

# VivoMini VC68 Series

**User Manual** 



#### E12568 First Edition April 2017

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# About this manual

This manual provides information about the hardware and software features of your PC, organized through the following chapters:

#### Chapter 1: Getting to know your VivoMini

This chapter details the hardware components of your VivoMini.

#### Chapter 2: Using your VivoMini

This chapter provides you with information on using your VivoMini.

#### Chapter 3: Upgrading your VivoMini

This chapter provides you with information on how to upgrade the memory modules and hard disk drive / solid state drive of your VivoMini.

#### Appendix

This section includes notices and safety statements your VivoMini.

# **Conventions used in this manual**

To highlight key information in this manual, some text are presented as follows:

**IMPORTANT!** This message contains vital information that must be followed to complete a task.

**NOTE:** This message contains additional information and tips that can help complete tasks.

**WARNING!** This message contains important information that must be followed to keep you safe while performing certain tasks and prevent damage to your VivoMini's data and components.

# Typography

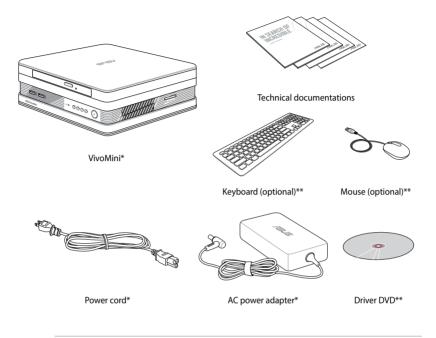
#### **Bold text**

Italic

Indicates a menu or an item to select. This indicates sections that you can refer to in this manual.

# **Package contents**

Your VivoMini package contains the following items:



#### NOTE:

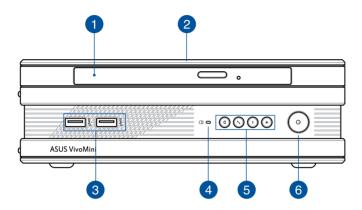
- \*Actual product specifications and package contents may vary depending on the model type, country, or region.
- \*\*The availability and quantity of these items vary with your VivoMini package.
- If the device or any of its components fail or malfunction during normal or proper use and it is still within the warranty period, bring the device and the warranty card to you nearest ASUS Service Center.



# **J** Getting to know your VivoMini

# **Features**

# **Front panel**





#### **Optical Drive (on selected models)**

Your VivoMini's optical drive may support several disc formats such as CDs, DVDs, recordable discs, or rewritable discs.



#### **Top cover**

The removable top cover allows you access to the hard disk drive and the memory modules.

**IMPORTANT!** Before removing the top cover, turn off your VivoMini and unplug the power cable.



#### SSC<sup>10</sup> USB 3.1 port

The USB 3.1 (Universal Serial Bus 3.1) port provides a transfer rate of up to 10 Gbit/s and is backward compatible to USB 3.0/2.0.



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#### Drive activity indicator

This indicator lights up when your VivoMini is accessing the internal storage drive.



#### Skype buttons (on selected models)

The Skype buttons allow quick access to Skype functions.

#### Volume up button

This button turns your Skype volume up.

#### Volume down button

This button turns your Skype volume down.

#### Call button

This button allows you to answer an incoming Skype call.

#### End call button

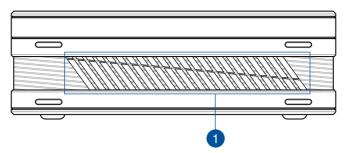
This button allows you to end an ongoing Skype call.



#### Power button

The power button allows you to turn the VivoMini on or off. You can also press the power button once to put your VivoMini to sleep mode.

# Left side



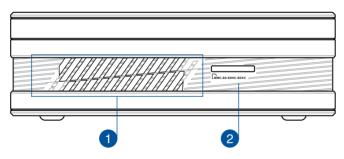


#### **Air vents**

The air vents allow air to enter your VivoMini chassis.

**IMPORTANT!** For optimum air flow, ensure that the air vents are free from obstructions.

# **Right side**



#### Air vents

The air vents allow air to exit your VivoMini chassis.

