Test & Routines

# Exam Test

Table 1 Lab Practical Exam scores

|  |  |  |
| --- | --- | --- |
| # | Time | % Mark, Passing 72% |
| 1 | Mid-term | 25% |
| 2 | Final | 35% |
| 3 | Lab | 20 |
| 4 | Assignments & Quizzes | 10% |
| 5 | Standard of Conduct / Attitude / Language | 10% |

# Routines

Table 2 Choose Time (4 days a week)

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| # | Date | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | Remark |
| 1 |  |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |  |
| 6 |  |  |  |  |  |  |  |  |  |
| 7 |  |  |  |  |  |  |  |  |  |
| 8 |  |  |  |  |  |  |  |  |  |
| 9 |  |  |  |  |  |  |  |  |  |
| 10 |  |  |  |  |  |  |  |  |  |
| 11 |  |  |  |  |  |  |  |  |  |
| 12 |  |  |  |  |  |  |  |  |  |
| 13 |  |  |  |  |  |  |  |  |  |
| 14 |  |  |  |  |  |  |  |  |  |
| 15 |  |  |  |  |  |  |  |  |  |
| 16 |  |  |  |  |  |  |  |  |  |

# Code of Conduct during training & in lab practice

* Unauthorized personal are not allowed in the training facility.
* Students will be consistently monitored by faculty for practice of safety skills.
* Seating and walking posture should be safe during computer practice and other time. Do not damage chairs or table.
* Materials in the training facility must not be taken for granted and should not harm or damage in any way.
* If found, that training facility is being used for unauthorized purpose a fine will be imposed or training center will take appropriate action against you.
* You will have to bear the cost for any damage caused to training facility or it’s machine, computer, monitor, mouse, keyboard, printers or any other devices available in the facility, otherwise training center will take appropriate action against you.
* Students who show repeated disregard for the safe laboratory behavior will not be permitted to participate in the lab practical, which will ultimately lead to failure of the class and removal from the program.
* Code of conduct is important foundation for learning and living. We expect positive attitude, good morale and ethical practice in our training facility all the time. You will be rewarded for your good code of conduct as this is also a part of your training.
* All students and lab instructors will practice proper hand washing technique and hand hygiene while using the lab