



Departmental IT Resources

INFORMATION
TECHNOLOGY

General

Department Name:

Building Name:

Department IT Abbreviation:

Office/Suite #:

P.O. Box #:

Main Office Phone #:

Physical Address:

Network

Commonfile Network Share Name:

Other Network Share Name(s):

Printing

Xerox Tag #(s):

Xerox Model(s):

Xerox Room Number(s):

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HP Networked Printer Queue(s):

HP Printer Model(s):

HP Room Number(s):

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Email & Calendaring

Distribution List Name(s):

Shared Mailbox Name(s):

Shared Calendar Name(s):

Digital Signage

Player Name(s):

Playlist Name(s):

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Computers

Assistant's Computer Name:

Chair/Manager's Computer Name:

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Departmental/Shared Computer Name(s):

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Special Access/Tools

PeopleSoft/myTCU Tile Name(s):

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Current Student Worker Name(s):

Current Student Worker Username(s):

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Other Notes:

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