8. Status of Laboratories

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8(a) Status of Laboratories

- ***Number of Labs***
- ***Status of Instruments / Equipment's***
- ***Up-gradation as per new technological developments and requirements of the course curriculum***

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(i) Number of Labs

SR.	Lab Type	Room No.	Department/ Program	Lab Incharge
1.	Computer Centre	1101A	BBA/B.Com	Mr. Jitendra Kumar
2.	Language Lab	1101B	MBA	Mr. Jitendra Kumar
3.	Digital Library	1105	-	-
4.	Multimedia & Programming Lab	1216A	MCA	Mr. Vineet Srivastava
5.	MOOCS Facilitating Centre	1216B	BCA	Ms. Sumita Thukral
6.	Computer Centre	1306	BBA	Mr. Jitendra Kumar
7.	Mass Comm. Lab	1401A	BAJMC	
8.	Mass Comm. Lab	1401B	BAJMC	
9.	Computer Centre	2104A	BAJMC	Mr. Sachin Bharadwaj
10.	Computer Centre	2104B	B.Com	Mr. Sachin Bharadwaj
11.	Computer Centre	2201A	BCA	Ms. Garima
12.	Computer Centre	2201B	MCA	Ms. Rajni
13.	AI & Robotics	2201C	BCA/MCA	Ms. Rajni

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Numbers and Configuration of Terminal



The Institute boasts a modern, air-conditioned Computer Centre featuring wireless connectivity (Wi-Fi). Our computing facilities include five fully equipped computer labs supported by a team of highly qualified IT faculty, designed to meet the academic needs of aspiring professionals entering the industry. The center is outfitted with numerous branded computers featuring LCD monitors and robust IBM Xeon servers. Each lab is equipped with an LCD projector and screen.

We operate a local area network (LAN) under a Client-Server architecture using Windows Server. Students have access to a variety of platforms, including Unix, Linux, and Windows, with software such as IBM Rational Rose, SPSS 17.0, SQL Server 2010, Visual Studio 2010, Codegear C++, Builder 2009, Microsoft Office 2010, Adobe Dreamweaver 8.0, Adobe Flash Pro, Adobe PageMaker 7.0, the Adobe Video Bundle, Corel Draw, Oracle 11g, Adobe InDesign, Photoshop CS4, Quark Xpress, and Final Cut Pro/Studio, all protected by Microsoft Essential Antivirus. The Centre also offers a range of business and management software for Quantitative Analysis and Multi-Dimensional Scaling. Students can utilize dedicated Multimedia Systems equipped with animation software, supported by high-speed printers, DVD writers, webcams, scanners, and other peripherals. The facility is connected to a 24-hour dedicated 16 Mbps leased line for high-speed internet access. Our interactive website, www.tiaspg.tecnia.in, includes the TECNIA Portal for resource sharing among students. Each student is provided with an individual login and email facility through a common URL.

All labs are equipped with 24-hour power backup through UPS and DG sets, and the entire campus benefits from secure internet connectivity, filtered by a firewall accommodating up to 2,000 users.

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Computer Lab No. : **01**
Name : **Computer Centre (1101A)**
Department : **BBA / B.COM**
Total No. of Computers : **40**

S. No.	Configuration	No. of Systems
1	Lenovo Desktop i3 Processor 10th Generation 3.60 GHz 8 GB DDR4 500 GB HDD 18" TFT, 1 Optical Mouse, 1 Keyboard	**40**

Availability of Software and Equipments in Computer Lab No.: 01	
Particulars	Number
Software Installed	MS-Office, Visual Studio, Anaconda, Sql Server, Java, Python, TC, Cisco Packet Tracer
Model no. of Printer Installed	Canon LBP 2900
Any other Hardware Installed	Five Switches (Three 24 ports), (Two 8 ports)
Scanner	One Canon Scanner LIDE 120
Fire Extinguisher Installed	One Fire Extinguisher ABC type
Projector	One Sony E220 DLP

Subjects : Computer Application for Commerce (B.Com-115)

Information System Management (BBA-325)

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Computer Lab No. : **02**
Name : **Language Laboratory (1101B)**
Department : **MBA**
Total No. of Computers : **20**

S. No.	Configuration	No. of Systems
1	Dell Desktop Core i7 8th Generation 3.2 GHz 16 GB RAM 500 GB SSD 18" LED, 1 Optical Mouse, 1 Keyboard	**20**

Availability of Software and Equipments in Computer Lab No.: 02	
Particulars	Number
Software Installed	MS-Office, TC, Linux, R and R Studio, Adobe Photoshop, Corel Draw, Python
Model no. of Printer Installed	Canon LBP 2900
Any other Hardware Installed	1 D-Link Switch (24 ports), (8 Ports)
Fire Extinguisher Installed	Three Fire Extinguisher ABC type
Scanner	One Canon Scanner LIDE 120

Subjects : Computer Application for Commerce (B.Com-115)

Information System Management (BBA-325)

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Computer Lab No. : **03**
Name : **Digital Library (1105)**
Total No. of Computers : **10**

S. No.	Configuration	No. of Systems
1	Lenovo i3 Processor 10th Generation 3.60 GHz 8 GB DDR4 500 GB HDD 18" TFT, 1 Optical Mouse, 1 Keyboard	10

Availability of Software and Equipments in Computer Lab No.: 03	
Particulars	Number
Software Installed	MS-Office, Koha
Model no. of Printer Installed	Canon 2900 B/W
Any other Hardware Installed	One D-Link Switch 16 port
Scanner	One Canon Scanner LIDE 120
Fire Extinguisher Installed	One Fire Extinguisher ABC type

