

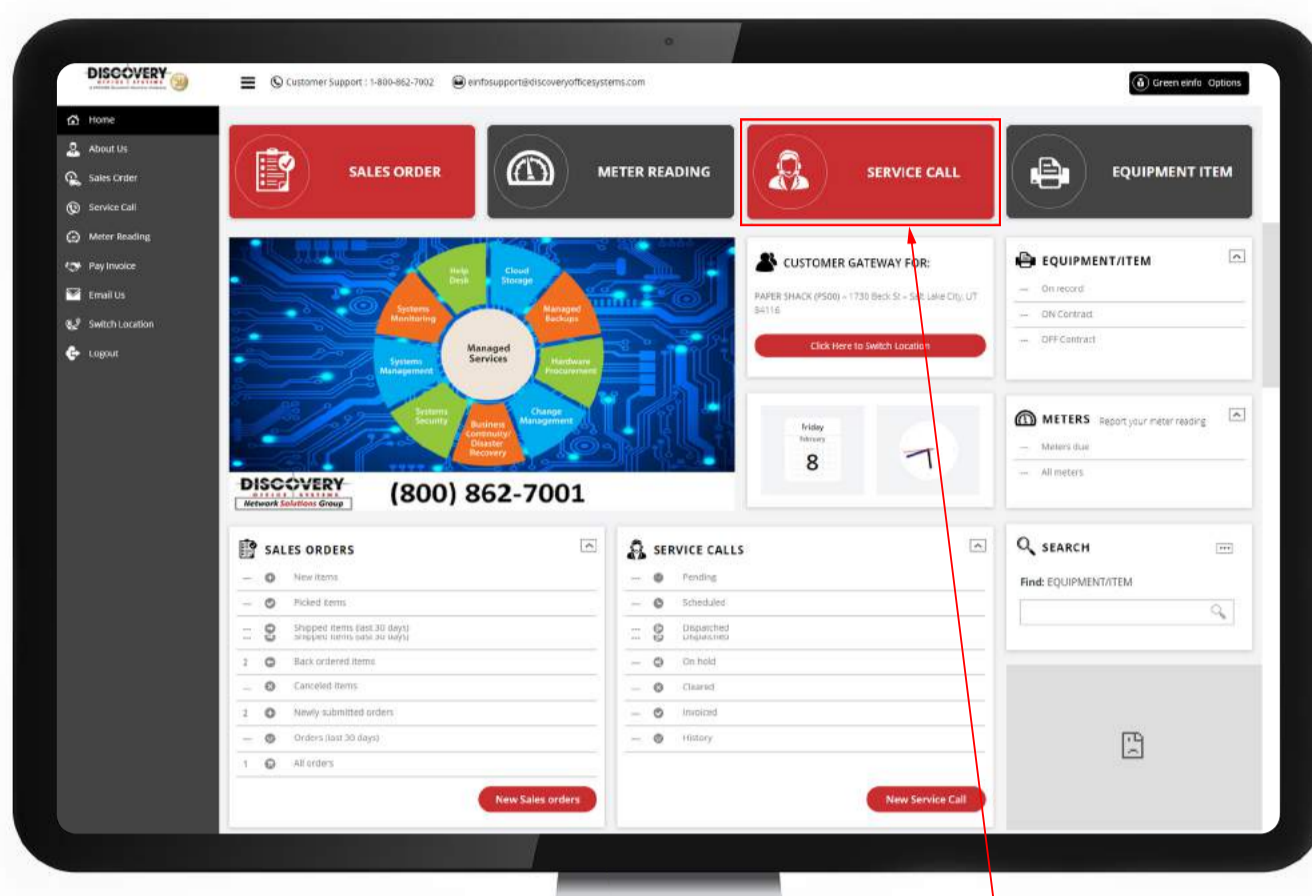
1. How to Place a Service Call:

→ 1.1) **Login :-** On the Login screen, enter your email and password. Click the Login button.



