

# Satellite Pro<sup>®</sup> 4600 Series Supplemental Guide

For Systems with the Windows<sup>®</sup> 2000  
Professional Operating System

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## Model: Satellite Pro 4600 Series

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# Introduction

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Your new Toshiba Satellite Pro 4600 Series computer comes with the Windows<sup>®</sup> 2000 Professional operating system preinstalled.

The *Satellite Pro<sup>®</sup> 4600 Series User's Guide*, a separate manual provided with your system, contains basic information about your computer, such as using your computer's hardware and troubleshooting advice. It also contains detailed information about the features supported by the Windows<sup>®</sup> 98 Second Edition operating system.

This supplemental guide describes features that are different under the Windows<sup>®</sup> 2000 Professional operating system.

Many features work in much the same way under both the Windows<sup>®</sup> 98 Second Edition and Windows<sup>®</sup> 2000 Professional operating systems. Examples include:

- ❖ Toshiba utilities:
  - ❖ Fn-esse<sup>®</sup>
  - ❖ Toshiba Services
  - ❖ Toshiba Power Saver
  - ❖ Power Management

- ❖ User and supervisor passwords
- ❖ Plug and Play
- ❖ Universal Serial Bus (USB) connection
- ❖ Networking connections
- ❖ Using external devices, such as a monitor, keyboard and mouse
- ❖ Simultaneous use of an external mouse with the AccuPoint II pointing device
- ❖ Windows Special keys
- ❖ Starting programs
- ❖ Saving files
- ❖ Printing your work
- ❖ Changing display properties such as the wallpaper and screen saver
- ❖ Accessing features via the Start button
- ❖ Using the Shortcut tray, Taskbar and System tray
- ❖ Accessing the Internet
- ❖ Exchanging data with another computer
- ❖ Windows Media<sup>®</sup> Player
- ❖ Hot Keys
- ❖ Monitoring battery power
- ❖ Setting date and time

Please refer to the user's guide for information on these features.



## Windows® 2000 Professional features

The Windows® 2000 Professional operating system provides a number of additional features:

- ❖ Enhanced configuration and setup wizards
- ❖ Advanced security and encryption settings
- ❖ Ability to create a Virtual Private Network (VPN)
- ❖ Support for wireless technology
- ❖ Ability to create specific configuration profiles for each network you use (for example, the corporate network and your home network) eliminating the need to manually configure your system each time you log onto a different network

## Safety icons

This manual contains safety instructions that must be observed in order to avoid potential hazards that could result in personal injuries, damage to your equipment or loss of data. The safety instructions have been classified according to the seriousness of the risk, and are highlighted with icons as follows:



*CAUTION:* This icon indicates the existence of a hazard that could result in damage to equipment or property if the safety instruction is not observed.



*NOTE:* This icon indicates information that relates to the safe operation of the equipment or related items.

## Other icons used

Additional icons highlight other helpful or educational information:



*TECHNICAL NOTE:* This icon highlights technical information about the computer.

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*HINT:* This icon denotes helpful hints and tips.

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*DEFINITION:* This icon indicates the definition of a term used in the text.

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# Chapter 1

## Getting Started

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This chapter provides some basic information to help you get started using your computer with the Windows<sup>®</sup> 2000 Professional operating system. See the *Satellite Pro<sup>®</sup> 4600 Series User's Guide* for instructions on how to turn on your computer.

### Using your computer for the first time

The first time you turn on the computer, the Windows<sup>®</sup> 2000 Professional Setup Wizard installs the devices it finds on your system, then guides you through several essential steps for setting up your computer.

### Setting up your software

Once you turn on the computer, follow the instructions on the screen. In most cases, after you fill in the information, you will be prompted to click **Next** to continue to the next step.

- 1 You will be asked to read and accept the Microsoft<sup>®</sup> Windows<sup>®</sup> 2000 Professional License Agreement. After reading the agreement, click the button labeled **I accept the agreement**, then click **Next** to continue.

2 A dialogue box appears prompting you to personalize your copy of the Windows<sup>®</sup> 2000 Professional operating system. Type your name and company in the appropriate boxes, then click **Next**.

3 You will be asked to name your computer and assign an Administrator password. You can either type in a name of your choice or accept the default name that is provided.

The Administrator password is optional. If you assign a password, you will have to type it in each time you turn on the computer. If you choose to skip the password, you can always assign one later.