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Computer Lab No. : **04**
Name : **Multimedia & Programming Lab (1216A)**
Department : **MCA**
Total No. of Computers : **60**

S. No.	Configuration	No. of Systems
1	Dell Desktop Core i7 8th Generation 3.2 GHz 16 GB RAM 500 GB SSD 18" LED, 1 Optical Mouse, 1 Keyboard	60

Availability of Software and Equipment in Computer Lab No.: 04	
Particulars	Number
Software Installed	MS-Office, Visual Studio, Anaconda, Sql Server, Java, Python, TC, Cisco Packet Tracer
Model no. of Printer Installed	Canon G3730 Colour Printer
Any other Hardware Installed	Four D-Link Switch 24 X 4 = 96 port
Scanner	One Canon Scanner LIDE 120
Fire Extinguisher Installed	One Fire Extinguisher ABC type
Smart Panel	90" ProMark

Subjects :
Computer Networks (MCA-161)
Operating Systems with Linux (MCA-163
Database Management Systems (MCA-165)
Object Oriented Programming and JAVA (MCA-167)
Artificial Intelligence and Learning (MCA-203)
Computer Graphics (MCA-211)
Cloud Computing (MCA-223)

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Computer Lab No. : **05**
Name : **MOOCS Facilitating Centre (1216B)**
Department : **BCA**
Total No. of Computers : **40**

S. No.	Configuration	No. of Systems
1	Dell Desktop Core i7 8th Generation 3.2 GHz 16 GB RAM 500 GB SSD 18" LED, 1 Optical Mouse, 1 Keyboard	40

Availability of Software and Equipments in Computer Lab No.: 05	
Particulars	Number
Software Installed	MS-Office, TC, Adobe Creative Cloud, VS Code, Sql Server, Java, Python, TC, Cisco Packet Tracer
Model no. of Printer Installed	Canon LBP 2900 Printer
Any other Hardware Installed	Three D-Link Switch 24 X 3 = 72 ports
Scanner	One Canon Scanner LIDE 120
Fire Extinguisher Installed	One Fire Extinguisher ABC type

Subjects : Fundamentals of Information Technology (BCA-173)
Web Technology (BCA-175)
COA (BCA-273)
Python Programing (BCA-277)
FSD (BCA-275)

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Computer Lab No. : **06**
Name : **Computer Centre (1306)**
Department : **BBA / B.Com**
Total No. of Computers : **50**

S. No.	Configuration	No. of Systems
1	Lenovo Desktop Core I5 6th Gen. 2.7 GHz, 8 GB DDR4 500 GB HDD 18" LED, 1 Optical Mouse, 1 Keyboard	50

Availability of Software and Equipments in Computer Lab No.: 06	
Particulars	Number
Software Installed	MS-Office, Visual Studio, Anaconda, Sql Server, Java, Python, TC, Cisco Packet Tracer
Model no. of Printer Installed	Canon G3730 Colour Printer
Any other Hardware Installed	Three D-Link Switches (Two 24 ports), (One 8 Ports)
Scanner	One Canon Scanner LIDE 120
Fire Extinguisher Installed	One Fire Extinguisher ABC type

Subjects : Computer Application for Commerce (B.Com-115)

Information System Management (BBA-325)

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Computer Lab No. : **07**
Name : **Computer Centre (1401A)**
Total No. of Computers : **15**

S. No.	Configuration	No. of Systems
1	I Mac Apple	05
2	Lenovo Desktop Core I5 6th Gen. 2.7 GHz, 8 GB DDR4 500 Gb HDD 18" LED, 1 Optical Mouse, 1 Keyboard	03
3	Lenovo Desktop Core I7 10th Gen. 2.7 GHz, 16 GB DDR4 1 TB HDD 18" LED, 1 Optical Mouse, 1 Keyboard	05
4	Lenovo Desktop Core I3 6th Gen. 2.7 GHz, 8 GB DDR4 500 Gb HDD 18" LED, 1 Optical Mouse, 1 Keyboard	02

Availability of Software and Equipments in Computer Lab No.: 07	
Particulars	Number
Software Installed	MS-Office, Adobe Creative Cloud, Final Cut Pro
Model no. of Printer Installed	Two Canon LBP 2900 Printer, One Canon G3730 Colour Printer
Any other Hardware Installed	One D-Link Switch (24 ports)
Scanner	One Canon Scanner LIDE 120
Fire Extinguisher Installed	One Fire Extinguisher ABC type
TelePrompTer	One TelePrompTer

Subjects : Visual Communication Lab (BAJMC-151)
Design & Graphics Lab (BAJMC-153)
Radio Production Lab (BAJMC-251)
Video Production Lab (BAJMC-253)
Audio & Video Editing Lab (BAJMC-255)

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(ii) Status of Instruments / Equipment's

