

Log Out Procedure

INSTRUCTIONS

Before turning the computer off for any reason the operator should log completely out of the computer.

To do this procedure all that has to be done will be to go all the way back to the initial screen (this can be performed by pressing the "Esc" key), then turn the power off to the main console.

If the PC is turned off before logging out, you will have to go into program set-up, arrow over to reorganization, then enter. Yes/no will appear on the screen.

Arrow over to yes, then enter to redo index.

The reorganization process takes a few minutes to perform.