4 You will have the opportunity to set the computer's time and date.

When the Setup Wizard finishes, click **Finish** to restart the Windows<sup>®</sup> 2000 Professional operating system.

## Completing the initial startup procedure

When the computer starts again, a dialogue box appears prompting you for your password. If you did not create a password, leave the password box empty and click **OK**.

When you continue, the Getting Started with Windows 2000 screen appears. This screen has three options:

❖ **Register Now**—Click this option to register your copy of the Windows<sup>®</sup> 2000 Professional operating system with Microsoft.

If you prefer, click **Register Later** and you will be prompted to register at a later time.

❖ **Discover Windows**—Click this option to read and learn more about the Windows<sup>®</sup> 2000 Professional operating system.

❖ **Connect to the Internet**—Click this option to start the Internet Connection Wizard.

If you prefer, you can set up your Internet connection later.

At the bottom of the Getting Started with Windows 2000 screen there is a box labeled “Show this screen at startup.” The check mark in the check box indicates that this screen will appear each time you start your system. To hide this screen, click the check box to remove the check mark.

## Connecting to the Internet

Start the Internet Connection Wizard by clicking either:

- ❖ The Connect to the Internet option on the Getting Started with Windows 2000 screen, or
- ❖ The Connect to the Internet icon on your desktop

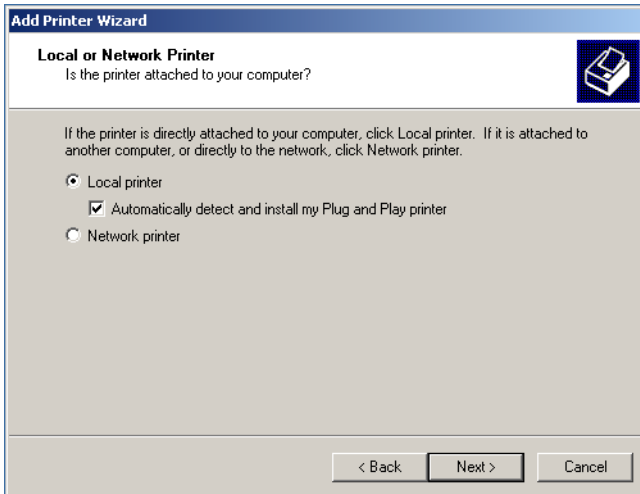
The wizard will assist you in setting up the computer to work with your existing Internet account, if you have one, or it will sign you up for a new Internet account.

## Setting up a printer

If you have a printer, follow these steps to set it up for the first time. You only need to set up the printer once.

- 1 Click **Start**, **Settings**, then **Printers** and double-click the **Add Printer** icon.

The Add Printer Wizard starts, and guides you through setting up your printer.



### *Sample Add Printer Wizard*

- 2 Follow the instructions on the screen to add your printer.  
If your printer is not found, or to install the driver manually, use the printer driver that came with the printer to complete the setup process.
- 3 Enter a name for your printer, or use the name supplied in the Printer name text box.
- 4 To set the printer as the default printer for Windows-based programs, click **Yes**, then click **Next**.
- 5 To print a test page, click **Yes (recommended)**, then click **Finish**.



*TECHNICAL NOTE: Some printers require a specific installation process. In this case, the Windows<sup>®</sup> 2000 Add Printer Wizard will display an error message. If this happens, refer to your printer installation guide for further instructions.*

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For more information about setting up your printer, see the *Satellite Pro<sup>®</sup> 4600 Series User's Guide*.

## Turning off the computer

It's a good idea to turn off your computer when you are not using it.



*NOTE: Avoid turning off the power while a disk light on the system indicator panel is on. Doing so may damage your hard disk, diskette drive, CD-ROM, DVD-ROM or DVD-ROM /CD-RW multifunction drive.*

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To shut down the computer completely and turn it off, use the Shut down command.

- 1 Click the **Start** button, then **Shut Down**.

The Shut Down Windows dialog box appears.



*Sample Shut Down Windows dialog box*

- 2 Select **Shut down** and click **OK**.

The computer shuts down and turns itself off.

There are additional options and features for turning off your computer. For more information, see [“Powering down the computer”](#) on page 21.



# Chapter 2

## Learning the Basics

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This chapter provides information about using the Windows<sup>®</sup> 2000 Professional operating system with your notebook computer.

