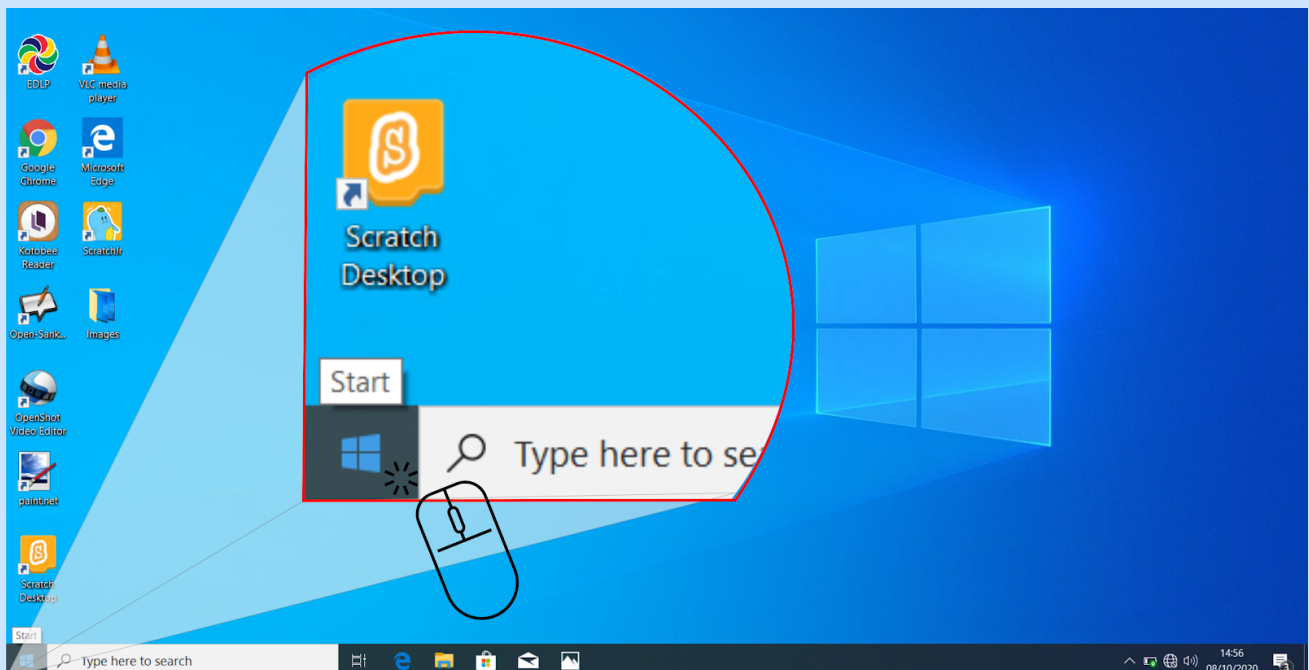


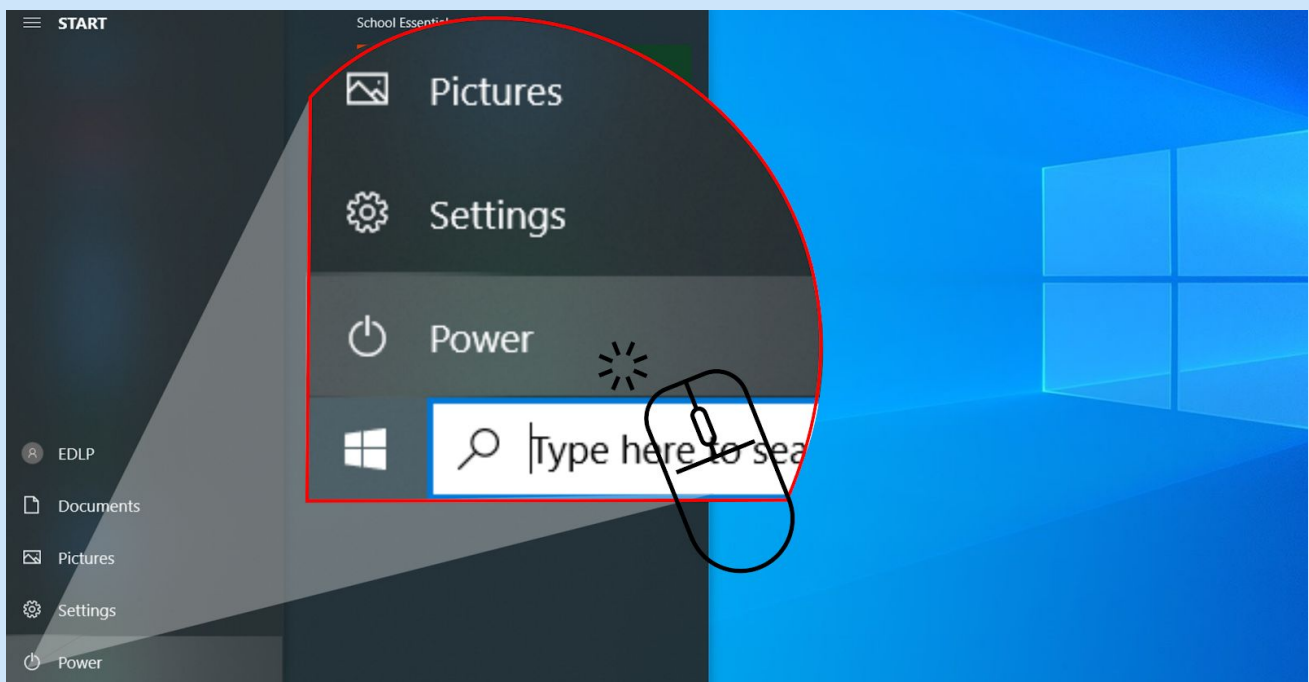
Turning Off the Laptop

The Laptop can be turned off using three (03) methods.

