## 6.5.1.3 Delete an i2b2 User

## Steps to Delete a User in i2b2

The following steps outline the process of deleting a user in the i2b2 Administration Module.

Assumption: The following steps assume you are already logged into the i2b2 Administration Module. If you do not know how to login please see the chapter titled i2b2 Administration Module Install.

- 1. In the Navigation panel, click on Manage Users.
- 2. The Manage Users page will display on the right.

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- 3. In the Navigation panel, click on the name of the user you want to delete.
- 4. The Edit User page will display on the right.

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5. Click on **Delete** to remove the user.

- 6. The user will be removed from the list of users on the Manage Users page.
- 7. In the Navigation panel click on Manage Users to refresh the hierarchical tree and verify the user no longer appears in the list.