



Hardware Reference Guide

HP Compaq Business Desktops
dc7100 Small Form Factor Model

Document Part Number: 359656-001

May 2004

This guide provides basic information for upgrading this computer model.

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First Edition (May 2004)

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Product Features

Standard Configuration Features

The HP Compaq Small Form Factor features may vary depending on the model. For a complete listing of the hardware and software installed in the computer, run the Diagnostics for Windows utility. Instructions for using this utility are provided in the *Troubleshooting Guide* on the *Documentation CD*.



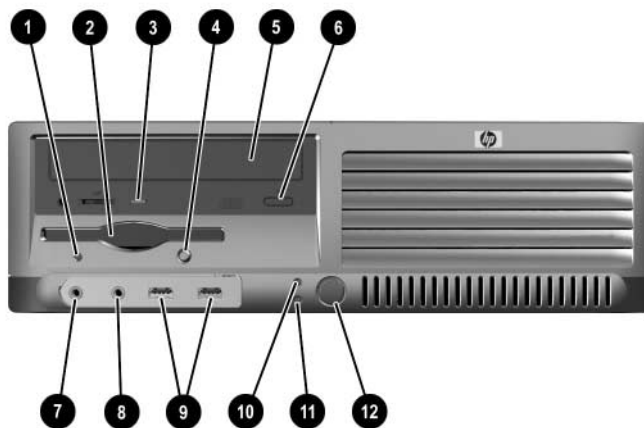
The Small Form Factor computer can also be used in a minitower configuration. For more information, see the [“Using the Small Form Factor Computer in a Minitower Configuration”](#) section in this guide.



Small Form Factor Configuration

Front Panel Components

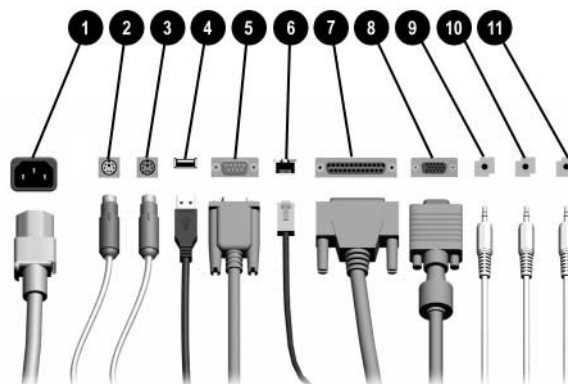
Drive configuration may vary by model.



Front Panel Components


❶ Diskette Drive Activity Light	❷ Microphone Connector
❷ Diskette Drive	❸ Headphone Jack
❸ Optical Drive Activity Light	❹ USB (Universal Serial Bus) Ports (2)
❹ Diskette Eject Button	❺ Hard Drive Activity Light
❺ Optical Drive (CD-ROM, CD-R/RW, DVD-ROM, DVD+R/RW, or CD-RW/DVD Combo Drive)	❻ Power On Light
❻ Optical Drive Eject Button	❼ Power Button

Rear Panel Components



Rear Panel Components

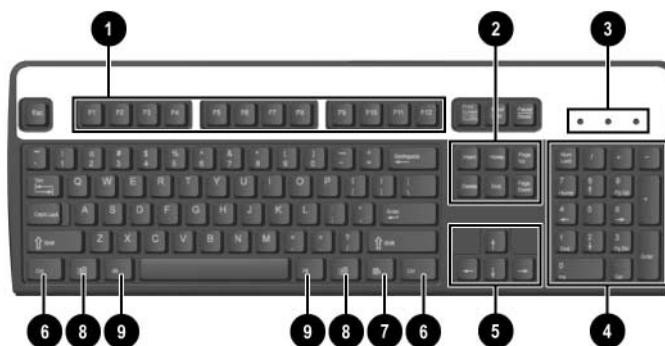
❶	Power Cord Connector	❷	Parallel Connector
❸	PS/2 Mouse Connector	❸	Monitor Connector
❹	PS/2 Keyboard Connector	❹	Headphone/Line-Out Connector
❺	Universal Serial Bus (USB)	❺	Line-In Audio Connector
❻	Serial Connector	❻	Microphone Connector
❼	RJ-45 Network Connector		

 Arrangement and number of connectors may vary by model.

The monitor connector on the system board is inactive when a PCI Express graphics card is installed in the computer.

If a standard PCI graphics card is installed, the connectors on the card and the system board may be used at the same time. Some settings may need to be changed in *Computer Setup* to use both connectors. For information about Boot Order, refer to the *Computer Setup (F10) Utility Guide* on the *Documentation CD*.

Keyboard



Keyboard Components

❶	Function Keys	Perform special functions depending on the software application being used.
❷	Editing Keys	Includes the following: Insert, Home, Page Up, Delete, End, and Page Down.
❸	Status Lights	Indicate the status of the computer and keyboard settings (Num Lock, Caps Lock, and Scroll Lock).
❹	Numeric Keys	Work like a calculator keypad.
❺	Arrow Keys	Used to navigate through a document or Web site. These keys allow you to move left, right, up, and down, using the keyboard instead of the mouse.
❻	Ctrl Keys	Used in combination with another key; its effect depends on the application software you are using.
❼	Application Key*	Used (like the right mouse button) to open pop-up menus in a Microsoft Office application. May perform other functions in other software applications.
❽	Windows Logo Keys*	Used to open the Start menu in Microsoft Windows. Used in combination with other keys to perform other functions.
❾	Alt Keys	Used in combination with another key; its effect depends on the application software you are using.

*Keys available in select geographic regions.

Windows Logo Key

Use the Windows Logo key in combination with other keys to perform certain functions available in the Windows operating system. Refer to the “[Keyboard](#)” section to identify the Windows Logo key.

Windows Logo Key Functions

Windows Logo Key	Displays or hides the Start menu.
Windows Logo Key + d	Displays the Desktop.
Windows Logo Key + m	Minimizes all open applications.
Shift + Windows Logo Key + m	Undoes Minimize All.
Windows Logo Key + e	Launches My Computer.
Windows Logo Key + f	Launches Find Document.
Windows Logo Key + Ctrl + f	Launches Find Computer.
Windows Logo Key + F1	Launches Windows Help.
Windows Logo Key + l	Locks the computer if you are connected to a network domain, or allows you to switch users if you are not connected to a network domain.
Windows Logo Key + r	Launches the Run dialog box.
Windows Logo Key + u	Launches the Utility Manager.
Windows Logo Key + Tab	Activates the next Taskbar button.

Special Mouse Functions

Most software applications support the use of a mouse. The functions assigned to each mouse button depend on the software applications you are using.

Serial Number Location

Each computer has a unique serial number ❶ located on the left side of the computer and a product ID number ❷ located on the top cover of the computer. Keep these numbers available for use when contacting customer service for assistance.



Serial Number and Product ID Locations

Hardware Upgrades

Serviceability Features

This computer includes features that make it easy to upgrade and service. No tools are needed for most of the installation procedures described in this chapter.

Warnings and Cautions

Before performing upgrades be sure to carefully read all of the applicable instructions, cautions, and warnings in this guide.



WARNING: To reduce the risk of personal injury from electrical shock and/or hot surfaces, be sure to disconnect the power cord from the wall outlet, and allow the internal system components to cool before touching.



WARNING: To reduce the risk of electrical shock, fire, or damage to the equipment, do not plug telecommunications/telephone connectors into the network interface controller (NIC) receptacles.



CAUTION: Static electricity can damage the electronic components of the computer or optional equipment. Before beginning these procedures, ensure that you are discharged of static electricity by briefly touching a grounded metal object. Refer to [Appendix D, "Electrostatic Discharge"](#) in this guide for additional information on preventing electrostatic discharge.



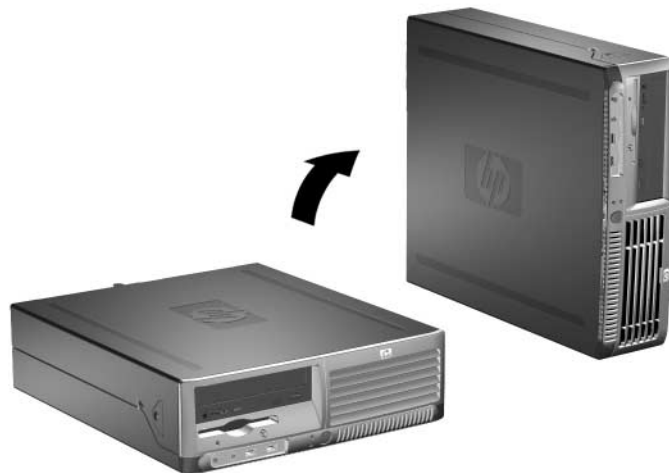
CAUTION: Before removing the computer cover ensure that the computer is turned off and that the power cord is disconnected from the electrical outlet.

Using the Small Form Factor Computer in a Minitower Configuration

The Small Form Factor computer can be used in either a minitower or desktop configuration. To use it in the minitower configuration, stand the computer up on its right side as shown in the illustration below.