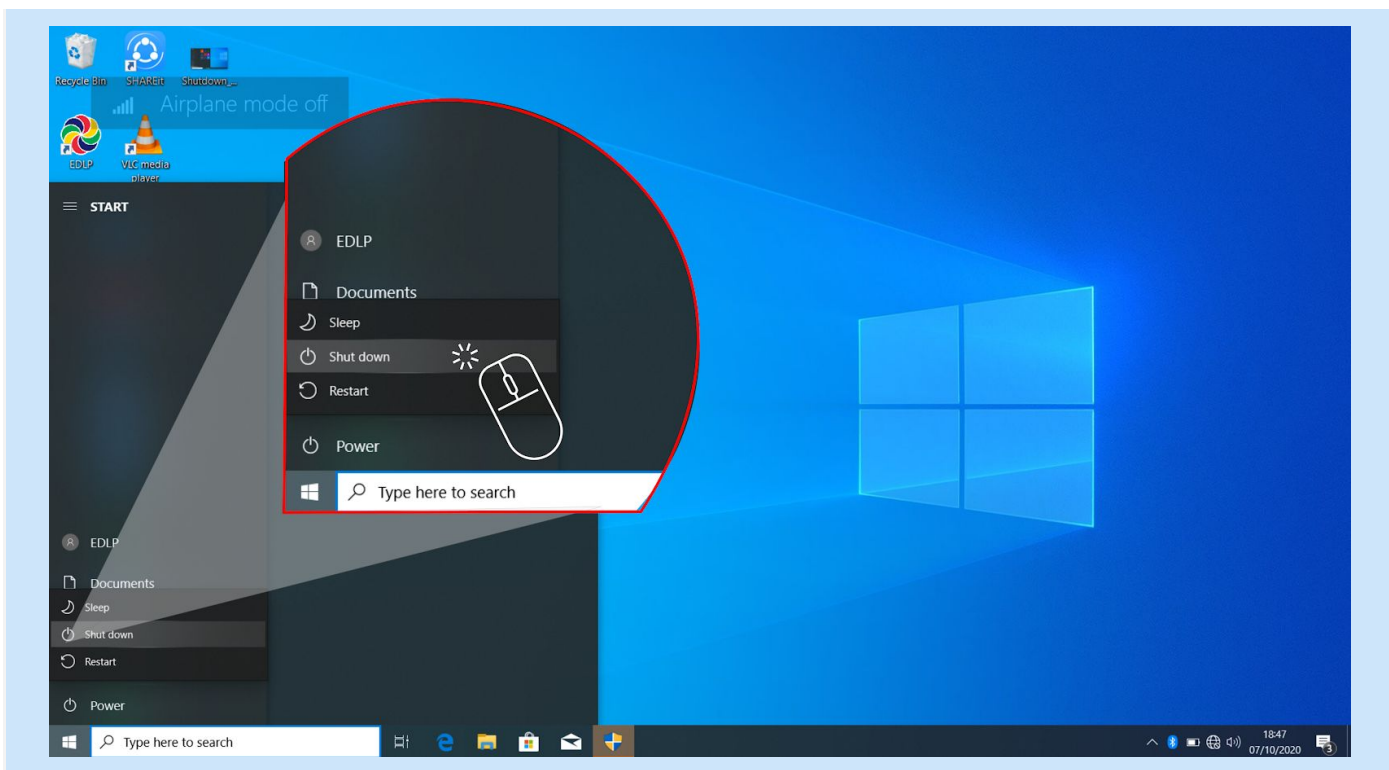
Method 01: Using the Start Button



Step 01: Click the Start button on the Taskbar. This is usually in the bottom left corner.

