

LADY DOAK COLLEGE
DEPARTMENT OF FASHION DESIGNING
COMPUTER AIDED DESIGNING LAB
LAB POLICY

- Students are permitted to enter the Lab with Identity Card and proper dress code.
- Students entry to the lab is restricted in the absence of faculty.
- Students must take off their footwear before entering the lab.
- Students should record the use of computers in the lab entry register.
- Students must occupy their allotted systems only.
- Students should not use USB drives.
- Students should not remove or load any software into the computer.
- Students must take care of their belongings.
- Students should turn off their computers properly.
- Students should use the Internet facility only for educational purposes only.
- Students should ensure that all electrical equipments are turned off before leaving the lab.
- Students should not bring bags and food inside the lab.
- Students should keep the Lab neat and clean.