

**DENMARK-OLAR SCHOOLS
LEARNING & TECHNOLOGY SERVICES**

*The equipment below is available to students, faculty, and staff for instructional use only. The equipment must be requested at least two(2) days in advance and will be issued based on the order your request is received. Equipment will be set up prior to your first period class or one hour before a special presentation and **must be returned at the end of each day.** Remember, the use of technology is required in your instructions and must be documented on your lesson plans. (Please feel free to download this form from the teachers' link on the school's website, complete it, and e-mail it to Ms. D. Bailey or Ms. J. Dwyer)*

Name:		
Date Requested:	Subject:	Grade:
Date of Use:	Equipment Needed:	Number Requested:
	Screen	
	Digital Camera	
	DVD Player	
	LCD Projector w/Laptop Computer	
	Laptop Computer	
	Headsets	
	Portable Cassette Player	
	Headsets	
	VHS Cassette Player	
	Hand-held Brainchild Learning System (DOMS only)	

CURRICULUM: Provide a statement that explains how the integration of technology correlates to the curriculum/lesson for this request.

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PERSONAL CONFERENCES: Please complete the information below by placing an "X" in front of the time that you would like to schedule a conference.

Day & Date:	Planning Period	After-school
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