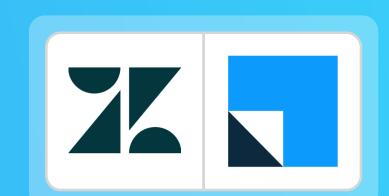
# Customise Your Customer Experience



## What is Support Desk?

A support desk is a software service tool for providing better and quick support to your customers and for internal business use. It offers a set of tools for support agents enabling them to engage with customers through multiple channels, log and categorise calls, assign tasks, monitor progress and much more.

## Why use Support Desk?

Meet and delight your customers effortlessly: Simplifies every experience providing support anywhere, so customers can always reach you. Offer real-time assistance remotely through various channels (over messaging, live chat, social, email, or voice).

Make every agent a customer champion: Enable your agents to have better community and knowledge base, give your agents more context and automation to proactively understand customer needs and offer the next-best-action.

Improve and increase your support service: Use automations and Al-powered bots to achieve speed in delivering remarkable customer service, personalise the experience for each customer, even as you scale.

Enabled various industries to engage in more meaningful conversations with their customers across every channel at scale effortlessly.



EduTech



Education



**Banking** 



Insurance



**Financial Services** 



90%

retention rate of customers



30%

more accounts per agent



300%

increase in revenue with live chat

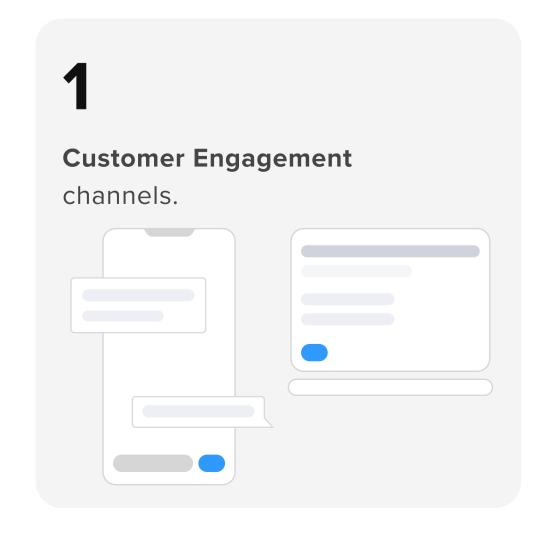


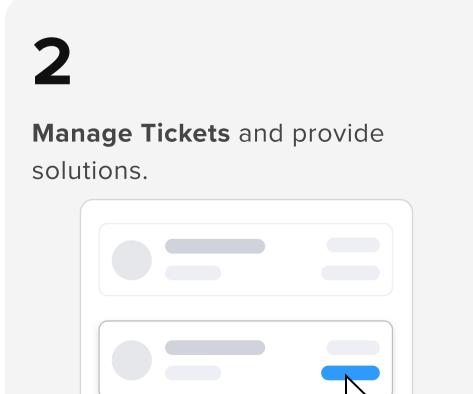
**25**%

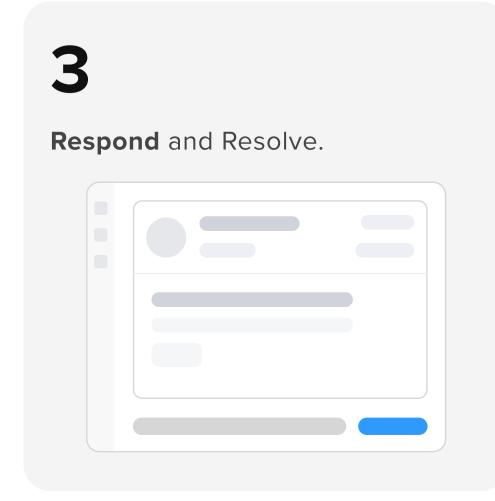
reduction in ticket volume

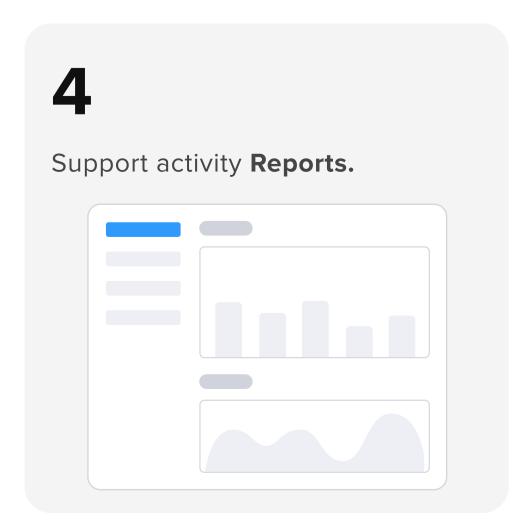
Source: https://www.zendesk.com/why-zendesk/customers

## **How does Support Desk Work?**











## LeadSquared's Zendesk Connector

With Zendesk Ticketing Connector in LeadSquared, tracking your customers tickets becomes easier. Engage in more meaningful conversations every day, with every customer. Give agents more context to proactively understand customer needs and offer the next best action. Create, prioritise, and categorise tickets and leverage the power of your entire organisation to deliver customer delight.

#### **Features and Benefits**

- View Support tickets for leads: Real time view of tickets for a particular lead.
- **View Ticket conversations:** View ticket conversations, notes and comments in LeadSquared to help sales team analyse and improve on customer satisfaction.
- **Resolve tickets faster:** Sales team can add notes/comments along with having an ability to update the ticket to resolve issues faster.
- **Ticket List View:** Analyse tickets in bulk view with filters and sorting capability to identify key support issues.
- Raise New Issues: Sales team will be able to create tickets for leads through LeadSquared platform.
- Sync Historical tickets: Sync historical support tickets seamlessly from Zendesk to LeadSquared.

## What can the integration do?

- Seamless experience: Your sales rep don't have to toggle between software tools, will have complete details on Lead in Lead squared platform for day-to-day operations.
- More context & better support: Helps your sales rep to get more context on the previously raised issues or clarifications raised by customers with his/her conversation history to provide more meaningful support.
- Engage your Sales Team: Sales rep can communicate or notify with the support team on the customer needs and provide solutions together.
- Real-time notifications: Sales rep can get the status and details of tickets for their assigned Lead as notifications via automations triggers.

# Setting up Zendesk Connector with LeadSquared

Further are the simplified instructions on how to use the LeadSquared's 'Zendesk Connector'.

For a detailed walkthrough please visit: <a href="https://help.leadsquared.com/zendesk-connector/">https://help.leadsquared.com/zendesk-connector/</a>







## **Introduction To Connector**

To utilise the connector features, the Admin must configure the connector using the Zendesk credentials. In the configuration, the admin will be able to define a set of Zendesk fields required to capture in the LeadSquared platform as Support Ticket Activity, this configuration is editable. By default, a set of Zendesk fields are captured into the LeadSquared platform in Support Ticket activity as specified below, additional custom fields can be added in the connector configuration UI.

### Default Zendesk Fields Captured In LeadSquared are:

TicketID	Subject	Description	Status
Priority	Agent	Agent Email	Due By
Created At	Updated At	Latest Public Comment	Latest Private Comment
Ticket Tag	Ticket URL	Ticket Source	Ticket Type
Last Comment Date	Last Comment Type *	Last Responded By *	Last Action *
Group	Connector Provider ID *	Connector Provider Name *	

#### \*Custom Definition

Last Comment Type: Public and Private note.

Last Responded By: AGENT\_RESPONSE, CUSTOMER\_RESPONSE, SLA, NEW.

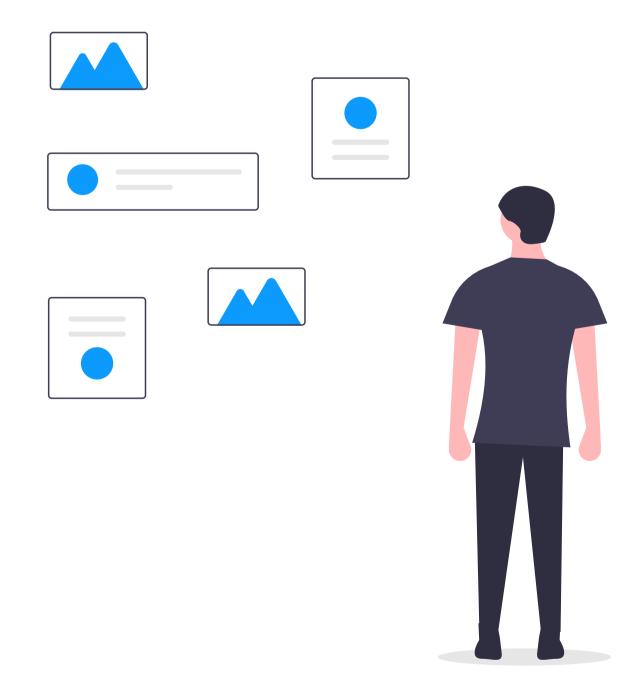
Last Action : Update or Create.

Connector Provider ID: Unique ID for connector in Leadsquared platform.

Connector Provider Name: Provider name of ticketing system, Zendesk.

#### Additional Leadsquared Fields Mappings:

- 1. Owner(Activity Owner): This is assigned based on email match of Zendesk Agents and LeadSquared Users, if the agent doesn't exist in LeadSquared, "system" is assigned as the activities owner.
- 2. Note: This field in LeadSquared is mapped to "Subject" field of Zendesk.



Note: Sales users will be able to see all the Support tickets of the leads which are assigned or shared to them.

<u>Sales Managers</u> will be able to see all the tickets for all the Leads. The leads are shared with Sales user automatically based on Zendesk agent assignment.