BA(&JMC) Media Lab

S.No.	Equipment	Equipment Details	Number
1.	Sony Camera PXW-X70	(Battery, Power charger)	3
2.	Sony Camera PD-177	(Battery, Power charger)	2
3.	Sony Camera DV 170	(Battery, Power charger)	1
4.	Reflector	Photopro	3
5.	Handy Cam (S.V.H.S.) along with charger	J.V.C.	1
6.	Digital video camcorder	Canon MD 245	3
7.	Studio Light		5
8.	Dispersed Light Set	Boom (2), soft front (3)	5
9.	Tripod	Manfrotto (1), simpex (3)	10
10.	I MAC FCP	iMac 21.5" Core 2 Duo 3.06GHz/4GB/500GB GeForce 9400M/SD, Keyboard, Mouse	3
11.	MAC (ox) FCP	Final Cut Studio (Educational Ver.)	1
12.	DSLR Camera	Canon 1000D & Nikon D5300	2
13.	Digital Camera	(Kodak) Easy2915	1
14.	Still Camera	(Pentax)-K2000/Manual SLR	1
15.	Still Camera	(Nikon) FM-10/Manual SLR	1
16.	Tape Recorder	BPL/U16N	1
17.	Portable audio Mixer	(Ahuja) MMX 50	1
18.	Audio Mixer	Sound Draft LX7	1
19.	Amplifier	Woodstock(sound)/MDAV-202	1
20.	Microphone	Ahuja/Shure-450/52, Gun Mike	9
21.	Microphone (wireless collar)	Shensiser	1
22.	Micro cassette recorder	(SANYO) TRC-590M	21
23.	Walkman	Congli/Sony	2
24.	Digital Recorder (Audio)	VR-P2170 NEW	4
25.	Studio Master	(Professional) Milti ШI	1
26.	Chroma	Green Colour	2
27.	Editng Machine	i7with edius	1
28.	Animation Machine	I7	1
29.	I Mac with Retina 5K MNED2HN	iMac 27" i5/8GB/2TB, Keyboard, Mouse	1
30.	Teleprompter	**Prompter Display:** 19" LED with HDMI Input Software-Standalone System with Standard software license for one machine Speakup hardware consisting of Tripod mountable hardware slide support for camera with 2 risers, one height adjustable mirror housing with ½ stop mirror glass	1

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Tecnia Media Production Studio (TMPS)

The Tecnia Media Production Studio is a major lab for the use of electronic media in BJMC Programme. Housed in the State of Art Production Arena for both Video and Audio facilities. The major activities undertaken by the Centre are the production and dissemination of educational audio-video programmes. It serves as a Nodal Resource Centre in production, dissemination of promotional educational and training programs software's for the entire Tecnia Group, utilizing a wide range of communication media. Curriculum-based audio-video programmes are developed to supplement the courseware of GGSIPU by a trained and skilled in-house faculty , using state-of-the-art facilities which helps student to prepare a video brief, handle various aspects of TV production and direction, use of sound and light, application of production and post-production technique effectively to produce a video program. Further, the students develops the competency to handle video camera, compose shots, shoot appropriate visuals for video prgrammes, use lights effectively inside and outside the studio, use audio equipment appropriately, produce a video programme. Students should be able to use different types of microphones for radio /audio productions, record and edit radio programs of different formats, produce radio interviews, discussions, features and documentaries, cover events outside the studios. In addition, freelance filmmakers have been empanelled and suitable programmes are also sourced from agencies such as P7, Delhi AajTak, CNEB, MH-1, A to Z etc. Non-broadcast modes of delivery are adopted.

Audio Studio

Audio Studio of Tecnia Media Production Studio is designed to enhance capabilities of audio production. Audio lab is equipped with multi facilities audio lab with console panel along with modern sound editing software such as sound forge 9, cool edit pro.

The following equipment are available in working order to fulfill the lab requirements.

<table>
<tr>
<td> 
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<td> 
Dictaphone</td>
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<tr>
<td> 
Digital Audio Recording cum Phoning Machines</td>
<td> 
Audio Control</td>
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</table>

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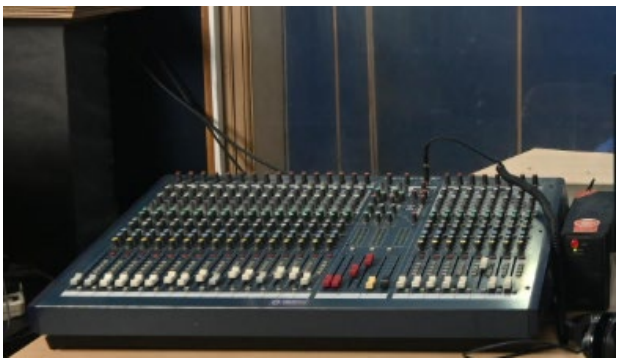
Microphones


Switch

Video Studio

Video Studio of Tecnia Media Production Studio is having studio floor and post production studio with Multi camera shooting facility including PCR and Professional Lighting equipment. Post Production is equipped with latest video editing software like FCP.



Studio Floor- is fitted with chroma curtain and required acoustic Treatment. Floor is connected with PCR, which is connected with switcher and Multi Cam Production Unit.

Post Production Lab – isfittedwith10 editing suits, FCP is installed to get first hand exposure of Video Editing. FCP, is the most popular Video editing software among media professionals now a days. Adobe Premier Pro is installed for beginners to start with the concepts of Editing.

