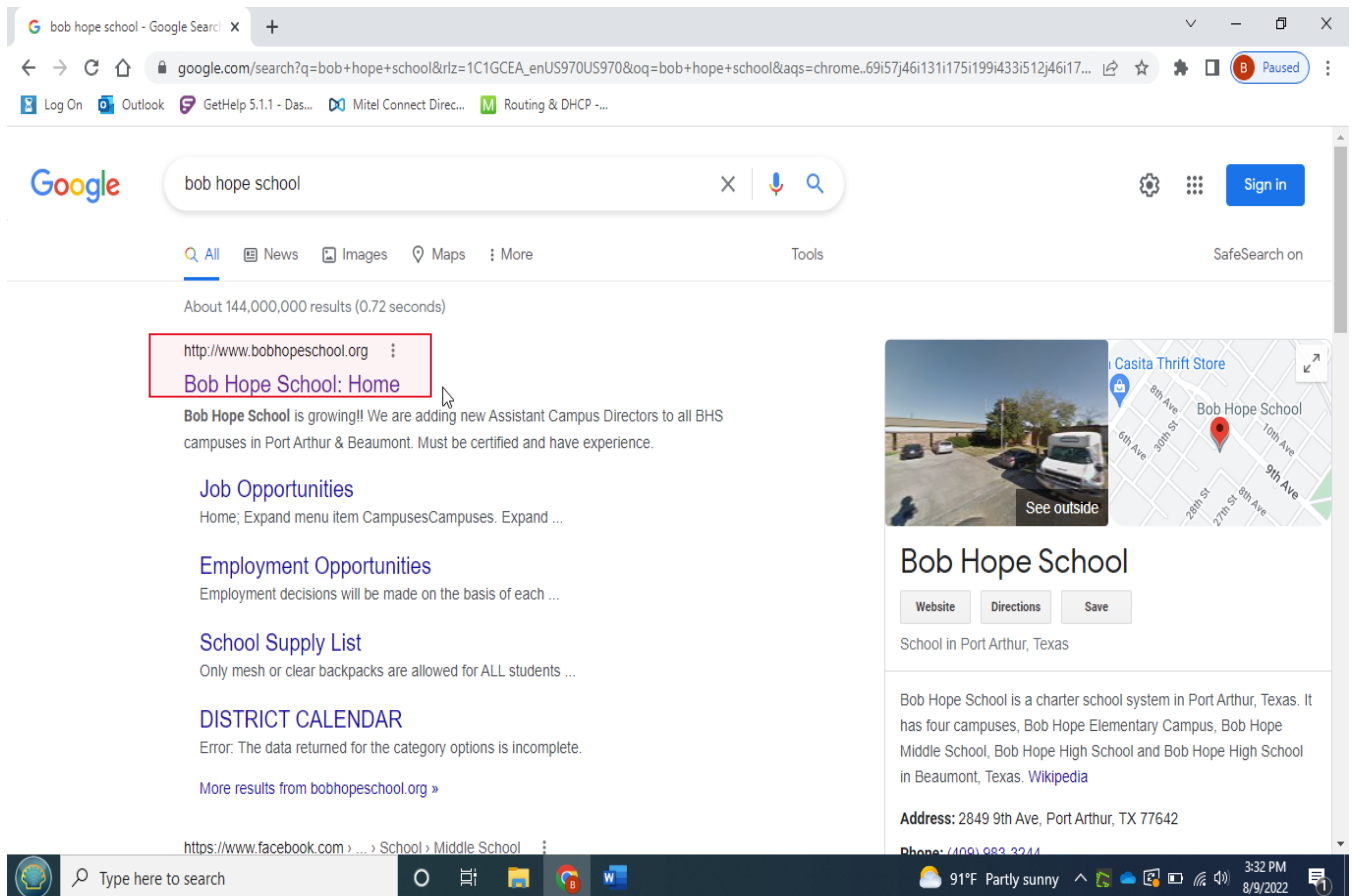


Create IT Help Desk Ticket

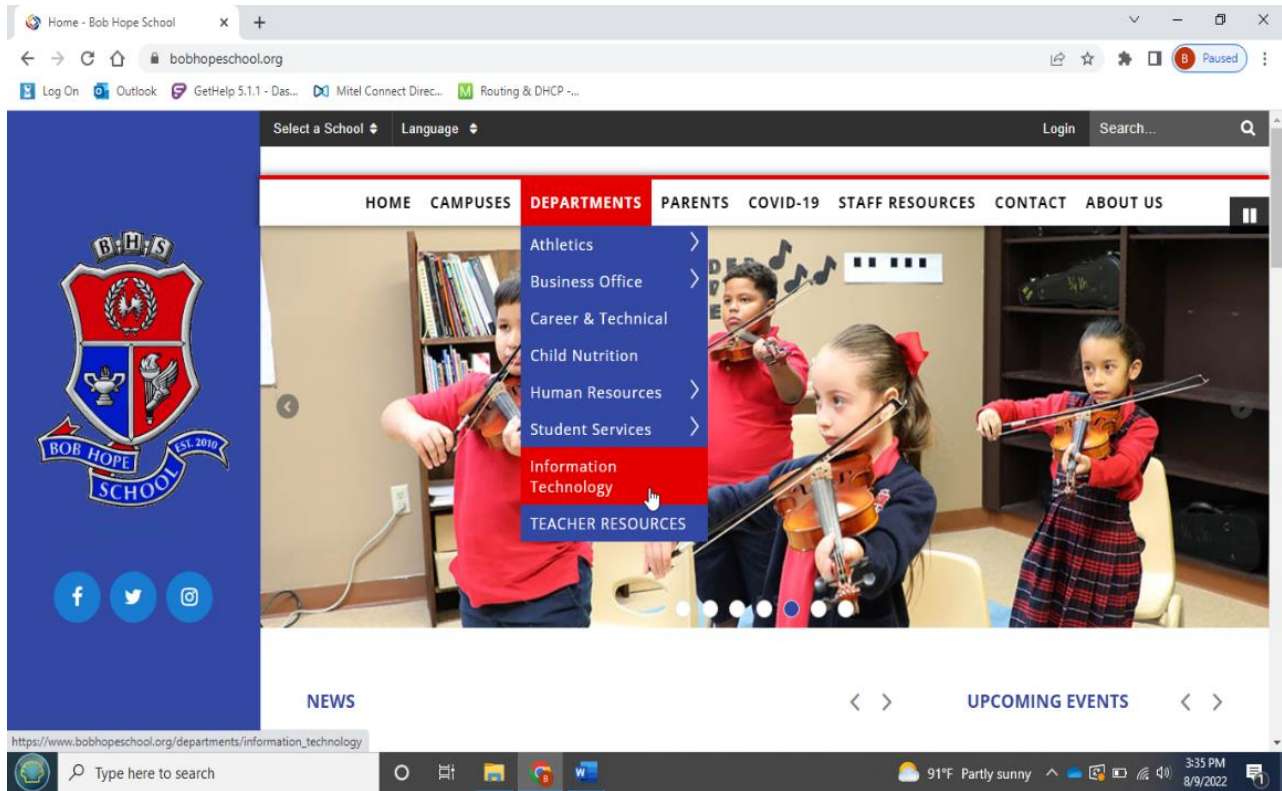
Alternatively, you can skip the steps below by using this link
<https://bobhopeschool.gethelpss.com/Login/landing>

1. Open the Web browser of your choice
2. Search 'Bob Hope School' or 'www.bobhopeschool.org'
3. Then Click on the first link



The screenshot shows a Google search for "bob hope school". The search results page displays "About 144,000,000 results (0.72 seconds)". The first result is "http://www.bobhopeschool.org" with the title "Bob Hope School: Home". Below the title, there is a description: "Bob Hope School is growing!! We are adding new Assistant Campus Directors to all BHS campuses in Port Arthur & Beaumont. Must be certified and have experience." There are also links for "Job Opportunities", "Employment Opportunities", "School Supply List", and "DISTRICT CALENDAR". On the right side, there is a map showing the location of Bob Hope School in Port Arthur, Texas, with a "See outside" button. Below the map, there is a "Bob Hope School" card with buttons for "Website", "Directions", and "Save". The card also includes the address "2849 9th Ave, Port Arthur, TX 77642" and a phone number "(409) 983-3244".

4. Hover over "Departments"
5. Click on "Information technology"



6. Click “CREATE AN IT HELP DESK TICKET”
7. You will have to sign in with your Office Account