

IT Summer Help Service Hours Opportunity

The Department of Information Technology is looking for students needing service hour opportunities for Confirmation, York Catholic High School, or another organization. These hours can be fulfilled by assisting in the summer maintenance of the parish computers. Below are the dates that service is needed as well as a way to sign up to help. You must detach the bottom part of this form and submit it to Mr. Tom Steele. He will then contact you (via email preferably) to let you know if you are needed for the time you mentioned. Because there is a limited amount of volunteer positions, hours are given on a first-come, first-served basis.

Date	Approximate Time	Description of Service
June 9	9:30 – 12:00	Moving IT Computer Lab to storage facilities so that the lab floors, windows, lights, etc. can be cleaned. Items that will need to be moved include CPUs, monitors, keyboards, mice wires, tables, chairs, and more. Organizers are also needed to catalogue equipment.
June 18	9:30 – 3:00	Collecting all CPUs in school and bring them to storage facility. Removal of hard drives. Cataloguing equipment. Lunch provided if we go past 12:30.
July 10	9:30 – 5:00	Reimaging and installation of Church Office computers. Lunch provided if we go past 12:30
August 16	9:30 – 3:00	Distributing CPUs to classrooms. Cleaning of peripherals if time allows. Lunch provided if we go past 12:30

*** Please note that if we finish early,
students will have access to a telephone to call so that they may be picked up. ***

Mr. Steele will contact you if IT can use you during the summer. This slip is due Wednesday, June 3rd, 2010. If you have any questions, you may contact him at Steele@sjy.org or call 717-755-7503 ext. 241.

-----**Cut here and submit to Mr. Steele in either the School or Church Office.**-----

Please write neatly!!!

Name (first and last): _____

An email to contact you over the summer: _____

A phone number to contact you over the summer: _____

Please check the dates you are interested in helping:

- June 9

- June 18

- July 10 (Church Office)

- August 16