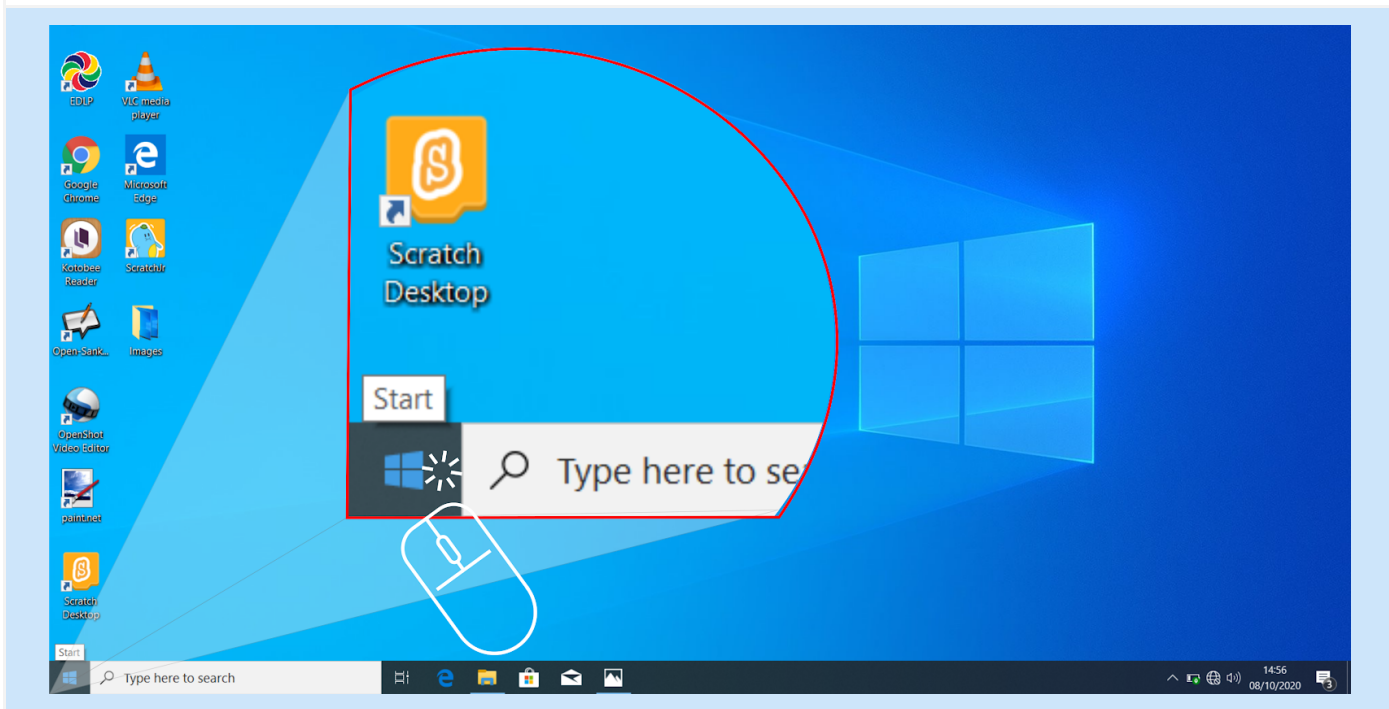


Step 02: Choose Power option

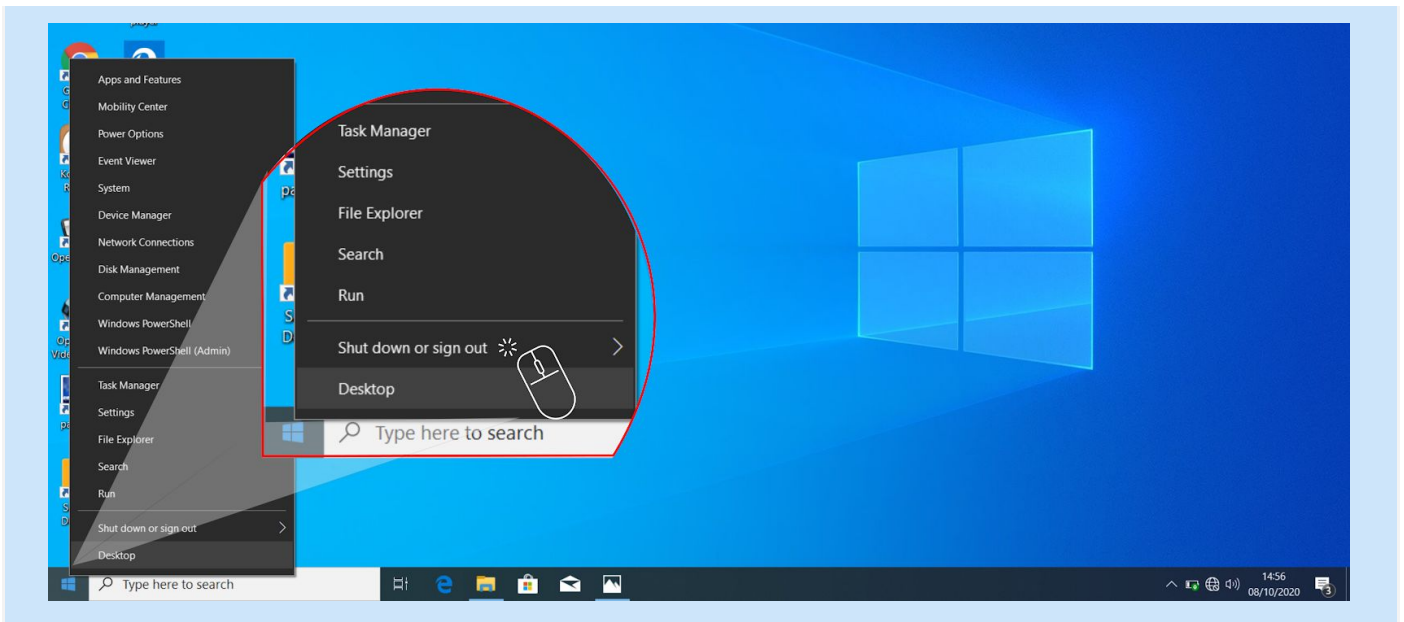


