

Introduction to Adobe Photoshop  
Mr. Faltinoski

## Loggin On and Logging Off Computers

Everyday you work, you must follow these procedures when you Log On AND when you Log Off. This Log On will give you access to the color laser printer (4700). It is very important you follow these procedures at the end of class each day and Log Off.

### **Logging On**

Got to **Start** (Lower left corner of screen)  
Choose the little arrow to the right of "Shut Down"  
Choose **Log Off**  
Wait a second  
Select **Switch User**  
Select **Other User**  
User name: fineart  
Password: photoshop

### **Logging Off**

Got to **Start** (Lower left corner of screen)  
Choose the little arrow to the right of "Shut Down"  
Choose **Log Off**

Occasionally you will need to access images from the following folder: \\viator1\classwork\faltinoiski