SPINTECH new support procedure

Note: Now onwards for any issue for which user requires support from Spintech team, they need to raise ticket from their own portal.

1. Open a browser and type the url : http://support.vtabs.in/

2. Registration procedure for first time users
   Note : If you are first time user then you have to first register and create a your own login.

   - **Click on "Sign In"**
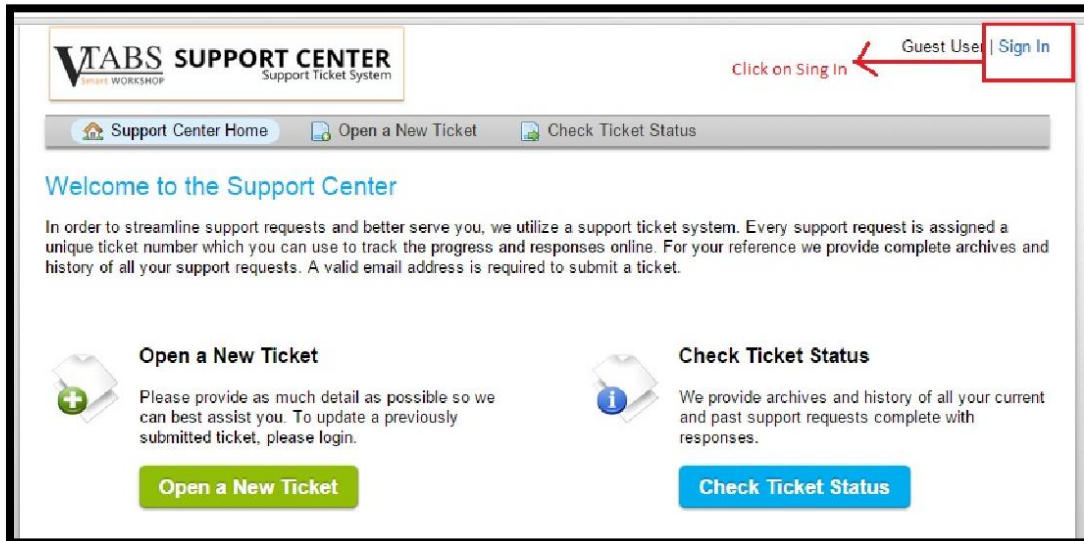
   - **Click on "Create an account"**

- **Enter the details**
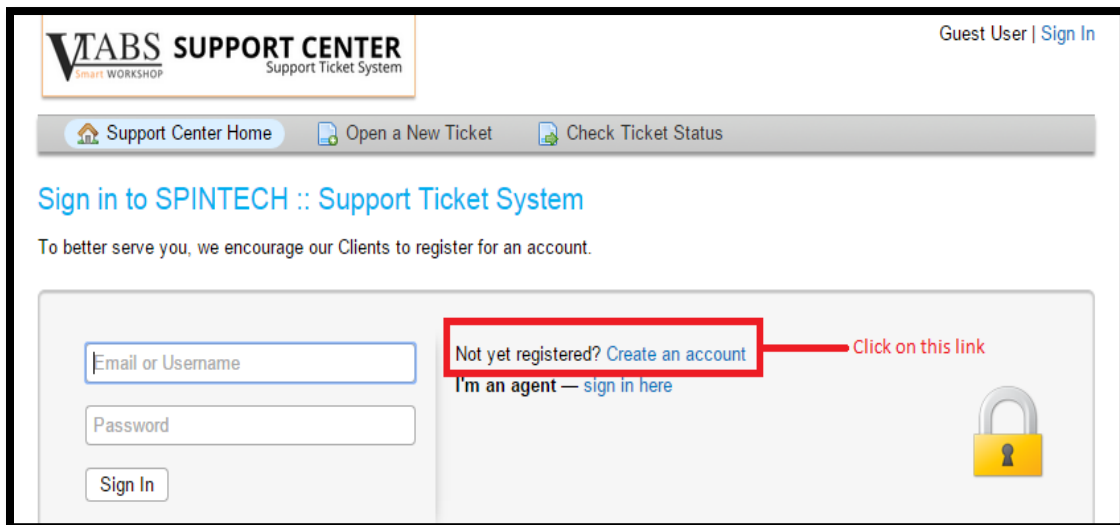- **Click on "Register" to create the login**

Use the forms below to create or update the information we have on file for your account

