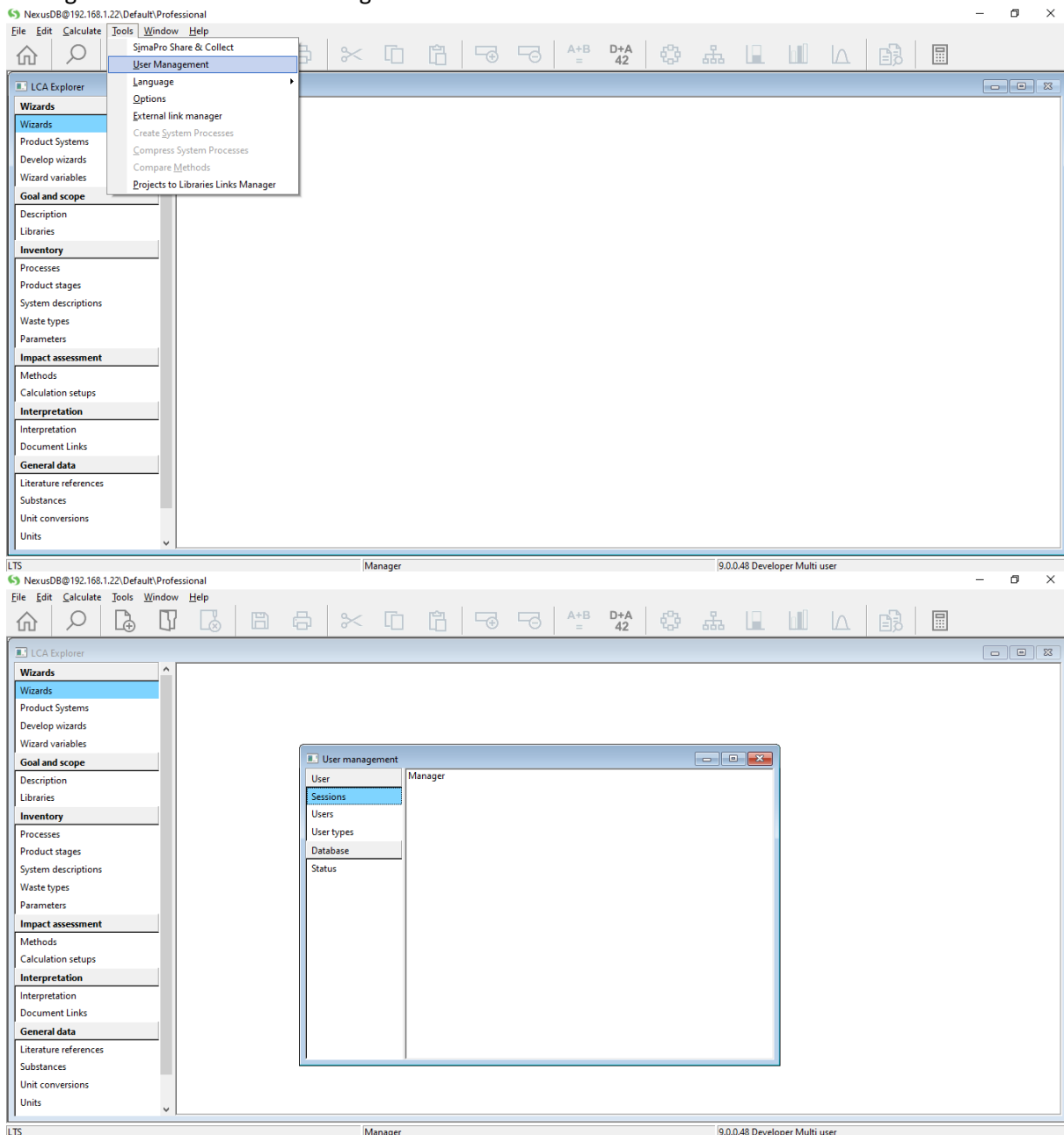# Manually log users out of multi-user version of SimaPro

If someone closes the server or remote desktop connection and they did not close SimaPro before closing their session, SimaPro still shows that they are logged in. This can create a problem when the user tries to log on again or when a manager is trying to conduct updates and appends at off hours.

1. To resolve this issue, open SimaPro and log-in as the manager.
2. Then go under Tools > User Management > Sessions.

3. Next delete the session manually by holding down the Shift and Delete keys and clicking on the session in the session list.

4. Repeat for any other users, until only the manager user is in session.

5. Be sure to log out of the manager session when you are done!