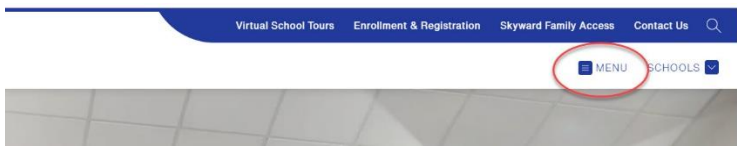
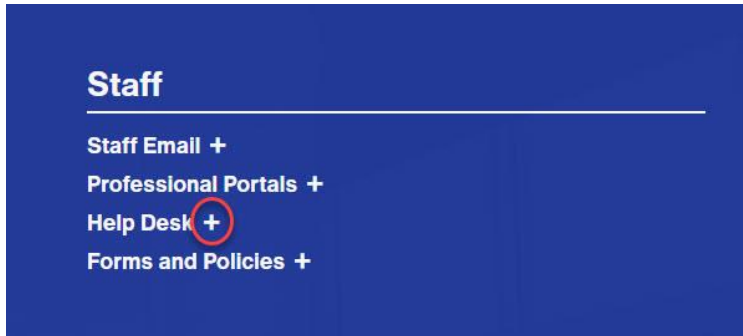


Creating a Work Order Request with Dude Solutions

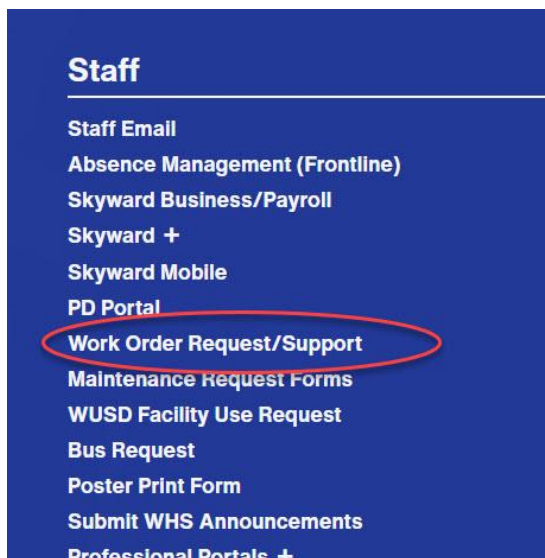
Work Order Requests may be submitted from both home or work using the same link.



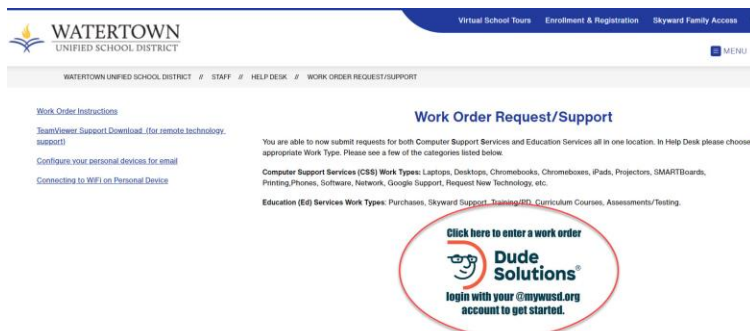
On District click [Menu](#)



Scroll down until you see [Staff](#).



Click on [Work Order Request/Support](#).

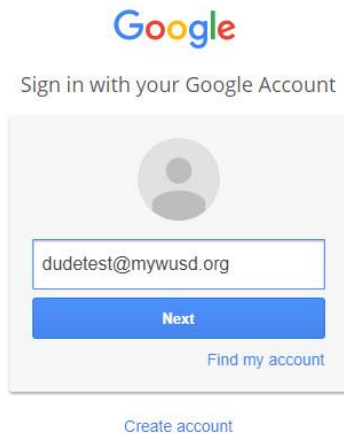


Click on [Dude Solutions Icon](#) to submit a request.

