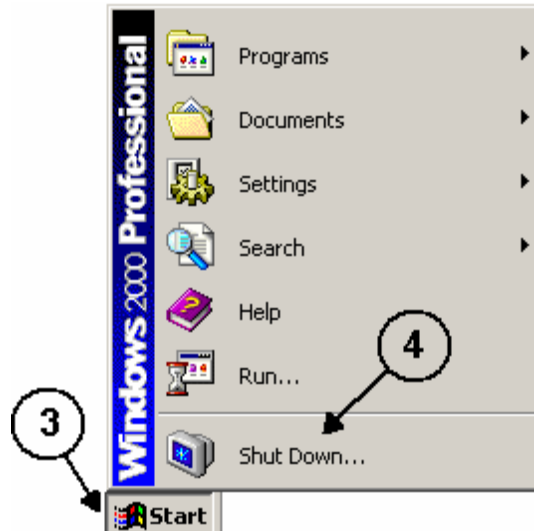


## Turn Off the Computer

1. **Remove** the floppy disk, if there is one.
2. **Close** all programs.
3. **Click** on the **START** menu in the lower left corner.
4. **Click** on **SHUT DOWN...**



5. Be sure the drop-down menu shows **SHUT DOWN**.
6. **Click** on **OK**.



7. **Wait!** The computer will turn off automatically.
8. **Turn off** the monitor.