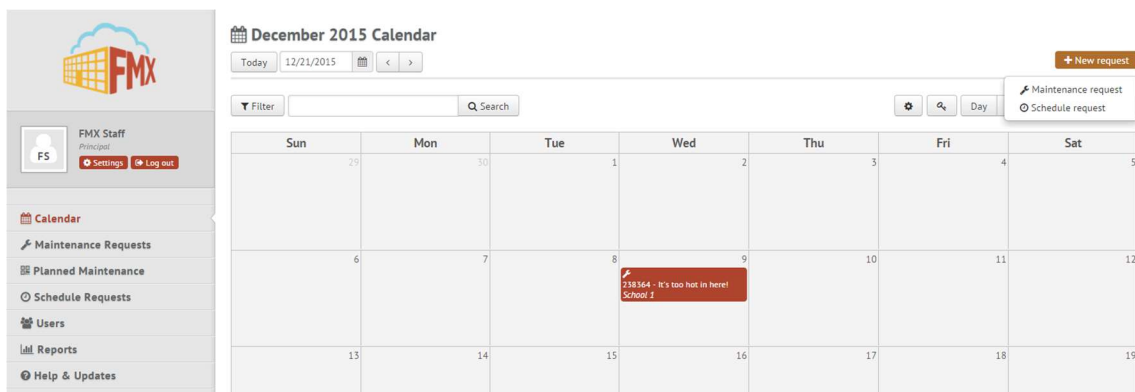# Create a Technology Request

Step 1: Launch the FMX application from your desktop

Step 2: Click **New Request** in the top right of the screen and then click **Maintenance, Technology, or Custom Work Request**.

Step 3: Fill out the work request form and click **Save**.

After submitting your request, you will receive a confirmation email with a link to track the status of your request. You will also receive email notifications when your request is modified.