

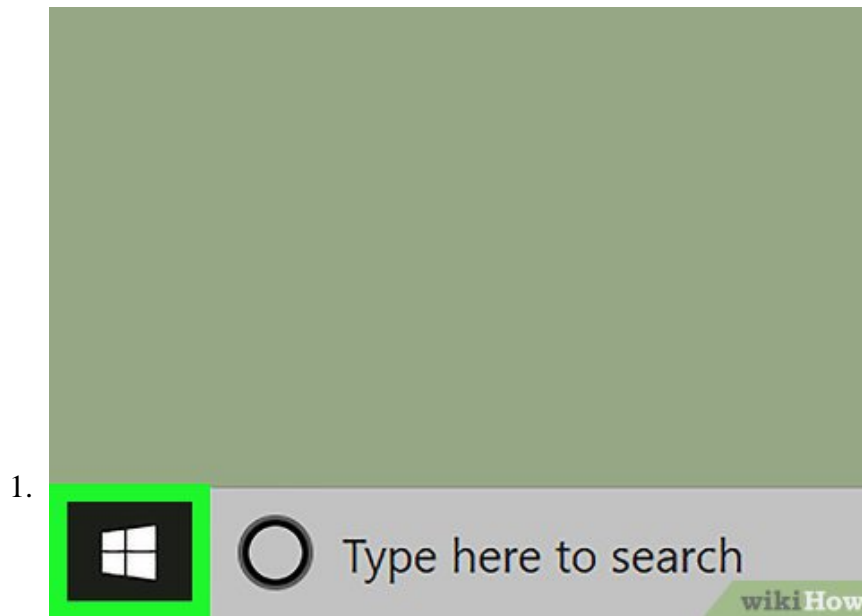
How to Turn Off a Personal Computer

In today's day and age, it is not necessary to turn off your computer unless if you are making changes to the hardware, booting into a different operating system, or trying to save battery, or if your computer is running slow. Turning off...

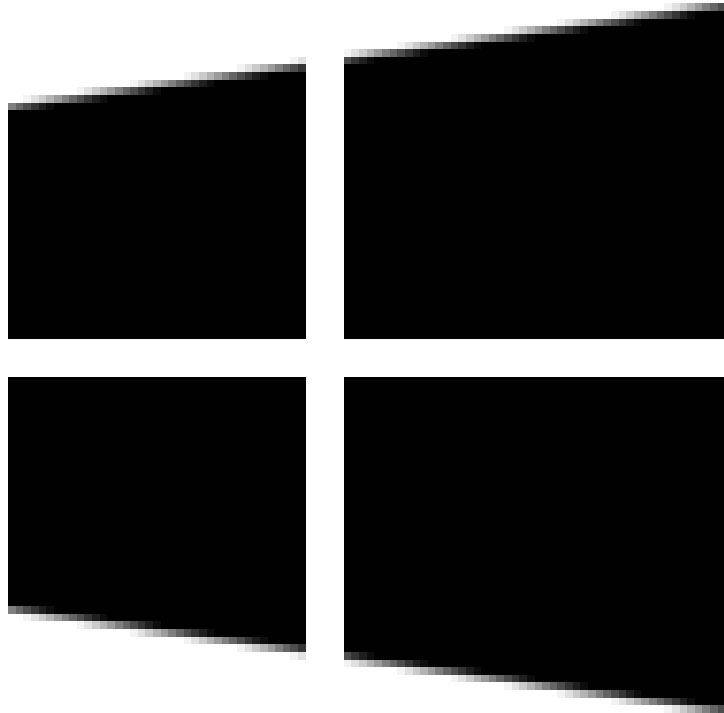
Method 1 of 2:

Windows

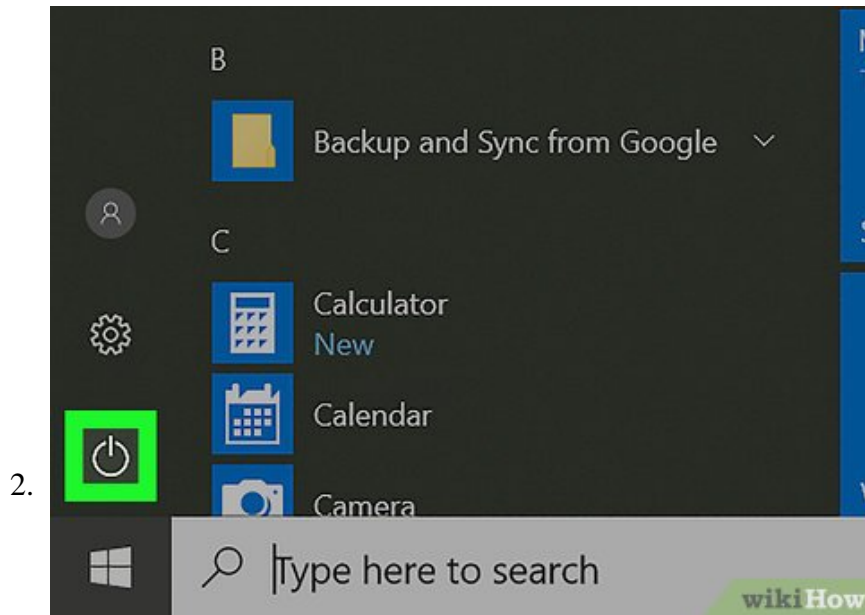
Through Start



Click on the Start



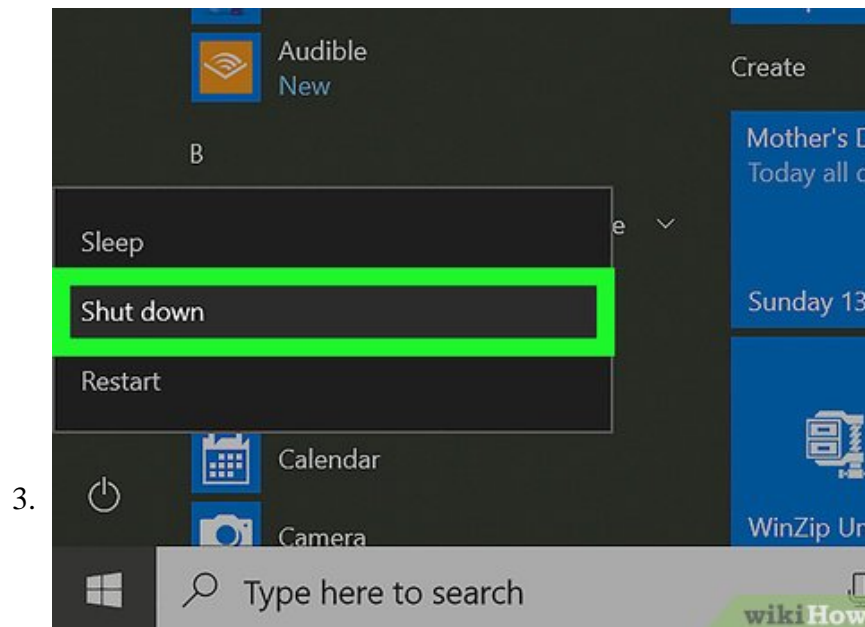
button. It is in the bottom left hand corner, unless you moved your taskbar. Even then, your start button is located in the bottom left corner on Windows 8, it is just hidden.



