

# Caring for Your Laptop

## **Be clean with your laptop**

- Do not have food or drink around your laptop. Aside from the chances of spilling, you can get the computer dirty from the residue on your fingers.
- If you have been doing anything that would get your hands particularly dirty, wash your hands before using the computer.
- Do not put bumper stickers or adhesive stickers of any kind on your laptop.

Fluids are the number one enemy of electronic items. If you do spill something on or in your laptop, turn off the computer immediately and unplug it. If liquid spills on the keyboard, turn the keyboard upside down to drain. Leave the laptop off, sitting open, at least overnight to allow it time to dry.

No matter how many precautions you may take, your laptop computer is still bound to get dirty. Here are some guidelines for cleaning your laptop:

- Dust off the screen using a dry, lint-free, soft cloth. Do not press too hard on the screen, as that can cause damage to the LCD panel.
- Avoid using harsh chemical agents to clean your laptop as they may damage the computer. Also, do not spray any cleaning agent directly on to any part of your laptop (again, fluids are bad).

## **Never take your laptop anywhere without the carrying case**

The carrying case is not just a convenient way to travel with your laptop; it's protection. Laptops are a lot sturdier than they used to be, but it's still pretty easy to crack the case or screen.

## **Do not leave your laptop sitting in the car for extended periods of time**

This applies during both hot and cold weather. Prolonged exposure to extreme temperatures can result in a number of glitches and possible hardware damage.

## **Never allow anyone else to use your school laptop**

Small indiscretions can sometimes lead to big problems. For example, if anything happens to your laptop, if it's lost, stolen, or broken while someone else is using it, you could be held accountable.

## **Do not place anything heavy on the laptop**

For example, a textbook. The screen is made of liquid crystal, and it doesn't take much to crack the screen. Also, try not to touch the screen because the oil on your fingers can ruin the screen.