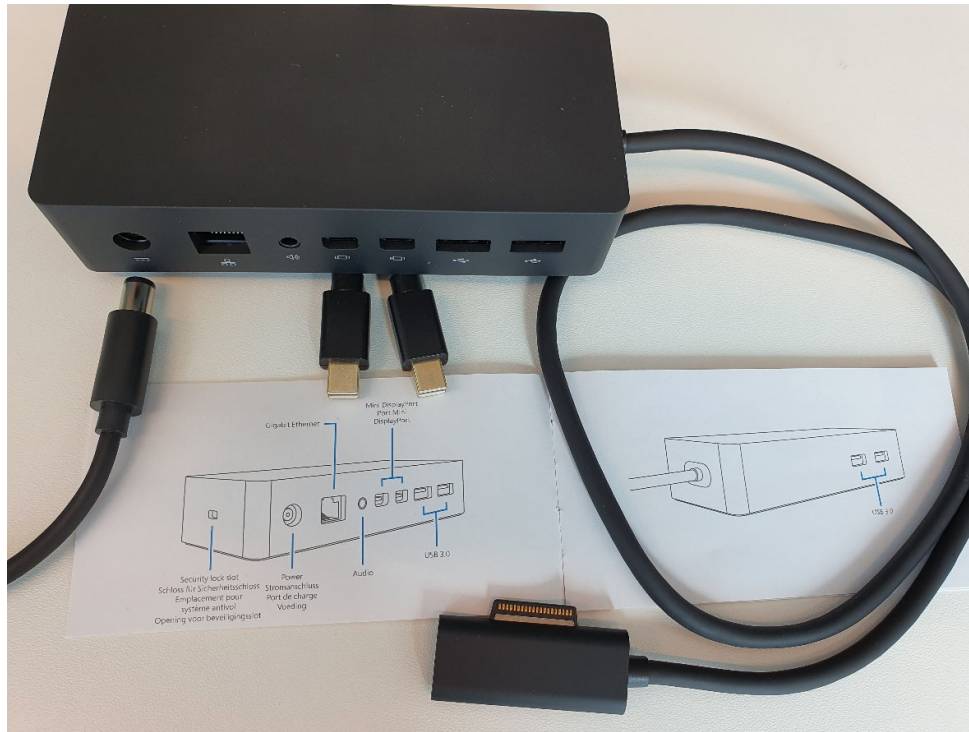**Homework set**

To use your docking to connect two extra monitors next to your Surface Pro or Lenovo, please follow the steps below:

Microsoft **Surface Pro**

1. Connect the power cable to the Power port (on the left).

2. Connect the two mini-Display cables to the Mini Display port at the docking station. (Only 1 shown in the middle)

3. Connect the mouse and keyboard to the USB ports (front or back side of the dock).

4. Connect the Surface Connect Cable (left bottom) to your Surface Pro.

5. Optional is to connect the Lan-cable to the dock (2nd from left).

For the monitor settings please see page 3 & 4.

(For Lenovo see next page.)

Lenovo

1. Connect the power cable in the power port (yellow connector).

2. Connect the USB-C to the port with the laptop symbol.

3. Connect the USB cable (blue) to the USB port (with battery) to power the USB ports at one of the screens and connect the other end to the monitor.

4. Connect the mouse and keyboard to the USB port.

5. Connect the HDI cable in HDMI port (symbol monitor 1 at the bottom), connect the other end to the first monitor.

6. Connect the Display cable in the Display port (symbol monitor 2 top), connect the other end to the second monitor.

In the newer docking station, you can connect two monitors by connecting either the HDMI and the Display cable or both the Display cables from the docking station into the monitor(s).

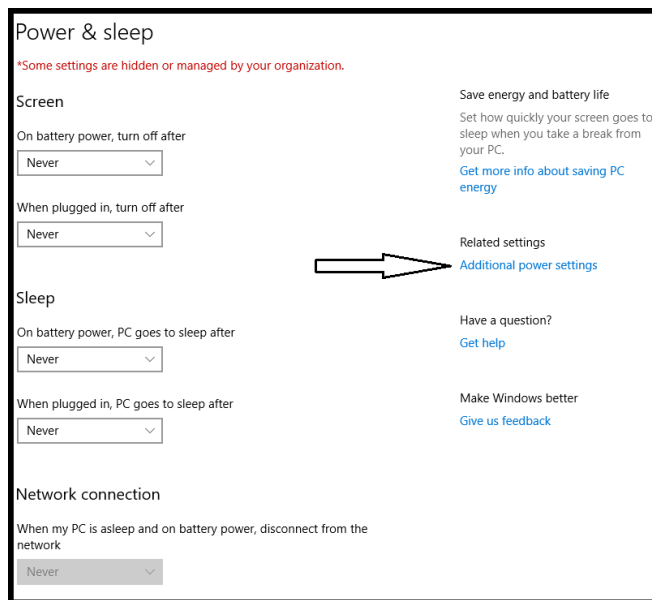For the monitor settings please see page 3 & 4.

MS Windows 10 Settings

After the successful connection of the monitors, you may be prompted on how to use the second monitor. Commonly the following options are presented:

Duplicate these displays: also known as the mirroring option, the laptop uses both displays at the same time, showing the same image on each. This option is chosen automatically when you attach open external monitor (or projector) to your laptop.
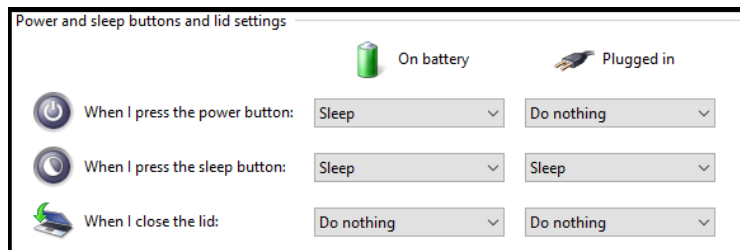
Extend these displays: use the second monitor to extend the desktop area, giving you one computer with two or three monitors.

If you want to close the lid of the laptop (use two monitors), please go to
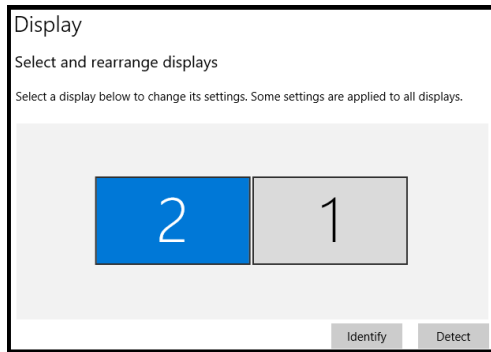 **Windows** -> **Settings** and select **Power & Sleep**

Click "**Additional power settings**" and klick (in the left column) "**Choose what closing the lid does**".

Change the two settings behind "**When I close the lid:**" to '*Do nothing*'

If you would like to change the settings to the monitors, please follow the steps below:

Go to **Windows** -> **Settings** and select **System**. The **Display** settings are shown.

If the screens are in the wrong order or height, please drag and drop the screen to the correct position.

Under the "Multiple displays" section, use the drop-down menu to set the appropriate viewing mode:

- Duplicate desktop — Shows the same desktop on both displays.
- Extend — Expands the primary desktop to the secondary display.
- Disconnect this display — Turn off the selected monitor.

When you want to save the configuration please select **Apply**. Then click **Keep Changes** when you want to keep the changes.

Added in the Knowledge Base

https://ccllp.service-now.com/nav_to.do?uri=kb_submission.do?sys_id=cf24029b1bf304509c5a333d1d4bcb47

KB SubmissionSUB0021347