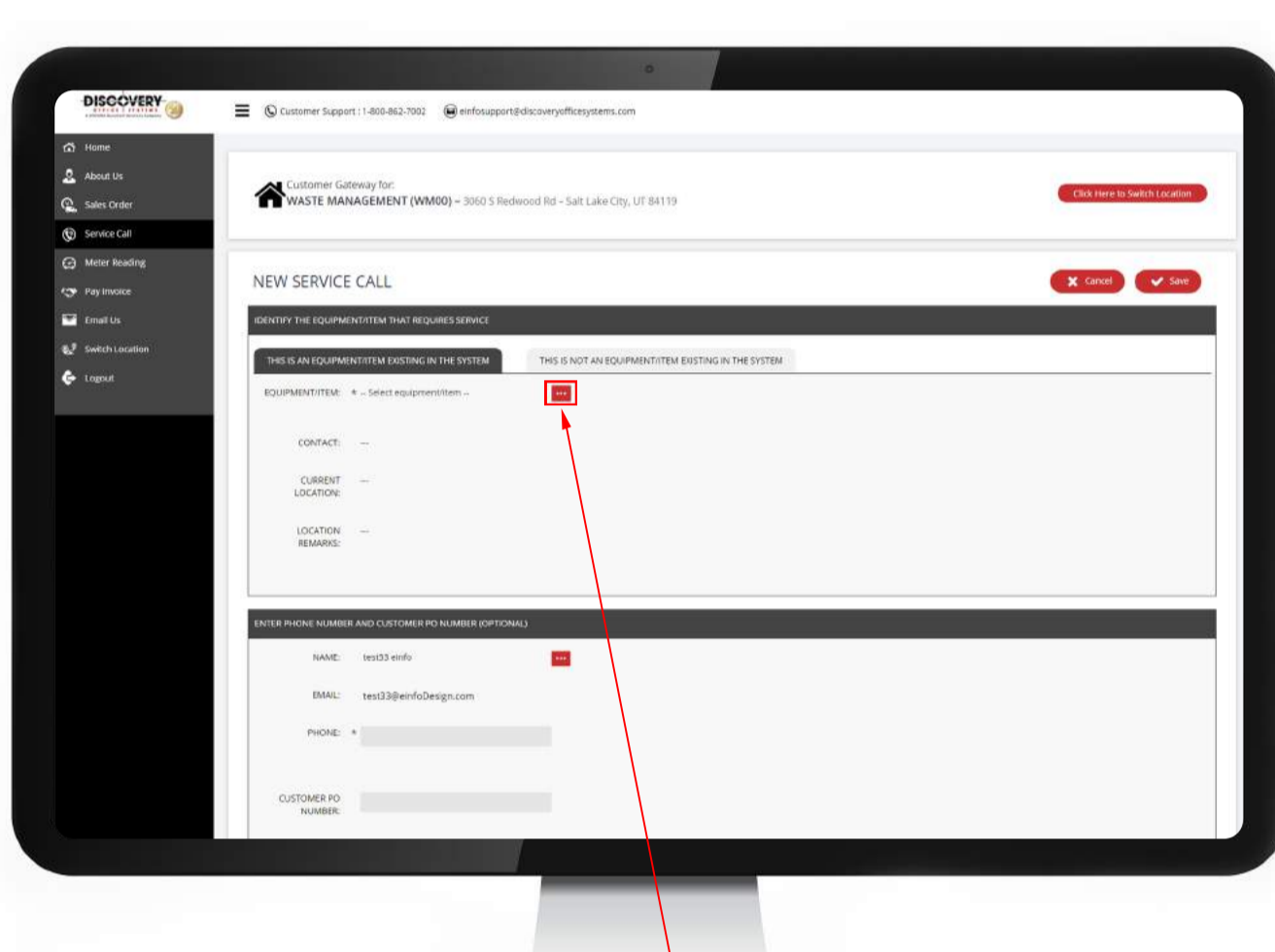
Login Button

→ 1.2) **Click on Service Call :-** On the Dashboard screen, click on the Service Call button.

