

# 1. Click on the profile tab

Tulare County Office of Education  
Tim A. Hira, County Superintendent of Schools

is.helpdesk@tcoe.org  
(559) 730-2900  
ext. 1660

Web Help Desk

Jeff Ramsay

Request History Assets Approvals FAQs Messages **Profile**

### Help Request

Request Type


Subject

Request Detail

Carbon Copy (Cc:)   Enabled

Location

Save Cancel



## 2. Click on the pencil in the top right corner

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### Web Help Desk

Jeff Ramsay

Request History Assets Approvals FAQs Messages Profile

**jeff.ramsay**



**First name**  
Jeff

**Last name**  
Ramsay



**Email**  
jeff.ramsay@tcoe.org

**Secondary email**  
jeff.ramsay@tcoe.org

**Phone**  
5597336601


**Timezone**  
America/Los\_Angeles

**Department**  
General Services



# 3. Make sure your current location is populated and click save

jeff.ramsay



**First name \***

**Last name \***

**Email \***

**Secondary Email (opt)**

**Phone (opt)**

**Location (opt)**

**Department (opt)**