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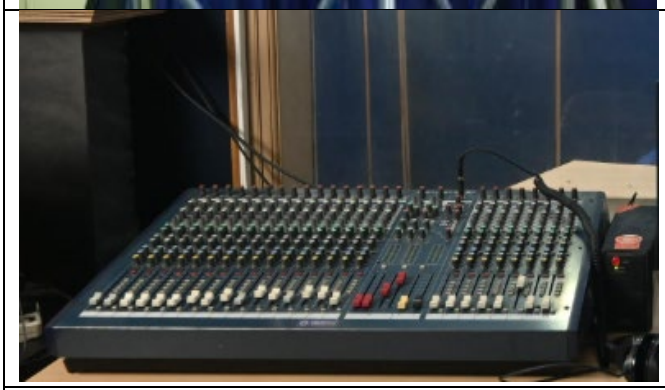
Different ENG Cameras ↕	Cameras with their Mountings ↕
	
	
Video Mixer Cum Switcher ↑	PCR ↑
	
↑ Reflectors, Lights on the Floor ↑	Different Lights

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Introduction

The Tecnia TV is a youtube channel initiated by Tecnia Institute of Advanced Studies, NAAC Accredited 'A' Grade, affiliated to Guru Gobind Singh University, New Delhi. It offers the best of educational programs including a variety of courses of various programs run by TIAS such as MBA, BBA, BCA and BA(JMC). It has been established with the goal of addressing the needs of Higher Education through the powerful online medium. Realizing the potential and power of online medium to act as a means of educational knowledge dissemination, Tecnia TV initiated to the following aim:

- Best practiced academic environment
- 24 X 7 teaching and learning approaches
- Extra and rich contents
- Creative outlet
- Returning something back to the society
- Viewers can access Tecnia TV on http://tecniatv.com/.

Tecnia TV on http://tecniatv.com/



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MISSION

The ultimate mission is to link the budding professionals with the nation's digital ambitions to enable anybody, anytime, and anywhere with cheap access to high-quality education through a virtual learning environment.

OBJECTIVES

- To give individualised, digitally connected, immersive learning to a diverse set of learners.
- To provide in-service professionals with need-based online learning options for continual professional growth and skill upgradation.
- To create chances for all online education providers in the country to grow their capabilities.

CONTENT RANGE

Tecnia TV projects the following categories of content:

1. Educational lectures on the topics of the programs run by the TIAS.
2. Workshops, Conferences, Seminars, Guest Lectures and Special Appearances of leading personalities of the industry or the society.
3. Various Sports and Cultural Events organized by the different departments of TIAS group.
4. Cultural programs and Activities like Varchasva, Technovision, Saras & Endeavour.
5. Club activities handled by the students such as Ek Bharat Shreshtha Bharat, Fit India Youth Club, NSS, NCC, Election Literacy Club and Eco Club.
6. Extracurricular and co-curricular activities and creativities of students.
7. Special performances of the talented students.
8. Success stories of TIAS Alumni.
9. Contemporary issues - Youngster News and Views
10. Other important video programs of the student's interest.

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Educational lectures on the topics of the programs run by the TIAS





Lecture Recording with Video



Video Editing

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Photo Lab

Photographic presentations are the hottest communication. The concept of Still camera and their frames are equally important in video communication as well, so for the effective training of Photographic aesthetics, to describe photography, Explain parts of film & digital camera, its functions and use of accessories, Describe lights and lighting application for indoor and outdoor, Explain steps involved in printing a digital photograph, we have well designed photo Lab. For the appropriate training of the students we have following equipment in the Photo Lab.

<table>
<tr><td>  </td><td> 
DSLR</td></tr>
<tr><td> 

SLR</td><td> 
Digital Camera</td></tr>
</table>

PRINT / COMMUNICATION LAB

Speak effectively in interpersonal and public speaking situations using appropriate nonverbal Communication, Write effectively, Take part effectively in discussions with cogent arguments, Speak effectively using a microphone before an audience and to Face interviews we have developed an specific lab for the students in which they have different equipment on which they can monitor their voice and speaking so that they can check their communication ability. For the same we have following different equipment.

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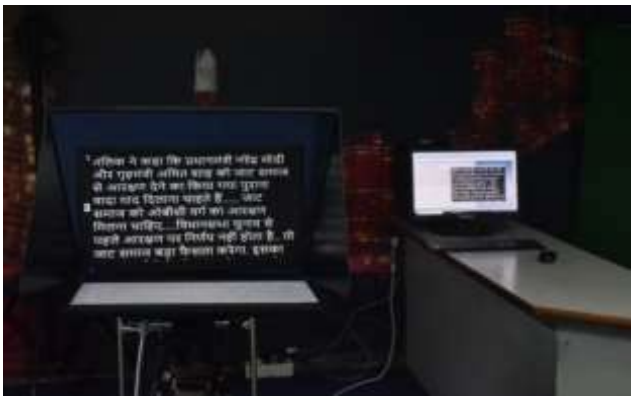
BROADCAST TELEPROMPTER

A Teleprompter refers **to the device used to give presenters visual access to the text they need to speak.** Also called an Autocue, a Teleprompter allows the reader to keep eye contact with their audience while sounding impromptu. To date, production teams use Teleprompters in videography and live speeches.







The camera lens centred on the back of the teleprompter glass/hood and as close to the glass as possible, without touching. Centring the lens on the glass vertically can be achieved by adjusting the height of the hood up or down as required.

