

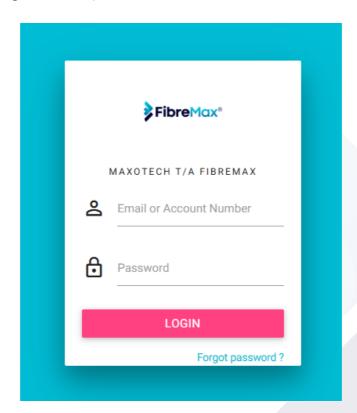
# Create a New Support Ticket

The FibreMax® Online Portal lets you create and track support tickets so our team can quickly assist you.

### Log in:

Use the email address and password you registered with FibreMax.

- 1. Go to <a href="https://fibremax.au/">https://fibremax.au/</a> in your web browser.
- 2. At the top of the page, click My Account.



3. Enter your email address and password, then click Login.

## Forgotten your password?

Click Forgot Password? on the login page. You'll receive an email with reset instructions.







Follow the link in the email.

Create a new password and log back in.

### Create a New Support Ticket

- 1. In the menu, go to Helpdesk.
- 2. Select Create Support Ticket
- 3. Enter the Priority (e.g., Low, Medium, High).
- 4. Enter the Subject of your request.
- 5. Add an Additional Contact if required.
- 6. Click the Save button when done.
- 7. You will receive confirmation that FibreMax has received your ticket.

#### To View Your Support Tickets

- 1. In the menu, select List Support Tickets.
- 2. A list of all your support tickets will be displayed.
- 3. Click **Open** on any ticket to see more details.

**Tip**: The more details you provide in the subject and description, the faster our support team can assist you.

Support tickets help you track issues, updates, and resolutions – all in one place.

