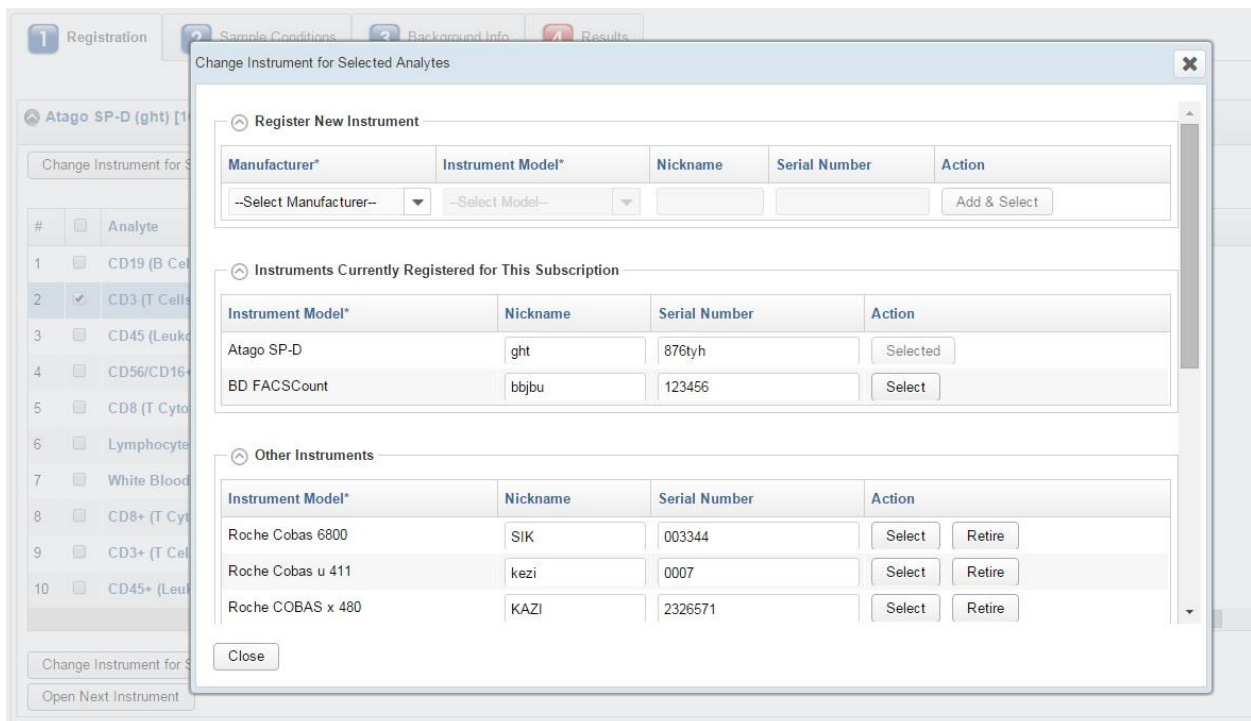


Deleting Instruments

Deleting instruments on the account is a great way to stay organized. Here are the steps on how to delete/retire your instruments.

1. Sign in to oneworldaccuracy.com.
2. Click the Test Event Dashboard button.
3. Select the program that instrument is associated with by clicking on the right pointing arrow button, either under Registration (when test event is closed) or Results (when test event is open).
4. Select any one analyte by clicking the check box to the left of the analyte's name. **Note: an instrument may not be retired if registered to an analyte in OASYS.**
5. Click "Change Instrument for Selected Analytes" or "Test Selected Analytes" to open the pop-up window.



6. At the bottom of the pop-up window are "Other Instrument" where it will list all the instruments you have registered for your account.
7. Locate the instrument you would like to retire.
8. Click the Retire button under Action.
9. Close the window.

10. If the Retire button is not there, that means that instrument is associated with one or more analyte.
11. Leave the window by clicking the Close button.
12. Locate where that instrument is being used and select all the analytes under that instrument by checking the box.
13. Click "Do Not Test Selected Analytes".
14. Click yes on the dialogue box.
15. Repeat steps 4 – 10 to retire instrument.