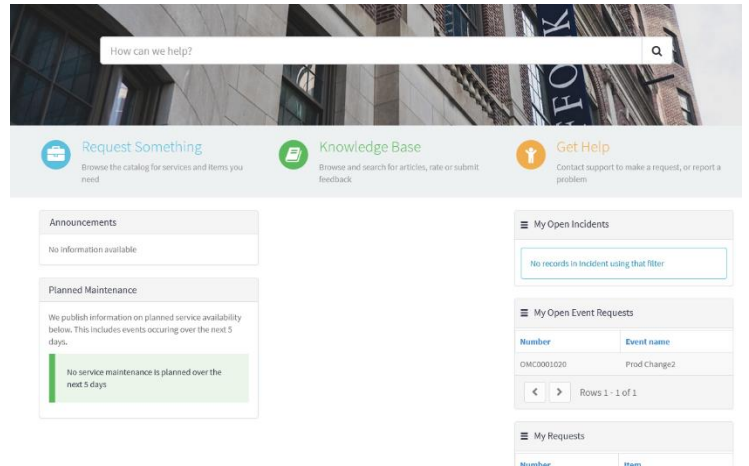


# Suffolk Service Portal

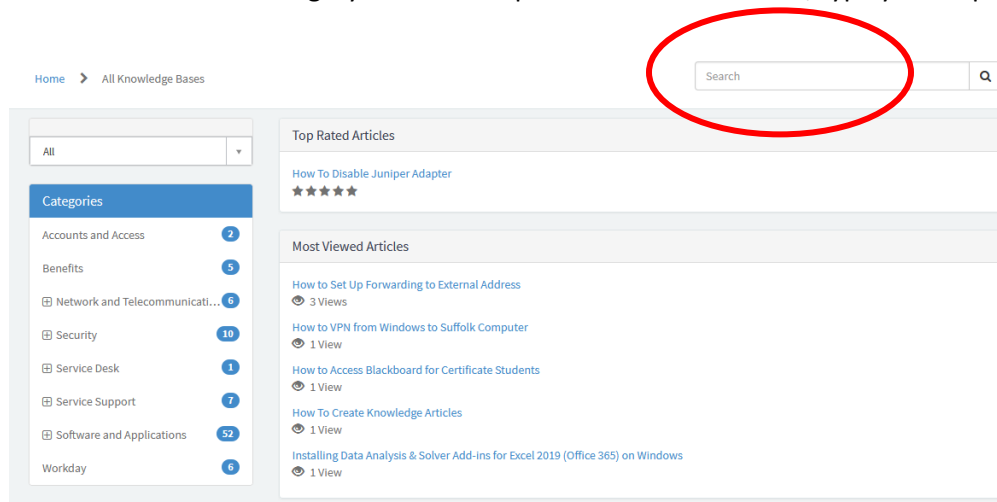
## Knowledge Base Search

Login to the Service Portal at:

The service portal offers user's the ability to find solutions via the 'how to' knowledge base articles. To search the Knowledge Base, choose the Knowledge Base icon in the center of the dashboard on the Service Portal Home page:



A list of Categories on the Left will appear as well as a list of Most Views Articles. Click on a category to delve deeper or in the search field, type your inquiry:



Example) I'd like to install Microsoft Office apps to my personal laptop.

In the Search button type, Microsoft Office:

A list of options will auto populate:

Select How to Install Office365 and the article will appear:

