

Los Lunas Schools
Hardware Request Form

Requestor Information

Date: _____

Name of Requestor: _____

Grade/Subject: _____

School/Department: _____

Rm #: _____

Phone Extension: _____

Hardware Information

Type of Hardware:

Include the number needed on the line

_____ Document Camera

_____ iPad

_____ SMART board

_____ Vanity Printer (*district initiative is to use Xerox machines for printing*)

_____ Desktop Computer

_____ Other (*please specify*)

_____ Laptop

Purchasing

What fund will cover the cost of the hardware?

Line Item: _____

Hardware Use

Who will use the hardware (*check all that apply*)

_____ Students

_____ Admin

_____ Gen Ed Teacher(s)

_____ Other (*please specify*)

_____ Sp Ed Teacher(s)

How will this hardware be used?

What Common Core standards will this hardware primarily be used to address?

What ISTE National Educational Technology Standard (NETS) will this hardware primarily be used to address?

[Student/Teacher/Admin - http://www.iste.org/standards/iste-standards/standards-for-students](http://www.iste.org/standards/iste-standards/standards-for-students)

Signatures

Requestor: _____

Date: _____

Admin/Supervisor: _____

Date: _____

Technology Dept: _____

Date: _____

Other Dept: (*if needed*) _____

Date: _____