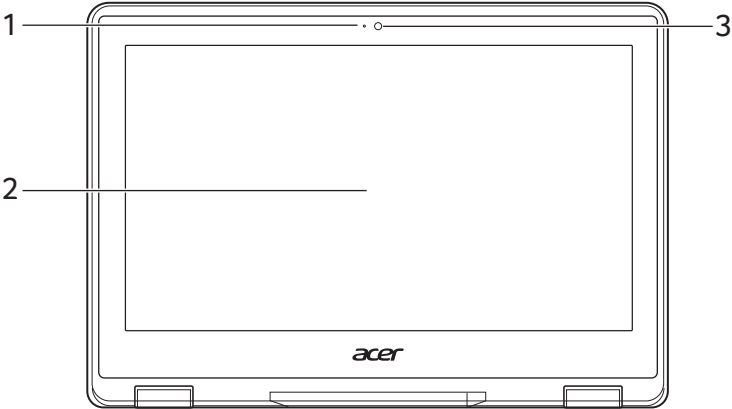


YOUR ACER CHROMEBOOK TOUR

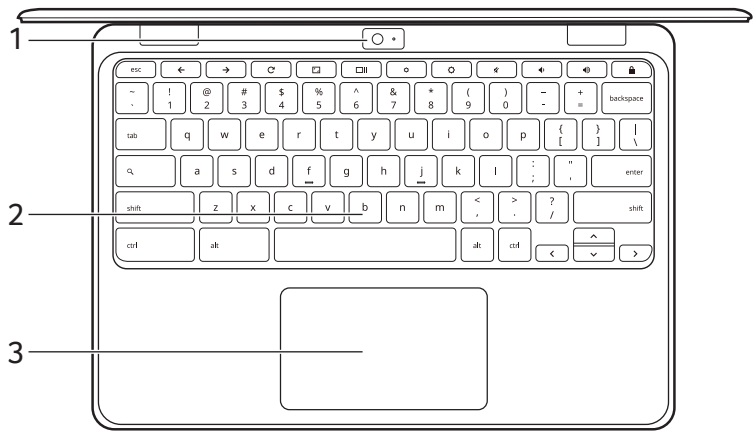
Now that you are done setting it up, let us show you around your new Acer Chromebook.

Front view



#	Icon	Item	Description
1		Microphone	Internal microphone for sound recording.
2		Touchscreen	Displays computer output, supports multi-touch input.
3		Webcam	Web camera for video communication.

Keyboard view



#	Icon	Item	Description
1		Webcam	Web camera to take pictures and shoot videos.
2		Keyboard	For entering data into your computer.
3		Touchpad	Touch-sensitive pointing device which functions like a computer mouse. <i>Pressing down anywhere on the pad functions like the left button of a mouse.</i> <i>Pressing down anywhere with two fingers functions like the right button of a mouse.</i>

Function keys

The computer uses function keys or key combinations to access some hardware and software controls, such as screen brightness and volume. The dedicated function keys each have a specific function.

Icon	Function	Description
	Previous	Go to the previous page.
	Next	Go to the next page.
	Reload	Reload the current page.
	Full-screen	Open the page in full-screen mode.
	Next window	Switch to the next window.
	Brightness down	Decreases the screen brightness.
	Brightness up	Increases the screen brightness.
	Mute	Turns off audio output.
	Volume down	Decreases the volume.
	Volume up	Increases the volume.
	Lock screen	Locks the screen.
	Search	Search from the Apps panel.

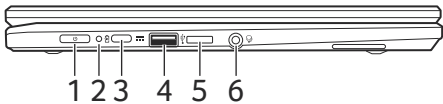
Touchpad

The built-in touchpad is a pointing device that senses movement on its surface. This means the cursor responds as you move your fingers across the surface of the touchpad.

Action	Gesture
Click	Press down on any part of the touchpad.
Two-finger tap (or alt-click)	Tapping the touchpad with two fingers or pressing (and holding) Alt on the keyboard and tapping the touchpad with one finger both equal a "right-click" on a computer mouse.

Action	Gesture
Two-finger swipe	Place two fingers on the touchpad and move them up and down to scroll vertically, left and right to scroll horizontally.
Drag and drop	Select the item you want to move with one finger. With a second finger, move the item. Release both fingers to drop the item. (This gesture works for files, not windows or icons.)

Left side view



#	Icon	Item	Description
1		Power button	Turns the computer on and off.
2		Battery indicator	Indicates the computer's battery status. Charging: The light shows amber when the battery is charging. Fully charged: The light shows blue when in AC mode.
3		USB Type-C port with DC-in	Connects to the provided USB Type-C power adapter and to USB devices with a USB Type-C connector.
4		USB port	Connects to USB devices.
5		MicroSD card slot	Insert a microSD card into this slot.
6		Headset/speaker jack	Connects to audio devices (e.g., speakers, headphones), or a headset with microphone.

USB 3.0 information

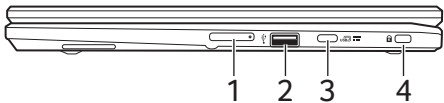
- USB 3.0 compatible ports are blue.

- Compatible with USB 3.0 and earlier devices.
- For optimal performance, use USB 3.0-certified devices.
- Defined by the USB 3.0 specification (SuperSpeed USB).

