Duplicate or extend displays

Rhys Lyford - 2024-04-03 - Monitors & Interactive Displays

How do I duplicate or extend my screen to a second monitor or interactive display?

Windows:

Open Display Settings:

Right-click on the desktop and select "Display settings" from the context menu.

Alternatively, go to "Settings" > "System" > "Display".

Choose Display Mode:

Scroll down to the "Multiple displays" section.

Under "Multiple displays", you will see options like "Duplicate these displays", "Extend these displays", or "Show only on [Display 1/2]". Select your desired option.

Configure Display Arrangement (for extend mode):

If you choose to extend displays, you can arrange the position of your displays by dragging and dropping them in the desired order.

You can also adjust the resolution and orientation of each display individually.

Apply Changes:

Click "Apply" to confirm your changes.

If prompted to keep changes, select "Keep changes" to retain the new display settings.

MacOS:

Open System Preferences:

Click on the Apple logo in the top-left corner of the screen and select "System Preferences".

Navigate to Displays:

In System Preferences, click on "Displays".

Select Display Arrangement:

In the Displays preference pane, you will see a diagram representing your displays.

To extend displays, ensure that the "Arrangement" tab is selected.

Drag the arrangement of displays to match your physical setup (if necessary).

Choose Display Mode:

In the Display preference pane, go to the "Arrangement" tab.

Check the box "Mirror Displays" to duplicate your display.

Uncheck the box "Mirror Displays" to extend your desktop.

Apply Changes:

Once you've made your selection, close System Preferences.

Your display settings will be applied automatically.

Additional Tips:

Ensure that both displays are properly connected to your computer.

Adjust the resolution and orientation of each display to your preference in the respective operating system's display settings.

On Windows, you can also use the keyboard shortcut "Windows key + P" to quickly switch between display modes.

On macOS, you can access display settings directly by holding the "Option" key while clicking on the "Scaled" button in the Displays preference pane.

Following these instructions should allow you to extend or duplicate your displays on both Windows and macOS systems.

Contact IT Support: If none of the above steps resolve the issue, contact your IT support team for further assistance. They may need to perform additional troubleshooting or repairs to resolve the problem.