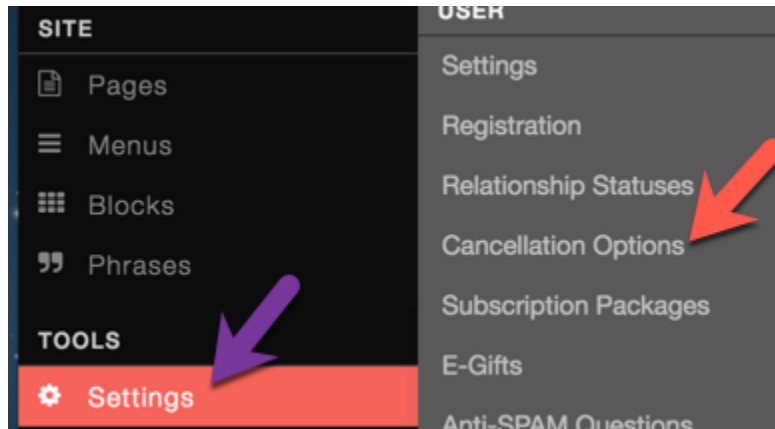


Managing and Creating User Cancellation Options

When users cancel their accounts, they can select a reason for doing so. If you want to add, edit or remove those options, this tutorial will help you do that.

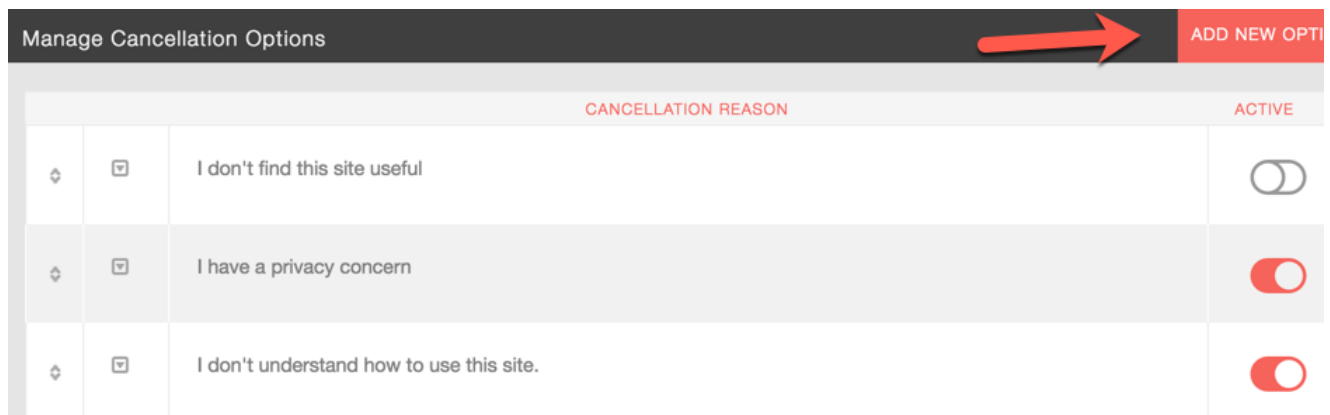
- [Adding Cancellation Options](#)
- [Editing Cancellation Options](#)
- [Arranging Cancellation Options](#)
- Click Settings and choose Cancellation Options under the User settings menus.



Once you open the Cancellation Options, you'll see a list of all of the current Cancellation Options on the right.

Adding Cancellation Options

- Click Add New Option



Manage Cancellation Options			ADD NEW OPTION
		CANCELLATION REASON	ACTIVE
	<input type="checkbox"/>	I don't find this site useful	
	<input type="checkbox"/>	I have a privacy concern	
	<input type="checkbox"/>	I don't understand how to use this site.	

- Fill in the fields for the popup to add the option and submit when done.

Add Cancellation Options

*Cancellation Reason:

Boring

saai

aburrido

расточка

*Is Active:

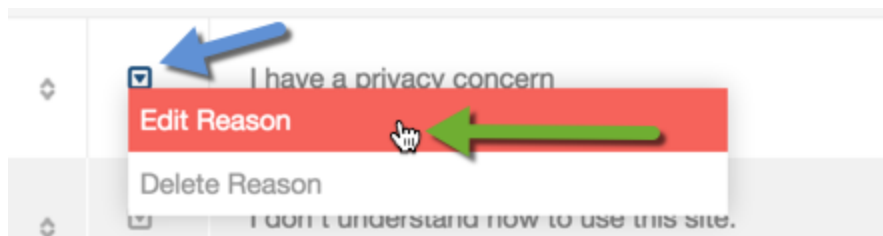
Yes

No

Submit

Editing Cancellation Options

- Click the arrow to the left of the option you want to manage and choose Edit Reason.



- In the popup, edit what you need and Submit.

*Cancellation Reason:

I'm getting too much email from this site.

Ich bekomme zuviele Mails von dieser Seite.

Estoy recibiendo muchos Emails de este Sitio

I'm getting too much email from this site.

*Is Active:






Yes

No

Submit

Arranging Cancellation Options

To arrange the options in any order you want, just click to the left and drag them up or down.

  	Boring
 	I'm bored with this site.