

Security/Shutdown of Lab Computers

In order to secure your login name and password, it is important to log out completely. Prior to leaving any of the computer labs, logout and close all programs to do this---click START (located on the tool bar on the bottom left corner of the screen) Logoff. A box will appear confirming your logoff. If the system is successful, the next individual who sits at the lab computer will be prompted to enter his or her own login name and password.