

Shutdown a Server

1. **Access Your Clusters**

- In the **left-hand menu**, click on **Clusters**.

2. **Select Your Desired Cluster**

- On the **Clusters Summary** page, locate and click on the cluster you wish to work with.
- This will display a list of all servers associated with that cluster.

3. **Choose the Server to Shut Down**

- Scroll through the list and select the server you want to shut down.

4. **Initiate the Shutdown Process**

- On the **right-hand side** of the selected server row, click on **Actions**.
- From the dropdown, choose **Shutdown Server**.

5. **Confirm the Shutdown**

- A confirmation prompt will appear. Click **Confirm** to proceed.
- The server will now begin the shutdown process.

Following these steps will safely shut down your chosen server.

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