Ensure at least 4 inches (10.2 cm) of space on all sides of the computer remains clear and free of obstructions.



Changing from Desktop to Minitower Configuration



To further stabilize the computer in a minitower configuration, you can purchase a tower stand from HP.

Unlocking the Smart Cover Lock



The Smart Cover Lock is an optional feature and is available on select models only.

The Smart Cover Lock is a software-controllable cover lock, controlled by the setup password. This lock prevents unauthorized access to the internal components. The computer ships with the Smart Cover Lock in the unlocked position. For more information about locking the Smart Cover Lock, refer to the *Desktop Management Guide* on the *Documentation CD*.

Using the Smart Cover FailSafe Key

If you enable the Smart Cover Lock and cannot enter your password to disable the lock, you will need a Smart Cover FailSafe Key to open the computer cover. You will need the key to access the internal computer components in any of the following circumstances:

- Power outage
- Startup failure
- PC component (for example, processor or power supply) failure
- Forgotten password



The Smart Cover FailSafe Key is a specialized tool available from HP. Be prepared; order this key before you need one.

To obtain a FailSafe Key:

- Contact an authorized HP reseller or service provider. Order PN 166527-001 for the wrench-style key or PN 166527-002 for the screwdriver bit key.
- Refer to the HP Web site (www.hp.com) for ordering information.
- Call the appropriate number listed in the warranty or in the *Support Telephone Numbers* guide on the *Documentation CD*.

To open the computer cover with the Smart Cover Lock engaged:

1. Turn off the computer properly through the operating system, then turn off any external devices.
2. Disconnect the power cord from the power outlet, and disconnect any external devices.
3. Use the FailSafe Key to remove the tamper-proof screw that secures the Smart Cover Lock.



Removing the Smart Cover Lock Screw

4. Remove the computer cover. Refer to [“Removing the Computer Cover.”](#)

To reattach the Smart Cover Lock, secure the lock in place with the tamper-proof screw.

Removing the Computer Cover

To remove the computer cover:

1. If you have locked the Smart Cover Lock, restart the computer and enter Computer Setup to unlock the lock.
2. Turn off the computer properly through the operating system, then turn off any external devices.
3. Disconnect the power cord from the power outlet and the computer, and disconnect any external devices.



CAUTION: Before removing the computer cover, ensure that the computer is turned off and that the power cord is disconnected from the electrical outlet.

4. Press the buttons on the left and right sides of the computer ❶ then slide the computer cover forward until it stops ❷ and lift it up and off the chassis.



Removing the Computer Cover

Replacing the Computer Cover

To replace the computer cover, align the tabs on the panel with the slots on the chassis, then slide the cover all the way onto the chassis until it locks into place.



Replacing the Computer Cover

Installing Additional Memory

The computer comes with double data rate synchronous dynamic random access memory (DDR-SDRAM) dual inline memory modules (DIMMs).

DIMMs

The memory sockets on the system board can be populated with up to four industry-standard DIMMs. These memory sockets are populated with at least one preinstalled DIMM. To achieve the maximum memory support, you can populate the system board with up to 4GB of memory configured in a high-performing dual channel mode.

DDR-SDRAM DIMMs

For proper system operation, if the computer supports DDR-SDRAM DIMMs, the DIMMs must be:

- industry-standard 184-pin
- unbuffered PC2700 333 MHz-compliant or PC3200 400 MHz-compliant
- 2.5 volt DDR-SDRAM DIMMs

The DDR-SDRAM DIMMs must also:

- support CAS latency 2.5 or 3 (CL = 2.5 or CL = 3)
- contain the mandatory JEDEC SPD information

In addition, the computer supports:

- 256Mbit, 512Mbit, and 1Gbit non-ECC memory technologies
- single-sided and double-sided DIMMS
- DIMMs constructed with x8 and x16 DDR devices; DIMMs constructed with x4 SDRAM are not supported

The following processor bus frequencies are required for the system to run at the supported memory frequencies.

Memory Frequency	Required Processor Bus Frequency
333 MHz	533 MHz or 800 MHz
400 MHz	800 MHz

If a memory frequency is paired with an unsupported processor bus frequency, the system will run at the highest supported memory speed. For example, if a 400 MHz DIMM is paired with a 533 MHz processor bus, the system will run at 400 MHz, the highest supported memory speed.



The system will not start if you install unsupported DIMMs.

Refer to the *Computer Setup (F10) Utility Guide* on the *Documentation CD* for information on how to determine the processor bus frequency of a specific computer.

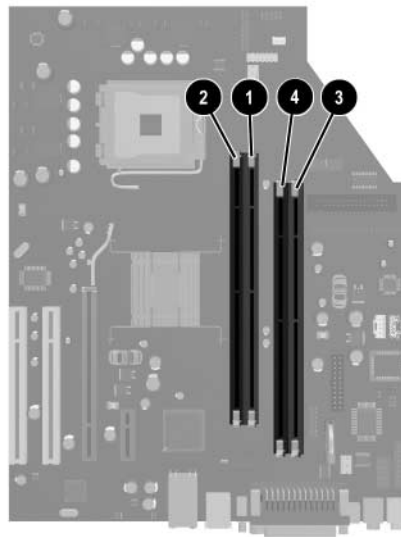
Populating DIMM Sockets

The system will automatically operate in single channel mode, dual channel Asymmetric mode, or a higher-performing dual channel Interleaved mode, depending on how the DIMMs are installed.

- The system will operate in single channel mode if the DIMM sockets are populated in one channel only.
- The system will operate in dual channel Asymmetric mode if the total memory capacity of the DIMMs in Channel A is not equal to the total memory capacity of the DIMMs in Channel B.
- The system will operate in a higher-performing dual channel Interleaved mode if the total memory capacity of the DIMMs in Channel A is equal to the total memory capacity of the DIMMs in Channel B. However, the technology and device width can vary between the channels. For example, if Channel A is populated with two 256MB DIMMS and Channel B is populated with one 512MB DIMM, the system will operate in Interleaved mode.

- In any mode, the maximum operational speed is determined by the slowest DIMM in the system. For example, if the system is populated with a DIMM that is 333 MHz and a second DIMM that is 400 MHz, the system will run at the slower of the two speeds.

There are four DIMM sockets on the system board, with two sockets per channel. The sockets are labeled XMM1, XMM2, XMM3, and XMM4. Sockets XMM1 and XMM2 operate in memory channel A. Sockets XMM3 and XMM4 operate in memory channel B.



DIMM Socket Locations

Item	Description	Socket Color
❶	DIMM socket XMM1, Channel A	Blue
❷	DIMM socket XMM2, Channel A	Black
❸	DIMM socket XMM3, Channel B	Blue
❹	DIMM socket XMM4, Channel B	Black

Installing DDR-SDRAM DIMMs



CAUTION: The memory module sockets have gold metal contacts. When upgrading the memory, it is important to use memory modules with gold metal contacts to prevent corrosion and/or oxidation resulting from having incompatible metals in contact with each other.



CAUTION: Static electricity can damage the electronic components of the computer or optional cards. Before beginning these procedures, ensure that you are discharged of static electricity by briefly touching a grounded metal object. Refer to [Appendix D, “Electrostatic Discharge”](#) for more information.



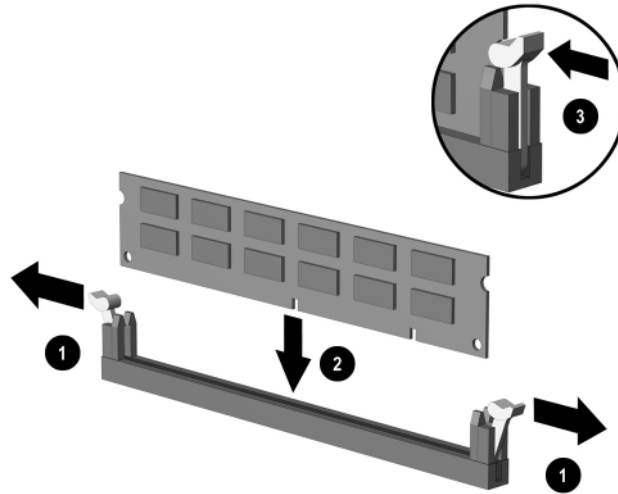
CAUTION: When handling a memory module, be careful not to touch any of the contacts. Doing so may damage the module.

1. If you have locked the Smart Cover Lock, restart the computer and enter Computer Setup to unlock the lock.
 2. Turn off the computer properly through the operating system, then turn off any external devices.
 3. Disconnect the power cord from the power outlet and disconnect any external devices.
 4. Remove the computer cover. Refer to [“Removing the Computer Cover.”](#)
 5. Locate the memory module sockets on the system board.
-



WARNING: To reduce risk of personal injury from hot surfaces, allow the internal system components to cool before touching.

6. Open both latches of the memory module socket ❶, then insert the memory module into the socket ❷.



Installing a DIMM



A memory module can be installed in only one way. Match the notch on the module with the tab on the memory socket.



