

## ProCase Universal Sleeve Case Bag 13

# ProCase 14-inch Laptop Sleeve Case Instruction Manual

Model: Universal Sleeve Case Bag 13

## 1. PRODUCT OVERVIEW

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The ProCase 14-inch Laptop Sleeve Case is designed to provide reliable protection and convenient portability for your laptop. Crafted from durable materials, it safeguards your device against dust, dirt, scratches, bumps, and minor shocks. Its slim and lightweight design makes it ideal for daily use, travel, or carrying within a larger bag.

### Key Features:

- **Durable Construction:** Made with a premium durable Nylon exterior and a soft-touch microfibre interior lining.
- **Water-Resistant Exterior:** Offers protection against splashes and light rain.
- **Extra Storage:** A front zippered pocket provides space for accessories like pens, mobile phones, cables, chargers, and power banks.
- **180° Opening:** The main compartment zipper allows the sleeve to open completely flat for easy laptop access.
- **Extendable Hand Strap:** For comfortable carrying.



Image 1.1: General view of the ProCase 14-inch Laptop Sleeve Case in teal, showcasing its slim design and front pocket.

## 2. SETUP AND FIRST USE

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This section guides you through the initial preparation and use of your new laptop sleeve.

### 2.1 Unpacking and Inspection

1. Carefully remove the laptop sleeve from its packaging.
2. Inspect the sleeve for any signs of damage or manufacturing defects. If any issues are found, please contact customer support.
3. Ensure all zippers operate smoothly.

### 2.2 Inserting Your Laptop

1. Unzip the main compartment of the sleeve. The sleeve can open 180 degrees for full access.
2. Gently slide your laptop into the main compartment. Ensure it fits snugly without excessive force.
3. Zip the compartment closed. Ensure the zipper is fully closed to secure your device.



Image 2.1: A laptop partially inserted into the ProCase sleeve, demonstrating the ease of access.

### 3. OPERATING INSTRUCTIONS

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This section details how to effectively use the features of your laptop sleeve.

#### 3.1 Using the Main Compartment

The main compartment is designed to hold your laptop securely. The 180-degree zipper opening allows for convenient placement and removal of your device. Always ensure your laptop is fully inserted and the zipper is closed before carrying.

#### 3.2 Utilizing the Front Accessory Pocket

The front zippered pocket provides additional storage for smaller items. This is suitable for:

- Charging cables and adapters
- Mobile phones
- Pens or small notebooks
- Portable power banks

Avoid overfilling the pocket, as this may cause bulging or strain on the zipper.



Front pocket storage



Double zipper - Easy access to your tablet



Dustproof and durable canvas exterior



Extendable hand strap

Image 3.1: The front zippered pocket storing a charger and mouse, demonstrating its capacity for accessories.

### 3.3 Carrying the Sleeve

The sleeve can be carried in several ways:

- **By Hand:** Use the extendable hand strap for easy carrying. Ensure the strap is fully extended and securely held.
- **Inside Another Bag:** Its slim profile allows it to be easily slid into a backpack, briefcase, or travel bag for added protection.



Image 3.2: A person carrying the ProCase sleeve using the integrated hand strap.

## 4. MAINTENANCE AND CARE

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Proper care will extend the life and appearance of your laptop sleeve.

### 4.1 Cleaning Instructions

- **Spot Cleaning:** For minor dirt or stains, use a soft, damp cloth with a small amount of mild soap. Gently rub the affected area.
- **Drying:** Allow the sleeve to air dry completely before re-using or storing. Do not use direct heat sources like hair dryers.
- **Avoid Harsh Chemicals:** Do not use bleach, abrasive cleaners, or solvents, as these can damage the material.

### 4.2 Water Resistance

The exterior material is water-resistant, offering protection against light splashes. However, the sleeve is not fully waterproof. Avoid submerging the sleeve in water or exposing it to heavy rain to prevent damage to your device.

# SLIM & CASUAL

Perfect for daily use and travel



Image 4.1: Detail showing the water-resistant exterior and the soft, protective interior lining of the sleeve.

## 4.3 Storage

When not in use, store the sleeve in a cool, dry place away from direct sunlight to prevent material degradation.

## 5. TROUBLESHOOTING

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This section addresses common minor issues you might encounter.

- **Zipper Sticks:** If a zipper becomes stiff, gently apply a small amount of zipper lubricant or a graphite pencil lead along the teeth. Do not force the zipper, as this may cause damage.
- **Laptop Does Not Fit:** Verify your laptop's dimensions against the sleeve's internal dimensions (14 x 10 x 1.1 inches). Ensure no bulky accessories are attached to the laptop when attempting to insert it.
- **Sleeve Appears Dirty:** Refer to the cleaning instructions in Section 4.1.

## 6. SPECIFICATIONS

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Feature	Detail
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Feature	Detail
Model Number	Universal Sleeve Case Bag 13
External Dimensions	14.5 x 10.5 x 1.5 inches (36.8 x 26.7 x 3.8 cm)
Internal Dimensions	14 x 10 x 1.1 inches (35.6 x 25.4 x 2.8 cm)
Item Weight	7.2 ounces (204 grams)
Material	Durable Nylon exterior, Soft Microfibre interior
Color	Teal
Compatibility	15" MacBook Pro 2016-2020 / 13.3" MacBook Air, Surface Laptop 13.5" 15", HP Chromebook / Stream 14 / Pavilion N5000 15.6" / Pavilion, Lenovo IdeaPad Flex 5i 13.3" / Flex 5 14" / IdeaPad 3i / IdeaPad 1i 14" / Yoga, ASUS VivoBook 15 / Flip 14 / Pro 14 / Thin Light Laptop, Acer Spin 3 / Swift 3 14", Dell Latitude E7470 / Inspiron 13 14, and most 13-13.3" notebooks.
Features	Water-resistant exterior, Front accessory pocket, 180° zipper opening, Extendable hand strap

## 7. WARRANTY AND SUPPORT

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For information regarding warranty coverage, product support, or to address any concerns not covered in this manual, please contact ProCase customer service directly. You can typically find contact details on the official ProCase website or through the retailer where the product was purchased.

Visit the official ProCase store for more products and support: [ProCase Store](#)