



**ORANGE TOWNSHIP PUBLIC SCHOOLS
ORANGE HIGH SCHOOL**

**BERNICE BUDHU & NAHEELAH IRVING
TECHNOLOGY COORDINATORS**

TECHNOLOGY REQUEST FORM

DATE: _____ **DATE REQUESTED BY:** _____

NAME: _____

DEPARTMENT/RM #: _____

PLEASE CHECK THE BOXES THAT APPLY TO YOUR REQUEST

- ☐ **INTERNET CONNECTIVITY**
- ☐ **COMPUTER HOOK-UP**
- ☐ **PRINTER/COPIER**
- ☐ **REQUEST FOR NEW EMAIL ACCOUNT**
- ☐ **TONER/INK (specify toner/ink/ type of printer)**
- ☐ **SMARTBOARD/MIMIO/POLYVISION**
- ☐ **OTHER (please use space provided for your request; provide as much detailed information as possible, ie error messages)**

Please return all COMPLETED forms to my mailbox in the main office.

Thank You,

Ms. Budhu & Ms. Irving

For office use only

Date received: _____ Date completed: _____ Initials: _____

Resolution

Notes: _____
