized users from changing configuration settings. If you are responsible for maintaining the configuration settings of several computers, you might want to set a supervisor password.

When a supervisor password is set, you are prompted to enter a valid password each time you try to enter the BIOS menu.

If both the power-on password and supervisor password are set, you can enter either password. However, you must use your supervisor password to change any configuration settings.

- Hard disk password

Setting a hard disk password prevents unauthorized access to the data on the storage drive. When a hard disk password is set, you are prompted to enter a valid password each time you try to access the storage drive.

Note: After you set a hard disk password, your data on the storage drive is protected even if the storage drive is removed from one computer and installed in another.

Set, change, and remove a password

Before you start, print these instructions.

1. Restart the computer. When the logo screen is displayed, press F1 or Fn+F1.
2. Select **Security**.
3. Depending on the password type, select **Set Supervisor Password**, **Set Power-On Password**, , or **Hard Disk Password** and press Enter.
4. Follow the on-screen instructions to set, change, or remove a password.
5. Press F10 or Fn+F10 to save the changes and exit.

You should record your passwords and store them in a safe place. If you forget the passwords, contact a Lenovo-authorized service provider.

Note: If the hard disk password is forgotten, Lenovo cannot remove the password or recover data from the storage drive.

Chapter 3. UEFI BIOS

Enter the UEFI BIOS menu

Turn on or restart the computer. When the logo screen is displayed, press F1 or Fn+F1 to enter the UEFI BIOS menu.

Note: If you have set UEFI BIOS passwords, enter the correct passwords when prompted. You also can select **No** or press Esc to skip the password prompt and enter the UEFI BIOS menu. However, you cannot change the system configurations that are protected by passwords.

Navigate the UEFI BIOS menu

Follow the on-screen instructions to navigate in the UEFI BIOS menu.

The table below introduces the available settings of the UEFI BIOS menu. You can follow the on-screen instruction to navigate in the UEFI BIOS menu.

Note: The UEFI BIOS menu might vary depending on system configurations.

Menu	Introduction
Main	This category provides the general product-related and firmware information including system summary, machine type, product serial number, UUID number, etc.
Devices	This category introduces how to configure various devices such as USB ports and audio controllers.
Advanced	This category provides advanced information about the computer such as the CPU features.
Power	This category introduces power and thermal management solutions.
Security	This category introduces various passwords, locks, and software to protect your computer.
Startup	This category introduces how to set the boot priority order.
Exit	This category introduces how to exit as you prefer.

You can go to Lenovo BIOS Simulator Center <https://download.lenovo.com/bSCO/index.html> to explore the detailed settings by your product name.

Note: The Lenovo BIOS Simulator Center makes periodic updates of the settings. The UEFI BIOS simulator interface and description of settings might be different from that on your actual user interface.

Enable or disable the ErP LPS compliance mode

Lenovo computers meet the eco-design requirements of the ErP Lot 3 regulation. Follow the instruction to enable or disable the ErP LPS compliance mode.

For more information about the eco-design requirements, go to: <https://www.lenovo.com/us/en/compliance/eco-declaration>.

You can enable the ErP LPS compliance mode to reduce the consumption of electricity when the computer is off. To enable or disable the ErP LPS compliance mode:

Step 1. Restart the computer. When the logo screen is displayed, press F1 or Fn+F1.

Step 2. Select **Power → Enhanced Power Saving Mode** and press Enter.

Step 3. Enable or disable the feature as desired.

Note: Please note that when the Enhanced Power Saving Mode is disabled, the power consumption might be increased when the computer is off.

Step 4. Press F10 or Fn+F10 to save the changes and exit.

When the ErP LPS compliance mode is enabled, you can wake up the computer by doing one of the following:

- Press the power button.
- Enable the Wake Up on Alarm feature to make the computer wake up at a set time.

To meet the off mode requirement of ErP compliance, you need to disable the Fast Startup function.

1. Go to **Control Panel** and view by large icons or small icons.
2. Click **Power Options → Choose what the power buttons do → Change settings that are currently unavailable**.
3. Clear the **Turn on fast startup (recommended)** option from the **Shutdown settings** list.

Update the UEFI BIOS

When you install a new program, device driver, or hardware component, you might need to update the UEFI BIOS.

