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# Upgrade to Windows 8.1

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## Introduction

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Use the included media to upgrade “Windows 7 Professional SP1 64-bit” (preinstalled) to “Windows 8.1 Pro 64-bit”.

### ■ Terms and illustrations in these instructions

- : Reference to the on-screen manuals.
- In these instructions, the names are referred as follows.
  - “Windows® 7 Professional 64-bit Service Pack 1” as “Windows” or “Windows 7”
  - “Windows® 8.1 Pro 64-bit” as “Windows” or “Windows 8.1”

### ■ Accessories

- **Recovery DVD (Windows 8.1 Pro) .....** 2 discs / 1 set  
In these instructions, the names are referred as follows.
  - “Recovery DVD (Windows 8.1 Pro)” as “DVD for Installation”


# Upgrading to Windows 8.1



## Preparation

- Prepare the following items:
  - DVD for Installation
  - USB DVD drive (optional) (refer to recent catalogs and other sources for information about the products available)
  - <Only for model with TPM> External keyboard
- Remove all peripherals (except for the USB DVD drive).
- Connect the AC adaptor and do not remove it until installation is complete.

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### CAUTION

- Create Windows 7 recovery discs before installing Windows 8.1 using the “DVD for Installation”. (→  *Reference Manual* “Recovery Disc Creation Utility”)  
These are necessary when you want to downgrade to Windows 7.
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- 1 Connect the DVD drive to the USB port.**
- 2 Turn on the computer, and press  (Rotation lock) button while [Panasonic] boot screen is displayed.**  
The Setup Utility starts up.
  - If the password is requested, enter the Supervisor Password.
- 3 Write down all of the contents of the Setup Utility and touch [Exit] and double-touch [Load Default Values].**  
At the confirmation message, touch [Yes].
- 4 Check the [UEFI Boot] setting of the Setup Utility.**  
When installing Windows 8.1: [Enabled]
- 5 Set the DVD for Installation into the DVD drive.**
- 6 Touch [Exit] and double-touch [Save Values and Reboot].**  
At the confirmation message, touch [Yes].  
The computer will restart.
- 7 Press  (Rotation lock) button while [Panasonic] boot screen is displayed.**  
The Setup Utility starts up.
  - If the password is requested, enter the Supervisor Password.
- 8 Touch [Exit], then double-touch your DVD drive in [Boot Override].**  
The computer will restart.
- 9 Touch [Reinstall Windows.] and touch [Next].**
- 10 Touch [YES].**
- 11 At the License Agreement screen, touch [Yes, I agree to the provisions above and wish to continue!] and touch [Next].**

## 12 Touch [Next].

If the option is displayed, select the setting and touch [Next].

- [Reinstall Windows to the System Disk to factory default.]  
Select this option when you want to install Windows to the factory default. After installation, you can create a new partition. For how to create a new partition, refer to “To change the partition structure” (→ page 5).
- [Reinstall to the OS related partitions.]\*<sup>1</sup>  
Select this option when the flash memory has already been divided into several partitions. For how to create a new partition, refer to “To change the partition structure” (→ page 5). You can keep the partition structure.

\*<sup>1</sup> This does not appear if Windows cannot be installed to the recovery partition and the area usable by Windows.

## 13 At the confirmation message, touch [YES].

Installation starts according to the instructions on the screen. (It will take approximately 30 - 45 minutes.)

- Do not interrupt installation, for example by turning off the computer.  
Otherwise installation may become unavailable as Windows may not start up or the data may be corrupted.

## 14 When the [Insert No.2 Media into optical drive.] message is displayed, replace with the other disc and then touch [OK].

## 15 When Ending process screen is displayed, remove the DVD for Installation and DVD Drive and then touch [OK].

Follow the on-screen instructions.

Some models may take approximately 40 minutes.

## 16 Perform the “First-time Operation” (→ page 4).

### NOTE

- The date and time, and the time zone may not be correct. Be sure to set them correctly.

## 17 Start the Setup Utility and change the settings as necessary.

## 18 Perform Windows Update.

## 19 <Only for model with TPM> Clear TPM.

- ① Connect the external keyboard.
- ② Flick from the middle of the Start screen to the top.
- ③ Touch [Run] under “Windows System”, input [tpm.msc] and touch [OK].
- ④ Touch [Clear TPM ...] under “Actions” on the right of the “TPM Manager on Local Computer” screen.
- ⑤ Touch [Restart] of the “Manage the TPM security hardware” screen.  
The computer will restart.
- ⑥ When “TPM configuration change was requested to ...” is displayed, press **F12**.
- ⑦ Touch the Desktop tile, and when “TPM is ready” appears, touch [Close].

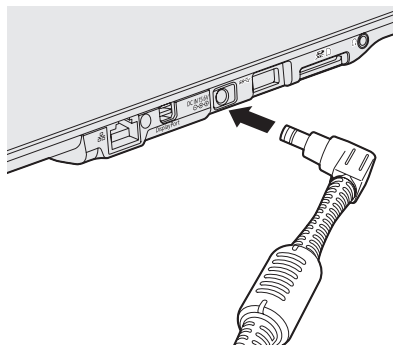
# First-time Operation

## 1 Connect your computer to a power outlet



The battery charging starts automatically.

