



SKÅL
INTERNATIONAL
Connecting Tourism Globally

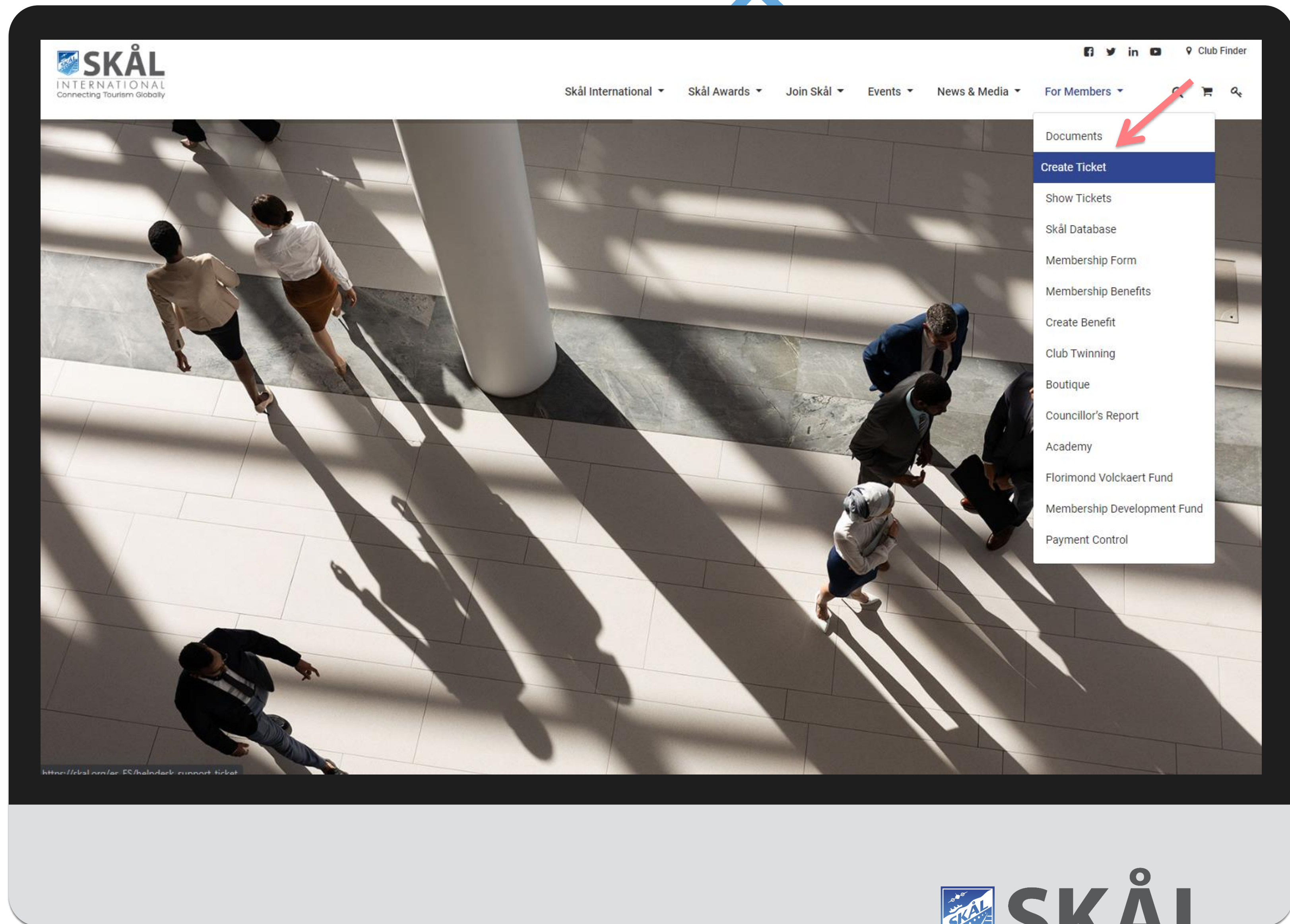
DIGITAL TRANSFORMATION

HOW TO...
CREATE A TICKET?

CREATE A TICKET

1. ACCESS THE TICKETING PAGE

Click on the dropdown
'For Members' and
select 'Create Ticket'.

