

Oakdale Joint Unified School District
168 South Third Avenue - Oakdale, CA 95361
(209) 848-4884 – District Office
(209) 848-4377 – Technology Office
(209) 847-8313 – Fax

**ALL WORK ORDERS MUST BE SIGNED BY SITE ADMINISTRATOR PRIOR
TO WORK BEGINNING**

Computer Work Order

Date: _____

Location: Adult Education Charter Oakdale Jr. High
 Central Kitchen Magnolia East Stanislaus
 Cloverland Maintenance Transportation
 District Office Oakdale H.S. Valley Oak H.S.
 Fair Oaks Sierra View Other _____

Room: Class Room _____ Office Library Computer Lab

 Other _____

Computer location within room _____

Job Requested by: _____ Date Needed: _____

Software Installation

Software Name: _____

License owned by school site: *Administrator's initials* _____

Technology Problem

Job Description/Problem: _____

Signature of Site Administrator _____ Date _____

Priority (to be assigned by the site administrator)

High **Medium** **Low**

For Office Use Only

Approved by: _____ Date: _____

Start Date: _____ End Date: _____ Total Hours: _____