

[Users](#)

Disabling a user's access

A user who has already entered data in Brix cannot be deleted. Access is revoked as follows:

1. In the Users form open the user and on the ~ **BASIC** ~ tab clear **{Active}**.
2. Save with **SAVE**. From that moment the user can no longer log in to Brix.
3. If the person is no longer an employee, deactivate them in the [Employees](#) form as well.

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