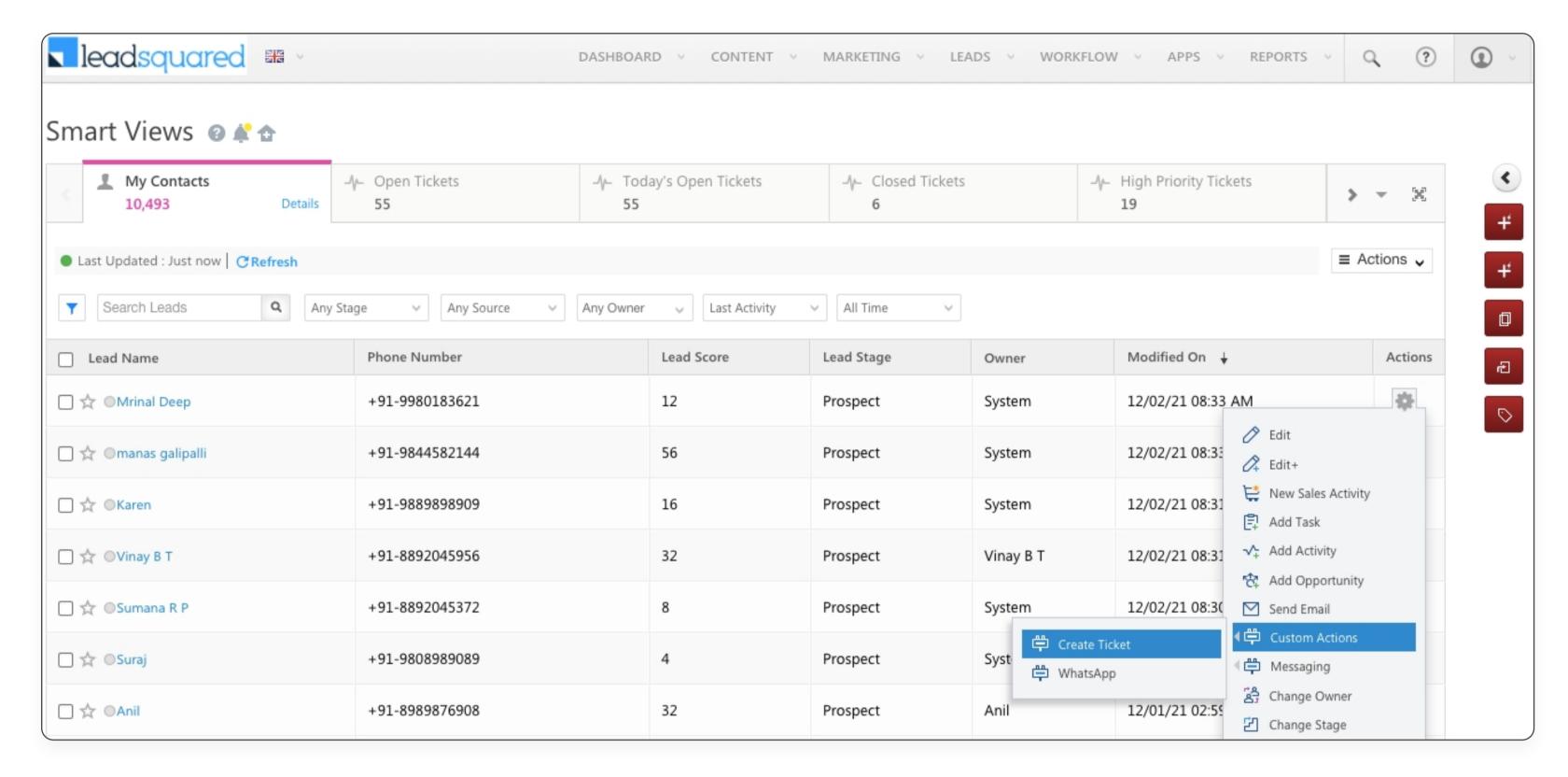


## Accessing Zendesk Tickets

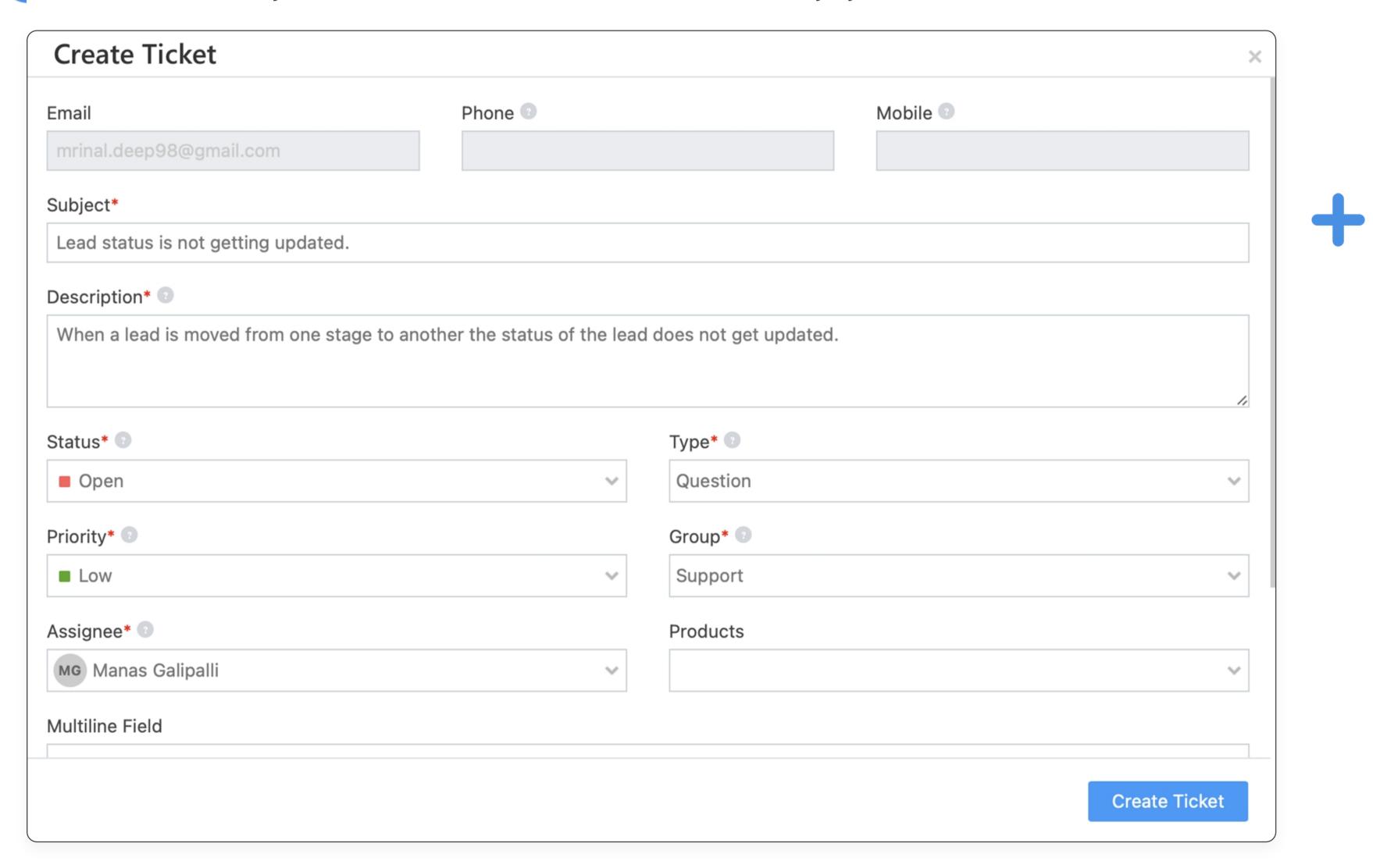
Manage your Zendesk tickets through our regimented Smart Views

#### 1. Create Tickets On Smart Views

Navigate to Leads > Smart Views > Click on any Leads Action > Custom Actions > Create Ticket.



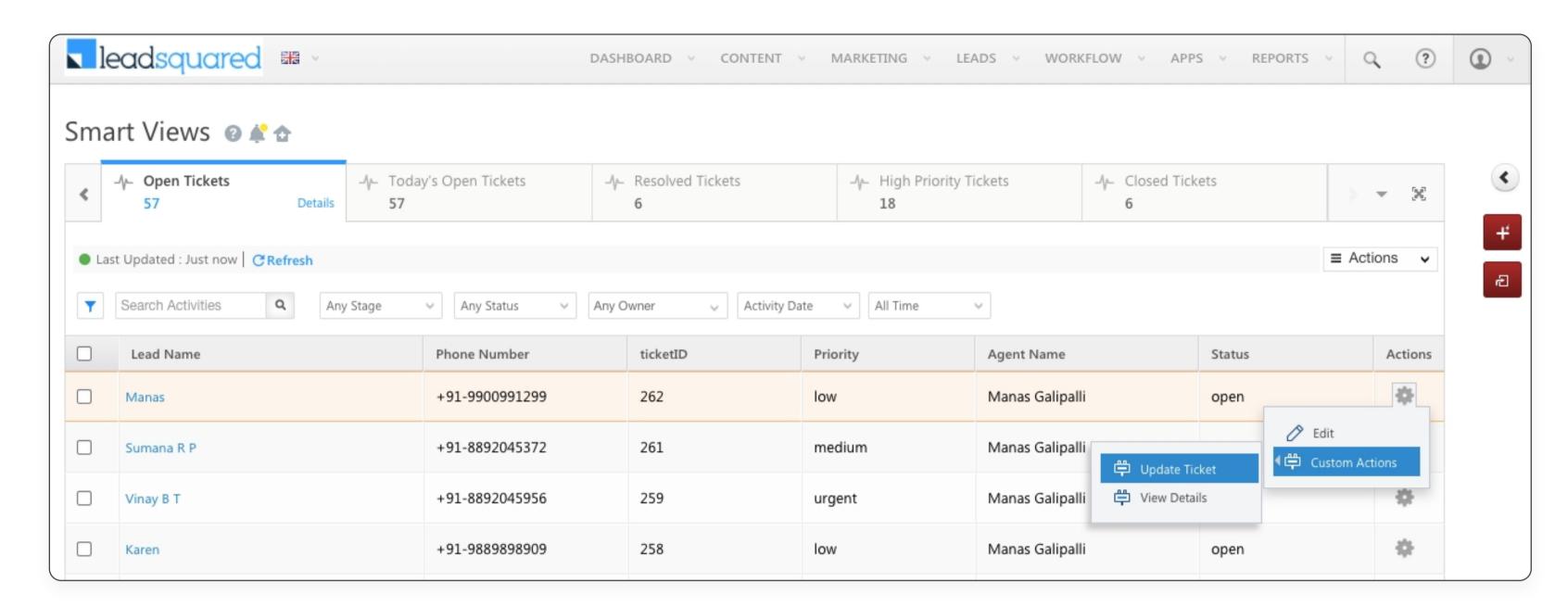
After clicking on Create Ticket, you will be redirected to the Create Ticket form where you can mention the ticket details and create a ticket. Once you create the ticket then it will be automatically synced in Zendesk as well.



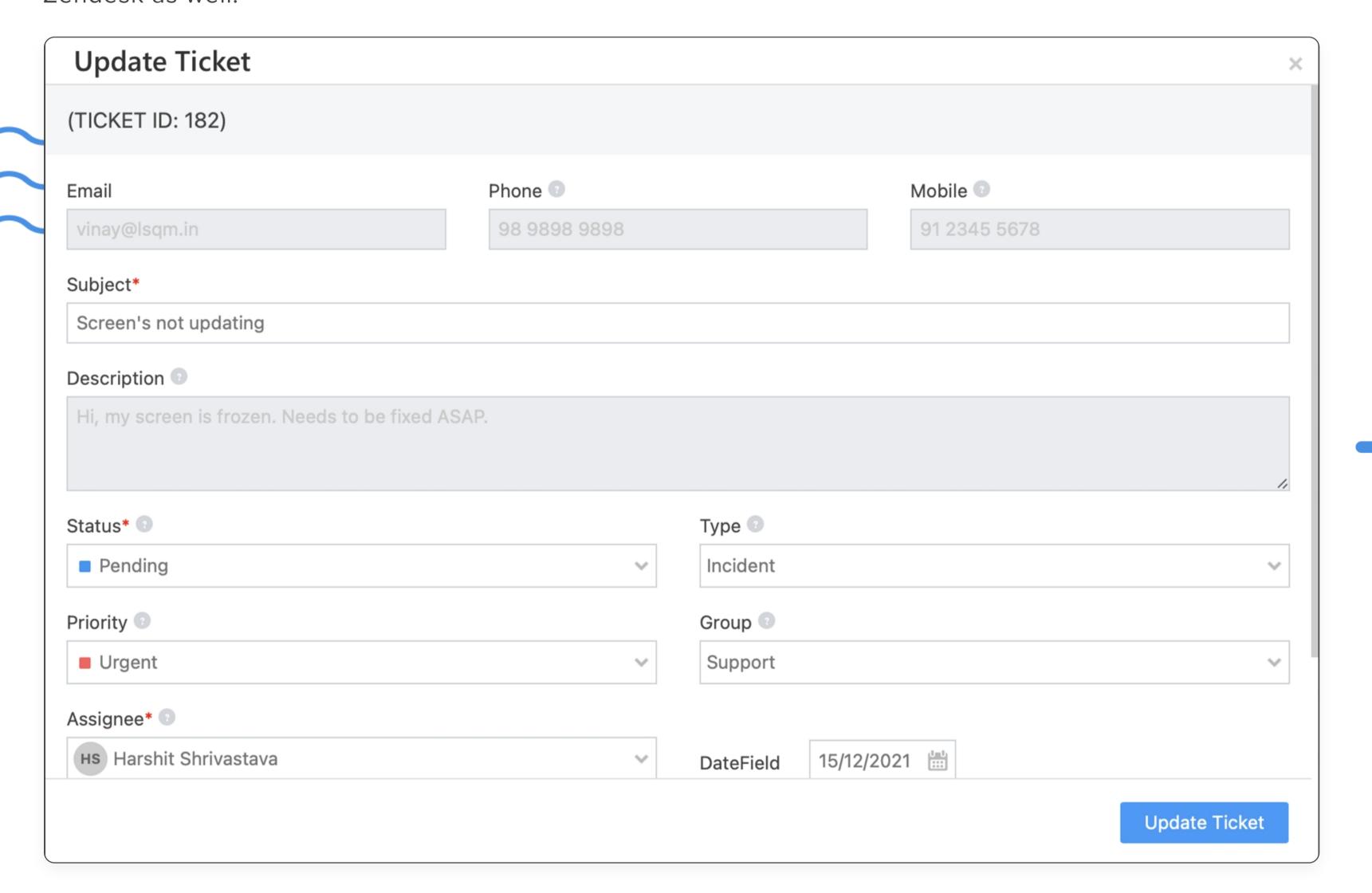


#### 2. Manage Tickets Through Smart Views

Sales or Support team would be able to see all the tickets in Smart View. They can update the tickets by clicking on Actions > Custom Actions > Update Ticket.



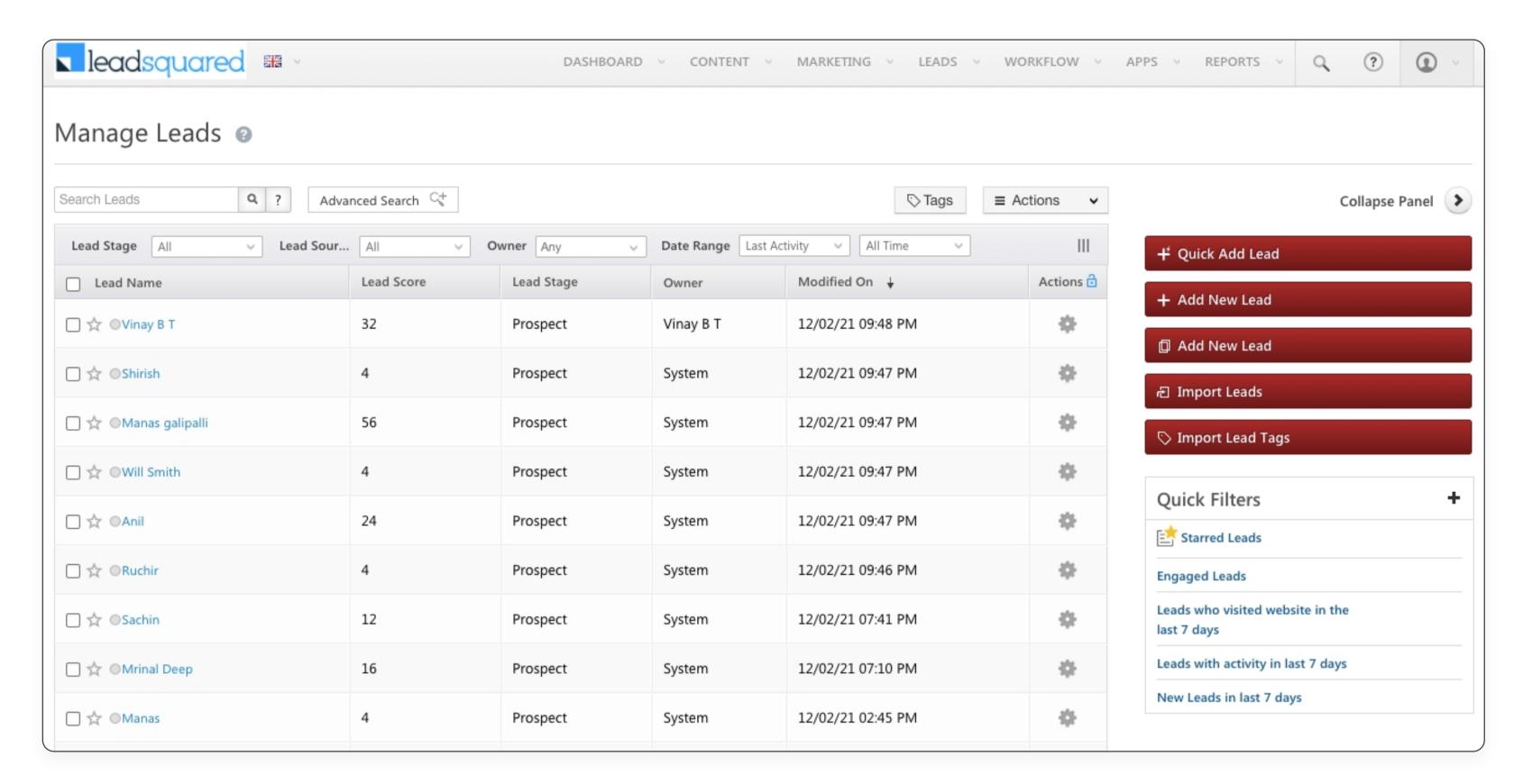
Once User clicks on Update ticket, User can update the ticket in LeadSquared itself and it will automatically get synced in Zendesk as well.