Click on the power



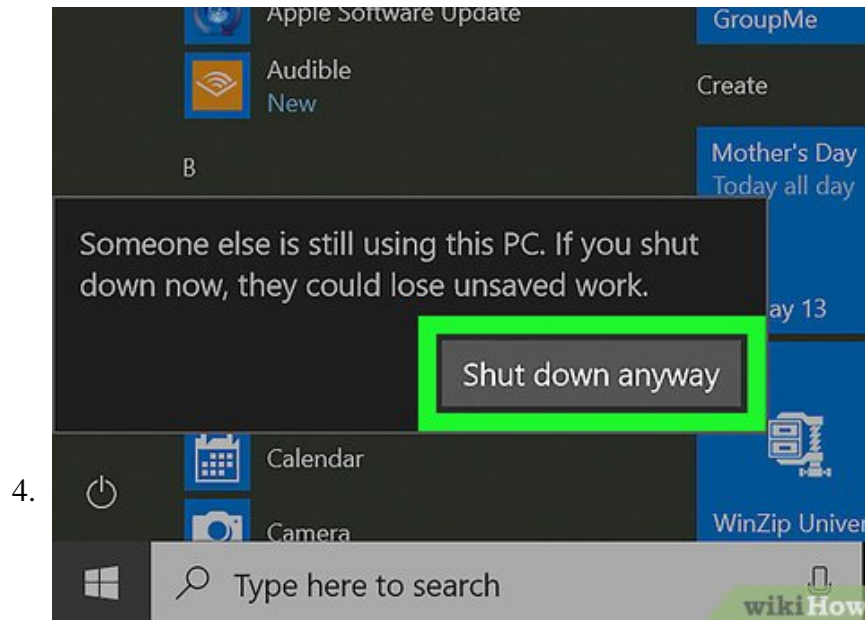
button. This is where you will find a bunch of power options, including to shut down, restart, and sleep, as well as hibernate (Windows 7) and user options.



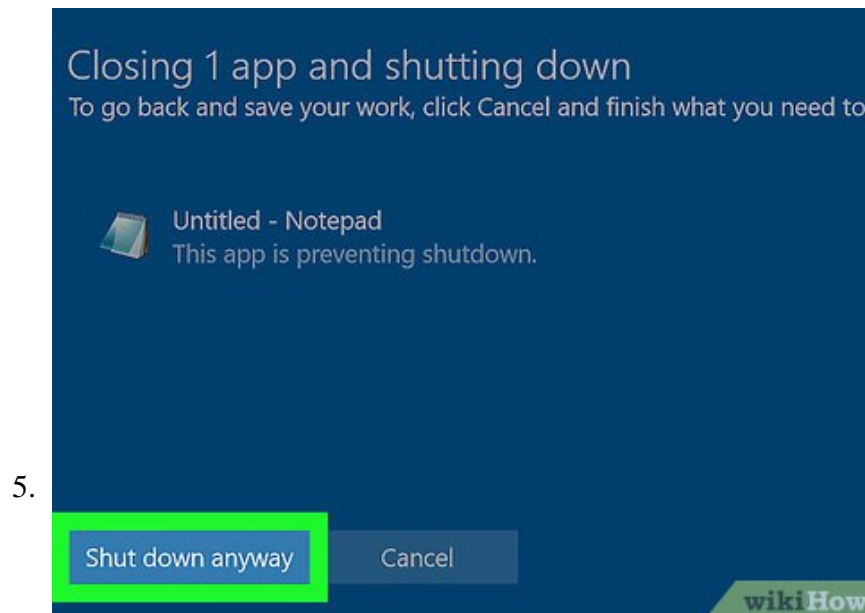
Click on the appropriate option. Here are the options:

1. Shut down - shuts down the computer, and installs any Windows Updates.

- Restart - shuts down the computer, installs any Windows Updates, and starts your computer again. Useful if your computer is having trouble with hardware and programs.
- Sleep - turns off your computer's display and temporarily halts any running programs.
- Hibernate - turns off your computer and saves your data to a hibernation file. Useful for airplanes where devices need to be powered down for a period of time.

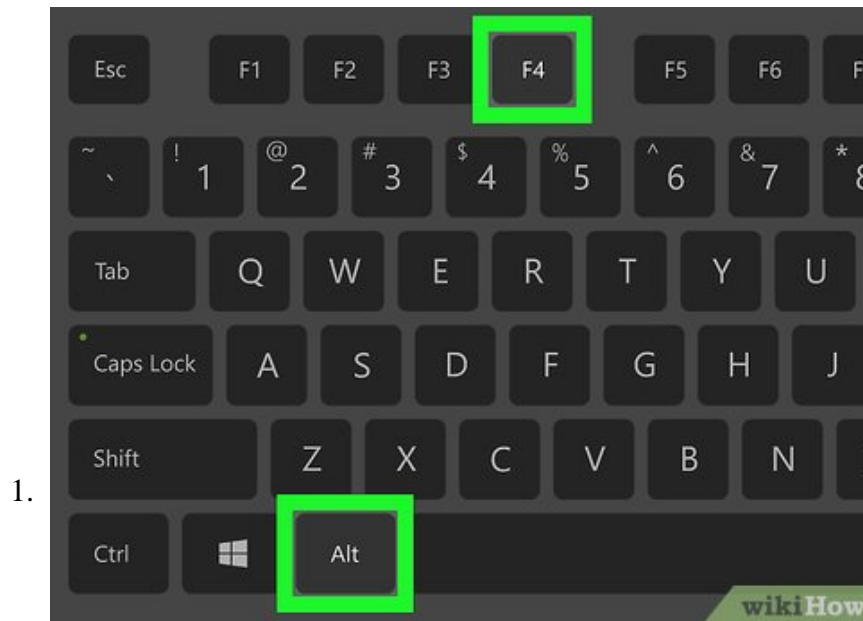


Confirm that you want to shut down/restart your computer if other users are logged in. This can be done by clicking on or .

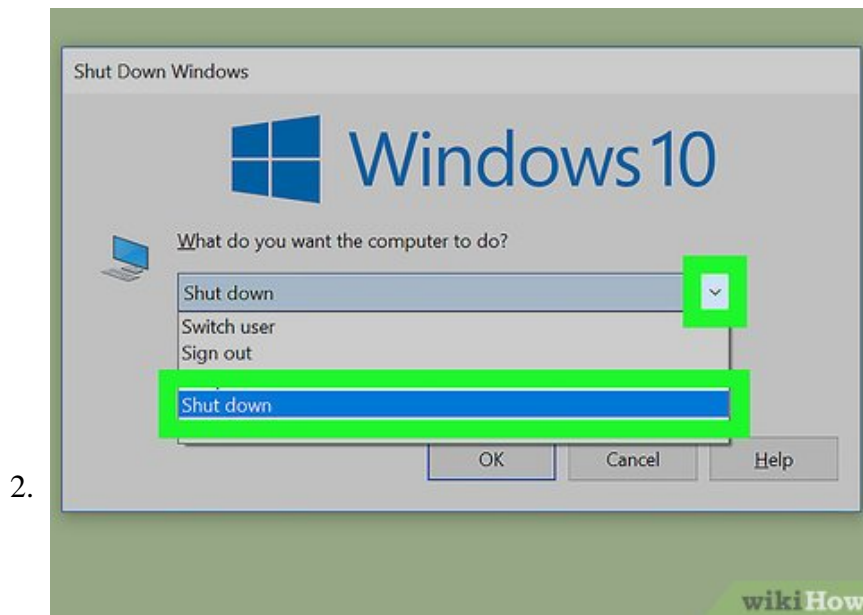


Force a shut down/restart if programs are not responding. Click on or to force a shutdown or restart.