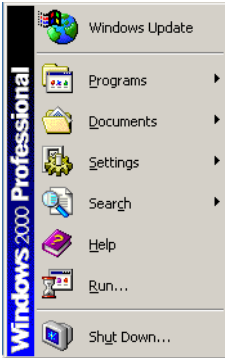
### Exploring the desktop

#### Using the Start menu

The Start menu enables you to:

- ❖ Access Microsoft<sup>®</sup> Windows<sup>®</sup> 2000 Professional update information
- ❖ Start programs
- ❖ Open documents
- ❖ Adjust system settings
- ❖ Find files
- ❖ Access Windows<sup>®</sup> Help
- ❖ Run programs
- ❖ Suspend system activity and shut down the computer

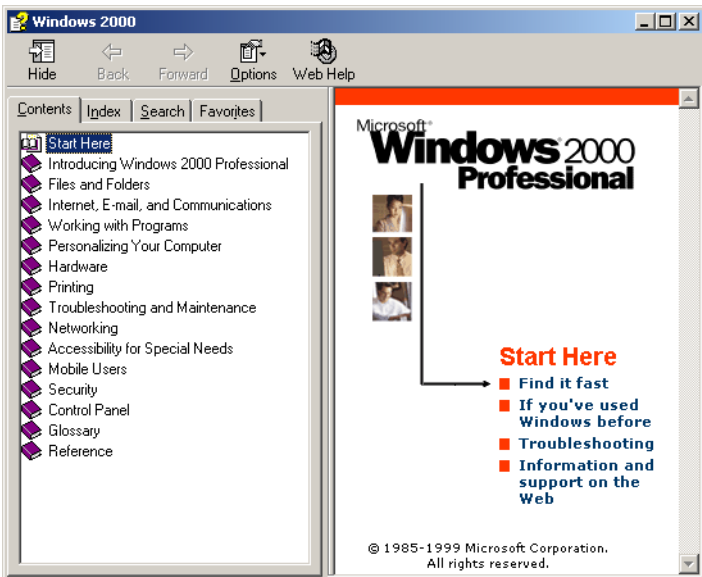
To open the menu, click the Start button.



*Sample Windows® 2000 Professional Start menu*

## Using Windows® 2000 Professional online Help

For answers to common questions, click **Start**, then click **Help** to open the Windows® 2000 Professional online Help.



*Sample Windows® 2000 Professional online Help*

Click an item on the Contents tab, or use the Index and Search tabs to locate a specific topic.

Your computer's desktop includes several standard features: icons, Start button, Shortcut tray, Taskbar, System tray, and background pattern.

## Icons

An icon represents a file or program that can be quickly activated by double-clicking the icon. The icons initially displayed on your desktop include:



**My Documents** — Shows the documents in the My Documents folder that you've created or edited most recently.



**My Computer** — Shows the file system for your computer and the network (if any).



**My Network Places** — Contains the most recent Network sites you've visited.



**Recycle Bin** — Holds files you've deleted using the Windows<sup>®</sup> Explorer. You can retrieve these files until you delete them from the Recycle Bin.



*TECHNICAL NOTE: If you delete a file from a diskette, it does not go into the Recycle Bin. For more information on the Recycle Bin, see Windows<sup>®</sup> Help.*



**Internet Explorer** — The Microsoft<sup>®</sup> browser that provides access to the Internet.



**Connect to the Internet** — A shortcut command to connect with your Internet Service Provider (ISP) and establish a link to the Internet using your browser.

## Viewing your computer's contents

### Using Windows Explorer

Windows<sup>®</sup> Explorer gives you a view of your computer's contents as a hierarchy or "tree." You can easily see the content of each drive and folder on your computer. To access Windows<sup>®</sup> Explorer either click **Start**, point to **Programs, Accessories**, then click **Windows Explorer** or you can right-click **Start** and then click **Explore**.

