## **Logging Off**

If you have an Aberdeenshire email address:

To log out of ESS, close your internet browser on your device to log out of the system

If you do not have an Aberdeenshire email address:



You will be returned to the ESS login screen.

If you are using ESS on a shared or public computer or mobile device, it is critical that you log out of the system when you have finished your current session. Closing the browser is not sufficient to end your current session and secure your personal details.