

Student Customer Sheet

Use the contact information and problem description below to report the following information to a level-two technician:

Contact Information

Company Name: Main Street Stoneworks
Contact: Karin Jones
Company Address: 4252 W. Main St.
Company Phone: 1-888-774-4444

Problem Description

When I came into the office today, I could not get my email. The Internet does not work either. I tried to restart my computer, but that did not help. None of the files that I need are available to me either. It is like someone pulled the plug, but the plug is still there. I need to get some files from my folder that I was working on yesterday. It is very important for me to get my files so that I can send them to my client. I do not know how to get the files or send them because my computer cannot find them. What do I do?

Note: After you have given the level-two tech the problem description, use the Additional Information to answer any follow-up questions the technician may ask.

Additional Information

- Windows 10
- The computer has not had any new hardware installed recently.
- There is no wireless network available at work.
- The computer detected new hardware at boot-up.
- The computer could not install new hardware.