

# GEORGETOWN

C O L L E G E

## If you have questions or concerns about:

## Call :

Business Expense Reports	Jo Anna Fryman	8146
Books on reserve in the library	Circulation Desk	8400
Career Development	Ray Clere	8122
Classroom Equipment		
Computer or projector connected to computer	Help Desk	4357
Overhead projector, TV, VCR, DVD	Provost	8146
Software	Help Desk	4357
Sound	Help Desk	4357
Video	Help Desk	4357
Internet	Help Desk	4357
Wireless	Help Desk	4357
Configuration and settings	Help Desk	4357
Chalk	Provost	8146
Dry erase markers in LRC	Circulation	8400
Dry erase markers anywhere else	Provost	8146

*Faculty who use technologies in the classroom may want to carry with them to class 2 AA batteries and 2 AAA batteries.*

Email	Help Desk	4357
FERPA (Privacy Act)	Registrar	8024
G-Card - personal usage	Lynn Mayo	7022
Grades - entering on line	Registrar	8034
Graduate School Planning	Ray Clere	8122
Grants - applying for	Debbie Sewell	8037
Internships	Holly James	7094
Learning Disabilities	Lloyd Clark	7074
Moodle	Scott Switzer	7004
Between 5 p.m. and 11:30 p.m. Sun – Thursday		863-8600
Notary	Deborah Sewell	8037

# GEORGETOWN

C O L L E G E

Office Computer or Printer	Help Desk	4357
Office – a/c, leaks, etc.	Amanda Milby	8179
My.georgetowncollege.edu - Accessing	Help Desk	4357
Phone/Voice Mail	Help Desk	4357
Purchase Orders	Jo Anna Fryman	8146
Room Reservation <a href="https://eventmanager.georgetowncollege.edu/Web/">https://eventmanager.georgetowncollege.edu/Web/?</a>		
Student Problems – not academic	Laura Wyly	7969
Student Problems - Honor Code Violations (cheating)	Provost	8146
Student Problems – academic Including not attending class	Jonathan Sands Wise or	7072 8038
Student Absence – verifying illness	Lloyd Clark	7074
Tutoring – Student needs a tutor	Kim Gift	8038
Vehicle – use of a college	Paula Faught	8351

If you need additional assistance or if you have other questions call Jo Anna at 8146.