USB Type-C information

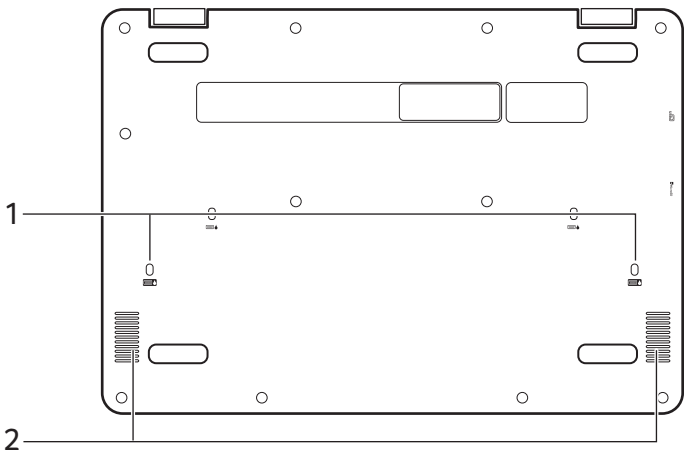
- USB 3.1 Gen 1 with transfer speeds up to 5 Gbps.
 - Supports DisplayPort™ audio/video output.
 - Delivers up to 3 A at 5 V DC for USB charging.
 - DC-in: requires power adapter or power source providing 45 W at 12/18~20 V.
- For optimal performance, please use a certified Acer power adapter or USB Power Delivery device.

Right side view



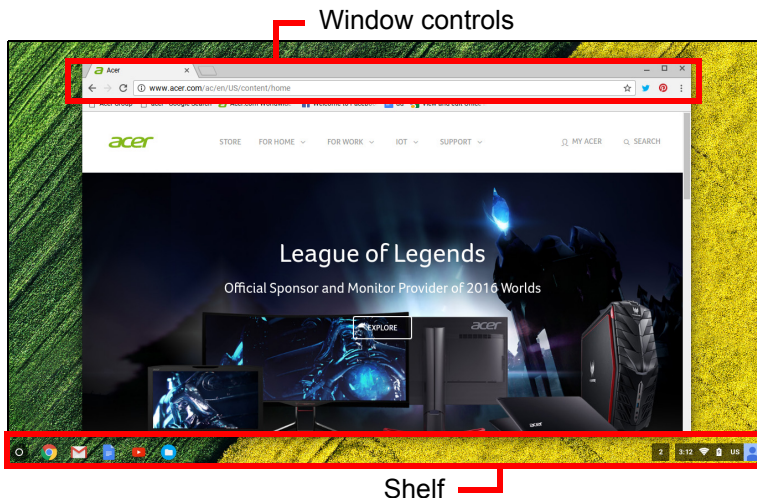
#	Icon	Item	Description
1	+ / -	Volume control key	Adjusts the system volume.
2		USB port	Connects to USB devices.
3		USB Type-C port with DC-in	Connects to the provided USB Type-C power adapter and to USB devices with a USB Type-C connector. Supports DisplayPort™ over USB-C™.
4		Kensington lock slot	Connects to a Kensington-compatible security lock.

Bottom view

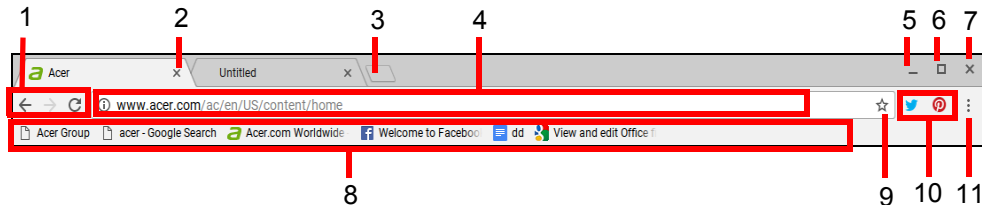


#	Icon	Item	Description
1		Drain holes	Liquid spilled on the keyboard can drain out of the holes in the underside of the housing.
2		Speakers	Left and right speakers deliver stereo audio output.

THE CHROME OS DESKTOP



Window controls



Number	Description
1	Goes <i>Backward</i> ← and <i>Forward</i> → in the current web browsing sessions's history (closing and reopening the Chrome browser begins a new session). Select to <i>Reload</i> ↻ the current webpage.
2	Closes a tab.
3	Opens a new tab.
4	Type a web address or perform an internet search in this search box (also known as the "omnibox").
5	Minimizes the window into the desktop shelf.

Number	Description
6	Maximizes the window to take up the entire screen. Click again to return window to previous position. Also, select and hold to display a left ◀ and right ▶ arrow next to the icon. These neatly align the window to take up half the left side of the screen or the right side, respectively.
7	Closes the entire window (tabs and all).
8	Bookmark (save) webpage links to this quick-access area called the "bookmarks bar".
9	Select to bookmark (save) a link to the current webpage.
10	Select to use any enabled extensions you have installed in Chrome from this extension list.
11	Select to customize and control Google Chrome.

Shelf



Note

Specifications vary. Some icons may not be applicable to your Chromebook.

Launcher

Select the **Launcher** icon to display the launcher page. This is the fastest way to search for something. Simply start typing to search the internet, your bookmarks, any files you have stored in your Google Drive, and items in the Chrome Web Store.

The Launcher page is also the place to access all your apps. Below the search box are your frequently-used apps. Simply select one to open it. To see all apps you have installed, tap **All Apps**.

Pinned apps

See **Pin an app to the shelf on page 16** and **Unpin an app from the shelf on page 16** for more information.

Status area

The Status area enables you to see vital computer information at a glance, such as the time, Wi-Fi signal strength, and battery life. Tap the **Status** area to display a box with more options.

Icon	Description	Icon	Description
	Chrome OS help		Shut down
	Lock screen		Settings
	Volume control		Wireless network connection
	Bluetooth status		Battery status