## **Guidelines for ServiceNow KB articles**

There are no formal guidelines. Hadas provided the following suggestions:

- If the audience is SLAC windows users, KB is preferred. A limited set of Unix users cannot log into ServiceNow.
- If it is for the Networking team, it can be anywhere they want.
- There are no requirements for KB licensed users just write them and publish them. Some ask their team to review and edit, others do not.
- It can be a URL to Confluence, or a copy.
  - $^{\circ}\,\,$  The team should decide what is best.
  - o If a URL the user may need to log in again (to Confluence).
  - o If a copy it will have to be maintained in both places.