HELP DESK PASS

(Please print)
Student Name _____

Grade: _____

Computer
Asset Tag #   _____

Date _____   Period _____

Time Leaving Class   _____

Time Arrived at Help Desk _____

Teacher Signature _____

Description of Problem(s):

_____
_____
_____

Office Use Only:
Troubleshooting Notes:

_____
_____
_____

Free Space: _____ Audio: _____ Movies: _____ Photos: _____ Apps: _____ Backups:_____ Others: _____

☐ Problem resolved, student returned to class with laptop.   ☐ Laptop kept at helpdesk for further evaluation.

Tech Assistant: _____   *School Dude Work order #_____*

HELP DESK PASS

(Please print)
Student Name _____

Grade: _____

Computer
Asset Tag #   _____

Date _____   Period _____

Time Leaving Class   _____

Time Arrived at Help Desk _____

Teacher Signature _____

Description of Problem(s):

_____
_____
_____

Office Use Only:
Troubleshooting Notes:

_____
_____
_____

Free Space: _____ Audio: _____ Movies: _____ Photos: _____ Apps: _____ Backups:_____ Others: _____

☐ Problem resolved, student returned to class with laptop.   ☐ Laptop kept at helpdesk for further evaluation.

Tech Assistant: _____   *School Dude Work order #_____*