Download and install the latest UEFI BIOS update package by one of the following methods:

From the Vantage app

Follow the instructions to update the UEFI BIOS from the Vantage app.

Step 1. Open the Vantage app, and then click **Device → System Update**.

Step 2. If the latest UEFI BIOS update package is available, follow the on-screen instructions to download and install the package.

From the Lenovo Support Web site

Follow the instructions to update the UEFI BIOS from the Lenovo Support Web site.

Step 1. Go to <https://pcsupport.lenovo.com> and select the entry for your computer.

Step 2. Click **Drivers & Software → Manual Update → BIOS/UEFI**.

Step 3. Follow the on-screen instructions to download and install the latest UEFI BIOS update package.

From the Windows Update

Follow the instructions to update the UEFI BIOS from the Windows Update.

Step 1. Type Settings in the Windows search box and press Enter.

Step 2. Click **Update & Security → Windows Update → Check for Updates**.

Step 3. If a BIOS update package appears in your update list, click **Download or Install** to initiate the update.

Chapter 4. CRU replacement

Customer Replaceable Units (CRUs) are parts that can be replaced by the customer. Lenovo computers contain the following types of CRUs:

- **Self-service CRUs:** Refer to parts that can be replaced easily by customer themselves or by trained service technicians at an additional cost.
- **Optional-service CRUs:** Refer to parts that can be replaced by customers with a greater skill level. Trained service technicians can also provide service to replace the parts under the type of warranty designated for the customer's machine.

If you intend on installing the CRU, Lenovo will ship the CRU to you. CRU information and replacement instructions are shipped with your product and are available from Lenovo at any time upon request. You might be required to return the defective part that is replaced by the CRU. When return is required: (1) return instructions, a prepaid shipping label, and a container will be included with the replacement CRU; and (2) you might be charged for the replacement CRU if Lenovo does not receive the defective CRU within thirty (30) days of your receipt of the replacement CRU. For full details, see the Lenovo Limited Warranty documentation at:

https://www.lenovo.com/warranty/llw_02

CRU list

The following is the CRU list of your computer.

Self-service CRUs

- Bottom cover
- Computer feet
- Keyboard
- Lenovo DP to VGA Adapter*
- Lenovo DP to HDMI Adapter*
- M.2 Solid-state drive
- Memory module
- Mouse
- Power cord

Tool-less storage

You can remove or replace the storage devices of this computer without tools.

Related topic

"M.2 solid-state drive" on page 22.

