** FORM SUPPORT ACARA**

FRM/SPMI/ITHB/ADM/34/18

Revisi : 01

Tgl. Berlaku : 01 Jan 2020

Tanggal Kegiatan :

Kegiatan:

User:

Ruang / Lokasi:

PIC:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **No** | **Support Teknis** | **X / √\*** |  | **No** | **Support Tambahan (bila ada)** | **√\*** |
| 1 | Laptop |  |  |  |  |  |
| 2 | Imac |  |  |  |  |  |
| 3 | Komputer |  |  |  |  |  |
| 4 | Internet |  |  |  |  |  |
| 5 | Bahan Presentasi |  |  |  |  |  |
| 6 | Batre Keyboard & Mouse |  |  |  |  |  |
| 7 | Projector |  |  |  |  |  |
| 8 | 3 Layar Blending |  |  |  |  |  |
| 9 | 1 Layar |  |  |  |  |  |
| 10 | Laser Pointer |  |  |  |  |  |
| 11 | Sound System |  |  |  |  |  |
| 12 | Mic + Baterai |  |  |  |  |  |
| 13 | Stage Display |  |  |  |  |  |
| 14 | Video Dokumentasi |  |  |  |  |  |
| 15 | Lighting |  |  |  |  |  |

**Ket \*:**

**√ : Diminta User, sudah dicek & berfungsi dengan baik**

**X : Tidak diminta User**

Diketahui oleh,

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Manajer IT