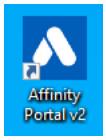
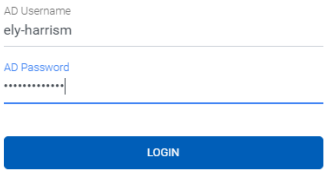
Log In and Log Out of Affinity Portal	
	Double click the **Affinity Portal v2** desktop icon.
	Sussex will be the default and can be used for **SRH, WOR & SOU**, please change this if you're from another site/trust e.g. **BSUH**, **SCFT**.
	If you are using Single Sign On (SSO) then your user details will automatically complete and sign you in. If you are not using SSO then you will need to enter your computer log on details (known as your AD Username and Password) into the Username and Password boxes and click on the **LOGIN** button.
	You are now logged in to Affinity Portal.
	Close the window by clicking on the **Close** button in the top right of the window.