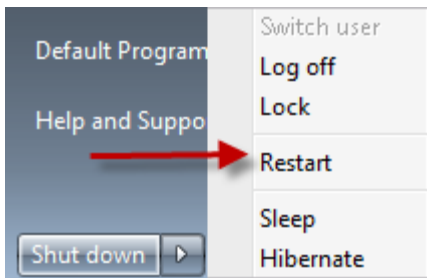# Math FIRS^{3}T Computer Procedure: RESTART Computers

We are experiencing a variety of technical issues in the labs due to students incorrectly logging off the computers. To eliminate the technical difficulties, please inform your students to select RESTART at the end of every work session.

- When class is over, they should RESTART the computer before they leave the lab.

- When they are taking a test they should RESTART the computer after they have submitted the test and viewed the grade.   NOTE: *Students should not remain in the testing area to make corrections. They should return to their seats so the testing area remains available for other students to take tests/quizzes.*

The Lab Faculty, Staff and Tutors will be reminding everyone to RESTART rather than Log off. The RESTART option is found by clicking on the Windows Button (bottom left corner of the screen). Follow the Shut down arrow and click the Restart option (shown below).

Thank you for your help in implementing this lab classroom procedure!