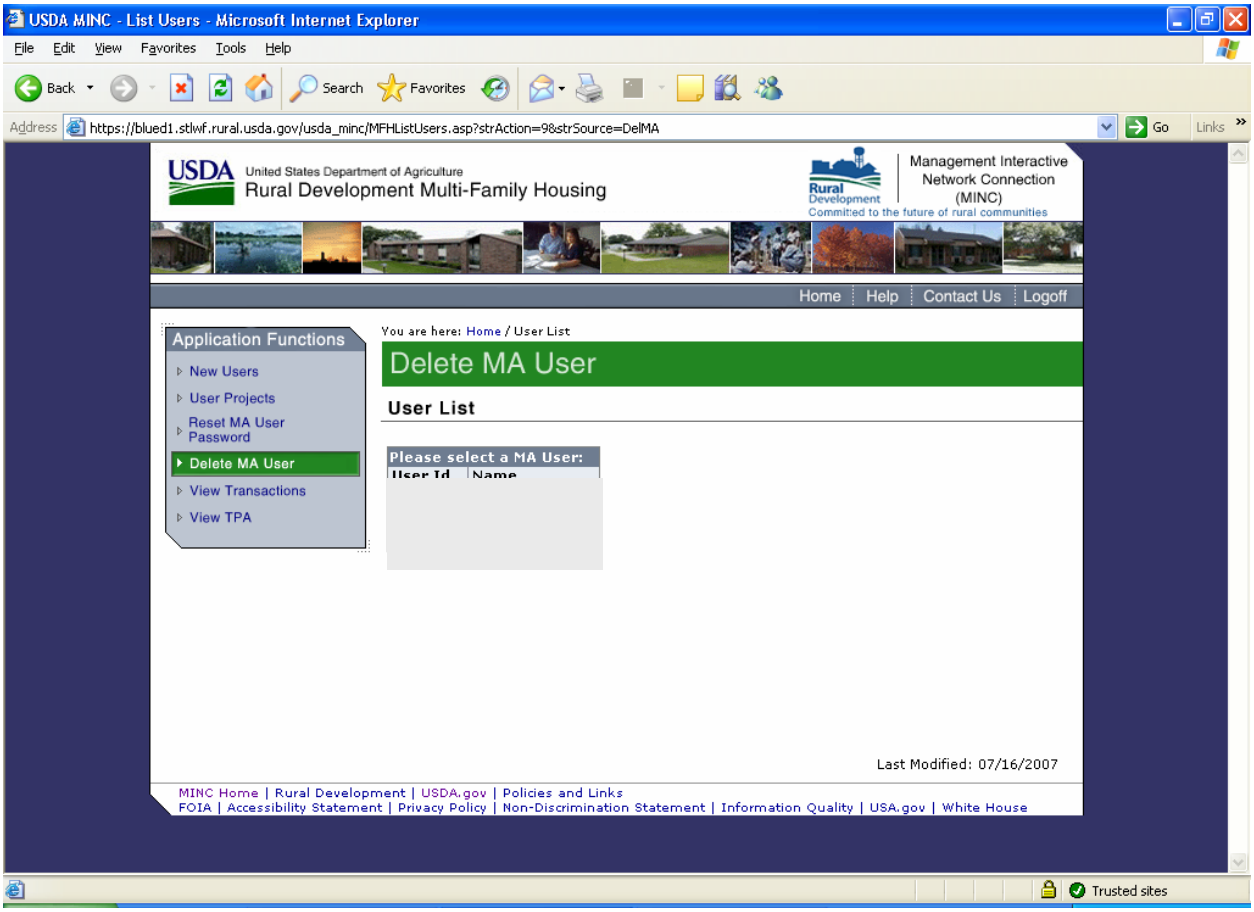
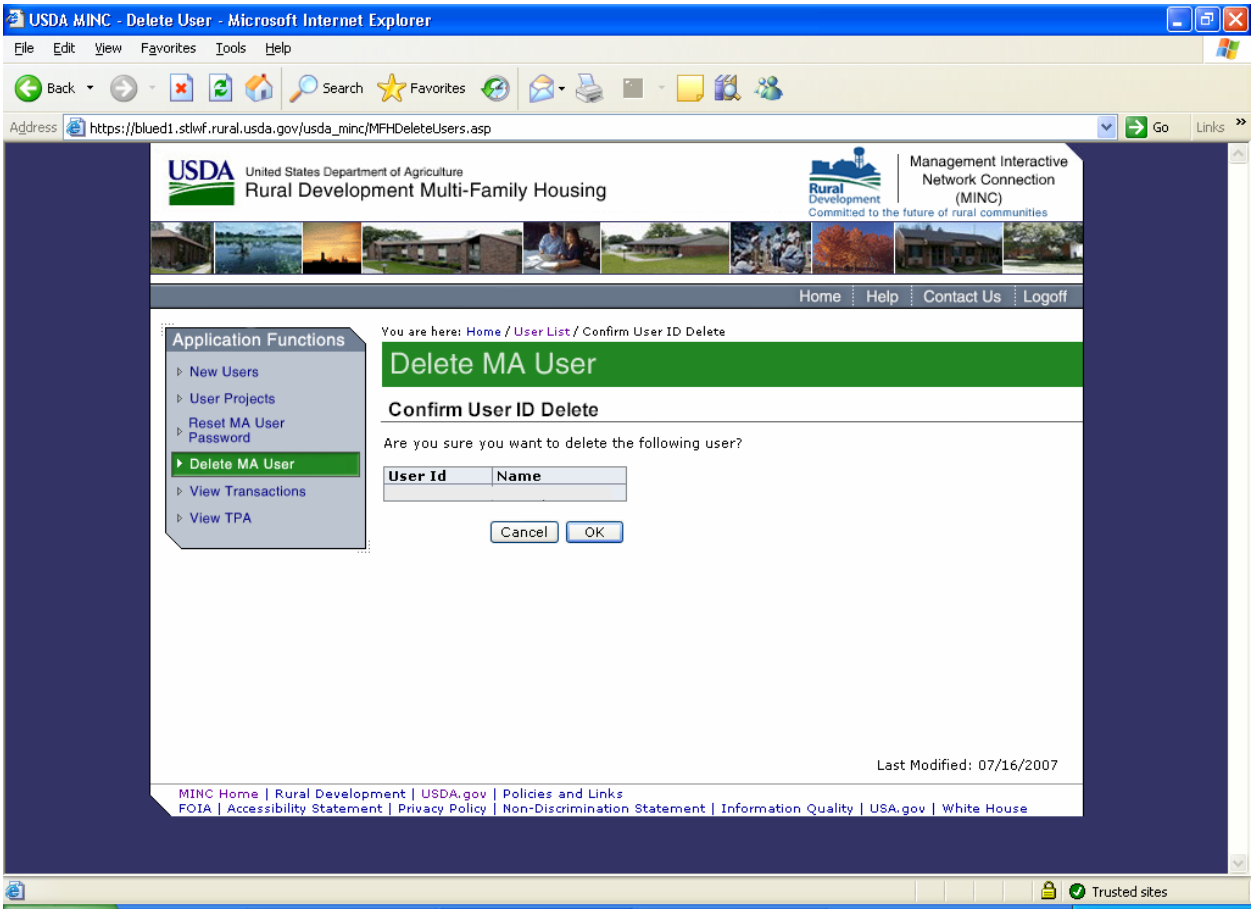
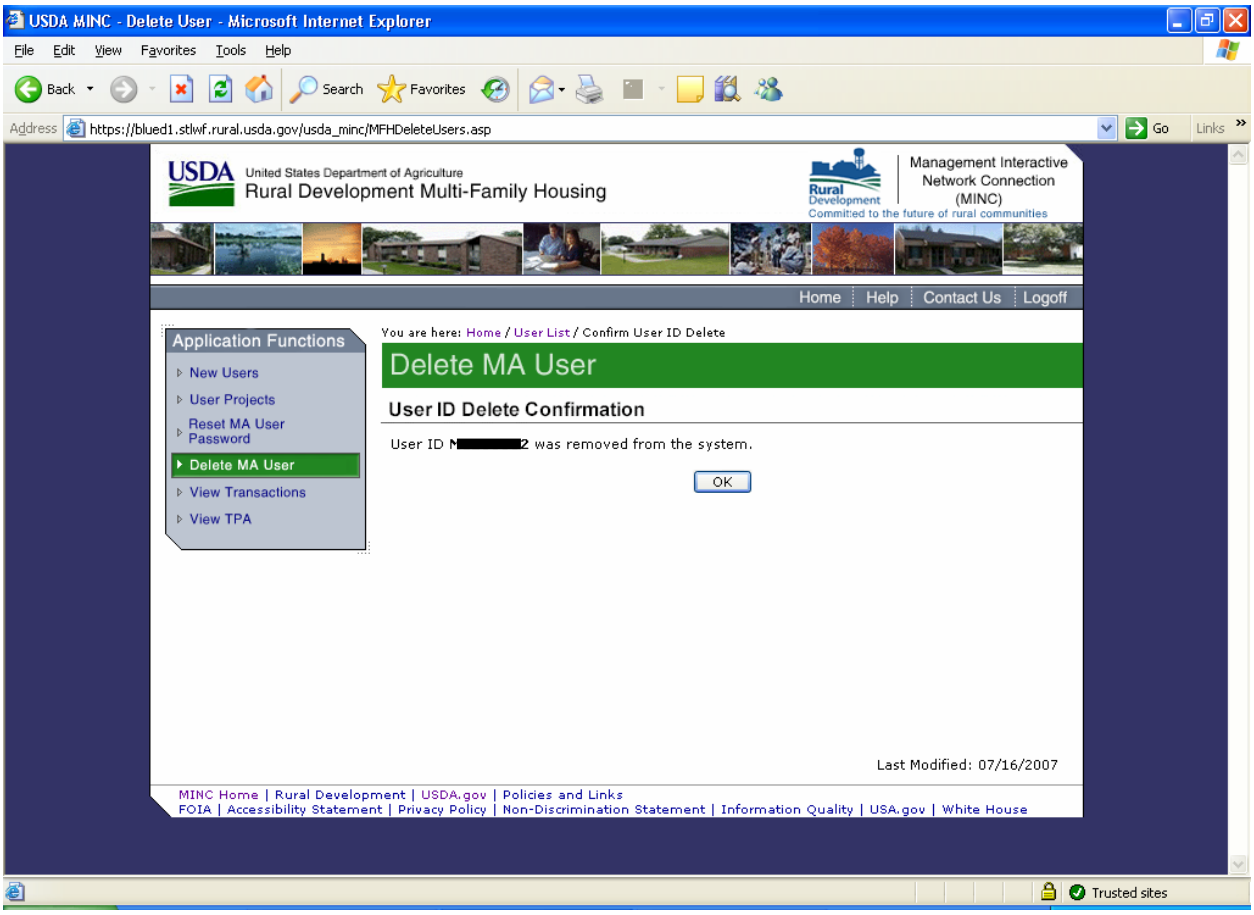
Deleting an Obsolete User

1. Click on the Delete MA User link. When you click on this link, the system displays the User List which contains a listing of User ID's and users authorized for your management agency.



2. To delete an individual user, click on the User ID number next to that individual's name. The system displays a Confirm User ID Delete window.



3. Click on OK to delete the user or Cancel. If you click on OK, the system displays the User ID Delete Confirmation page. If you click on the OK button on this page, the system displays the User List without the deleted user's User ID and Name. If you click Cancel, the system redisplays the User List.