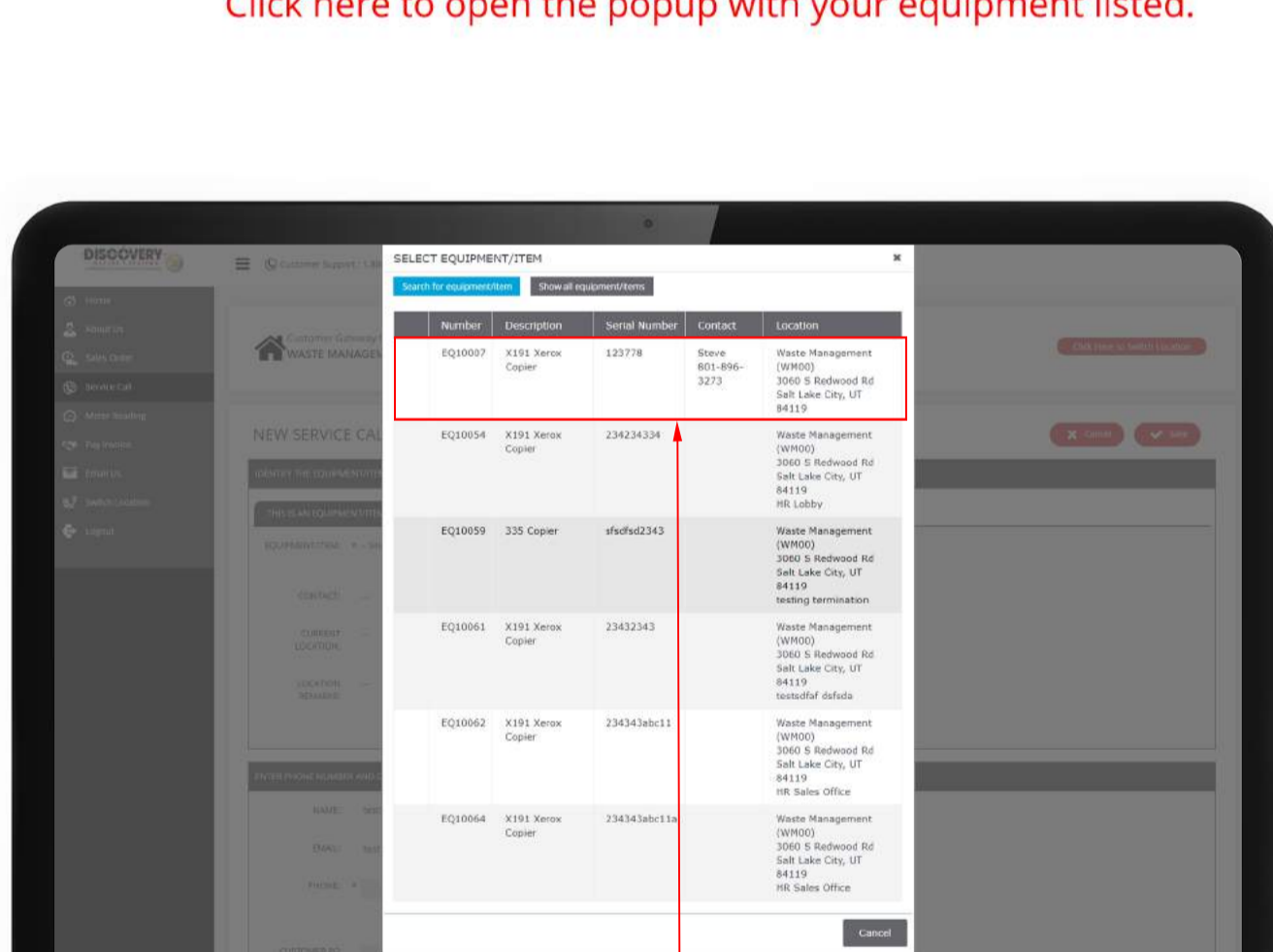


Service Call Button

→ 1.3) **Select Equipment/Item that needs service :-** On the Service Call screen, click on --Select equipment/item-- to choose the equipment that needs service.

