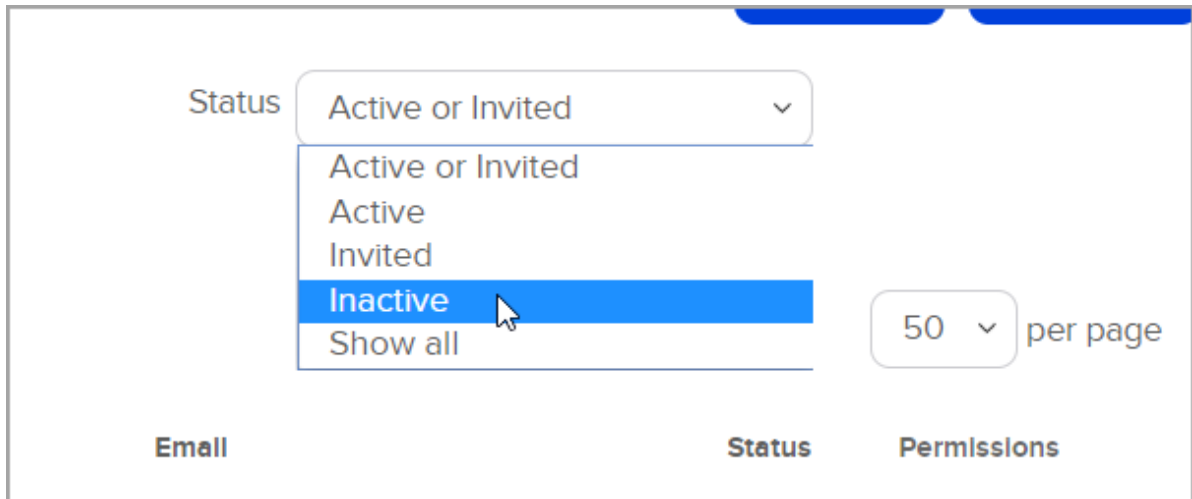


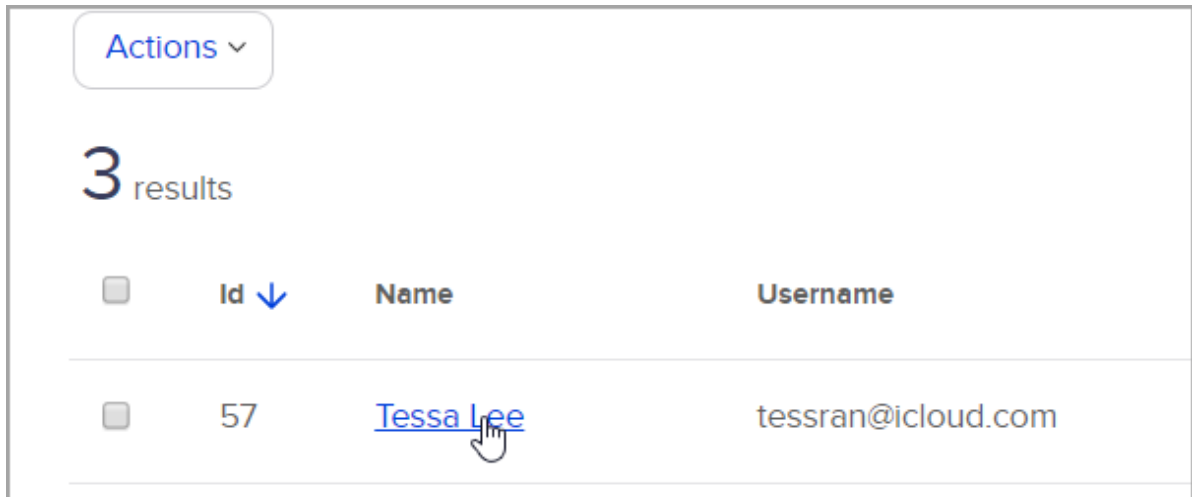
# Reactivate a user

Note: [Click here](#) if you want to delete (deactivate) a user.

1. Go to **Admin > Users**.
2. Select **Inactive** from the drop-down to quickly locate the user that you want to reactivate.



3. Click the user name (link).



4. Scroll down and click **Activate**.

State

Postal Code

[Save](#) [Edit User Permissions](#) [Activate](#)

[Follow-Up Sequence](#) [Mail Accounts](#) [Legacy Mail Accounts](#)

5. The account is reactivated.

The screenshot shows the top navigation bar of the Infusionsoft by Keap interface. The header is green with a white 'k' logo. Below the header, the navigation menu includes 'Branding Center', 'Billing & Account Info', 'Users' (with a dropdown arrow), and 'Import Data'. A yellow notification banner at the bottom of the page displays the message: 'Tessa Lee's account has been reactivated'.