How to Submit an Issuetrak Ticket

1.Go to **vpcc.issuetrak.com**

2. Select **VPCC Issuetrak login.**

VPCC Help Desk

User ID:

Password:

Sign In

Sign in with

VPCC Issuetrak login

3.Login into your account using your network login. (e.g., kings@vpcc.edu)

4. Approve sign in request.

VIRGINIA PENINSULA COMMUNITY COLLEGE

Sign in

kings@vpcc.edu

Can't access your account?

Back   Next

Sign-in options

VIRGINIA PENINSULA COMMUNITY COLLEGE

kings@vpcc.edu

Approve sign in request

Open your Microsoft Authenticator app and approve the request to sign in.

I can't use my Microsoft Authenticator app right now

More information

5.After successfully logging in select **New Issue** to submit a new ticket.

VIRGINIA PENINSULA COMMUNITY COLLEGE | **VPCC Help Desk**

New Issue   **Issue**

6. Enter the *required fields and click on **Submit Issue.**

After submitting you will receive an email confirmation with your issue number. If you have any questions, please contact the IT Helpdesk at 757-825-2709.

Submit Issue 🔖   Submit Issue | Submit and Close

Submit Date: 10/25/2022   📅 mm/dd/yyyy

Time: 11 : 42 AM ∨

Issue Status: Open ∨ [   ] ∨ add

* Class: General ∨ add

Organization: [   ] 🔍 details | history | open issues

Submitter: [   ] 🔍 add | details | history

* Campus: [   ] 🔍 details | history

* Building: [   ] ∨ add

* Room or area: [   ]

* Subject: [   ]

* Full Description: File Edit View Insert Format Tools Table

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