### CAUTION

- Do not disconnect the AC adaptor until the first-time operation procedure is completed.
- When using the computer for the first time, do not connect any peripheral device except AC adaptor.
- **Handling the AC adaptor**
  - Problems such as sudden voltage drops may arise during periods of thunder and lightning. Since this could adversely affect your computer, an uninterruptible power source (UPS) is highly recommended unless running from the built-in battery alone.

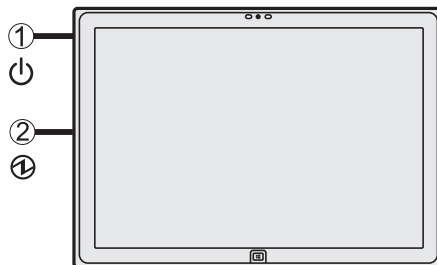


## 2 Turn on the computer

Press and hold the power switch  (①) until the power indicator  (②) lights.

### CAUTION

- Do not press the power switch repeatedly or do not hold the power switch for four seconds or longer.




## 3 Select language

Select language and touch [Next].  
Follow the on-screen instructions.

## 4 Setup Windows

Follow the on-screen instructions.

- The computer restarts several times. Wait until the drive indicator  has turned off.
- After the computer is turned on, the screen remains black or unchanged for a while, but this is not a malfunction. Wait for a moment until the Windows setup screen appears.
- Setup of Windows will take approximately 5 minutes.  
Go to the next step, confirming each message on the display.
- If “Get online” is displayed, select “Skip this step”.  
You can set the Wireless Network after the setup of Windows is complete.

### CAUTION

- You can change the user name, password, image and security setting after setup of Windows.
- Remember your password. If you forget the password, you cannot use Windows. Creating a password reset disk beforehand is recommended.
- Do not use the following words for user name: CON, PRN, AUX, CLOCK\$, NUL, COM1 to COM9, LPT1 to LPT9, @, &, space. In particular, if you create a user name (account name) that includes the “@” mark, a password will be requested at the log-on screen, even if no password has been set. If you try to log on without entering a password, “The user name or password is incorrect.” may be displayed and you will not be able to sign in.

## 5 Set the time zone, and then set the date and time

- ① Flick from the middle of the Start screen to the top, and then touch [Control Panel] under “Windows System”.
- ② Touch [Clock, Language, and Region] - [Date and Time].
- ③ Touch [Change time zone...].
- ④ Select the time zone, then touch [OK].
- ⑤ Touch [Change date and time...], then set the date and time.

### ■ To change the partition structure

You can shrink a part of an existing partition to create unallocated disk space, from which you can create a new partition. In the default setting, you can use a single partition.

- ① Proceed as follows on the Start screen.
  1. Flick from the middle of the screen to the top, and then long touch [This PC] under “Windows System”.
  2. Touch [Manage] on app bar.
- ② Touch [Disk Management].
- ③ Long touch the partition for Windows (“c” drive in the default setting), and touch [Shrink Volume...].
  - The partition size depends on the computer specifications.
- ④ Input the size in [Enter the amount of space to shrink in MB] and touch [Shrink].
  - You cannot input a larger number than the displayed size.
  - To select [Reinstall to the OS related partitions.] in installing OS (→ page 3), 70 GB or more is necessary for [Total size after shrink in MB].
- ⑤ Long touch [Unallocated] (the shrunk space in the step ④) and touch [New Simple Volume...].
- ⑥ Follow the on-screen instructions to make the settings, and touch [Finish].  
Wait until formatting is completed.

### NOTE

- You can create an additional partition using remaining unallocated space or newly creating unallocated space.
- To delete a partition, long touch the partition and touch [Delete Volume...] in the step ③.

# Reinstalling Software

When you reinstall the software, the flash memory data will be erased.  
Back up important data to other media or an external hard disk before installation.

## CAUTION

- Do not delete the Recovery Partition on the flash memory. The Recovery Partition is not available to store data.  
To check the Recovery Partition, perform the following methods.
  - ① Flick from the middle of the Start screen to the top, and then long touch [This PC] under “Windows System”.
  - ② Touch [Manage] on app bar.
  - ③ Touch [Disk Management].

## NOTE

- You can use the following buttons instead of the keyboard.
  - 🔊 — : ↓ key
  - + 🔊 : ↑ key
  - ⏏ : Enter key
  - 🔑 : F2 key (Default setting)
- Connect the AC adaptor and do not remove it until installation is complete.


## ■ Remove everything and reinstall Windows

You can reinstall Windows 8.1 which is installed by using the DVD for installation.

### Preparation

- <Only for model with TPM> Connect the external keyboard.
- Remove all peripherals.