From the Desktop or Taskbar

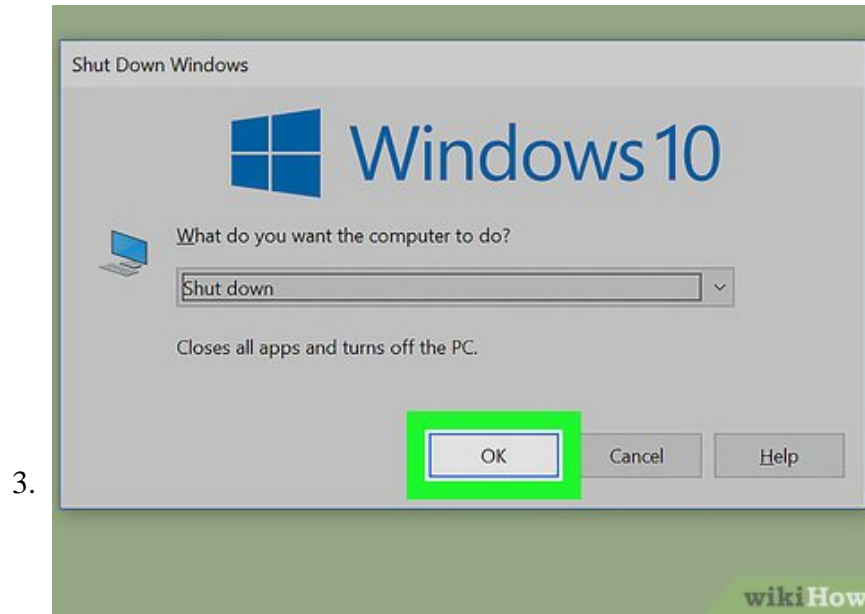


Press **Alt** + **F4**. This will not close your taskbar or desktop, it will bring a popup window.

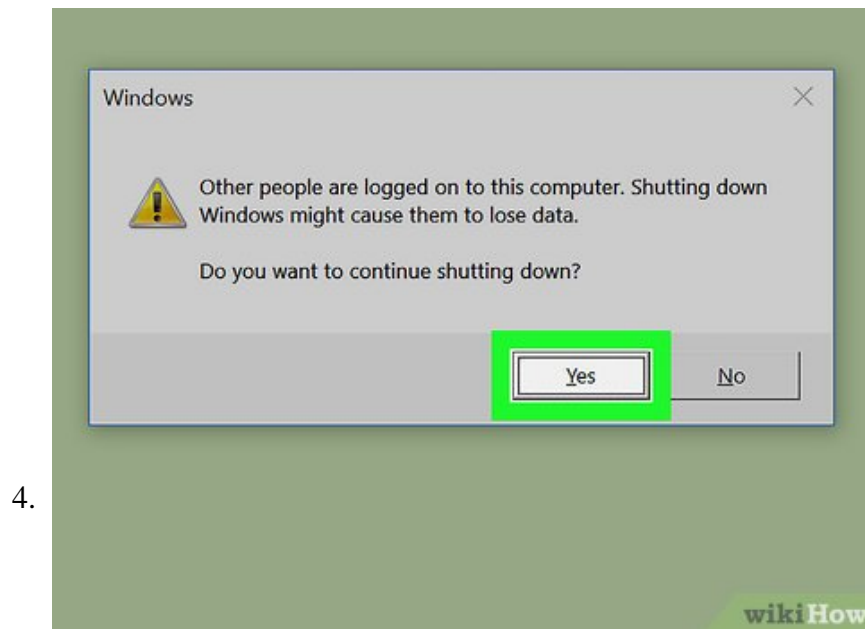


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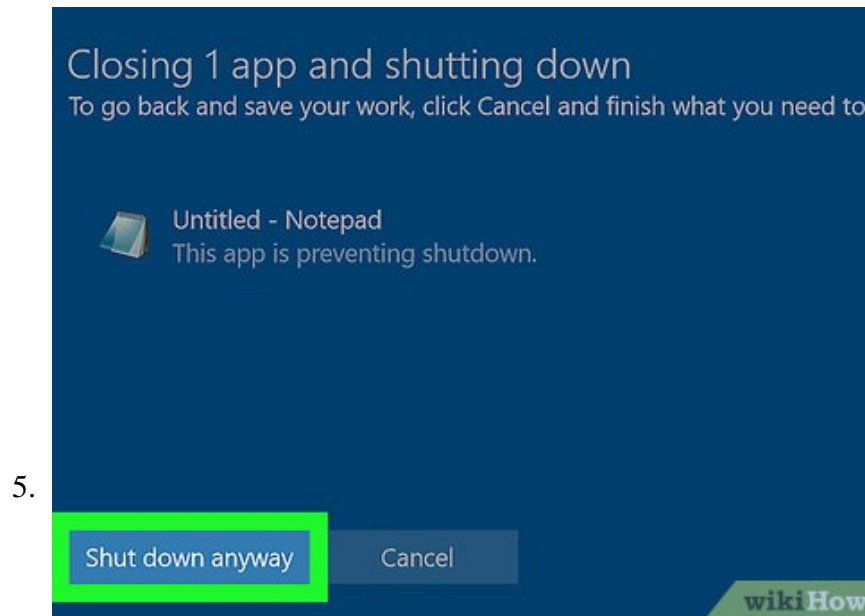
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2. Restart - shuts down the computer, installs any Windows Updates, and starts your computer again. Useful if your computer is having trouble with hardware and programs.
3. Sleep - turns off your computer's display and temporarily halts any running programs.
4. Hibernate - turns off your computer and saves your data to a hibernation file. Useful for airplanes where devices need to be powered down for a period of time.



Click on **OK**.



Confirm that you want to shut down/restart your computer if other users are logged in. This can be done by clicking on **Shutdown/Restart anyway** or **Yes**.

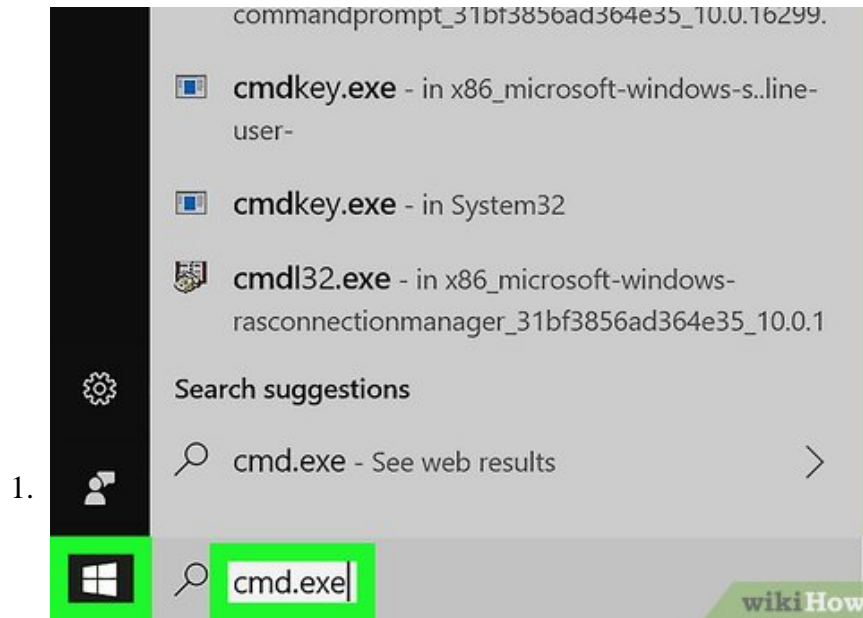


Force a shut down/restart if programs are not responding. Click on or to force a shutdown or restart.

