Guidelines to be followed in the Computer Labs

This lab is to be used by authorized persons only
(Faculty, Post Docs, Research Scholars and M.Sc. Students of Mathematics Department)

1. Lab machines are to be used for academic purpose only. Disciplinary action will be taken if any violation of the IIT-End user agreement (which has been signed by all the users) is found.

2. Do not remove/replace any hardware (Keyboard, Mouse, Monitor etc) from the respective machines.

3. Never save, delete or modify files of others on the computer’s hard drives. Installing software to computers is PROHIBITED. This will be done only by System Administrators.

4. Do not try to fix, change, install, move or reconfigure any equipment. This includes adding paper to printers. If you need any assistance, please ask a lab assistant for help.

5. Do not operate any machine remotely.

6. Users are not permitted to use computer labs to do the following:
   - Access or alter system files.
   - Change default settings such as colors, screen savers, and / or icons.
   - Download files on to the hard drive(s).

7. Do not change the settings of any system yourself or with any third party interference.

8. Faulty or damaged equipment must be brought immediately to the attention of the technical staff. Students must not attempt to examine or repair equipment. If no technical staff are available, the nature of the fault should be clearly indicated in writing and the equipment be switched off.

9. All the machines are meant for every user. No machine should be reserved by anyone.

10. Food and Drinks are NOT ALLOWED in the Computer Lab. This includes empty bags or food containers of any kind.

11. Do not use footwear inside the Lab. Keep noise and distractions to a minimum.

12. All the users are expected to maintain proper decorum in the lab so that every user can work peacefully. Users are also expected to treat the lab Equipment and Furniture with care.

By Order