Uncharting IV Event

Note: Only the individual who documented the event can unchart it.

1. Click the completed IV task documentation to be uncharted and select **"Unchart"**.

2. The uncharting window will open, and the previously entered results are defaulted.

3. Select **"Unchart"** and enter a reason in the **"Comment"** box.

4. Click **"OK"**. The IV charting window is updated.

5. Click the green check mark ✔ on the toolbar to sign the modification.

6. **"In Error"** is now is displayed on the appropriate line in the date/time column.