Computer feet

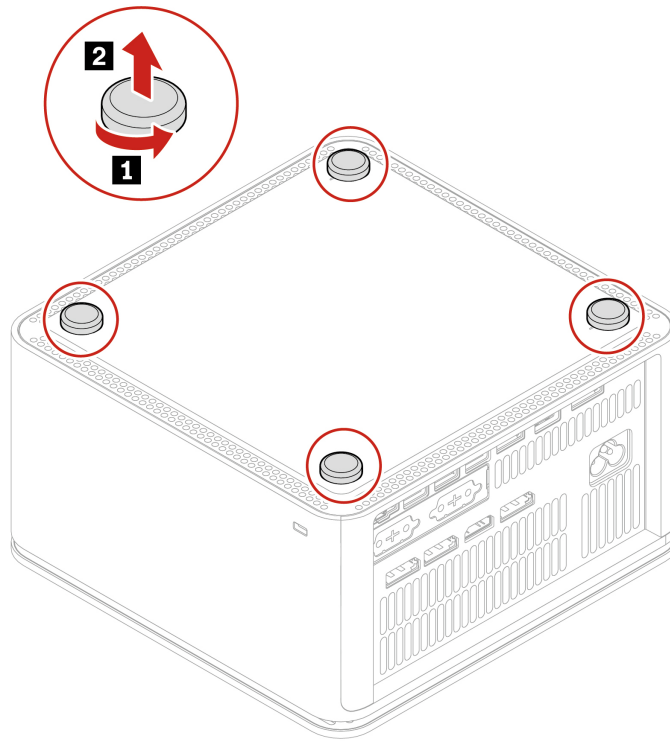
Prerequisite

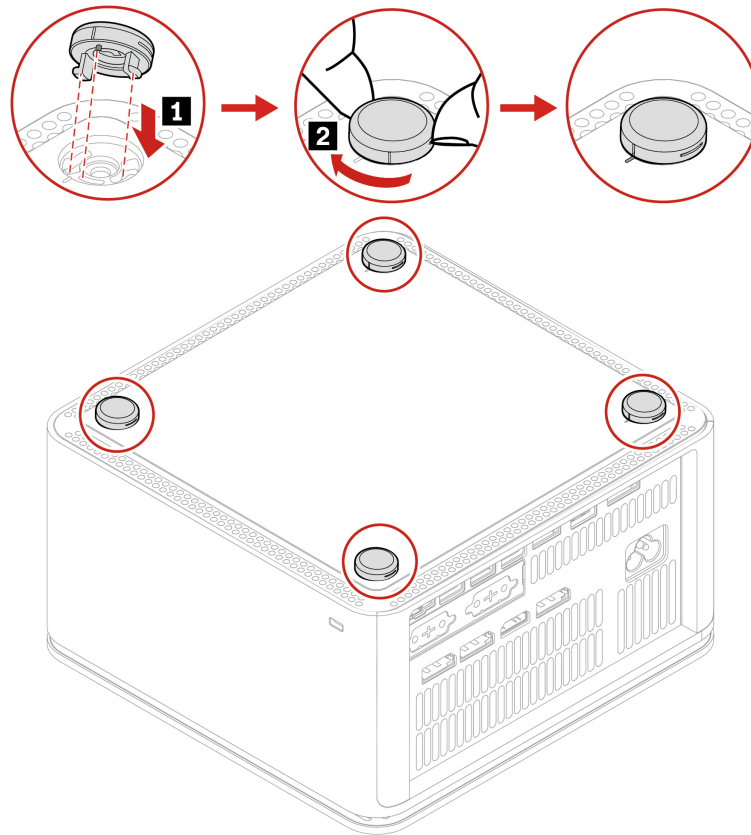
Before you start, read *Generic Safety and Compliance Notices*, and print the following instructions.

For access, do the following:

1. Remove any media from the drives and turn off all connected devices and the computer.
2. Disconnect all power cords from electrical outlets and disconnect all cables from the computer.
3. Unlock any locking device that secures the computer cover.
4. Turn around the computer to place the computer feet facing up.

Replacement steps





Bottom cover

Prerequisite

Before you start, read *Generic Safety and Compliance Notices*, and print the following instructions.

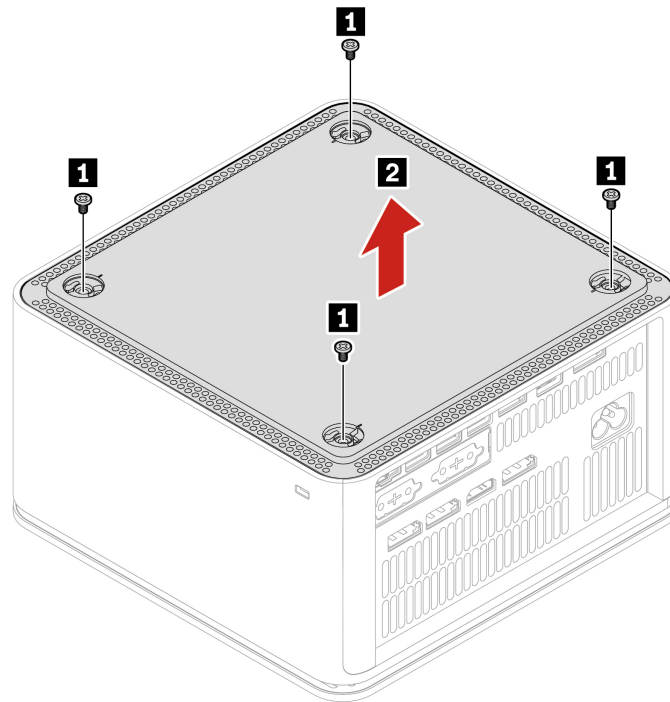


Before you open the bottom cover, turn off the computer and wait several minutes until the computer is cool.

For access, remove these parts in order, if any:

- “Computer feet” on page 17.

Removal steps



Note: If a locking device is available, use it to lock the computer after installing the bottom cover.