For maximum performance, populate the sockets so that the memory capacity of Channel A is equal to the memory capacity of Channel B. For example, if you have one preinstalled DIMM in socket XMM1 and are adding a second DIMM, it is recommended that you install a DIMM of equal memory capacity into the XMM3 or XMM4 socket.

7. Push the module down into the socket, ensuring that the module is fully inserted and properly seated. Make sure the latches are in the closed position ❸.

8. Repeat steps 6 and 7 for any additional modules that you want to install.
9. Replace the computer cover.
10. If you normally lock the Smart Cover Lock, use Computer Setup to relock the lock and enable the Smart Cover Sensor.

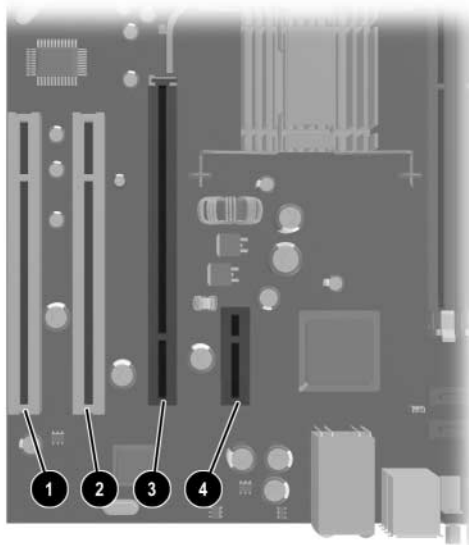
The computer automatically recognizes the additional memory the next time you power on the computer.

Installing an Expansion Card

The computer has two standard PCI expansion slots that can accommodate an expansion card up to 17.46 cm (6.875 inches) in length. The computer also has one PCI Express x1 expansion slot and one PCI Express x16 expansion slot.



The PCI and PCI Express slots support only low profile cards unless an optional riser is installed. The optional riser supports two full height standard PCI slots.



Expansion Slot Locations

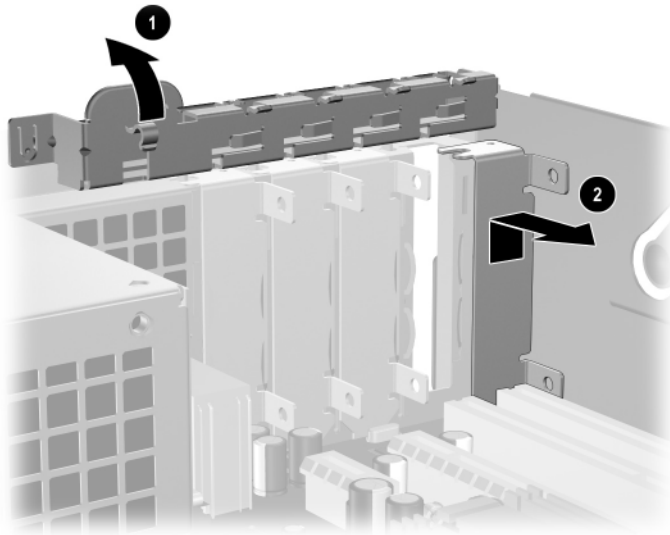
Item	Description
❶	PCI expansion slot
❷	PCI expansion slot
❸	PCI Express x16 expansion slot
❹	PCI Express x1 expansion slot



You can install a PCI Express x1, x4, x8, or x16 expansion card in the PCI Express x16 expansion slot.

To install an expansion card:

1. If you have locked the Smart Cover Lock, restart the computer and enter Computer Setup to unlock the lock.
2. Turn off the computer properly through the operating system, then turn off any external devices.
3. Disconnect the power cord from the power outlet and disconnect any external devices.
4. Remove the computer cover. Refer to “[Removing the Computer Cover](#).”
5. Identify the slot into which you want to insert the expansion card.
6. Release the slot cover retention latch that secures the PCI slot covers by lifting the green tab on the latch and rotating the latch to the open position ❶.
7. Remove the slot cover by sliding it up and out ❷.

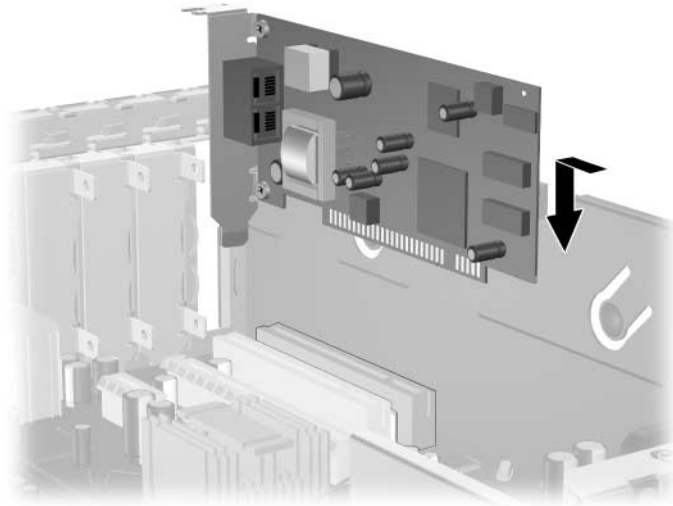


Removing the Expansion Slot Cover

8. Install the expansion card by sliding the card under the slot cover retention latch then pressing the card down into the slot on the system board.



Be sure not to scrape other components in the chassis when installing an expansion card.



Installing an Expansion Card

9. Rotate the slot cover retention latch back in place to secure the expansion card.



When you install an expansion card, make sure the metal bracket on the card slides into the slot on the back of the computer then press down firmly on the card so that the whole connector seats properly in the expansion card slot.

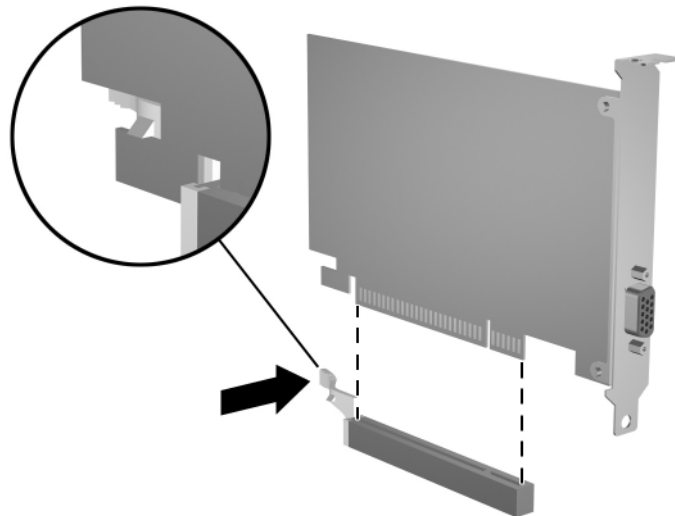


CAUTION: All expansion card slots on the rear of the computer must contain either an expansion card or slot cover for proper cooling of internal components during operation.

Removing a PCI Express Expansion Card

To remove a PCI Express expansion card:

1. If you have locked the Smart Cover Lock, restart the computer and enter Computer Setup to unlock the lock.
2. Turn off the computer properly through the operating system, then turn off any external devices.
3. Disconnect the power cord from the power outlet and disconnect any external devices.
4. Remove the computer cover. Refer to [“Removing the Computer Cover.”](#)
5. Release the slot cover retention latch on the back of the computer that secures the PCI slot covers by lifting the green tab on the latch and rotating the latch to the open position.
6. Pull the retention arm on the back of the PCI Express expansion socket away from the card and carefully rock the card back and forth until the connectors pull free from the socket. Pull the expansion card straight up from the socket then away from the inside of the chassis. Be sure not to scrape the card against the other components.



Removing a PCI Express Expansion Card

7. Store the card in anti-static packaging.
8. If you are not installing a new expansion card, install an expansion slot cover to close the open slot.
9. Rotate the slot cover retention latch back in place to secure the expansion cards and expansion slot covers.



CAUTION: All expansion card slots on the rear of the computer must contain either an expansion card or slot cover for proper cooling of internal components during operation.

Installing Additional Drives

The computer has two external drive bays. When installing additional drives, follow these guidelines:

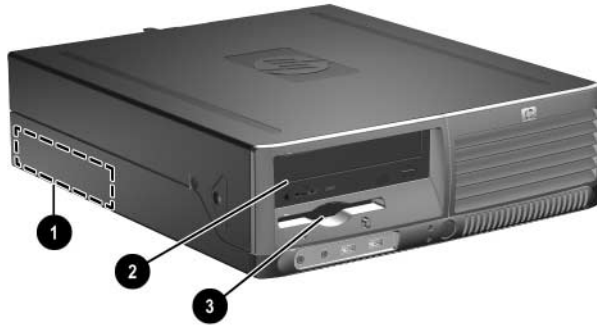
- The primary Serial ATA (SATA) hard drive should be connected to the primary SATA controller on the system board (labeled P60 SATA 0). Connect a second SATA hard drive to the secondary SATA controller on the system board (labeled P61 SATA 1).
- Connect Parallel ATA (PATA) expansion devices, such as optical, IDE tape, and Zip drives, to the PATA controller (labeled P20 PRIMARY IDE) using a standard 80-conductor cable.
- Install guide screws to ensure the drive will line up correctly in the drive cage and lock in place. HP has provided extra guide screws (four 6-32 standard screws and four M3 metric screws), installed in the front of the chassis, under the computer cover. The hard drive uses 6-32 standard screws. All other drives use M3 metric screws. The HP-supplied metric screws are black and the HP-supplied standard screws are silver.



