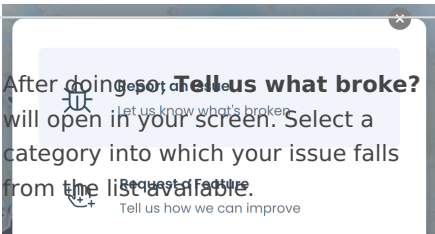
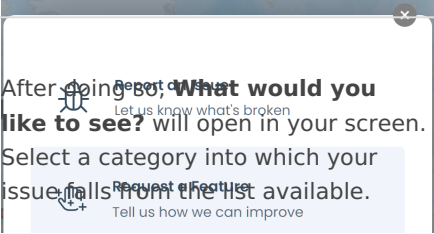
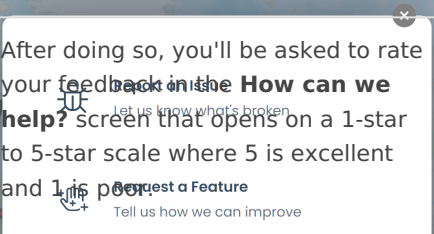


# Help – Submit A Ticket

Submitting a **Help Ticket** is how you can report an issue, request a feature and/or leave us feedback.

Click **Help > SUBMIT A TICKET** from anywhere in *Crew Ops* via the toolbar at the top to do so.

Report An Issue	Request A Feature	Leave Us Feedback
<p>After clicking <b>Submit A Ticket</b>, this will open in your screen. To <i>report an issue</i>, click <b>Report an Issue</b>.</p>  <p>After selecting a category, let us know more about the issue by describing it to us in the <b>Please provide as much detail as possible</b> Text Box. If necessary, you may also attach a file and/or a photo.</p> <p>Click the <b>Submit</b> button.</p> <p>After your submission, a <b>Thank You</b> message will appear on your screen signifying your <b>Help Ticket</b> has been submitted.</p> <p>Revision #5 Created 16 January 2022 21:40:39 Updated 23 July 2023 14:11:06 by WAT1076 Cedric T.</p>	<p>After clicking <b>Submit A Ticket</b>, this will open in your screen. To <i>request a feature</i>, click <b>Request a Feature</b>.</p>  <p>After selecting a category, let us know more about your feature request by describing it to us in the <b>Please provide as much detail as possible</b> Text Box. If necessary, you may also attach a file and/or a photo.</p> <p>Click the <b>Submit</b> Button.</p> <p>After your submission, a <b>Thank You</b> message will appear on your screen signifying your <b>Help Ticket</b> has been submitted.</p>	<p>After clicking <b>Submit A Ticket</b>, this will open in your screen. To leave us feedback, click <b>Leave us Feedback</b>.</p>  <p>After doing so, you'll be asked to rate your feedback in the <b>How can we help?</b> screen that opens on a 1-star to 5-star scale where 5 is excellent and 1 is poor.</p> <p>After providing your rating, let us know how we can help by describing it in the <b>Leave us your comment</b> Text Box.</p> <p>Click the <b>Send feedback</b> button.</p> <p>After your submission, a <b>Thank You</b> message will appear on your screen signifying your <b>Help Ticket</b> has been submitted.</p>