

LAB USAGE POLICY



MARIAN COLLEGE
KUTTIKANAM
(AUTONOMOUS)

MAKING COMPLETE

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Establishment:	8 May 2012
Last Amended:	12 Aug 2013
Date Last Reviewed:	17 Mar 2017
Responsible Officer:	Principal in collaboration with HODs/ Director or Dean of School

1. About the Marian Computer Lab

Marian College has an impeccably furnished computer lab that houses 200 computer terminals networked and administered by efficient administrators.

- Separate section/systems for Postgraduates and Under Graduates.
- Special labs for the international certification programmers and Tata consultancy online Test center (AIIMS, JIPMER, CUSAT Entrance, Bank Test)
- Round the clock Lab facility for PG students.
- 24/7, lease line with Optical Fiber Cable (200 Mbps)
- An exhaustive collection of licensed and open-source software's.
- Modular up system EATON 93 PR and automatic DG system



2.Marian Computer Lab Rules

1. Computer lab is the common property of the college.
2. The lab will normally be open from 8 am to 5 pm and 6 pm to 10 pm on all days except Saturday afternoon, Sundays and other public holidays.
3. The PG Lab will be available round the clock.
4. Once you log on to a computer, do not change the system without permission.
5. You shall not carry away the chairs from the current locations.
6. Before leaving the lab, students should ensure that chairs are put back properly.
7. Students have to take proper care in the use of computer. They are not allowed to change any settings of the computer. No pictures shall be set on the computer.
8. If any damage is caused to the equipment's, the repair/replacement charges will be recovered from the concerned student.
9. In case of system error the students are required to inform the Lab in charge immediately and without fail.
10. Students are restricted from logging into the user area of other students.
11. Game is not permitted.
12. Eatables (including chewing gum) should not be brought to the lab.
13. Silence should be observed in and around the lab.

Kuttikkanam



Principal