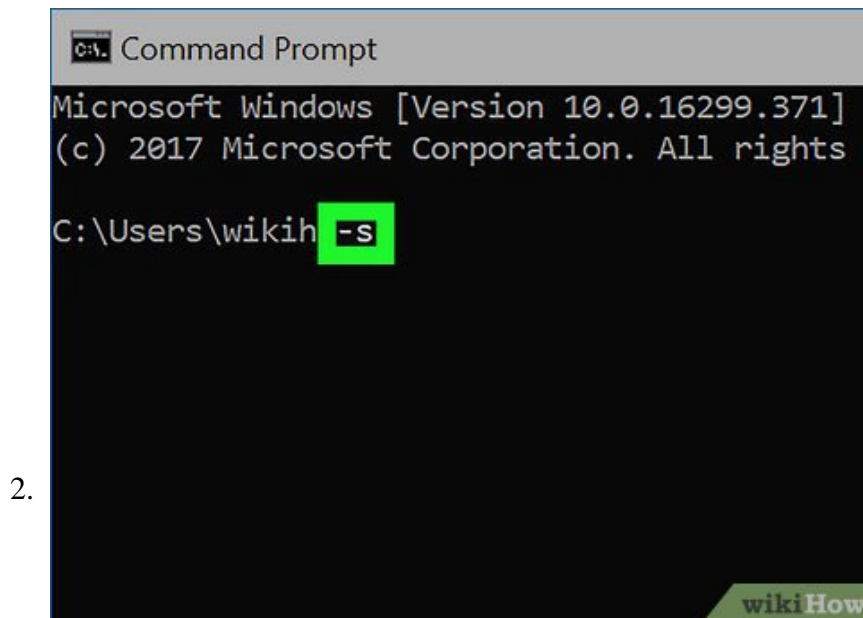
Through the Taskbar Right-click Menu

1. **Locate the start button on the task bar.** This is usually in the bottom left corner. Then, right-click.
2. **On the right-click menu, choose "Shut down or sign out".**
3. **In the "Shut down or sign out" menu, choose Sleep, Shutdown or Restart.**
4. **Confirm that you want to shut down/restart your computer if other users are logged in.** This can be done by clicking on or .
5. **Force a shut down/restart if programs are not responding.** Click on or to force a shutdown or restart.

From Command Prompt or Powershell

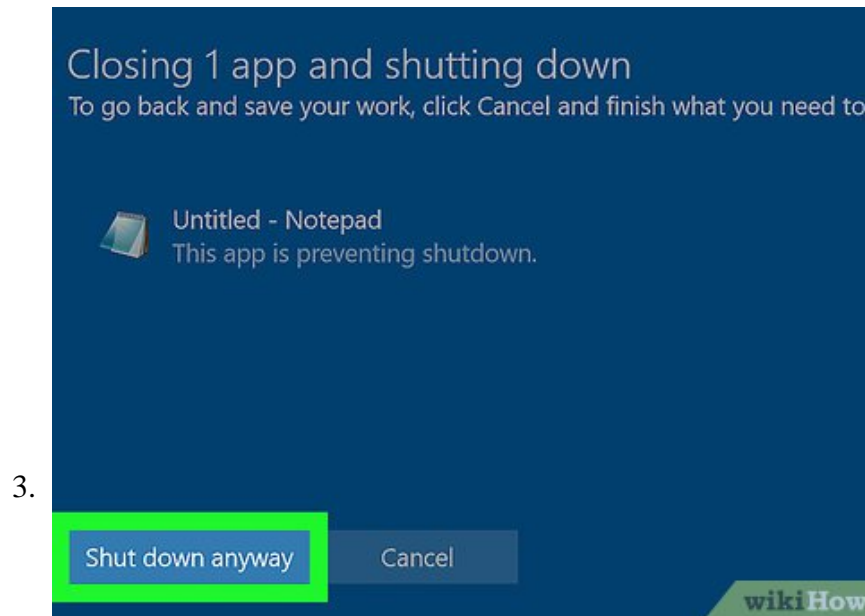


Open Command Prompt or Powershell. Type `cmd.exe` or `powershell.exe` to start either of the two respectively.



Type `shutdown -action` to shutdown your computer. Here are the codes.

1. `-s`: shuts down your computer.
2. `-r`: restarts your computer.
3. `-h`: hibernates your computer.

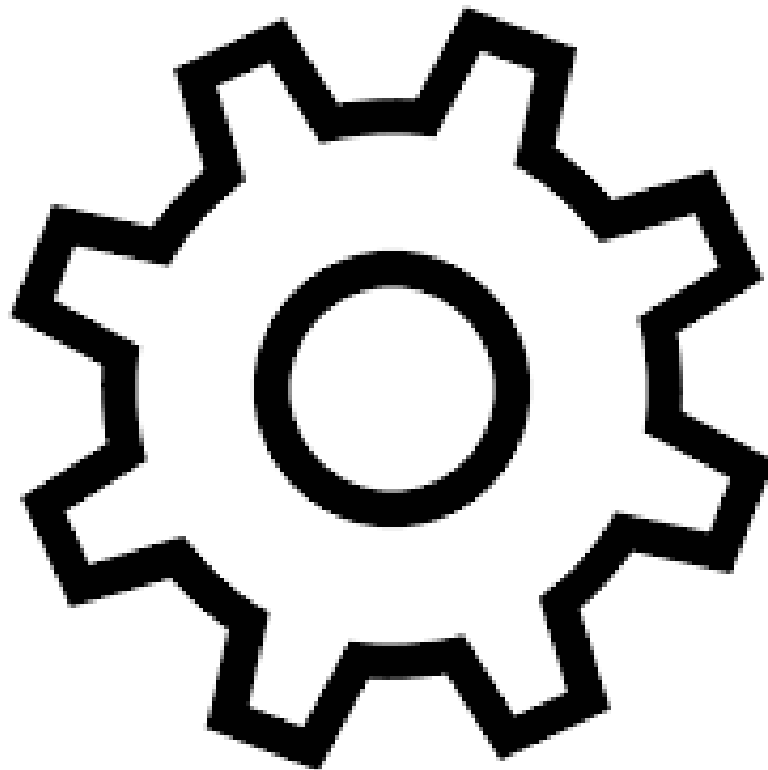


Force a shut down/restart if programs are not responding. Click on **Shutdown/Restart anyway** or **Force shutdown/restart** to force a shutdown or restart.

