

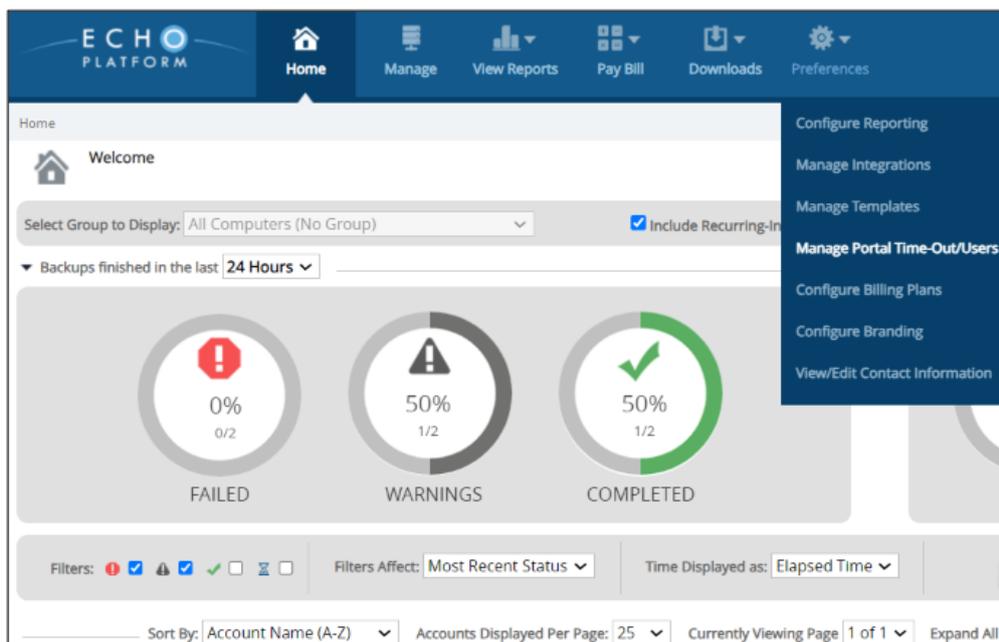
## Deleting Portal User Accounts

<https://campus.barracuda.com/doc/95258125/>

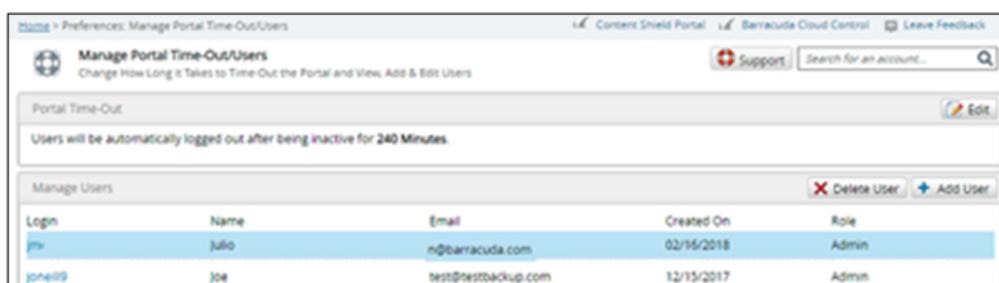
To delete portal user accounts, perform the following steps.

You must be logged in as an Admin user to perform these steps. An admin can delete other admins, but not their own (for example, nadmintest cannot delete nadmintest).

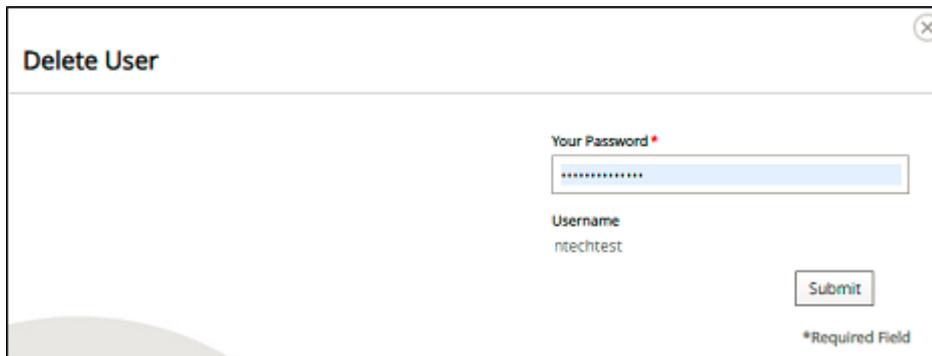
1. At the ECHOplatform ribbon, click **Preferences, Manage Portal Time-Out/Users**, as shown below.



The Manage Portal Time-Out/Users page is displayed.



2. Highlight the user you wish to delete.
3. Click the **Delete User** button.  
The Delete User pop-up is displayed.



**Delete User**

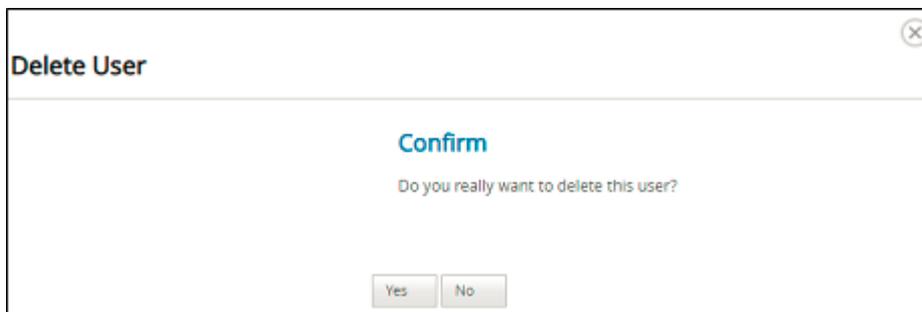
Your Password \*

Username  
ntechtest

Submit

\*Required Field

4. Type your Admin password in the Your Password field and then click **Submit**.  
The Confirm pop-up is displayed.



**Delete User**

**Confirm**

Do you really want to delete this user?

Yes No

5. Click **Yes**.  
The user is deleted.

## Figures

1. campus manage portal.png
2. campus manage portal1.png
3. image2021-3-25 10:4:24.png
4. image2021-3-25 10:6:1.png

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