**IMPORTANT!** For optimum heat dissipation and air ventilation, ensure that the air vents are free from obstructions.

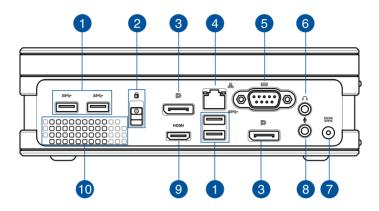


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#### Memory card slot

This built-in memory card reader slot supports MMC, SD, SDHC, and SDXC card formats.

# **Rear panel**





#### ss USB 3.0 port

The USB 3.0 (Universal Serial Bus 3.0) port provides a transfer rate up to 5 Gbit/s and is backward compatible to USB 2.0.



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#### Top cover lock latch + Kensington<sup>®</sup> security slot

The top cover lock latch fastens the top cover on your VivoMini.

The Kensington<sup>®</sup> security slot allows you to secure your VivoMini using Kensington<sup>®</sup> compatible VivoMini security products.



#### DisplayPort

The DisplayPort sends high-performance digital output from your VivoMini to a display device such as an LCD TV or HD monitor.



#### LAN port

The 8-pin RJ-45 LAN port supports a standard Ethernet cable for connection to a local network.



#### Serial (COM) connector

The 9-pin serial (COM) connector allows you to connect devices that have serial ports such as mouse, modem, or printers.



 $\mathbf{O}$ 

#### Headphone jack

This port allows you to connect amplified speakers or headphones.



#### Power input

The bundled power adapter converts AC power to DC power for use with this jack. Power supplied through this jack supplies power to the VivoMini. To prevent damage to the VivoMini, always use the bundled power adapter.

**WARNING!** The power adapter may become warm or hot when in use. Do not cover the adapter and keep it away from your body.



#### Microphone jack

The microphone jack is designed to connect to a microphone used for video conferencing, voice narrations, or simple audio recordings.



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#### HDMI HDMI port

The HDMI (High Definition Multimedia Interface) port supports a Full-HD device such as an LCD TV or monitor to allow viewing on a larger external display.



#### Air vents

The air vents allow air to enter your VivoMini chassis.

**IMPORTANT!** For optimum air flow, ensure that the air vents are free from obstructions.



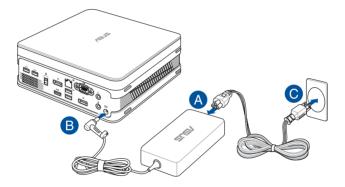
# Using your VivoMini

# **Getting started**

# Connect the AC power adapter to your VivoMini

#### To connect the AC power adapter to your VivoMini:

- A. Connect the power cord to the AC power adapter.
- B. Connect the DC power connector into your VivoMini's power(DC) input.
- C. Plug the AC power adapter into a 100V~240V power source.



#### **IMPORTANT!**

- We strongly recommend that you use only the AC power adapter that came with your VivoMini.
- We strongly recommend that you use a grounded wall socket while using your VivoMini.
- The socket outlet must be easily accessible and near your VivoMini.
- To disconnect your VivoMini from its main power supply, unplug your VivoMini from the power socket.
- Power adapter information:
  - Input voltage: 100-240Vac
  - Input frequency: 50-60Hz
  - Rating output current: 6.32A max. (120W)
  - Rating output voltage: 19V

# Connect a display panel to your VivoMini

You can connect a display panel or projector to your VivoMini that has the following connectors:

- HDMI connector
- DisplayPort connector
- DVI connector (use with an HDMI/DisplayPort to DVI adapter)

**NOTE:** The HDMI to DVI adapter, or DisplayPort to DVI adapter are each sold separately.

#### To connect a display panel to your VivoMini:

Connect a display cable either to the HDMI, or DisplayPort.

Connecting display via HDMI port



Connecting display via DisplayPort



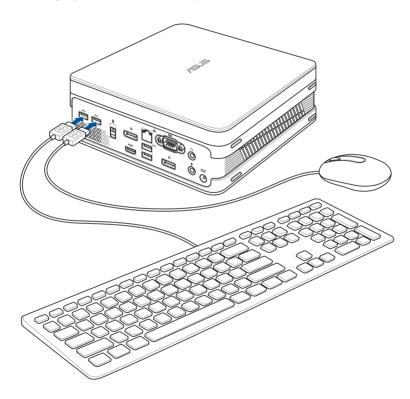
# Connect the USB cable from keyboard or mouse

You can connect generally any USB keyboard and mouse to your VivoMini. You can also connect a USB dongle for a wireless keyboard and mouse set.

