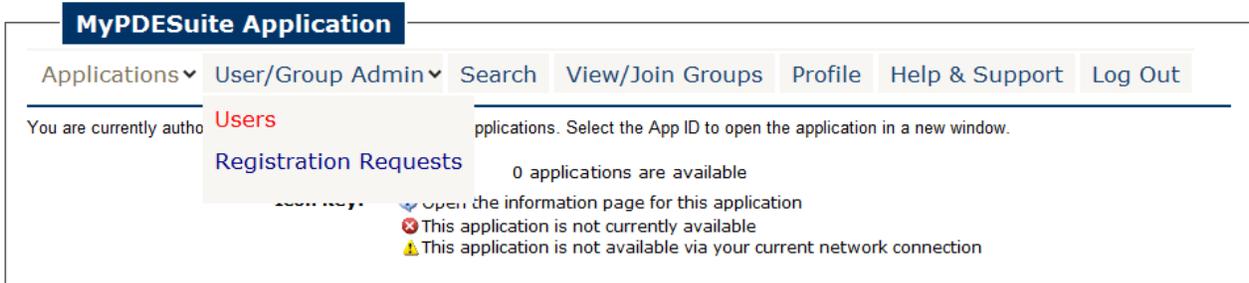
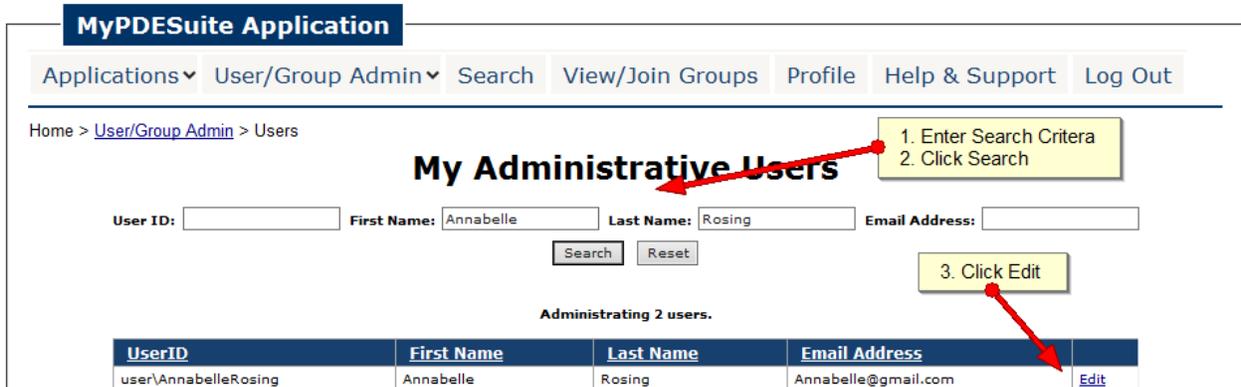


Delete Users from Groups

1. Login to the MyPDESuite website <https://www.mypdeapps.pa.gov>
2. Navigate to User/Group Admin > **Users**. *Only users who are currently in groups appear on the Users screen. If no users appear it is possible that you are not a security administrator. Talk to your agencies Local Security Administrator to be added to a security administrator group.*



3. Locate User on the My Administrative Users screen. Click Edit to delete User :



- The **Manage User Memberships** screen will be displayed. This screen allows you to easily delete the user from any groups they are in. You can click **Delete** or use the check box method to delete the user from groups. Clicking **Edit** will also allow you to delete the user:

Manage User Memberships

User Information:

User Name: Annabelle Rosing
User ID: user\AnnabelleRosing
Email: Annabelle@gmail.com
Address: 1 Dog Lane
 PA 17011
Phone:

User Memberships:

Category Type: All **Keyword(s):**

Click Delete 

There are 1 groups.

	Category Type	Group Category	Group	AUN	Institution		
<input type="checkbox"/>	Application	DriverEducation	DriverEd Local User	123460504	Bryn Athyn SD	Edit	Delete