



[Click to Submit an IT Help Ticket](#)


**To login to the help ticket system use your regular 4x4 username and district password.*

D91 Help Desk Phone:

(208)525 -7556, or dial extension 50556

- [Click Link to Submit an I T Help Ticket](#)
- Login with your User ID and Password
- Once you get to the ticket, fill out the highlighted fields (see example below) and press Submit at the bottom

Submit an IT ticket

 Create a ticket below. The Tech Dept. will respond promptly to your issue.

SUMMARY *

Enter your Student ID # HERE

28/150

DESCRIPTION *

Put a description of computer issue here



40/2000

ROOM NUMBER *

Use STUDENT as your room number

Phone Number

REASON FOR TICKET *

Other

COMPUTER NAME *

Enter the 6 digit ID that is engraved on the lid

DEVICE TYPE

Laptop


May We Connect Remotely

Disruption To Instruction

LOCATION *

Skyline

Applications

 ATTACH FILE

SUBMIT

This help desk is powered by ServiceNow. We do