

## How to view Exam & Notes side-by-side:

1. Click on the [Notes](#) for the seminar you want to take.
2. Now open a 2<sup>nd</sup> Window:  
Click on the 3 vertical dots in the top right corner and select *New Window*  
**OR** press the *Control key (ctrl) and N* at the same time on your keyboard.
3. Open the *backtochiropractic.net* website in the 2<sup>nd</sup> window.  
(this is done by typing *backtochiropractic.net* in the search bar at the top of the page)
4. Click on the [Exam](#) for the seminar you want to take.
5. With the [Exam](#) open, place your cursor in the clear top ½ inch area of the *New window*.  
Then click and hold the left mouse button and *drag the window downward and to the right*.
6. Now you can see both windows.

## How to resize the side-by-side windows:

1. Move your cursor to either side border of the window. A black double-ended arrow will appear. Now left click, hold & drag to make the window wider or thinner. You can make the window taller or shorter if you left click, hold & drag the top or bottom.
2. To change the size of the [Notes](#) window or the [Exam](#) window, click on the 3 vertical dots in the top right corner & click on the + or – signs by the word Zoom.