



THE OPERATING RULES OF THE LABORATORIES FOR STUDENTS FRI UNIZA



Article 1 Introductory provision

(1) The Faculty of Management Science and Informatics of the University of Žilina (hereinafter referred to as FRI UNIZA) issues these operating regulations for the laboratories operated by it.

(2) The Operating Regulations are binding for all students of the FRI UNIZA.

Article 2 Occupational health guidelines, student obligations and prohibited activities

(1) Students are allowed to enter the laboratories of the FRI UNIZA only in the presence of a lecturer.

(2) Entry to the laboratories of the FRI UNIZA is only permitted in slippers or shoe covers, which can be purchased at the reception of the FRI UNIZA.

(3) Each student is obliged to log in correctly before starting work on the computer and to log out and shut down the computer correctly after finishing the work (unless otherwise specified by the instructor).

(4) The student is obliged to immediately report to the instructor a detected error or malfunction on the computer and its equipment (software or hardware) or on other equipment used in the laboratory (oscilloscope...).

(5) The laboratory is not guaranteed to keep files that are the result of student work. The contents of the computer disk can be changed without prior notice, including the contents of the STUDENT directory.

(6) The student may only use his/her USB key to upload the materials worked on in the lab with the prior approval of the instructor.

(7) Computers may only be used for learning objectives and to complete assignments given by the instructor.

(8) Any tampering with computers, cables, computer components or other technical equipment is prohibited.

(9) In the case of laboratories with special equipment (network and server equipment, specialised equipment, equipment for teaching electrical engineering subjects, etc.), the student shall follow the instructions of the teacher when operating them.

(10) Students may, with the consent of the teacher, use devices brought by them (laptop, telephone) and connect them to a wired or wireless network.



(11) It is forbidden for students to:

- interfere with data wiring, wiring, junction boxes, and circuit breakers in the laboratory, except for the main switch, central stop button, ...
- change computer configuration files and system settings as well as hardware arrangements of devices and networks without the permission of the instructor,
- arbitrarily uninstall or install any software unrelated to teaching,
- play computer games,
- arbitrarily create or delete directories on the hard drive except for the STUDENT directory,
- store programs and data files outside the STUDENT directory,
- run programs brought in on their own media or downloaded from the Internet without the instructor's permission,
- smoke, including the use of electronic cigarettes, and consume food and beverages,
- use alcoholic beverages and use narcotic and psychotropic substances,
- any carrying and moving of equipment in the classroom, and chairs may only be moved outside the classroom if instructed by the teacher, - removing equipment covers and making technical interventions in the equipment.

(12) During the teaching time, the student shall follow the instructions of the teacher in the laboratory.

(13) In addition to these Operating Regulations, students in a given laboratory must comply with the Operating Regulations of FRI UNIZA Network and other instructions published on the bulletin board or on the faculty's website.

(14) To the extent necessary, the Operating Regulations also apply to students working on their final Bachelor's and Master's theses, as well as to other persons working in the laboratory (conducting experiments, etc.).

Article 3 Guidelines for ensuring health, safety at work and fire prevention in laboratories

(1) The principles of occupational safety and fire prevention shall be strictly observed.

(2) In case of fire, the fire guidelines and related regulations shall be followed.

(3) In the event of a fire of computing equipment, it must be extinguished with suitable fire extinguishers after the main switch has been turned off.

(4) Any accident must be reported to the teacher immediately.



Article 4 Guidelines for securing copyright and software products

(1) According to the relevant provisions of the Copyright Act as amended, software is also regarded as a protection product. Infringement of the Copyright Act is punishable under the Criminal Law.

(2) All users of computer technology in laboratories are responsible for ensuring that software products are not copied and provided to other persons and are used exclusively for the needs of FRI UNIZA in accordance with the relevant regulations.

Article 5 Work in the laboratory during non-class time

(1) The working hours in the laboratory during non-class hours are defined by the unoccupied blocks in the timetable.

(2) A student may work in the laboratory during non-class hours only with the consent of the person in charge (laboratory administrator, head of department or lecturer), and is obliged to comply with these operating regulations.

Article 6 Final Provisions

(1) The Study Office will ensure that all students of FRI UNIZA have become demonstrably familiar with these Operating Regulations.

(2) The Operating Regulations are displayed in the laboratories of FRI UNIZA, on the notice board of the Study Office and on the faculty's website (www.fri.uniza.sk).

(3) The Vice-Dean for Education is responsible for updating the Operating Regulations when laboratory facilities are added or changed.

(4) Failure to comply with the provisions stated in the Operating Regulations shall be considered a violation of study obligations. In this case, the instructor has the right to initiate disciplinary proceedings with the Dean of the Faculty and, depending on the type of violation, to prohibit access to the laboratory outside of class time.

(5) These Operating Regulations were approved on 20 September 2023 and are valid from 20 September 2023.

In Žilina, 20 September 2023

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Dean of FRI UNIZA