#### To connect a keyboard and mouse to your VivoMini:

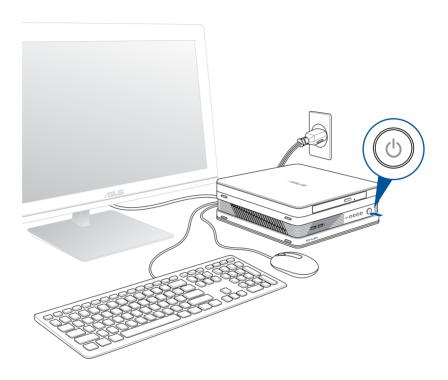
Connect the USB cable from your keyboard and mouse to any of the USB ports of your VivoMini.

Connecting keyboard or mouse via USB port



# Turn on your VivoMini

Press the power button to turn on your VivoMini.



# **Turning your VivoMini off**

If your VivoMini is unresponsive, press and hold the power button for at least four (4) seconds until your VivoMini turns off.

# Putting your VivoMini to sleep

To put your VivoMini on Sleep mode, press the Power button once.

# **Entering the BIOS Setup**

BIOS (Basic Input and Output System) stores system hardware settings that are needed for system startup in the VivoMini.

In normal circumstances, the default BIOS settings apply to most conditions to ensure optimal performance. Do not change the default BIOS settings except in the following circumstances:

- An error message appears on the screen during the system bootup and requests you to run the BIOS Setup.
- You have installed a new system component that requires further BIOS settings or update.

**WARNING!** Inappropriate BIOS settings may result to instability or boot failure. We strongly recommend that you change the BIOS settings only with the help of a trained service personnel.

# **Quickly enter the BIOS**

To quickly enter the BIOS:

- Press the power button for at least four (4) seconds to shut down your VivoMini, then press the power button again to turn your VivoMini back on, then press <F2> or <Del> during POST.
- When your PC is off, disconnect the power cord from your VivoMini's power connector. Reconnect the power cable and press the power button to turn on your VivoMini. Press <F2> or <Del> during POST.

**NOTE:** POST (Power-On Self Test) is a series of software controlled diagnostic tests that run when you turn on your PC.



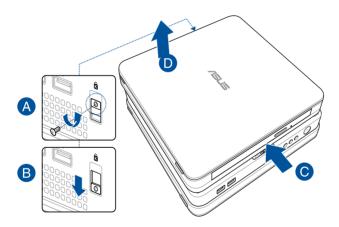
# Upgrading your VivoMini

# 3

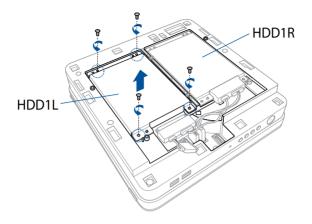
# Installing 2.5" hard disk drive / solid state drive

To install or upgrade the hard disk drives / solid state drives:

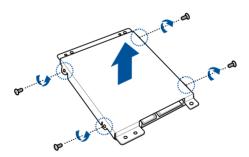
- 1. Turn off your VivoMini then disconnect all cables and peripherals.
- 2. Place the VivoMini on a flat stable surface, with its top side facing up.
- 3. Remove the screw from the top cover lock latch and push the latch down (A and B), then slide the top cover towards the rear of your VivoMini (C) until it is detached from the chassis.
- 4. Lift and remove the top cover (D) and set it aside.



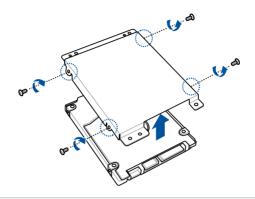
5. Remove four (4) screws from the HDD/SSD bracket.



6. (optional) To upgrade your HDD/SDD, first remove the four (4) screws on the bracket, then remove the bracket.

