Create Ticket on OTRS

ur email.

OTRS is the help desk software which used by the technical support team at Alzewayed Holding Group. You can create ticket by tow deferent ways.

- Sending your problem by email to the Technical Support email support@gc.edu.sa.
- Creating your ticket on the system which will make it easier for you to follow up with it and see what is happening on the other side and you may do that by following the below steps:
 - Open the system website <u>www.support.gc.edu.sa:8080</u>
 - If you have username and password, you may log in other wise click sign up now

L	.ogin		
	Jser name	P	Log In

• Enter your information as request.

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васк	Create Acc	ount	
	Please fill out this	s form to receive login credentials	i.
	Title		
	* Firstname		
	* Lastname		
	* Email		
	Create		
your e-	-mail address for	your password	
had T	echnical Suppo	ort System	
maari	connour ouppo	it eyetem	
	New account created Se	nt login information to hmoheepin@als	rowoved com co. Die



Create Ticket on OTRS

 \circ $\,$ You may now change your password by clicking preferences



Tickets FAQ	Preferences Logout Haitham Mohssain
Welcome!	كليات الغد الدولية للعلوم الصحية قسم الدعم الفني
Please click the button below to create your first ticket.	
Create your mist ucket	
Enter your old password and then the new one to change it	

o E Change paceword

Current password	•••••
New password	•••••
Verify password	•••••
	Undate

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 \circ $\,$ Now you can create ticket by choosing new ticket and filling the form

* To:	SUPPORT 🗸 🛦	
* Subject:	Test 1001	
* Text:	BIUSIIIIIEEΞ₫≣∞♀♀♀♀	
	Format - Font - Size - A · D · Ix Ω * 35	



Create Ticket on OTRS

• You may also check your ticket by opening my tickets from the menu and choose the ticket that you want to follow up.

Tickets FAQ		Preferences Logout Haitham Mohssain
- Back		كليات الغد الدولية للعلوم الصحية
Test 1001	₽≡	مسم الدعم الفنئ
Mr. Haitham Mohssain – Test 1001	0 m	Information
From: Mr. Haitham Mohssain To: SUPPORT Subject: Test 1001		Ticket#: 2016061384000021 State: new
This is test Ticket don't close it.		Priority: 3 normal Queue: SUPPORT
	0	
From: Support Team at Al-Ghad International Colleges To: Mr. Haitham Mohssain Subject: Test 1001	UM	
To open links in the following article, you might need to press Ctrl or Cmd or Shift key while clicking the link (depending on your browser and OS).	×	
Dear Sir, Thank you for reporting your problem. Please bare with us and a support team member will contact you ASAP. Your ticket number is 2016061364000021 If you have a user name on our system you can check your ticket on the following link <u>http://support.go.edu.sa/index.pl?Action=AgentTicketZoom;TicketID=1271</u>		

