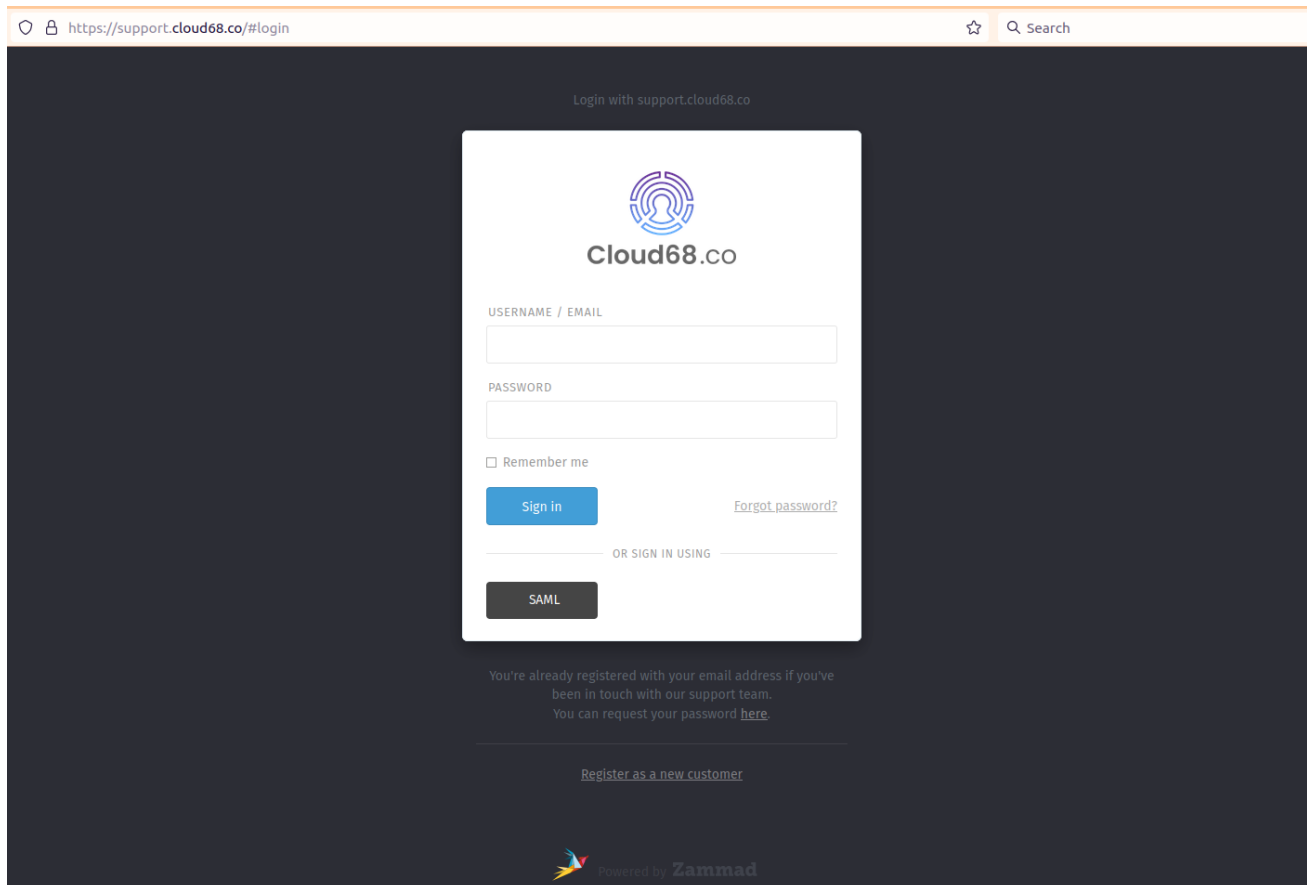


# How can I ask for tech support?

A screenshot of the Cloud68.co login page. The browser address bar shows 'https://support.cloud68.co/#login'. The page has a dark blue background. In the center is a white login box. At the top of the box is the Cloud68.co logo, which consists of a blue circular icon with a stylized 'C' and the text 'Cloud68.co' below it. Below the logo are two input fields: 'USERNAME / EMAIL' and 'PASSWORD'. There is a checkbox labeled 'Remember me' below the password field. A blue 'Sign in' button is to the left of a 'Forgot password?' link. Below these is a horizontal line with the text 'OR SIGN IN USING'. Underneath is a dark grey button labeled 'SAML'. At the bottom of the white box, there is a paragraph of text: 'You're already registered with your email address if you've been in touch with our support team. You can request your password [here](#).' Below this paragraph is a link: 'Register as a new customer'. At the very bottom of the page, there is a logo for 'Powered by Zammad'.

Our main communication channel for paying Subscribers is [support.cloud68.co](https://support.cloud68.co). On-boarded Subscribers can also contact our team by using [support@cloud68.co](mailto:support@cloud68.co), which will open automatically a support ticket for you.

## Do you offer support via phone?

Our team members are millennials and [GenZ members](#) and are not used to use 'the phone'. We use BigBlueButton (open source software of course) for video calls to offer tech support. It's just like using 'the phone', but better. Everyone on a Subscription plan can easily schedule a call to reach our tech and user support team by visiting [cloud68.co/schedule-a-call](https://cloud68.co/schedule-a-call).

# What about tech support via X (Twitter)/Mastodon?

For various reasons, we're not on X. Sometimes we also answer questions on our Mastodon/Fediverse channels, but it is not guaranteed that we will answer there as quickly as if you contacted us at our primary support channels. Just a reminder that our Mastodon account is [@Cloud68@fosstodon.net](https://fosstodon.net/@Cloud68).

## Submitting a Support Ticket: Essential Information for Quick Resolution

To ensure our support team can efficiently address your issues, please provide the following information when submitting a support ticket. Clear and detailed information will help us understand your problem and offer a quick resolution.