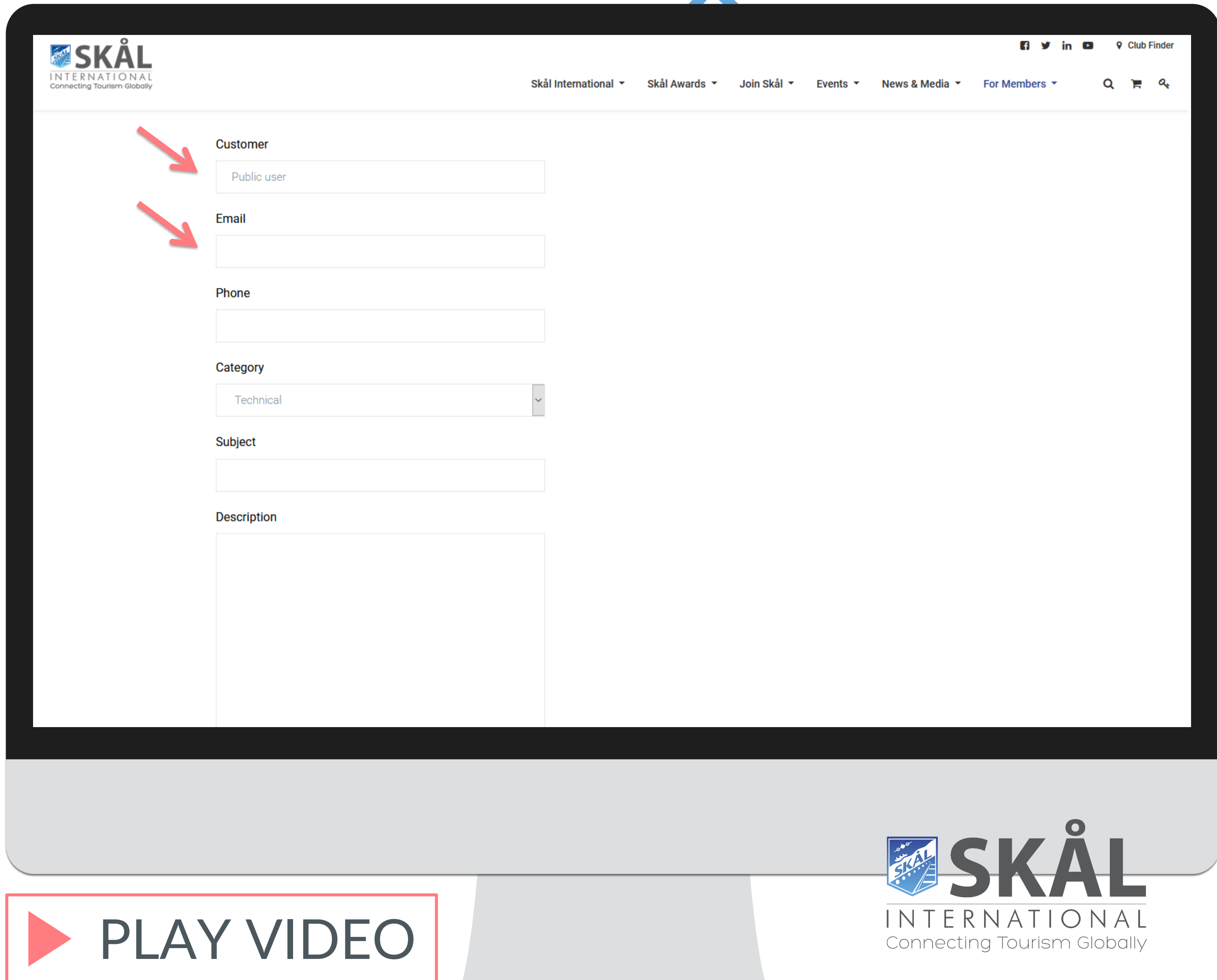


PLAY VIDEO

CREATE A TICKET

2. CONTACT INFORMATION

Be sure to complete all your contact information. If you access this page after logging in, this fields will be already completed.



The image shows a computer monitor displaying the SKÅL International website's 'CREATE A TICKET' form. The form is titled 'CREATE A TICKET' and is part of the '2. CONTACT INFORMATION' section. The form fields are: Customer (with a dropdown menu showing 'Public user'), Email, Phone, Category (with a dropdown menu showing 'Technical'), Subject, and Description. Two red arrows point to the 'Customer' and 'Email' fields. The SKÅL International logo is in the top left corner of the website, and the navigation menu is in the top right. A blue 'X' is in the top right corner of the monitor screen. A 'PLAY VIDEO' button is located at the bottom left of the monitor frame.