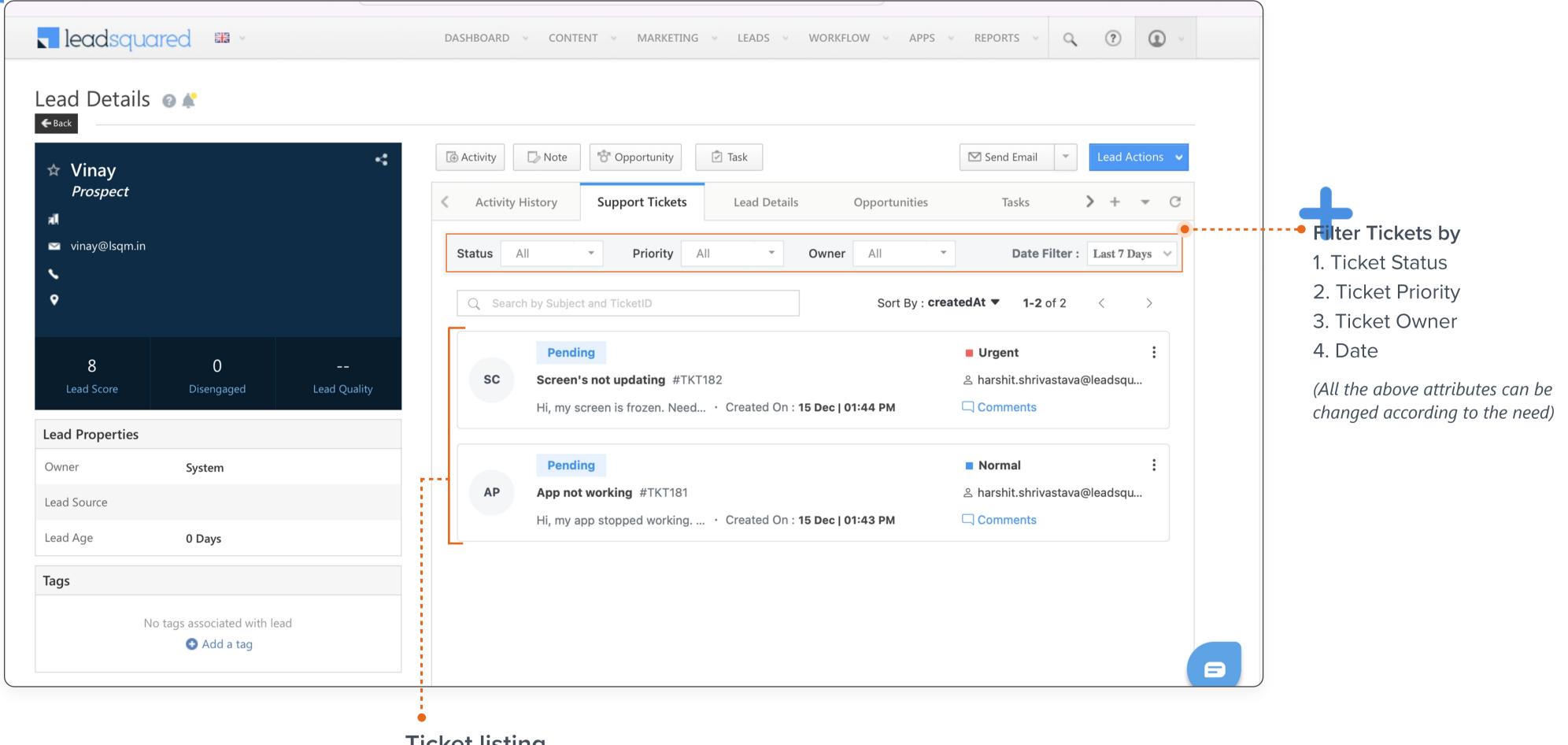


#### 3. Access Tickets From Lead Section

Navigate to Leads > Manage Leads > Select a Lead > Support Tickets tab. You will be able to see all the ticket(s) in the Support Tickets sections



After clicking on a particular lead, you will be redirected to the Lead details page and there you can find the Support Tickets tab as shown below

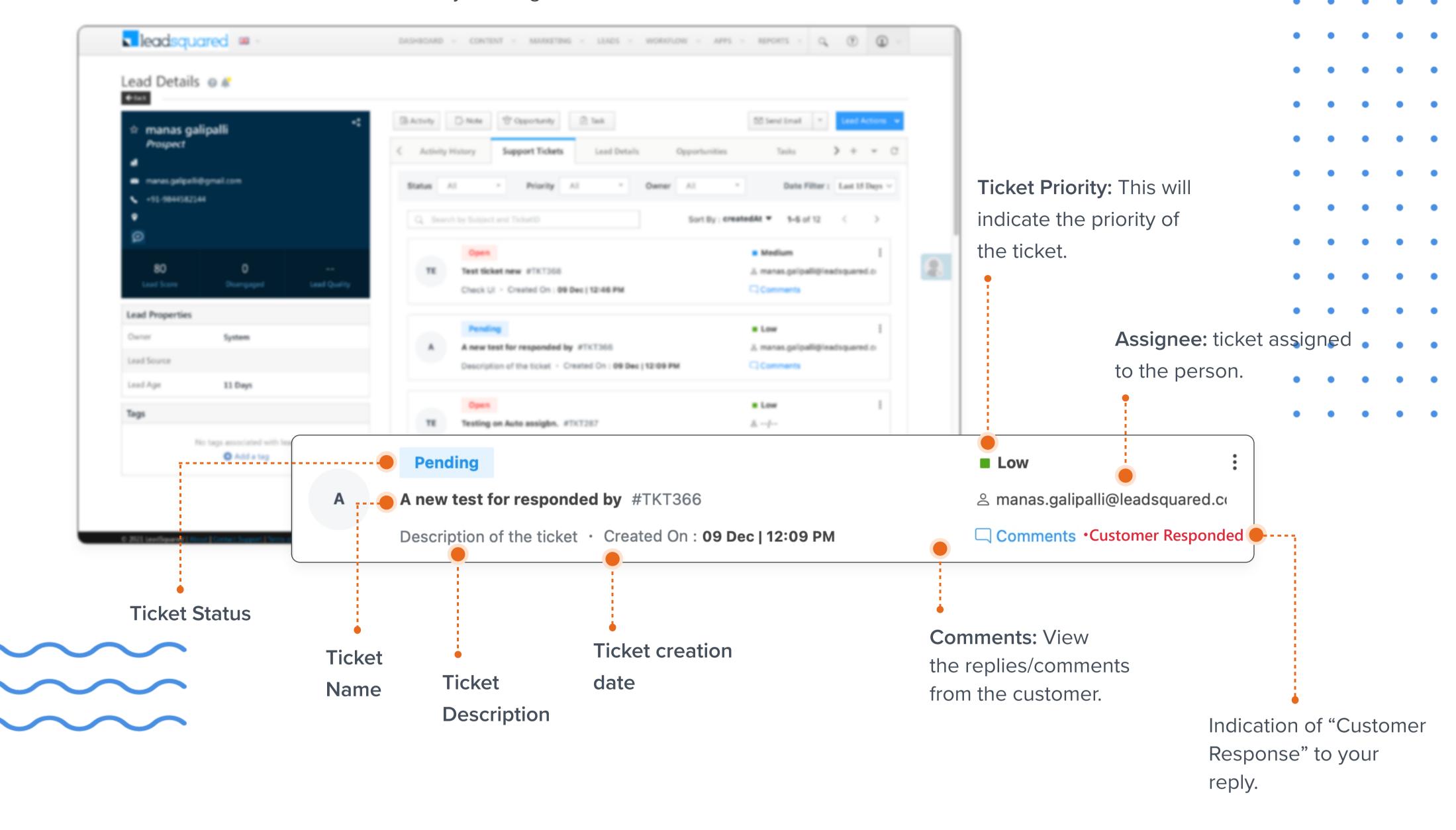


Ticket listing



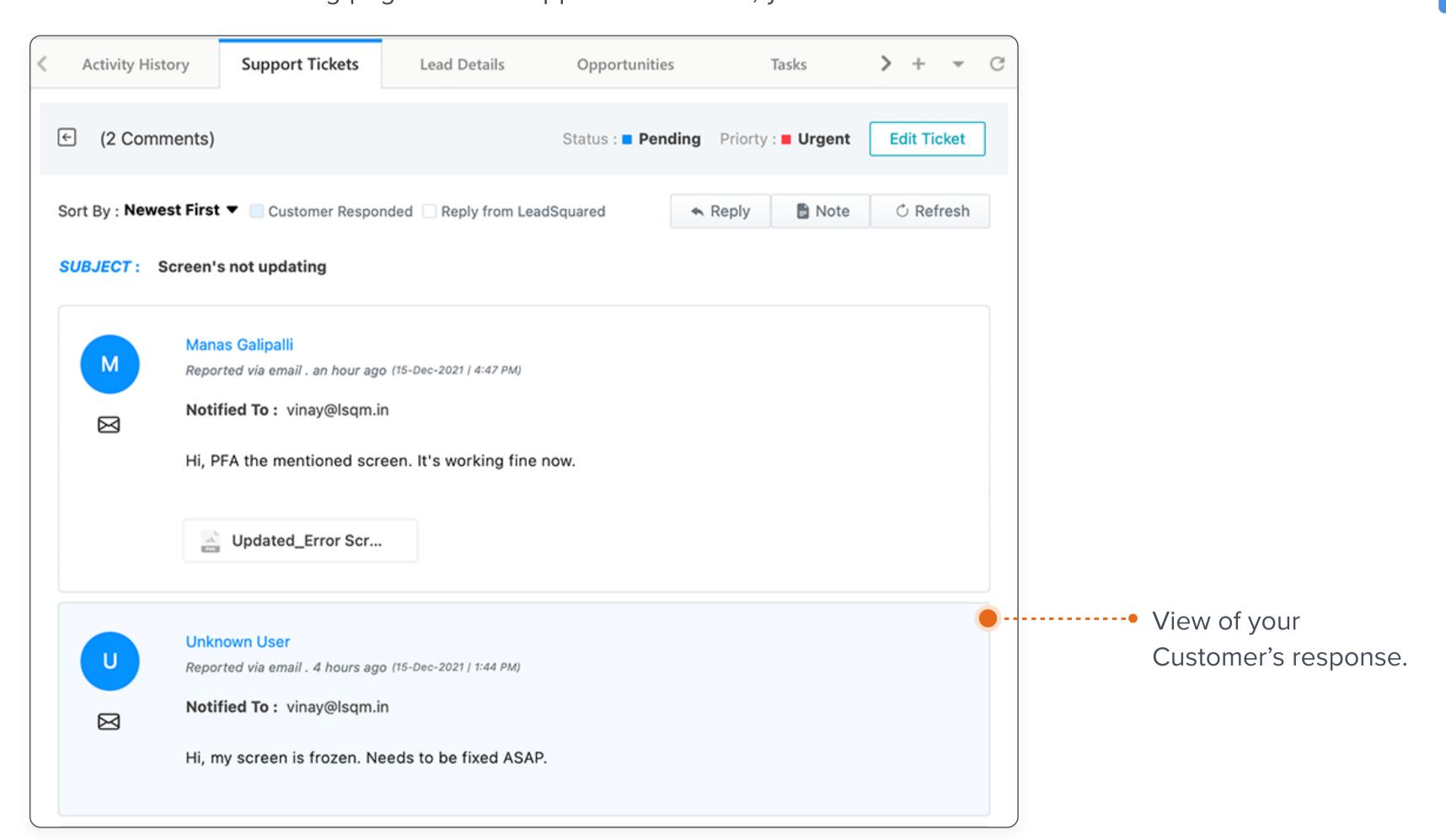
#### **Ticket Overview**

An overview of a ticket can be found by looking at the attribute associated with a ticket.



#### **Ticket Detailed View**

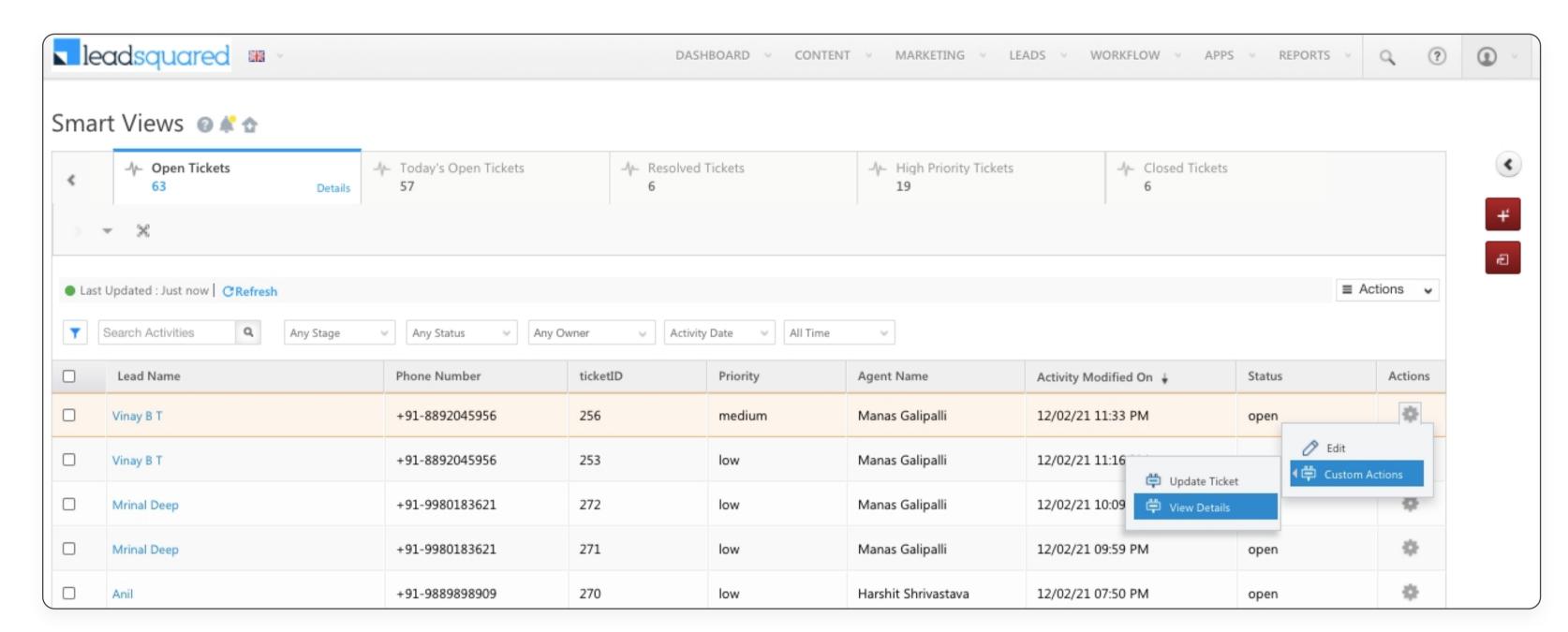
1. From the tickets listing page in lead Support Tickets tab, you should click on the Comment to view more details for that ticket



