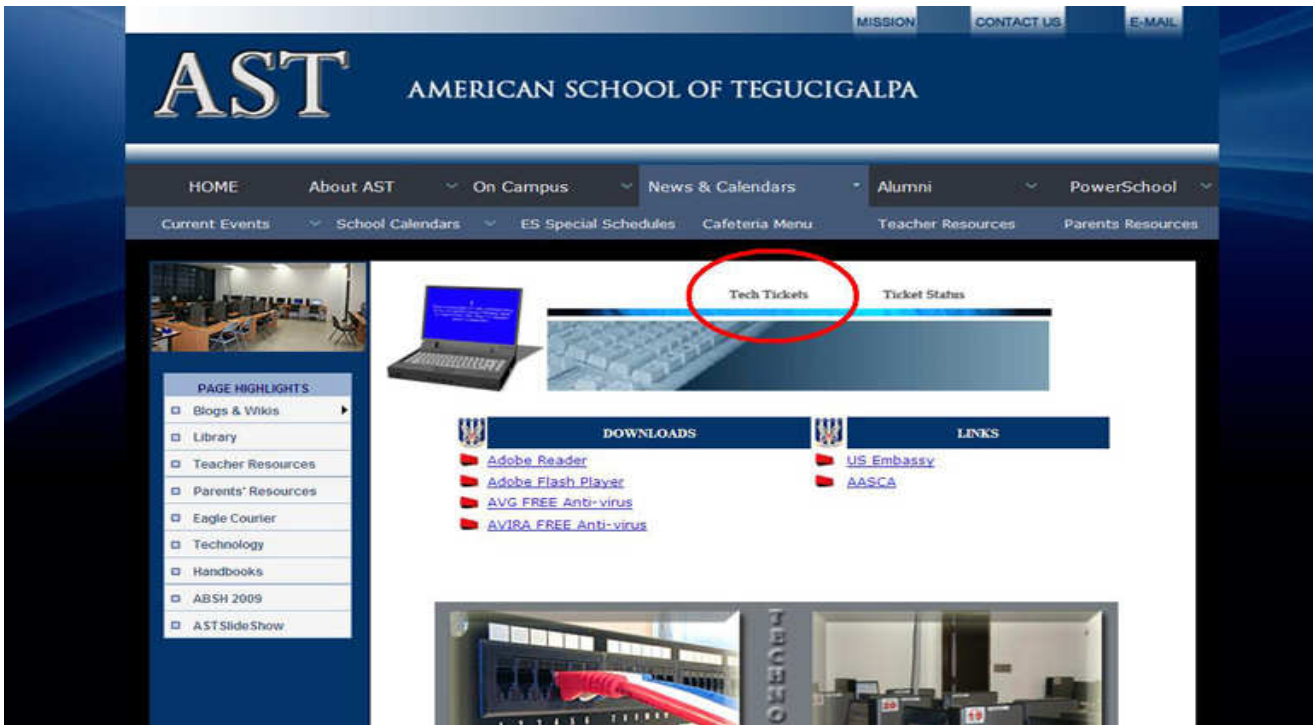


## STEP 1

Click on **TECH TICKET** to make your tech request.



## STEP 2

Fill out this form. Don't forget to type your email address. You will receive a confirmation email.

### Create a Trouble Ticket:

Ticket Title:

Ticket Severity:

Ticket Group:

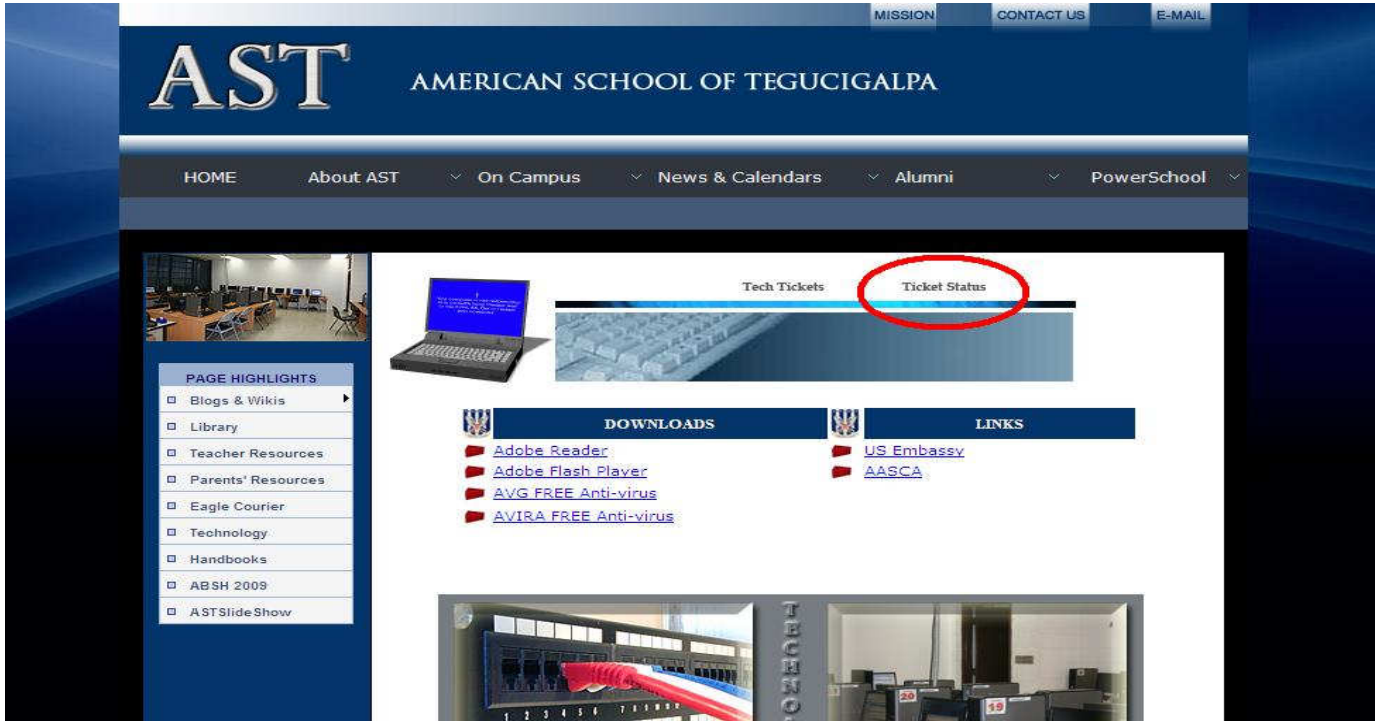
Ticket Description:

Your Name:

Your Email Address:

**STEP 3**

Some time later you may want to check the status of your ticket. On this case click on **TICKET STATUS**.



**STEP 4**

Type your email address and your ticket ID.

Ticket Status:	
Email Address:	<input type="text"/>
Ticket ID:	<input type="text"/>
<input type="button" value="Check Status"/>	