Contact Information

Email Address: [_____] *   Enter the details

Full Name: [_____] *

Phone Number: [_____] Ext: [_____]

Preferences

Time Zone: [GMT 5.5 - Bombay, Calcutta, Madras, New Delhi ▼]

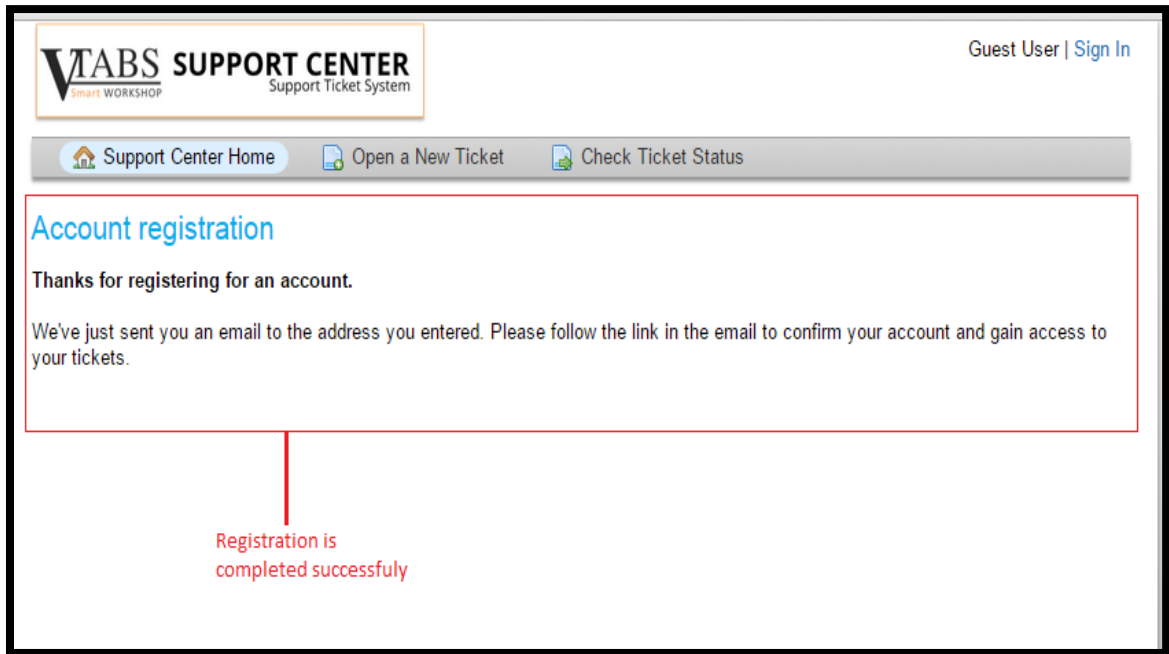Daylight Saving: ☐ Observe daylight saving *(Current Time: 04/30/2015 10:31 am)*

