**FICHA DE CHEQUEO MANTENIMIENTO No.\_\_\_\_**

FECHA/HORA: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

RESPONSABLE SOPORTE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

PROPIETARIO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

ROL DEL EQUIPO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

MOTIVO DEL REPORTE/REQUERIMIENTO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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REQUIERE BAKUP: SI \_\_\_\_ NO\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**CHEQUE HARDWARE INTERNO**

|  |  |
| --- | --- |
| **DISPOSITIVO** | **DESCRIPCIÓN** |
| Marca |  |
| MAIN BOARD |  |
| Procesador |  |
| Memoria RAM |  |
| Disco duro |  |
| Unidad de DVD |  |
| Lector Multi tarjetas |  |
| Puertos PCI |  |
| Puertos PCI Express |  |
| Puertos VGA |  |
| Tarjeta de video |  |
| Tarjeta de sonido |  |
| Tarjeta de red |  |
| Puertos ps2 |  |
| Puertos USB |  |

**CHEQUEO SOFTWARE**

|  |  |
| --- | --- |
| **PROGRAMA** | **DESCRIPCIÓN** |
| Sistema operativo |  |
| Particiones |  |
| Antivirus |  |
| Office |  |
| Reproductores Música |  |
| Aplicaciones adicionales |  |
| Lectores video |  |
| Navegadores |  |
| Lectores PDF |  |
| Reproductores video |  |
| Otros aplicativos: |  |
|  | |
|  | |

OBSERVACIONES TÉCNICO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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