

## Entering a Help Desk Ticket

If you need questions answered about your survey submission, you can file them on-line through the Help Desk Facility

Department of Statistics

DASHBOARD **HELP DESK**

[User Guide and How Videos](#)

Welcome back 1169165 [Sign Out](#) NIFTY TECH SERVICES LIMITED Contact: JOE SMITH , P.O. E

Survey status: **Employer Data Entry** As at .Statistics Administrator: Steve O'Reilly

Your data entry progress is as follows: Last year your organisation had 3 jobs. Of those you have indicated complete. Additionally you have added 0 new Jobs, and reported 0 Vacancies

Form A - Current Vacancies	<input type="radio"/> Not Started	<input type="radio"/> In Progress	<input checked="" type="radio"/> Finished	<input type="radio"/> Ap
Form B - New Employees	<input checked="" type="radio"/> Not Started	<input type="radio"/> In Progress	<input type="radio"/> Finished	<input type="radio"/> Ap
Form C - Employees and Occupations	<input checked="" type="radio"/> Not Started	<input type="radio"/> In Progress	<input type="radio"/> Finished	<input type="radio"/> Ap
Form D - Recruitment. Promotion. Departures	<input checked="" type="radio"/> Not Started	<input type="radio"/> In Progress	<input type="radio"/> Finished	<input type="radio"/> Ap

Press the 'New' button to create a Help Desk Ticket for your question.

Department of Statistics

DASHBOARD HELP DESK

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Welcome back 1169165 [Sign Out](#) NIFTY TECH SERVICES LIMITED Contact: JOE

include closed?

**New**

This is the 2013 Employment Survey . The survey Reference week is from Sunday A

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Type the Title of your question and more details in the body below.

Select one value from the drop down for Category

ES LIMITED Contact: JOE SMITH , P.O. BOX HM 66 , 2951234 . Industry: Computer hardware consultancy (11110)

Question Title:	Entering Vacancies
Created:	7/21/2014
Category:	Form A - Current Vacancies
Question body :	How to do I use the Occupation/Job Title field? I'm not sure what to type!!
Administrators response :	
Status:	Pending

week is from Sunday August 25, 2013 to Saturday August 31, 2013 , Due date: Monday September 23, 2013

Press Save or Submit my question.

Note: you can change the question any time up until it is answered by an administrator.

You can also remove it.

When you receive a response, you will be notified by email. Go back to the Help desk page to review the answer.

If you are happy simply click 'Close This Ticket'

Question Title: Entering Vacancies

Created: 7/21/2014

Category: Form A - Current Vacancies

Question body : How to do I use the Occupation/Job Title field? I'm

Administrators response : Just start keying on the name of the job, try different entry which matches best from list which appears!

Status: Answered

[Edit the ticket above](#) [Close this ticket](#)

If you need more information, Edit the ticket and expand on your question.

t: JOE SMITH , P.O. BOX HM 66 , 2951234 . Industry: Computer hardware consultancy (11110)

Entering Vacancies

7/21/2014

Form A - Current Vacancies

How to do I use the Occupation/Job Title field? I'm not sure what to type!!  
But what happens if I don't see anything that matches???????

Just start keying on the name of the job, try different spellings until yours comes up, select the entry which matches best from list which appears!

Answered

[Save or Submit my Question](#) [Cancel changes](#) [Remove question](#)

Monday August 25, 2013 to Saturday August 31, 2013 . Due date: Monday September 23, 2013

When you press Save or Submit my question, it will go to the Administrator for his or her response as before.

Jack 1169165 [Sign Out](#) NIFTY TECH SERVICES LIMITED Contact: JOE SMITH , P.O. BOX HM 66 , 2951234 . Industry: Computer hardware consultancy (11110)

ed?

vacancies (Pending)

Question Title: Entering Vacancies

Created: 7/21/2014

Category: Form A - Current Vacancies

Question body : How to do I use the Occupation/Job Title field? I'm not sure what to type!!  
But what happens if I don't see anything that matches???????

Administrators response : Just start keying on the name of the job, try different spellings until yours comes up, select the entry which matches best from list which appears!

Status: Pending

[Edit the ticket above](#) [Close this ticket](#)