

If Tech Integrator is unable to solve issue, you may be requested to submit a <u>tech ticket</u>. If you are a teacher submitting a ticket on behalf of a student, please gather the following information for quickest response time:

Laptop asset tag (the little white sticker below the monitor that starts with 00)

Contact information for student (HS) or parent (HS / Elementary / MS)

Good contact times for parents or students