

Deleting a user in Industry Mall

Click on the User

Under User Details, go to the Profile Data/Address tab and click on Inactive then Submit. This will disable them from Industry Mall.

<input type="checkbox"/>	<input checked="" type="checkbox"/>		INDEPENDENT ELECTRIC SUPPLY INC		CM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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User Details

User Details Rights Details

Access to the System ▾

Profile Data/Address ▲

Please choose your number format	No Value Selected ▾
Please choose your date format	No Value Selected ▾
Scroll Mode Paged size *	20
Status *	<input type="radio"/> Active <input checked="" type="radio"/> Inactive
Company	INDEPENDENT ELECTRIC SUPPLY INC
Company Name 2	SUITE 150
To Attention	SUITE 150
Street	4707 E BASELINE RD
Zip Code	85042
City	PHOENIX
Country	United States of America
Time Zone *	Canada-USA MST - Mountain standard time ▾
Send order copy to customer contact	<input type="checkbox"/>
Language	English ▾

After they are set to Inactive, put a check mark in the first box by their name and click Delete User

State	Name	Company	Customer Number	Role	Allowed To Order	Show Customer Prices
<input type="checkbox"/>		INDEPENDENT ELECTRIC SUPPLY INC			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>		INDEPENDENT ELECTRIC SUPPLY INC			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>		INDEPENDENT ELECTRIC SUPPLY INC			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>		INDEPENDENT ELECTRIC SUPPLY INC		CM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>		INDEPENDENT ELECTRIC SUPPLY INC			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>		INDEPENDENT ELECTRIC SUPPLY INC			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>		INDEPENDENT ELECTRIC SUPPLY INC			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>		INDEPENDENT ELECTRIC SUPPLY INC			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		INDEPENDENT ELECTRIC SUPPLY INC		CM	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

User will be prompt with the following message:

Once they click OK – user will be removed