TABLET TELEPROMPTER





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Computer Lab No. : **08**
Name : **Computer Centre (1401B)**
Total No. of Computers : **60**

S. No.	Configuration	No. of Systems
1	Lenovo Desktop i5 Processor 10th Generation 3.60 GHz 8 GB DDR4 500 GB HDD 18" TFT, 1 Optical Mouse, 1 Keyboard	**60**

Availability of Software and Equipments in Computer Lab No.: 07	
Particulars	Number
Software Installed	MS-Office, Visual Studio, Anaconda, Sql Server, Java, Python, TC, Cisco Packet Tracer
Model no. of Printer Installed	Canon LBP 2900
Any other Hardware Installed	Three Switches (Two 24 ports), (One 8 ports)
Scanner	One Canon Scanner LIDE 120
Fire Extinguisher Installed	Two Fire Extinguisher ABC type
Projector	One Sony E220 DLP

Subjects : Visual Communication Lab (BAJMC-151)
Design & Graphics Lab (BAJMC-153)
Radio Production Lab (BAJMC-251)
Video Production Lab (BAJMC-253)
Audio & Video Editing Lab (BAJMC-255)

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Computer Lab No. : **09**
Name : **Computer Centre (2104A)**
Total No. of Computers : **30**

S. No.	Configuration	No. of Systems
1	Dell Desktop Core i7 8th Generation 3.2 GHz 16 GB RAM 500 GB SSD 18" LED, 1 Optical Mouse, 1 Keyboard	**30**

Availability of Software and Equipments in Computer Lab No.: 09	
Particulars	Number
Software Installed	MS-Office, TC, Linux, R and R Studio, Adobe Photoshop, Corel Draw, Python
Model no. of Printer Installed	Canon LBP 2900
Any other Hardware Installed	2 D-Link Switch (24 ports)
Fire Extinguisher Installed	One Fire Extinguisher ABC type
Scanner	One Canon Scanner LIDE 120
Projector	One Sony E220 DLP

Subjects :

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Computer Lab No. : **10**
Name : **Computer Centre (2104B)**
Total No. of Computers : **60**

S. No.	Configuration	No. of Systems
1	Dell Desktop Core i7 8th Generation 3.2 GHz 16 GB RAM 500 GB SSD 18" LED, 1 Optical Mouse, 1 Keyboard	**60**

Availability of Software and Equipments in Computer Lab No.: 10	
Particulars	Number
Software Installed	MS-Office, TC, Linux, R and R Studio, Adobe Photoshop, Corel Draw, Python
Model no. of Printer Installed	Canon LBP 2900
Any other Hardware Installed	1 D-Link Switch (24 ports), (8 Ports)
Fire Extinguisher Installed	Two Fire Extinguisher ABC type
Scanner	One Canon Scanner LIDE 120
Smart Panel	90" ProMark

Subjects : Fundamentals of Information Technology (BCA-173)
Web Technology (BCA-175)
COA (BCA-273)
Python Programing (BCA-277)
FSD (BCA-275)

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Computer Lab No. : **11**
Name : **Computer Centre (2201A)**
Total No. of Computers : **30**

S. No.	Configuration	No. of Systems
1	Dell Desktop Core i7 8th Generation 3.2 GHz 16 GB RAM 500 GB SSD 18" LED, 1 Optical Mouse, 1 Keyboard	**30**

Availability of Software and Equipments in Computer Lab No.: 11	
Particulars	Number
Software Installed	MS-Office, TC, Linux, R and R Studio, Adobe Photoshop, Corel Draw, Python
Model no. of Printer Installed	Canon LBP 2900
Any other Hardware Installed	1 D-Link Switch (24 ports), (8 Ports)
Fire Extinguisher Installed	Two Fire Extinguisher ABC type
Scanner	One Canon Scanner LIDE 120
Smart Panel	90" ProMark

Subjects : Fundamentals of Information Technology (BCA-173)
Web Technology (BCA-175)
COA (BCA-273)
Python Programing (BCA-277)
FSD (BCA-275)

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Computer Lab No. : **12**
Name : **Computer Centre (2201B)**
Total No. of Computers : **60**

S. No.	Configuration	No. of Systems
1	Dell Desktop Core i7 8th Generation 3.2 GHz 16 GB RAM 500 GB SSD 18" LED, 1 Optical Mouse, 1 Keyboard	**60**

Availability of Software and Equipments in Computer Lab No.: 12	
Particulars	Number
Software Installed	MS-Office, TC, Linux, R and R Studio, Adobe Photoshop, Corel Draw, Python
Model no. of Printer Installed	Canon LBP 2900
Any other Hardware Installed	1 D-Link Switch (24 ports), (8 Ports)
Fire Extinguisher Installed	Two Fire Extinguisher ABC type
Scanner	One Canon Scanner LIDE 120
Smart Panel	90" ProMark

Subjects : Fundamentals of Information Technology (BCA-173)
Web Technology (BCA-175)
COA (BCA-273)
Python Programing (BCA-277)
FSD (BCA-275)

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Computer Lab No. : **13**
Name : **Computer Centre (2201C)**
Total No. of Computers : **03**

S. No.	Configuration	No. of Systems
1	Dell Desktop Core i7 8th Generation 3.2 GHz 16 GB RAM 500 GB SSD 18" LED, 1 Optical Mouse, 1 Keyboard	**03**

Availability of Software and Equipments in Computer Lab No.: 13	
Particulars	Number
Software Installed	MS-Office, TC, Linux, R and R Studio, Adobe Photoshop, Corel Draw, Python
Model no. of Printer Installed	Canon LBP 2900
Any other Hardware Installed	1 D-Link Switch (24 ports), (8 Ports)
Fire Extinguisher Installed	Two Fire Extinguisher ABC type
Scanner	One Canon Scanner LIDE 120

Subjects : Fundamentals of Information Technology (BCA-173)
Web Technology (BCA-175)
COA (BCA-273)
Python Programing (BCA-277)
FSD (BCA-275)

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Language Lab



Language laboratory: Tecnia Institute of Advanced Studies (TIAS) has a language laboratory for students requiring improvement in English language and confidence-building of those taking up competitive examinations and interviews. It focuses on developing skills set that are not outlined in the curriculum, but meant to give students an extra edge and industry-readiness. The language lab is used for language tutorials. These tutorials are open to students who voluntarily opt for remedial English classes. Language laboratory sessions include word games, quizzes, extemporary speaking, debates and other such exercises available through online resources and open source software.