CAUTION: To prevent loss of work and damage to the computer or drive:

- If you are inserting or removing a hard drive, shut down the operating system properly, then turn off the computer. Do not remove a hard drive while the computer is on or in standby mode.
 - Before handling a drive, ensure that you are discharged of static electricity. While handling a drive, avoid touching the connector. For more information about preventing electrostatic damage, see [Appendix D, "Electrostatic Discharge."](#)
 - Handle a drive carefully; do not drop it.
 - Do not use excessive force when inserting a drive.
 - Avoid exposing a hard drive to liquids, temperature extremes, or products that have magnetic fields such as monitors or speakers.
 - If a drive must be mailed, place the drive in a bubble-pack mailer or other suitable protective packaging and label the package "Fragile: Handle With Care."
-

Locating Drive Positions



Drive Positions

-
- ❶ 3.5-inch, internal, standard hard drive bay

 - ❷ 5.25-inch drive bay for optional drives

 - ❸ 3.5-inch drive bay (1.44-MB diskette drive shown)*
-

*If the computer has a 1.44-MB diskette drive installed, it will be configured with a diskette drive bezel (PN 360189-001) as shown in the illustration. If the computer contains an empty 3.5-inch drive bay, then a bezel blank (PN 358797-001) will be installed on the computer instead. If you do not have a drive in this slot, you may choose to install a 3.5-inch device (such as a diskette drive, hard drive, or Zip drive) later on. However, to install a 3.5-inch device other than a diskette drive or hard drive, you must order the 3.5-inch device bezel (PN 358796-001).

To verify the type, size, and capacity of the storage devices installed in the computer, run Computer Setup. Refer to the *Computer Setup (F10) Utility Guide* on the *Documentation CD* for more information.

Removing an Optical Drive



CAUTION: All removable media should be taken out of the drives before removing the drive from the computer.

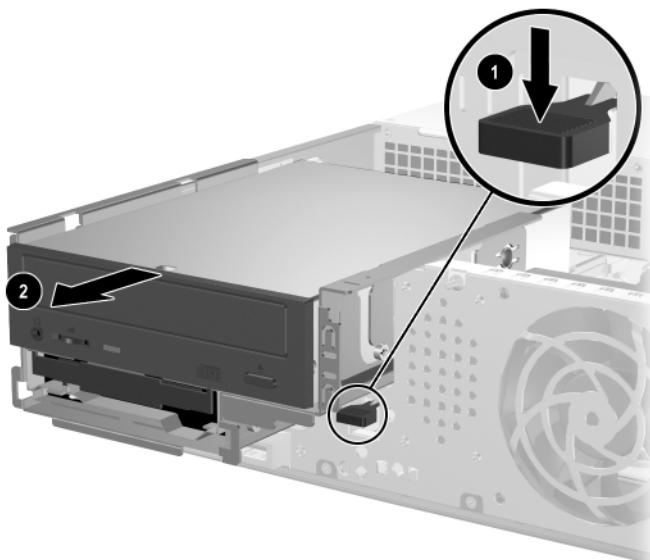


An optical drive is a CD-ROM, CD-R/RW, DVD-ROM, DVD+R/RW, or CD-RW/DVD Combo drive.

To remove an optical drive:

1. If you have locked the Smart Cover Lock, restart the computer and enter Computer Setup to unlock the lock.
2. Turn off the computer properly through the operating system, then turn off any external devices.
3. Disconnect the power cord from the power outlet and disconnect any external devices.
4. Remove the computer cover. Refer to [“Removing the Computer Cover.”](#)

5. Press down on the green latch located on the front of the chassis next to the drives ❶. This disengages the drive cage.
6. Slide the drive cage forward until it stops ❷. This unlocks the drive.



Disengaging the Drive Cage

7. Disconnect the power and data cables from the rear of the optical drive.



Disconnecting the Power and Data Cables

8. Slide the optical drive forward and lift it up and out of the drive cage.



Removing the Optical Drive



To replace the optical drive, reverse the removal procedure. When replacing a drive, transfer the four guide screws from the old drive to the new one. The screws take the place of drive rails.

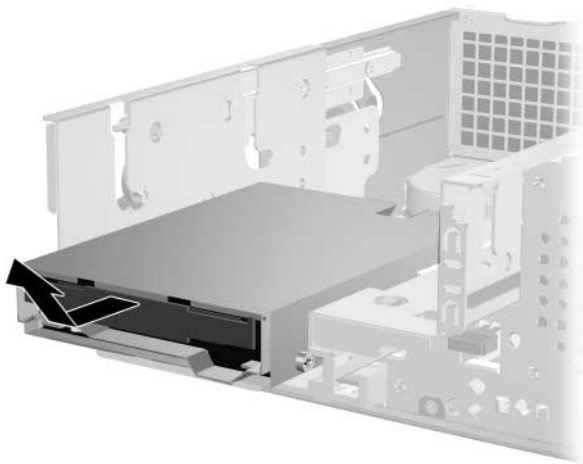
Removing a Diskette Drive



CAUTION: All removable media should be taken out of the drives before removing the drive from the computer.

The diskette drive is located underneath the optical drive. To remove the diskette drive:

1. Follow the procedure in the above section, “[Removing an Optical Drive](#),” to remove the optical drive and access the diskette drive.
2. Disconnect the data and power cables from the rear of the diskette drive.
3. Slide the diskette drive forward and lift it up and out of the drive cage.



Removing the Diskette Drive



To replace the diskette drive, reverse the removal procedure. When replacing a drive, transfer the four guide screws from the old drive to the new one. The screws take the place of drive rails.

Installing an Optional Optical Drive

To install an optional optical drive:

1. If you have locked the Smart Cover Lock, restart the computer and enter Computer Setup to unlock the lock.
2. Turn off the computer properly through the operating system, then turn off any external devices.
3. Disconnect the power cord from the power outlet and disconnect any external devices.
4. Remove the computer cover. Refer to [“Removing the Computer Cover.”](#)
5. Install two M3 metric guide screws in the lower holes on each side of the drive. HP has provided four extra M3 metric guide screws on the front of the chassis, under the computer cover. The M3 metric guide screws are black.



CAUTION: Use only 3/16-inch or 5-mm long screws as guide screws. Longer screws can damage the internal components of the drive.

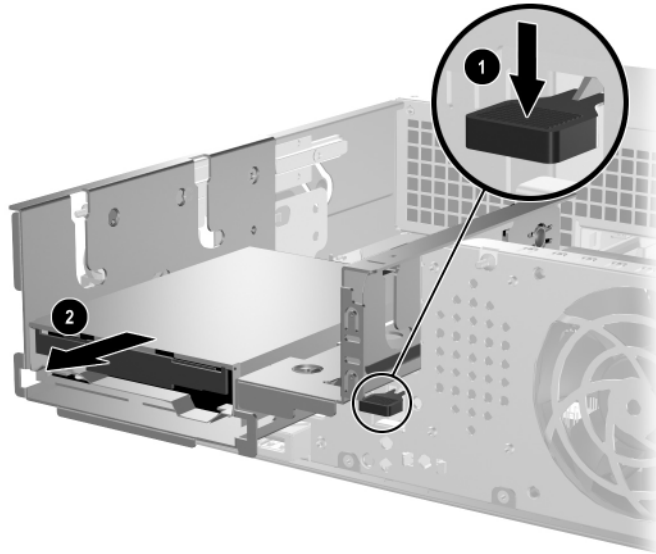


When replacing the drive, transfer the four M3 metric guide screws from the old drive to the new one. The screws take the place of drive rails.



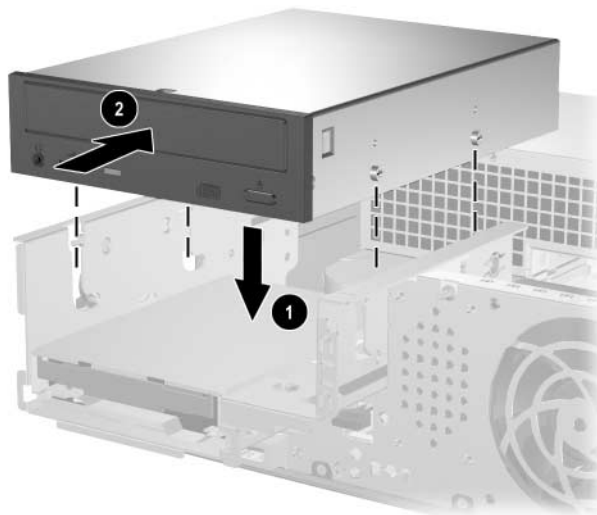
Installing Guide Screws in the Optical Drive

6. Press down on the green latch located on the front of the chassis next to the drives ❶. This disengages the drive cage.
7. Slide the drive cage forward until it stops ❷. This unlocks the drive.



