DISABLING USER ACCESS IN MEAT MESSAGING

How to disable an existing user.

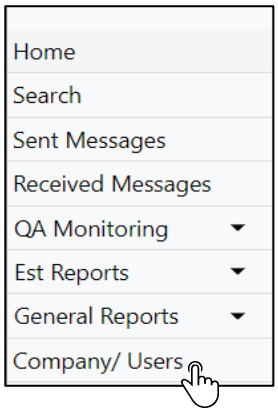
Step 1:

Log in to Meat Messaging https://www.meatmessaging.org with your usercode and password. If you do not have your username or password, please email info@meatmessaging.com



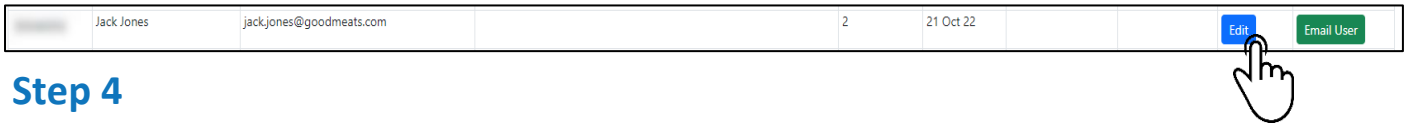
Step 2:

On the side panel bar, click **'Company and Users'**.



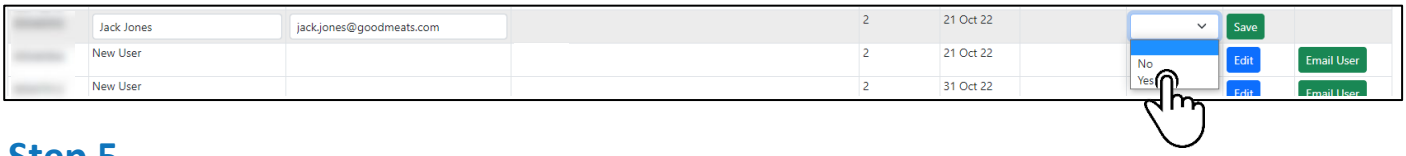
Step 3

Find the user in your user list that you want to disable and click the **'Edit'** button.



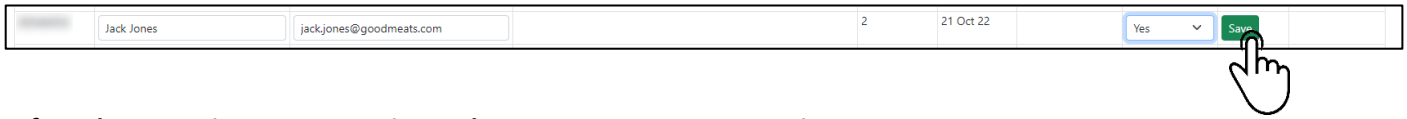
Step 4

Under user disable, click the dropdown selector and change to **'Yes'**.



Step 5

Once you have changed the option to Yes, click **'Save'.**



If you have any issues or questions, please contact Meat Messaging support:

https://meatmessaging.org/
+617 30739234
info@meatmessaging.com