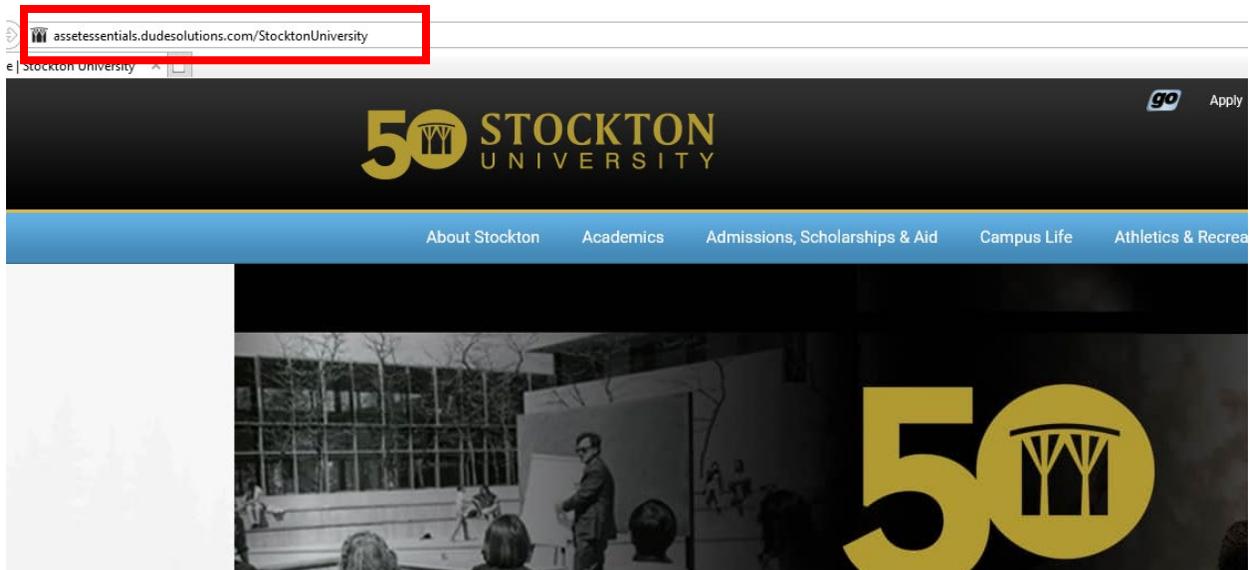
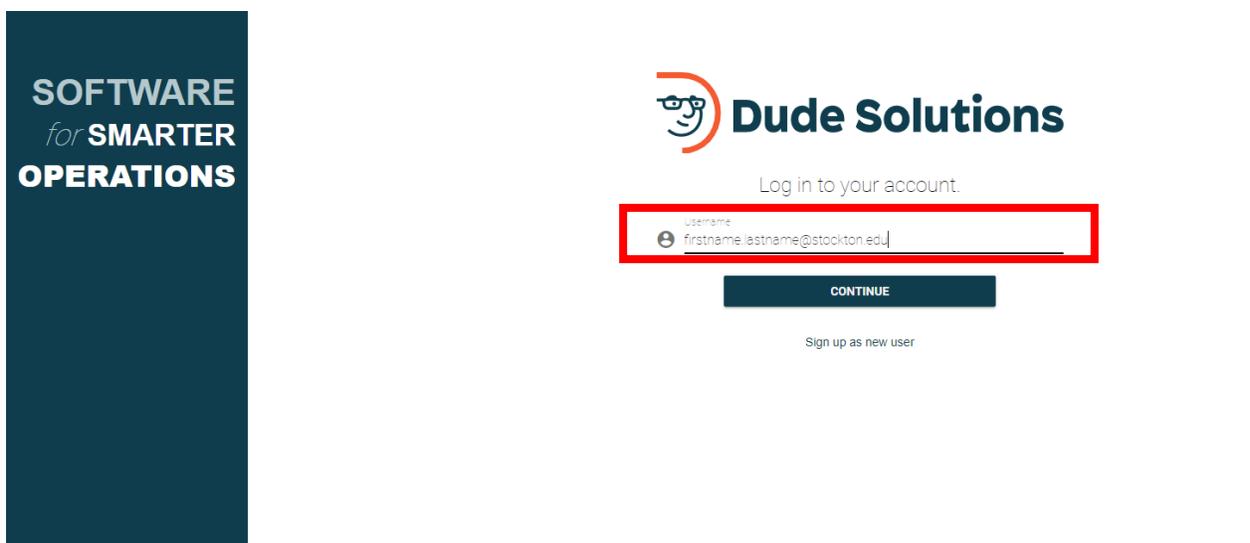