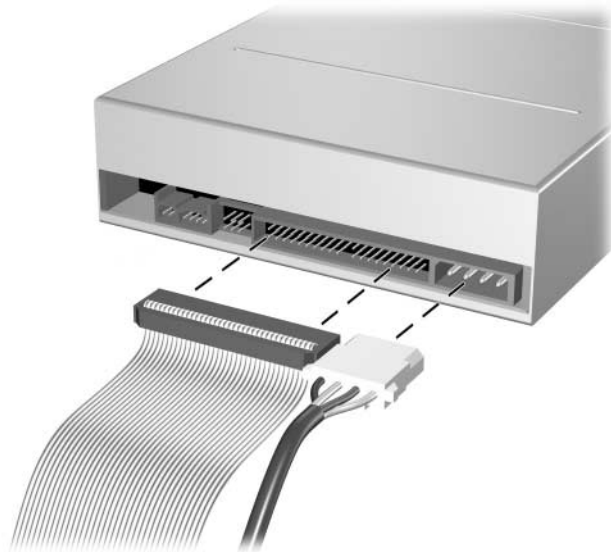
Disengaging the Drive Cage

8. Position the guide screws on the drive into the J-slots in the drive bay **1**. Then, slide the drive toward the rear of the computer **2** to secure the drive in the J slots.



Installing the Optical Drive

9. Connect the data cable to the system board.
10. Connect the power and data cables to the rear of the optical drive.



Connecting the Power and Data Cables

11. Slide the drive and drive cage all the way back into the chassis until the drive cage locks into position.



The drive automatically locks in the drive cage when the drive cage is slid back.

12. Replace the computer cover.

The system automatically recognizes the drive and reconfigures the computer.



CAUTION: When servicing the computer, ensure that cables are placed in their proper locations during the reassembly process. Improper cable placement can damage the computer.

Upgrading the SATA Hard Drive

Removing and Replacing the Hard Drive

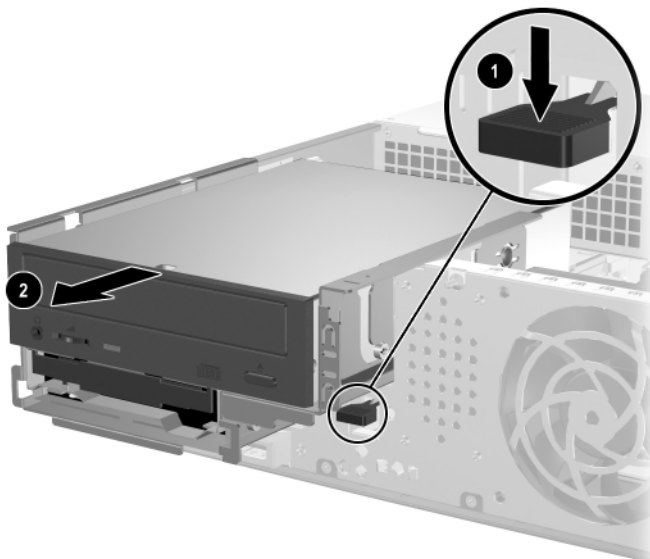


Make sure to back up the data on the old hard drive before removing it so that you can install the data onto the new hard drive.

The preinstalled 3.5-inch hard drive is located under the power supply. To remove and replace the hard drive:

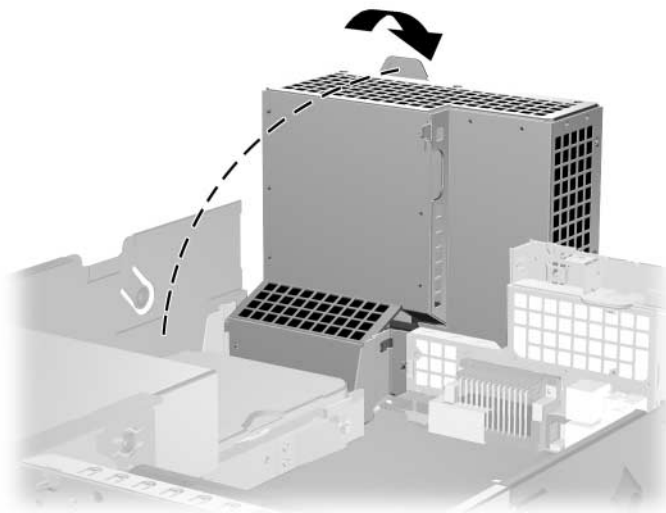
1. If you have locked the Smart Cover Lock, restart the computer and enter Computer Setup to unlock the lock.
2. Turn off the computer properly through the operating system, then turn off any external devices.
3. Disconnect the power cord from the power outlet and disconnect any external devices.
4. Remove the computer cover. Refer to [“Removing the Computer Cover.”](#)

5. Press down on the green latch located on the front of the chassis next to the optical drive ❶ and slide the optical drive cage forward ❷.



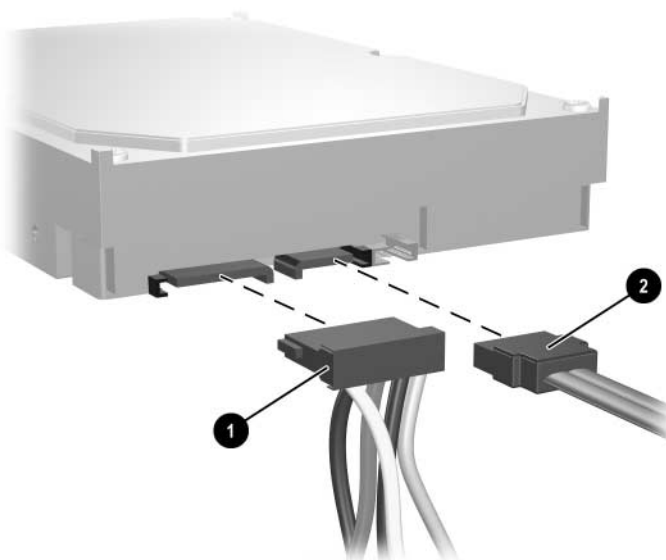
Sliding the Optical Drive Forward

6. Rotate the power supply cage to the upright position.



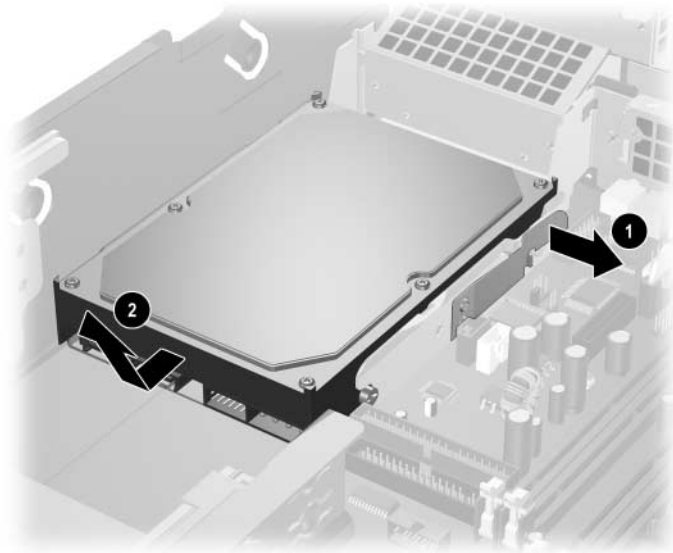
Raising the Power Supply Cage

7. Disconnect the power cable ❶ and data cable ❷ from the back of the hard drive.



Disconnecting the Hard Drive Power Cable and Data Cable

8. Pull the tab that locks the drive in place away from the drive ①, slide the hard drive toward the front of the computer, then lift the drive up and out of the bay ②.



Removing the Hard Drive

9. To install a hard drive, reverse the above procedure.



The replacement hard drive kit includes several data cables. Make sure to use the cable that is exactly the same as the factory-installed cable.



If the system has only one SATA hard drive, the data cable must be connected to the connector labeled P60 SATA 0 first to avoid any hard drive performance problems.



When replacing the hard drive, transfer the four screws from the old drive to the new one. The screws take the place of drive rails. You will need a Torx T-15 screwdriver to remove and re-install the guide screws. HP has provided four extra 6-32 standard guide screws on the front of the chassis, under the computer cover. The 6-32 standard guide screws are silver.