From the Settings Charm

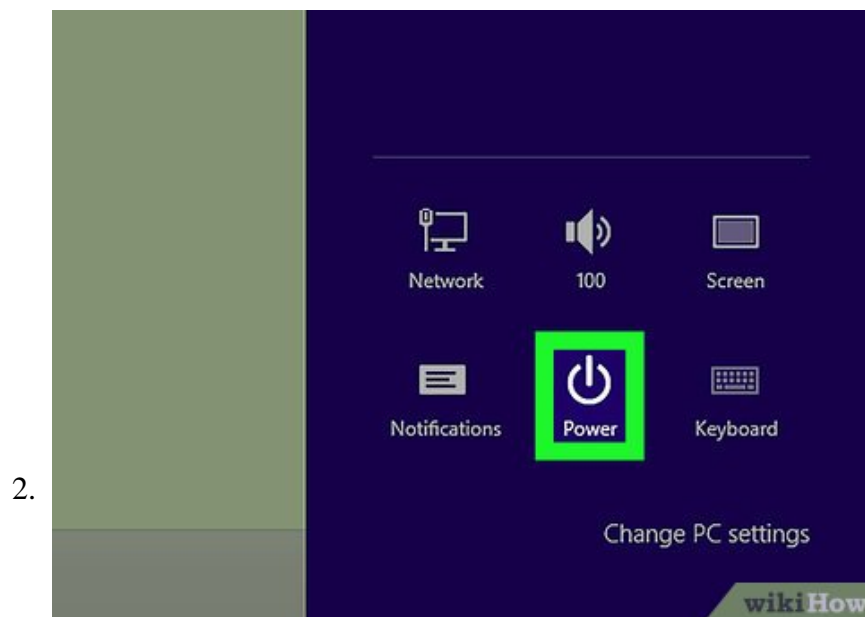


Open the charms bar. This is available on Windows 8 and Windows 8.1, and can be done by swiping left from the right, or by moving your mouse to either of the right corners. Then choose



Settings.

1. You can also find the settings key on your keyboard to do this.

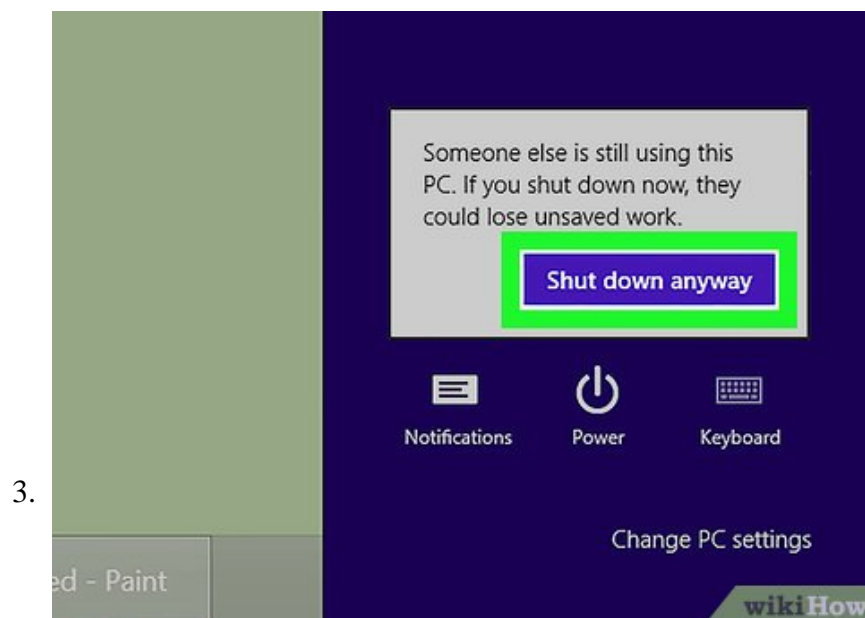


Choose

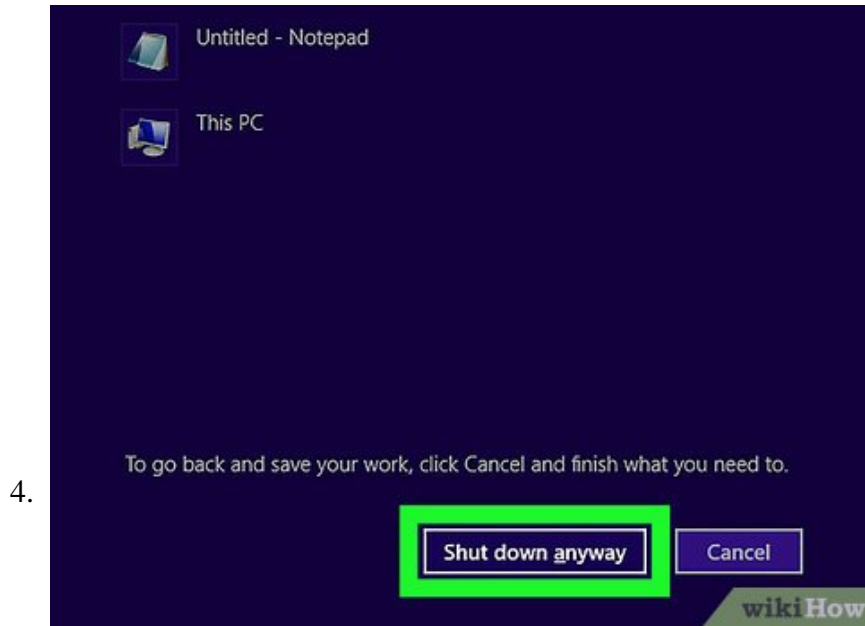


Power. Then choose the appropriate option:

1. Shut down - shuts down the computer, and installs any Windows Updates.
2. Restart - shuts down the computer, installs any Windows Updates, and starts your computer again.
Useful if your computer is having trouble with hardware and programs.
3. Sleep - turns off your computer's display and temporarily halts any running programs.

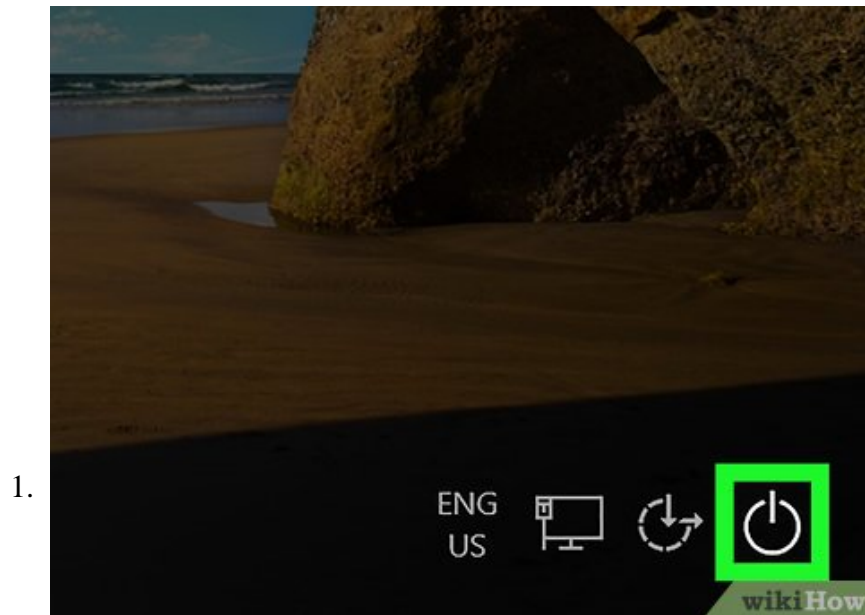


Confirm that you want to shut down/restart your computer if other users are logged in. This can be done by clicking on **Shutdown/Restart anyway** or **Yes**.