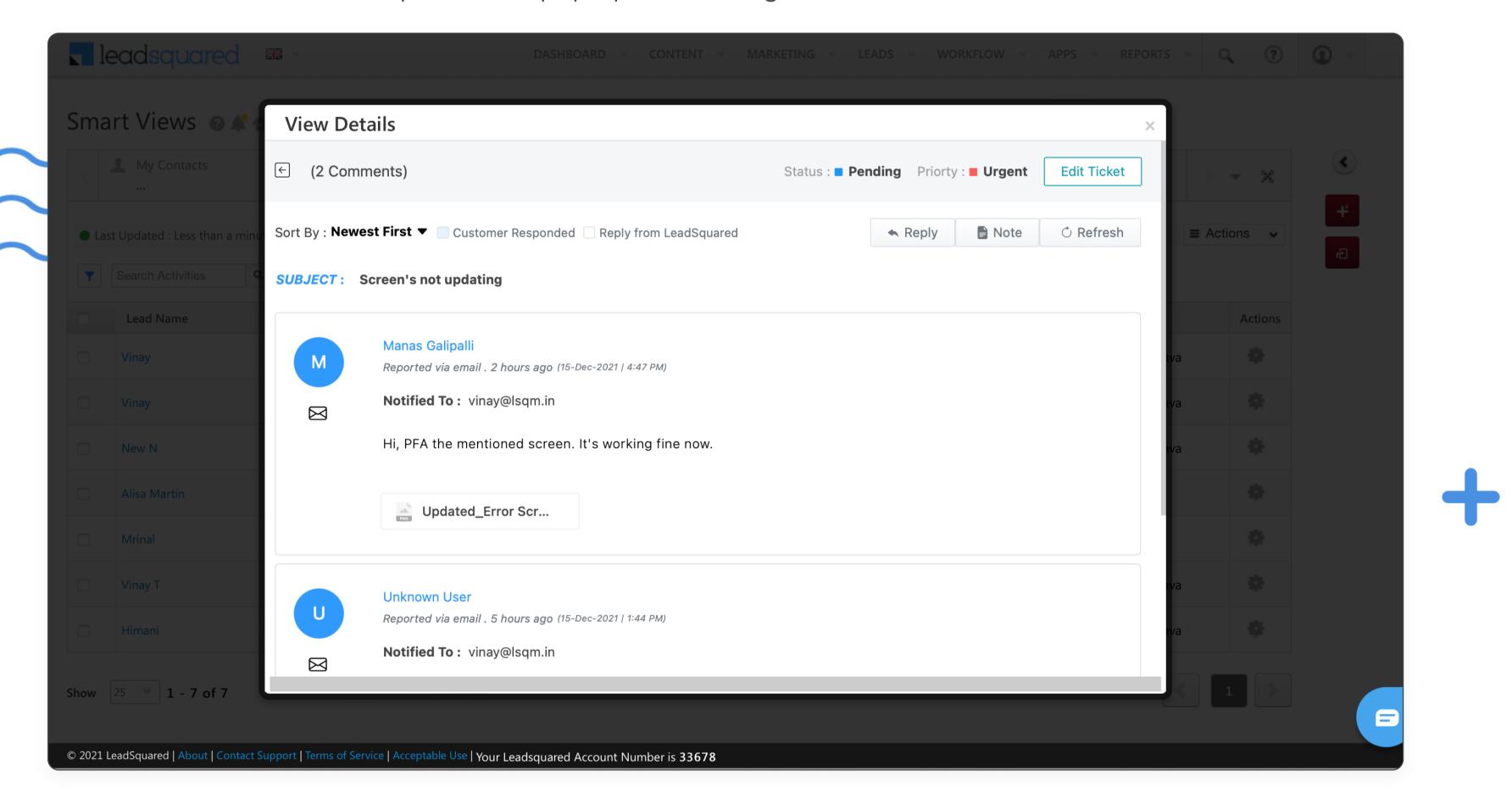


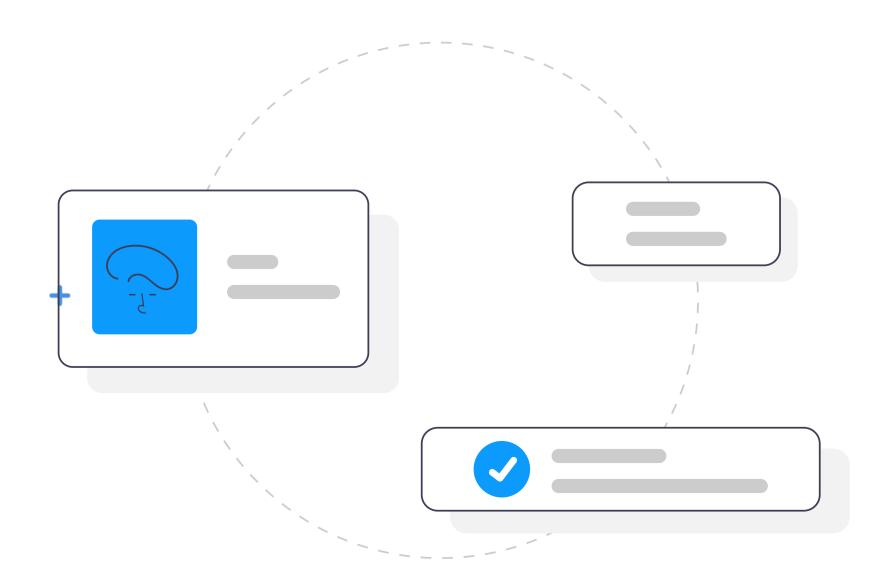
#### **Ticket Detailed View**

2. Ticket details can also be seen through Smart View, navigate to Lead > Smart Views > Actions > Custom Actions > View Details.



The Ticket's details will be opened in a pop-up when navigated from Lead > Smart views.

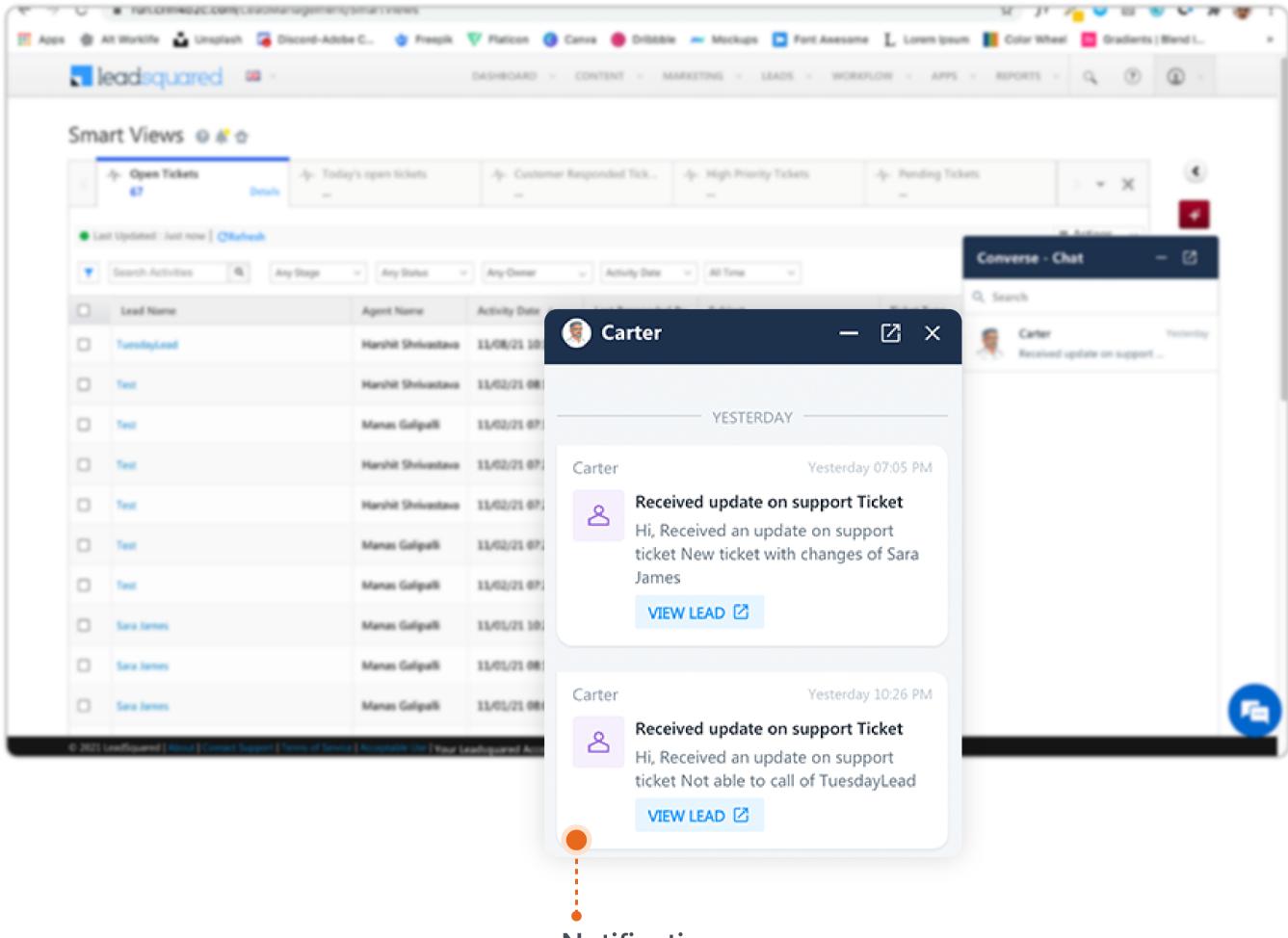






#### 4. Support Tickets updates on Converse

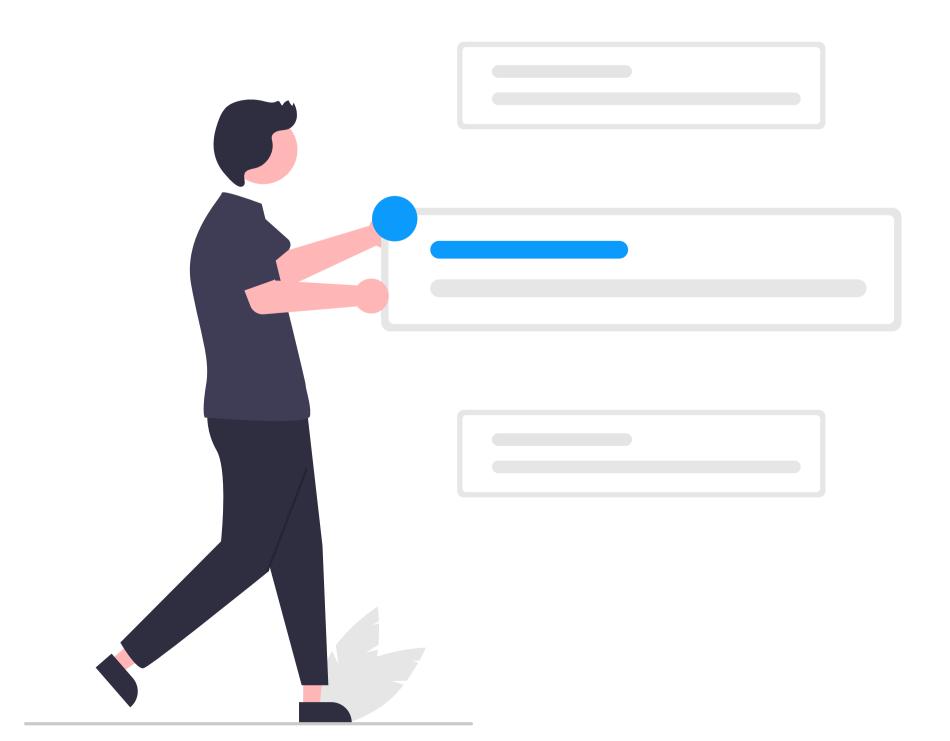
Configuring Converse chat will allow the user to get **Notifications(nudges) on Carter** whenever a Support ticket is created or updated.





Carter showing updates on the ticket





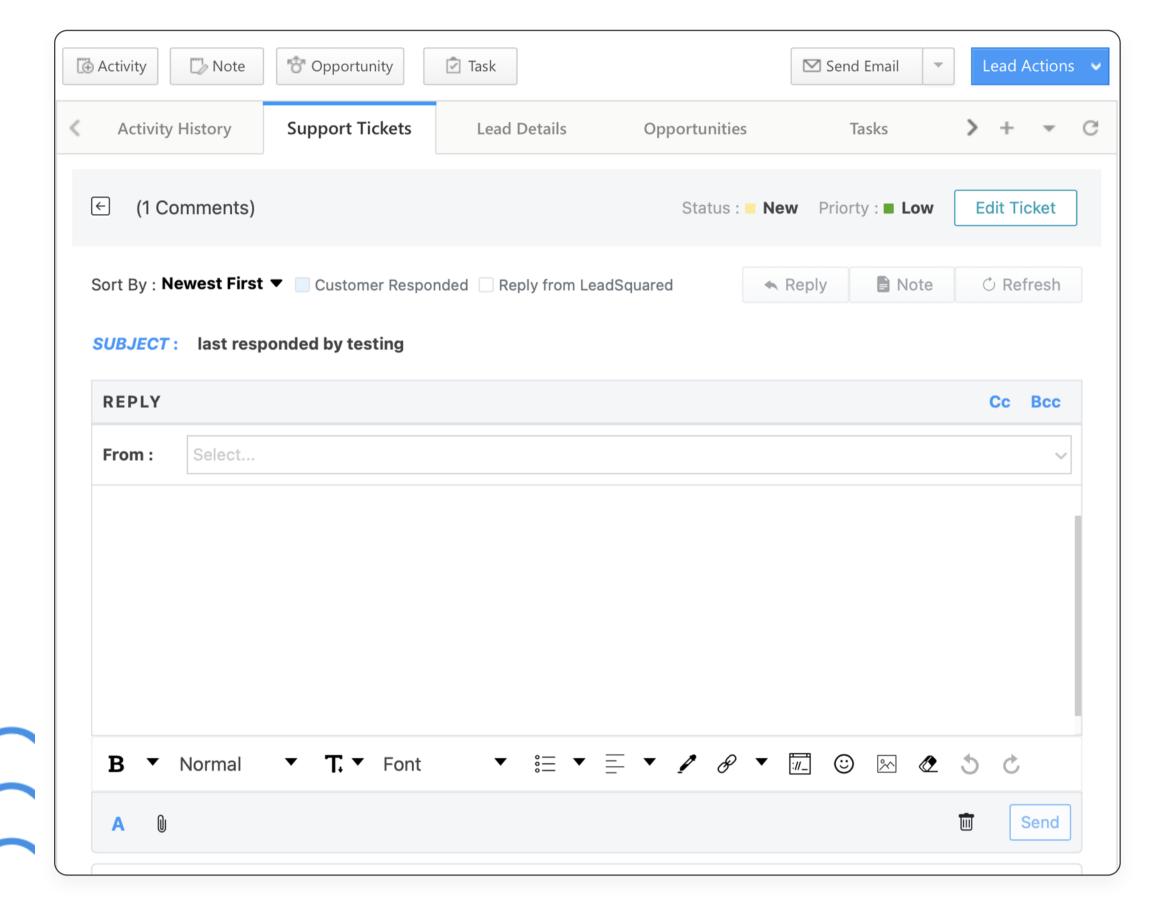


#### 5. Responding to ticket

Navigate to Leads > Manage Leads > Select a Lead > Support Tickets tab. You will be able to see all the ticket(s) in the Support Tickets sections.

