


# EOTSS ServiceNow Catalog Item Requests

## How to Find Your “Computer Name”



END USERS CURRENTLY SUPPORTED BY EOTSS	
<p>You can find your computer name on your desktop background in the EOTSS end user device information block (below the end user support contact information).</p> <p>ex.: TSS-LXXXXX </p>	<div style="background-color: black; color: white; padding: 10px;"> <p><b>EOTSS-IT</b>  <b>Service and Support</b>  <b>Center</b></p> <p><b>844-435-7629</b></p> <p>Hours of Operation:  M-F, 7:00 AM - 6:00 PM</p> <p><b>For 911 Emergencies</b>  Dial "9+911"</p> <hr/> <p><b>TSS-L . . . .</b></p> <p>User Name: ANF\  Machine Domain: ANF  Logon Server:</p> <p>CPU Make: HP  CPU Model: HP ProBook 440 G5  CPU Serial Number:</p> </div>
ALL END USERS	
<p>To find this name: Open the Start menu, click Settings (the gear icon), select System from the Settings menu, then click About. Device name is listed under the Device specifications section.</p>	<p>ex.: TSS-LXXXXX</p>
<p><b>STANDARD NAMING CONVENTION*:</b></p> <ul style="list-style-type: none"> <li>✓ agency MMARS code ("xxx")</li> <li>✓ "-"</li> <li>✓ "L", "T" or "D" (<b>L</b>aptop, <b>T</b>ablet or <b>D</b>esktop)</li> <li>✓ last 5 digits of the Serial Number or Asset Tag of your device</li> </ul>	<p><i>*It's OK if you have more than 10 characters in your computer name - some agencies have requested additional characters in their computer names so that the asset can be tracked back to a specific organization within that agency.</i></p>
<p><b>Still not sure?</b>  <b>Please reach out to your agency ITL or <a href="#">IT help desk</a> for more information.</b></p>	