

# OPERATION: MILITARY KIDS

## Mobile Technology Lab Request Form



### 1. Dates MTL Needed (time to ship, actual event, and return)

Pick Up: \_\_\_\_\_ Event: \_\_\_\_\_ Return: \_\_\_\_\_

### 2. Key Contact Person

Name: \_\_\_\_\_

Address: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Phone: \_\_\_\_\_

### 3. Narrative of Event

Name of event: \_\_\_\_\_

Purpose/goal of event: \_\_\_\_\_

Length of event: \_\_\_\_\_

Number of youth and adults anticipated to be served at event:

Youth: \_\_\_\_\_ Adults: \_\_\_\_\_

**\*Equipment needed: (please use page 2)**

### 4. Storage Procedure for MTL

\_\_\_\_\_

### 5. Media Plan and Press Release

(include name and address of newspapers press release sent to)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Mobile Technology Lab Contents List

Please indicate how many of each item you are requesting

Quantity Needed	Items
	10 Dell Latitude D630 Laptops
	10 Dell Latitude D630 AC Adaptors
	10 Mice
	10 Mousepads
	2 120GB Firelite Firewire External Hard Drives
	2 Firewire Cables
	2 Firelite AC Adaptors
	1 25ft. AC Extension Cord
	2 HP DeskJet Printer/Scanner/Copier
	2 DeskJet Adaptors
	6 Ethernet Cables
	2 USB A-B Cable
	HP 21 Black Ink
	HP 22 Tricolor Ink
	2 Canon ZR800 mini-DV Camcorder
	2 ZR800 AC Adaptors
	2 RCA Cables
	2 Empty DV Tape Cases
	2 Extra DV Tapes
	5 mini-DV Tapes
	4 Platronic Headsets
	4 Analog Audio to USB Dongles
	2 Wireless G-Routers
	2 Router AC Adaptors
	4 Router Antennas
	1 Canon Powershot SD 1000 Camera
	1 Powershot SD 1000 Battery Charger
	1 Powershot SD 1000 Battery Charger
	1 Powershot SD 1000 RCA Cable
	1 Powershot SD 1000 USB Cable
	2 Canon Powershot A495 Cameras
	2 Powershot A495 RCA Cables
	2 Powershot A495 USB Cables
	Extra Batteries
	2 SanDisk Media Card Readers
	2 Packs of 25 Blank DVD-R CDs
	5 Power Strips

### SOFTWARE:

Microsoft Office 2003 Professional  
 Adobe Photoshop Elements 6.0  
 Adobe Premiere Elements 4.0  
 Hallmark Card Studio 2007  
 Kid Pix Deluxe 4 School  
 Scrapbook Factory Deluxe 4  
 Nero 8  
 Windows Media Player  
 Windows Movie Maker  
 Microsoft Encarta 2007  
 Adobe Flash CS3 Professional  
 Adobe Bridge CS3  
 Adobe Reader 8

