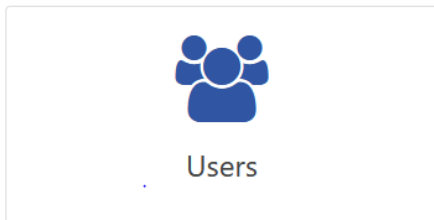


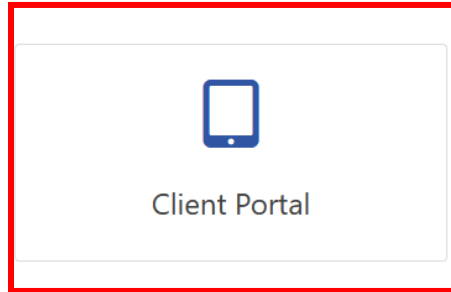


1. First go to this link

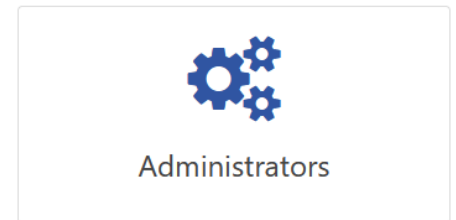
<https://ubalt.teamdynamix.com/TDClient/1799/Portal/Home/?ToUrl=%2fTDClient%2f1799%2fPortal%2fHome%2f>



Users

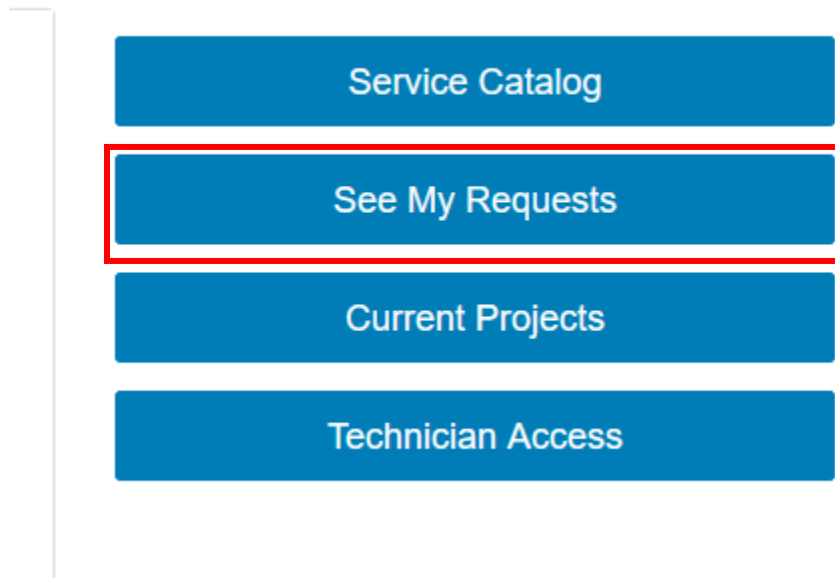


Client Portal



Administrators

2. Then click on See My Requests



3. From the “See My Requests” page you can see
 - a. All of the tickets you have open and what they current status is
 - b. If you know the ticket number you can search for the number under ID
 - c. If you have opens open to different parts of OTS you can also sort by reviewer as well
4. If you have nay questions about Team Dynamix and or the status of your ticket you can call or email the OTS Call Center at callcenter@ubalt.edu or 410-837-6262