

Signing Out and Ending Admin Sessions Safely

August 25, 2026

Knowing When to Sign Out of the Admin Portal

In Sherkety ERP & Website Platform, you should sign out whenever you finish working in the admin area, especially after updating website content, reviewing dashboard information, changing SEO details, or managing users. Use the sign-out option from the admin header instead of simply closing the browser tab. Closing a tab may remove the page from view, but it does not clearly confirm that your admin access has ended.

Signing out is most important when you are using:

- A shared office computer
- A public or temporary device
- A browser window that other people can reopen
- Multiple admin tabs during content or settings work

This applies to both **Content Editor** and **Administrator** accounts. Once you sign out, your current admin session ends and protected admin pages are no longer available until you sign in again. That includes areas such as **Dashboard**, **Content**, **Users**, **Settings**, **SEO**, **Services**, and **Pricing**.

If you already reviewed account access rules in [Managing Users and Role Based Access](#), think of sign-out as the final step that closes your current access completely. It is not a permission change, and it does not remove your account. It simply ends your active session in the browser you are using.

This guide focuses on the safe way to leave the admin portal, what you should expect immediately after choosing **Sign out**, and how Sherkety ERP & Website Platform behaves when your session is no longer active. You will also see what happens if you try to reopen protected admin pages after signing out.

[SCREENSHOT: Admin portal header with the account menu highlighted]

Signing Out from the Admin Header

When you are ready to leave the admin area, use the account control in the top header of Sherkety ERP & Website Platform. This is the safest way to end your session because it tells the portal to stop treating your browser as signed in.

1. Open any admin page, such as **Dashboard**, **Content**, or **Settings**.
2. Look at the top navigation bar for the user or account control.
3. Click the account control to open the menu.
4. Select **Sign out** or **Log out** from the available account actions.
5. Wait for the page to change.

After you click **Sign out**, Sherkety ERP & Website Platform removes your current signed-in access from that browser session. You should no longer see admin-only navigation such as links to **Dashboard** or other restricted sections. Instead, you are typically taken back to the admin sign-in screen where the login form appears again.

A successful sign-out usually looks like this:

- The **Login** screen is shown again
- Your previous admin page is no longer active
- Admin navigation options are no longer visible
- Trying to continue editing from the current screen is no longer possible

If you were editing content before leaving, make sure your changes were already saved before signing out. Signing out ends access; it does not keep editing screens open for later use in the same session.

[SCREENSHOT: Account dropdown menu open in the admin header with Sign out selected]

[SCREENSHOT: Admin login screen shown after successful sign-out]

Understanding What Happens After Your Session Ends

After sign-out, Sherkety ERP & Website Platform treats you as signed out immediately. Even if an admin page was open a moment earlier, that page is no longer backed by an active session. In practical terms, you are no longer recognized as a logged-in admin user.

Protected admin pages require an active sign-in. This includes screens such as:

- **Dashboard**

- **Content**
- **Users**
- **Settings**
- **SEO**
- **Services**
- **Pricing**

If one of those pages is still open in another tab, it may remain visible for a moment as an old screen view. That does not mean access is still active. As soon as the page refreshes, reloads, or tries to perform a protected action, Sherkety ERP & Website Platform checks your access again. Without a valid session, the protected page will no longer load as an active admin screen.

This is also why a page refresh matters after sign-out. Refreshing forces the portal to confirm whether you are still signed in. If you are not, it redirects you away from restricted content instead of continuing to show the admin page.

There are two common ways a session can end:

- **Manual sign-out:** you choose **Sign out** from the account menu
- **Expired or invalid session:** your browser no longer has valid access information

From your point of view, both lead to the same result: protected admin pages stop working until you sign in again. The difference is only how the session ended. Manual sign-out is the clean, expected way to leave the admin portal.

Returning to Protected Pages After Signing Out

Once you have signed out, bookmarked admin links and direct admin addresses no longer open the restricted page you were using before. If you try to go straight to a page such as **Dashboard** or **Content**, Sherkety ERP & Website Platform checks whether you still have an active session first. If you do not, it sends you to the admin login screen instead of opening the requested page.

This applies across the protected admin area. You cannot reopen:

- **Dashboard**
- **Content**
- **Users**
- **Settings**
- **SEO**

- **Services**
- **Pricing**

until you sign in again with a valid account.

You may notice that the browser **Back** button briefly shows an older version of a page you visited earlier. That can happen because the browser sometimes displays a saved copy of the last screen. Treat that as a temporary visual copy only. It is not active access. If you refresh the page, click a protected menu item, or try to save or edit anything, Sherkety ERP & Website Platform should check your session and redirect you to the login page.

