



# STUDENT TECH HELP

## 1. CHECK

### **[www.digital.ocps.net](http://www.digital.ocps.net)**

for frequently asked questions, help videos, and how to documents

## 2. SUBMIT

### **[studenttechrequest.ocps.net](http://studenttechrequest.ocps.net)**

to be contacted by school tech rep for

- ➔ Hardware Issues
  - District issues laptop, tablet, or Chromebook
- ➔ Software Installation
  - LanSchool
  - SMART Notebook
  - MS Office
  - iOS App
- ➔ Device Login
  - [studentid.ocps.net](http://studentid.ocps.net)

## 3. GO TO

### **Media Center**

during designated help hours with a pass from your teacher

## 4. EMAIL

### **[studenthelp@ocps.net](mailto:studenthelp@ocps.net)**

if question is unanswered after 48 hours with student tech request ticket number in subject line