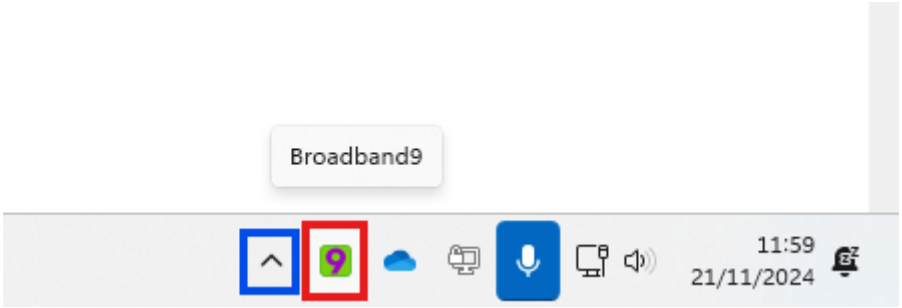
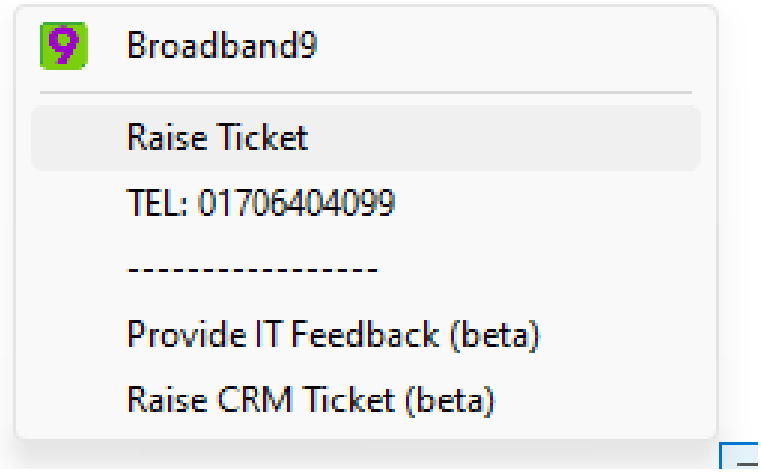
How to raise a Ticket with 9 Technology Group LTD (Superops)

Method 1: Via the 9 Logo on your task bar

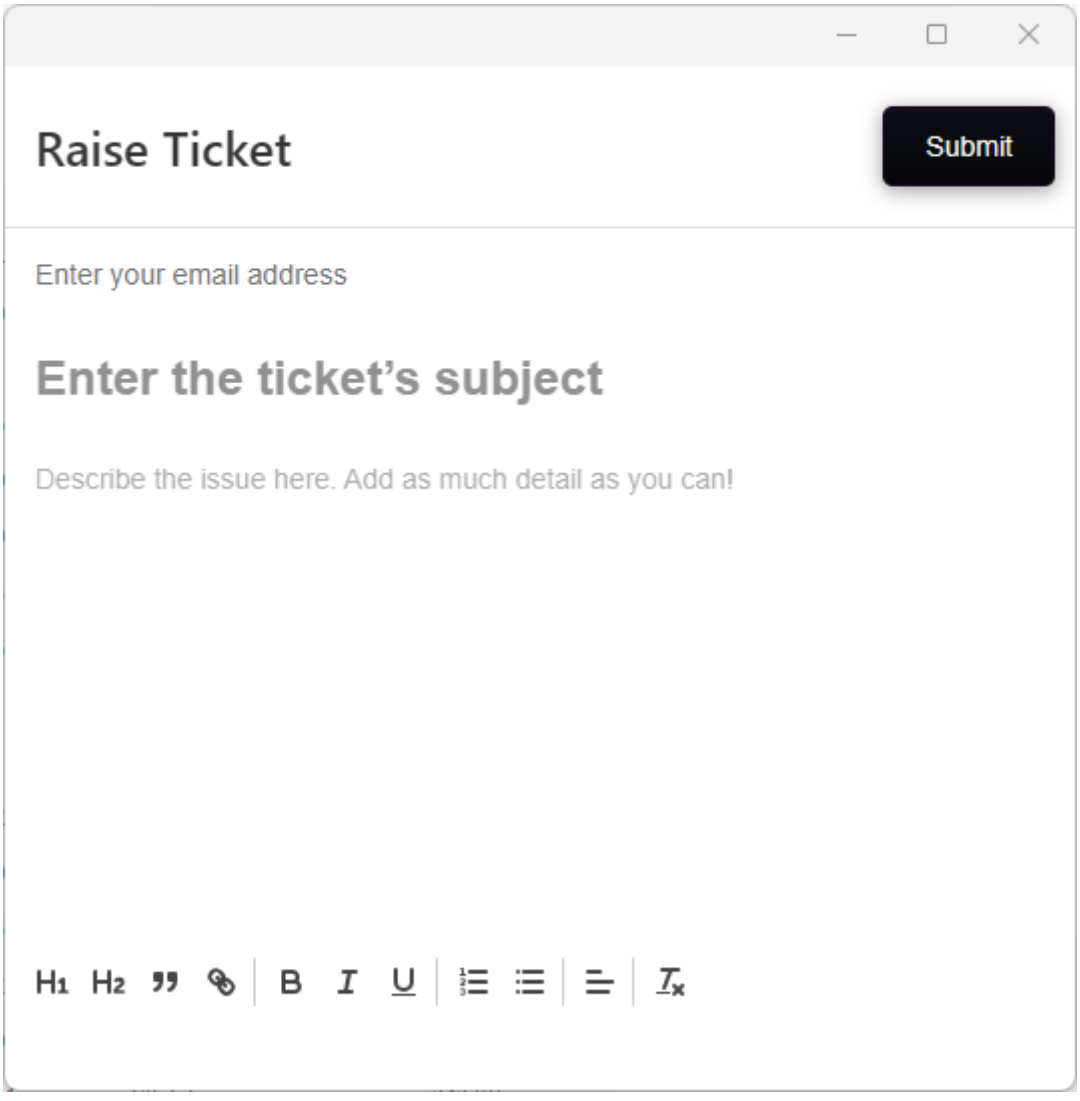
1. On the bottom right of your screen, locate the **Purple Number 9 icon** and click on it. Sometimes it might be hiding in the up-arrow menu (Highlighted Blue).