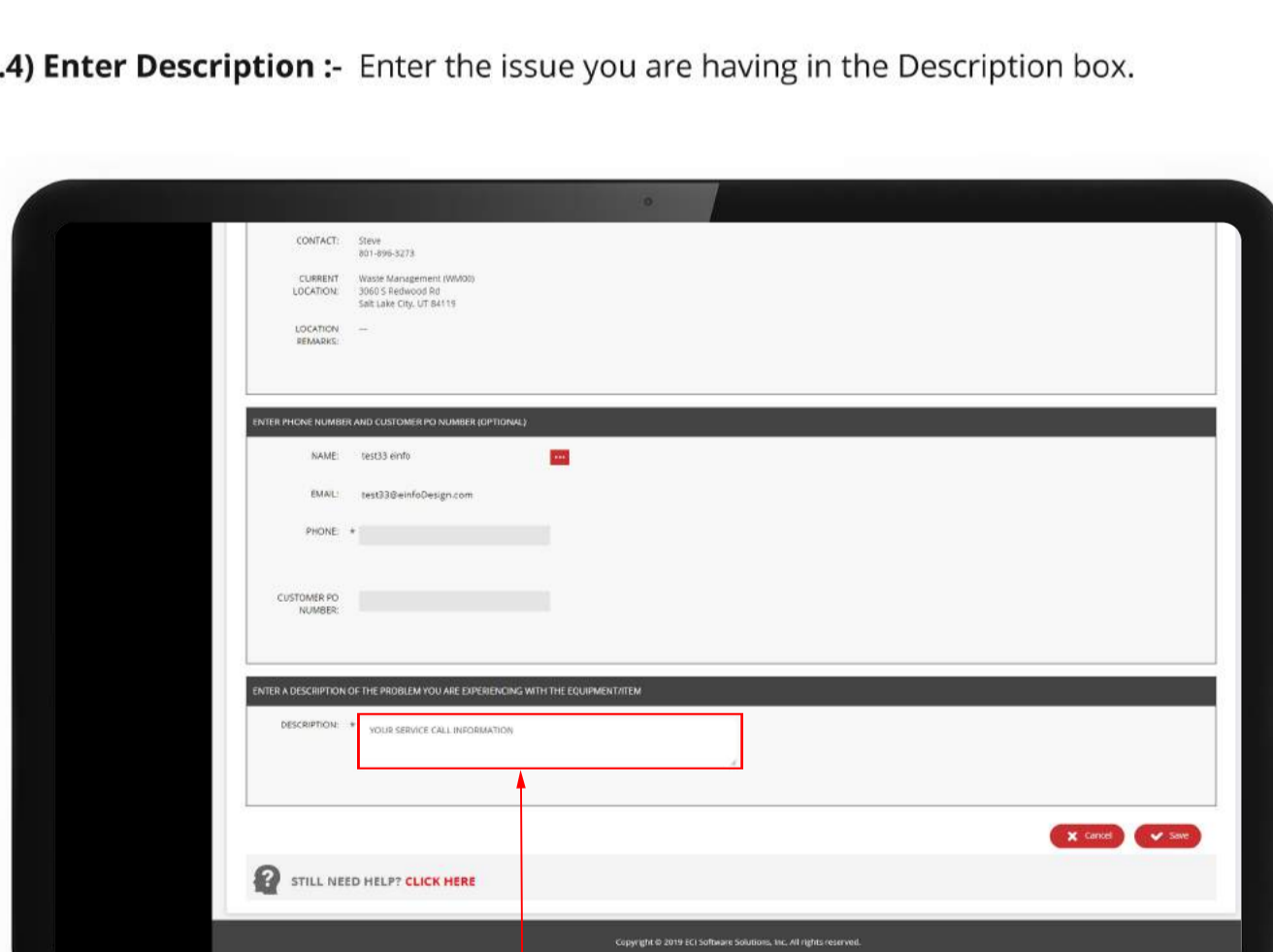


Click here to open the popup with your equipment listed.



