1. ***Click*** on User Maintenance wizard group.

2. ***Click*** on Unsuspend User Wizard.　　　　Unsuspend User

   Unsuspend User screen displays.

3. ***Locate*** the appropriate user.

4. ***Selec***t the Reason for the unsuspension from the drop down menu.

5. ***Enter*** the number of days to unsuspend user's loan privileges in the Unsuspend for Number of Days box, or Date Selection (depends on property setting).

6. ***Click*** the Unsuspend User button.

Note*: The Display User screen will show the suspension/unsuspension record entries under the Suspension tab.*