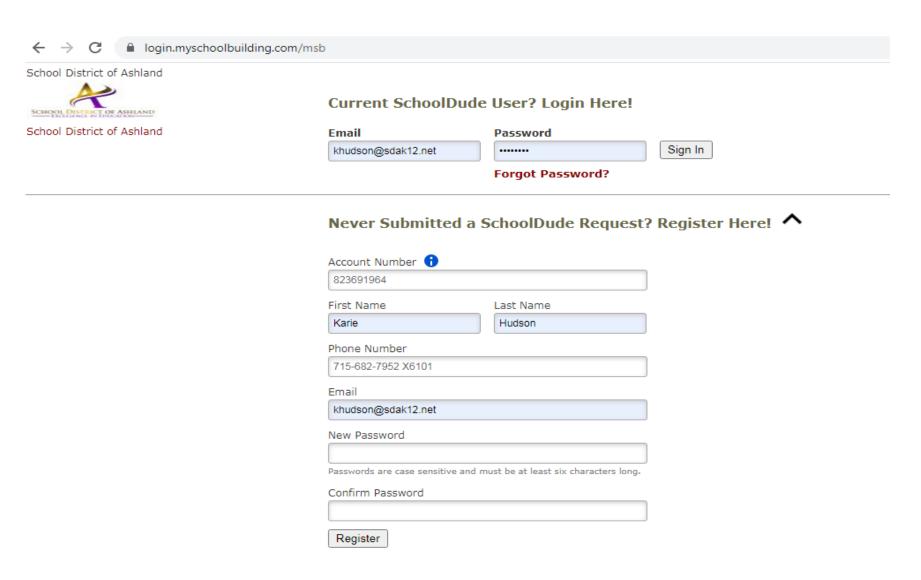


If your computer get updated or if you are asked for our organization account number please enter: 823691964



NOTE: Registration will be complete after you submit your first request. New users are not saved until their first request has been submitted.

Complete all information then click the **Register** button. **NOTE**: Registration will be complete after you submit your first request. **New users are not saved until their first request has been submitted**. Login to SchoolDude using your school email and password for submitting any future work requests.

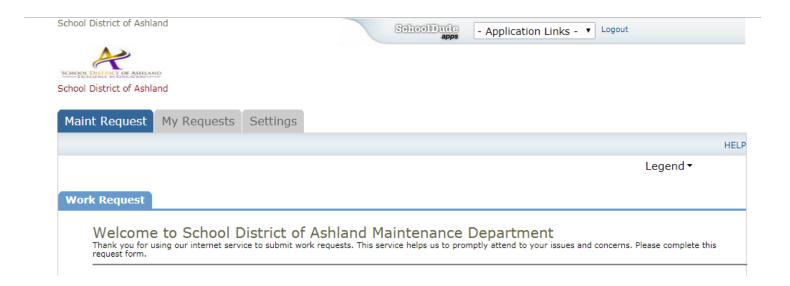
In your work request, STEP 7 Submittal Password for all work requests is always: ashland

Please only click the submit button once to process. There may be times it takes longer to process but if it is clicked more than once it will generate that many duplicate work requests.

You are able to utilize the following tabs in SchoolDude:

Maint Request tab for submitting your work requests.

My Requests tab will show you your individual work requests submitted and the status of your work requests. Settings tab for updating/changing your individual information if needed, i.e.; name, location, phone, ext.



SchoolDude Work Order System:

- * Saves you time.
- * Simplifies work requests submission.
- * Makes it easy to go back and check your previously submitted work requests and the status.

This also helps us:

- * Reduce unnecessary paperwork.
- * Reduce work processing time.
- * Improve our communication with you.
- * Improve our productivity in keeping your site clean, safe, and well-maintained.

Contact Karie Hudson, Administrative Assistant, Facilities & Grounds at khudson@sdak12.net or Ext. 6101 if you have questions.