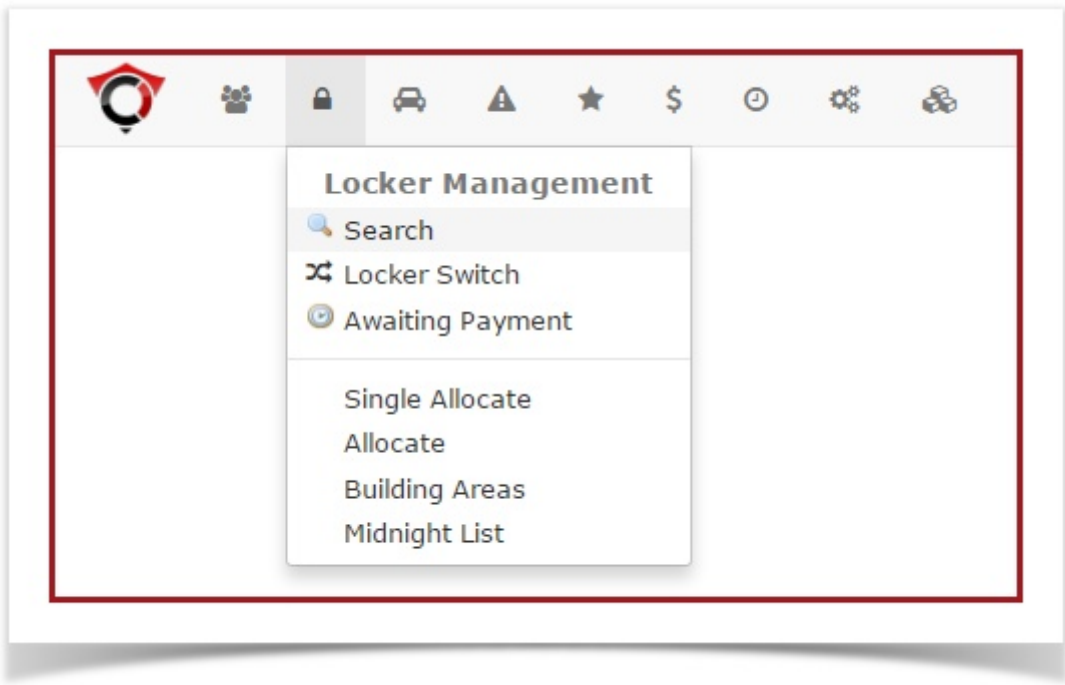


Midnight List (Lockers)

1. Hover over the **Lockers** icon and click '**Midnight List**.'



2. The search results are displayed below.



The **Username link** will allow administrators to view/edit the user profile.

The **Locker Number link** will allow administrators to view/edit details about that locker.

3. If there are records showing that you do not want to be removed from the system at midnight, disable the checkbox under '**Release at Midnight**' and click the '**Update Selection to be Cleared**' button.