Desktop Computers

The asset tag should be placed on the front side, bottom corner of desktops, above the model and serial number as pictured below.



Small Form factors

Asset tags must be placed on the front of small form factors as these machines are typically placed in media carts. Please refer to the image below for exact placement.



Laptops and PC Tablets -

Asset labels should be placed on the top of the laptop in the bottom left corner as pictured below.



All-in-One Desktops

Asset label should be placed on the front of the PC between the speaker bar and monitor in the bottom left corner as pictured below.



Mobile tablets & iPads

Asset labels should always be placed on the device itself and never on a protective case. Labels should be affixed to the back of the device in the most center below the camera as pictured below.



Where to find the device model & serial number

<u>ThinkPAD</u>

The product name is printed on the LCD Bezel of your machine

Product Name - X230



The serial number is printed at the bottom of your machine or beneath the battery. If the Machine Type model information is needed, it is located just right next to the serial number

- Serial Number 7812AB3
- Machine Type 2668
- Machine Type Model 2668KHU



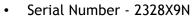
Think Centre / Think Station

The product name is printed on the side or back of your machine

Product Name - M90z



The serial number is printed on the side or back of your machine. If the Machine Type model information is needed, it is located just right next to the serial number



- Machine Type 8215
- Machine Type Model 8215E1U



Serial number

IdeaPad and Lenovo Notebooks

The product name is printed on the label at the bottom of your machine.



The serial number is printed on the label at the bottom of your machine.



IdeaCentre and Lenovo desktops/ all-In-Ones

The product name is printed on the label at the rear chassis of your machine.



The serial number is printed on the label at the rear chassis of your machine.



HP desktop systems should have a sticker on the top of the machine listing both the serial number and the model. A similar sticker should be on the bottom of the HP laptops.