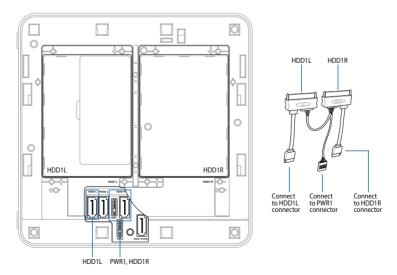


7. To install a new HDD/SSD, secure the HDD/SSD to the bracket using four (4) screws.

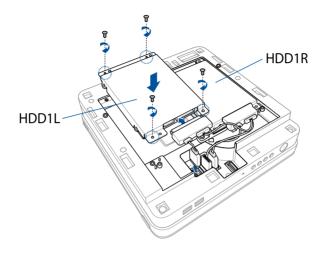


#### NOTE:

- Ensure to remove the holder from the bracket when installing an HDD/SDD to the HDD1R bracket.
- The availablility of the holder may vary depending on the model type, country, or region.
- 8. Connect the cable to the HDD1L, HDD1R and PWR1 connectors in your VivoMini.

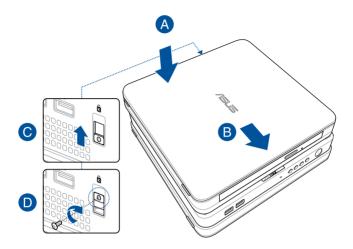


9. Connect the cable to the HDD/SSD, then align the bracket to the HDD/SSD compartment of your VivoMini and secure the bracket with the screws previously removed.



**NOTE:** Ensure to organize the cables to prevent any damage to your VivoMini and to ensure the top cover can be replaced successfully.

10. Replace the top cover (A) your VivoMini and slide it towards the front of the VivoMini to re-attach (B), then push the latch up and secure it using a screw (C and D).



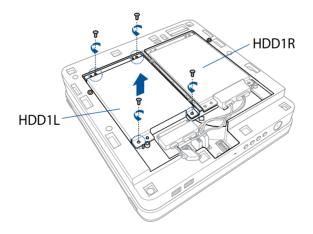
# **Upgrading memory modules**

Your VivoMini comes with two SO-DIMM memory slots that allow you to install two 2GB, 4GB, or 8GB unbuffered non-ECC 1.2V DDR4 260-pin SO-DIMMs for a maximum of 16GB memory.

**IMPORTANT!** Refer to http://www.asus.com for the list of compatible DIMMs. You can only install 1.2V DDR4 260-pin SO-DIMM to the VivoMini's DIMM slots.

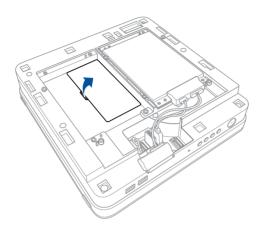
To install or upgrade the memory modules:

- 1. Follow steps 1-4 under the *Installing 2.5" hard disk drive / solid state drive* section to remove the top cover of your VivoMini.
- 2. Remove four screws from the HDD1L bracket and remove the bracket.

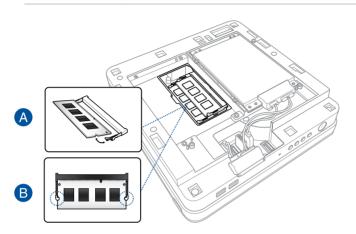


3. Pry the SO-DIMM slot cover open, then set it aside.

**NOTE:** If you want to remove the SO-DIMM slot cover, use a flathead screwdriver.

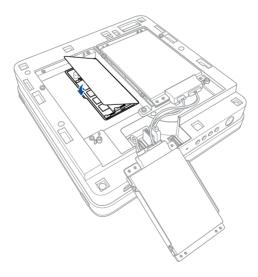


4. Align and insert the memory module into the slot (A) and press it down (B) until it is securely seated in place. Repeat the same steps to install the other memory module.

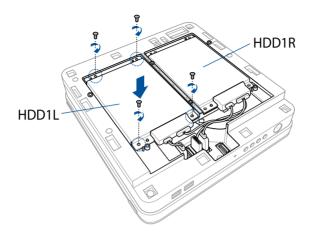


**IMPORTANT!** Always install into the lower slot first.

5. Replace the SO-DIMM slot cover.



6. Align the HDD1L bracket and secure it using the screws removed previously.



**NOTE:** Ensure to organize the cables to prevent any damage to your VivoMini and to ensure the top cover can be replaced successfully.

