

IN THIS ISSUE:

~ Frustrated with your LCD?

COMING NEXT MONTH:

~ Windows Explorer

READY NET GO ... NEWS

October 2004<http://www.readynetgo.net>**610-856-0990**

Help! My LCD Monitor Fonts are Too Small - What Can I Do?

Since many businesses have switched from the big, bulky CRT (Cathode Ray Tube) monitors to LCD (Liquid Crystal Display) monitors, we get asked this question often. While the invention of LCD monitors has revolutionized office desks everywhere by helping to eliminate some of the clutter, there are disadvantages to LCD screens.

One disadvantage is that LCD monitors have a native resolution that is greater than the typical resolution on a similar size CRT. So, even though the monitor size may be larger, the fonts appear smaller which many people find a little frustrating.

If you prefer a different resolution than what the monitor is equipped for, you no longer have to suffer in silence or get a new monitor. There are some **workarounds** that can help make viewing the LCD a little easier on your eyes. Before we get to those though, let's go over some terms & concepts associated with monitors.

Background

Resolution – the number of pixels on the screen. For instance, a resolution of 1024 x 768 would have 1,024 pixels horizontally and 768 pixels vertically. The higher the resolution, more images can be seen; hence, fonts become smaller with more detail and clarity.

CRT monitors base the resolution on the video card and user preference – the resolution on a CRT monitor can change much more readily depending on the application. Generally, the resolution of CRT monitors increases as the monitor size increases (i.e., a 19" CRT monitor can support higher resolutions - smaller font types - than a 15" CRT monitor). CRT monitors are still preferred for desktop publishing and games — greater flexibility for the adjustment of color and refresh rates (how fast pictures are rendered on the screen).

LCD monitors, on the other hand, have **native resolutions** – the screen functions best at a single resolution and should not be changed to a lower resolution (clarity will decrease and the potential for eye strain ensues).

Tip of the Month

To keep MS Office application menus expanded fully at all times:

Click **Tools – Customize – Options**

Check the box next to:

Always Show Full Menus

If you like truncated menus that show frequently used items, click the box:

Show Full Menus after a Short Delay

WWW (Websites Worth Watching)

1. www.mypollingplace.com/find.php - Enter your address to find out where you should vote on November 2nd
2. froogle.google.com – Google's shopping site (similar to pricegrabber.com)
3. www.usps.com – Need to find a zip code quick? Click on **Find a ZIP Code** in the upper right corner of the home page

The native resolution for LCD monitors:

15" (XGA)	1024 X 768	19" (SXGA)	1280 X 1024
17" (SXGA)	1280 X 1024	20" + (UXGA)	1600 X 1200

Although these resolutions should not be changed, Microsoft Windows can be adjusted internally which will change the appearance of the text and icons on the screen.

Workarounds to LCD Resolution Woes

To change the font size of text and icons on the desktop and in windows applications:

1. Click **Start** – scroll up to **Settings** and over to **Control Panel**
2. Click **Display**, then the **Appearance** tab
3. Under Font Size: choose large, extra large or normal (try each one and click apply to see which one you prefer)

To change the font style (Arial, Times New Roman, Verdana etc.):

1. Click **Start** – scroll up to **Settings** and over to **Control Panel**
2. Click **Display**, then the **Appearance** tab
3. Click the **Advanced** button (in the lower right corner)
4. Click the drop down box under **Item** to reveal the options you can change. You can change the font in the following selections: Active Title Bar, Icon, Menu, Message Box, Palette Title, Selected Items and Tooltip.
5. Select one of the items above, change the font style, size and/or color (if you're feeling adventurous) and then click **OK**.
6. Click **OK** again on the Display Properties box or click Apply to preview your selection.

Microsoft Office Programs

MS applications like Word, Excel, and Publisher have a **zoom** feature embedded in the software so you can create or view a file in a font size of 9 or 10 but actually view it much larger for editing purposes or just for easier reading.

Open an MS Office application. On the Main Menu, click **View** and scroll down to **Zoom**. Select 100%, 200% or type in any increment you want.

You can also access this feature on the Standard Bar - Look for a drop down box with a percent value. If it's not visible, click the **double arrows** on the standard bar (directly below the main menu), scroll down to Add or Remove Buttons and over to Standard. When the Standard menu appears, click the word Zoom for it to become visible. Click the drop down arrow to select a value.

NOTE: Keep in mind, these workarounds will not affect fonts that are part of an image such as on a web page or embedded in a document. Text in the image will be the same size regardless of any alternate settings you choose.