Session Logoff Instructions:

These directions will walk users through using the Session Logoff application that is published to users in Citrix.

The Session Logoff can be used for a few reasons:

1) You are leaving work for the day and want to make sure when you come in to work in the morning that all your previous days' sessions are logged out.
2) You are going to lunch or leaving your desk for more than an hour.
3) You are unable to open an application in Citrix, either due to you already having a session that you are not able to reconnect to or due to getting kicked out of Citrix.

Using this utility will eliminate the need to contact the service desk for assistance in logging users out of applications.

How to run the applications:

If users meet one of the requirements above, then they will run this application. On the user's Citrix

page they will see a new icon: Session Logoff . Click this icon, log in the second time like you would a normal application. When the application opens you will see:

This screen will run through EVERY server you can be logged into and will forcefully log you out of it. Once the script it completed the black screen shown will close and you will be immediately logged out of the machine that the script is running on.

There are some instances where this script will not help you at all:

1) It will not close an active session to the PD^2 database; it will close your PD^2 session, but not the active connection to the database itself. This will not replace the use of Script-Aid.
2) If you are having issues logging into PD^2, due to username and password.