### Naming your files

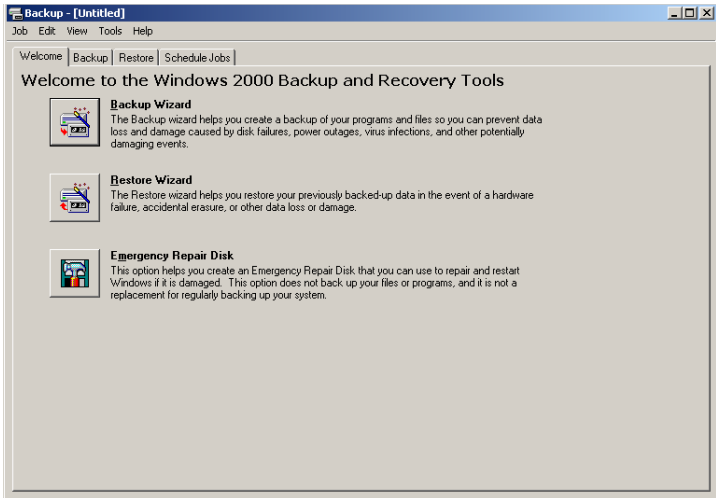
The Windows<sup>®</sup> 2000 Professional operating system supports file names of up to 255 characters. You may use all the letters and numbers on the keyboard plus the following characters: `_ ^ $ % ~ ! # % & { } ( ) @ [ ] + - ; ,` and `'`. The names can include spaces.

## Backing up your work

To back up several files at one time, use the Windows<sup>®</sup> 2000 Professional operating system Backup Wizard. You can choose the files and the type of backup you want to perform.

- 1 Connect the backup device to your computer as shown in the manufacturer's instructions.
- 2 Click **Start**, point to **Programs, Accessories, System Tools**, then click **Backup**.

The Backup Wizard dialog box appears.



### *Sample Backup Wizard*

- 3 Click **Backup Wizard** and follow the instructions on the screen.

## Powering down the computer

When you power down the computer, you have three options to choose from:

- ❖ Shut down, which powers off the computer
- ❖ Hibernation, which saves the current operating state to the hard disk and powers off the computer
- ❖ Standby, which saves the current operating state to memory and enters a low power mode

Each method has its advantages.



*TECHNICAL NOTE: Before using any of these methods to power down your computer, save your files and make sure the disk activity lights are off.*

*If you change your mind and decide to continue working after all, wait a few seconds before turning the computer on again.*

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## Shut down command

The Shut down command powers off the computer. When you start up again, the computer runs a self-test and loads the operating system. You must open any programs and files you want to use.

Factors to consider when choosing Shut down:

- ❖ No power is used while the computer is shut down. This is the most efficient mode if you will be away from your computer for an extended time.
- ❖ Restarting from Shut down uses the most time and battery power.
- ❖ When starting up again, the system does not automatically open the programs and files you were previously using.

## Hibernation command

The Hibernation command powers off the computer, but it first saves the current state of the computer to the hard disk. Since Hibernation does not require power to maintain the saved information, the system settings are retained indefinitely. Restoring information from the hard disk takes longer than restoring it from memory. When you start up again, the computer runs a self-test, loads the operating system, and then returns to the state in which you left it.

Factors to consider when choosing Hibernation:

- ❖ While in Hibernation mode, the computer uses no battery power.
- ❖ Because the state of the system is held on the hard disk, no data is lost if the battery discharges while the computer is in Hibernation mode.
- ❖ When starting up again, this choice uses less time and battery power than the Shut down option. But it uses a little more time and battery power to start up than the Standby option, because information is being retrieved from the hard disk instead of from memory.
- ❖ On restarting, the computer returns to the state in which you left it, and opens all the programs and files you were using.

## Standby command

The Standby command puts the computer into a power-saving mode. Standby stores the current state of the computer in memory so that, when you restart the computer, you can continue working from where you left off.

Factors to consider when choosing Standby:

- ❖ While in Standby mode, the computer uses some battery power. A fully charged battery will last approximately eight hours in Standby mode.
- ❖ When starting up again, this choice uses less time and battery power than does Shut down or Hibernation.
- ❖ On restarting, the computer returns to the state in which you left it, and opens all the programs and files you were using.



*NOTE: If you power down using the Standby command and the battery discharges fully, your information will be lost. Be sure to save your work often.*

## Using Shut down

To power down the computer using the Shut down command, click **Start, Shut Down**, select **Shut down**, then click **OK**.



*Sample Shut Down Windows dialog box*

The computer turns itself off.

## Shutting down more quickly

You can also shut down the computer by either pressing the power button or closing the display panel.

