

Proper Shut down

Several people have noticed computers reverting back to the admin menu; like the computer is a new computer, and laptop computers dropping the domain. The reason being is computers are being shut down improperly which is causing the computer to error out. After so many instances, the computer is doing a system restore. This requires the Administrator password or, for laptops, be required to rejoin the domain.

Please encourage your teachers to shutdown properly!

1. When you shut down your computer at night, please go to the Start menu
2. Click Shut Down



3. **NEVER** press and hold the power button OR turn your computers off by clicking the off button on a power strip! Please follow proper shut down procedures!
4. Try not to allow Laptop batteries to go dead, especially when they are turned on.
5. If you do have a computer that does a system restore, and needs the Admin Password - follow the directions for [rejoining a computer to the domain](#)
6. Laptops MUST be plugged into the network