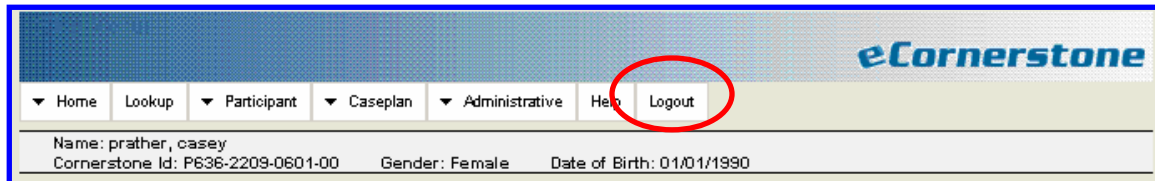


## Chapter 8: Logout

Always log out of eCornerstone when finished working in the system, or when the computer is left unattended. Logging out of the system ensures that unauthorized individuals do not gain access to the confidential data available in eCornerstone.

To log out of eCornerstone:

1. Select the "Logout" option from the Navigation Menu:



2. The system logs off the current worker and displays the message "You are now logged out."
3. For maximum security, close completely out of the Internet browser window.