

Laney College Technology Equipment

Request Form

Name of Requestor:		Date:	
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Current Hardware

What is your current computer hardware?

	PC Desktop		PC Laptop		iMac		MacBook Pro Laptop
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	Software						
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x	Other Equipment:						
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Has an IT person/department looked at your old computer recently?

<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> I do not currently have a computer
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Why are you seeking new computer hardware? (Check all that apply)

	My computer no longer works at all.		My computer runs very slow.
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	My computer is outdated and cannot be upgraded		I need portability.
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	I need something more powerful for research, instruction, etc.		
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x	Other:						
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New Hardware Requirements

What type of computer are you requesting?

	PC Desktop		PC Laptop		iMac		Mac Laptop
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x	Other Equipment:	IPADs for recording data and electronic batch records					
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Box below for MAC instructional justification only

Division Dean	Date	VP of Instruction	Date
(Submit forms to VP of Instruction Office. All forms should be submitted to the appropriate signature authority)			