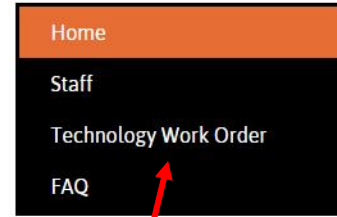


TECHNOLOGY HOME PAGE – WORK ORDER INSTRUCTIONS

Home



Click Technology Work Order to get started.

[Technology](#) » Technology Work Order

Technology Work Order

Before submitting a ticket, try visiting our [Frequently Asked Questions](#) page.

- [Work Order Login](#) (This link only works from within the district.)
You can now submit a technology work order by email. These instructions will only lead to success if you send the work order request from your kempisd.org account. It will not work from aol, hotmail, coldmail, yahoo, yeehee, eieio, or any email account other than your kempisd.org account.
 - Make sure the following information is in the email:
 - Location of needed repair: Campus or Building and Room or Office
 - Description of the problem that needs attention

Click Work Order Login.

VERY IMPORTANT INFORMATION



Complete the form below to get started.

Username:

Password:

READ HERE:
To log in to the Kemp ISD Work Order System, use your computer login:
firstname.lastname and your computer login password.

USER NAME = FIRSTNAME.LASTNAME@KEMPISD.ORG
PASSWORD = NETWORK LOGIN PASSWORD

PLEASE MAKE SURE YOU FILL IN ALL THE INFORMATION BELOW, if TURNING IN FOR SOMEONE ELSE PLEASE GET AS MUCH INFORMATION AS POSSIBLE, if THEY CAN'T TURN ONE IN FOR THEMSELVES.

Complete the form below to get started.

For help with a Technology issue you are experiencing, please complete the form below.

★ Summary:

★ Description:

★ Category:

★ Choose Campus Location:

★ Job Title:

★ Please enter Room Number or location:

Optional Attachment: No file chosen [clear attachment](#)

Please make sure ALL information is filled out here. Also, make sure you give us detailed information so that we can expedite your Technology request. READ BELOW FOR LIST OF CATEGORIES, CAMPUS LOCATIONS AND JOB TITLES.

If you have an attachment upload it here.

After all information is filled out, Submit your Request.

VERY IMPORTANT INFORMATION

ONCE YOU SUBMIT YOUR TICKET, IT GOES BACK TO THE SCREEN BELOW; ALSO IF YOU LOG BACK IN YOU SEE THE SAME SCREEN. YOU CAN CHECK THE STATUS, COMMUNICATE WITH US ABOUT YOUR ISSUE, RE-OPEN A TICKET CLOSED (IF STILL NOT RESOLVED) OR SUBMIT A TICKET FOR A NEW ISSUE.

Portal Password Reset
The Portal Password Reset functionality is only enabled for users with Local Password Authentication. You can change the Portal Authentication settings [here](#)

Complete the form below to get started.

For help with a Technology issue you are experiencing, please complete the form below.

Summary:

Description:

Category: Audio/Sound

Choose Campus Location: Administration

Job Title: Teacher

Please enter Room Number or location:

Optional Attachment: No file chosen [clear attachment](#)

Please be sure to fill in the boxes telling in what **campus and room/location** the problem is located.

Email your work orders.
It is possible to send your technology work orders by e-mail. Instead of coming to the helpdesk page, simply send an email to techhelp@kempisd.org and it will create a technology work order for you.
Please be as descriptive as possible so we can best help you with your problem.

Open help requests

- TEST TICKET
Ticket #9248 — opened on 2017-04-19 @ 01:57 PM

Closed help requests

- TEST TICKET
Ticket #9244 — closed on 2017-04-19 @ 01:32 PM
- Test Ticket
Ticket #8893 — closed on 2017-01-03 @ 11:47 AM
- Contact Century Link
Ticket #8039 — closed on 2016-10-19 @ 09:57 AM

SUBMIT NEW TICKET

CHECK STATUS, COMMUNICATE WITH US

IF ISSUE STILL NOT RESOLVED AFTER WE CLOSED THEN RE-OPEN TICKET, DO NOT SUBMIT NEW TICKET!

YOU WILL RECEIVE AN EMAIL LIKE BELOW, AND YOU CAN REPLY BACK TO THE WORK ORDER FROM HERE ALSO.

Kemp ISD
Technology Work Order

TICKET #9244
Title: TEST TICKET
Description: THIS IS A TEST

TICKET #9244
Date: Apr 19, 2017 @ 09:34 am
Creator: Triha Carroll
Summary: TEST TICKET
Priority: Med
Ticket URL: [Ticket #9244](#)
Assignee:

If you have any additional information regarding this ticket respond to this email. Please remember to keep Ticket#9244 in the email subject. You can also log into the help Desk system [here](#) to post a comment and view other tickets.

Click here to [Reply](#) or [Forward](#)

Kemp ISD Technology

Nevermind it is working now. Thank you!

Sans Serif | Font size: 12pt | Bold | Italic | Underline | Text color | Background color | Bulleted list | Numbered list | Indent | Outdent | Link | Unlink

LIST OF CATEGORIES, JOB TITLES AND LOCATIONS

**THESE ARE THE CATEGORIES TO
CHOOSE FROM:**

Audio/Sound
Create New User
(Faculty/Student)
Computer/Laptop
Chrome Book
Document Camera
DVR Camera System
External Devices (Mouse,
Keyboard, Calculator)
Google (Accounts/Apps)
Installation (Devices/Programs)
Internet Issue (Blocked/Log In)
iPad
Job Posting
Kemp ISD Website
Monitor
Network Issue/Log in
Resignation
Tech. Disposal
Password Reset (Computer)
Phone
Printer/Printing
Projector
Scanner/Copier
SmartBoard
Software Installation
User Accounts
Website Access
Website Help
Wi-Fi
Instructions
Gradebook/TxEIS

**THESE ARE THE JOB TITLES TO
CHOOSE FROM:**

Aide, Administration, Cafeteria,
Maintenance, Secretary,
Teacher, Other

**THESE ARE THE LOCATIONS TO
CHOOSE FROM:**

Administration, Cafeteria, High
School, Intermediate, Junior
High, KAP/DAEP, KESC,
Maintenance, Primary,
Technology, Transportation,