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# **Log out of the Administration System**

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## **Log out of the Administration System**

This guide explains how to safely log out of Stella Care's Administration System when you finish working.

#### How to log out

- 1. Find the navigation bar on the left side of your screen.
- 2. Scroll down to the bottom of the menu.
- 3. Click on the button called "Log out".

The system will immediately log you out and return you to the login page.

### **Good practice**

- Always log out when leaving your computer, especially if you're using a shared workstation.
- Close your browser completely to prevent others from reopening your session.
- If you experience automatic login issues after logging out, clear your browser cookies and log in again.

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