Step 03: Select Shutdown

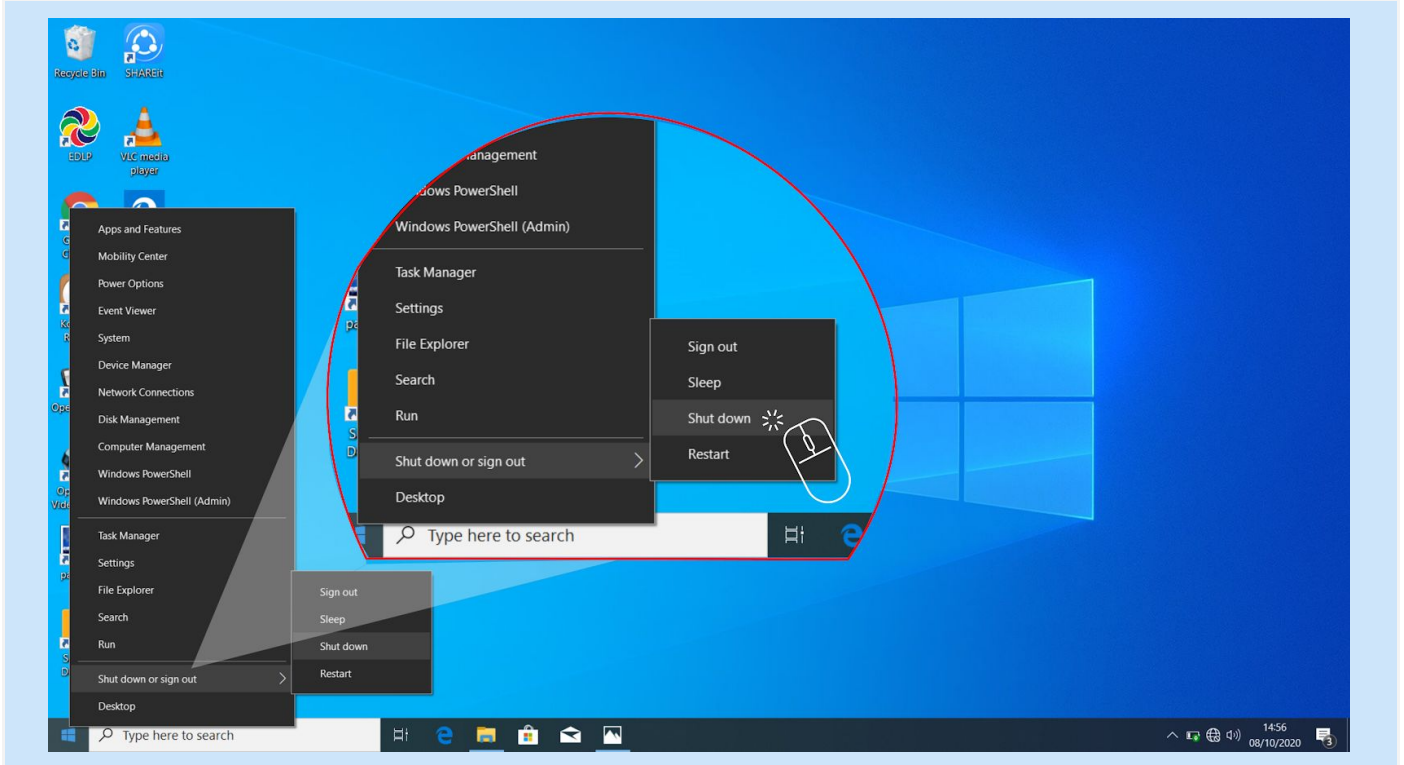
Method 02: Through the Taskbar Right-click Menu