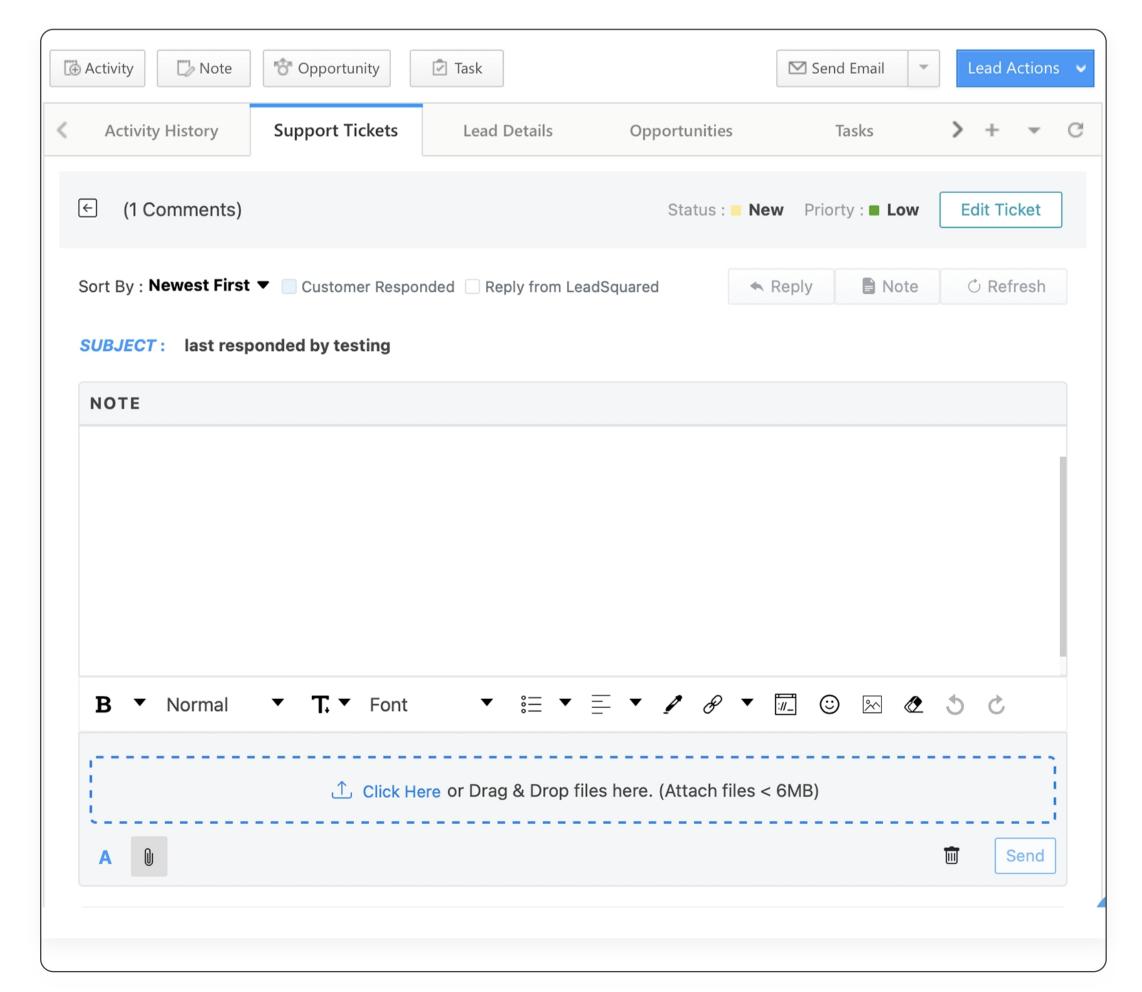
#### 5.1 Reply

- 1. Reply will allow to respond to the customer through email.
- 2. You can also attach file(s) while replying to the quote or while adding the note. (The only requisite is that the attachments should be less than 6 MB)



#### 5.2 Add a Note

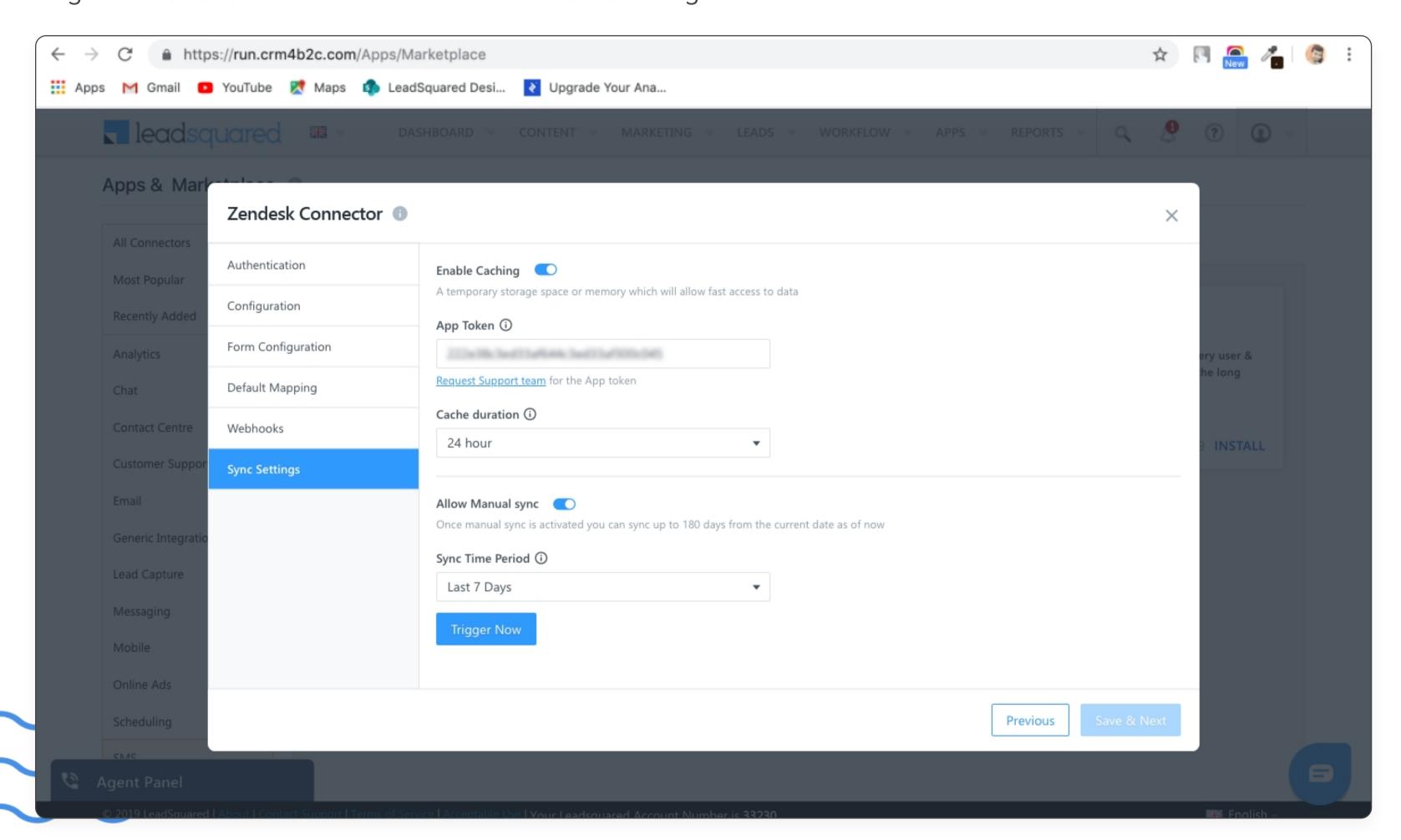
Upon clicking the "Add a Note" button the user will be able to add a note with respect to tickets, this would be visible to the agents only.





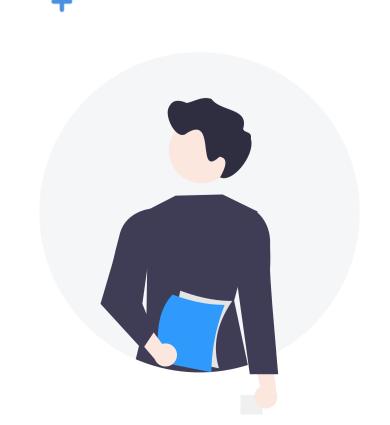
## Cache Utilisation

Allows to utilise cache and improves the performance by leveraging the App token. To enable cache navigate to connector configuration screen > Sync Settings. Enable Caching and enter valid Token (reach out to support@leadsquared.com) to get the Cache Token and enter duration off caching.





