

Requirements: You must have a customer role that includes the Manage Access and View Users rights.

You can remove a user from a customer account. The user, however, may still be included in other customer accounts.

- 1. On the home page, click **Administration**.
- 2. In the **Administration** area, click **Users**.
- 3. Right-click the name of the user whom you want to delete.
- 4. In the menu that appears, select **Delete User**.
- 5. In the confirmation dialog box, click **Confirm**.

From This Component of The Software	Do This
Customers	1. On the home page, click Administration 2. In the Administration area, click Customers. 3. In the Customers area, right-click the customer's row and select Manage Users and Groups. 4. In the Users area, right-click the row of the user whom you want to delete. 5. Select Delete User. 6. In the confirmation dialog box, click Confirm.