



DELETE AN ADMINISTRATOR

To delete an administrator you will have to login to the Case Log System.

Once logged in select **Program Setup**. Select **Update Program Information** under the Director heading (fig. 1).

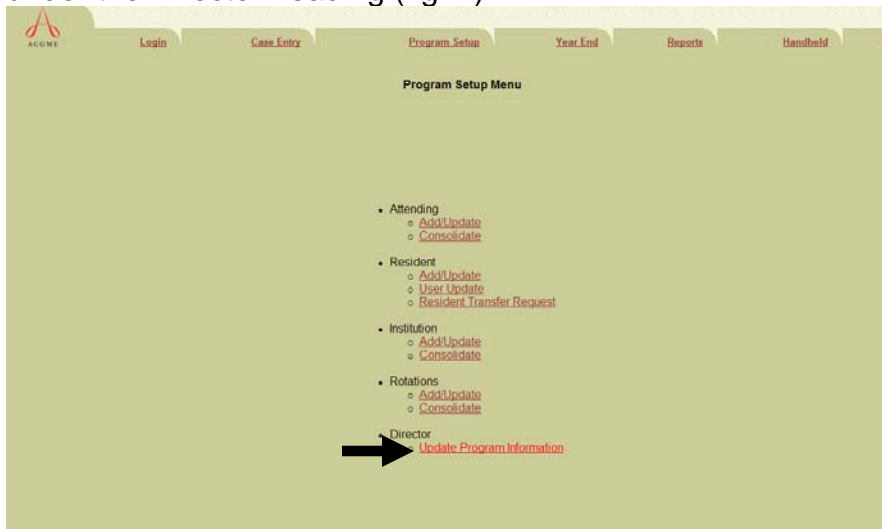


Figure 1: Program Setup

Select **Delete** next to the administrator you wish to delete (fig. 2).

4401234567 General Surgery Program Name		New Director
Role: Administrator	Login: admin440	
Role: Director	Login: ad	Director: s, f
Role: Director	Login: dir440	Director: Director, General Surgery
Role: Director	Login: dir4409991	Director: newsqserver, director

Figure 2: Update Program Administrators

A window will appear to permanently delete the administrator. Select **DELETE** (fig. 3).

Director Delete

Director

First Name M.I. Last Name

Phone Co-Director

User ID

Password Confirm Password

Program

Program ID

Program Name

Duration of Program Active

Figure 3: Administrator Delete