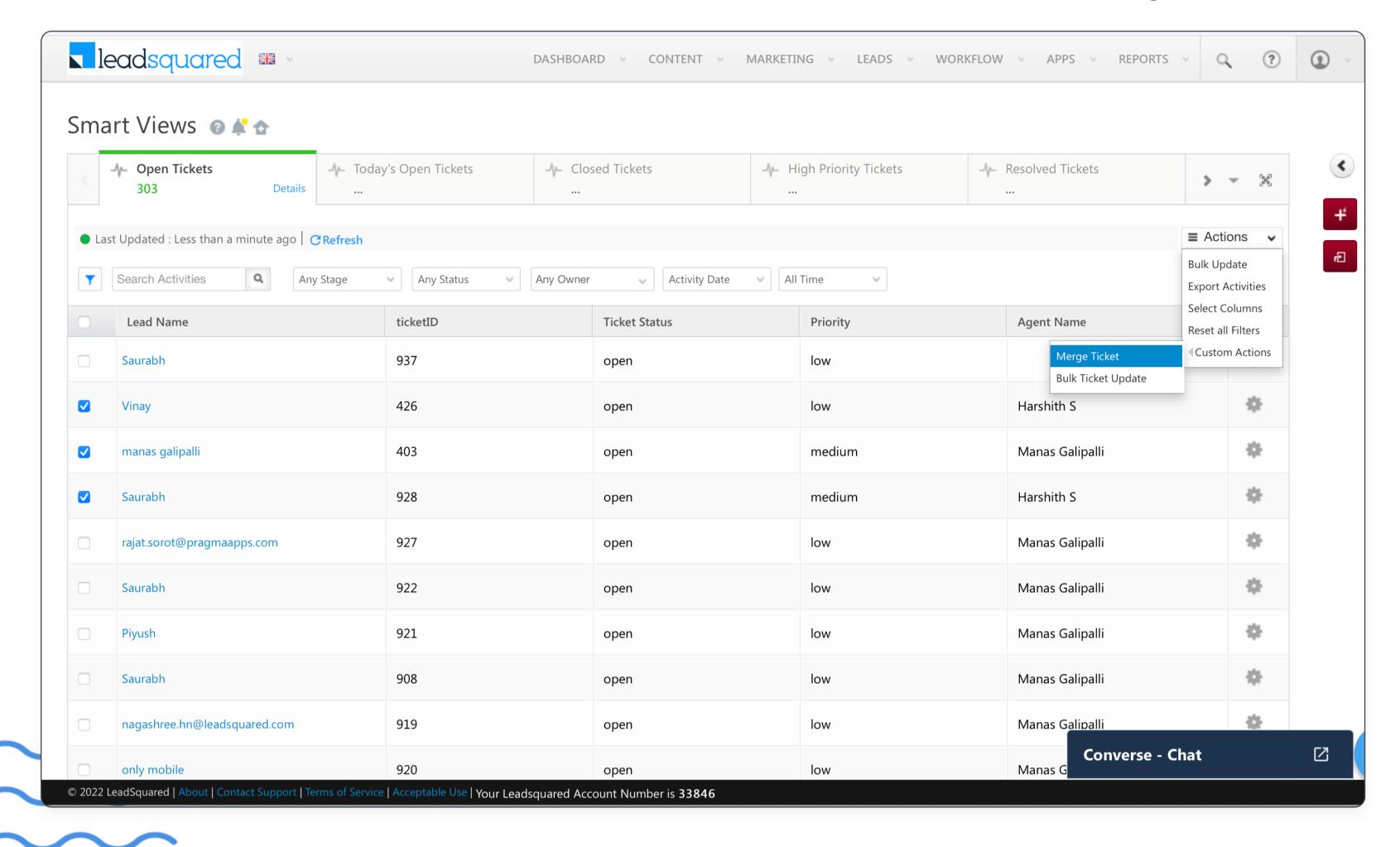




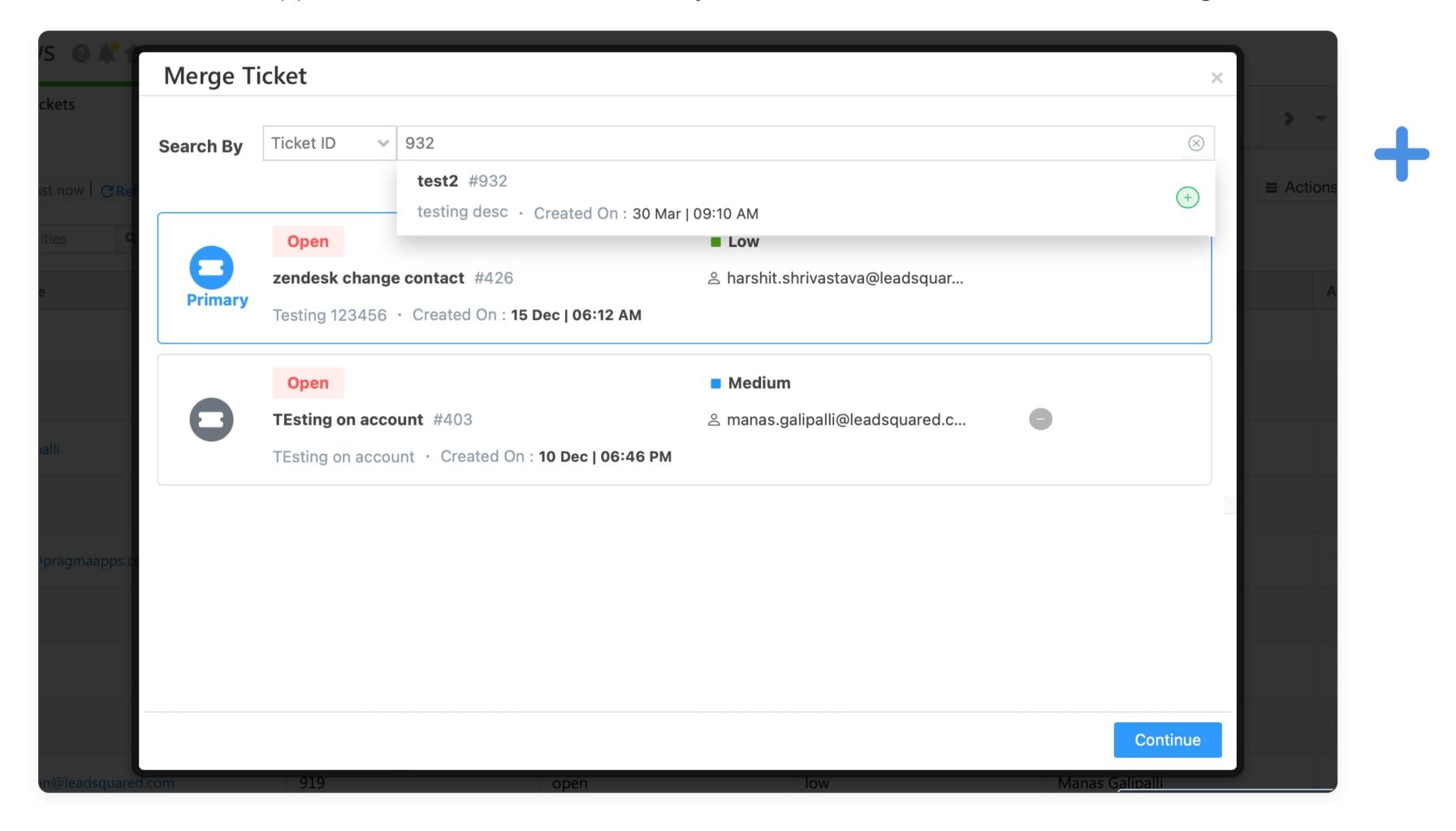


# **Merge Tickets**

Multiple secondary tickets can be merged into a single primary ticket. Select the tickets which you want to merge from Manage Activities or Smart views then click on Smart Views > Grid Actions > Custom Actions > Merge Ticket.



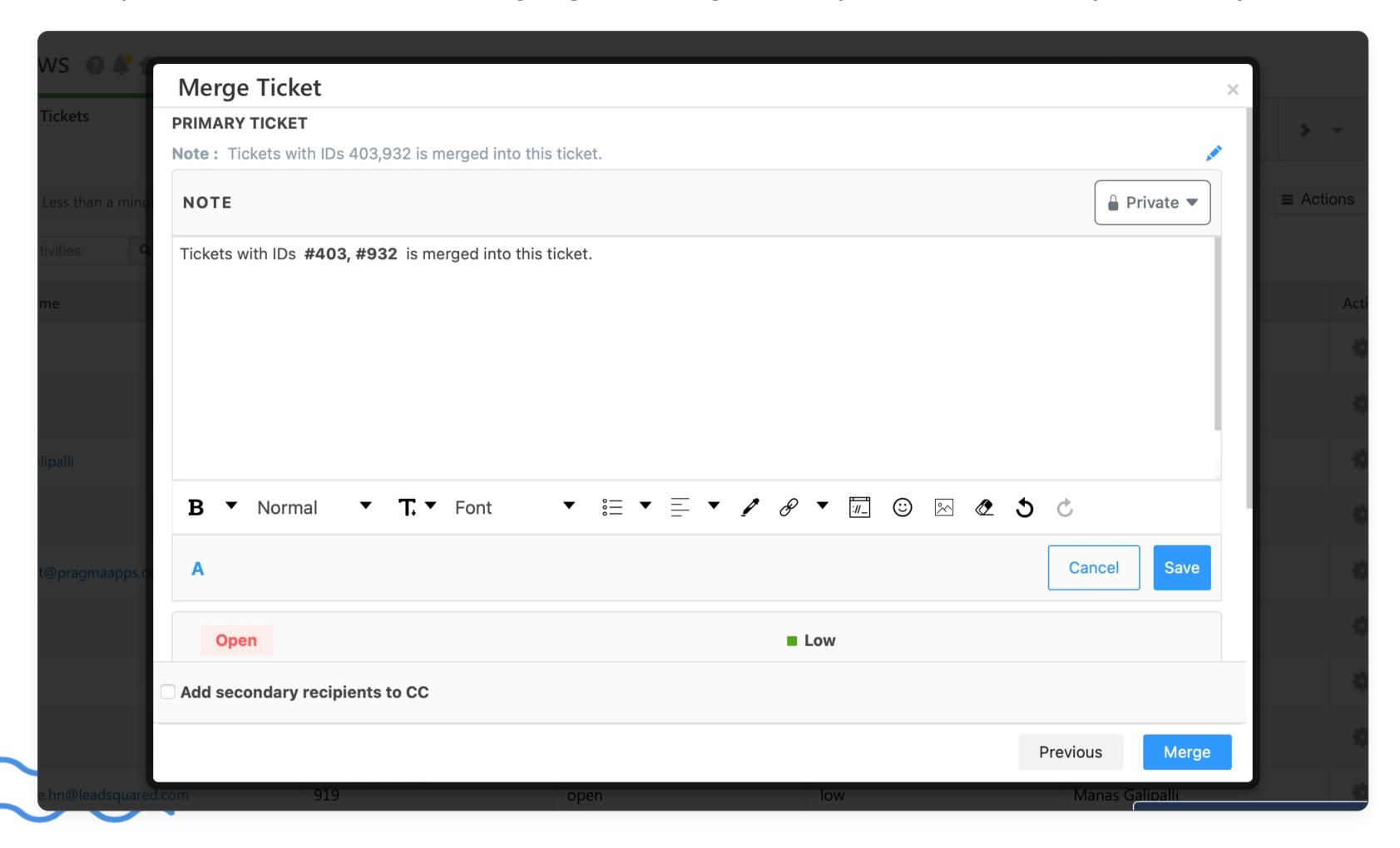
Search to add ticket(s) with Ticket ID or Email ID. Once you have added or removed ticket for merge click on "Continue"



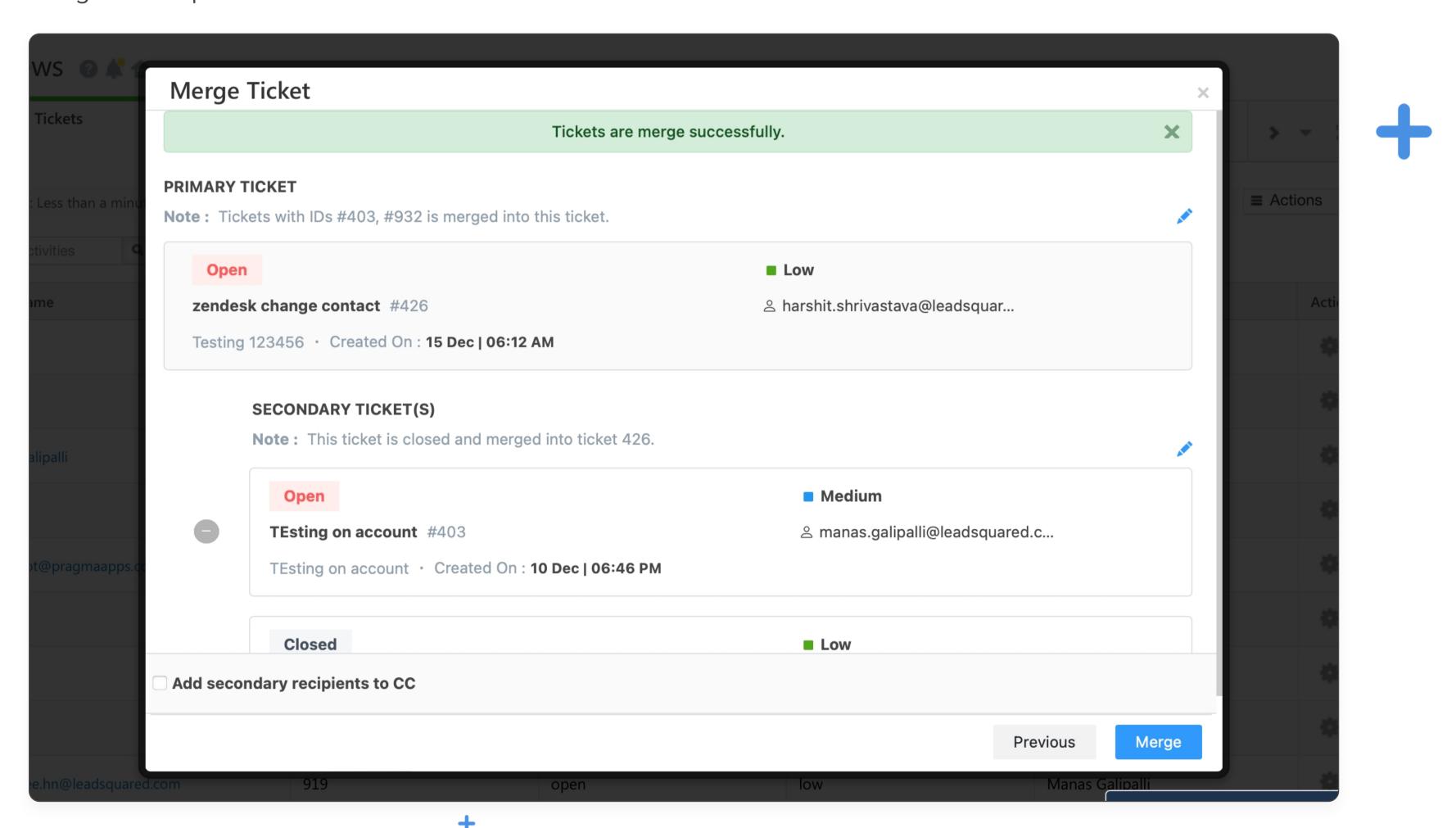


#### Merge Ticket

After selecting the tickets which are to be merged with the Primary ticket, after this you will be taken to a confirmation screen where you will see how the tickets are going to be merged. Here you can add note to your Primary and Secondary ticket.



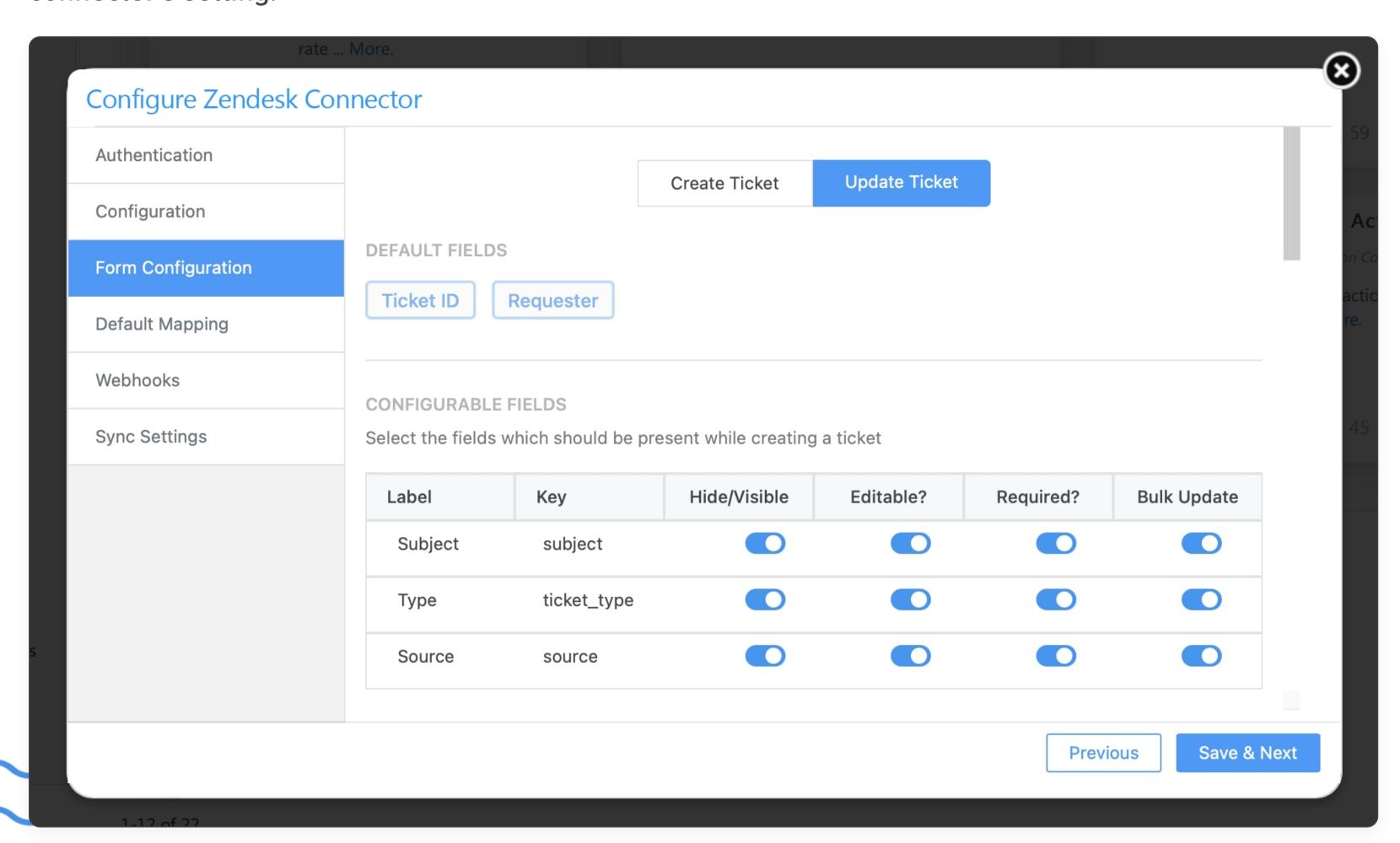
Save the note and click on **Merge**, also verify the Secondary tickets statuses are closed. You will see a success message once the merge is completed.



