G.C. University Lahore
Networking Unit
Department of Computer Science

Service Problem Reporting Form

Date: __________________

Problem Reported By: ___________________ Designation: ____________________
Department: ___________________ Phone/Ext No: ___________________

Description of Problem: ________________________________________________________
_____________________________________________________________________________
_____________________________________________________________________________

Name/Signature and Stamp
Head of Department

Signature of Reporting Officer

Incharge
Networking Unit
GC University, Lahore

Network Engineer
Networking Unit
GC University, Lahore

For Office Use Only
(To Be Filled in after Computer System inspection by receiving authority)

Date: _______________

Request Received By: ___________________ Query Attended By: ___________________

Problem:

Hardware: ______________ Software: ______________ Other: ______________
Solved: ______________ Pending: ______________

Network Engineer: ___________________ System Engineer: ___________________