Second Monitor Setup in Vista

Using two monitors
When using two monitors, you can move “windows” between screens.
Your number One monitor acts like a normal screen. If you want to use the second monitor you need to drag the window to the next screen.
Note the following:
• If you move a program/window, like Excel, and drag it to the second screen, it will automatically open in the second screen next time you open it.
• Each monitor has its own Resolution/Display/size settings
• The window you want to move cannot be Maximised.

To insert a second monitor
• Insert the Monitor into the second monitor port in the computer. **
• Right mouse click the Desktop and choose Personalise.
• Open the Display Settings link.

![Display Settings Image]

• Select the monitor icon One (This is your main monitor)
• Make sure This is my main monitor check box is selected.
• Select the monitor icon Two (This is your secondary monitor)
• Make sure Extend the desktop onto this monitor check box settings is selected.
• Click OK to set changes.

** Depending on the computers age and type, you may need an adaptor or even a new video card.

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