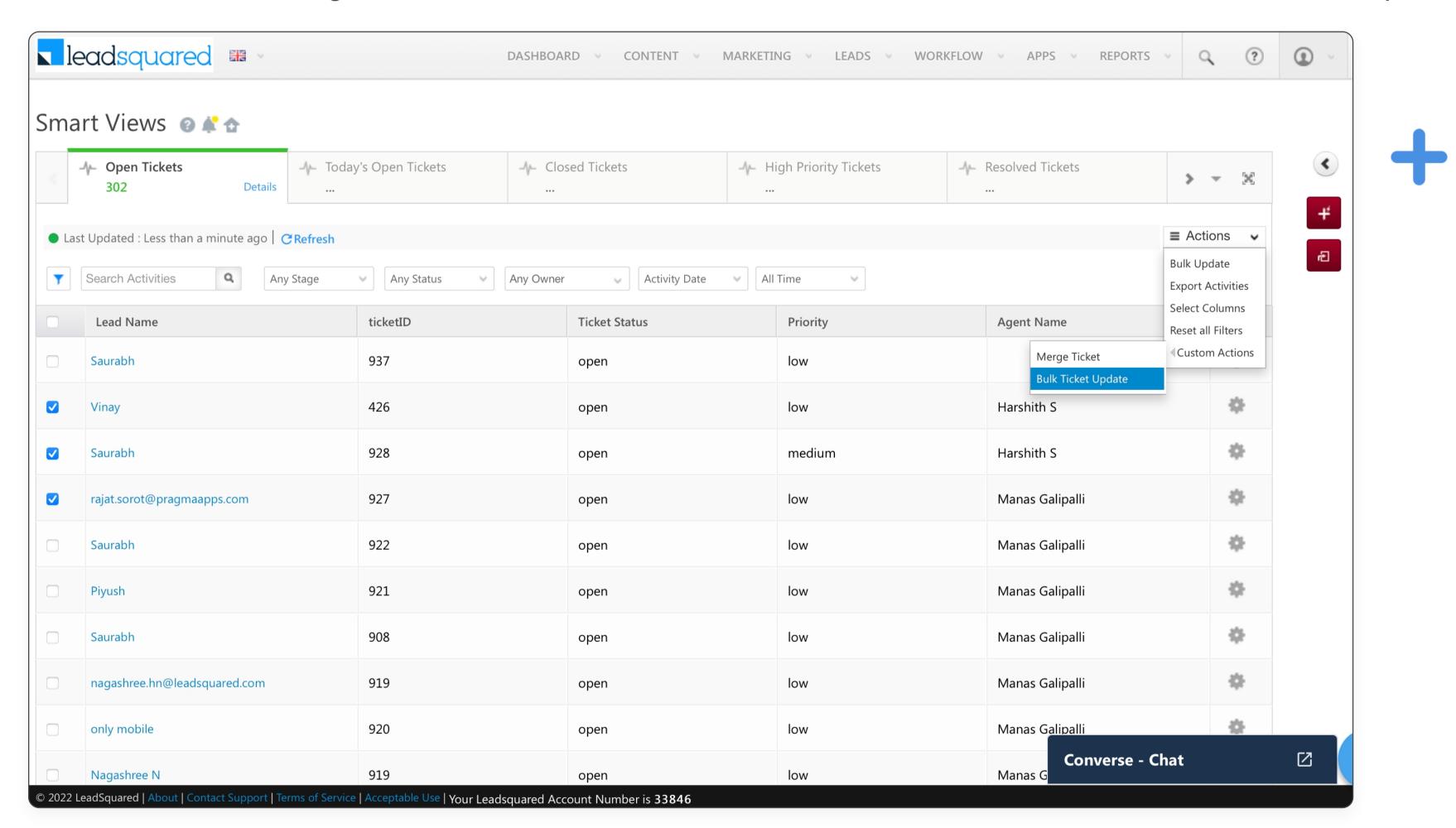


# Bulk Ticket Update

This allows to update fields of multiple tickets through Bulk update. To configure Bulk ticket goto Form Configuration in the connector's setting.



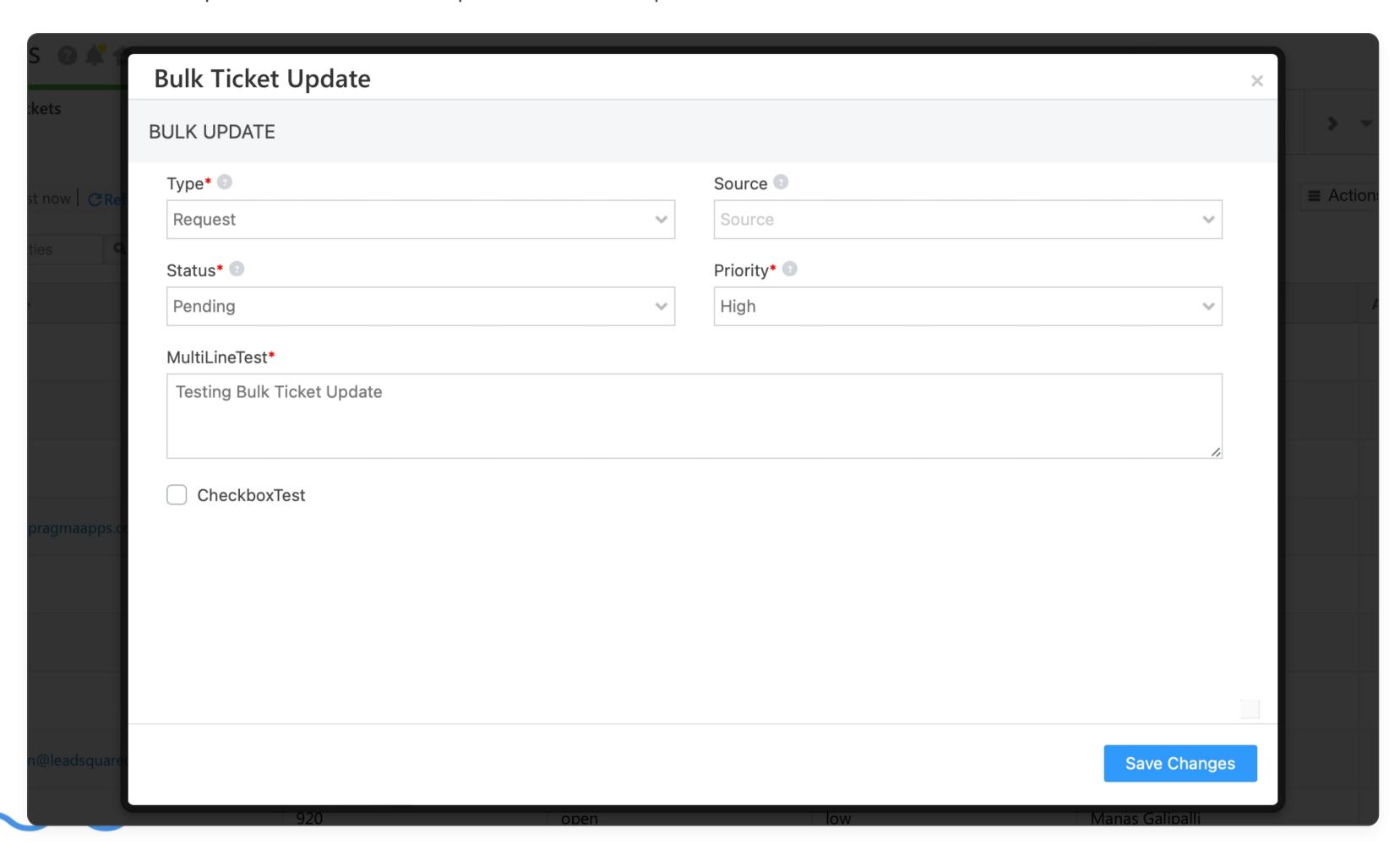
Select tickets from Manage Activities or Smart views and click on Grid Action > Custom Actions > Bulk Ticket Update



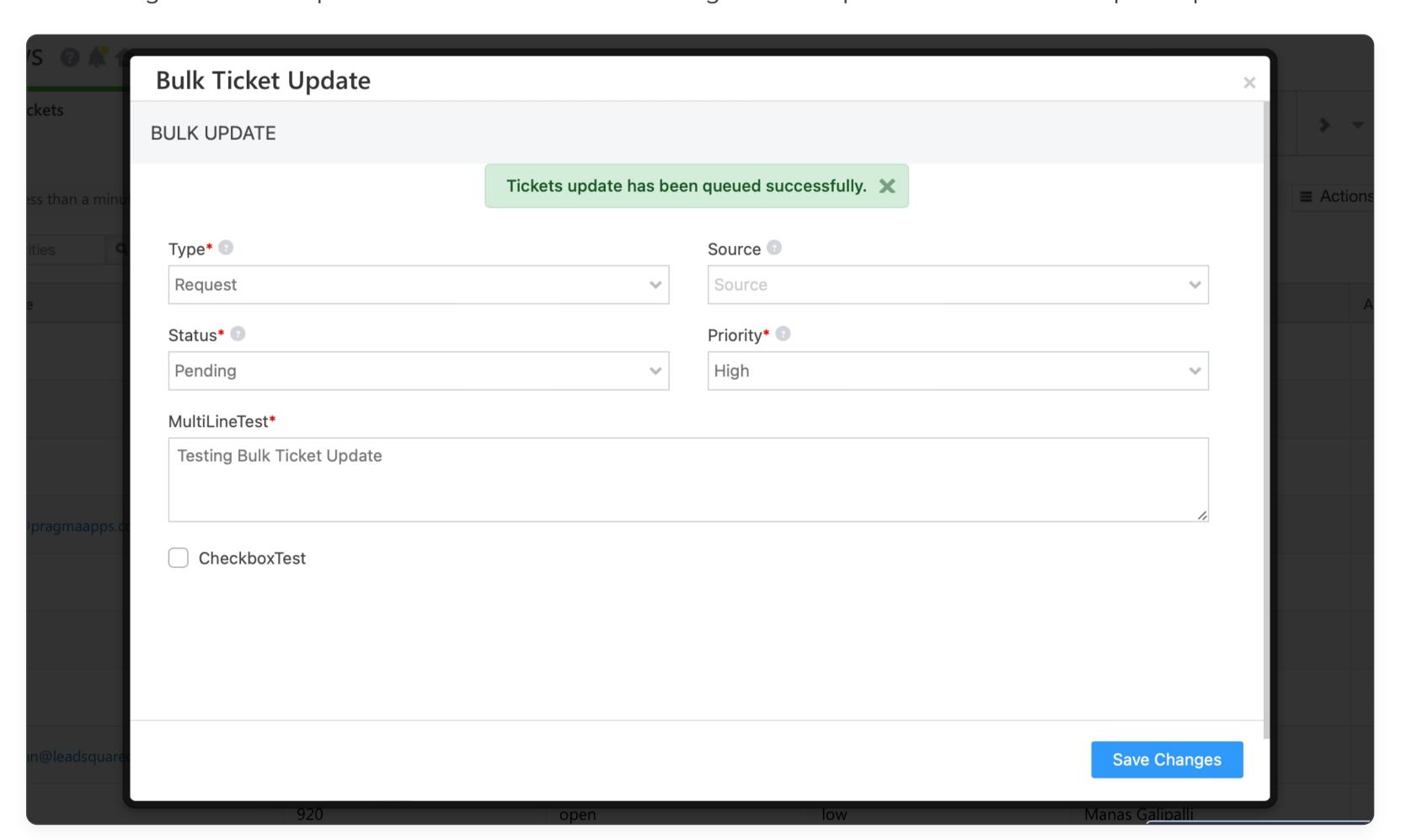


#### **Bulk Ticket Update**

Add all the required details to complete the Bulk update.