Website URL: https://tiaspg.tecnia.in/language-lab/

Objectives

- To develop professional skills of students for proper self-expression, social communication, spoken English, correct pronunciation, voice modulation and business etiquettes and public speaking.
- To develop students use language appropriately for interviews, group discussion and to enhance their self-confidence.
- To sensitize the students to the nuances of English speech sounds, word accent, intonation, rhythm, spoken English and neutralize mother tongue influence.
- To facilitate computer-aided multi-media instruction enabling individualized and independent language learning.

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Language Lab is situated in Lab 1









Interactive Sessions with Students helps in Improving Communications Skills





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Systems Configuration

S.No.	Computer Configuration	No of Computer
1.	**MODEL** : Len-i3 **CPU** : 10th Gen. 64bit 3.7GHz Core i3 **HD (GB)** : 500 GB **RAM** : 8 GB DDR4 **Monitor** : 19.5" LED **KB/MOUSE** : YES **Headphones** : YES **ODD** : YES **ONLINE UPS** : YES	**30**

Language Lab Beneficiaries

COURSES	No of Students (First Year Students)
BBA	
BCA	
BA(JMC)	
MBA	
MCA	
B.Com.	

Course Outline

				Credit-2
Session	Activity	Learning Outcome	Theory / Lab	Resource Software
Session 1	Introduction	Introduction to Language Lab? Use of Language in a Professional World?	Theory	
Session 2	Phonetics	How to use Phonetics in a right manner; -Vowels, -Consonants and -Noun	Theory	-
Session 3	Introduction To Language Lab Software	How to Login the software? Describing Features and how to use and take practice test for the modules.	Lab	Software-EWL
Session 4	English Language	Importance of Listening Skills;		-

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	Skills- Listening	How to deal with accents and dialects; Listening and understanding speeches, conversations and presentations.		
Session 5	English Language Skills- Listening-Lab	How to start Listening and practicing content? Role Play with students and making them understand how greet and meet people for the first time?	Lab	Software-EWL
Session 6	Ice Breaking Activity	Ice Breaking Activity and JAM Session Articles, Prepositions, Word Formation-Prefixes & suffixes	Theory	-
Session 7	Extempore	Public Speaking Active and Passive Voice, Common Errors in English, Idioms and Phrases.	Theory	-
Session 8	English Language Skills- Speech Sounds	Helping in pronunciation of Sounds; Using Accurate Grammar, Pronunciation.	Theory	-
Session 9	English Language Skills- Speech Sounds	Helping in pronunciation of Sounds; Using Accurate Grammar, Pronunciation.	Lab	Software-EWL
Session 10	English Language Skills- Speaking Skills	Developing Oral Communications Skills; Use of proper tenses in corporate communications; How to imply the words while speaking.	Theory & Lab	Software-EWL
Session 11	English Language Skills- Writing	Developing Oral Communications Skills; Use of proper tenses in corporate communications; How to imply the words while writing.	Theory	Software-EWL
Session 12	English Language Skills- Writing	Developing Oral Communications Skills; Use of proper tenses in corporate communications; How to imply the words while writing.	Lab	Software-EWL
Session 13	Mock Test			
Session 14	Mock Test			
Session 15	Mock Test			
Session 16	Self Introduction & Interview Tips	How to Introduce and answer questions; Identify your Strengths and Weaknesses.	Theory	
Session 17	Effective Communication Skills	In this section students will learn effective communication skills and how he/she will enhance the communications and improve its overall personality.	Theory	
Session 18	Effective Communication Skills	In this section students will learn effective communication skills and how he/she will enhance the communications and improve its overall personality.	Lab	Software-EWL
Session 19	Email etiquette	How to draft Emails; Use of Subject, CC, Bcc; Keeping Subject and content intact and clearing the stance.	Theory	
Session 20	Email etiquette	How to draft Emails; Use of Subject, CC, Bcc; Keeping Subject and content intact and clearing the stance.	Lab	Software-EWL

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Session 21	Public Presentation Skills	Rules for Presentation (Greetings-Good Morning…. Introduction on Topic; Open for Questions & Answers; How to address using Visuals.	Theory	
Session 22	Public Presentation Skills	Rules for Presentation (Greetings-Good Morning…. Introduction on Topic; Open for Questions & Answers; How to address using Visuals.	Lab	Software-EWL
Session 23	Information Transfer	Oral Presentation Skills Reading Comprehension and Job Application with Resume Preparation	Theory	
Session 24	Information Transfer	Oral Presentation Skills Reading Comprehension and Job Application with Resume Preparation	Theory	
Session 25	Listening Comprehension	Objective is to outlay listening capabilities	Theory	
Session 26	Listening Comprehension	Objective is to outlay listening capabilities	Lab	Software-EWL
Session 27	Mock Test			
Session 28	Mock Test			
Session 29	Mock Test			
Session 30	Mock Test			

OUTCOME

The outcome for Language Lab would be to provide a comprehensive and effective language learning platform for users. This platform will incorporate various features and tools to facilitate language learning in a structured and interactive manner. Users should be able to improve their language skills, expand their vocabulary, and practice speaking and writing through exercises, lessons, and interactive activities.

The platform should also aim to create a personalized learning experience for each user, adapting to their individual needs and progress. It can achieve this by providing customized lesson plans, targeted exercises based on proficiency levels, and incorporating AI technology to track and suggest areas of improvement.