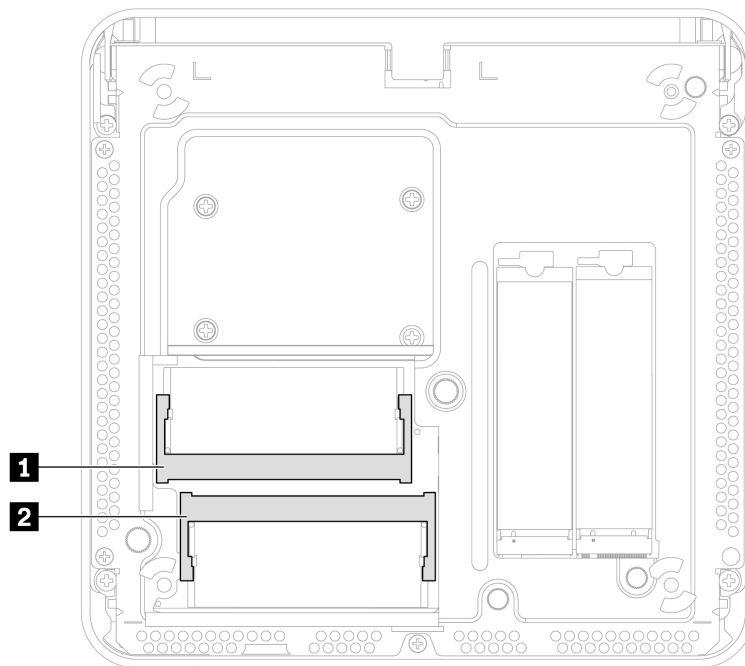
Screw (quantity)	Torque
M3 x L5 (4)	3.0 ± 0.5 lb/in

Memory module

Prerequisite

Before you start, read *Generic Safety and Compliance Notices*, and print the following instructions.

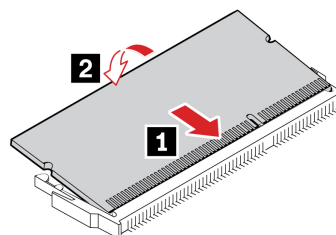
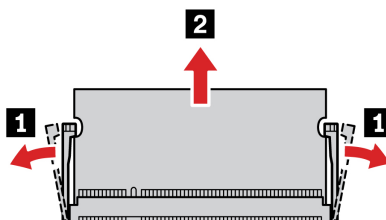
Ensure that you follow the installation order for memory modules shown in the following illustration.



For access, remove the following parts in order:

- “Computer feet” on page 17.
- “Bottom cover” on page 19.

Replacement procedure



M.2 solid-state drive

Prerequisite

Before you start, read *Generic Safety and Compliance Notices*, and print the following instructions.



The M.2 solid-state drive might be very hot. Before you open the computer cover, turn off the computer and wait several minutes until the computer is cool.

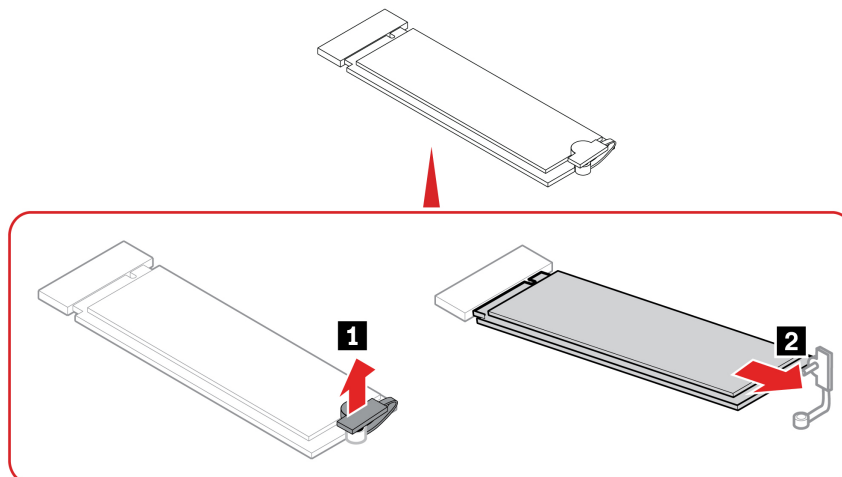
Attention:

- The internal storage drive is sensitive. Inappropriate handling might cause damage and permanent loss of data. When handling the internal storage drive, observe the following guidelines:
 - Replace the internal storage drive only for repair. The internal storage drive is not designed for frequent changes or replacement.
 - Before replacing the internal storage drive, make a backup copy of all the data that you want to keep.
 - Do not touch the contact edge of the internal storage drive. Otherwise, the internal storage drive might get damaged.
 - Do not apply pressure to the internal storage drive.
 - Do not make the internal storage drive subject to physical shocks or vibration. Put the internal storage drive on a soft material, such as cloth, to absorb physical shocks.

