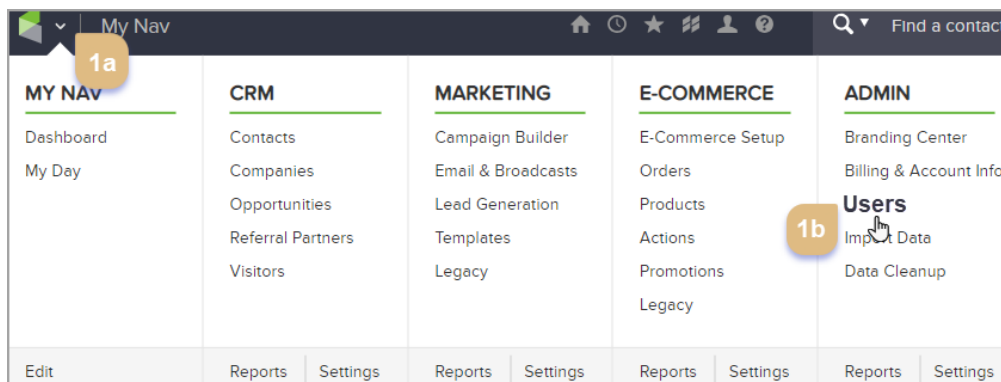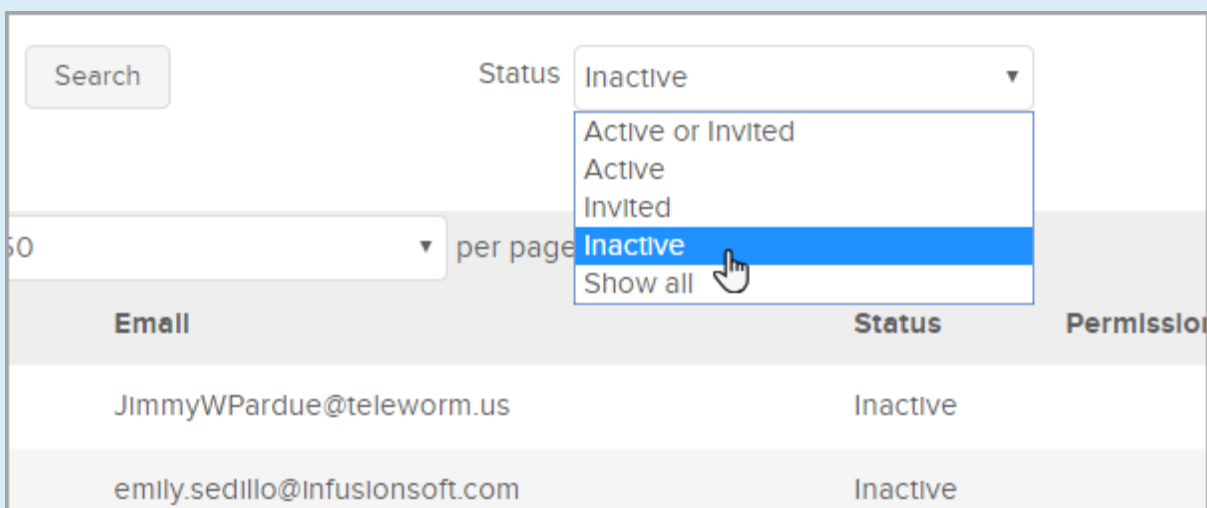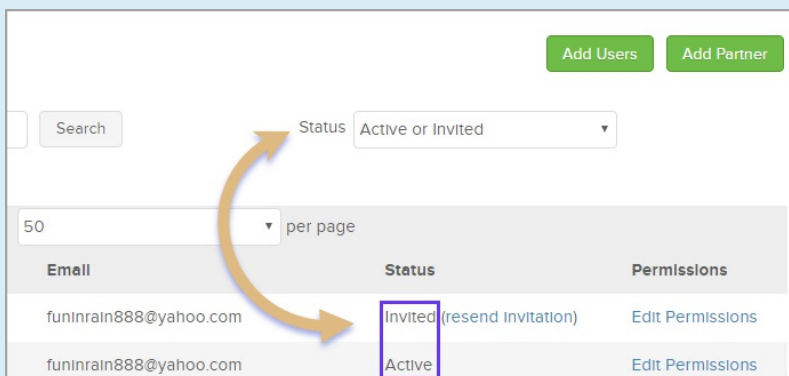# How to Reactivate a User 🔗

1. Go to **Admin** > **Users**

Pro-Tip! By Default the filter will display "**Active and Invited Users**". Select "**Inactive**" from the drop down to quickly locate your User to reactivate .

2. Click Users Name in Blue

3. Scroll Down > Click "**Activate**"