

Laptop Loaning Program

Devices are available for you to loan out from the Information Technology Department.

The loaning program is available to Faculty and Staff only. You may sign them out for one week at a time, longer if needed and approved. All devices are wireless. Most have the following programs installed: SPSS, Maple, Minitab, MS Office 2010, Adobe Reader, Firefox and I.E.

We currently have the following in our inventory:

9 HP Folio laptops

2 HP EliteBooks

7 iPads

1 Macbook

If you are going to a conference, working from home on the weekend or just need to borrow one of devices we have available, call or email the Support Desk to reserve one.

Pick up is available from 8am - 5pm, Monday thru Friday at the Faculty / Staff Support Desk located in Ettinger 001. You will need to fill out a Laptop Responsibility Agreement form to sign out a laptop. You are responsible for the mobile device while it is checked out to you. Do not leave a device unattended at any time.

Before returning your device, please copy important files that you worked on that you want to keep to a USB. Maintenance is done on all devices returned and everything is set back to the default and user files deleted.

Any questions, please contact the Support Desk at x3566 or email support@muhlenberg.edu