

Support Desk A Great Way To Get The Help You Need

Let's Get Started!

Our support system is designed to make your life a lot easier! You'll have your own, personal help desk which tracks all of your requests and staff responses ticket by ticket.

Whether at your desktop or on the go, you can access the support desk anywhere, anytime with our mobile interface. Knowledge articles to help you troubleshoot common problems or questions are also at your fingertips whenever you need them.

It's quick and easy to set up your personal help portal. So let's get started!



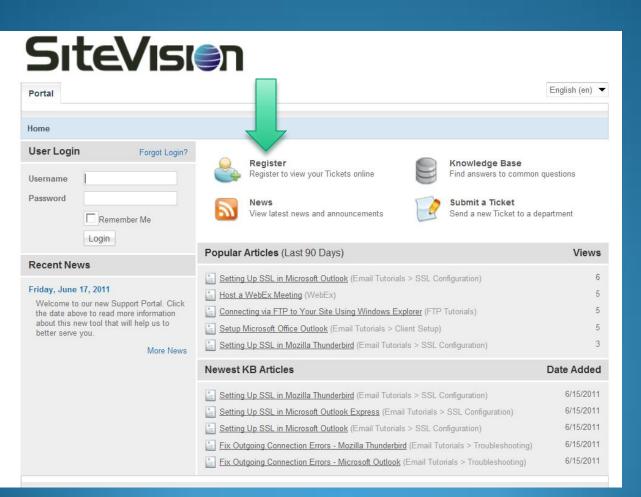
SiteVision Support Desk

When you visit SiteVision, you will see a support tab. Click to enter, and this is what you'll see:

SiteVisi		
Portal		English (en) 🔻
ome		
Jser Login Forgot Login? Isername Password Remember Me Login	Register Knowledge Base Register to view your Tickets online Find answers to common News Submit a Ticket View latest news and announcements Send a new Ticket to a de	
	Popular Articles (Last 90 Days)	Views
Recent News Friday, June 17, 2011 Welcome to our new Support Portal. Click the date above to read more information about this new tool that will help us to better serve you. More News	Setting Up SSL in Microsoft Outlook (Email Tutorials > SSL Configuration) Host a WebEx Meeting (WebEx) Connecting via FTP to Your Site Using Windows Explorer (FTP Tutorials) Setup Microsoft Office Outlook (Email Tutorials > Client Setup) Setting Up SSL in Mozilla Thunderbird (Email Tutorials > SSL Configuration)	6 5 5 3
	Newest KB Articles	Date Added
	Setting Up SSL in Mozilla Thunderbird (Email Tutorials > SSL Configuration) Setting Up SSL in Microsoft Outlook Express (Email Tutorials > SSL Configuration) Setting Up SSL in Microsoft Outlook (Email Tutorials > SSL Configuration) Exclusion Fix Outgoing Connection Errors - Mozilla Thunderbird (Email Tutorials > Troubleshooting) Fix Outgoing Connection Errors - Microsoft Outlook (Email Tutorials > Troubleshooting)	6/15/2011 6/15/2011 6/15/2011 6/15/2011 6/15/2011

Registration

To set up your very own help desk, simply click Register.



Registration Step 2

Here you'll choose a username and a password as well as contact information.

Site Portal Home > Register	Visi		English (en)
User Login	Forgot Login?	Register	
Username Password Rer Login	nember Me	Registration is required in orde Choose a Username Password Confirm Password	er to submit new tickets and review the history of your account.
Friday, June 17, 2011 Welcome to our new the date above to rear about this new tool th better serve you.	d more information	Email Address Full Name Time Zone Enter the text shown into the small box on the right	(UTC-05:00) Eastern Time (US & Canada)

Adding A Support Ticket

Once you've registered and set up your personal portal, you can log in anytime. Simply choose the department for your support request and click next:

Portal			English (en)
Home > New Ticket	Forgot Login?	Ticket	
Username	nember Me	New tickets can be started below. Choosing a department helps to ensure that your issue who are best qualified to assist you. Department - Choose One - - Choose One - - Development Hosting Outage / Critical	ue gets to the people

Adding A Support Ticket: 2

Now you're ready to enter the details of your support request. You may also attach files to illustrate your request by browsing and uploading from your computer.

ortal			English (e
me > New Ticket			
ser Login Forgot	Login? Ticket		
ername	Display Name *		
assword	Email Address *		
Remember Me	Subject *		
Login			*
	Message Body *		
			Ŧ
		Browse	
	Attachments	Browse	
		Browse	

That's All There Is To It!

Your request will immediately appear to the appropriate support staff and each ticket will maintain all responses from both you and the support staff under one ticket number. To track your ticket(s) you'll simply sign in and look up your existing tickets or add a new ticket.

Portal		English (en)
Home > View Tickets		
User Login	Ticket Lookup	
You are currently logged in as: Preferences Actions	Ticket Number	ated email address below.
 Start a New Ticket Print this Page Add Favorite 	Send Ticket List By Email	
	Use this form to send a list of all of your Tickets to your email acc Email Address Send Tickets	count.

That's It!

A simple, intuitive and effective way to get the support you need, when you need it.

