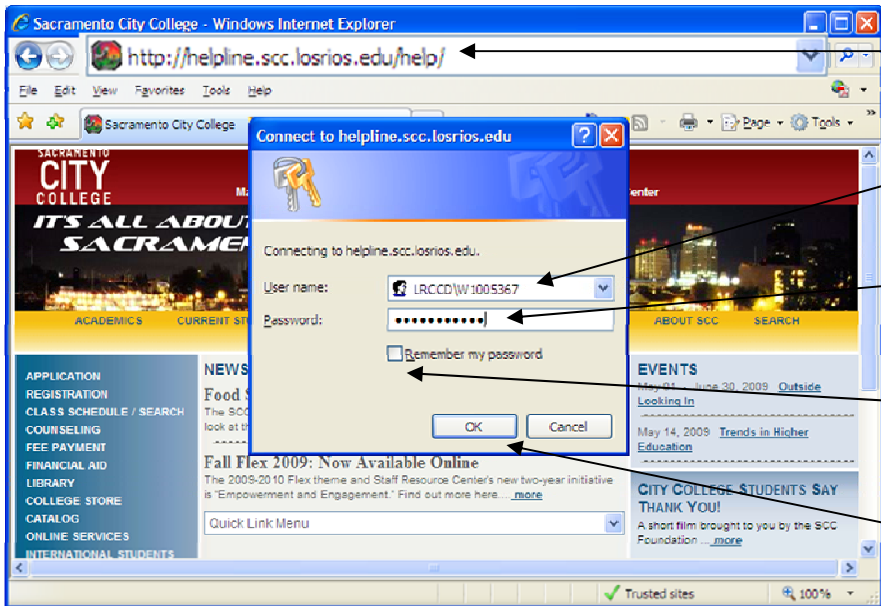


## How to Login to the HelpLine Website

Information Technology – Sacramento City College

The HelpLine website allows you to submit and review requests for help, search Knowledge Base articles and view important announcements about IT systems. Access to this website requires your windows login and password. This is the same username and password you use to access your Los Rios e-mail. This document will show you how to login to the HelpLine website.



Using your web browser, go to <http://helpline.scc.losrios.edu/help/>

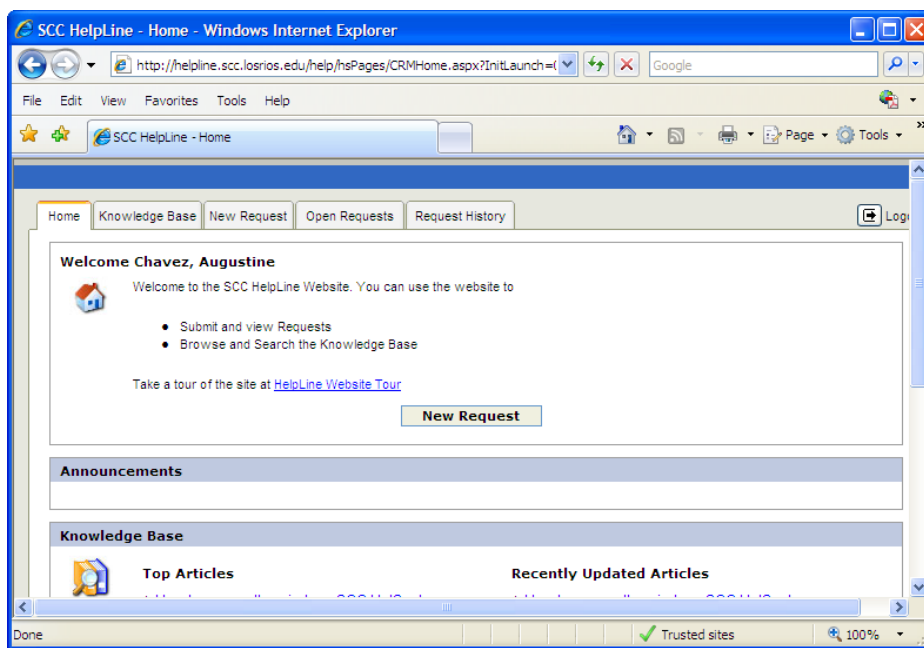
Enter your LRCCD\W+EmployeeID username

Enter your Los Rios e-mail password

Click "Remember Password"

Click Ok

## The HelpLine Home Page Appears



Home Knowledge Base New Request Open Requests Request History Log

**Welcome Chavez, Augustine**

Welcome to the SCC HelpLine Website. You can use the website to

- Submit and view Requests
- Browse and Search the Knowledge Base

Take a tour of the site at [HelpLine Website Tour](#)

**New Request**

**Announcements**

**Knowledge Base**

**Top Articles** **Recently Updated Articles**