



**cLc Learning Platform User Guides**

**Guide to editing Session  
Settings**

cLc v1.6 Software Release – April 08

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## 1 Objectives of this Guide

At the end of this 'Guide to editing Session Settings' you will be able to:

- Change the time out session for an adult or a pupil

## 2 User access rights required to use this guide

To use this cLc guide you will need to check that you have access to view:

- **Group Administration** component when viewing at least one 'sub-group Community' within your cLc learning platform.
- **Session Settings** (Security) to edit the session settings

If you cannot view any of the above, or if you have any queries with regards to your access rights, please contact a cLc Manager. To learn about the different cLc user access rights levels, please refer to the '**Guide to cLc Access Levels**', or [Click here](#) to view online.

## 3 What are the Session Settings?

The session setting allows you to change the time out session for either a pupil or an adult.

## 4 How to? Guides

### 4.1 How do I edit the Session Settings in the cLc?

1. Navigate to cLc Admin > Session Settings



2. Depending on which type of user you want to apply the settings for (Adult or Pupil), click on the appropriate drop down box to select the following session timeouts:
  - 20 minutes (Default)
  - 1 hour
  - 2 hours
3. Once selected, click 'Save' to save any changes to the settings.

#### -Session Length-

**i** When selecting longer session lengths, users should be reminded to logout and close their browser when they have finished working or leave a machine unattended.  
The default setting will apply to those users who do not have javascript enabled.

Adults	<input type="text" value="2 Hours"/>
Pupils	<input type="text" value="20 Minutes (default)"/>

- When selecting longer session lengths, users should be reminded to logout and close their browser when they have finished working or leave a machine unattended.
- Regardless of the setting chosen, a warning will appear when the session time reaches 3 minutes remaining.
- The default setting of 20 minutes will apply to those users who do not have JavaScript enabled.