How to use a Dock

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UNIVERSITY OF
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Before connecting to any of the docks on campus you will need to make sure you have the correct Display Link drivers installed:

- Windows devices will automatically download the driver when you connect to a dock if you are connected to a network, such as eduroam.
- Mac users will have to manually install the driver from the Display Link support site at support.displaylink.com.

1. Connecting your laptop

To connect your laptop, plug the USB C cable from the dock into your laptop's USB C port.

2. Once Connected

The dock will charge your laptop, and any peripherals that are connected to the dock should now work. In most cases the docks provided by the university will have the following peripherals connected:

- 1 or 2 x monitors
- 1 x wired USB keyboard
- 1 x wired USB mouse

In some cases, there may be other peripherals connected such as webcams, speakers etc.; these will also now work.
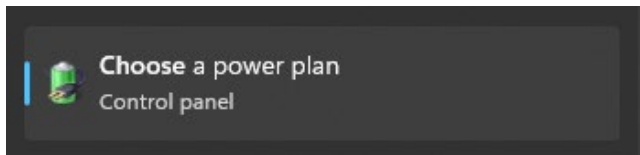
3. How to run your laptop with the lid closed

By default, your laptop will go to sleep when you close the lid even when connected to a dock. You can change this setting so that your laptop stays on when the lid is closed, but the peripherals (keyboard, mouse, monitors) will continue to work. This gives you the desktop experience with your laptop.
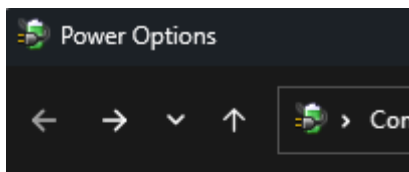
a) In the **search menu** type "Choose a power plan" and **click** on the Choose a power plan option that appears.

b) Once this screen opens **click** on "Choose what closing the lid does" in the options on the left-hand side.

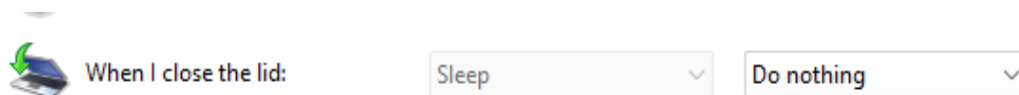c) On the next screen under the "When I close the lid:" option, change the setting to "Do nothing" and then click "Save Changes" at the bottom of the screen.

When you close the lid of your laptop, it will not go to sleep, but stay on. This will affect your battery life, so always make sure you lock or sleep your laptop when not in use.

4. Troubleshooting

You may find that when you connect your laptop to a dock, it does not always successfully connect to all the peripherals. Please try the following before contacting the IT Service Desk:

a) Disconnect and reconnect the USB C cable from the laptop
b) Ensure your laptop does not have any pending updates
c) Try to turn it off and on again
d) Make sure you are connected to the network when you connect to the dock, as some updates may be required