7. Follow step 10 under the *Installing 2.5" hard disk drive / solid state drive* section to replace the top cover of your VivoMini.



# **Safety information**

Your VivoMini is designed and tested to meet the latest standards of safety for information technology equipment. However, to ensure your safety, it is important that you read the following safety instructions.

# Setting up your system

- Read and follow all instructions in the documentation before you operate your system.
- Do not use this product near water or a heated source.
- Set up the system on a stable surface.
- Openings on the chassis are for ventilation. Do not block or cover these openings. Make sure you leave plenty of space around the system for ventilation. Never insert objects of any kind into the ventilation openings.
- Use this product in environments with ambient temperatures between 0°C and 35°C.
- If you use an extension cord, make sure that the total ampere rating of the devices plugged into the extension cord does not exceed its ampere rating.

# Care during use

- Do not walk on the power cord or allow anything to rest on it.
- Do not spill water or any other liquids on your system.
- When the system is turned off, a small amount of electrical current still flows. Always unplug the power cord from the power outlets before cleaning the system.

- If you encounter the following technical problems with the product, unplug the power cord and contact a qualified service technician or your retailer.
  - The power cord or plug is damaged.
  - Liquid has been spilled into the system.
  - The system does not function properly even if you follow the operating instructions.
  - The system was dropped or the cabinet is damaged.
  - The system performance changes.

# **Lithium Battery Warning**

**CAUTION:** Danger of explosion if battery is incorrectly replaced. Replace only with the same or equivalent type recommended by the manufacturer. Dispose of used batteries according to the manufacturer's instructions.

**ATTENTION !** Danger d'explosion si la batterie n'est pas correctement remplacée. Remplacer uniquement avec une batterie de type semblable ou équivalent, recommandée par le fabricant. Jeter les batteries usagées conformément aux instructions du fabricant.

# NO DISASSEMBLY

# The warranty does not apply to the products that have been disassembled by users



**DO NOT** throw the VivoMini in municipal waste. This product has been designed to enable proper reuse of parts and recycling. This symbol of the crossed out wheeled bin indicates that the product (electrical, electronic equipment, and mercury-containing button cell battery) should not be placed in municipal waste. Check local technical support services for product recycling.

# **Regulatory notices**

# REACH

Complying with the REACH (Registration, Evaluation, Authorization, and Restriction of Chemicals) regulatory framework, we publish the chemical substances in our products at ASUS REACH website at **http://csr.asus.com/english/REACH.htm** 

# **ASUS Recycling/Takeback Services**

ASUS recycling and takeback programs come from our commitment to the highest standards for protecting our environment. We believe in providing solutions for you to be able to responsibly recycle our products, batteries, other components, as well as the packaging materials. Please go to <u>http://csr.asus.com/english/Takeback.htm</u> for the detailed recycling information in different regions.

# **COATING NOTICE**

**IMPORTANT!** To provide electrical insulation and maintain electrical safety, a coating is applied to insulate the device except on the areas where the I/O ports are located.

# **Federal Communications Commission Statement**

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions:

- This device may not cause harmful interference, and
- This device must accept any interference received including interference that may cause undesired operation.

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with manufacturer's instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment to an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

**CAUTION:** Any changes or modifications not expressly approved by the grantee of this device could void the user's authority to operate the equipment.

#### **RF exposure warning**

This equipment must be installed and operated in accordance with provided instructions and the antenna(s) used for this transmitter must be installed to provide a separation distance of at least 20 cm from all persons and must not be co-located or operating in conjunction with any other antenna or transmitter. End-users and installers must be provide with antenna installation instructions and transmitter operating conditions for satisfying RF exposure compliance.

#### **ISED Radiation Exposure Statement for Canada**

This equipment complies with ISED radiation exposure limits set forth for an uncontrolled environment. To maintain compliance with ISED RF exposure compliance requirements, please avoid direct contact to the transmitting antenna during transmitting. End users must follow the specific operating instructions for satisfying RF exposure compliance.

Operation is subject to the following two conditions:

- This device may not cause interference and
- This device must accept any interference, including interference that may cause undesired operation of the device.