Step 01: Right-click using mouse on Start button

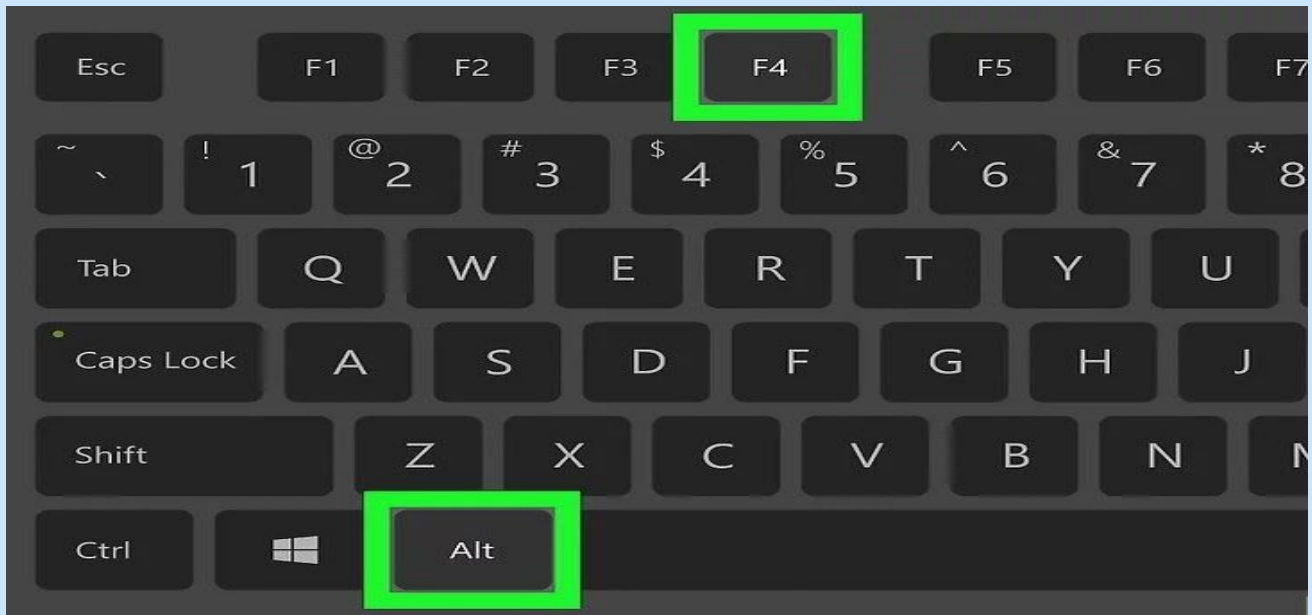


Step 02: On the right-click menu, choose “Shut down or sign out”.

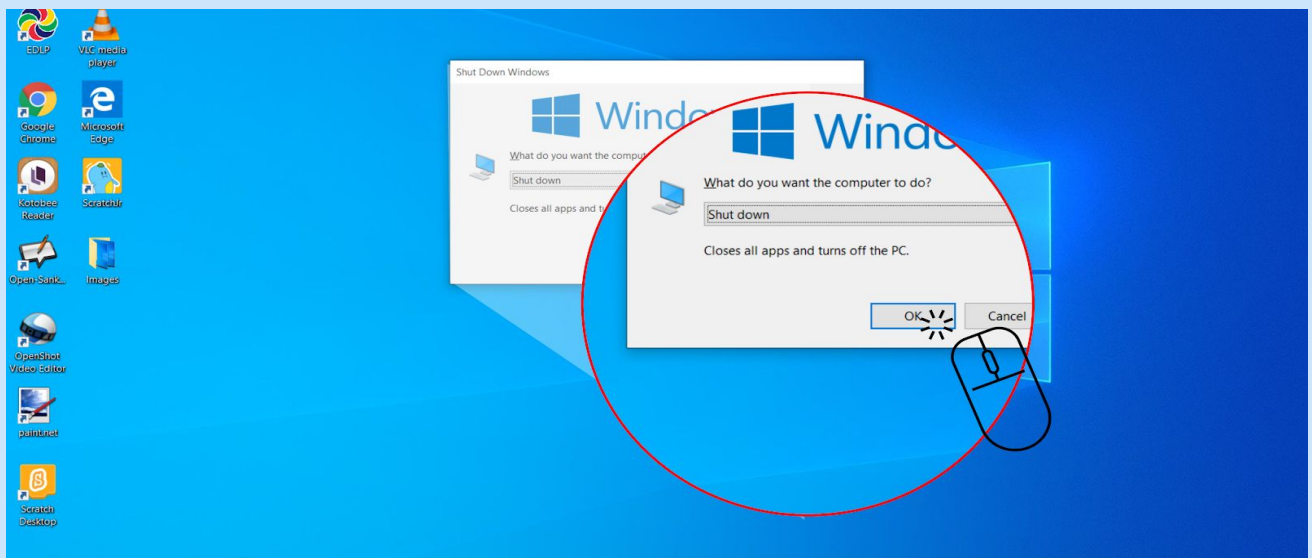


Step 03: In the “Shut down or sign out” menu, choose Shut down.

Method 03: Through Alt+F4 function



Step 01: Press Alt key + F4 key



Step 02: Select Shut down and Click OK.



ALERT: Whenever the Laptop is not in use, it is suggested to shut down the device. In case the device is not used for a short period of time, it is suggested to keep the device in sleep mode with the screen lock option in active mode.