SUBMITTING A HELP REQUEST

We would like to address issues that you may experience in a timely manner. Please follow these short steps to submit a help request.

NAVIGATION

1. Click the Help Menu Item.
2. Type a brief summary of the issue you have encountered into the Summary field.
3. In the Description field, explain what you were attempting to do and include details. Attach screen shots.
4. Click Submit.

ADDITIONAL HELP

For further assistance, please e-mail property@ufl.edu, call Asset Management Services at 352-392-2556, or visit http://www.fa.ufl.edu/departments/asset-management/.