

# 1 PRINT CONSULTATION

- Missed Consult
- Missed Print Appt.

## CLIENT INFO

Name: \_\_\_\_\_  
 CWID: \_\_\_\_\_  
 Email: \_\_\_\_\_@okstate.edu

## STAFF ONLY

Date/Time \_\_\_\_\_ Staff Initials \_\_\_\_\_

Consult Appt: \_\_\_\_\_  
 Print Appt: \_\_\_\_\_  
 Additional Appts: \_\_\_\_\_

## PROJECT INFO

Professor: \_\_\_\_\_  
 Project: \_\_\_\_\_

## PAPER INFO

Paper Type: \_\_\_\_\_  
 VRC reserved       Brought their own

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> In Person Consult _____<br><input type="checkbox"/> Zoom Consult Link Sent _____ | <input type="checkbox"/> <b>44" Epson</b><br><input type="checkbox"/> <b>44" Canon Roll</b><br><input type="checkbox"/> <b>24" Canon</b><br><input type="checkbox"/> <b>HP Printer</b><br><input type="checkbox"/> <b>Cricut/Vinyl</b> | <input type="checkbox"/> Sent Dropbox Link _____<br><input type="checkbox"/> Print + Laser<br>Laser Scheduled _____ |
|---|--|---|

### Zoom Consult Notes:

1. Project details: \_\_\_\_\_
2. Number of Pages: \_\_\_\_\_
3. Double sided? \_\_\_\_\_
4. Copies: \_\_\_\_\_
5. Sizing of Print(s): \_\_\_\_\_  
 \_\_\_\_\_
6. Additional Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