Furthermore, Language Lab should integrate social learning aspects, allowing users to connect with other language learners, practice conversation skills through virtual speaking partners, and receive feedback and guidance from native speakers or language experts.

Ultimately, the outcome of Language Lab should be to significantly enhance language learning outcomes for users, making it an efficient, engaging, and enjoyable process. Users should be able to gain confidence and proficiency in their target language, leading to improved communication skills and potential career opportunities.

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Software SWL Invoice

Jio DIGITAL LIFE

Mrs. Sandhya
3 Psp, Near Rohini District Court Tecnia Institutes Of Advanced
, Madhuban Chowk, .., Rohini, Delhi,
Delhi Central North Delhi India 110085

Jio Number	778721528423
Account Number	100752965273
Statement Date	18-Sep-2026
Statement Time	14:15:11
Security Deposit	₹ 0.00

Registered Mobile : +918780544707 | Email: b@tecnia.in

Account Usage and Recharge Statement from 20-Aug-2026 to 18-Sep-2026

Refer following pages for details of charges

			Amount (₹)
1 Plan Recharges			0.00
2 Usage Charges	Volume / Duration	Amount(₹)	
Off-Net / Premium / ISD & IR Calling	00:00:00	0.00	
SMS	0	0.00	
Data	0.000 GB	0.00	
VAS	0	0.00	0.00
3 Add On Packs			0.00

Total Usage Summary

	Total Usage	Chargeable Usage	Chargeable Amount (₹)
Voice Local			
On-Net/Off-Net(LL)	00:00:00	00:00:00	0.00
Off-Net(Mobile)	00:00:00	00:00:00	0.00
Voice STD			
On-Net/Off-Net(LL)	00:00:00	00:00:00	0.00
Off-Net(Mobile)	00:00:00	00:00:00	0.00
Premium / ISD & IR Calling	00:00:00	00:00:00	0.00
SMS	0	0	0.00
Data	0.000 GB	0.000 GB	0.00
VAS	0	0	0.00

4 Other Purchases	0.00
5 Credit & Adjustments	0.00

Recharge Option

Jio Auto Pay

Credit Card /
Set Auto Recharge through MyJio App. Download the MyJio App from Play Store or App Store

Bank -(EBPP)
Register Jio with your bank for an auto recharge presentment and payment mandate via MyJio app.

Bank - (Direct Debit)
Visit the nearest Jio store to set ACH mandate on your bank account.

Jio Self Care

My Jio & Jio.com
Recharge using credit / debit card or net banking on My Jio App or visit www. Jio.com and click on Quick recharge. Download the app from Play Store or App Store

Jio Store

Cash / Credit / Debit
Walk into a Jio Store and recharge by cash,
Credit card or debit card.

Reach Us

Call 199 (from a Jio number) or 1800-88-99999 (from other networks) | Write to care@jio.com | Manage your world of Jio with MyJio app | Visit www.jio.com

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Ambawadi, Ahmedabad-380006, Gujarat, India
CIN: U72900GJ2007PLC105869

State Office:

PAN: AABCI6363G

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LANGUAGE LAB MANUAL

Living World of Diversity...



Programme MBA • MCA • BBA • BA(JMC)

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Approved by AICTE, Ministry of HRD, Govt. of India; Affiliated to GGSIP University, Delhi
Recognized Under Sec. 2(f) of UGC Act 1956 & Rated as 'A' Category by JAC, Govt. of NCT of Delhi

ISO 9001:2008 Certified; A++ Category - Best Business School by AIMA- Business Standard Survey & Included in Top 100 B & IT Schools by Dalal Street Investment Journal.

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LIST OF EXERCISES

1	Introduction to Phonetics-Speech Sounds-Vowels and Consonants	4
2	Ice Breaking Activity and JAM Session Articles, Prepositions, Word Formation-Prefixes & suffixes, Synonyms & Antonyms	11
3	Structure of Syllables-Past Tense Marker and Plural Marker-Weak forms and Strong forms-Consonant Cluster	21
4	Situational Dialogues-Role Play-Expressions in various situations-Self introduction and introducing others Greetings-Apologies-Requests-Social and Professional Etiquette-Telephone Etiquette Concord (Subject in agreement with Verb) and words often misspelt-confused/misused.	29
5	Minimal Pairs-Word Accent and Stress Shifts-Listening Comprehension.	39
6	Descriptions-Narrations-Giving directions and guidelines Sequence of Tenses, Question Tags and One Word Substitutes.	43
7	Intonation and Common Errors in Pronunciation.	54
8	Extempore-Public Speaking Active and Passive Voice, Common Errors in English, Idioms and Phrases.	62
9	Neutralization of Mother Tongue Influence and Conversation Practice.	68
10	Information Transfer-Oral Presentation Skills Reading Comprehension and Job Application with Resume Preparation.	70

