Set Up a Campus Tech Appointment

MOVING TO:

2A - SUSTAINABILITY RESEARCH & ENGINEERING

2B – ARTS & COMPUTATIONAL SCIENCES

1. Open a web browser, such as Google Chrome, Mozilla Firefox, or Safari.

2. Click or copy the link: https://itsupport.as.me/campusdeskside

3. Click **MORE Times** until you get to August
   a. If you are moving to 2A - Sustainability Research & Engineering building, you may select one of the appointments between August 15th-22nd, 2019
   b. If you are moving to 2B - Arts & Computational Sciences building, you may select one of the appointments on August 16th- 19th, 2019

4. Once you decided on an appointment, click on the **appointment time**, then click **Continue**

5. Please fill out the form.
   a. Name, Phone and Email are required
   b. Building, please use the following:
      i. Please select **SRE** for 2A - Sustainability Research & Engineering
      ii. Please select **ACS** for 2B – Arts & Computational Sciences
   c. Enter room number
   d. Work order number, Please leave it blank

6. Click **Complete Appointment**

7. You will see a confirmation and receive an email at the address you entered
8. Close the web browser

3 Confirmation

Campus Travel - Campus Deskside Appointment with

🕐 **Friday, August 16, 2019**

9:00am   Cancel   Reschedule   Edit Forms

Add to iCal/Outlook   Add to Google

Register for an Account

Save your information