**Checklist (Practical)**

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| **Documents included in Course file** | **Source** |
| 1. Lab Objectives | Lab CLO from Course Profile |
| 1. Lab Contents | Course Profile |
| 1. Weekly plan of contents of lab lectures delivered | Lab Objectives from Lab Manual |
| 1. Attendance Record | Maintained by the Instructor |
| 1. Copy of material given to student | Uploaded Labs/ Lecture/ Lab Manual |
| 1. List of Reference Material | Instructor |
| 1. Copy of lab task given in lab. | Lab Manual |
| 1. Model solutions of all tasks given in lab | Instructor |
| 1. Three sample graded tasks securing max, min and average marks | Instructor |
| 1. Complete result of the lab | NED Exam Portal, CLO-wise marks (sessional and final) |
| 1. Outcomes Assessment | **\*** |
| 1. Detail of technology involved | Instructor |
| 1. Design skills/techniques practiced | Instructor |
| 1. Complete analysis of effectiveness of lab and level of skills ensured | Instructor |

\* **Batches 2019 and 2020:** A summary generated by the lab instructor.

**Batch 2021 and onwards:** CLO Report from OBE Portal.