



COMPUTER LAB-1



పేరు Maintenance Register

అడ్డను Lab-DI

ది..... మొదలు ది.....వరకు

☎ : 2220985

పేరుచూరు వున్నయ్య సెన్సు

పేపరు & ఫ్లేషనరీ మర్చంట్స్

ఎకౌంటు బుక్స్ అండ్ స్టూడెంట్ నోటుబుక్స్ మాన్యుషాక్టరర్సు
కంప్యూటర్ రబ్బరు స్టాంపులు మరియు ప్రింటింగ్ చేయబడును.

పండ్ల బజారు, 22-1-72, మెయిన్ రోడ్, లాలాపేటి, గుంటూరు-3.

S.NO	Date	Maintenance Task	Description	Maintenance done by	Sign
1	5/12/20	Lab cleaning	Floor cleaned, monitors, keyboards, mice cleaned.	M. Vijay	<u>M.V</u>
	19/11/20	Junk files	Removed all junk files, unnecessary data cleared	M. Vijay	<u>M.V</u>

[HOD]

[Lab-Incharge]

2021 JAN

S.NO	Date	Maintenance Task	Description	Maintenance done by	Sign
1	9/1/21	OS update	Optimizing done for all systems	M. VIJAY	<u>M.V</u>
	23/1/21	RAM problem	RAM is cleaned and replaced	M. VIJAY	<u>M.V</u>

[HOD]

[Lab Incharge]

S.NO	Date	Maintenance Task	Description	Maintenance done by	Sign
1	6/2/21	N/w maintenance	network cables checked and switches checked.	M. VIJAY	<u>M.V</u>
	13/2/21	Removed files	Removed all unnecessary files and unuseful apps removed	M. VIJAY	<u>M.V</u>

[HOD]

[Lab-Incharge]

MAR 2021

S.NO	Date	Maintenance Task	Description	Maintenance done by	Sign
1	6/3/21	Lab cleaning	Floor, keyboards, monitors, mice all cleaned	M. VIJAY	<u>M.V</u>
2	13/3/21	Junk files	all junk files and unnecessary files are all removed	M. VIJAY	<u>M.V</u>

[HOD]

[Lab-Incharge]

S.no.	Date	Maintenance task	Description	Maintenance done by	Signature
1.	10/4/2021	Interior cleaning	1. Dust removed 2. no loose parts 3. checked if Air Lock (on) not 4. cables plugged and unplugged 5. checked for fans operating (on) not.	G. Sravani	G. Sri
2.	24/4/2021	Ghosting Done	All the systems are done with ghosting.	G. Sravani	G. Sri

R. Pauls
[HOD]

[Lab Incharge] May 2021

S.no.	Date	Maintenance task	Description	Maintenance done by	Signature
1.	11/6/21	LAN cables.	lan cable problem rectified.	G. Sravani	G. Sri
2.	11/6/21	RAM problem.	RAM cleaned and replaced	G. Sravani	G. Sri
3.	18/6/21	cleaning	mouse, key board, systems are cleaned.	G. Sravani	G. Sri

R. Pauls
[HOD]

G.R.P.K
[Lab Incharge]

S.no.	Date	Maintenance task	Description	Maintenance done by	Signature
1.	15/5/2021	Junk files	Removed Junk files from the system.	G. Sravani	G. Sri
2.	29/5/2021	Security maintenance.	Update anti-virus s/w reboot the system.	G. Sravani	G. Sri

R. Pauls
[HOD]

G.R.P.K
[Lab Incharge]

S.no.	Date	Maintenance task	Description	Maintenance done by	Signature
1.	10/7/21	network maintenance	checked the network by ping.	G. Sravani	G. Sri
2.	24/7/21	proxy settings.	verified proxy settings checking IP addresses, checking the those all soft wares are installed and working properly.	G. Sravani	G. Sri

R. Pauls
[HOD]

G.R.P.K
[Lab Incharge]

Aug-2021

Oct-2021

S.No.	Date	Maintenance task	Description	Maintenance done by	Sign.
1.	14/8/21	Interior cleaning.	1. Floor is cleaned 2. no loose parts 3. checked if air is ok (or) not 4. cables plugged and unplugged 5. checked for fans operating (or) not.	G. Savani	G.L.
2.	28/8/21	Remove unnecessary files.	Removed temporary & unnecessary files.	G. Savani	G.L.

L. Pawly [HOD]

G.R.P.K. [Lab-Incharge] Sep-2021

S.No.	Date	Maintenance task	Description	Maintenance done by	Sign.
1.	4/9/21	Hardware maintenance.	Cleaned systems and key boards.	G. Savani	G.L.
2.	18/9/21	Power protection.	Check the cables plugged into the power protection.	G. Savani	G.L.
3.	25/9/21	network maintenance	checked the network by ping.	G. Savani	G.L.

L. Pawly [HOD]

G.R.P.K. [Lab-Incharge]

S.No.	Date	Maintenance task	Description	Maintenance done by	Sign.
1.	9/10/21	Anti-virus problem.	Running the anti-virus problem and updated Anti-virus.	G. Savani	G.L.
2.	23/10/21	Security maintenance.	update Anti-virus s/w, reboot the system.	G. Savani	G.L.

R. Pawly [HOD]

G.R.P.K. [Lab-Incharge]

S.No.	Date	Maintenance task	Description	Maintenance done by	Sign.
1.	13/11/21	Software Installation.	Removed temporary files and installed required softwares.	G. Savani	G.L.
2.	27/11/21	operating system policies.	Verify the network policies, are installed working properly.	G. Savani	G.L.

R. Pawly [HOD]

G.R.P.K. [Lab-Incharge]

Dec-2021

S.no	Date	Maintenance Description Task	Description	Maintenance done by	Sign.
1.	11/12/21	Interior cleaning.	1) dust cleaning 2) no loose parts 3) Air is OK (or) not 4) cable plugged and unplugged 5) Fans are operating (or) not.	G. Savani	G. hi
2.	28/12/21	Junk files	Remove unnecessary files.	G. Savani	G. hi

R. Ramly
[HOD]

G.R.P. &
[Lab Incharge]

S.no.	Date	Maintenance task	Description	Maintenance done by	Sign.
1.	8/1/2022	Proxy settings.	1. verified the proper system settings and operations. 2. verify all req. software installed and operating correctly (or) not	G. Savani	G. hi
2.	22/1/22	Ram Problem	RAM. cleared & placed.	G. Savani	G. hi

R. Ramly
[HOD]

G.R.P. &
[Lab Incharge]

Feb-2022

S.no	Date	Maintenance task	Description	Maintenance done by	Sign.
1.	12/2/2022	Junk files	Removed junk files from the system.	G. Savani	G. hi
2.	28/2/2022	Ghosting Done.	All the systems are done with ghosting.	G. Savani	G. hi

R. Ramly
[HOD]

G.R.P. &
[Lab Incharge]

Mar-2022

S.no.	Date	Maintenance task	Description	Maintenance done by	Sign.
1.	11/3/2022	Interior cleaning.	1) Dust cleaning 2) no loose parts 3) Air is OK (or) not 4) cable plugged and unplugged 5) Fans are operating (or) not.	G. Savani	G. hi
2.	28/3/2022	Ghosting Done	All the systems are done with ghosting.	G. Savani	G. hi

R. Ramly
[HOD]

G.R.P. &
[Lab Incharge]