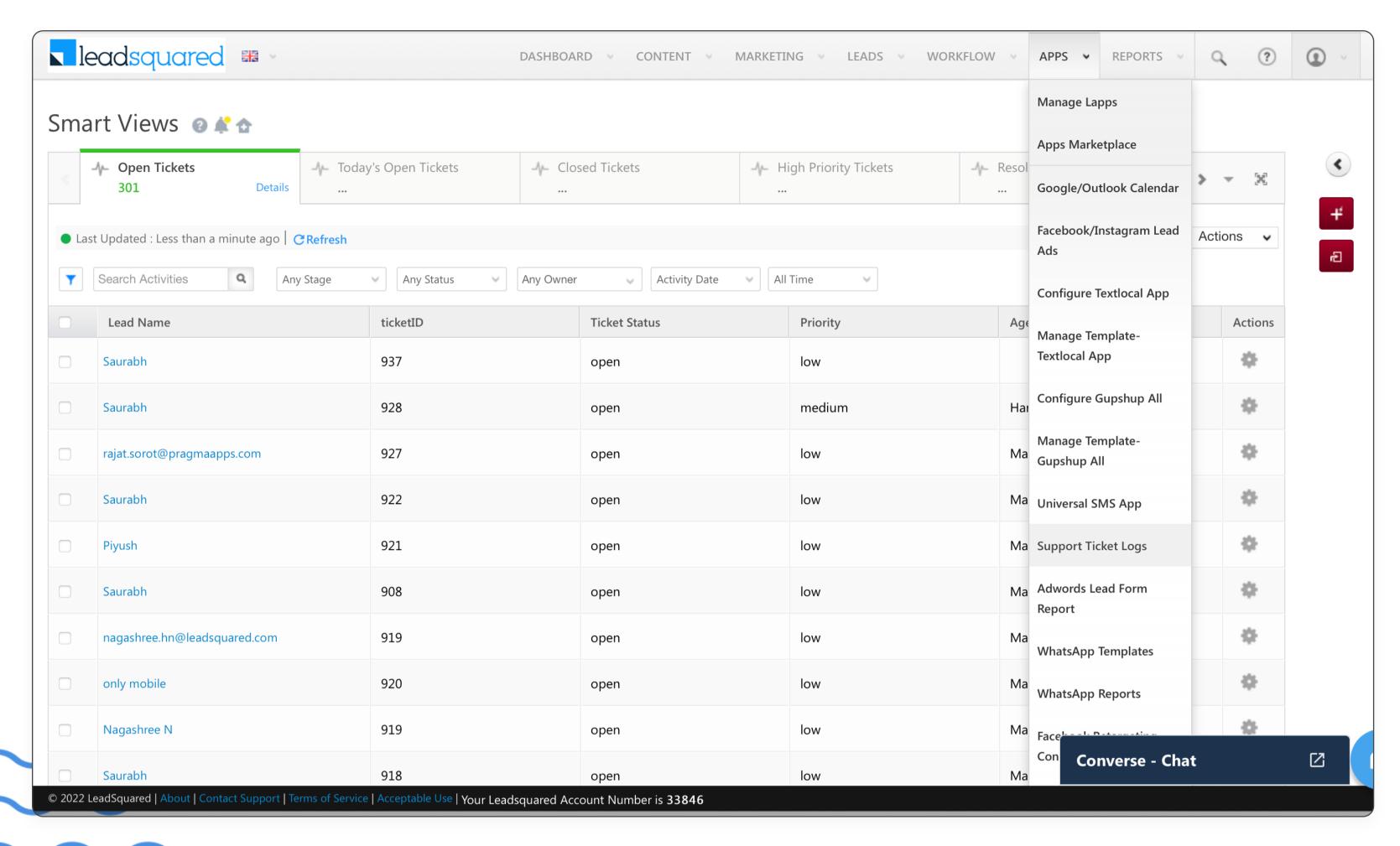
After filling in all the required fields click on Save Changes to complete the Bulk ticket update process.



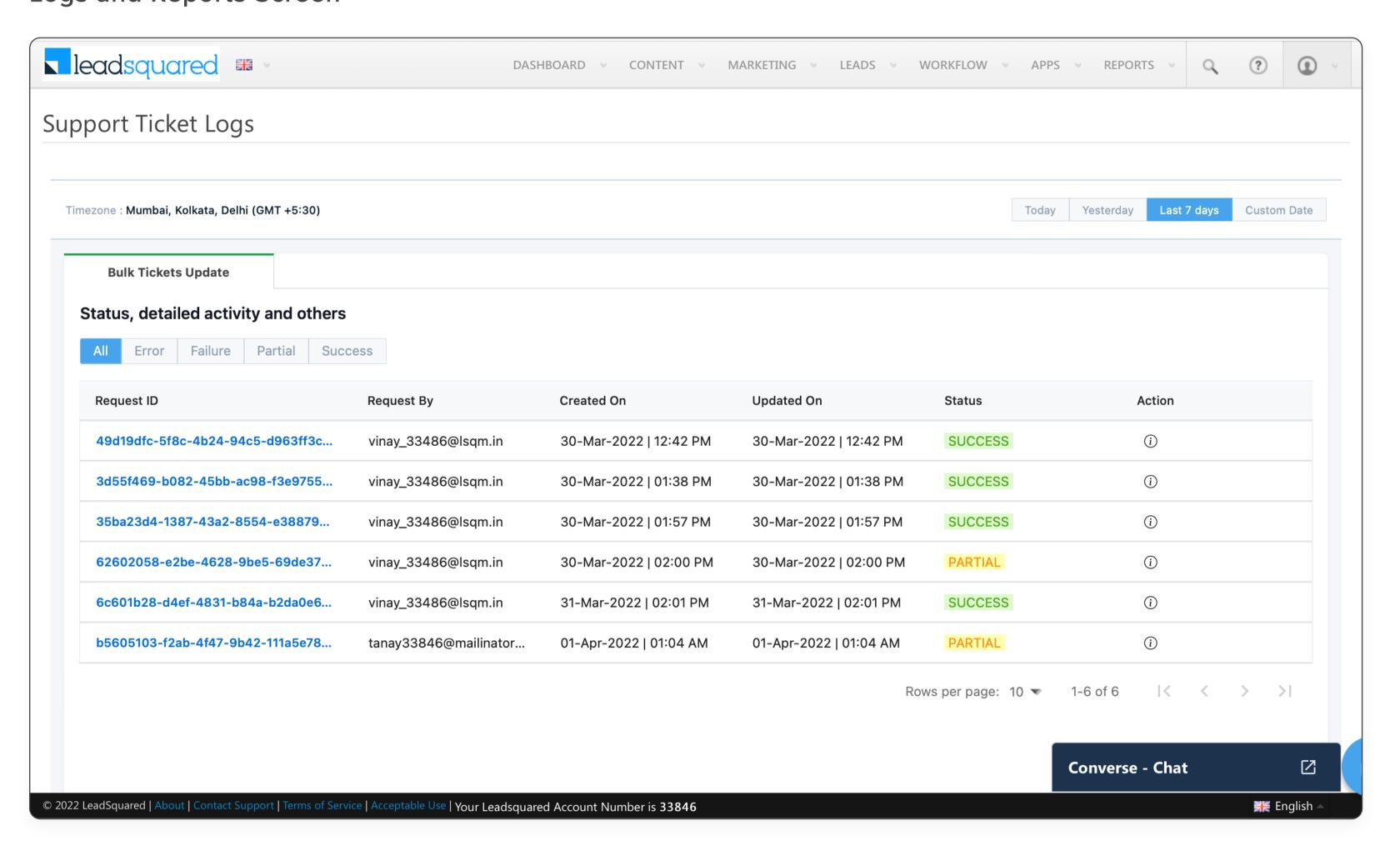


## **Support Ticket Logs**

The Bulk Ticket Update activity can be traced from Support Ticket Logs, to open the tickets logs/report click on Apps > Support Ticket Log



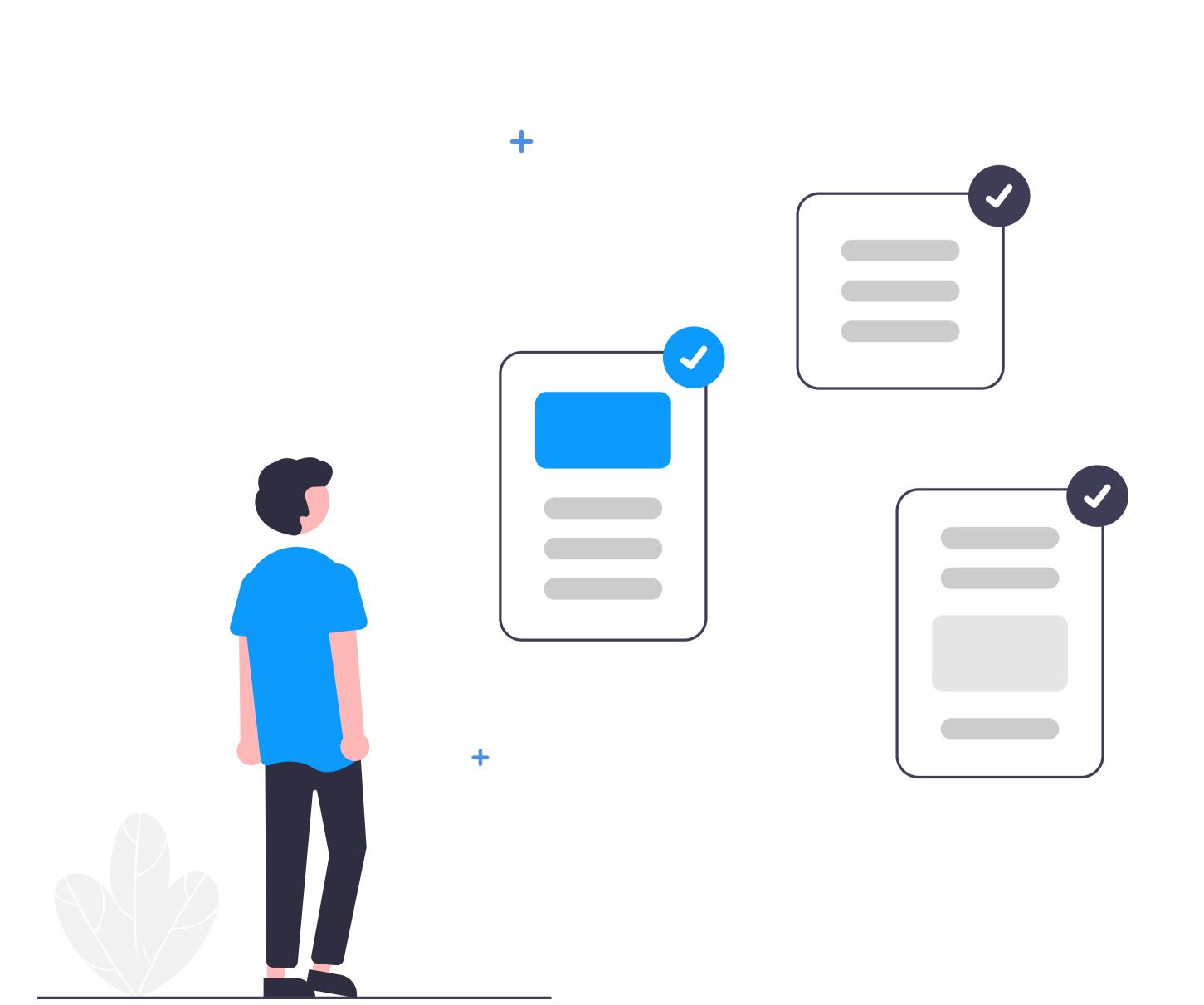
#### Logs and Reports Screen





## Prerequisites

- 1 Email ID, Phone number and Mobile Number should be the unique key in the LeadSquared account.
- 2 Lead share via API should be enabled in the LeadSquared account.
- For any Zendesk custom ticket field, we can sync only within 200 characters in the LeadSquared platform.
- Zendesk connector is only supported in new LeadSquared Accounts that have more than 30 activity fields
- To enable caching in the Sync settings in the Connector configuration page, contact support@leadsquared.com to obtain a Cache App token; This setting will utilize cache and improve performance.





## **Frequently Asked Questions**

#### How can I install Zendesk connector?

Visit LeadSquared marketplace and search for "Zendesk" connector, install by clicking on the install button. After installation you can configure the connector.

#### How do I allow my users to respond to a ticket from LeadSquared?

On the Leads detail page, your user will be able to select "Support Tickets" custom tab where they would be able to access list of all the tickets against a selected lead and would be able to look at the conversations and respond to them from the same screen.

Navigate to Leads > Manage Leads > Select a Lead > Support Tickets > Select a Ticket > Reply.

#### How do I reassign a ticket to other user?

You can only reassign ticket(s) to a user who is also a Zendesk agent. To reassign, select a user in the ticket conversation screen and click update button.

Navigate to Leads > Manage Leads > Select a Lead > Support Tickets > Select a Ticket > Conversation Screen.

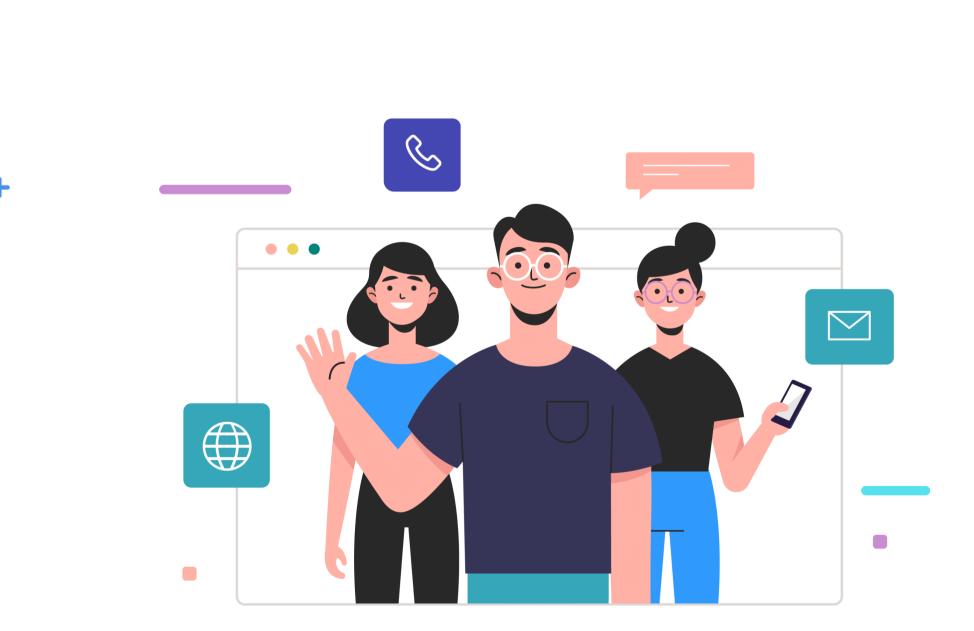
#### How many days of historical tickets can be synced?

Maximum 15 days of historical tickets can be synced via connector. For more than 15 days please contact <a href="mailto:support@leadsquared.com">support@leadsquared.com</a> for manual sync. To trigger ticket sync please navigate to <a href="mailto:Zendesk Configuration Screen">Zendesk Configuration Screen</a> Sync Settings > Enable "Allow Manual sync" and select preferred <a href="mailto:Sync Time">Sync Time</a> period and click on <a href="mailto:Trigger Now.">Trigger Now.</a>

#### Is this a paid connector?

This is a paid connector. Please contact <a href="mailto:sales@leadsquared.com">sales@leadsquared.com</a> to get a quote.

"Customer support is the only pure route to what's going on with the customer."



For a detailed documentation about the product, please visit: <a href="https://help.leadsquared.com/zendesk-connector/">https://help.leadsquared.com/zendesk-connector/</a>

Need help? Get in touch with LeadSquared's support. Mail us at support@leadsquared.com