Force a shut down/restart if programs are not responding. Click on **Shutdown/Restart anyway** or **Force shutdown/restart** to force a shutdown or restart.

From the Lock Screen/Control-Alt-Delete Screen

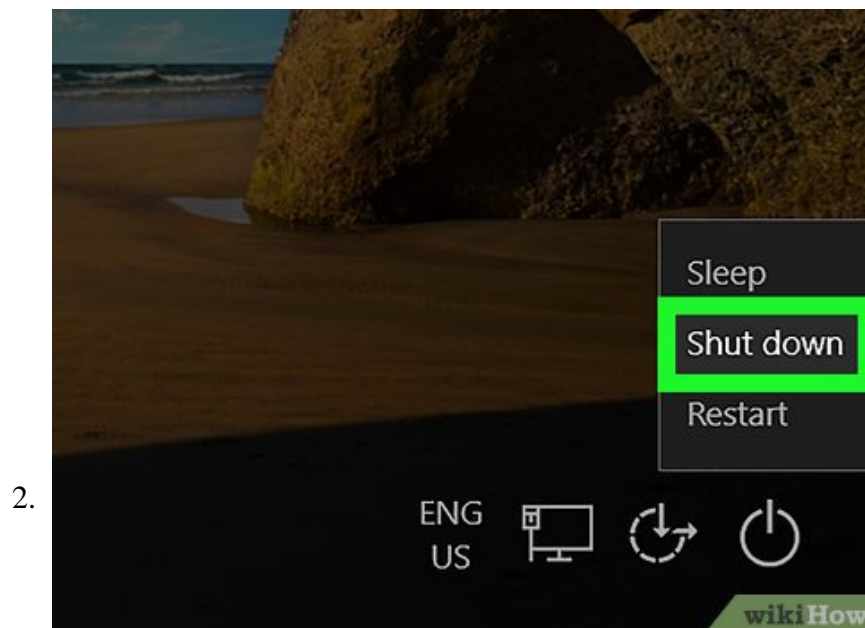


Choose



Power in the bottom right corner. Then choose the appropriate option.

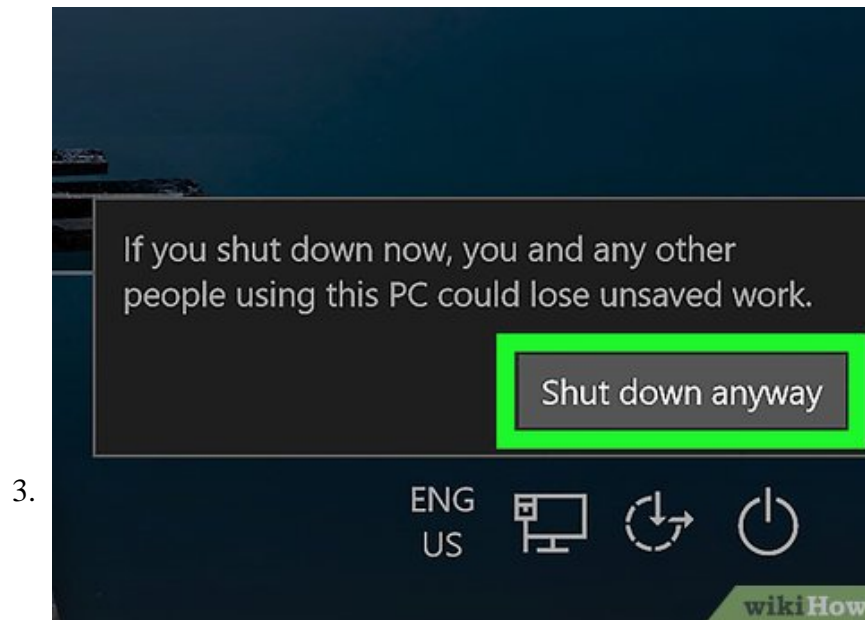
1. To emergency restart (if you ran out of RAM or CPU processing), press **Ctrl + Alt + Delete**, hold **Control** while clicking power, then click on "Yes".



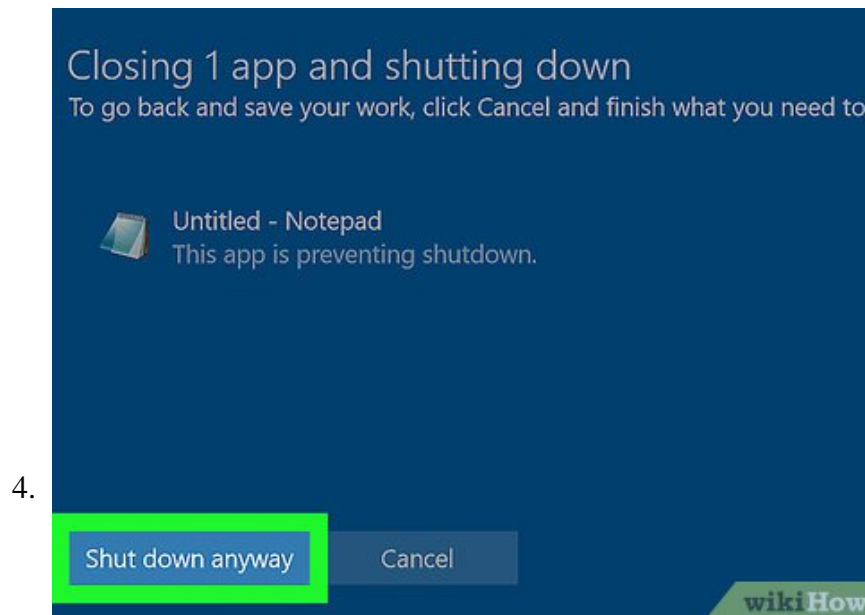
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Confirm that you want to shut down/restart your computer if other users are logged in. This can be done by clicking on or .



Force a shut down/restart if programs are not responding. Click on or to force a shutdown or restart.

