

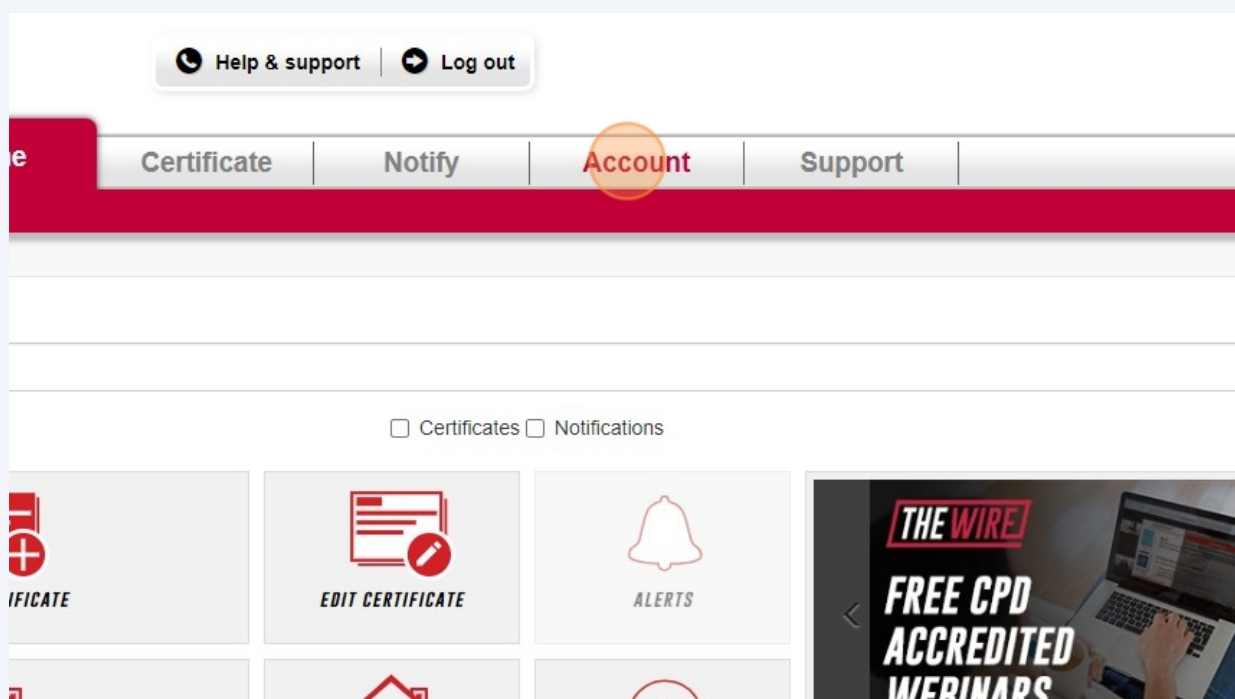
Managing Active Users On An NICEIC Online Account



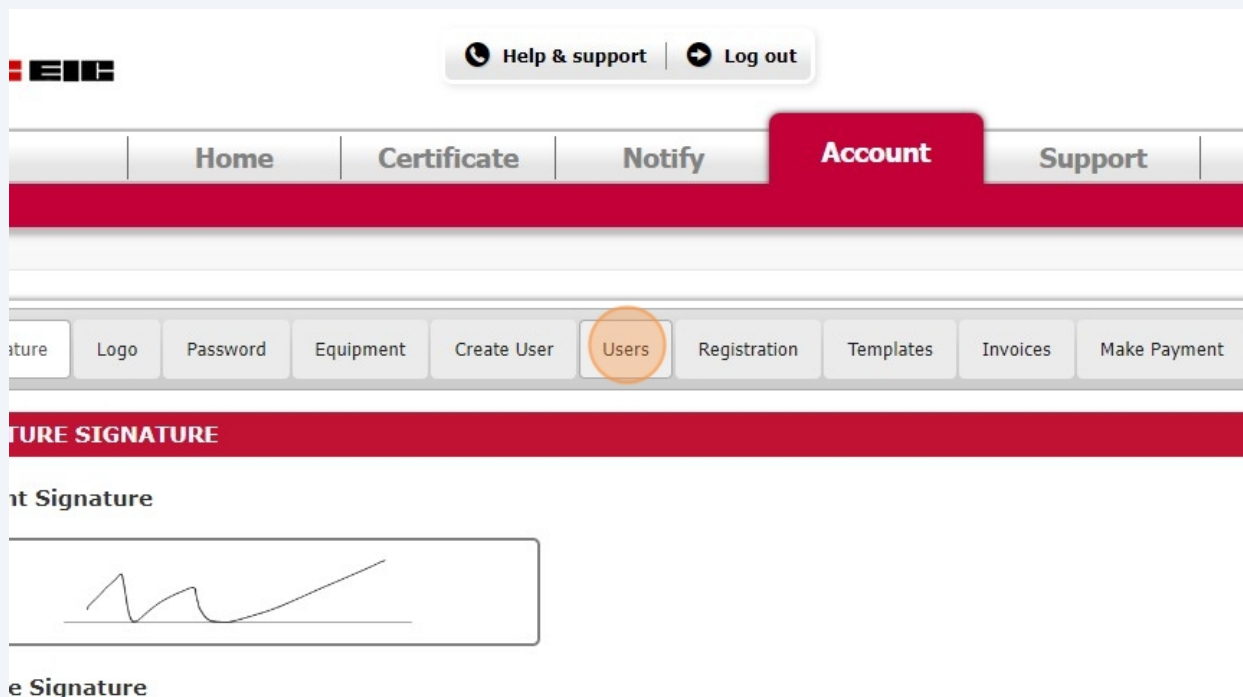
This guide provides a step-by-step process for managing active users in an NICEIC Online account. It explains how to navigate to the user management section, and make specific users inactive. It is useful for individuals who need to deactivate users on their NICEIC Online account.