If you replaced the primary hard drive, insert the *Restore Plus!* CD to restore the operating system, software drivers, and any software applications that were preinstalled on the computer. Follow the instructions in the guide included with the *Restore Plus!* CD. When the restore process has completed, reinstall any personal files that you backed up before replacing the hard drive.

Installing a Drive into the 3.5-inch Drive Bay

Depending on the computer configuration, the 3.5-inch drive bay on the front of the computer may be configured with a diskette drive or it may be an empty drive bay. The type of bezel covering the drive bay will vary depending on the original computer configuration.

If the computer was not configured with the optional diskette drive, you can install a 3.5-inch device, such as a diskette drive or hard drive, into the drive bay at any time.



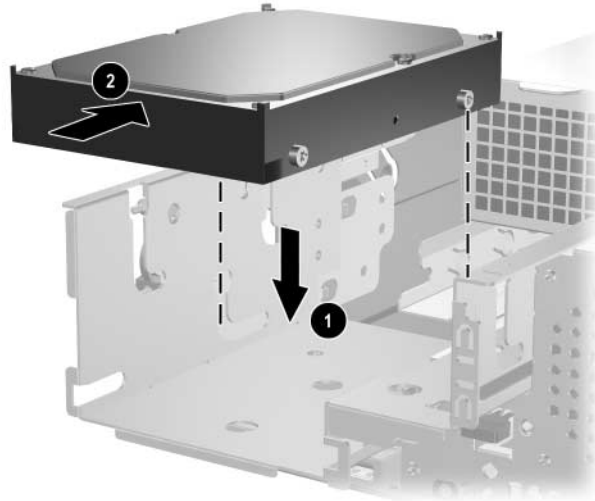
The type of bezel you need will depend on the type of device you plan to install. If you are installing a diskette drive, you must install a diskette drive bezel (PN 360189-001). If you are installing a hard drive, you must install a bezel blank (PN 358797-001). If you are installing a 3.5-inch device other than a diskette drive or hard drive, you must install the 3.5-inch device bezel (PN 358796-001). Contact an authorized HP reseller or service provider to order the appropriate bezel when reconfiguring the computer.

The 3.5-inch bay is located underneath the optical drive. To install a drive into the 3.5-inch bay:



Install guide screws to ensure the drive will line up correctly in the drive cage and lock in place. HP has provided extra guide screws (four 6-32 standard screws and four M3 metric screws), installed in the front of the chassis, under the computer cover. The hard drive uses 6-32 standard screws. All other drives use M3 metric screws. The HP-supplied M3 metric screws are black and the HP-supplied 6-32 standard screws are silver.

1. Follow the procedure described in the “[Removing an Optical Drive](#)” section to remove the optical drive and access the 3.5-inch drive bay.
2. Position the guide screws on the drive into the J-slots in the drive bay ❶. Then, slide the drive toward the rear of the computer ❷ to secure the drive in the J slots.



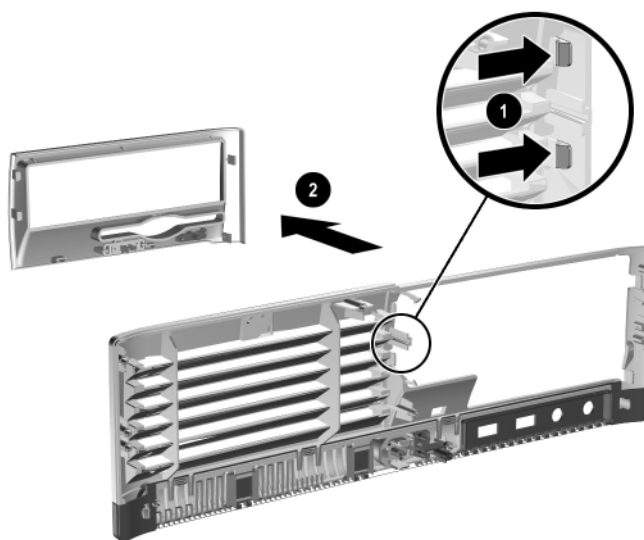
Installing a Drive into the 3.5-inch Drive Bay (Hard Drive shown)

3. Slide the drive cage back into the chassis until it locks into place.

4. Connect the power and data cables to the rear of the drive. If installing a second hard drive, connect the other end of the data cable to the system board connector labeled P61 SATA 1.
5. Remove the drive bezel by pushing the two tabs on one side of the larger front bezel inward **1** and rotating the drive bezel away from the larger front bezel **2**.



The type of bezel will vary depending on the computer configuration.



Removing a Drive Bezel (Diskette Drive Bezel shown)

6. Replace the removed drive bezel with the appropriate bezel by pushing the bezel into place.



The type of bezel you need will depend on the type of device you are installing. If you are installing a diskette drive, you must install a diskette drive bezel (PN 360189-001). If you are installing a hard drive, you must install a bezel blank (PN 358797-001) as shown in the illustration below. If you are installing a 3.5-inch device other than a diskette drive or hard drive, you must install the 3.5-inch device bezel (PN 358796-001). Contact an authorized HP reseller or service provider to order the appropriate bezel when reconfiguring the computer.



Installing a Drive Bezel (Bezel Blank for Hard Drive shown)

7. Replace the computer cover.

Working with the MultiBay Option

The MultiBay option is a special drive bay that supports a variety of optional 12.7-mm removable drives, including:

- MultiBay CD-ROM Drive*
- MultiBay CD-RW Drive
- MultiBay DVD-ROM Drive
- MultiBay CD-RW/DVD-ROM Combo Drive
- MultiBay SMART Hard Drive

* Can be hot-plugged or hot-swapped



The installation procedure for installing the MultiBay option is the same as described for installing an optical drive. Refer to [“Installing an Optional Optical Drive”](#) for details.



When installing the MultiBay option, connect the data cable to a PATA connector on the system board that is not being used by another device. Otherwise, a POST error message will occur.



CAUTION: To prevent loss of work and damage to the computer or a drive:

- Before handling a drive, ensure that you are discharged of static electricity. While handling a drive, avoid touching the connector.
 - Before traveling with, shipping, storing, or removing a drive other than a hard drive, make sure that no media, such as a CD-ROM or DVD-ROM, is in the drive and that the media tray is closed.
 - Handle a drive carefully: do not use excessive force when inserting it, do not drop it, and do not press on the top cover.
 - Avoid exposing a hard drive to liquids, temperature extremes, or products that have magnetic fields such as monitors or speakers.
 - If a drive must be mailed, place the drive in a bubble-pack mailer or other suitable protective packaging and label the package “Fragile: Handle with Care.”
-

“Hot-Plugging” or “Hot-Swapping” MultiBay Drives



CAUTION: To prevent damage to the computer, the drive, and any data stored on the drive: Before inserting or removing a hard drive, shut down the computer. Never remove a hard drive while the computer is on or on standby. To ensure that the computer is not on standby, turn the computer on, then shut it down.

If the computer is running a preinstalled operating system supplied by HP, you can insert or remove a CD-ROM drive while the computer is on, off, or on standby.



CAUTION: After inserting an optical drive while the computer is turned on, restart the computer to ensure the optical drive functions correctly if it uses recording, backup, or video playback software applications.

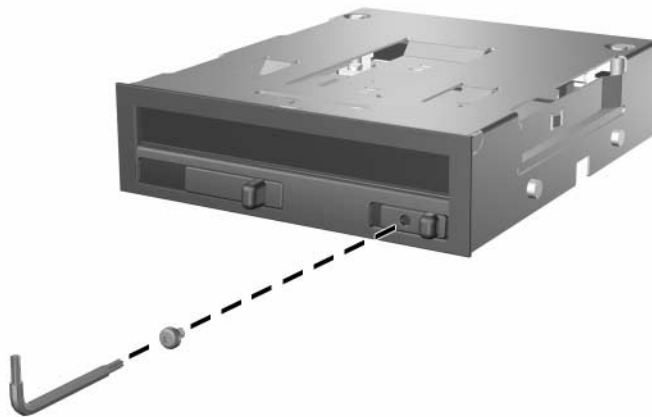
Uninstalling the MultiBay Security Screw

When installed, the MultiBay security screw disables the MultiBay eject lever, so that a drive installed in the MultiBay cannot be removed.

To remove a drive installed in the MultiBay, you must first remove the security screw, if installed, using the FailSafe Key.



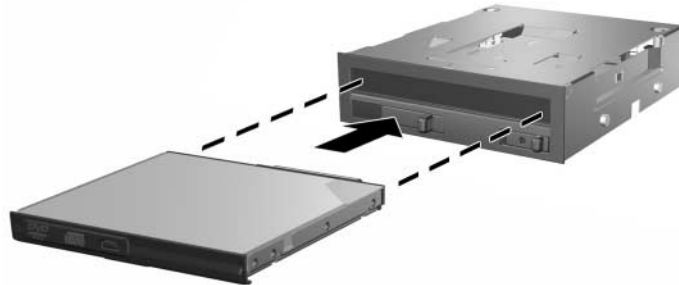
If a FailSafe Key was not provided with the computer, contact an authorized HP reseller or service provider. Order PN 166527-001 for the wrench-style key or PN 166527-002 for the screwdriver bit key.