Access Credentials

Create a Password: [_____]   Generate the password
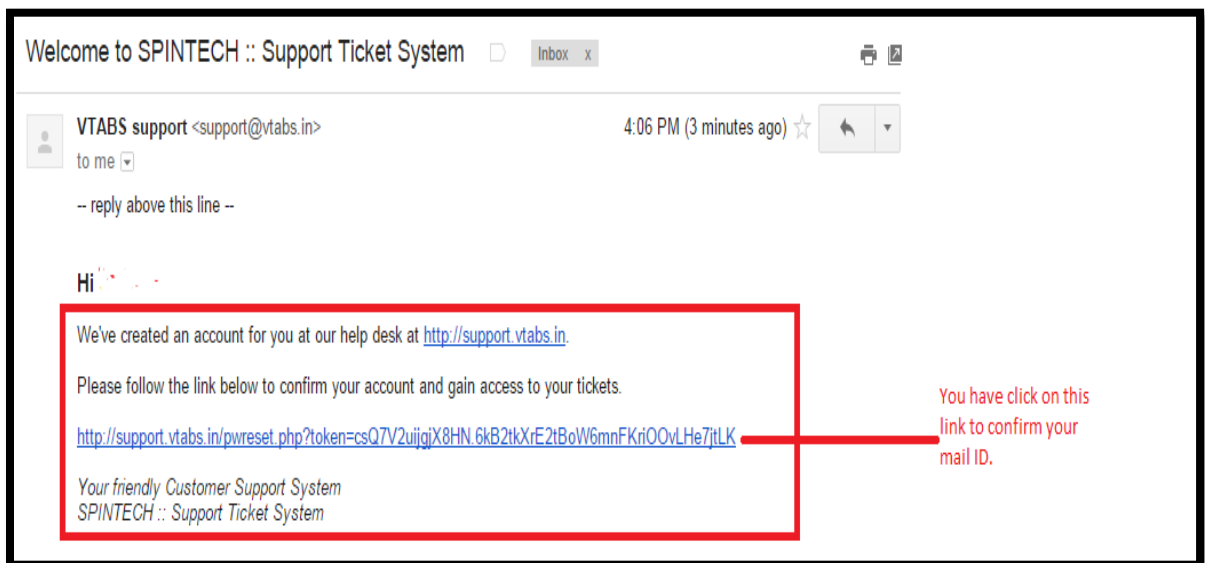
Confirm New Password: [_____]
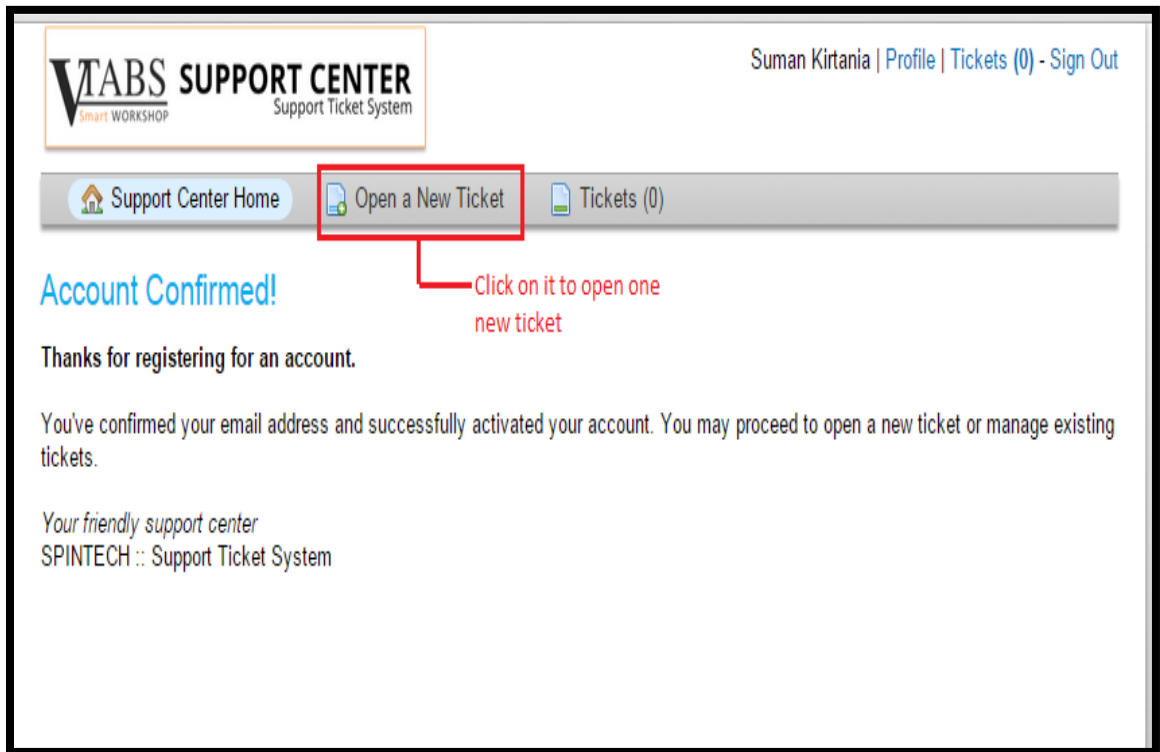
[Register] [Cancel]   Click on Register

- **After successful registration you will get this message and you will receive one email notification**

- **Click on this link to confirm the mail ID.**

- **Click on " Open a New Ticket "**

- **Select topic**
- **Enter Summary**
- **Enter issue in details**
- **Attach screen shot or relevant documents**
- **Click on " Create Ticket "**

- **Once you create the ticket successfully, you will get the ticket number for future reference.**

- **Click on "Tickets" to see the list of tickets which are raised from this login with ticket status.**

- **Click "Sign Out" to logout from application.**

For any query or assistance you get in touch with Spintech support team.

Spintech Helpline number: **080-40805000**

Email : **support@spintech.in**