

# Brightspace on a Shared Computer

## Overview

Brightspace uses Single Sign-On (SSO) and may keep you logged in due to cookies or cached data, which can automatically log you back in. If you need to share or borrow a computer, use a private browsing tab to log into Brightspace. When you log out and close the private tab, your session will end, and the last person logged into Brightspace won't be automatically logged back in.

## Getting Started

### Log out of Brightspace

If you need to log out of Brightspace before sharing a computer or already signed into Brightspace on a public browser, see the [Cannot log out of Brightspace](#) article.

### Open a Private Browsing tab

#### Microsoft Edge

1. Shortcut: Press Ctrl + Shift + N (Windows) or Cmd + Shift + N (Mac).
2. Manual Steps:
  1. Open Microsoft Edge.
  2. Click the three-dot menu (ellipsis) in the upper-right corner.
3. Select New InPrivate window.

#### Google Chrome

1. Shortcut: Press Ctrl + Shift + N (Windows) or Cmd + Shift + N (Mac).
2. Manual Steps:
  1. Open Google Chrome.
  2. Click the three-dot menu in the upper-right corner.
3. Select New Incognito Window.

#### Mozilla Firefox

1. Shortcut: Press Ctrl + Shift + P (Windows) or Cmd + Shift + P (Mac).
2. Manual Steps:
  1. Open Mozilla Firefox.

2. Click the three horizontal lines (menu) in the upper-right corner.
3. Select New Private Window.

## Safari (Mac)

1. Shortcut: Press Cmd + Shift + N.
2. Manual Steps:
  1. Open Safari.
  2. In the menu bar, click File.
3. Select New Private Window.

---

Revision #3

Created 23 January 2025 20:22:24 by Jeremy Lindley

Updated 24 January 2025 18:14:28 by Jeremy Lindley