### 1 Perform “Remove everything and reinstall Windows”.

- ① Display “Charm” and touch  - [Change PC settings] - [Update and recovery] - [Recovery].
  - ② Touch [Get Started] under “Remove everything and reinstall Windows”.
  - ③ Touch [Next].
  - ④ Select the option.
    - Just remove my files  
Perform the reinstallation of the Windows in a few moments (Approximately 20 minutes).
    - Fully clean the drive  
By fully cleaning, the deleted files can not be recovered easily and the security level will be increased. The processing time will be longer (Approximately 140 minutes).  
Follow the on-screen instructions.  
After the reinstallation, the computer will restart.
- Do not interrupt installation, for example by turning off the computer or performing other operation.  
Otherwise installation may become unavailable as Windows may not start up or the data may be corrupted.

### 2 Perform the “First-time Operation” (→ page 4).

#### NOTE

- The date and time, and the time zone may not be correct. Be sure to set them correctly.

### 3 Perform Windows Update.

### 4 <Only for model with TPM> Clear TPM (→ page 3).


## ■ Flash memory Recovery

If the problem persists after performing “Remove everything and reinstall Windows”, follow the instructions below.

### Preparation

- <Only for model with TPM> Connect the external keyboard.
- Remove all peripherals.

### 1 Start the Setup Utility.

- ① Display “Charm” and touch  - [Change PC settings] - [Update and recovery] - [Recovery].
  - ② Touch [Restart now] under “Advanced startup”.
  - ③ Touch [Troubleshoot] - [Advanced options] - [UEFI Firmware Settings] - [Restart].
- If the password is requested, enter the Supervisor Password.

### 2 Write down all of the contents of the Setup Utility and touch [Exit] and double-touch [Load Default Values].

At the confirmation message, touch [Yes].

### 3 Check the [UEFI Boot] setting of the Setup Utility.

When reinstalling Windows 8.1: [Enabled]

### 4 Touch [Exit] and double-touch [Save Values and Reboot].

At the confirmation message, touch [Yes].

Computer will restart.

### 5 Press (Rotation lock) button while [Panasonic] boot screen is displayed.

The Setup Utility starts up.

- If the password is requested, enter the Supervisor Password.

### 6 Touch [Exit] and double-touch [Recovery Partition].

### 7 Touch [Next].

### 8 Touch [YES].

### 9 At the License Agreement screen, touch [Yes, I agree to the provisions above and wish to continue!] and touch [Next].

### 10 Touch [Next].

If the option is displayed, select the setting and touch [Next].

- [Reinstall Windows to the System Disk to factory default.]  
Select this option when you want to install Windows to the factory default. After installation, you can create a new partition. For how to create a new partition, refer to “To change the partition structure” (→ page 5).
- [Reinstall to the OS related partitions.]<sup>1</sup>  
Select this option when the flash memory has already been divided into several partitions. For how to create a new partition, refer to “To change the partition structure” (→ page 5). You can keep the partition structure.

<sup>1</sup> This does not appear if Windows cannot be installed to the recovery partition and the area usable by Windows.

### 11 At the confirmation message, touch [YES].

Installation starts according to the instructions on the screen. (It will take approximately 20 minutes.)

- Do not interrupt installation, for example by turning off the computer or other operation. Otherwise installation may become unavailable as Windows may not start up or the data may be corrupted.

# Reinstalling Software

- 12 When Ending process screen is displayed, touch [OK] to turn off the computer.
- 13 Perform the “First-time Operation” (→ page 4).

## NOTE

- The date and time, and the time zone may not be correct. Be sure to set them correctly.
- If the password is requested, enter the Supervisor Password.

- 14 Start the Setup Utility and change the settings as necessary.
- 15 Perform Windows Update.
- 16 <Only for model with TPM> Clear TPM (→ page 3).

## ■ Using DVD for Installation

Refer to “Upgrading to Windows 8.1” (→ page 2).

## Software Information

### ■ Preinstalled Software\*1 (Windows 8.1)

PC Information Viewer, Battery Recalibration Utility, Infineon TPM Professional Package<sup>\*2,3</sup>, Dashboard for Panasonic PC, Power Plan Extension Utility, Manual Selector, Wireless Toolbox, Intel® PROSet/Wireless Software, Intel® PROSet/Wireless Software for Bluetooth® Technology, Touch Screen Control Panel, Touch Screen Switch Utility

Aptio Setup Utility<sup>\*4</sup>, PC-Diagnostic Utility, Hard Disk Data Erase Utility<sup>\*5</sup>

\*1 Operations of this computer are not guaranteed except for Windows 8.1 which is installed by using the DVD for installation.

\*2 For information on TPM, touch the [Manual Selector] tile on the Start screen, and select “Installation Manual for Trusted Platform Module (TPM)”.

\*3 Must be installed before use.

\*4 In this manual, the “Aptio Setup Utility” is referred to as “Setup Utility”.

\*5 Perform on the DVD for Installation.