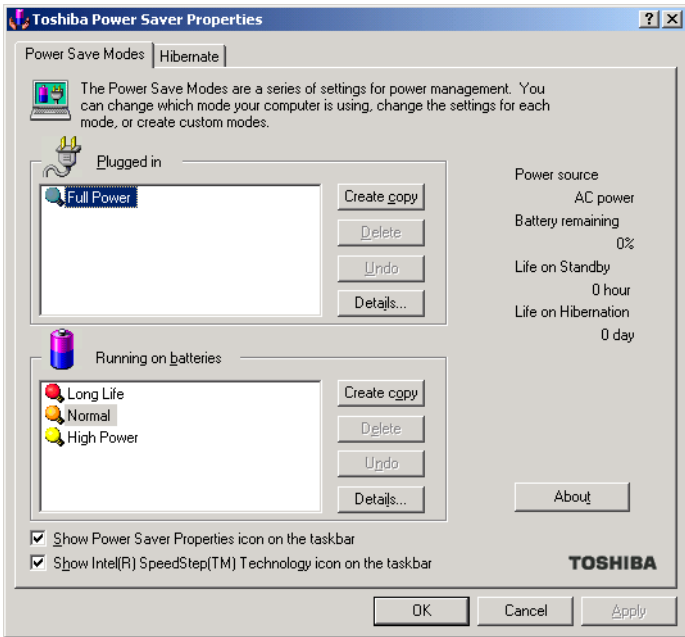
To use either of these methods, you first need to turn on the feature in Toshiba's Power Saver utility.

- 1 Open the **Start** menu, point to **Settings**, then click **Control Panel**.
- 2 In the Control Panel window, double-click the **Toshiba Power Saver** icon.





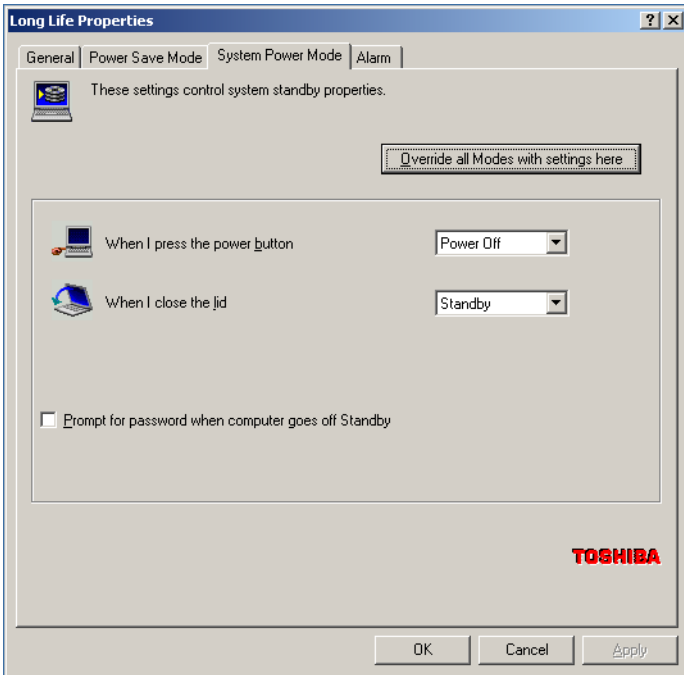
The Power Saver Properties dialog box appears.



*Sample Power Saver Properties dialog box*

- 3 In the Running on batteries area, click the **Details...** button, then select the **System Power Mode** tab.

The Long Life Properties dialog box appears.



*Sample Long Life Properties dialog box*

- 4 Select **Shutdown** for the options you want.
  - ❖ **When I press the power button**  
Set this option to Shutdown so that the computer shuts down when you press the power button.
  - ❖ **When I close the lid**  
Set this option to Shutdown so that the computer shuts down when you close the display panel.
- 5 Click **Override all Modes with settings here**.
- 6 In the Set to range dialog box, do one of the following:
  - ❖ Click **DC only** for the settings to apply only when you are using battery power.

- ❖ Click **All** for the settings to apply whether you are using battery power or outlet power.
- 7 Click **OK**.
- 8 Click **OK** again, then close the Control Panel.



*NOTE: For more information about the Power Saver utility, see the Satellite Pro® 4600 Series User's Guide.*

## Starting again after Shut down

To start the computer up again, press the power button until the on/off light changes to green.

If you shut down the computer by closing the display panel, you can start it again by opening the display panel.

## Using Hibernation

### Enabling the Hibernation Command

To use Hibernation, you must first enable the Hibernate option in the Toshiba Power Saver utility.

