

Lab Guidelines

- No resource including the lab's infrastructure should be taken out of the lab without permission of the respective JRE.
- No food material is allowed by TA's or students in the lab. It is recommended not to use the mobile phones during lab sessions.
- TAs may be called to attend the trainings depending on the requirements. These are mandatory to attend.
- TA should not assist any student in first 20 minutes of the lab sessions to mitigate the spoon feeding,
- NO file work/assignment will be done in the lab; lab is for performing experiments only.
- For RFID secured lab: No one is allowed to sit in the lab without RFID access activated on his/her card respectively.
- JREs are there to supervise; call them in case you have doubt on working of lab equipment only.



Procedure for lab course execution

Before the lab session

- For every course, **group allotment** must be done in advance by the TAs to avoid unnecessary time wastage and chaos in the lab time.
- The experiment procedure must be shared with the students, TAs and JREs, in advance.
- Students must be aware about the theory related to the lab experiment before coming to the lab.
- All the instruments must be placed on their respective table.

During the lab session

- “**Lab guidelines**” and “**guidelines for the students**” must be followed.
- No student will be allowed to enter the lab without the respective TA.
- No entry after 15 min of the start of the lab will be allowed.
- A limited time of 10-20 mins should be allotted for the discussion on the experimental setup and procedure. Any further discussion may lead to limited time for the experiment.
- After the discussion, there will be a **freeze time** (another 20-25 mins) when students will not be assisted. This may improve their problem solving skill and will reduce their dependency on TAs for getting their experiment results.
- For the duration of **freeze time**, all the TAs must keep an eye on the students to avoid any incident which may cause injury to the student and/or damage the instrument.
- It is the responsibility of the TAs to check the output of each group. After completion of the experiment, all the instruments, table and chairs must be properly arranged by the students. The attendance will be marked after verifying these disciplines.
- TA is supposed to leave the lab after students’ exit.
- Any doubt regarding the working of the instrument must be cleared before the next lab as the same may be used in number of upcoming sessions.

- The seating arrangement is as per group number, the respective group will be responsible for all the instruments of his table. The table and chairs must be arranged properly before leaving.
- No other requirement like Xerox, issue/return of the resources, etc. will be entertained.

Contact Details of the Lab managers-

- Mr. Rahul Gupta (Research Engineer)-rahul@iiitd.ac.in
- Ms. Sana Ali Naqvi (Junior Research Engineer)-sana@iiitd.ac.in
- Mr. Khagendra Joshi (Junior Research Engineer)-khagendra@iiitd.ac.in
- Mr. Abhishek Kumar (Junior Research Engineer)-abhishek@iiitd.ac.in