- 1 Navigate to <https://www.niceiconline.com/Dashboard>

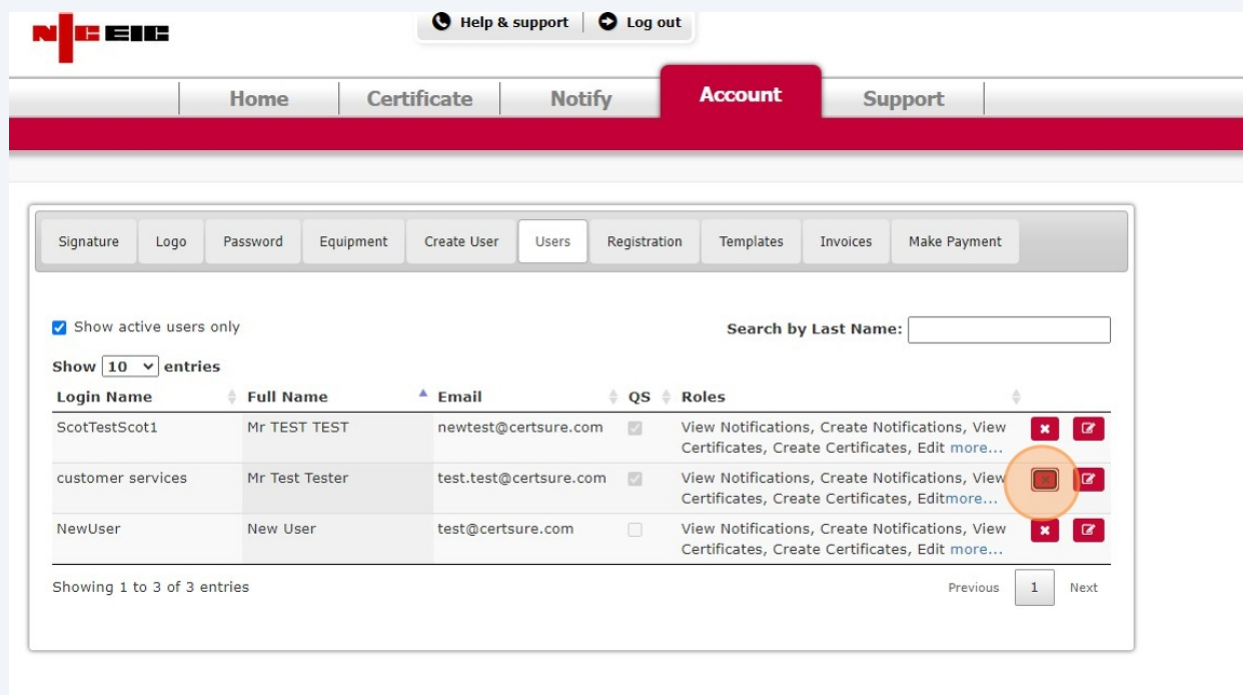
- 2 Click on "Account".



3 Click on "Users".



4 Click on the red & white 'X' button for the user you would like to make inactive.



5 Click "Yes" to confirm.

