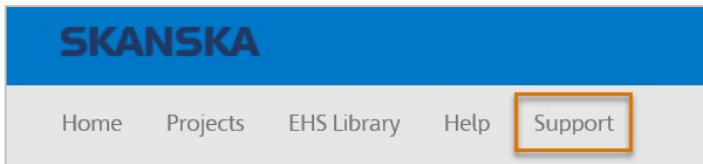**SKANSKA**

PlanIt Support - Subcontractors

Subcontractors can now submit issues in the PlanIt application for support.

From PlanIt, click the **Support** tab at the top right.

You will receive the following screen. Some fields will auto-populate, such as your name, email address, project name and project number. If information is missing or incorrect, edit the form appropriately.

Enter a subject and description for the issue.

Optionally, to upload any screenshots or files that will help to identify the issue, press **Upload File** at the lower left and browse to the file(s) to attach.

Press **Submit** to send your issue for support.
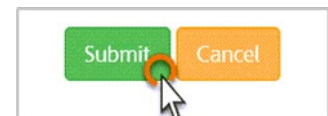
Skanska USA IT will follow up as soon as possible using the phone number or email address provided.