This behavior is especially important on editing screens. A content form, settings page, or SEO page might appear briefly if it was already open before sign-out, but it should not remain usable without signing in again. If you need to continue working, return to the login page, sign in, and then reopen the page from the admin navigation.

For a broader explanation of why some pages open only for signed-in users, see [Understanding Admin Page Access and Protected Navigation](#).

[SCREENSHOT: Attempt to open an admin page after sign-out redirecting to the login screen]

Leaving Shared Devices Safely

On a shared device, always end your work by using **Sign out** from the admin header. Do not rely on closing the browser window, minimizing the screen, or walking away from an open tab. In Sherkety ERP & Website Platform, the safest habit is to actively sign out first and then clear your view of any remaining admin pages.

After signing out:

- Close any other open admin tabs
- Check that no **Dashboard**, **Content**, **Users**, or **Settings** page is still visible on screen
- Reopen the admin address only if you want to confirm that the **Login** page appears
- Make sure the browser is not offering to keep you signed in on a shared machine

Be especially careful with **Administrator** accounts because those accounts can reach more sensitive areas than standard content editing work. If the browser offers to save your sign-in details, avoid accepting that prompt on shared or public devices. A saved

sign-in can make it easier for the next person at that workstation to reopen the admin area.

A good final check is simple:

- Open the admin page again
- Confirm that the sign-in form appears
- Confirm that you do not return directly to **Dashboard**

If you use several tabs while working, stale pages can remain open even after your session has ended. Closing those tabs prevents confusion for the next person using the device and reduces the chance that someone sees content, settings, or user-management screens left on display.

Fixing Problems When Sign-Out or Access Checks Do Not Behave as Expected

If sign-out does not seem to work normally, start with the visible signs in the browser. In Sherkety ERP & Website Platform, the clearest confirmation is whether you still see the login form or whether the account menu still appears as if you are signed in.

If clicking **Sign out** appears to do nothing:

- Refresh the page
- Open the account menu again
- Check whether your signed-in user control is still visible
- If the login screen appears after refresh, the sign-out likely completed

If a protected page still appears after sign-out:

- Reload that page manually
- Do not rely on what the browser is showing from memory
- Try opening **Dashboard** or another admin section again and confirm whether you are redirected to **Login**

If Sherkety ERP & Website Platform keeps redirecting you unexpectedly:

- Close the current admin tab
- Clear your browser cookies or saved site data for the admin sign-in area
- Open the login page again
- Sign in fresh and retry your task

If different tabs show different access states:

- Close all open admin tabs
- Reopen Sherkety ERP & Website Platform from the login page
- Sign in again only once
- Continue working from the newly opened session

These checks are useful when one tab looks signed out but another still shows an older admin screen. For related interface feedback such as status messages and warnings, see [Understanding Toast Messages and Action Feedback](#) and [Recognizing Warnings Errors and Dismissible Notices](#).

Overview

This page of the admin workflow is about ending access cleanly in Sherkety ERP & Website Platform. The main action happens in the admin header, where you open the account menu and choose **Sign out**. That single action ends your current admin session and removes access to protected areas such as **Dashboard**, **Content**, **Users**, **Settings**, **SEO**, **Services**, and **Pricing**.

The most important idea is that signing out is different from simply leaving the page. If you close a tab without using **Sign out**, you have not clearly confirmed that your session ended. By contrast, when you use the sign-out option, Sherkety ERP & Website Platform stops treating your browser as an authenticated admin session.

This guide also explains what you should expect after access ends:

- The **Login** screen appears again
- Protected admin pages no longer open normally
- Refreshing an old admin tab triggers a new access check
- Direct links to restricted pages send you back to sign in

You also saw how shared-device use changes the safest workflow. On a shared computer, the right sequence is to sign out, close remaining admin tabs, and confirm that reopening the admin area shows the login form instead of your previous workspace.

If you need to review how you got into the admin area in the first place, return to [Signing In and Accessing the Admin Portal](#). If you need to understand where protected pages live inside the admin area, see [Using the Admin Dashboard for Navigation](#).

Prerequisites

Before the steps in this guide make sense, you should already have an active admin session in Sherkety ERP & Website Platform and be able to see the admin header with your account control.

Use this guide when the following are true:

- You are already signed in to the admin portal
- You can open restricted pages such as **Dashboard** or **Content**
- You want to end your current session safely
- You may be working on a shared or public device
- You want to confirm what happens after access ends

It also helps if you already know:

- How to reach the admin login page
- Which account you are using
- Which admin pages are restricted to signed-in users

If you need help with account access before signing out, review:

- [Signing In and Accessing the Admin Portal](#)
- [Managing Users and Role Based Access](#)

If your goal is not to leave the portal but to continue working inside it, this is the point to move on to [Managing Services and Pricing From the Admin Portal](#).