

School District Maintenance/Custodial and IT/Computer Work Requests through SchoolDude



School Year Calendar >	Staff Directory >
Enroll Your Student >	For Staff >

Home	District	Our Schools	Co - Curricular	COVID Data & Resources	Employment
------	----------	-------------	-----------------	------------------------	------------

Home > Departments > Work Order System > Instructions

Work Order System

Instructions >
Work Order System Login page >

SchoolDude Maintenance/Custodial and IT/Computer Work Requests

The School District's Building and Grounds Department uses "SchoolDude" for submitting work requests for all Maintenance and Computer Services. Our SchoolDude organization account number is **823691964**.

Current SchoolDude User?

If you have previously submitted work requests, you **DO NOT** need to register. Click on the **Work Order System Login page**. Enter your school email address and the password you have chosen for SchoolDude. If you have forgotten your password, click on **Forgot Password?** Enter your school email on the next screen. You will receive an email link to create a new password to login. Once you have your individual password, enter your Email & Password. Then click on **Sign In**

New Requester?

If you are a new requester click on **Never Submitted a SchoolDude Request? Register Here!**

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.**

The **Submittal Password** for all work requests district-wide is always: **ashland**

For your convenience, you can bookmark the sign-in page or save a shortcut to your desktop. Access the brief **SchoolDude work request guide**.

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

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

School District Maintenance/Custodial and IT/Computer Work Requests through SchoolDude

← → ↻ 🔒 login.myschoolbuilding.com/msb

School District of Ashland



School District of Ashland

Current SchoolDude User? Login Here!

Email

khudson@sdak12.net


Password

.....

Sign In

[Forgot Password?](#)

Never Submitted a SchoolDude Request? Register Here! ^

Account Number 

823691964

First Name

Karie

Last Name

Hudson

Phone Number

715-682-7952 X6101

Email

khudson@sdak12.net

New Password

Passwords are case sensitive and must be at least six characters long.

Confirm Password

Register

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

School District Maintenance/Custodial and IT/Computer Work Requests through SchoolDude

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.

The screenshot shows the SchoolDude web application interface. At the top, there is a header with the text "School District of Ashland" on the left, the "SchoolDude apps" logo in the center, and a navigation menu on the right containing "- Application Links -" and "Logout". Below the header is the School District of Ashland logo and name. The main content area features three tabs: "Maint Request" (highlighted in blue), "My Requests", and "Settings". To the right of these tabs is a "HELP" link. Below the tabs is a "Legend" dropdown menu. The main content area is titled "Work Request" and contains a welcome message: "Welcome to School District of Ashland Maintenance Department. Thank you for using our internet service to submit work requests. This service helps us to promptly attend to your issues and concerns. Please complete this request form."

School District Maintenance/Custodial and IT/Computer Work Requests through SchoolDude

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.