Project Name:	Technical		

Project Description (max. 130 words):
*Please include desired outcome or product in your description.

The intern will assist with the daily tasks of the Information Technology Unit.
Examples of Duties
Removing hard drives from computers
Dismounting and Degaussing hard drives
Software installation
Software upgrades
Software troubleshooting
Software inventory
Hardware installations
Hardware troubleshooting
Hardware maintenance
Hardware inventory
Provide help desk service to users

Semester:	☐ Fall	■ Spring	■ Summer
Project Start Date:	Anytime		
Project End Date:	Anytime		
Paid:	☐ Yes		■ No
If yes, please provide stipend amount:			
Minimum Education Level Desired:	■ Undergraduate	☐ Graduate	☐ Post-Graduate
References Requested (Provide 2)	☐ Yes		■ No
Writing Sample Required	☐ Yes		■ No

Special Requirements and Additional Information (e.g. preferred skills, hours etc.):

Necessary Skills: Knowledge of hardware and software components required for desktop support; technica

Post Project on Web?	☐ Yes, I would like to recruit interns for this project. Please post until: Please provide a due date	☐ No, I already have a student for this project **Student Name**: