

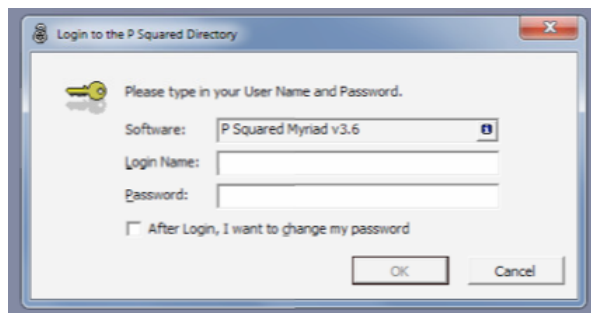



### Logging In and Out of Myriad

Before you insert your log-in key, to log into Myriad, it is important to make sure the log-out from the previous presenter has been successful.

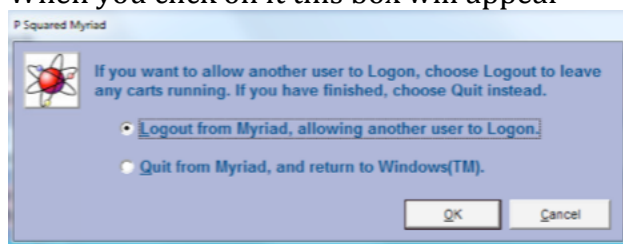
If you insert your log-in key while the previous presenter is still logged in **Myriad will completely crash and the station will go off-air** until the Myriad program is restarted. To prevent this simply make sure you follow these instructions...

BEFORE you insert your log-in key make sure this log-in box is on the screen



If this box is not on screen you will need to manually log-out the previous presenter. To do this click on the X on the top right-hand side of the Myriad screen. It looks like this 

When you click on it this box will appear



Make sure "Logout of Myriad, allowing another user to Logon" is selected and then click OK.

This will then log out the previous presenter and the Log-in box will appear. (shown on the first picture on this fact sheet)

It is now safe to insert your log-in key without crashing Myriad.