Uninstalling the MultiBay Security Screw (Wrench-Style Key shown)

Inserting a Drive into the MultiBay

1. Remove any removable media, such as a compact disc, from the drive.
2. If you are not hot-swapping a CD-ROM drive, exit all software applications, shut down the operating system software, and turn off the computer.
3. With the top of the drive facing up and the drive connector facing the computer, slide the drive into the MultiBay and push firmly to ensure that the electrical connector is properly seated.



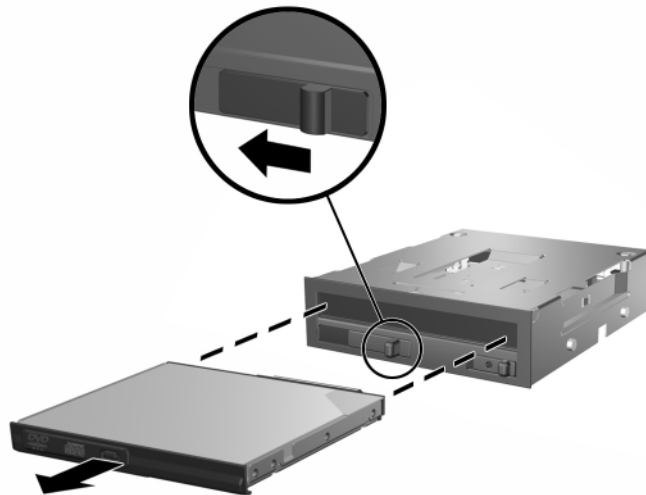
Inserting a Drive into the MultiBay

4. After inserting an optical drive while the computer is turned on, restart the computer to ensure the optical drive functions correctly if it uses recording, backup, or video playback software applications.
5. Install the MultiBay security screw, if desired. Refer to [“Uninstalling the MultiBay Security Screw”](#) for more information.

If the device does not start, ensure that the necessary device drivers are installed on the system. If they are not available, they may be downloaded, at no cost, from the HP Web site at www.hp.com.

Removing a Drive from the MultiBay

1. Remove any removable media, such as a compact disc, from the drive.
2. Before removing an optical drive, stop the drive using the **Safely Remove Hardware** icon on the Windows task bar.
3. If you are not hot-swapping a CD-ROM drive, exit all software applications, shut down the operating system software, and turn off the computer.
4. Remove the MultiBay security screw, if it has been installed. Refer to the [“Uninstalling the MultiBay Security Screw”](#) section for instructions on removing the MultiBay security screw.
5. Slide the eject lever to the left to eject the drive from the MultiBay.



Removing a Drive from the MultiBay

Partitioning and Formatting a MultiBay Hard Drive



You must be logged on as an Administrator or a member of the Administrators group in order to complete this procedure.

1. Exit all software applications, shut down the operating system software, and turn off the computer.
2. Insert the MultiBay hard drive into the MultiBay. Refer to [“Inserting a Drive into the MultiBay”](#) for more information.
3. Turn on the computer.
4. Click **Start**.
5. Right-click **My Computer**, then click **Manage**.
6. Click **Storage**, then double-click **Disk Management**.
7. Right-click the MultiBay hard drive, then click **Partition**. Carefully read and respond to any prompts that appear on the screen.

Refer to the online Help (click **Action > Help**) for additional information.

Specifications

Ensure at least 4 inches (10.2 cm) of space on all sides remains clear and free of obstructions.

HP Compaq Small Form Factor

Desktop Dimensions

Height	3.95 inches	10.3 cm
Width	13.3 inches	33.78 cm
Depth (depth will increase if the computer is equipped with a port security bracket)	14.9 inches	37.85 cm

Approximate Weight

21 lb	9.53 kg
-------	---------

Temperature Range

Operating	50° to 95° F	10° to 35° C
Nonoperating	-22° to 140° F	-30° to 60° C

Relative Humidity (noncondensing)

Operating	10–90%	10–90%
Nonoperating (38.7° C max wet bulb)	5–95%	5–95%

Maximum Altitude (unpressurized)

Operating	10,000 ft	3048 m
Nonoperating	30,000 ft	9144 m



Operating temperature is derated 1.0° C per 300 m (1000 ft) to 3000 m (10,000 ft) above sea level, no direct sustained sunlight. Maximum rate of change is 10° C/Hr. The upper limit may be limited by the type and number of options installed.

HP Compaq Small Form Factor *(Continued)*

Power Supply

Operating Voltage Range*	90–264 VAC	90–264 VAC
Rated Voltage Range	100–240 VAC	100–240 VAC
Rated Line Frequency	50–60 Hz	50–60 Hz

Power Output

240 W	240 W
-------	-------

Rated Input Current (maximum)*

5A @ 100 VAC	2.5A @ 200 VAC
--------------	----------------

Heat Dissipation

Maximum	1260 BTU/hr	318 kg-cal/hr
Typical (idle)	340 BTU/hr	86 kg-cal/hr

*This system utilizes an active power factor corrected power supply. This allows the system to pass the CE mark requirements for use in the countries of the European Union. The active power factor corrected power supply also has the added benefit of not requiring an input voltage range select switch.

Battery Replacement

The battery that comes with the computer provides power to the real-time clock. When replacing the battery, use a battery equivalent to the battery originally installed in the computer. The computer comes with a 3-volt lithium coin cell battery.



The lifetime of the lithium battery can be extended by plugging the computer into a live AC wall socket. The lithium battery is only used when the computer is NOT connected to AC power.



WARNING: The computer contains an internal lithium manganese dioxide battery. There is a risk of fire and burns if the battery is not handled properly. To reduce the risk of personal injury:

- Do not attempt to recharge the battery.
 - Do not expose to temperatures higher than 60° C (140° F).
 - Do not disassemble, crush, puncture, short external contacts, or dispose of in fire or water.
 - Replace the battery only with the HP spare designated for this product.
-



CAUTION: Before replacing the battery, it is important to back up the computer CMOS settings. When the battery is removed or replaced, the CMOS settings will be cleared. Refer to the *Troubleshooting Guide* on the *Documentation CD* for information on backing up the CMOS settings.



Batteries, battery packs, and accumulators should not be disposed of together with the general household waste. In order to forward them to recycling or proper disposal, please use the public collection system or return them to HP, their authorized partners, or their agents.



CAUTION: Static electricity can damage the electronic components of the computer or optional equipment. Before beginning these procedures, ensure that you are discharged of static electricity by briefly touching a grounded metal object.

1. If you have locked the Smart Cover Lock, use Computer Setup to unlock the lock and disable the Smart Cover Sensor.
 2. Turn off the computer properly through the operating system, then turn off any external devices. Disconnect the power cord from the power outlet and disconnect any external devices. Then remove the computer cover.
-

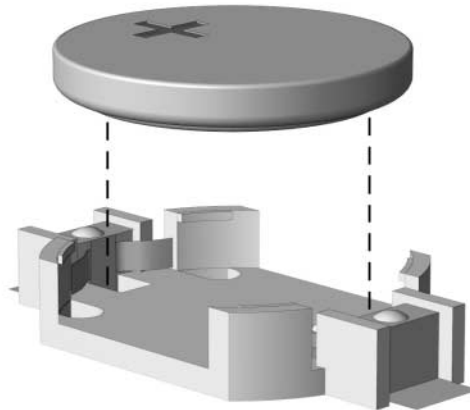


It may be necessary to remove an expansion card to gain access to the battery.

3. Locate the battery and battery holder on the system board.
4. Depending on the type of battery holder on the system board, complete the following instructions to replace the battery.

Type 1

- a. Lift the battery out of its holder.

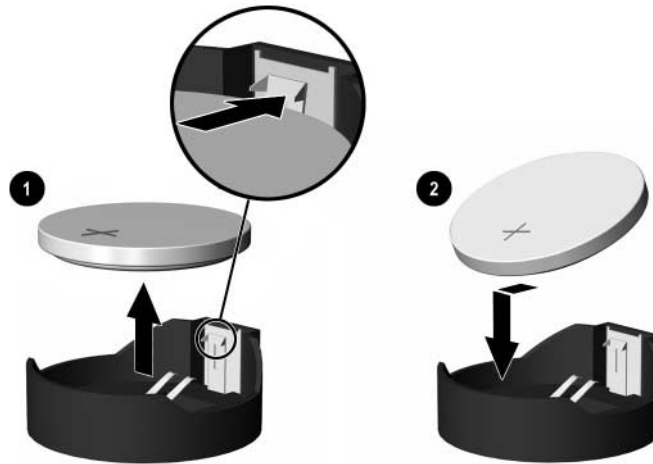


Removing a Coin Cell Battery (Type 1)

- b. Slide the replacement battery into position, positive side up. The battery holder automatically secures the battery in the proper position.