For access, remove these parts in order, if any:

- “Computer feet” on page 17.
- “Bottom cover” on page 19.

Removal steps



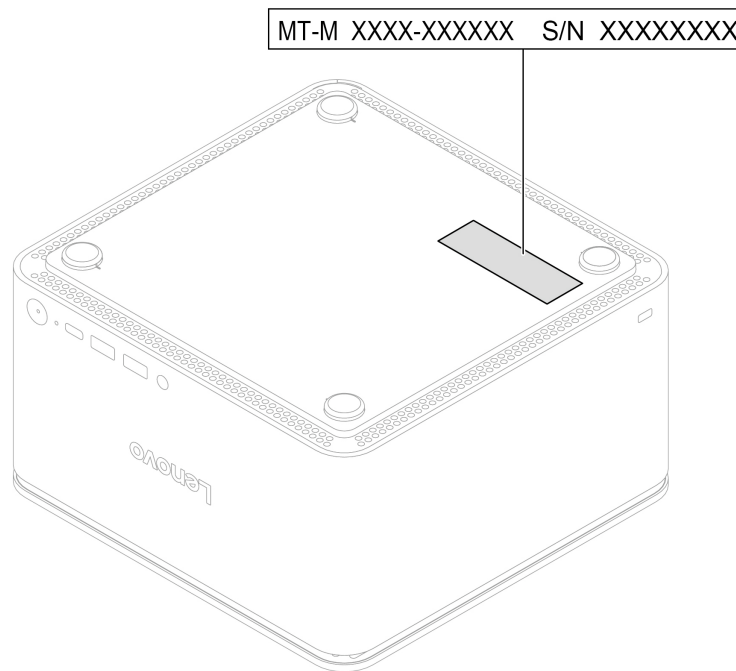
Chapter 5. Help and support

Find your serial number

This topic helps you find computer serial number.

You can find your serial number via:

- **Dashboard** or **Device** in the **Vantage** app
- Serial number and machine type label of your computer (shown as below illustration)



Diagnose and troubleshoot your computer

This section provides introduction to a set of diagnostics and troubleshooting tools at Lenovo Support Web site and the Vantage app. They can help you diagnose common software and hardware issues.

The following table lists these diagnostics tools and the recommended conditions for each tool.

Diagnostics tool	Recommended scenario
Troubleshoot and diagnose at Lenovo Support Web site	You want to have an online troubleshooting or scan of hardware and drivers on your computer.
Hardware scan	• Your computer is installed with the Vantage app. • You want to perform basic examinations of the hardware components.

Troubleshoot and diagnose at Lenovo Support Web site

Lenovo provides two different diagnosing solutions to help you identify and resolve problems on your computer.

Step 1. Go to <https://www.pcsupport.lenovo.com/> and enter your product name in the search box.

Step 2. Click **Troubleshoot & Diagnose** and select the option that fits your need.

Notes:

- Before launching any automatic diagnosing process, a pop-up window will be prompted to install Lenovo Service Bridge. Lenovo Service Bridge helps to connect your computer with Lenovo diagnosing tools.
- Lenovo Support Web site makes periodic updates of the sections to keep improving your experience with your computer. The Web site interface and descriptions of sections might be different from that on your actual interface.
- If you are unaware of what problem your computer goes with, it is recommended that you select **Easy** and follow on-screen instructions to get your firmware updated and obtain the hardware status.
- If you have identified the problem on your computer, you can select **Custom** and follow on-screen instructions to resolve the problem.

If solutions can not resolve problems on your computer, you can follow on-screen instructions to submit an e-ticket or contact Lenovo for professional assistance.

Hardware scan

Hardware scan is an effective hardware testing tool to help you identify existing hardware issues.

To run the Hardware scan:

Step 1. Type Vantage in the Windows search box and then press Enter.

Step 2. Click **Hardware scan** or **Support → Hardware scan**.

