Simple Structured Request
Comparison

1. Business Service

2. Requested By

3. Who is the Request For

4. Phone

5. Email

6. What type of request is this

7. Category

8. Approval

9. Current
   - Yes
   - No

10. Task

11. NEWNOW
   - Can email request this manually
   - 1 Generic Task will be associated with the request

12. Short Description

13. Description

14. When do you need this by?

15. Opened

16. Select the Request

17. Affiliation

18. Yale NetID

19. Select Assignment Group

Legend
- Staying
- Leaving
- Current
- NewNow

Special Notes:
- CURRENT
  - Were not able to add a task.