When staff leave the library, what should I do with their accounts?

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Applies to

- Wise configuration

Answer

We would recommend that in the manager, you create a role specifically for former employees that assigns very low-level functions and permissions. If the account is removed entirely, Wise will never allow the username be re-added (in your production or test environment), which could cause an inconvenience if that person were ever to be re-hired or return to the library in a volunteer capacity.