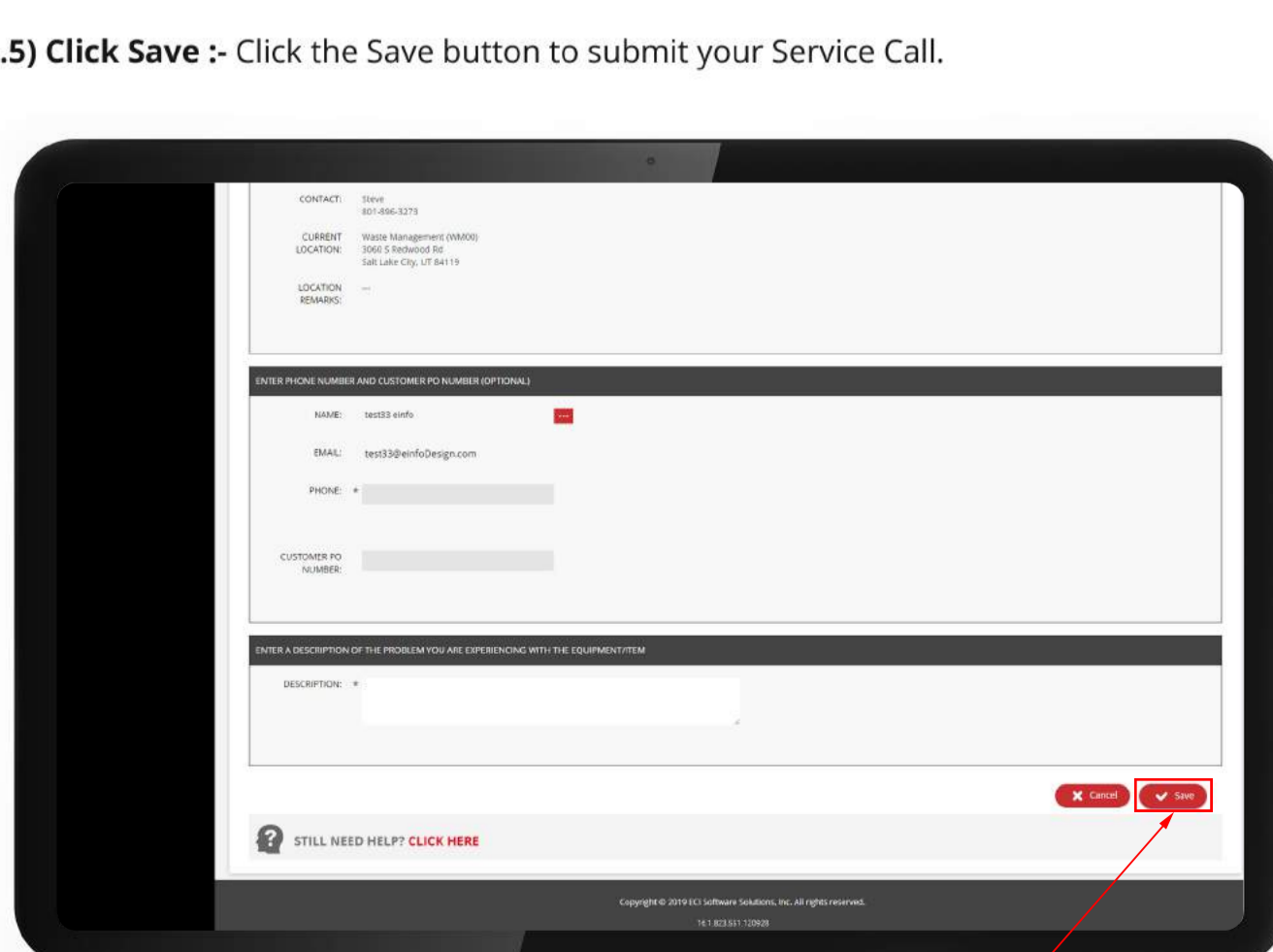
Click the equipment that needs service

→ 1.4) **Enter Description :-** Enter the issue you are having in the Description box.



Type your issue here.

→ 1.5) **Click Save :-** Click the Save button to submit your Service Call.



Click here to save your information

Service Call Complete