Communicating with customers

At time of equipment drop-off:

When a customer brings in their computer, they may want to talk to a technician. This is always welcome. If there are no full-time staff members in the Repair Shop at the time, a student employee may be able to answer the questions the customer may have. Please follow the following guidelines:

Fill in this area. .

.. .

Only the full-time staff presently should communicate the customers through telephone calls or through email.