HOW TO LOG IN

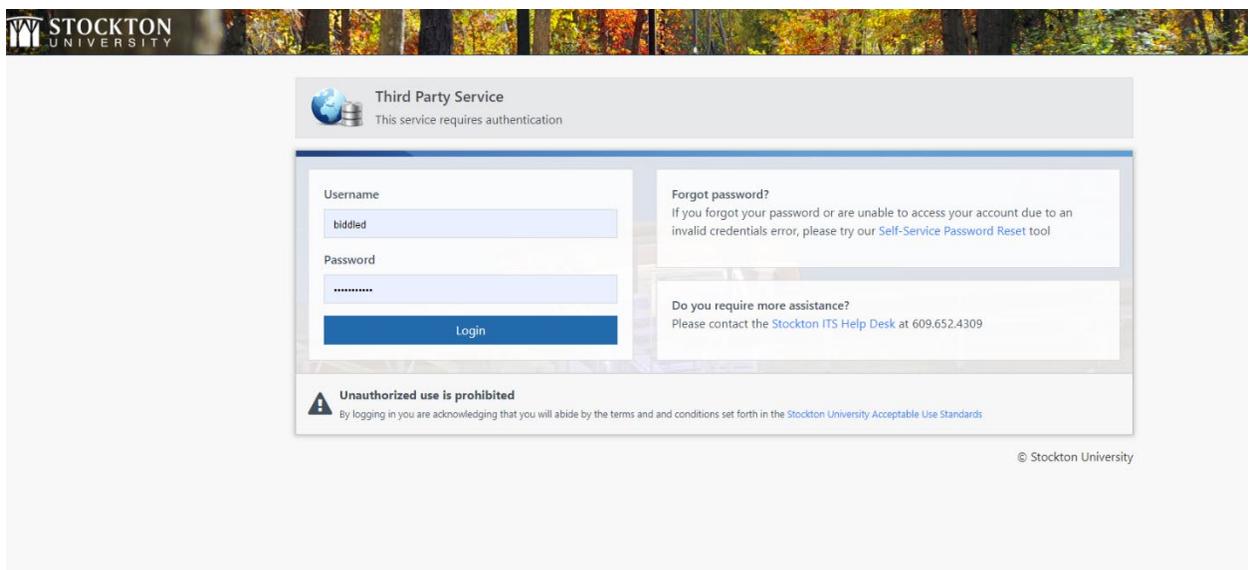
- Click [here](#) or enter **assetessentials.dudesolutions.com/StocktonUniversity** in the address bar.



- Enter your username ([firstname.lastname@stockton.edu](#)) in the **Login** field.



- Click **continue** to be redirected to user authentication by Stockton CAS SSO (single sign on). If you are having difficulty logging in using SSO, please contact the ITS help desk for assistance.



- Click **login** and proceed to the **My Requests** page.

Asset Essentials | MY REQUESTS

Save Cancel

CLICK HERE TO SELECT CAMPUS FIRST

Site: * Galloway Campus

REQUEST DETAILS

Work Category: *

Carpentry	Custodial	Door & Lock Repair	Electrical	Electronic Access & Key Requests	Event Support	Grounds	Heating/Ventilation/Air Conditioning	Life Safety	Masonry
Moving	Painting	Pest Control	Plumbing	Receiving & Delivery	Repairs	Signage	Vehicle Maintenance & Repair	Warehouse	

Location: * Maintenance & Operation Area/Room #:

Work requested: * **B / I U**

UPLOAD DOCUMENT/IMAGE

Documents/Images: Drag & Drop file(s) here to upload Browse

HOW TO CREATE A REQUEST

- Select the **correct campus** for the location of the work request.

Asset Essentials | MY REQUESTS

Save Cancel

CLICK HERE TO SELECT CAMPUS FIRST

Site: * Atlantic City Campus

REQUEST DETAILS

Work Category: *

Carpentry	Custodial	Door & Lock Repair	Electrical	Electronic Access & Key Requests	Event Support	Grounds	Heating/Ventilation/Air Conditioning	Life Safety	Masonry
Moving	Painting	Pest Control	Plumbing	Receiving & Delivery	Signage	Vehicle Maintenance & Repair	Warehouse		

Location: * AC - Rothenberg Buidln Area/Room #:

Work requested: * **B / I U**

UPLOAD DOCUMENT/IMAGE

Documents/Images: Drag & Drop file(s) here to upload Browse

- Select **work category**, **building location**, and provide the details of the requested work. You may also upload an image or document, for further clarification.

Asset Essentials | MY REQUESTS

Save Cancel

CLICK HERE TO SELECT CAMPUS FIRST

Site: * Galloway Campus

REQUEST DETAILS

Work Category: *

Carpentry Custodial Door & Lock Repair Electrical Electronic Access & Key Requests Event Support Grounds Heating/Ventilation/Air Conditioning Life Safety Masonry

Moving Painting Pest Control Plumbing Receiving & Delivery Repair Signage Vehicle Maintenance & Repair Warehouse

Location: * Maintenance & Operations Area/Room #:

Work requested: * **B / U**

*For **location**, select the icon to display full location search. Click arrows to display dropdown locations.

Select Location

+ New Clear/Select All Columns View No View - Default

Site: Galloway Campus

Name	Location Status	Assigned To
[All]		
Residential - Housing I		
Residential - Housing II		
Residential - Housing III		
Residential - Housing IV		
Residential - Housing V		
Athletic Fields & Courts		
Main Campus		
Housing I - A Court (Apts. 1 - 16)		
Housing I - A Court (Apts. 17 - 32)		
Housing I - B Court (Apts. 1 - 16)		
Housing II - A Dorm		
Housing II - B Dorm		
Housing II - C Dorm		
Housing II - D Dorm		
Housing II - E Dorm		
Housing II - F Dorm		

Page 1 of 61 (1211 items) Page size: 20

- Click **save** at the top left-hand corner to submit your request.

- Menu
- Dashboard
- Calendar
- Map
- Work Orders
- Assets
- Parts & Purchase Orders
- Admin

Save Cancel

CLICK HERE TO SELECT CAMPUS FIRST

Site: * Galloway Campus

REQUEST DETAILS

Work Category: *

Carpentry	Custodial	Door & Lock Repair	Electrical	Electronic Access & Key Requests	Event Support	Grounds	Heating/Ventilation/Air Conditioning	Life Safety	Masonry
Moving	Painting	Pest Control	Plumbing	Receiving & Delivery	Signage	Vehicle Maintenance & Repair	Warehouse		

Location: * Maintenance & Operati

Area/Room #: 118

Work requested: *

B / U

Hello, I would like to request a name plaque for my new office. Thank you!

UPLOAD DOCUMENT/IMAGE

Documents/Images: Drag & Drop file(s) here to upload