



General Advice on Caring for your Acer Computing Device

To ensure reliable device functions, certain basic rules must be followed. Students are responsible for the care of their device.

General Precautions:

- No food or drink is allowed next to your device while it is in use.
- Drinks or other liquids are not to be carried in the same bag as your device.
- Never remove plugs or cords by tugging at the cable. Cords, Cables and other devices are to be inserted and removed carefully.
- Students must not carry the device with the screen open.
- Ensure the battery is fully charged each day.

Carrying the Device:

- Screens must be closed prior to transporting the device
- Devices should always be carried inside the carry case when not in use or moving between classes.
- Additional items such as pens, USB keys, Mice etc should not be enclosed in the same carry bag to avoid putting pressure on the screen.
- Students must not carry drinks or other liquids in the same bag as the device.

Screen Care:

- The LCD Screen can be damaged through pressure.
- Do not lean on the device when it is closed.
- Do not place anything on the keyboards before closing the LCD cover.
- Do not place anything in the carry case that could press against the cover.
- Clean the screen with a soft dry cloth or anti-static cloth.

Take Care of Yourself

To ensure a safe and comfortable working environment, students should consider the following points both whilst at school and at home.

Students are advised to:

- Take regular rest breaks.
- Not use their device for more than 2 hours in one session.
- Ensure there is no glare on their screen.
- Angle the screen to ensure an ideal viewing angle.
- Consider the ergonomics of their work area

Ergonomic Posture:

- Use the device on a desk.



- Use chairs that promote good posture.
- Try to maintain a neutral seating position where there is an angle of 90 degrees for ankles.
- Take breaks to stretch and relax tensed muscles.

Prevent Eye Strain:

- Ensure there is no glare or reflection on the screen.
- Ensure there is adequate lighting.
- Position the screen for comfortable viewing.
- Adjust screen colours and brightness to prevent eye strain.
- Increase font sizes if having difficulty reading.
- Relax your eyes for focussing on a distant object for a few seconds.