

Replacing the Gateway M305 Optical Drive

This package includes an optical drive, such as a CD or DVD drive, for your Gateway M305 notebook and these printed instructions.

Installing a replacement drive is a process consisting of three procedures that must be done in sequence:

- 1 Remove the keyboard.
- 2 Replace the drive.
- 3 Reinstall the keyboard.

Tools you need

You need a small Phillips and small flat-blade screwdriver to install the drive.

Preventing static electricity discharge

The components inside your notebook are extremely sensitive to static electricity, also known as *electrostatic discharge* (ESD).

Warning



ESD can permanently damage electrostatic discharge-sensitive components in your notebook. Prevent ESD damage by following ESD guidelines every time you replace the optical drive.

Warning



To avoid exposure to dangerous electrical voltages and moving parts, turn off your notebook and unplug the power cord and modem and network cables before replacing the optical drive.

Before replacing the optical drive, follow these guidelines:

- Turn off your notebook.
- Wear a grounding wrist strap (available at most electronics stores) and attach it to a bare metal part of your workbench or other grounded connection.

Warning

To prevent risk of electric shock, do not insert any object into the vent holes of the notebook.

- Touch a bare metal surface on your workbench or other grounded object.
- Unplug the power cord and the modem and network cables.
- Remove the battery. For more information, see “Changing batteries” in your user guide.
- Disconnect all peripheral devices and remove any PC Cards.

Before working with notebook components, follow these guidelines:

- Avoid static-causing surfaces such as carpeted floors, plastic, and packing foam.
- Remove components from their antistatic bags only when you are ready to use them. Do not lay components on the outside of antistatic bags because only the inside of the bags provide electrostatic protection.
- Always hold components by their edges. Avoid touching the edge connectors. Never slide components over any surface.

Removing the keyboard



To remove the keyboard:

- 1 Follow the instructions under “Preventing static electricity discharge” on page 1.
- 2 Turn off your notebook.
- 3 Disconnect the AC adapter and modem and network cables.
- 4 Turn your notebook over so the bottom is facing up.
- 5 Remove the battery.
- 6 Turn your notebook over so the top is facing up.
- 7 Open the LCD panel to the normal viewing position.

- 8 Insert the small flat-blade screwdriver under the bottom right corner of the keyboard bezel and gently pry it up.

Important



Inserting a piece of cloth between the screwdriver and keyboard and notebook case will help prevent damage to your notebook.



- 9 Pull the bezel off your notebook. You will hear small snapping sounds as the bezel comes away from your notebook. Be careful not to break off the tabs found on the left end of the bezel.



- 10** With a small Phillips screwdriver, remove the four keyboard screws and put them in a safe place.

Screws



- 11 Raise the back edge of the keyboard, then slowly rotate it toward you so it lies **keys-down** on top of your notebook. Be careful not to damage the LCD panel.



Replacing the optical drive

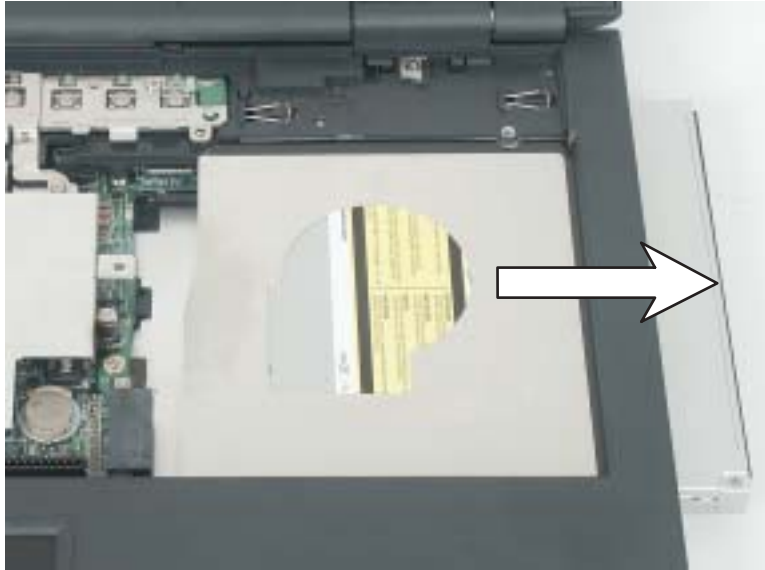
▶ To replace the optical drive:

- 1 Remove the screw that secures the drive to the cooling assembly and the screw that secures the drive to the system board.

Screws



2 Slide the drive out of your notebook.



3 Insert the new drive into your notebook, then replace the two screws.



Replacing the keyboard

▶ To replace the keyboard:

- 1** Rotate the keyboard toward the LCD panel until the keyboard is almost face-up.
- 2** Insert the tabs on the front of the keyboard under the palm rest.



- 3** Gently press the keyboard down until it is flat all the way across. The keyboard should easily fall into place. Be careful not to damage the LCD panel.

- 4** Replace the four keyboard screws.



- 5** Slide the two tabs on the left end of the bezel under your notebook frame.



- 6 Press down on the bezel in several places until it clicks in place.

The bezel is correctly mounted when you can run your finger along the bezel and find no loose spots. The bezel should be flat all the way across.



Warning



If the bezel is not correctly replaced, your notebook could be damaged when you try to close the LCD panel.

- 7 Replace the battery.
- 8 Connect the power adapter and modem and network cables, then turn on your notebook.



Technical Support

See your user's guide for Gateway Technical Support information.

Safety, Regulatory, and Legal Information

See your user's guide for important safety, regulatory, and legal information.

© 2003 Gateway, Inc. All rights reserved. Gateway, Gateway Country, the Gateway stylized logo, and the black-and-white spot design are trademarks or registered trademarks of Gateway, Inc. in the United States and other countries. All other brands and product names are trademarks or registered trademarks of their respective companies.

MAN RPL M305 OPTC DRV R0 8/03



8509366