

Changing Screen Resolution on Microsoft Windows Vista or Earlier

We get asked this question all the time. This document has been designed around the users that are using the following operating systems.

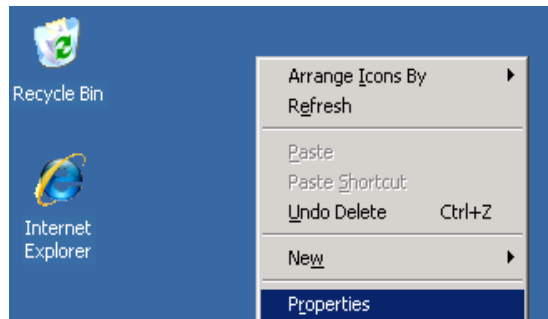
- Windows 95
- Windows 98
- Windows NT
- Windows ME
- Windows 2000
- Windows XP
- Microsoft Vista

Types of question that we get related to this how to guide

1. Font size is too large on my screen
2. Icons are too small on the screen and I cannot read them
3. The screen size is too large

Now let us fix the problem together

1. Start your computer normally, and logon if required as you do normally
2. On a free space of the desktop “where all your icons are located” use your mouse and right click on a free space “where there is no icon”
3. Select Properties



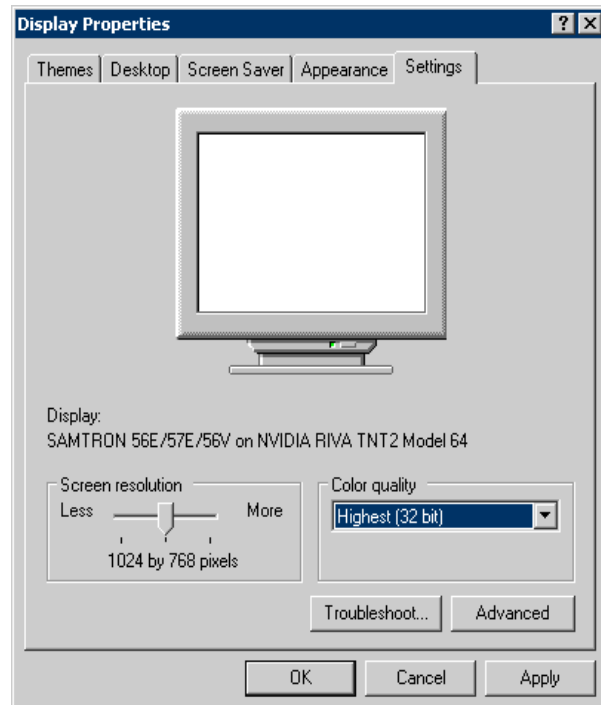
Changing Screen Resolution on Microsoft Windows Vista or Earlier

4. Click on the Settings tab at the top

Here is the tricky part

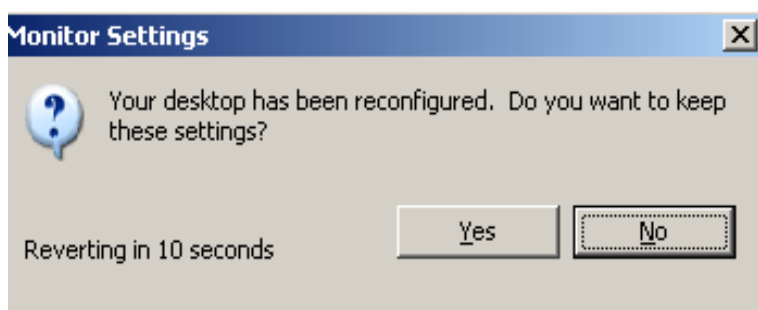
- If icons or fonts are too small you would adjust the screen resolution to a Less number
 - If icons or fonts are large then you would adjust the screen resolutions to a More number
5. Using the slide bar beneath Screen resolution you can slide the bar toward Less or More

Less will make the screen larger, and more will make the screen smaller



To test each setting simply click the Apply button, if you are satisfied with the resolution you can just hit Yes

If you do not like the resolution and would like to select a different one simply press No and it will revert to your previous settings



Once you are satisfied simply hit Ok, and you're all done.