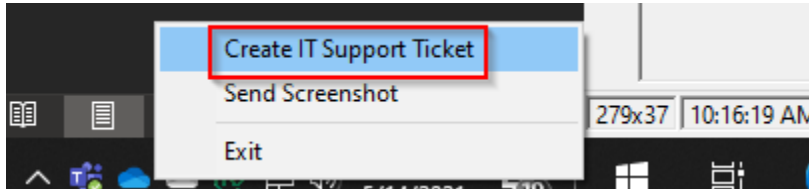


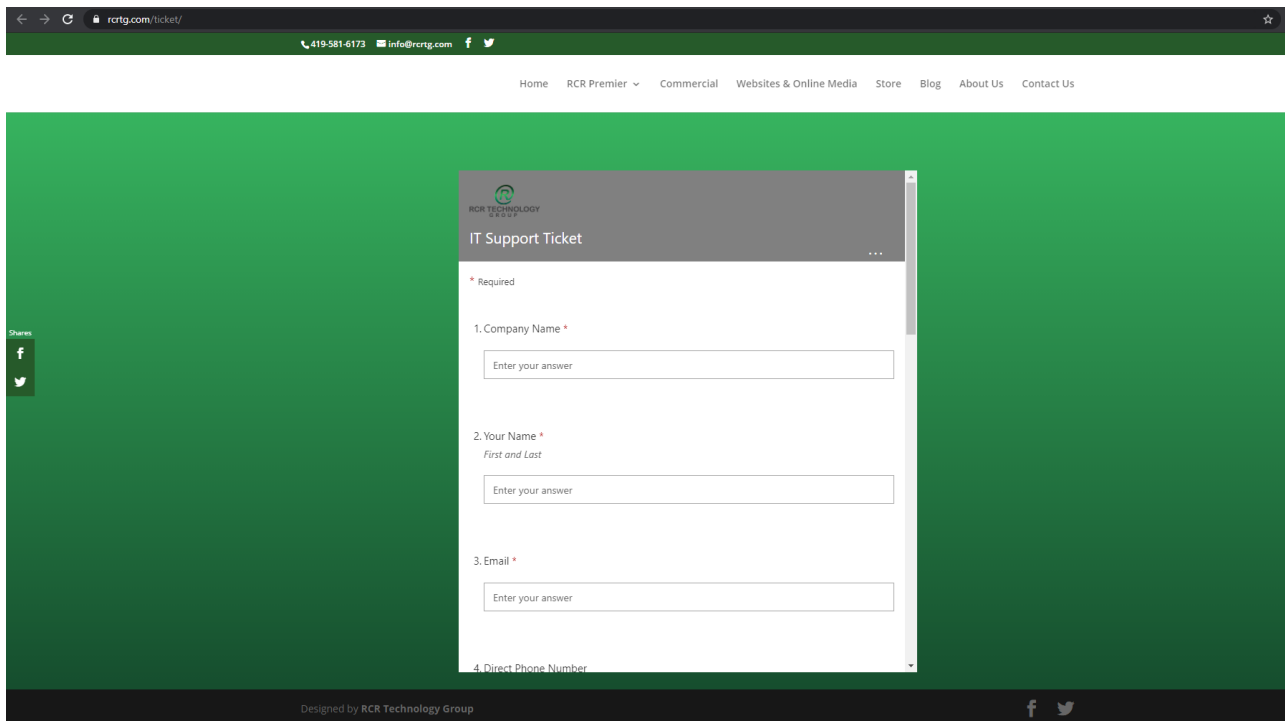
To create and IT Support Ticket, single click on the RCR logo in your taskbar:



Then click on “Create IT Support Ticket”:



That will bring you to this page. Fill this out in it's entirety and click “Submit” at the bottom:



9. Issue Severity *

Requires Immediate Attention

Please put into schedule to be resolved when available.

10. Notes

Example: (Employee is gone for the day) (Needs completed by the end of the week)

Enter your answer

Submit

Never give out your password. [Report abuse](#)

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