To access Power Saver Properties:

- 1 Open the **Start** menu, point to **Settings**, then click **Control Panel**.
- 2 In the Control Panel window, double-click the **Toshiba Power Saver** icon.



By changing the options that appear in the Power Saver Properties dialog box and clicking **OK**, you can reconfigure that function.

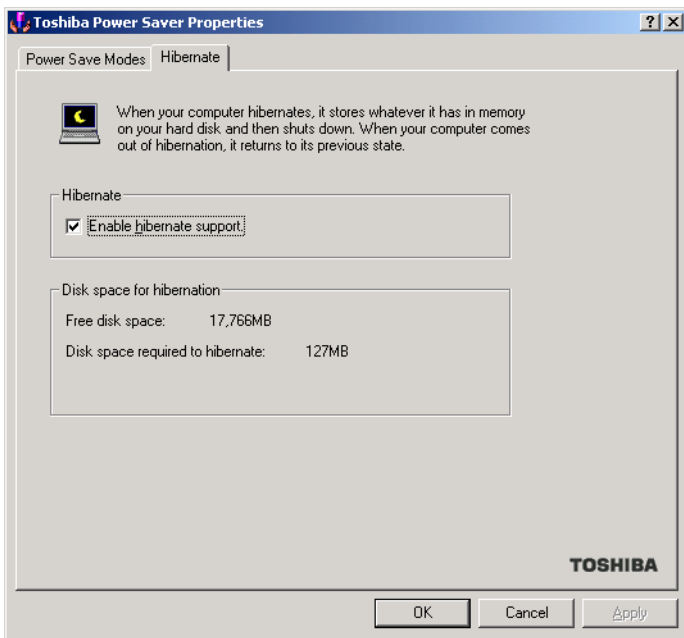
You may choose a power-saving management strategy to best suit your computing needs. If you are running on batteries and the programs that you are using do not require a lot of system

resources, you may experience longer work sessions by enabling the Normal or Long Life settings.

Any options that you change become effective when you click either **OK** or **Apply**.

To enable the Hibernation mode from the Toshiba Power Saver Properties dialog box:

- 1 Click the **Hibernate** tab.



*Sample Toshiba Power Saver Hibernation tab*

- 2 Check the box associated with Enable Hibernation Support.
- 3 Click **OK** to close the dialog box and click **OK** to close the Toshiba Power Saver utility. Then, close the Control Panel.

To power down the computer using the Hibernation option, click **Start, Shut Down**, select **Hibernate**, then click **OK**.



*Sample Shut Down Windows dialog box*

The computer saves the state of the system, including all open programs and files, to the hard disk, and then powers down completely.

## Going into Hibernation mode more quickly

You can also put the computer into Hibernation mode by either pressing the power button or closing the display panel.

To use either of these methods, you first need to turn on the feature in Toshiba's Power Saver utility.

- 1 Open the **Start** menu, point to **Settings**, then click **Control Panel**.
- 2 In the Control Panel window, double-click the **Toshiba Power Saver** icon.
- 3 In the Running on batteries area, click the **Details...** button, then select the **System Power Mode** tab.
- 4 Select **Hibernation** for the options you want.



- ❖ **When I press the power button**  
Set this option to Hibernation so that the computer goes into Hibernation mode when you press the power button.
  - ❖ **When I close the lid**  
Set this option to Hibernation so that the computer goes into Hibernation mode when you close the display panel.
- 5 Click **Override all Modes with settings here**.
  - 6 In the Set to range dialog box, do one of the following:
    - ❖ Click **DC only** for the settings to apply only when you are using battery power.
    - ❖ Click **All** for the settings to apply whether you are using battery power or outlet power.
  - 7 Click **OK**.
  - 8 Click **OK** again, then close the Control Panel.
- 



*NOTE: For more information about the Power Saver utility, see Satellite Pro<sup>®</sup> 4600 Series User's Guide.*

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## **Starting again from Hibernation**


To start up the computer from Hibernation mode, press the power button until the on/off light turns green. The computer returns to the screen you were using.

## Using Standby

To power down the computer using the Standby command, click **Start, Shut Down**, select **Stand by**, then click **OK**.



*Sample Shut Down Windows dialog box*

The computer saves the status of all open programs and files to memory, turns off the display, and goes into a low-power mode. The on/off light (  ) blinks amber indicating the machine is in Standby mode.

