

BBA LAB: RULES & REGULATIONS

1. Students have to maintain strict silence and discipline inside the lab.
2. Every student must try to attend all lab classes.
3. Students should strictly adhere to their assignments given on a particular day.
4. No student should leave the lab without permission during the lab session.
5. Students can communicate with only the lab partner and the teacher in the lab.
6. Students must take prior permission for using any external devices.
7. Each student should sit at the assigned machine only. No change of machine is allowed.
8. Students cannot change lab partner without the permission of the teacher.
9. If one student is absent, his/her lab partner will sit alone.
10. A particular terminal will be switched off, if both the partners are absent.
11. It is mandatory to submit lab assignments to the teacher as per his/her instructions.
12. Note: Violation of any one or more of the aforesaid rules will result in expelling the student/s from the lab, or cause suspension, if situation demands so, for a certain period of time.