



Logging Out of Google – Shared Computers



Important information about logging out of your Google Account.

Clicking the red X to close your browser DOES NOT log you out of your Google Account

It is very important that you sign out of your Google Account when you are going to be away from your desk, or when you are using a shared computer. Failure to sign out will jeopardize the security of your account as the next person who uses the computer will be able to access your Google account and all of the information you have stored there, including your Email and Drive.

How To Sign Out:

Step 1: Open Chrome and navigate to Google.com

Step 2: In the top right corner of the screen, click your Google account photo and click Sign Out