### 1. Software Information

The most important thing is to inform us about the software that has the issue. Example: Nextcloud (or PeerTube)

### 2. Detailed Problem Description

Describe the issue you are experiencing. Include as much detail as possible to help our team understand and diagnose the problem.

#### **Nature of the Issue:**

- Is it a website downtime issue, email problem, performance issue, security concern, etc.?

#### **Steps to Reproduce:**

- Provide step-by-step instructions on how to replicate the issue.

#### **Error Messages:**

- Include any error messages you have received, along with screenshots if possible.

#### **Affected Services:**

- Specify which services are affected (e.g., Nextcloud: desktop sync client, web interface).

### 3. Recent Changes

Inform us of any recent changes that might be related to the issue.

**Software/Hardware Changes:**

- Have there been any recent updates or changes to your mobile device, personnel using the instance, computer operating system or operating system update on your machine?

**Configuration Changes:**

- Mention any recent changes to your configuration settings (example: shared a main Nextcloud folder with more people from the team, accessing the instance from another country with or without a VPN).

### 4. Access Information

Provide any necessary access information to allow our team to investigate and resolve the issue.

**Login Credentials:**

- Document in writing whether you consent to Cloud68.co impersonating your account solely for the purposes of replicating the problem when necessary.

### 5. Urgency and Impact

Help us prioritize your request by describing the urgency and impact of the issue.

**Severity Level:**

- High: operational-critical issue, major impact on operations.
- Medium: Significant impact, but not critical.
- Low: Minor issue, minimal impact.

**Deadline:**

- Mention if there is a specific deadline by which the issue needs to be resolved.

### 6. Additional Information

Include any other relevant information that might help us resolve your issue more efficiently.

**Logs:**

- Attach any relevant client/browser console or application logs (does not apply to all use cases).

**Screenshots:**

- Provide screenshots or videos illustrating the issue.

Note: By following these guidelines and providing comprehensive information, you can help our support team address your issues more effectively and efficiently.

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Created 27 July 2021 08:19:02 by Redon Skikuli

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