## Going into Standby mode more quickly

You can put the computer into Standby mode by either pressing the power button or closing the display panel. You can also specify an amount of time after which the computer automatically goes into Standby mode.

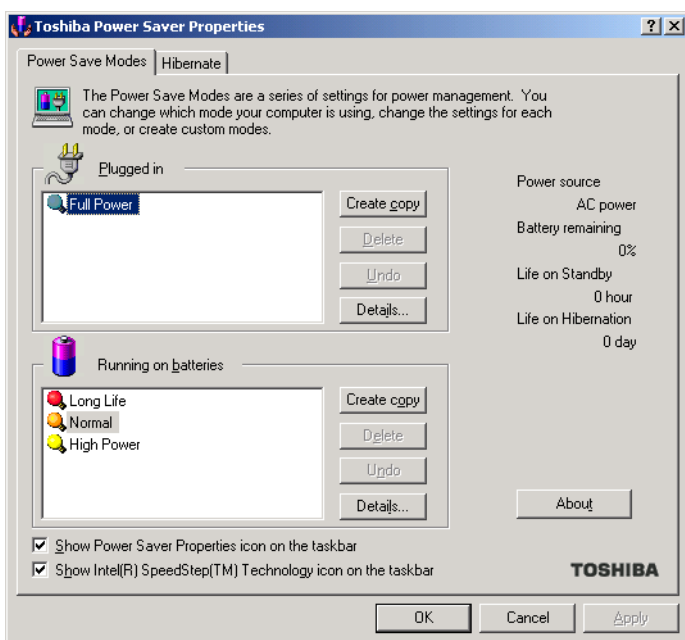
To use any of these methods, you first need to enable them in Toshiba's Power Saver utility.

**1** Open the **Start** menu, point to **Settings**, then click **Control Panel**.



**2** In the Control Panel window, double-click the **Toshiba Power Saver** icon.

The Power Saver Properties dialog box appears.



*Sample Toshiba Power Saver Properties dialog box*

- 3 In the Running on batteries area, click the **Details...** button, then select the **System Power Mode** tab.
- 4 Select **Standby** for the options you want.
  - ❖ **When I press the power button**  
Set this option to Standby so that the computer goes into Standby mode when you press the power button.
  - ❖ **When I close the lid**  
Set this option to Standby so that the computer goes into Standby mode when you close the display panel.
  - ❖ **When the system standby time has passed**  
Set this option to Standby so that the computer automatically goes into Standby mode if you haven't



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used it for a specified amount of time. You can set the System standby time on the Power Save Mode tab.

- 5 Click **Override all Modes with settings here**.
- 6 In the Set to range dialog box, do one of the following:
  - ❖ Click **DC only** for the settings to apply only when you are using battery power.
  - ❖ Click **All** for the settings to apply whether you are using battery power or outlet power.
- 7 Click **OK**.
- 8 Click **OK** again, then close the Control Panel.



*NOTE: For more information about the Power Saver utility, see the Satellite Pro® 4600 Series User's Guide.*

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## Starting again from Standby

To start up the computer from Standby mode, press the power button until the on/off light changes to green. The computer returns to the screen you were using.

If you put the computer in Standby mode by closing the display panel, you can start it again by opening the display panel.



*NOTE: If you power down using the Standby command and the battery discharges fully, your information will be lost. Be sure to save your work often.*

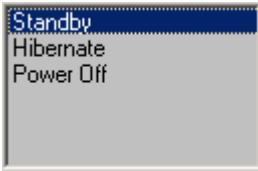
---

## Quickly changing your Shut down mode

You can quickly and easily change your Shut down mode by using a hot key.

To change your Shut down mode:

- 1 Press **Fn** and **F3** simultaneously to display the Shut down mode pop-up window.
- 2 While continuing to press **Fn**, press **F3** until the pop-up window highlights your choice.



### *Sample Shut down modes with Hibernation enabled*

With Hibernation disabled, the Shut down modes are: Standby and Power Off.

With Hibernation enabled, the Shut down modes are: Standby, Hibernate, and Power Off.

- 3 Release the **Fn** key.

The pop-up window closes.

The selected mode is now the shutdown choice.