Creating a Work Order Request with Dude Solutions

Work Order Requests may be submitted from both home or work using the same link.

Login with your @mywusd.org account.



Google

Sign in with your Google Account

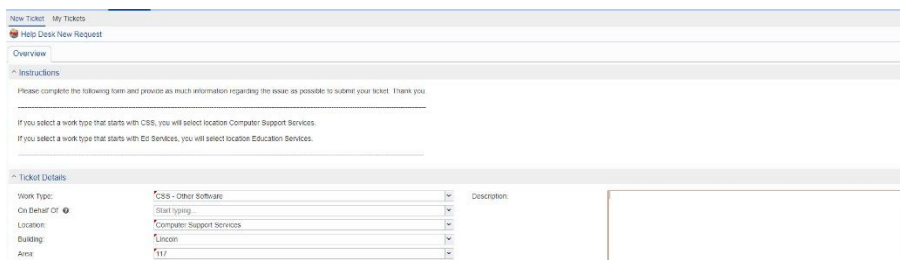
dudetest@mywusd.org

Next

Find my account

Create account

One Google Account for everything Google



New Ticket - My Tickets

Help Desk New Request

Overview

Instructions

Please complete the following form and provide as much information regarding the issue as possible to submit your ticket. Thank you.

If you select a work type that starts with CSS, you will select location Computer Support Services.

If you select a work type that starts with Ed Services, you will select location Education Services.

Ticket Details

Work Type:	CSS - Other Software	Description:	
On Behalf Of:	Start typing...		
Location:	Computer Support Services		
Building:	Lincoln		
Area:	117		

You will be directed to the Help Desk page.



^ Ticket Details

Work Type: CSS - Other Software

On Behalf Of: Choose...

Location: Computer Support Services

Building: Lincoln

Area: 117

Please choose the appropriate **Work Type**. You can now submit requests for both **Computer Support Services (CSS)** and **Education Services (Ed Services)** all in one location.

After selecting your **Work Type**, select **Location** and **Area** (room number).

If you are submitting a work order for someone else, please select appropriate user in the **On Behalf Of** portion by typing in their name. A list of users will appear.

****If you select a work type that starts with CSS, you will select location Computer Support Services.**

****If you select a work type that starts with Ed Services, you will select location Education Services.**

Creating a Work Order Request with Dude Solutions

Work Order Requests may be submitted from both home or work using the same link.

Description:

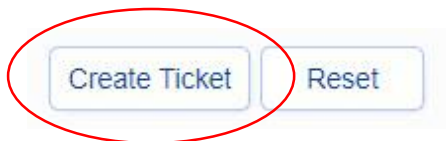
Please install Jolly Phonics software on laptop. 19-473

Thank you |

Please be specific in your description. If applicable, please provide district number found on the barcode.



Once done filling out your request click Create Ticket



After Creating your Ticket you will come to an **Overview Page**. Here you may edit anything you'd like, add attachments, or if needed Cancel Ticket. If all looks good you may click Close.

WATERTOWN Unified School District Help Desk

Home Logout --Select Product--

New Ticket My Tickets

Tickets I Have Submitted

Overview Attachments (0) Notes (0)

^ Ticket Details

ID: 7 Date Submitted: 1/14/20 2:32 PM

Work Type: CSS - Printers Description: Test W/O

Reported By: Test, Dude (dudetest@mywusd.org)

On Behalf Of: Test, Dude (dudetest@mywusd.org)

Location: Computer Support Services

Building: Douglas

Area: 125

^ Resolution

^ Workflow

Priority: Medium Completed On: 1/16/20 12:25 PM

Status: Test Completed By: klugem@mywusd.org

Source: Requester Portal Last Updated On: 1/16/20 12:25 PM

Assigned To: Unassigned Last Updated By: klugem@mywusd.org

Work Queue: Computer Support Services (0)

Apply Save Cancel Ticket Clone Ticket Reset Close

https://17418.mightyschooldata.com/home#Help_MyTickets