

UTILITIES

QUIT APPLICATION (LOG OUT OF BPO)

There are **2** methods to log out of **BPO**. Either select the **Quit Application** button or **close** the screen.

Ribbon Access: Utilities > Quit Application

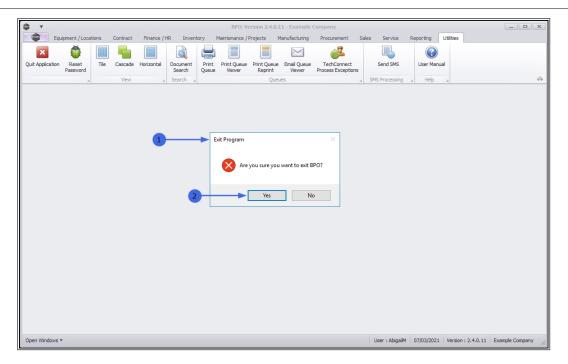
QUIT APPLICATION



- 1. The *Exit Program* message box will appear, asking;
 - Are you sure you want to exit BPO?
- 2. Click on Yes.



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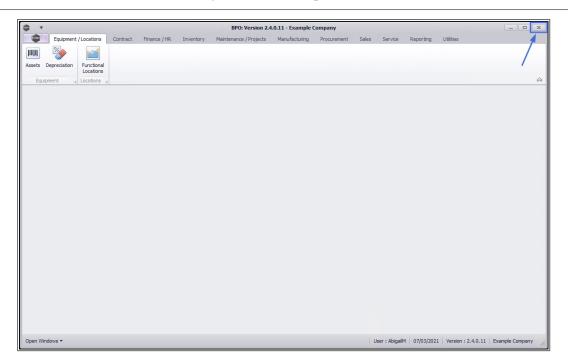
• The **BPO** application will close.

CLOSE THE SCREEN

- Alternatively, at any point whilst in BPO, you can click on the main *Close Screen* icon [X] in the top right of the screen.
 - Note: Be sure you have saved any changes you wish to keep, <u>before</u> closing the application.



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