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Skål International ▾ Skål Awards ▾ Join Skål ▾ Events ▾ News & Media ▾ For Members ▾

Customer
Public user


Email

Phone

Category
Technical ▾

Subject

Description

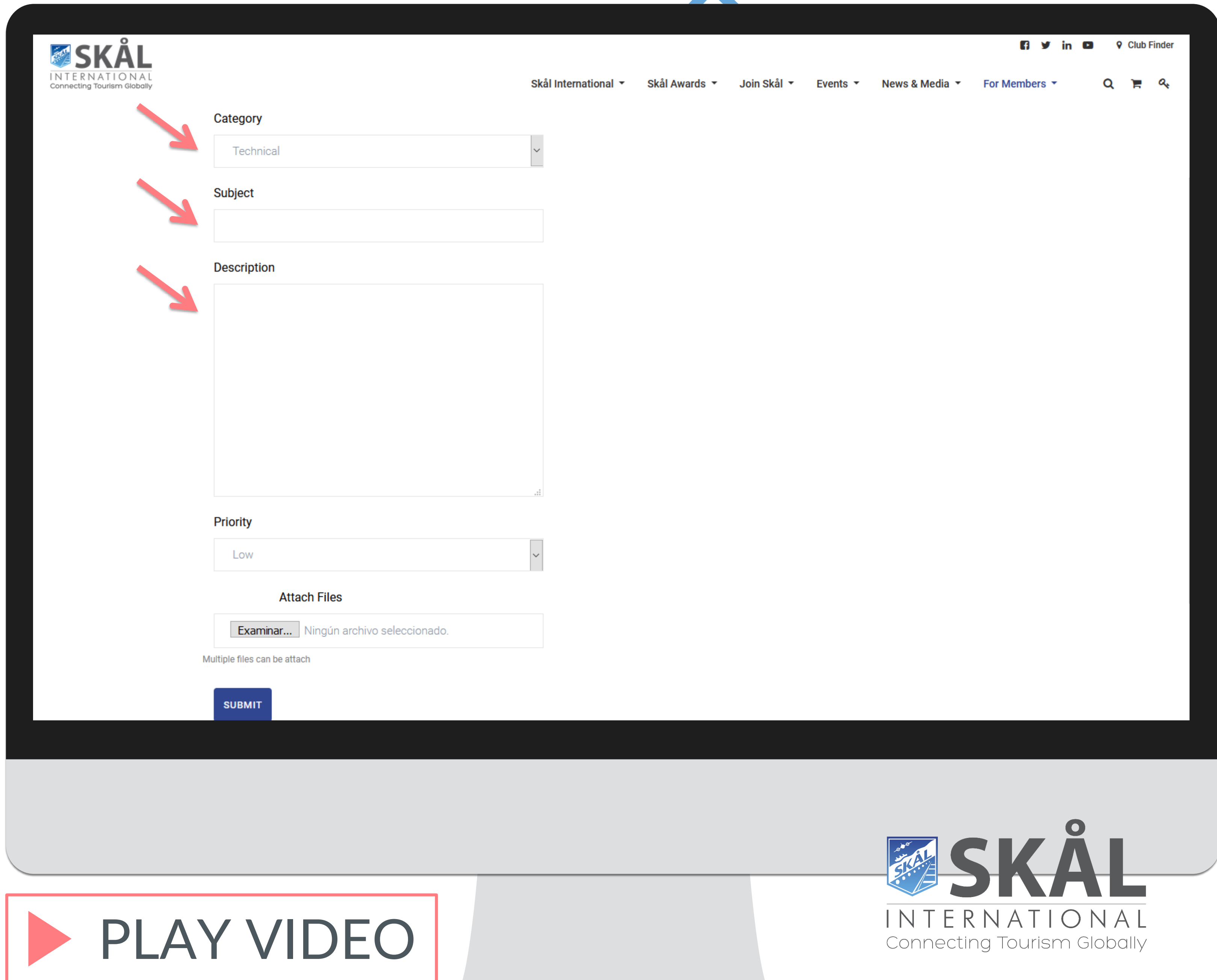
 **PLAY VIDEO**

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CREATE A TICKET

3. COMPLETE THE FORM

Complete the form describing the issue as detailed as possible. Set the priority and attach any file or screen capture if necessary. Submit to finish.



