Connecting a MacBook/Air/Pro to an External Display

This article is intended for users who want to connect their Mac to an external display.

Connecting a Mac depending on age

1. Depending on the age of your Mac is going to decide how many options you have
   a. MacBook Air/Pro from 2012-2015 are able to use the following adapters
      i. Thunderbolt 2/Mini DisplayPort to VGA, HDMI, DisplayPort, or DVI
   b. The MacBook/Air/Pro from 2016-Present are only able to connect using the following Thunderbolt 3 (USB-C) adapters
      i. Thunderbolt 3 to VGA, HDMI, DisplayPort, DVI

2. Connect the proper adapter to the available display cable (VGA, HDMI, DisplayPort, DVI), then connect the adapter to the laptop
3. Turn on the monitor and change the input of the monitor to the input you are using.

Monitors
Please note that not all monitors change input the same way.

How to Change macOS Display Settings When Connected to an External Display

1. Click the Apple Icon in the top left corner, then select System Preferences
2. Select Displays from the second row
3. Under the Displays window select the middle tab for Arrangement
4. In the bottom left corner there is a check box that says “Mirror Display”. This option will duplicate what is being shown on the laptop screen to the projector. If you do not wish to have the same windows on both screens do not check this box.

If the Desktop is Mirrored

1. When “Mirror Display” is checked, a secondary window will appear with options to adjust the resolution
2. On the window labeled Display select the Display tab
3. From the drop-down menu that is labeled “Optimize for”, select Display
4. Select the Scaled option just below the drop-down menu.
5. Depending on the display and the connection type, you will be offered multiple resolutions, select the one that works best for you.

If the Desktop is Extended

When in extended desktop you will need to use both your MacBook screen and the classroom preview screen to adjust resolution.

1. Deselect “Mirrored Display” option under the Display Menu
2. On the classroom preview monitor you will see a window labeled “Display”.

Note
Scroll your mouse to the right to access the second screen.

3. Select the Display tab on this window.
4. Select the Scaled option
5. Depending on the display and the connection type, you will be offered multiple resolutions, select the one that works best for you.
6. After these settings have been adjusted they should become the default settings when you connect your laptop to the same external monitor. You can now close all windows related to Display and System Preferences

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