

# Classroom Rules & Guidelines

To ensure an effective and focused learning environment, the following rules must be observed during class sessions:

## 1. No Use of AI

- Artificial Intelligence tools or systems (including ChatGPT, automated assistants, etc.) should not be used during class unless specifically instructed for academic purposes.
- Students should complete assignments, and lab tasks based on their own knowledge and understanding.

## 2. No Internet Access

- Internet access is restricted during class unless required for academic work by the instructor.
- Browsing non-academic websites (e.g., social media, entertainment, etc.) is not permitted during class.

## 3. No Mobile Phones

- Mobile phones must be turned off or set to silent mode and kept in bags or designated areas.
- Phones may only be used for educational purposes if authorized by the instructor.

## 4. No External Storage Devices

- USB drives, external hard drives, and other storage devices must not be connected to class or lab computers or devices unless explicitly allowed for educational purposes.
- Files should be stored on designated platforms (e.g., cloud storage) or in accordance with class instructions.

## 5. Respectful Behavior

- Always treat your peers and the instructor with respect.
- Maintain a collaborative and supportive environment for everyone to thrive.

## 6. Focused Participation

- Actively engage in discussions, activities, and tasks.
- Raise your hand to ask questions or contribute to discussions.

## 7. No Eating or Drinking in Class

- Please refrain from eating or drinking inside the classroom unless permitted for medical reasons.

## 8. Punctuality and Attendance

- Arrive on time for every class.
- If you must miss a session, communicate with TA's and catch up on any missed material.

## 9. Maintain Cleanliness

- Keep your workspace tidy and dispose of any waste properly.
- Respect the classroom materials, equipment, and furniture.

## 10. No Distractions

- Avoid engaging in any activities that might distract you or your peers, such as talking out of turn, excessive noise, or disruptive behavior.