The image shows a computer monitor displaying the SKÅL International website's 'Create a Ticket' form. The form is titled 'SKÅL INTERNATIONAL Connecting Tourism Globally' and includes a navigation bar with links to 'Skål International', 'Skål Awards', 'Join Skål', 'Events', 'News & Media', and 'For Members'. The form fields are as follows:

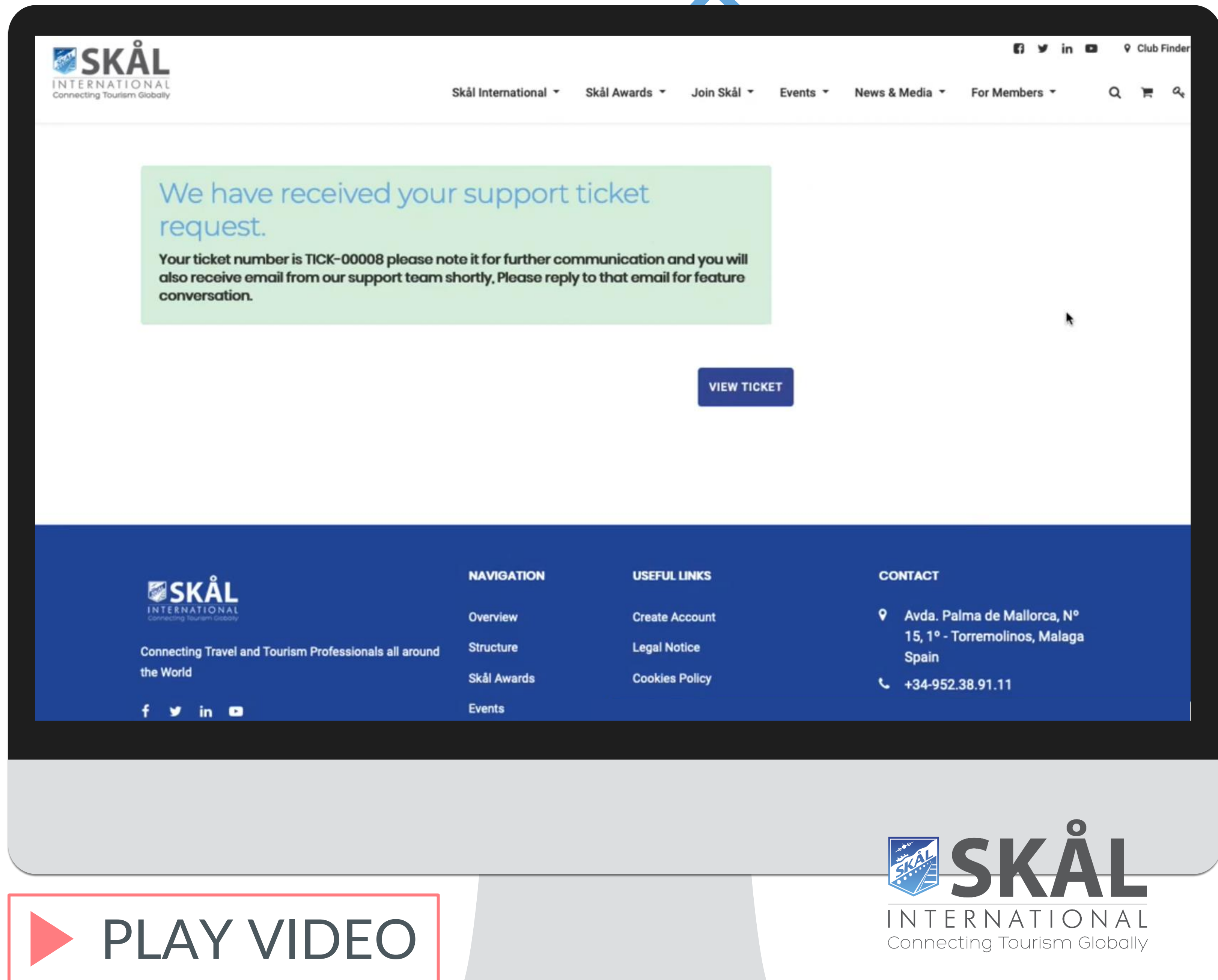
- Category:** A dropdown menu with 'Technical' selected.
- Subject:** A text input field.
- Description:** A large text area for detailed description.
- Priority:** A dropdown menu with 'Low' selected.
- Attach Files:** A file upload area with a button labeled 'Examinar...' and the text 'Ningún archivo seleccionado.' Below this, it says 'Multiple files can be attach'.
- SUBMIT:** A blue button at the bottom of the form.

Red arrows point to the 'Category', 'Subject', and 'Description' fields. A blue 'X' is in the top right corner of the screen. A red 'PLAY VIDEO' button is at the bottom left of the monitor frame. The SKÅL International logo is in the bottom right corner of the monitor frame.

CREATE A TICKET

4. TICKET SUBMITTED

After submitting the support ticket, you will receive a success message with your ticket number. You will also receive an email from the support team.





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Ticketing Help Desk | skal.org

