## View your Ticket Dashboard - Order Time Inventory has given you access to the Customer Portal

Last Modified on 02/11/2025 10:44 am EST

#### → Log in to View Your Tickets ←

**This is not your Order Time username and password.** It is set up via the registration email sent to you when you create your first ticket, or when you first subscribe to Order Time.

If you need us to resend the registration email to give you access to the customer portal, email us at <a href="mailto:support@ordertime.com">support@ordertime.com</a>

### **Overview**

Order Time now has a customer portal where you can view the support tickets sent from your email address. You can view open and closed tickets and create new ones. If you've just sent in your first-ever ticket to our support channel, you just received the email below.



# Order Time Inventory has given you access to the Customer Portal

You've been given access to the Order Time Customer Portal because you've created a ticket in our ticketing system.

This gives you access to all the support tickets you've sent to our ticketing system.

Click the button below to set up a password to sign in and check it out.

Register to view content

Or click this link.

### **Finish Registration**

- Click on the blue 'Register to view content' button.
- Set up your password for the Customer Portal
- To log in and view your tickets, head here: https://info.ordertime.com/tickets-view

You'll see this screen where you can view all of your current tickets:

|            | <b>OrderTime</b>            |             |               | Tickets File a Support Ticket Sign out |  |  |
|------------|-----------------------------|-------------|---------------|--|--|--|
| Tickets    |                             |             |               |  |  |  |
| Q Search   |                             |             | Status        | All                                    |  |  |
| ID         | SUBJECT                     | CREATED     | LAST ACTIVITY | STATUS                                 |  |  |
| #688778630 | asdsad                      | 1 week ago  | 1 week ago    | CLOSED                                 |  |  |
| #656778924 | Product Description Missing | 4 weeks ago | 4 weeks ago   | CLOSED                                 |  |  |
| #653170256 | PURCHASE ORDER 36119        | 1 month ago | 4 weeks ago   | CLOSED                                 |  |  |
| #649748362 | WOs won't sync              | 1 month ago | 1 month ago   | CLOSED                                 |  |  |
| #635481096 | ALLOCATION - 1 of 2 emails  | 1 month ago | 1 month ago   | CLOSED                                 |  |  |
|            | < Prev 1                    | 2 3 Next >  |               |  |  |  |
|            |                             |             |               |  |  |  |
|            |                             |             |               |  |  |  |

### Create a Support Ticket

If you'd like to create a ticket from this system, you can click on the 'File a Support Ticket' link at the top-right or at the very bottom of the screen.

The benefit of creating tickets via this system is you don't have to re-enter your information. Since this is a preauthorized portal, we already know your name, company name, phone number, email, etc.

You will see the form below:

| File a support ticket          issue *         Issue *         Image: Conser File with the chosen  | <b>OrderTime</b>  | <u>Tickets</u> | File a Support Ticket | <u>Sign out</u> |
|--|---|----------------|-----------------------|-----------------|
| File a support ticket  | <   |                |                       |                 |
| Issue *  Details  File upload  Choose Files No file chosen  Submit  If you need us to resend the registration email to give you access to the customer portal, email us at support@ordertime.com | File a support ticket   |                |                       |                 |
| Details  File upload Choose File: No file chosen  Submit  If you need us to resend the registration email to give you access to the customer portal, email us at support@ordertime.com           | Issue *   |                |                       |                 |
| File upload Choose Files No file chosen Submit If you need us to resend the registration email to give you access to the customer portal, email us at support@ordertime.com                      | Details   |                |                       |                 |
| File upload Choose Files No file chosen Submit If you need us to resend the registration email to give you access to the customer portal, email us at support@ordertime.com                      |   |                |                       |                 |
| If you need us to resend the registration email to give you access to the customer portal, email us at <b>support@ordertime.com</b>  | File upload<br>Choose Files No file chosen<br>Submit  |                |                       |                 |
| If you need us to resend the registration email to give you access to the customer portal, email us at <b>support@ordertime.com</b>  |   |                |                       |                 |
|  | If you need us to resend the registration email to give you acce<br>at <b>support@ordertime.com</b> | ess to the     | e customer porta      | ıl, email us    |
|  |   |                |                       |                 |