

How do I switch displays from the monitor to projector? (Or Computer Only, Projector and Monitor, Two Monitors)

1. While holding down the **Windows** key, press and release the **P** key.



2. Click on the **Display option** you would like to use. (Chose **Duplicate** to show the same image from the computer on the projection screen.)



*Note: You can also navigate by using the **left/right arrow keys** and then pressing **Enter** when you are ready to select.*

3. The **Computer Only** option allows the user only see the computer monitor.

Computer only

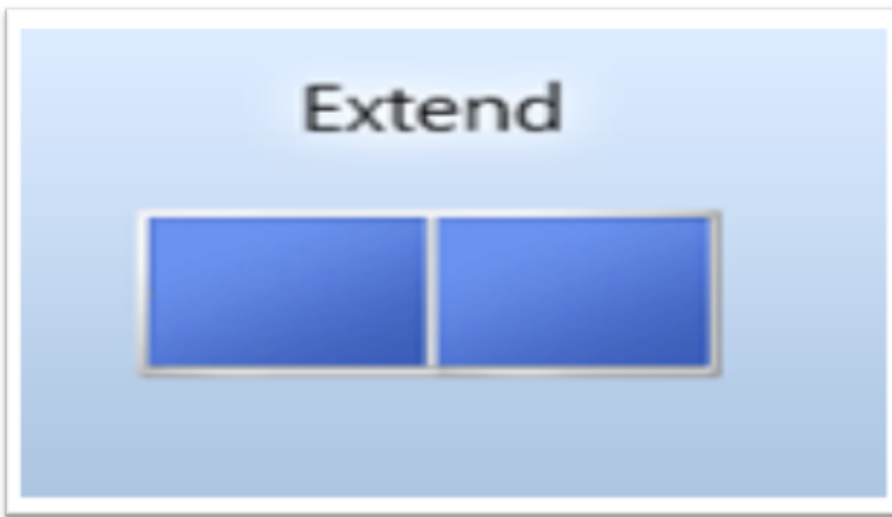


4. The **Duplicate option** gives the user the ability to duplicate the users monitor to an external screen. (*Projector, Monitors, Television, etc.*)

Duplicate



5. The **Extend option** gives the user the ability to expand their desktop viewing to more than one monitor. This feature works well when a user needs multiple programs open.



6. The **Projector Only** option disables the user's monitor and displays only on the user's projector screen. (*PowerPoint, Excel, Project, etc.*)



Article ID: 68

Last updated: 27 Oct, 2014

Revision: 3

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