

PAS Introduction - Exiting and shutting down

Important: When you have finished using PAS it is important that the system is shut down in the correct manner.

Once you have finished looking at the patient details always press the **F3** key to return back to a menu and then press the **F4** key to log yourself out of PAS.

To shut the PC down - click on the Start icon situated at the bottom left hand side of the PC screen.

Click on the **Power icon (Windows 10)**

The next screen will ask you if you want to Shut Down or Restart the computer. Click on Shut Down then OK.

Your PC will now start the process of closing down. Do not switch the PC off until shut down has completed.

Online URL: <https://elearning.cornwall.nhs.uk/site/kb/article.php?id=37>