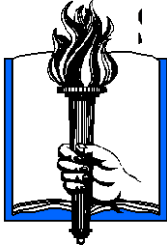


**MURFREESBORO CITY SCHOOLS
ADMINISTRATIVE DIRECTIVES**



Descriptor Term: Technology Maintenance	Descriptor No: AD FM7	Effective Date: 5/11
Reviewed/Revised: 2/14; 7/14; 7/19		

1 All equipment is to be maintained in the best working order possible. When technology
2 maintenance or repairs are needed, the following procedures should be followed:

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4 A technology service request shall be submitted via Skyward to the Technology Department.
5 Once the department has received the form, it will be processed in the order that it was received.

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Board Related Policy: 3.200