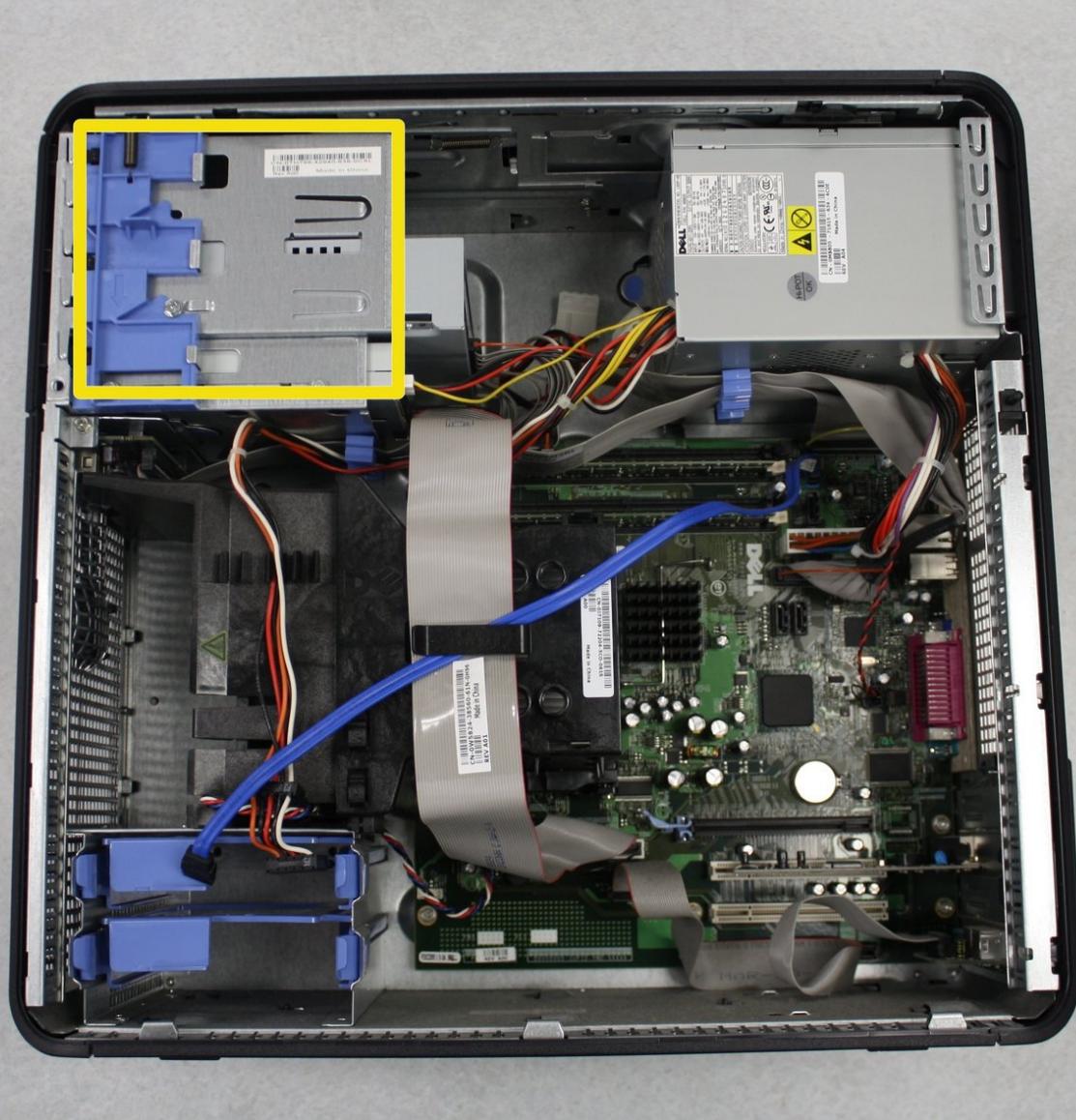




Dell Optiplex GX620 Optical Drive Replacement

This guide will show you how to remove the floppy drive from a Dell Optiplex GX620.

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INTRODUCTION

The optical drive should be replaced if the computer no longer recognizes the device, or if the disc reader is faulty.

TOOLS:

- [Phillips #1 Screwdriver](#) (1)
- [Anti-Static Wrist Strap](#) (1)

Step 1 — How to unplug and discharge before repair



- Power down your PC and remove the power cord from the back.

Step 2



- Press and hold the power button for about 10 seconds, then release.
- *(i)* This helps drain any remaining power stored in the capacitors, so that you can safely work on the internal components.

