

New Asset Essentials work request ticket system.

Login to

<https://assetessentials.dudesolutions.com/cowleycollege>

You will need to enter your Cowley College email address.




Log in to your account.

Username

**CONTINUE**

You may need to enter the email address again if you see the following screen.



### Sign in


Full email (ie tiger@cowley.edu)

[Can't access your account?](#)

**Next**

Please Login with your Cowley College Email address  
(ie tiger@cowley.edu).

This will direct you to the Cowley College Login screen.




## Cowley Login

Username

Enter username

Password

Enter password 

**Login or check below for other links**

[FORGOT PASSWORD](#)

Click the +New button to enter a new request.

Menu

Asset Essentials

MY REQUESTS

My Requests

+ New

Work Order #

Title

WO Status

Source Asset

Source Location

Click the location arrow and select a location. The following shows that you must select the location, the building and then the building again on the right. If you are using a small display device, you may only see the main locations, and not the buildings. Please add the specific location in the Work Requested area.

Select Site...

Cowley County Community Col

Expand All

Arkansas City Campus

GJH/KTB

Kirke-Dale Dorm

McAtee Dining Center

Name	Location Status	Assigned To
GJH/KTB	Occupied	-

Select the Work Category for work requested and then enter the specifics of the work request including the specific location and Area/Room Number.

Asset Essentials

Submit

Cancel

SELECT REGION/SITE

REQUEST DETAILS

Work Category

IT/Technology

Location

GJH/KTB

Area/Room Number

B I U H1 H2 H3

Work Requested

Type your request here

UPLOAD DOCUMENT/IMAGE

Documents/Images

Add attachment

OR

Drag and Drop File Here

You can then select the Submit button to finish the request.