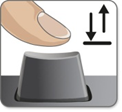
**To Log on:**

1. If the black flashing cursor is not in the white rectangle beneath “Member x” (it normally is) -

* **press** the Tab   key until you can see the cursor next to the ‘P’ in Password - or **click** once in the white rectangle with your mouse.

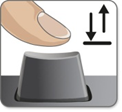
Member 1

lPassword

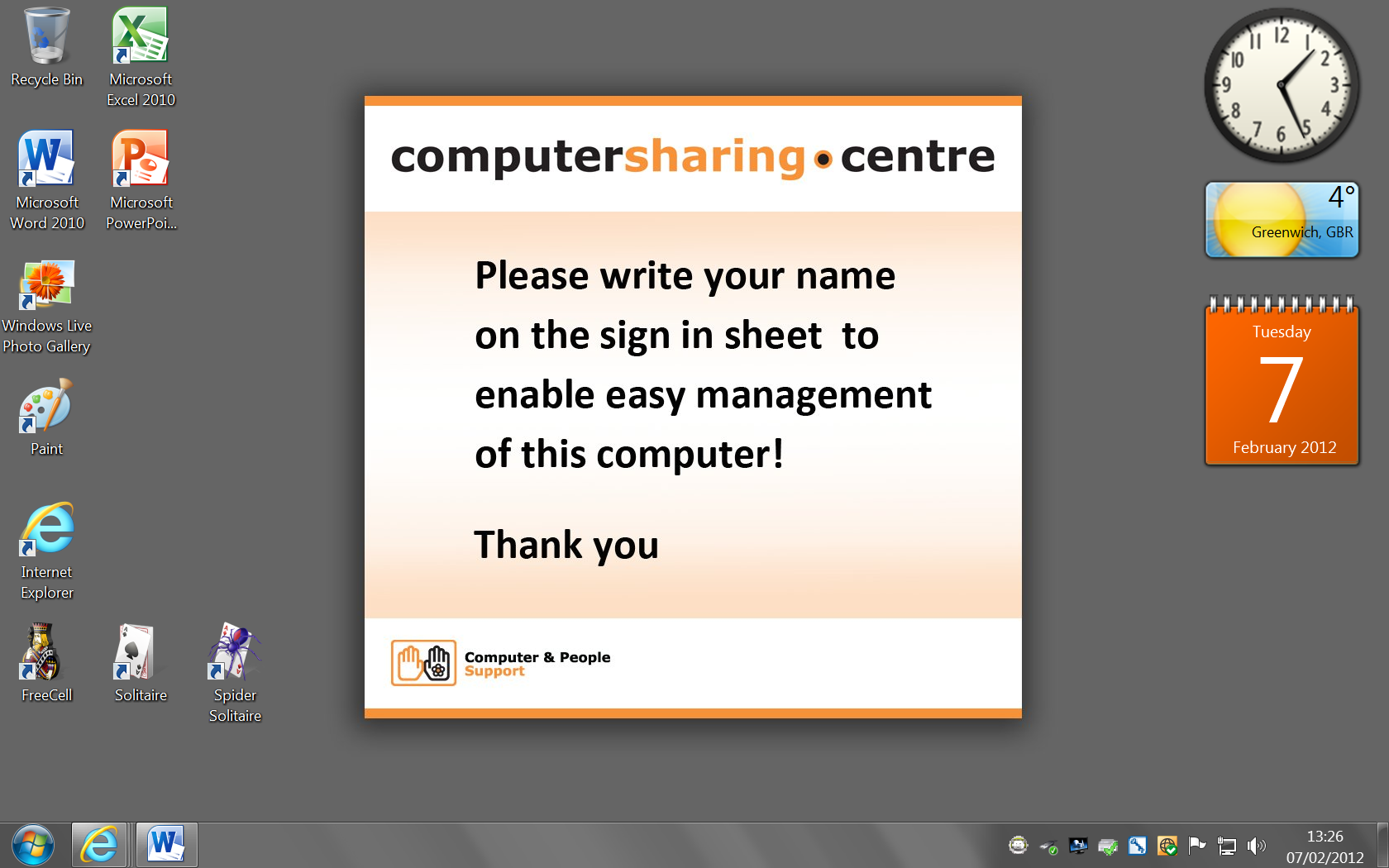
1. **Type** your member password carefully (the hint is “greeting” + the number on your computer - here we have number 1) - as you type, black dots will appear for each key press and there should be six!

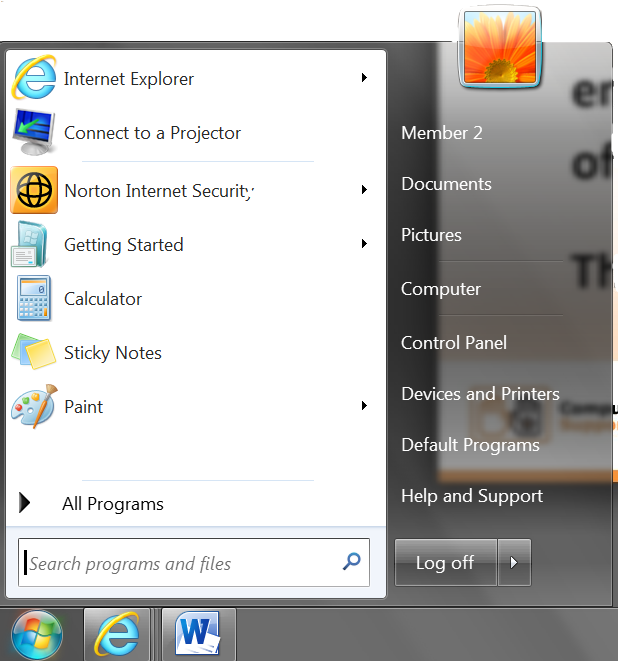
●●●●●●l

Member 1

****  
  
When you have finished typing **press** the Enter key or **click** on the blue circle with the arrow on the right.

You will now be logged on to the Member account!

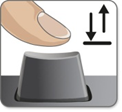
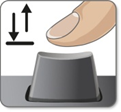


Above is the ‘Desktop” which will appear after about 20 seconds.

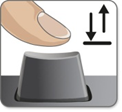
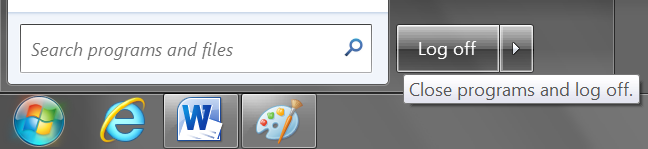
**To Log off:**

Each time you log off, the computer is restarted and all files that were created during your session are removed. **This ensures your privacy**.

1. To log off, **press** the Windows key to open the Start Menu

(or **click** on the round start button in the bottom left hand corner)



1. ****Then **click** on  or **press** the right Arr*ow* key to highlight “Log off” as shown here, and **press** the Enter key