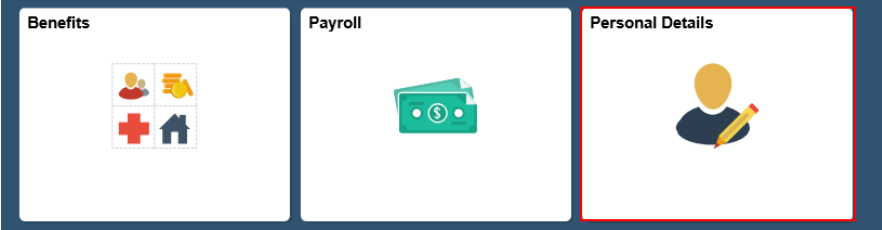
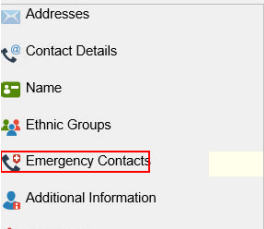

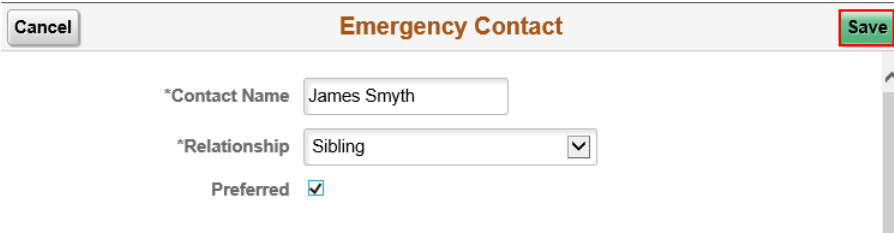
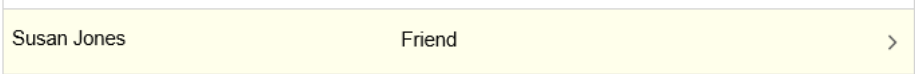
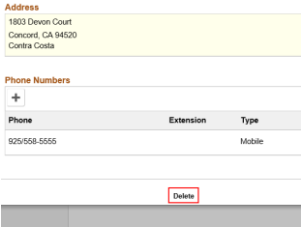




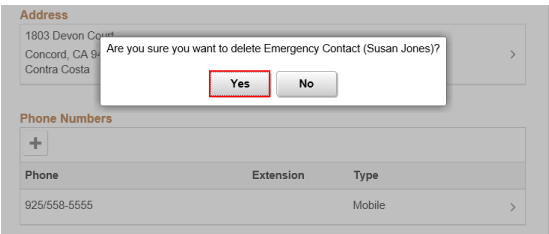
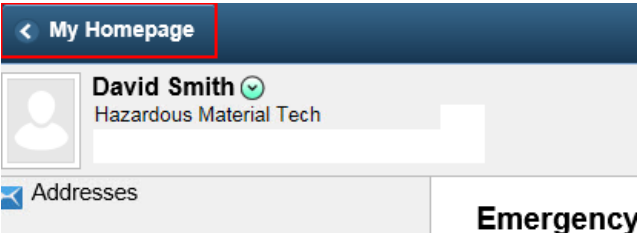
Deleting Emergency Contact Information

Step	Action
1.	<p>Click the Personal Details button.</p> 
2.	<p>Click the Emergency Contacts link.</p> 
3.	<p>The Information panel displays your Emergency Contact information.</p> <p>You currently have two contacts: James Smyth and Susan Jones. Susan is designated as your Preferred contact.</p> <p>For this example, you will delete Susan as an emergency contact. Prior to doing so, you will make James your Preferred contact.</p>
4.	<p>Click the row for James Smyth in the Emergency Contacts grid.</p> 
5.	<p>The Emergency Contact dialog page displays with information for James Smyth.</p> <p>Currently James is not your preferred contact. For this example you will mark him as your preferred contact. When you do so, the system will automatically deselect the Preferred check box for Susan Jones--your current preferred contact.</p> <p>You can designate only one contact as your preferred contact. If you have multiple contacts, one must be marked as Preferred.</p>



Step	Action
6.	<p>Click the Preferred option.</p> <p>*Contact Name <input style="border: 1px solid #ccc;" type="text" value="James Smyth"/> x</p> <p>*Relationship <input style="border: 1px solid #ccc;" type="text" value="Sibling"/> ▼</p> <p>Preferred <input type="checkbox"/></p>
7.	<p>Click the Save button.</p> <p></p> <p>The dialog box shows the 'Emergency Contact' title, 'Cancel' and 'Save' buttons, and the contact details for James Smyth, Sibling, with the Preferred checkbox checked.</p>
8.	<p>Notice the system displays a confirmation message indicating that you successfully updated James Smyth.</p> <p>Also notice that James, not Susan Jones, is now your preferred contact.</p> <p>Next, you will delete Susan Jones as an emergency contact.</p>
9.	<p>Click the row for Susan Jones in the Emergency Contacts grid.</p> <p></p> <p>The grid shows a row for Susan Jones with the relationship 'Friend' and a right arrow button.</p>
10.	<p>The Emergency Contact dialog page displays with information for Susan Jones.</p> <p>Use the Delete button to delete Susan as a contact.</p>
11.	<p>Click the Delete button.</p> <p></p> <p>The dialog shows the contact's address (1803 Devon Court, Concord, CA 94520, Contra Costa) and phone numbers (925/558-5555, Mobile). A 'Delete' button is highlighted at the bottom.</p>



Step	Action
12.	<p>Click the Yes button.</p> 
13.	<p>Notice, the system displays a confirmation message indicating that Susan Jones has been successfully deleted as an emergency contact.</p> <p>The Emergency Contacts grid now lists a single contact, James Smyth. James is marked as your Preferred contact.</p>
14.	<p>Click the My Homepage button.</p> 
15.	<p>End of Procedure.</p>