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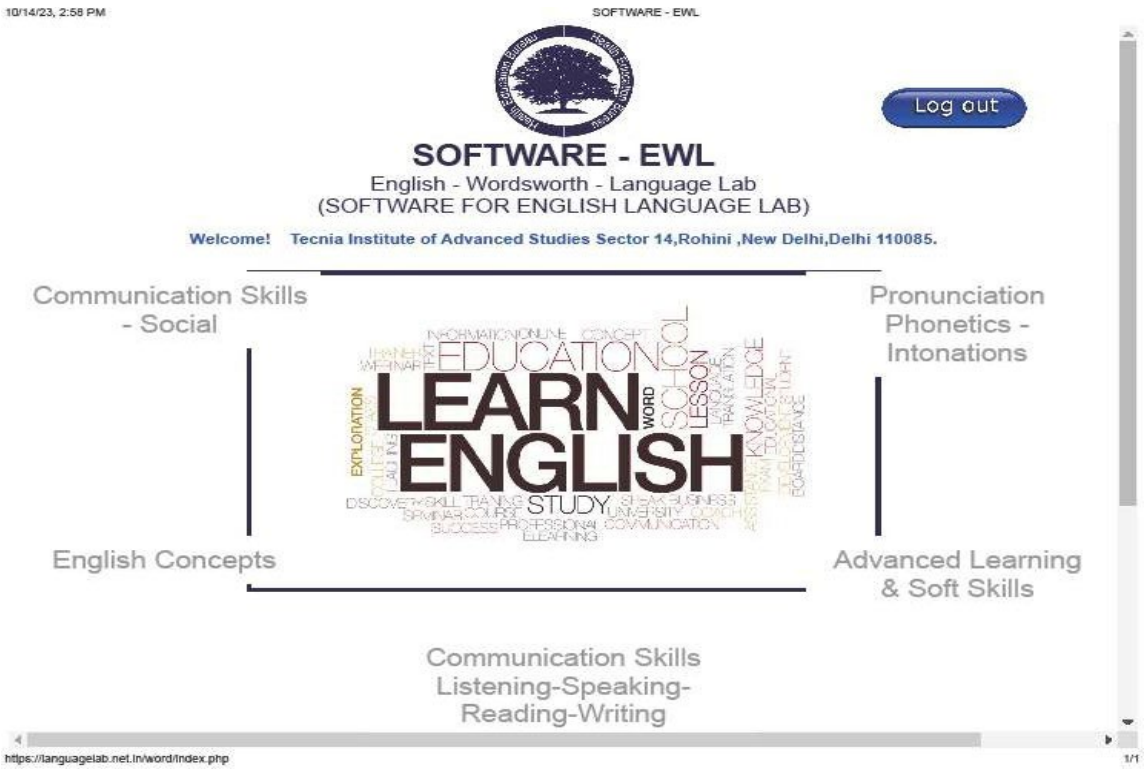
Language Lab Software

Software Used: EWL Software https://languagelab.net.in/word/login.php



Anti-Plagiarism Software

Drill Bit Software



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Screen Reader Software

Super Nova Screen Reader and Magnifier



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List of Licensed Software's



System Software

Sr. No	Product	Description	Category	License No.
1.	Microsoft Windows 10 Educational	Windows 10	Licensed	V-4360839
2.	Microsoft Back Office Server 4.5	Developer Edition	Licensed	V-4360839
3.	Red Hat Enterprise Linux	Operating System	Open source	NA
4.	Android – 8.0 Oreo	English OLP NL AE User CAL	Open Source	NA
5.	Microsoft Windows Server CAL 2008	Windows Server CAL 2008	Licensed	V-4360839

Application Software

Sr. No	Product	Qty	Category	License No.
1.	Microsoft Certified Campus	55	Licensed	V-4360839
2.	Adobe PageMaker 7.0	10	Licensed	90039351/ 7332838
3.	Adobe Photoshop's	14	Licensed	PN 23101805
4.	Adobe In design CS 4 6.0 DVD Academic	14	Licensed	7332838
5.	Quark Express 7.0	3	Licensed	JZ50580768144
6.	CorelDraw	1	Licensed	3516309197
7.	Oracle Standard Edition 11g	1	Licensed	CSI#16135318
8.	SPSS 17.0	1	Licensed	228019
9.	IBM Rational Rose Enterprise Authorized user License	1	Licensed	7448831
10.	Tally 9.0 ERP Gold	3	Licensed	795022911
11.	Codegear C++ Builder 2009 Professional	1	Licensed	91206
12.	Final Cut Pro	1	Licensed	166184528443
13.	Edius Pro 8.0	1	Licensed	EPR8-STR-E (S.No.182085-E8CGHEWN99THK8N5)
14.	Light room	18	Licensed	
15.	Illustrator	18	Licensed	
16.	Acrobad DC	18	Licensed	
17.	Bridge	18	Licensed	
18.	Audition	18	Licensed	
19.	Flash professional	18	Licensed	

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21.	InCopy	18	Licensed	
22.	Fuse	18	Licensed	
23.	Preloude	18	Licensed	
24.	Firework	18	Licensed	
25.	Flash builder premium	18	Licensed	
26.	Premier Pro	18	Licensed	
27.	Gaming SDK 1.4	18	Licensed	
28.	Adobe Extension Manager	18	Licensed	
29.	Extend Script toolkit	18	Licensed	
30.	Maya Software	1	Licensed	
31.	LogicSim 3.3	1	Freeware	N/A
32.	Mysql 5.7	1	Open Source	N/A
33.	GNS3	1	Open Source	N/A
34.	Weka 3.6	1	Open Source	N/A
35.	PHP 5.3	1	Open Source	N/A
36.	Apache Tomcat 7.0	1	Open Source	N/A
37.	Kforge 0.18	1	Open Source	N/A
38.	swi-prolog 5.10	1	Open Source	N/A
39.	SOOL	1	Open Source	N/A
40.	Apache Jmeter 2.4	1	Open Source	N/A
41.	Fedora 25	1	Open Source	N/A
42.	JDK 8.0	1	Open Source	N/A

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