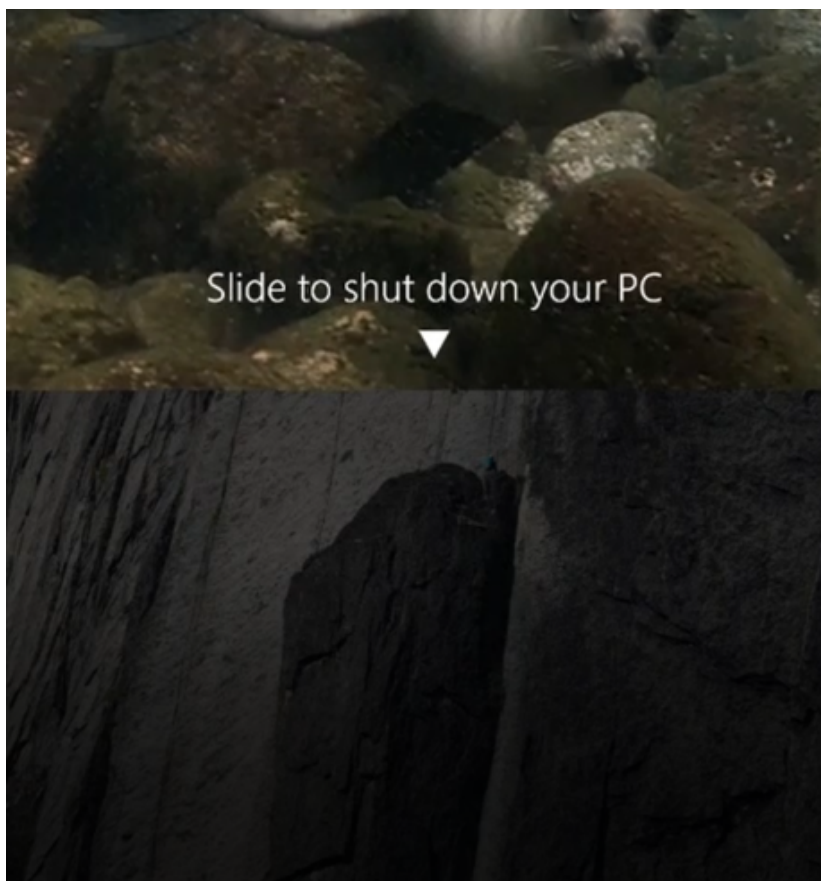
On InstantGo

1.

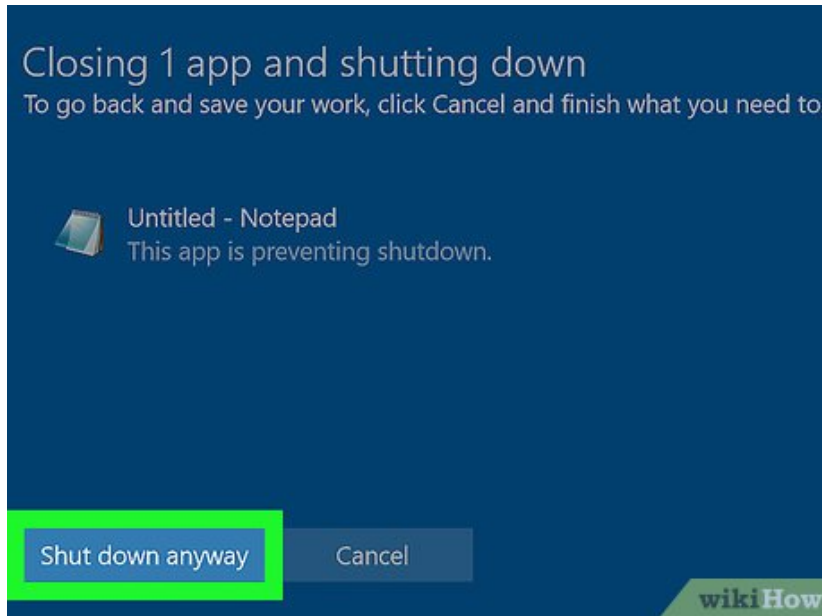


Hold the power button of your computer for five seconds.

2.



Drag the screen down.



3.

Force a shut down/restart if programs are not responding. Click on

Shutdown/Restart anyway

or

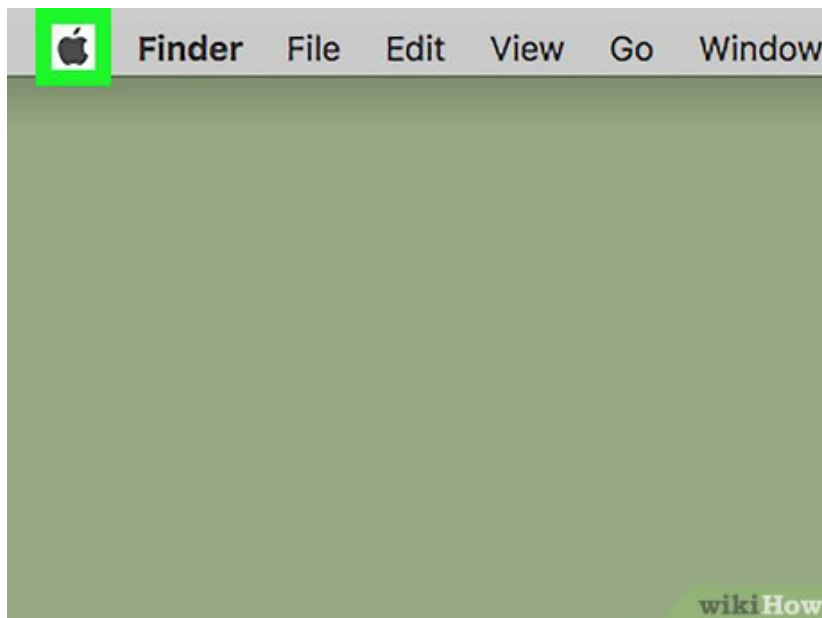
Force shutdown/restart

to force a shutdown or restart.

Method 2 of 2:

