

Delete a user

Document generated 12/05/2024
PDF VERSION
Tags | Users |
ADMIN PRIVILEGES REQUIRED
Applies to: Free Basic Business Enterpris

Enterprise users can access their documentation here. Find your plan.

On the **Users and permissions** page found under **Admin settings**, Team Admins have a couple of options available to them for deleting a user. Click on the **Actions** drop-down for a specific user to access:

ROLE	ACTIONS
User	
Deactivate us	ser
Delete user	-
/ Delete user a content	and their
, Export data	

Delete User: Deleting a user means that the user's account is deleted, and all of their content is now attributed to "User123" or a "Community" user instead.

Delete user and their content: Deleting a user, and their content will remove the user, as well as all the questions, answers, comments, and articles created by the user.

Please note: Both of the options for deleting users are permanent and can't be undone. Once you confirm your selection, the user (and/or their content) is gone.

Need help? Submit an issue or question through our support portal.