Connect for Success-A Title I Digital Enterprise Laptop Computer Parent Help Request Form

Parent Name: _____   E-Mail: _____

Student Name: _____   Date and Time: _____

Teacher: _____   Grade: _____

Problem is: hardware   software   don't know

Briefly describe problem: _____

_____

_____

_____

Who returned the computer to the school for help? _____

For school use only:

Property Record Tag # _____**Tech Help Ticket #** _____

What action was taken? (Briefly describe tech help needed):

_____

_____

_____

Was problem resolved?   Yes   No   (If no, fill out information below)

Re-Imaged: Yes   No

Work Order Issued: Yes   No

Loaner Issued: Yes   No   PR# _____   To: _____
                                                 Date: _____

Date Loaner Returned to School: _____   From: _____

Computer Returned to: _____   Date and Time: _____

Liaison Signature: _____