Service Desk Report

## Summary:

| Number of tickets opened: | $\mathbf{4 6}$ |
| :--- | :---: |
| Number of tickets closed: | $\mathbf{4 2}$ |
| Number of tickets carried over from previous week: | $\mathbf{2}$ |

Tickets by Service Category:

| Category | Opened SRs | Closed SRs | Total (Opened - Closed) |
| :--- | :---: | :---: | :---: |
| Cable TV | 1 | 0 | 1 |
| Hardware | 8 | 6 | 2 |
| Internet Access | 8 | 8 | 0 |
| Other | 4 | 5 | -1 |
| Software | 4 | 5 | -1 |
| Super-Secret Tickets | 2 | 3 | -1 |
| User Accounts | 15 | 12 | 3 |
| Total |  |  |  |

Time of Service by Category:

| Category | SR Count | Time to Repair (Operating hours) |
| :--- | ---: | :--- |
| Cable TV | 1 | 38.8 |
| Hardware | 8 | 8.1 |
| Internet Access | 8 | 9.7 |
| Other | 4 | 3.5 |
| Software | 4 | 15.3 |
| Super-Secret Tickets | 2 | 36.8 |
| User Accounts | 14 | 9.1 |

Tickets open more than 24 hours: Closed Records

| Request time | Close time | Status | $\#$ | Title | Time to Repair |
| :--- | :--- | :--- | :--- | :--- | :--- |
| $4 / 3 / 2017$ | $4 / 14 / 2017$ | Closed | 1,452 | Label All Printers on Campus | 66.72 |
|  |  |  |  |  | 27.64 |
| $4 / 4 / 2017$ | $4 / 7 / 2017$ | Closed | 1,455 | Multiple Emails Received | 38.78 |
| $4 / 4 / 2017$ | $4 / 11 / 2017$ | Closed | 1,456 | TV in Dining Room | 26.99 |
| $4 / 6 / 2017$ | $4 / 12 / 2017$ | Closed | 1,480 | New VIC printer will not scan | 43.63 |
| $4 / 7 / 2017$ | $4 / 14 / 2017$ | Closed | 1,486 | Upgrade PowerFAIDS Release |  |
|  |  |  |  | 22.2, Net Partner Release 22.2, <br> and Web Client Release 22.2 | 36.10 |
| $4 / 7 / 2017$ | $4 / 13 / 2017$ | Closed | 1,488 | Overlook network question |  |


| Reclamation Tickets: Closed Records |  |  |  |  |
| :--- | :--- | :--- | :--- | :--- |
| Request time | Close time | Status | $\#$ | Title |
| $4 / 3 / 2017$ | $4 / 11 / 2017$ | Closed | 1,445 | G Drive Permission |
| $4 / 3 / 2017$ | $4 / 6 / 2017$ | Closed | 1,450 | Is this a big problem? |
| $4 / 4 / 2017$ | $4 / 4 / 2017$ | Closed | 1,454 | Ticket |
| $4 / 5 / 2017$ | $4 / 6 / 2017$ | Closed | 1,465 | jmills@paulsmiths |
| $4 / 5 / 2017$ | $4 / 6 / 2017$ | Closed | 1,460 | Outlook email signin |
|  |  |  |  |  |
| $4 / 6 / 2017$ | $4 / 18 / 2017$ | Closed | 1,477 | Library group |
| $4 / 6 / 2017$ | $4 / 12 / 2017$ | Closed | 1,480 | New VIC printer will not scan |
| $4 / 7 / 2017$ | $4 / 13 / 2017$ | Closed | 1,488 | Overlook network question |
| $4 / 7 / 2017$ | $4 / 10 / 2017$ | Closed | 1,493 | Patty Coppola-G-drive access |
| $4 / 7 / 2017$ | $4 / 12 / 2017$ | Closed | 1,494 | Emails |
| $4 / 8 / 2017$ | $4 / 12 / 2017$ | Closed | 1,495 | Secure Connection |

Reclamation Tickets: Pending Records: 0 Pending

