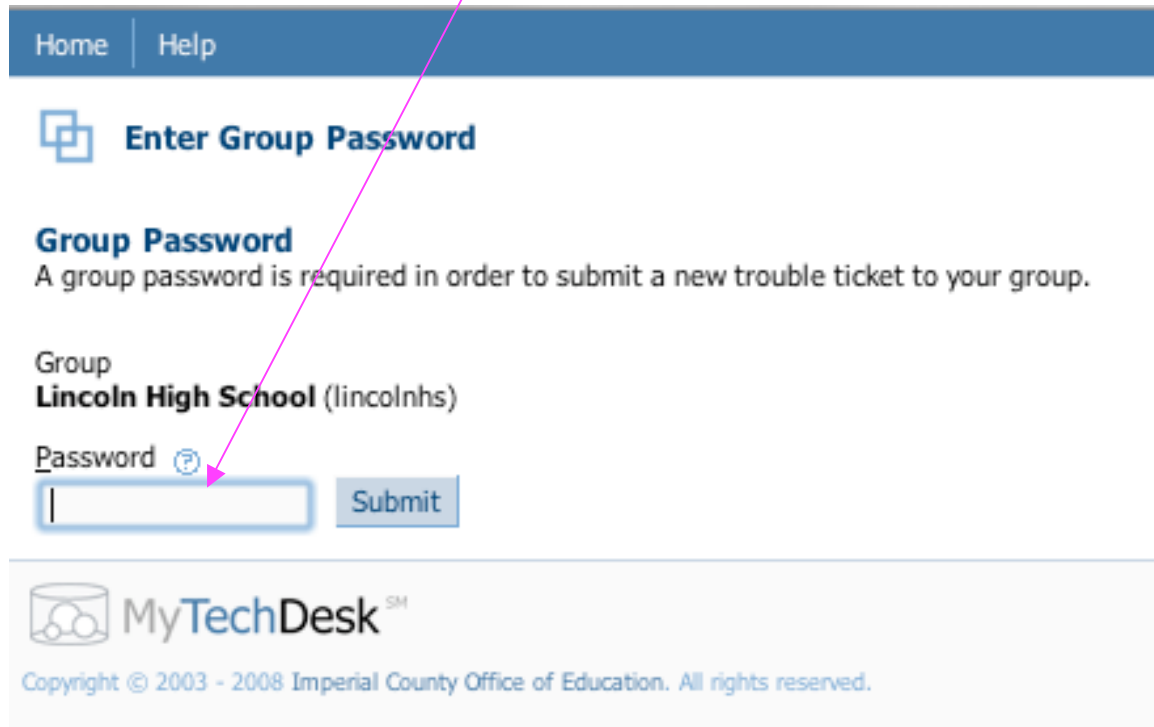


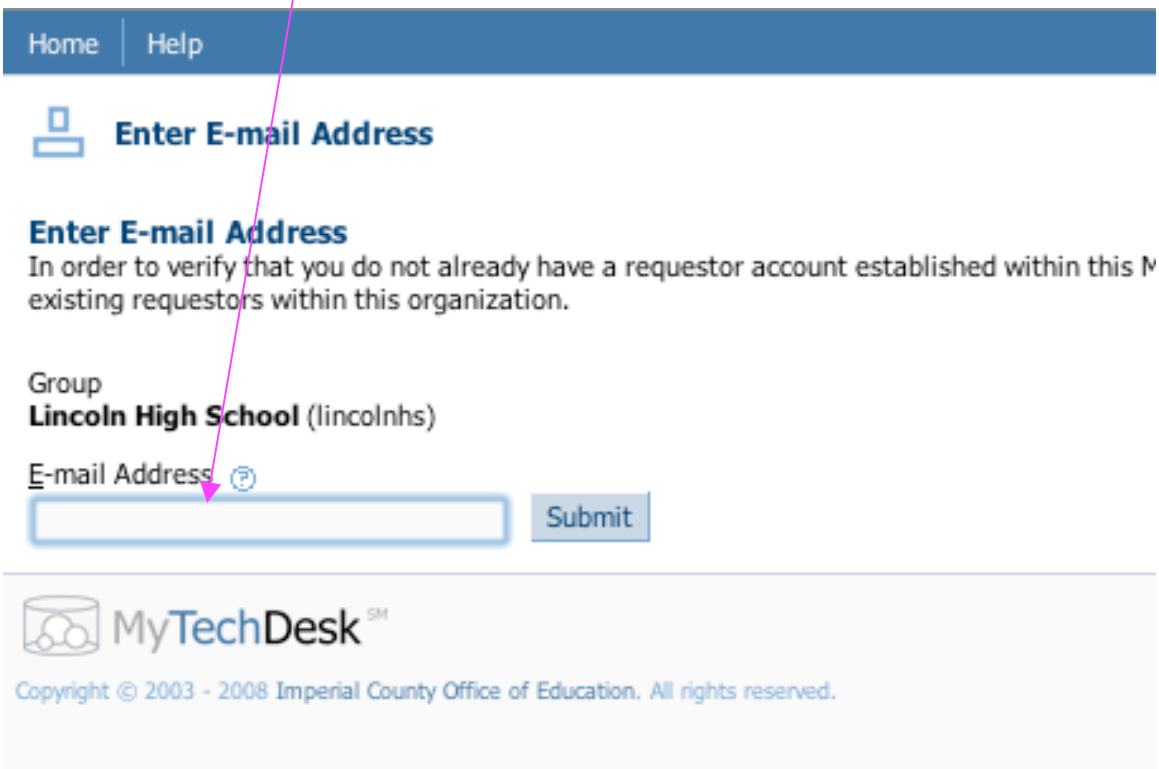
Tech Ticket Once You've Setup Your Account Directions

1st Window-Password = type **helpme** then select **Submit**. (note: helpme is the group password)



The screenshot shows the 'Enter Group Password' form. At the top, there is a blue navigation bar with 'Home' and 'Help' links. Below the bar is a blue icon of two overlapping squares followed by the title 'Enter Group Password'. The main heading is 'Group Password', followed by the instruction: 'A group password is required in order to submit a new trouble ticket to your group.' Below this, it says 'Group Lincoln High School (lincolnhs)'. There is a 'Password' label with a help icon, a text input field containing a vertical bar, and a 'Submit' button. A pink arrow points from the word 'helpme' in the text above to the password input field. At the bottom, there is the MyTechDesk logo and a copyright notice: 'Copyright © 2003 - 2008 Imperial County Office of Education. All rights reserved.'

2nd Window-Email Address = Type your address in the box then select **Submit**.



The screenshot shows the 'Enter E-mail Address' form. At the top, there is a blue navigation bar with 'Home' and 'Help' links. Below the bar is a blue icon of a computer monitor followed by the title 'Enter E-mail Address'. The main heading is 'Enter E-mail Address', followed by the instruction: 'In order to verify that you do not already have a requestor account established within this M existing requestors within this organization.' Below this, it says 'Group Lincoln High School (lincolnhs)'. There is an 'E-mail Address' label with a help icon, a text input field, and a 'Submit' button. A pink arrow points from the word 'helpme' in the text above to the email address input field. At the bottom, there is the MyTechDesk logo and a copyright notice: 'Copyright © 2003 - 2008 Imperial County Office of Education. All rights reserved.'

3rd Window-Profile: Verify or change the information below then select [Submit](#).

[Home](#) | [Help](#)



Requestor Profile

Verify Requestor

The e-mail address you have entered matches an existing requestor. Please verify the info

All fields are read-only.

Group

Lincoln High School (lincolnhs)

First Name

Tim

Last Name

McKinney

E-mail Address

tmckinney@sandi.net

Telephone Number

(619) 266-6500

Ext.

2454

[Submit](#)

[Cancel](#)



MyTechDeskSM

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4th Window-Login: Type your Username and Password then select Login.

Home | Help

Login

Requestor Login
Please enter your groupname, username and password to log in.
All fields are required.

Log in as
 Staff Requestor

Groupname Username

Password

Remember groupname and username

Forgot Your Password?

MyTechDeskSM
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5th Window: You are now logged in.

Home | List | New | Help

Lincoln High School's MyTechDesk™ | Logout

LINCOLN HIGH SCHOOL

[Manage Profile](#)

[Change Password](#)

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Terms of Service

Tickets

Submitted Tickets

No items submitted

Click on new if you want to create a ticket.

Click here if you want to change your password