There are two ways to check you have successfully signed out of a printer.

Option 1

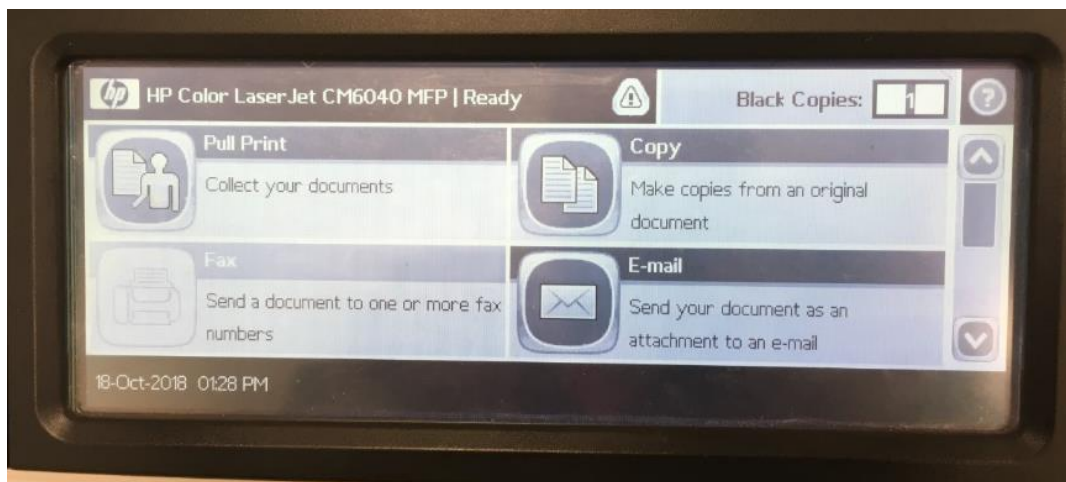You can check your login status through the Safecom reader on the printer.

If the status light is showing Red, it means the device is not in use and has no active accounts signed in. If the lights are green, you're still signed in/ using the device and will need to log off.

Option 2

If your name appears at the top of the screen, you are still logged in.

If the display shows **Ready**, there are not accounts logged into the device.

Please kindly contact your campus Service Desk if you require assistance.

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