

## **Fall 2020 Operating Procedures Maker Arts Space**

During the Fall 2020 semester students will be able to submit laser cut, vinyl cut and 3D printed jobs remotely by emailing [dwatson1@haverford.edu](mailto:dwatson1@haverford.edu) .

### **3D Printing and Laser Cutting Job Submissions**

All 3D printing and Laser Cutting jobs will be submitted remotely. All jobs should be submitted to [dwatson1@haverford.edu](mailto:dwatson1@haverford.edu) for review. Please consult the 3D printing and laser cutter documents on the [Maker Arts Space](#) website, both have details on preparing a document. Jobs will be delegated to student workers to set up during their shifts. Items can be picked up in a cabinet outside the Maker Arts Space. When a job is completed you will receive an email notification letting you know you can come pick up your print.

### **Plan ahead**

Don't wait to the last minute to submit a job. Give yourself about a week of spare time before you need a finished product. Some files take time to set up and make and there will also be delays due to scheduling conflicts.

### **How do I create a file?**

Student worker tutoring is available remotely for job set up. Please email [dwatson1@haverford.edu](mailto:dwatson1@haverford.edu) and he will pair you with a student worker.

There are also weekly online workshops this semester. Many will teach students how to create files for fabricating in the maker arts space. The schedule of workshops will be on the website by the start of the semester.