Mac

From the Apple Menu

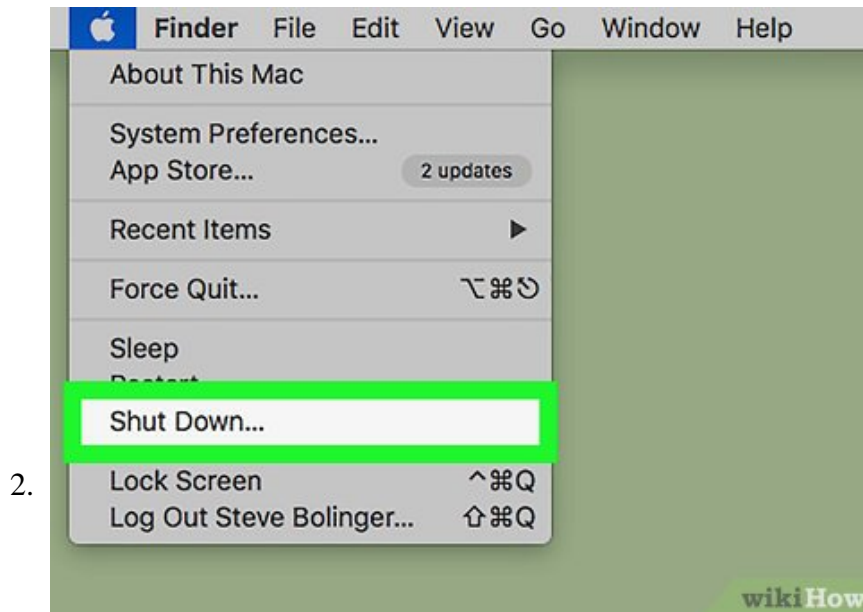


Click on the



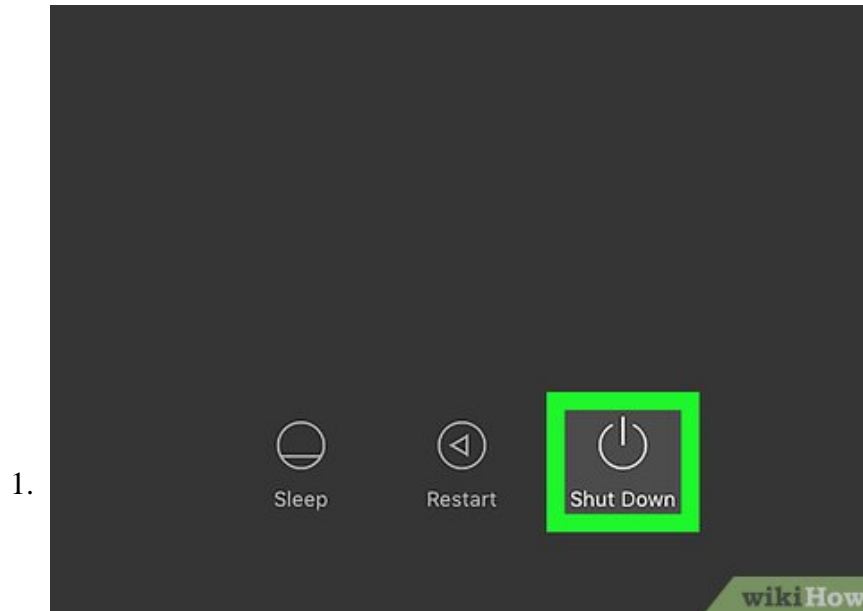
Apple menu, then choose the appropriate option:

1. Shut down - shuts down the computer, and installs any Windows Updates.
2. Restart - shuts down the computer, installs any Windows Updates, and starts your computer again.
Useful if your computer is having trouble with hardware and programs.
3. Sleep - turns off your computer's display and temporarily halts any running programs.

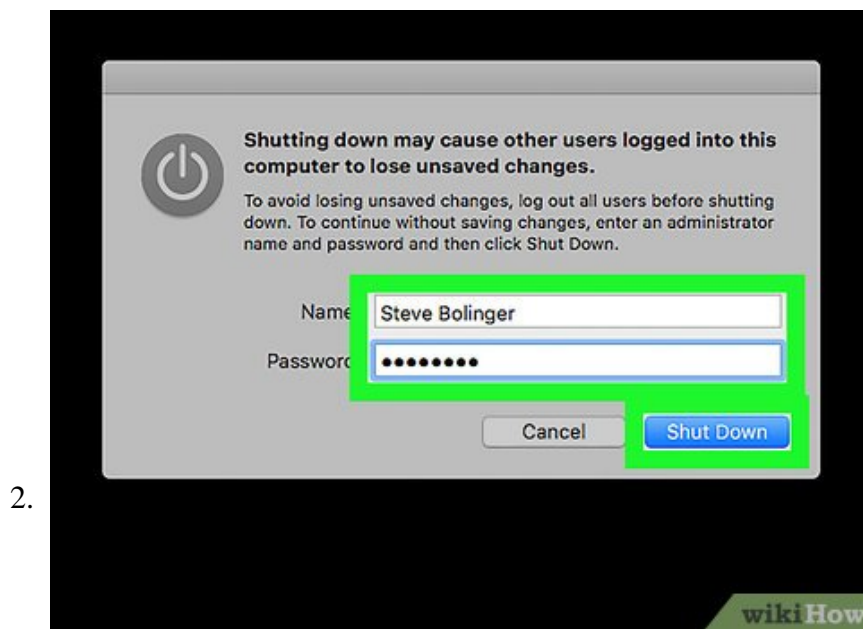


Confirm that you want to shut down/restart your computer if other users are logged in. This can be done by entering an administrator username and password and clicking

From the Login Screen



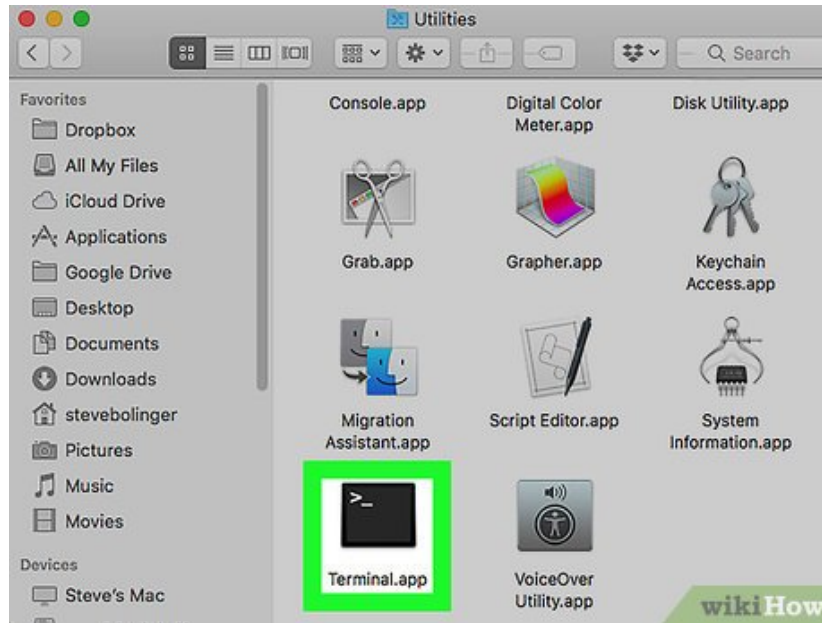
Click on the Shutdown, Restart, or Sleep button.



Confirm that you want to shut down/restart your computer if other users are logged in. This can be done by entering an administrator username and password and clicking

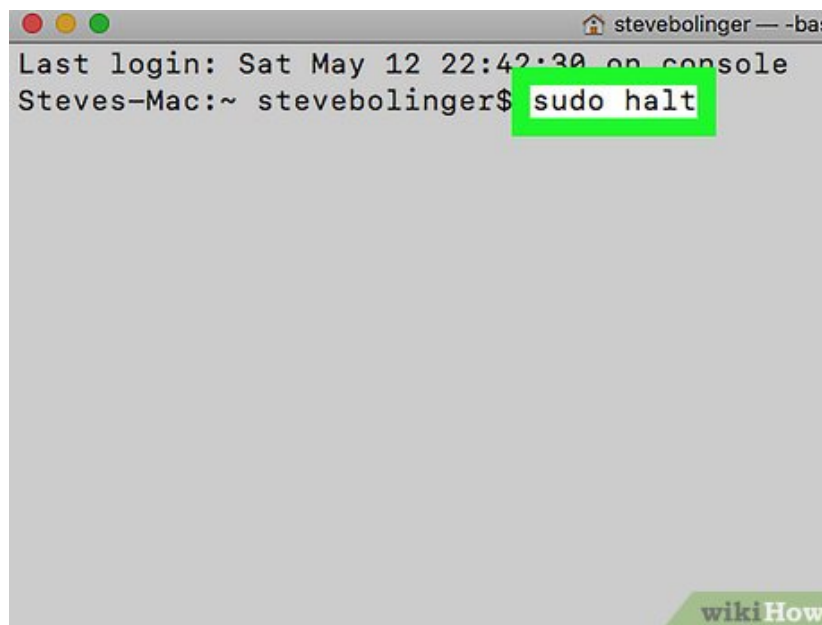
From Terminal

1.



Open Terminal.

2.



Type **sudo reboot** to restart or **sudo halt** to shut down. You will not be prompted for the shutdown, but may be prompted for an administrator username and password.

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