

Users may exit the MyGinnieMae portal in one of two ways, manually and automatically. Whichever way the user chooses to exit the portal it is important to know that closing a portal session does not close any application sessions that have opened in new browser windows. For security reasons, a user should make sure to properly exit all open sessions when finished working.

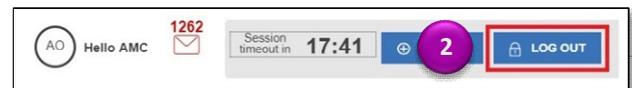
MANUALLY EXITING MYGINNIEMAE

1. Select the  **lock** icon at the top right of the page.



2. Select **LOG OUT**.

NOTE: For security reasons, always select LOG OUT after finishing a session and before closing the browser.

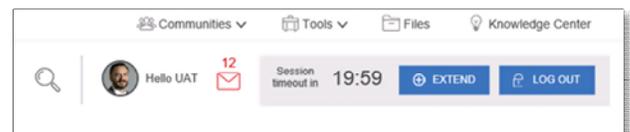


AUTOMATIC LOGOUT

The Portal Session Timeout timer is a security feature that automatically logs the user out after 20 minutes of inactivity while also indicating how much time is left before the session times out. The session timer will automatically extend when the user:

- Manually refreshes the page,
- Select the Extend button to extend the session, or
- Navigates from page to page within the Portal.

To reveal the Portal Session Timeout timer, select the  **lock** icon in the top right corner of the page.



The timeout period for the business applications on the Portl is the federal security standard 20 minutes of inactivity. If the session times out, close the browser and open a new browser session before attempting to log back into MyGinnieMae.