

NAPLES COMPUTERS HOW-TO • WINDOWS TIPS

Set Up Two Monitors

A second monitor is one of the easiest productivity upgrades there is. This guide covers connecting it, arranging your displays to match your desk, and choosing between Extend and Duplicate, on Windows and Mac.

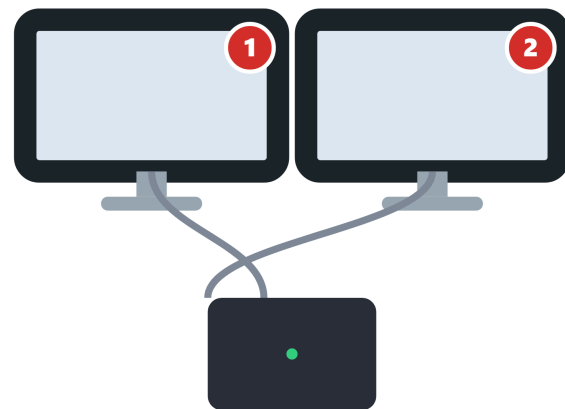
How to set up two monitors

1 Connect the cable, and check for updates

One cable to each monitor, usually HDMI, DisplayPort, or USB-C. Windows should detect it right away.

WHAT TO DO

If it doesn't show up, check Settings, Windows Update first, then try a different cable or port.



One cable to each monitor

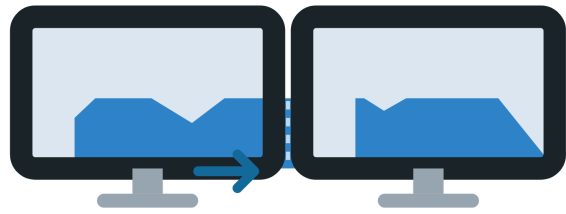
EXTEND

A Extend: one bigger desktop

Your desktop stretches across both screens. Drag a window from one to the other, it just keeps going.

WHAT TO DO

Press the Windows key and P to switch, then choose Extend.



One continuous desktop

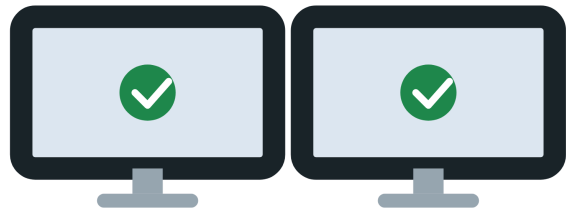
DUPLICATE

B Duplicate: the same screen, twice

Both monitors show the exact same thing. Handy for presenting, or showing someone else your screen.

WHAT TO DO

Windows key and P, then choose Duplicate.



The exact same screen, twice

NAPLES COMPUTERS

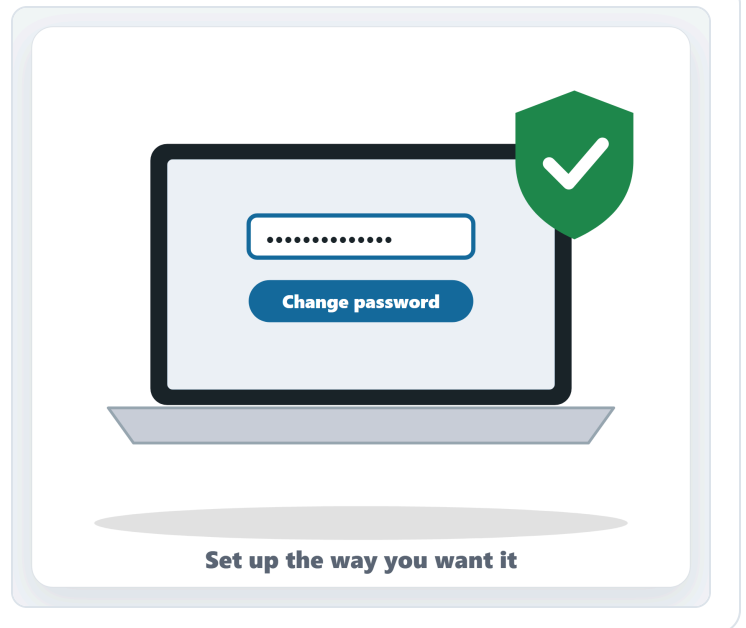


Want us to set it up for you?

We'll connect it, arrange your displays, and get Extend or Duplicate working the way you want.

WHAT TO DO

Call 239-513-1960 to schedule a setup.



Step 2: identify and arrange

- ☐ Not sure which is which?
Settings, System, Display, Identify shows a number on each screen
- ☐ Missing a monitor?
Settings, System, Display, Multiple displays, Detect
- ☐ Drag to match your desk
In Display settings, drag each screen to where it actually sits, then Apply

A couple more things

- ☐ Set your main display
In Display settings, pick which one has the taskbar and Start menu
- ☐ Fuzzy text on one screen?
Resolution usually needs to match that monitor's native size
- ☐ On a Mac?
System Settings, Displays, Arrange, works almost exactly the same way

Recap: set up two monitors

- ☐ One cable to each monitor; Windows detects it automatically
- ☐ Use Identify to see which number is which screen
- ☐ Drag to arrange, so your mouse moves the way you expect
- ☐ Windows key and P: Extend for more space, Duplicate to mirror
- ☐ Want it done for you? Call Naples Computers

If your mouse jumps the wrong way between screens, your displays probably aren't arranged to match your desk. In Display settings, drag each screen to where it actually sits, then Apply.



Want us to set it up for you? We'll get it dialed in.

Call 239-513-1960

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