

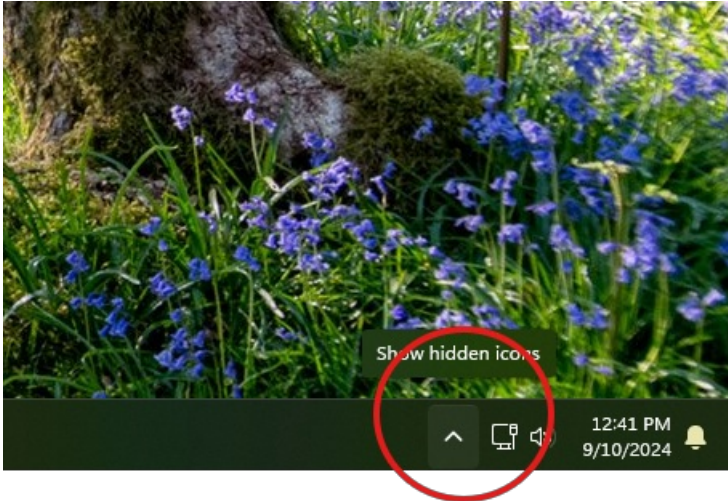
## Submitting a Langlade County IT Helpdesk Ticket

# Submitting an IT Helpdesk Ticket:

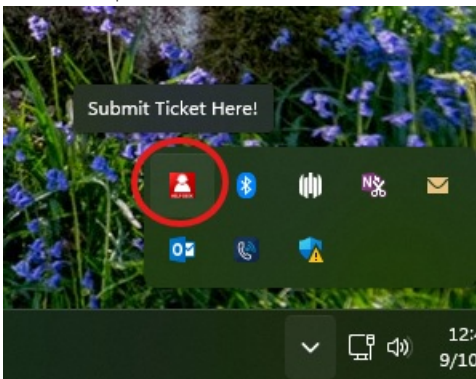
You can always submit a ticket by emailing us at [ithelpdesk@co.langlade.wi.us](mailto:ithelpdesk@co.langlade.wi.us)

Below are instructions on how to submit a ticket from a **County Computer**.

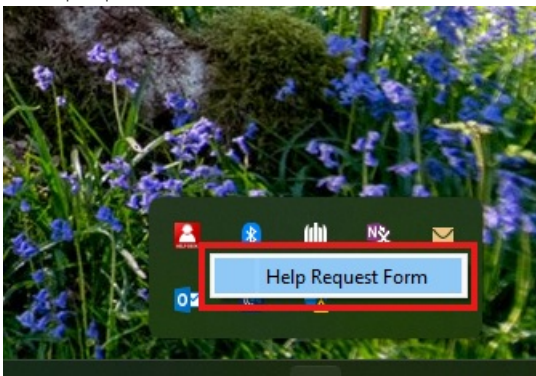
1. Navigate to the Systray in the bottom right of the screen



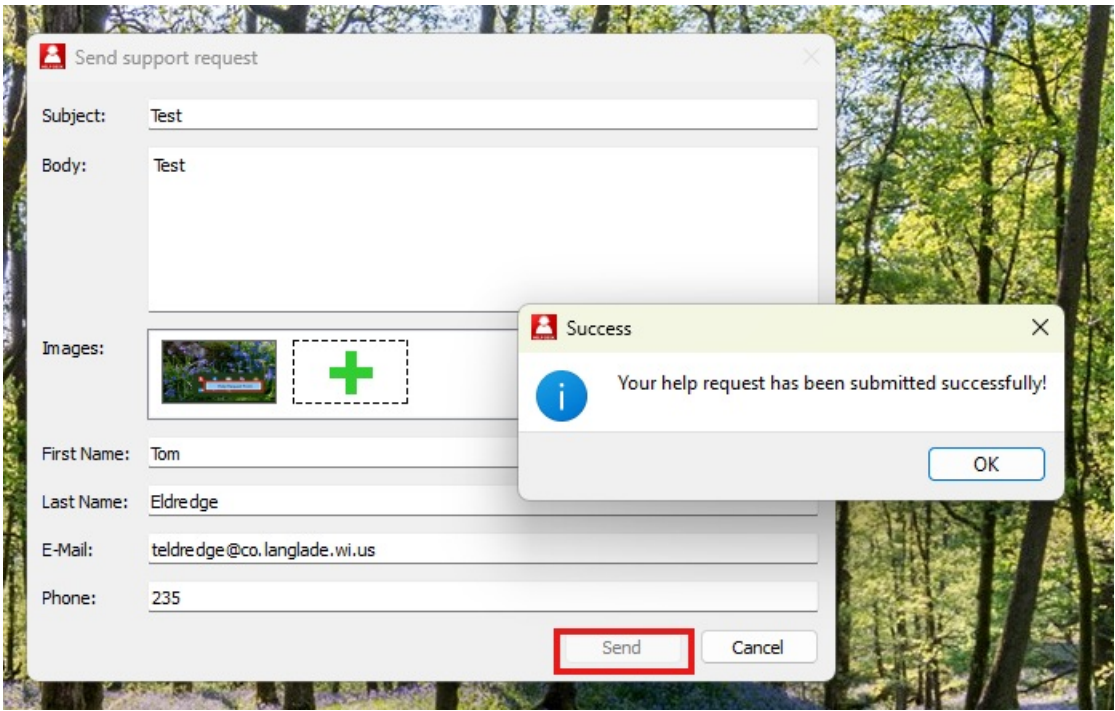
2. Click on red Help-Desk icon



3. Click Help Request Form



4. Fill out form as detailed as possible and hit send. You will receive a confirmation email.



IT will get back to you as soon as we can. If you have any questions or concerns, please call us at (715) 627-6230.

-Langlade County I.T.