Type 2

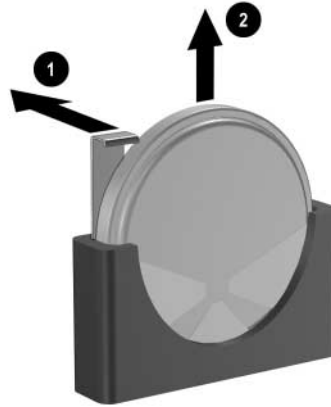
- a. To release the battery from its holder, squeeze the metal clamp that extends above one edge of the battery. When the battery pops up, lift it out ❶.
- b. To insert the new battery, slide one edge of the replacement battery under the holder's lip with the positive side up. Push the other edge down until the clamp snaps over the other edge of the battery ❷.



Removing and Replacing a Coin Cell Battery (Type 2)

Type 3

- a. Pull back on the clip ❶ that is holding the battery in place, and remove the battery ❷.
- b. Insert the new battery and position the clip back into place.



Removing a Coin Cell Battery (Type 3)



After the battery has been replaced, use the following steps to complete this procedure.

5. Replace the computer cover.
6. Plug in the computer and turn on power to the computer.
7. Reset the date and time, your passwords, and any special system setups, using Computer Setup. Refer to the *Computer Setup (F10) Utility Guide* on the *Documentation CD*.
8. If you normally lock the Smart Cover Lock, use Computer Setup to relock the lock and enable the Smart Cover Sensor.

Security Lock Provisions

Installing a Security Lock

The security locks displayed below and on the following pages can be used to secure the computer.



A port security bracket (not shown) is also available. Go to www.hp.com for more information.

Cable Lock

If present, insert the cable lock in the location shown below.



Installing a Cable Lock

Padlock



Installing a Padlock

Universal Chassis Clamp Lock

Without Security Cable

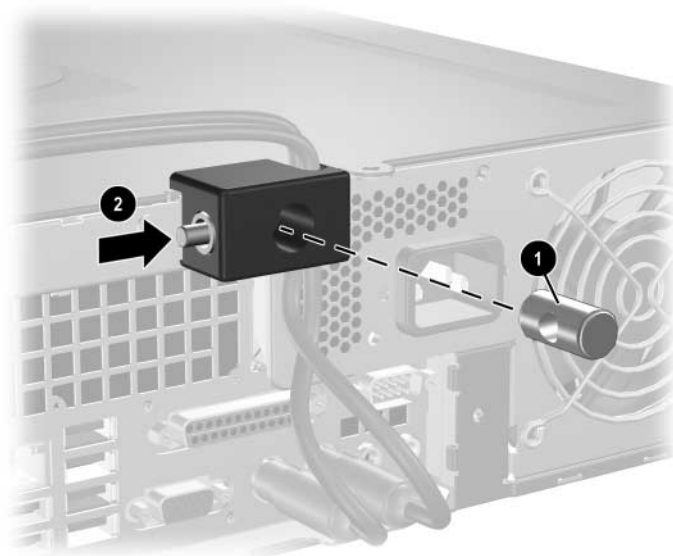
1. Thread the keyboard and mouse cables through the lock.



2. Screw the lock to the chassis using the screw provided.



3. Insert the plug into the lock ❶ and push the button in ❷ to engage the lock. Use the key provided to disengage the lock.



With Security Cable

1. Fasten the security cable by looping it around a stationary object.



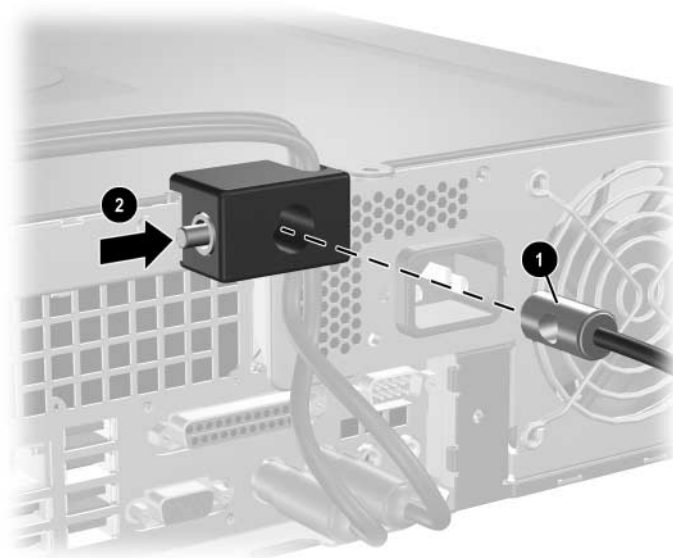
2. Thread the keyboard and mouse cables through the lock.



3. Screw the lock to the chassis using the screw provided.



4. Insert the plug end of the security cable into the lock ❶ and push the button in ❷ to engage the lock. Use the key provided to disengage the lock.



Electrostatic Discharge

A discharge of static electricity from a finger or other conductor may damage system boards or other static-sensitive devices. This type of damage may reduce the life expectancy of the device.

Preventing Electrostatic Damage

To prevent electrostatic damage, observe the following precautions:

- Avoid hand contact by transporting and storing products in static-safe containers.
- Keep electrostatic-sensitive parts in their containers until they arrive at static-free workstations.
- Place parts on a grounded surface before removing them from their containers.
- Avoid touching pins, leads, or circuitry.
- Always be properly grounded when touching a static-sensitive component or assembly.

Grounding Methods

There are several methods for grounding. Use one or more of the following methods when handling or installing electrostatic-sensitive parts:

- Use a wrist strap connected by a ground cord to a grounded workstation or computer chassis. Wrist straps are flexible straps with a minimum of 1 megohm +/- 10 percent resistance in the ground cords. To provide proper ground, wear the strap snug against the skin.

- Use heelstraps, toestraps, or bootstraps at standing workstations. Wear the straps on both feet when standing on conductive floors or dissipating floor mats.
- Use conductive field service tools.
- Use a portable field service kit with a folding static-dissipating work mat.

If you do not have any of the suggested equipment for proper grounding, contact an HP authorized dealer, reseller, or service provider.



For more information on static electricity, contact an HP authorized dealer, reseller, or service provider.

Routine Computer Care and Shipping Preparation

Routine Computer Care

Follow these suggestions to take care of the computer and monitor:

- Operate the computer on a sturdy, level surface. Leave a 10.2-cm (4-inch) clearance at the back of the system unit and above the monitor to permit the required airflow.
- Never operate the computer with the cover or side panel removed.
- Never restrict the airflow into the computer by blocking the front vents or air intake. Do not place the keyboard, with the keyboard feet down, directly against the front of the desktop unit as this also restricts airflow.
- Keep the computer away from excessive moisture, direct sunlight, and extremes of heat and cold. For information about the recommended temperature and humidity ranges for the computer, refer to [Appendix A, “Specifications”](#) in this guide.
- Keep liquids away from the computer and keyboard.
- Never cover the ventilation slots on the monitor with any type of material.
- Turn off the computer before you do either of the following:
 - ❑ Wipe the exterior of the computer with a soft, damp cloth as needed. Using cleaning products may discolor or damage the finish.
 - ❑ Occasionally clean the air vents on the front and back of the computer. Lint and other foreign matter can block the vents and limit the airflow.

Optical Drive Precautions

Be sure to observe the following guidelines while operating or cleaning the optical drive.

Operation

- Do not move the drive during operation. This may cause it to malfunction during reading.
- Avoid exposing the drive to sudden changes in temperature, as condensation may form inside the unit. If the temperature suddenly changes while the drive is on, wait at least one hour before you turn off the power. If you operate the unit immediately, it may malfunction while reading.
- Avoid placing the drive in a location that is subject to high humidity, extreme temperatures, mechanical vibration, or direct sunlight.

Cleaning

- Clean the panel and controls with a soft, dry cloth or a soft cloth lightly moistened with a mild detergent solution. Never spray cleaning fluids directly on the unit.
- Avoid using any type of solvent, such as alcohol or benzene, which may damage the finish.

Safety

If any object or liquid falls into the drive, immediately unplug the computer and have it checked by an authorized HP service provider.

Shipping Preparation

Follow these suggestions when preparing to ship the computer:

1. Back up the hard drive files on PD discs, tape cartridges, CDs, or diskettes. Be sure that the backup media is not exposed to electrical or magnetic impulses while stored or in transit.



The hard drive locks automatically when the system power is turned off.

2. Remove and store any program diskettes from the diskette drives.
3. Insert a blank diskette into the diskette drive to protect the drive while in transit. Do not use a diskette on which you have stored or plan to store data.
4. Turn off the computer and external devices.
5. Disconnect the power cord from the electrical outlet, then from the computer.
6. Disconnect the system components and external devices from their power sources, then from the computer.



Ensure that all boards are seated properly and secured in the board slots before shipping the computer.

7. Pack the system components and external devices in their original packing boxes or similar packaging with sufficient packing material to protect them.



For environmental nonoperating ranges, see [Appendix A, “Specifications”](#) in this guide.

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