kzn education

Department:
Education
KWAZULU-NATAL

ICT Fault Report Logging Form
Before logging a call, please try the following basic steps.

1. Shut down the computer
2. Turn the computer back on, log on
3. See if the problem still persists

Name of School:

Computer No: Barcode: Serial No:

Operating System: Win 98 ☐ Win2000 ☐ Win XP ☐ Win Vista ☐ Win 7 ☐

Application with issue:

User Name:

Login Name:

Reported By:

Nature of the problem:_____
_____
_____

Error message?
_____
_____
_____

Educator Signature: _____

Principals Signature: _____

School Stamp

Date: _____

…dedicated to service and performance
beyond the call of duty.