


# Session Timers - DA2030

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***District Administration > Options > Session Timers***

This page is used to set session timers for each application in the TxEIS system. On each application page, under the menu bar, a session timer is displayed. As each page is displayed, the timer resets.

- The time counts down from the set session timer (e.g., 30 minutes) to 00 minutes.
- The time resets when there is process activity on the page such as clicking a button or a tab.
- A warning message is displayed at the two-minute mark.
    - Click **OK** to extend the session for another period (i.e., session time).
    - Click **Cancel** to continue the existing session.
    - After the two-minute warning, if you do not click **OK** or **Cancel**, the application session automatically times out due to inactivity. To return to the application and start a new session, click **Change Application** or **Exit Application**.

## Set up session timers:

For each application, type the desired session time in the corresponding field. The session timers must be greater than or equal to twenty minutes and less than or equal to 240 minutes (i.e., 4 hours).

Click **Save**.


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