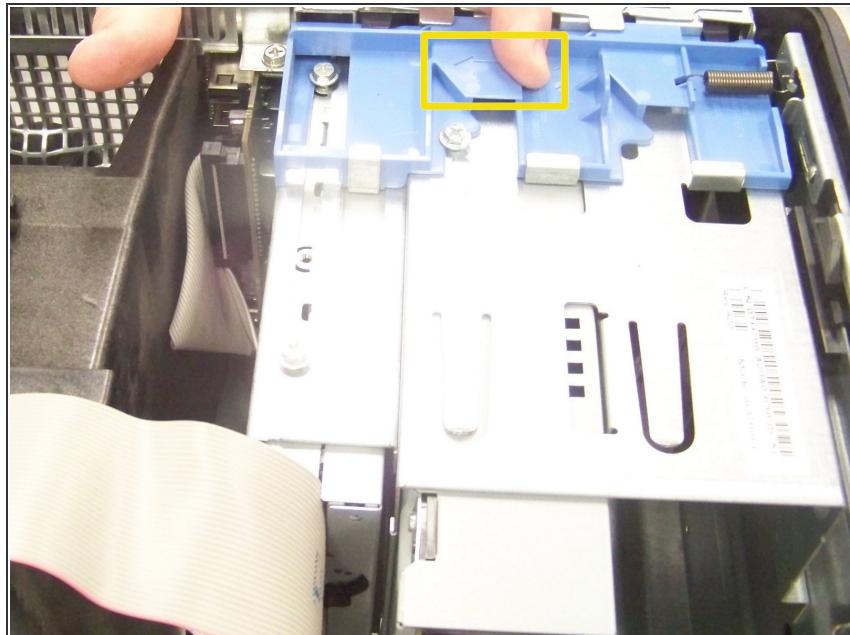
Step 3 — Dell Optiplex GX620 Side Panel Disassembly



- With the computer standing upright, firmly pull on the tab at the back of the computer.
- When the side panel pops free, gently pull the panel away from the computer.

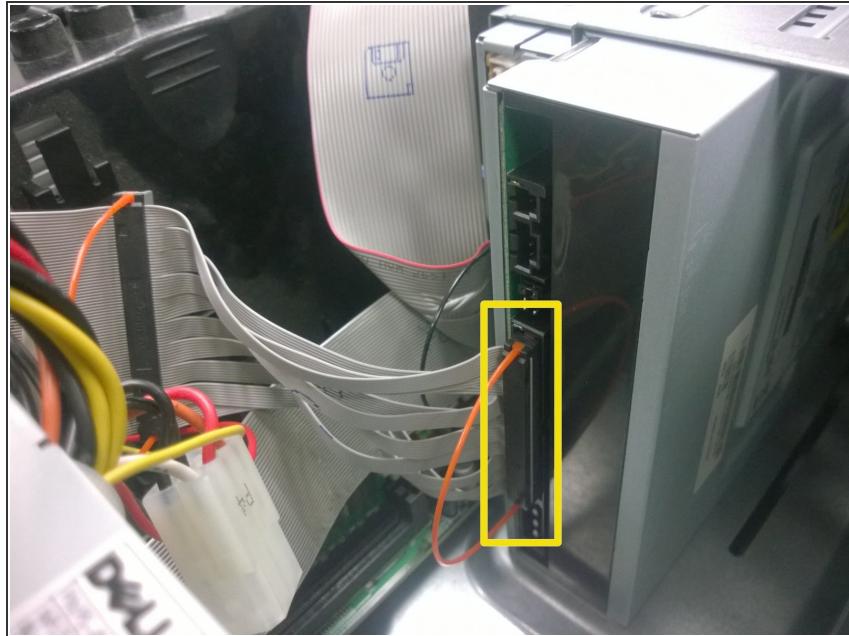
(i) If you have trouble freeing the side panel from the case, you may need to pull the tab a bit harder.

Step 4 — Remove the drive panel



- Slide the blue latch downward until the panel can be removed from its hinges.

Step 5 — Disconnect the cables



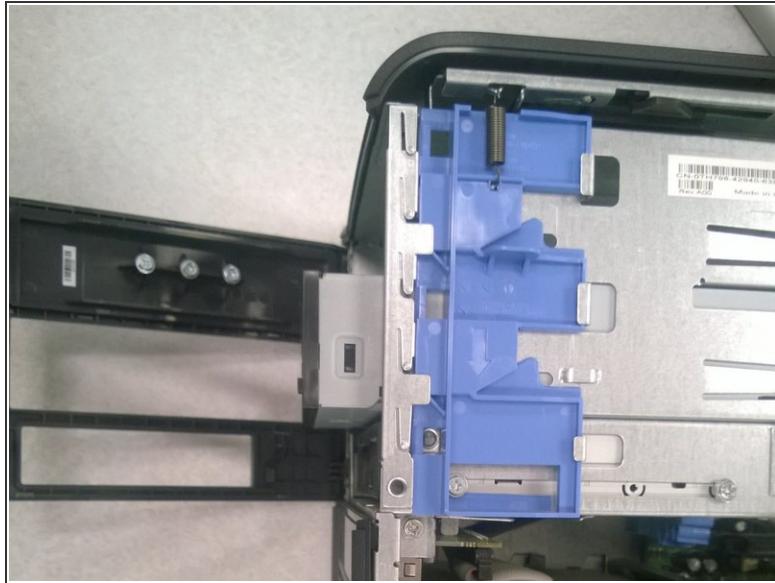
- Gently remove the CD/DVD and power cables from the back of the optical drive

Step 6 — Remove the screws



- Using a Phillips #1 screwdriver, remove the screw connecting the optical drive to the drive bay.

Step 7 — Remove the optical drive



- To remove the optical drive from the drive bay, slide the drive towards the front of the computer.

To reassemble your device, follow these instructions in reverse order.