



DEPARTMENT OF ELECTRICAL, ELECTRONIC,
AND INFORMATION ENGINEERING «GUGLIELMO MARCONI»

LAB1 RULES

With the approval of the Department Board held on 13 December 2016, the following Rules are issued:

LAB1 Access:

Article 1

Opening hours: Monday – Thursday from 9:00 am to 7: pm

The weekly timetable is available on the School of Engineering and Architecture portal

<http://orario.ing.unibo.it/Aule/OrarioAula?codAula=LAB1>

Please notice that the lab can be sometimes closed – upon previous notice – and in selected periods, like Christmas or summer holidays.

Access to Lab1 at any other time must be agreed upon with LAB1 technicians.

Article 2

Access to LAB1 requires the badge verification through the card reader located next to the front door.
Access to LAB1 without badge is forbidden.

Article 3

LAB1 is devoted only to educational purposes: by no means it can be used as a study hall or for any other reasons.

Access to LAB1 is allowed to:

- Teachers
- Ph.D.
- Research associates
- Students

Article 4

Access to LAB1 is allowed only to properly enrolled students in the following degree courses:

- | | |
|--|---|
| ➤ Automation engineering | ➤ Engineering Management |
| ➤ Computer Science and Engineering | ➤ Electronics Engineering |
| ➤ Computer Engineering | ➤ Energy Engineering |
| ➤ Electronics and Telecommunications Engineering | ➤ Biomedical Engineering |
| | ➤ Electronics and Telecommunications Engineering for Energy |

The above listed students have free access during their courses: in other periods they can't access LAB1 without prior authorization by their teachers. Authorization must be requested using the form available at LAB1 web page, up right box “**Highlights**” Authorization Access Request (username@studio.unibo.it and password):

<http://www.dei.unibo.it/en/teaching/laboratories-and-trainings/laboratories/lab1>

Authorization shall be valid for a maximum of 90 days.



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Rules of conduct

School of Engineering and Architecture's Laboratories are part of our common heritage, so we would like to remind you that respecting and protecting equipment and common spaces are necessary conditions for their use and efficiency.

Article 5

Use of LAB1 workstations is allowed only for educational purposes, login is allowed using the credentials only provided by teachers or by the LAB1 technicians.

Article 6

Computer and other lab tools are free for use but during the planned exercises, exams etc. In order to ensure the correct use of equipment you can refer to guides and manuals available from LAB1 file server.

Article 7

In LAB1 you can connect to ALMAWIFI through the dedicated access point; devices recharge is allowed upon request to Lab1's technicians. You can save or transfer your data only by pen-drive or external hard disk. Access to the wired network is forbidden.

Article 8

To move, disconnect, disassemble or change tools or instruments is strictly forbidden. Access to the lab electrical panels is prevented.

Article 9

Software installation, live images or standalone software use is forbidden, unless specifically authorized by the technicians.

Article 10

Food and drinks cannot be taken into the lab.



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Article 11

Everyone are to treat technology equipment with respect.

You will be liable for damage. Course's Teacher, Head of Department or, if it is a serious offense, police authority will be contacted and it may result disciplinary action or indemnification.

Article 12

LAB1 access and use means the acceptance of above-mentioned rules. User's disregard of the above-mentioned rules will be reported to course's Teacher and Head of Department and can result in a ban from LAB1.

Privacy

According to D.Lgs. 196/2003 (privacy law) users are informed that in LAB1 video security tools and software for the correct uses and behaviour of the systems are installed . Users must be aware that they could be filmed and monitored.

Head of Laboratory Services

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