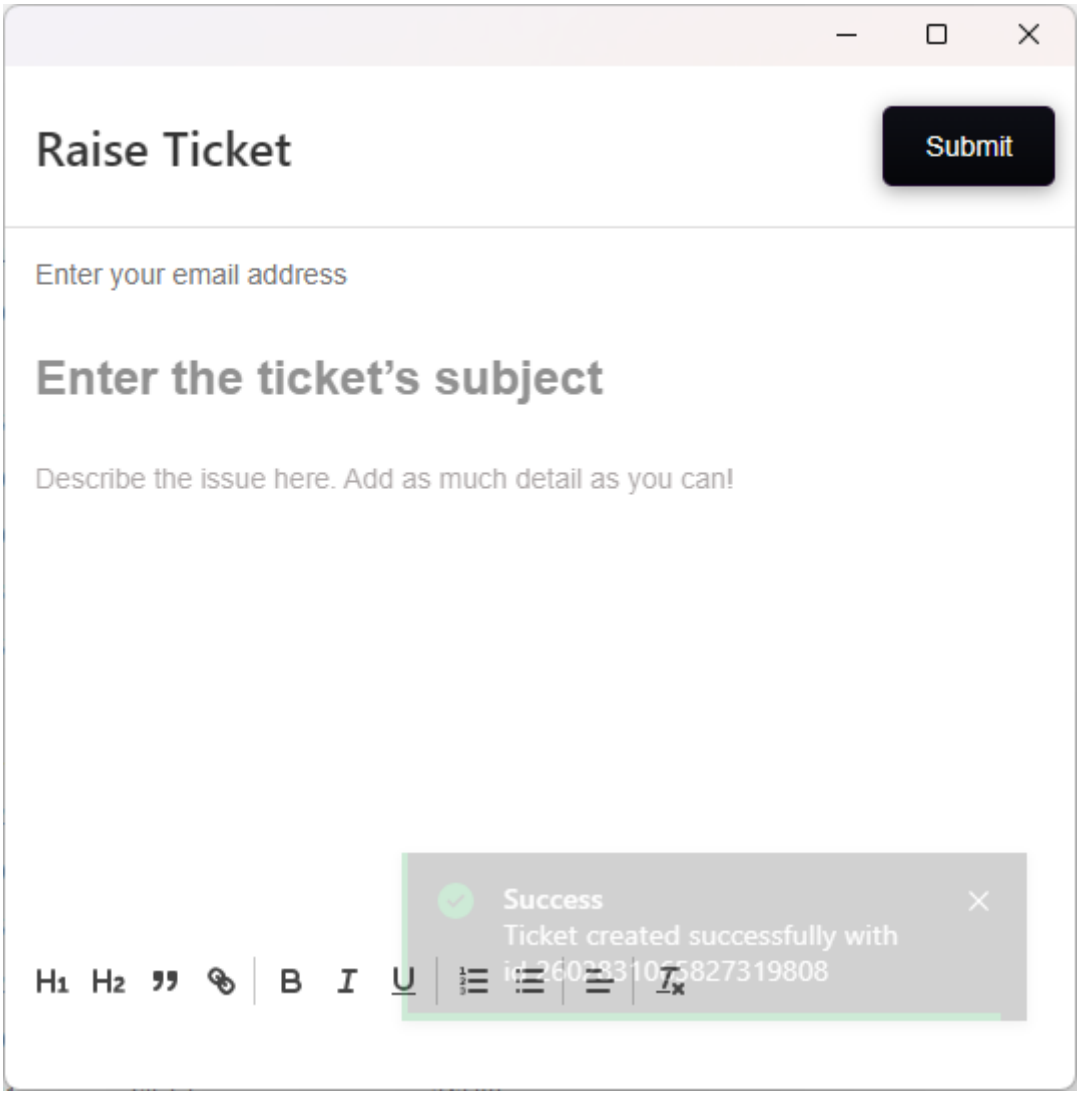
2. Click the “**Raise Ticket**”, after which it should open your web browser to the Superops ticket creation page.



It will then bring up a web page asking you for the details of your enquiry.



3. Fill in the ticket with whatever details that are required, then click **Submit**. After submitting the ticket, the ticket will be received by the relevant department you have chosen in the ticket.



Method 2: Via email

You may email in your Support enquiry by emailing to

ticket@9.technology

This will automatically get raised within our system as an IT Support ticket for our team to look at and respond to.

Method 3: Via telephone

These are our telephone and email contacts for your convenience :

Email addresses:	
Technical Support	ticket@9.technology
Finance / Invoice Enquiries	accounts@9.technology
Sales Email	Sales@9.technology
Account Management	iby@9.technology
Confidential Feedback	feedback@9.technology
Contact Numbers:	
Telephone Contact (Support and other enquiries)	01706 404099

WhatsApp Contact	03330 509960
IT Support Hours	9am – 5PM Monday to Friday (Including Bank Holidays)
Out of Hours	Email / Ticket only
Emergency Mobile	07864601301 (Ibrahim / Director)
Portal Links:	

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