



SIDES E-Response Unregister Guide

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2. INTRODUCTION

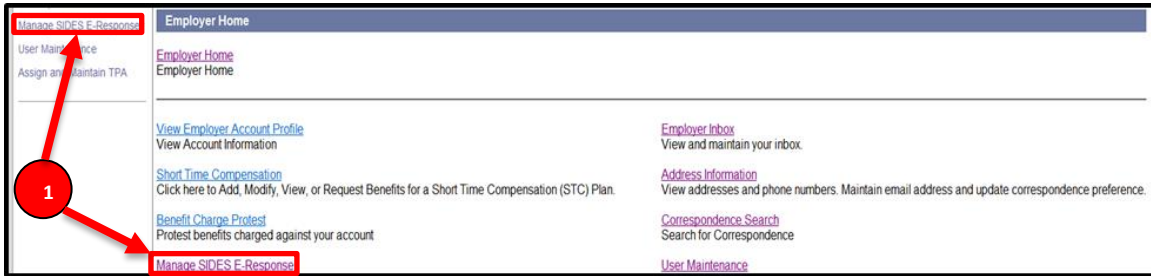
This document is a reference for understanding how to unregister from SIDES E-Response.

Important: If you have any outstanding requests sent through SIDES, you must respond to those requests through SIDES itself. If you do not have the SIDES E-Response PIN, go through the screens below, *without unregistering*, to obtain the current PIN. Then you may follow the process to unregister.

3. UNREGISTERING FROM SIDES E-RESPONSE

This section will provide information on how to unregister from SIDES E-Response.

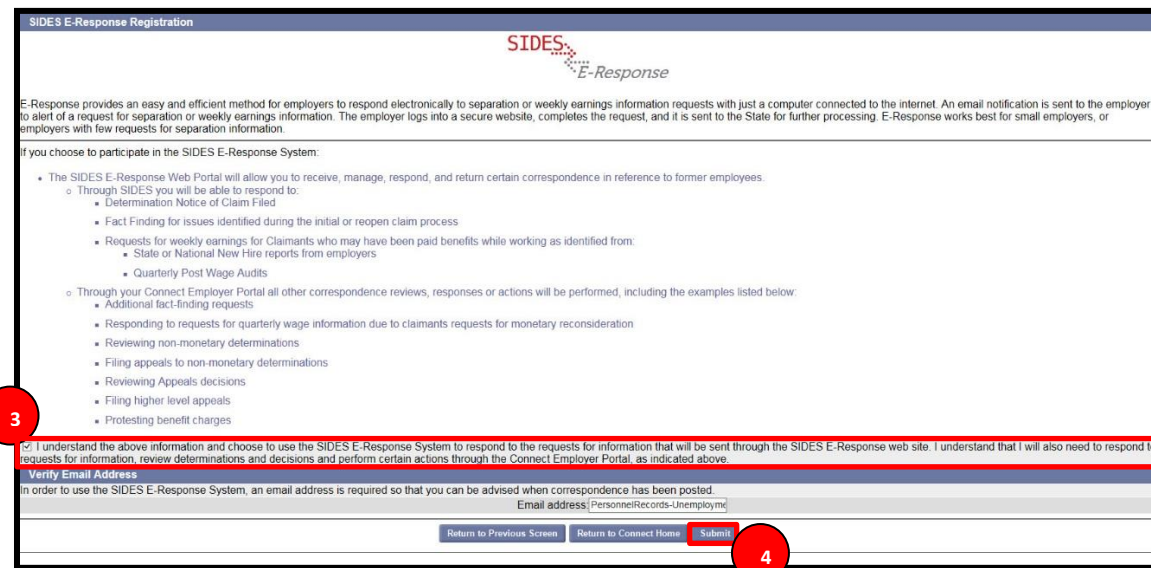
1. From Employer Home, click one of the 'Manage SIDES E-Response' links located on the page (Only staff with Administrator role will see this link).



2. Click the SIDES E-Response Registration Screen.



3. Uncheck the registration box at the bottom of the screen.



4. Click Submit.

5. The employer has unregistered from SIDES E-Response.

