

## Laboratories

- i) Students are expected to be punctual and regular to lab classes.
- ii) Students are expected to carry out all the experiments prescribed by the University.
- iii) They should attend the lab fully prepared, with clear concept of the theory underlying the experiment and other experimental details with a pre-plan on how to carry out the experiment, after consulting the lab manual.
- iv) Observation notebooks should be neatly maintained.
- v) Experiments must be recorded only in the books approved by the departments/college.
- vi) Observation notebook should be compulsorily shown to the teacher-in-charge of the lab and got signed by the teacher at the end of the experiment.
- vii) Records must be submitted as per the schedule prescribed by the teacher-in-charge of the lab.
- viii) Students should get their records certified before appearing for the end examination.
- ix) Students should attend the lab classes only in the uniform prescribed by the departments/college; Khaki uniform with shirt neatly tucked into pants for boy students and khaki overcoat for girl students for workshops and labs in ME department; and white overcoat for girl students for all labs in the other departments. Boy students, while attending the lab classes should tuck their shirt into their pants and wear leather shoes fastened with laces.
- x) Students should not move from one table to another.
- xi) Student should handover the equipment to the technician in good condition before leaving the lab.
- xii) Students should maintain utmost cleanliness in the lab.
- xiii) Breakages/damages to equipment should be reported immediately to the lab-in-charge.
- xiv) Students should clear all dues to the lab before taking end practical examinations to avoid complications at a later date.
- xv) They should clean the workbench soon after the experiment is over.
- xvi) Waste material, if any, should not be strewn on the floor of the laboratory. Students should use the waste material baskets kept for the purpose.
- xvii) Experiments should be carried out following all the instructions meticulously and observing all the precautions to avoid personal injuries and damage to equipment.
- xviii) For practical subjects there shall be continuous evaluation during the semester for 25 internal marks and 50 semester end examination marks. Of the 25 marks for internal, 15 marks shall be awarded as follows: Day to Day Work 10 and Record-5 and 10 marks to be awarded by conducting an Internal Laboratory Test. The End Examination shall be conducted by the teacher concerned and external examiner.