



Karlsruhe Institute of Technology
Institute of Measurement and Control Systems
Prof. Dr.-Ing. C. Stiller

Guidelines for Measurement Instrumentation Lab

1. Preliminary work

Requirement for participation in the internship is knowledge from the content of the lecture “Introduction to Measurement and Control”.

2. Registration and grouping

Registration for the Lab is **binding** and takes place via the institute’s website. No participation despite registration will be regarded as once unsuccessful participation in the experiment.

The final distribution of the groups, the day and location of the individual experiment will be announced on the institute’s website. A subsequent change of group will be no longer possible.

3. Preparation of the experiments

Before the beginning of the Lab, scripts of all the experiments will be available on the institute’s homepage. Each experiment must be adequately prepared using the instructions from script. Written preparation can be included.

At the beginning of the experiment, there will be a colloquium in which the preparation of the participants will be examined. If the preparation is insufficient, the experiment must be repeated.

Please write your name on the routing slip attached to this document and bring it with yourself to every experiment. It serves as additional proof of your successful participation in the experiments.

4. Execution of the experiments

Due to the short duration of the experiment, it is essential that you arrive on time for the experiment. Not being punctual can lead to your failure of the colloquium.

The student ID will be checked in every experiment. You will not be admitted to the experiment without student ID.

The experimental equipment can only be used after approval by the supervisor!

5. Acknowledgment of the Lab

Requirements for acknowledgment:

- Presence at all experiments
- Pass the colloquium in all experiments

6. Failed colloquium/Unexcused absence

With unexcused absence or insufficient preparation, the experiment will not be acknowledged. In this case, the entire experiment must be repeated at the end of the semester. For more than one colloquium has been failed or if there is absence without excuse, the entire Lab is considered not to be passed.

7. Alternative date/Excused absence

When experiments are missed due to illness or a justified exceptional case (The only excused reason: people required to attend competitive event), maximum one Replacement date will be granted. In case of illness we need a medical certificate. If you have more than one missed experiment because of excused absence, you must repeat the Lab fully.

In total, maximum 1x excused and 1x unexcused absence will be acceptable. All missed experiments must be repeated!

8. Repetition of the Lab

A failed Lab has to be completely repeated in the next year. You have only one chance to repeat the Lab.

9. Accident insurance

Every participant in the Lab must be insured against accidents. The usual general Insurance for the enrolled students includes this accident insurance.

10. Liability

In the case of intent or negligence, the Lab participant is liable for the damage incurred.

Routing slip *Measurement Instrumentation Lab*

This slip of paper serves as proof of your successful participation in the experiments. It only serves as a security proof and therefore remains with the student. Please present the supervisor for signature at each experiment.

Name, Firstname

Subject/Fachrichtung

| Experiment | Date | Signature of supervisor |
|-------------------|-------------|--------------------------------|
| A1 | | |
| B1 | | |
| B2 | | |
| B3 | | |
| C1 | | |
| D1 | | |
| D2 | | |
| D3 | | |