Zürich, 16.04.2018

Makerspace, Student Project House

General Introduction

Please make sure that these points have been mentioned during the General Introduction by the SPH Makerspace Manager. If any point was not mentioned or is not clear to you, please ask our Manager for further explanation.

General:

- Show Flowchart (How-to-Makerspace)
- Everybody cleans after him/herself

Spaces:

- Explain 4 Spaces
  - Conventional Tool Room (left)
  - Dust Room (middle)
  - Digital Fabrication Room (right)
  - Open Studio
  - No tools outside yellow line. No power tools outside rooms

- Conventional Tool Room (**safety goggles mandatory**)
  - Show tools in the cabinet
    - Show everything
    - Put tools back
  - Show workbench and everything that is included
  - Show Hobby Plotter and Foam Cutter

- Dust Room (**safety goggles mandatory**)
  - Show tools in the cabinet
  - Show leftover box
○ Show Charging Station
● Digital Fabrication Room (No external materials)
  ○ Show 3D Printer and that it needs a special introduction
    ■ FDM (single & 1x multimaterial)
  ○ Show Laser Cutter and that it needs a special introduction
    ■ Show list of materials

Safety Poster:
● Damaged machine
  ○ Do not use
  ○ Tell Manager
● Safety rules
  ○ Clothing
  ○ Personal safety equipment:
    ■ Ear
      ● As you want to
    ■ Eye
      ● Mandatory in Conventional and Dust Room
  ○ Equipment
    ■ Phone
      ● Alarmzentrale: 888
      ● Another one on the floor
    ■ Fire extinguisher
    ■ Fire blanket
    ■ First Aid Kid
    ■ Eye Shower

Additional Stuff:
● CAD Workstations
● Screw Rack
● Demonstrate Studio Tools