## Compliance Statement of Innovation, Science and Economic Development Canada (ISED)

This Class B digital apparatus complies with Canadian ICES-003, RSS-210, and CAN ICES-3(B)/NMB-3(B).

This device complies with Industry Canada license exempt RSS standard(s). Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

## Déclaration de conformité de Innovation, Sciences et Développement économique Canada (ISED)

Cet appareil numérique de classe B est conforme aux normes canadiennes ICES-003, RSS-210 et CAN ICES-3(B)/NMB-3(B).

Cet appareil est conforme aux normes CNR exemptes de licence d'Industrie Canada. Le fonctionnement est soumis aux deux conditions suivantes : (1) cet appareil ne doit pas provoquer d'interférences et (2) cet appareil doit accepter toute interférence, y compris celles susceptibles de provoquer un fonctionnement non souhaité de l'appareil.

## **Wireless Operation Channel for Different Domains**

N. America	2.412-2.462 GHz	Ch01 through CH11
Japan	2.412-2.484 GHz	Ch01 through Ch14
Europe ETSI	2.412-2.472 GHz	Ch01 through Ch13

## **Regional notice for Singapore**

Complies with IMDA Standards DB103778 This ASUS product complies with IMDA Standards.

## **Regional notice for Malaysia**



# **Regional notice for California**

Cancer and Reproductive Harm - <u>www.P65Warnings.ca.gov</u>

# **ENERGY STAR complied product**

ENERGY STAR is a joint program of the U.S. Environmental Protection



Agency and the U.S. Department of Energy helping us all save money and protect the environment through energy efficient products and practices.

All ASUS products with the ENERGY STAR logo comply with the ENERGY STAR standard, and the

power management feature is enabled by default. The monitor and computer are automatically set to sleep after 10 and 30 minutes of user inactivity. To wake your computer, click the mouse or press any key on the keyboard.

Please visit <u>http://www.energystar.gov/powermanagement</u> for detail information on power management and its benefits to the environment. In addition, please visit <u>http://www.energystar.gov</u> for detail information on the ENERGY STAR joint program.

**NOTE:** Energy Star is NOT supported on FreeDOS and Linux-based products.

# **ASUS contact information**

#### ASUSTeK COMPUTER INC.

Address Telephone Fax Web site 4F, No. 150, Li-Te Rd., Peitou, Taipei 112, Taiwan +886-2-2894-3447 +886-2-2890-7798 http://www.asus.com

#### **Technical Support**

Telephone Fax Online support +86-21-3842-9911 +86-21-5866-8722, ext. 9101# http://qr.asus.com/techserv

#### **ASUS COMPUTER INTERNATIONAL (America)**

Address Telephone Fax Web site 800 Corporate Way, Fremont, CA 94539, USA +1-510-739-3777 +1-510-608-4555 http://usa.asus.com

#### **Technical Support**

Support fax General support Online support +1-812-284-0883 +1-812-282-2787 http://qr.asus.com/techserv

#### **ASUS COMPUTER GmbH (Germany and Austria)**

Address	Harkort Str. 21-23, D-40880 Ratingen, Germany
Fax	+49-2102-959931
Web site	http://www.asus.com/de
Online contact	http://eu-rma.asus.com/sales

#### **Technical Support**

Telephone+49-2102-5789555Support Fax+49-2102-959911Online supporthttp://qr.asus.com/techserv

Manufacturer	ASUSTeK Computer Inc.	
	Tel:	+886-2-2894-3447
	Address:	4F, No. 150, LI-TE RD., PEITOU, TAIPEI 112, TAIWAN
Authorised	ASUSTeK Computer GmbH	
representative in Europe	Address:	HARKORT STR. 21-23, 40880 RATINGEN, GERMANY

# DECLARATION OF CONFORMITY

**Compliance Information Statement** 

Per FCC Part 2 Section 2. 1077(a)



**Responsible Party Name:** Asus Computer International

Address: 800 Corporate Way, Fremont, CA 94539.

Phone/Fax No: (510)739-3777/(510)608-4555

hereby declares that the product

Product Name : VivoMini

#### Model Number : VC68V, VC68R

Conforms to the following specifications:

Section FCC Part 15, Subpart B, Unintentional Radiators

**Supplementary Information:** 

This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