Step 3. Select **QUICK SCAN** or **CUSTOMIZE** and then follow the on-screen instructions to run the hardware scan.

Notes:

- The Quick Scan tool contains a pre-selected suite of tests that performs basic examinations of the hardware components found in the system. The Customize tool enables you to select one or several hardware components to perform the examinations.
 - Before selecting **QUICK SCAN**, click **Refresh Modules** to ensure that the list of hardware components is the components currently available for the computer.
- Step 4. If any hardware failure is detected, the result varies depending on the warranty status and varies by country or region. Follow the on-screen instructions to resolve the issue.

Recover your Windows operating system

When you encounter some unexpected issues with your operating system, you can choose to recover your operating system by yourself or call Lenovo Customer Support Center.

Note: Microsoft constantly makes updates to the Windows operating system. Before installing a particular Windows version, check the compatibility list for the Windows version. For details, go to <https://support.lenovo.com/us/en/solutions/ht512575>.

To recover your operating system to...	See.
Factory defaults	Refer to the instructions in https://support.lenovo.com/HowToCreateLenovoRecovery
A previous system point	Refer to the instructions in Popular Topics: https://support.lenovo.com/solutions/ht118590

Call Lenovo

If you have tried to correct the problem yourself and still need help, you can call Lenovo Customer Support Center.

Before you contact Lenovo

Prepare the needed information before you contact Lenovo.

- Record the problem symptoms and details:
 - What is the problem? Is it continuous or intermittent?
 - Any error message or error code?
 - What operating system are you using? Which version?
 - Which software applications were running at the time of the problem?
 - Can the problem be reproduced? If so, how?
- Record the system information:
 - Product name
 - Machine type and serial number.

Self-help resources

Use the following self-help resources to learn more about the computer and troubleshoot problems.

Resources	How to access?
Lenovo Support Web Site	https://pcsupport.lenovo.com
Tips	https://www.lenovo.com/tips
Lenovo Community	https://forums.lenovo.com
Accessibility information	https://www.lenovo.com/accessibility
Windows help information	- Open the Start menu and click Get Help or Tips. - Use Windows Search. - Microsoft support Web site: https://support.microsoft.com

Purchase accessories or additional services

This topic provides instructions on how to purchase accessories or additional services.

Accessories

Lenovo has a number of hardware accessories and upgrades to help expand the functionalities of your computer. Accessories include memory modules, storage devices, network cards, power adapters, keyboards, mice, and so on.

To shop at Lenovo, go to <https://www.lenovo.com/accessories>.

Additional services

During and after the warranty period, you can purchase additional services from Lenovo at <https://pcsupport.lenovo.com/warrantyupgrade>.

Service availability and service names might vary by country or region.

Accessibility features

Lenovo is committed to making information technology accessible to everyone, including individuals with hearing, vision, mobility, cognitive, or speech disabilities. To get the most up-to-date and detailed accessibility features information for the product, go to https://support.lenovo.com/docs/product_accessibility_features.

Appendix A. Notice for USB connector name update

The USB Implementers Forum published a revision of the guideline for USB connector names in September, 2022. Lenovo follows the revised guideline and updates USB connector names accordingly. You can refer to the table below for naming update details.

Current name	Previous name
USB-A connector (Hi-Speed USB)	USB-A 2.0 connector
USB-A connector (USB 5Gbps)	USB-A 3.2 Gen 1 connector
USB-A connector (USB 10Gbps)	USB-A 3.2 Gen 2 connector
USB-A connector (USB 5Gbps, Always On USB)	Always on USB-A 3.2 Gen 1 connector
USB-A connector (USB 10Gbps, Always On USB)	Always on USB-A 3.2 Gen 2 connector
USB-C connector (USB 5Gbps)	USB-C (3.2 Gen 1) connector
USB-C connector (USB 10Gbps)	USB-C (3.2 Gen 2) connector
USB-C connector (USB 20Gbps)	USB 3.2 Gen 2x2
USB-C connector (USB4 20Gbps)	USB 4 Gen 2x2
USB-C connector (USB4 40Gbps)	USB-C (USB 4) connector
USB-C connector (Thunderbolt 3)	USB-C (Thunderbolt 3) connector
USB-C connector (Thunderbolt 4)	USB-C (Thunderbolt 4) connector

Appendix B. Notices and trademarks

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