# Chapter 3

## Toshiba Utilities

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Your notebook computer includes several utilities designed to help you reconfigure your system and best meet your individual needs. These utilities are detailed in the Satellite Pro. This chapter describes the Toshiba Hardware Setup utility.

### Toshiba Hardware Setup



Toshiba Hardware Setup is the Toshiba configuration management tool available through the Windows® operating system. It lets you view general system settings and specify the pointing device, display, CPU cache, boot priority, keyboard, USB, PC Card, password, device configuration and printer options for your computer.

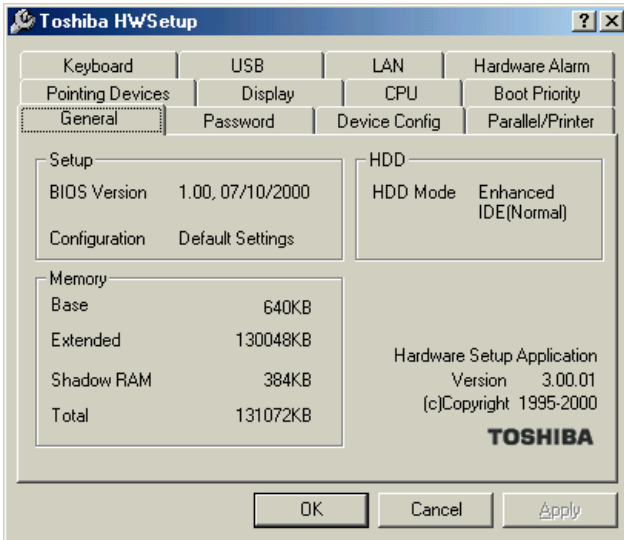


*NOTE: To set the IRQ, I/O Address and DMA channel for communication ports, use the Windows® Device Manager.*

---

To access Toshiba Hardware Setup, click **Start**, point to **Settings**, **Control Panel**, and double-click the **HW Setup** icon.

The Toshiba HW Setup dialog box appears.



### *Sample Toshiba HW Setup*

Toshiba HW Setup contains these tabs:

- ❖ **General**—Shows the BIOS version, memory configuration, and Hard Disk Drive (HDD) mode.
- ❖ **Password**—Allows you to set the user password and an owner string.
- ❖ **Device Config**—Shows the Device configuration options.
- ❖ **Parallel/Printer**—Allows you to configure the parallel port default settings.
- ❖ **Pointing Devices**—Allows you to use both the AccuPoint® II and external pointing devices together or to have the system auto-select one.

- ❖ Display—Allows you to change various default settings for the built-in LCD display.



*NOTE: When the computer restarts, it remembers the last configuration. If data does not appear on the display you are using after starting in Standby Mode, press Fn + F5.*

- ❖ CPU—Allows you to enable or disable access to the processor's serial number and set the CPU Frequency Mode. For more information see [“Setting the CPU Frequency Mode” on page 38](#).
- ❖ Boot Priority—Allows you to change the sequence in which your computer searches the various drives for the operating system.
- ❖ Keyboard—Allows you to configure an external keyboard to emulate the Fn function key.
- ❖ USB—Allows you to enable or disable USB Legacy Emulation.
- ❖ LAN — Allows you to enable or disable the Wake on LAN<sup>®</sup> feature.
- ❖ Hardware Alarm—Allows you to set the Low Battery alarm, the Panel Close alarm, and the system beep.

By changing any of the options that appear in the dialog boxes and clicking **Apply**, you can reconfigure that function. Any options that you change will become default settings when you restart your system.

## Setting the CPU Frequency Mode

For systems equipped with a Pentium® III processor with Intel® SpeedStep™ technology, you can set the CPU Frequency Mode as:

**Dynamically Switchable**—This mode is the default setting for your computer, and automatically changes the processing frequency and decreases voltage depending on the power source:

- ❖ **AC Power**—If your computer is connected to the AC adapter, the CPU frequency mode is set to high for faster processing.
- ❖ **Battery Power**—If your computer is running on battery power, the CPU frequency mode is set to low, for slower processing. Switching the CPU to low allows you to conserve power and extend the operating time of your battery.

**Always High**—Sets the CPU speed to high when using either the battery or the AC adapter.

**Always Low**—Sets the CPU speed to low when using either the battery or the AC adapter.

By changing any of the options that appear in the dialog boxes and clicking **Apply**, you can reconfigure that function. Any options that you change will not take effect until after you restart your system.

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