



Twin Cities Maker

WOODSHOP ORIENTATION IN REVIEW

SHOP EXPECTATIONS

1. **Work Safe** – It is your responsibility to work safe and to instruct others on safe work procedures. If you do not understand how to use a machine/tool, ask for help. If you see someone else using a tool in a risky/unsafe manner, do not be afraid to speak up, the other person will thank you for helping them be safe!
2. **Work Clean** – Clean all metal surfaces immediately after use. Keep walkways clear of obstacles. Clean and sweep around your work area, then Be Excellent and clean a bit more.
3. **Respect the Workshop & Others** – Put tools away when you are finished with them. Before adjusting tools, look for and loosen locking knobs. If you must force something to make it move, you are doing something incorrectly. ALWAYS USE DUST COLLECTION. Before leaving the space try to do one thing to leave the space in better condition.
4. **Parking Permits and Glue-Ups** – Every item stored in the woodshop needs a parking permit with:
 - a. Your name and contact details
 - b. Date and time of when clamps can be removed
 - c. Date and time of when you will be coming backGlue-ups can be left temporarily on tables for 24 hours. Items stored in “dead spaces” such as under tables, etc. may be stored for 1 week.

RECLAIMED LUMBER POLICY

Any wood that has paint/finish on it or has ever had metal in it is defined as “reclaimed lumber/wood”.

Only tools that you can hold in your hand may be used with reclaimed lumber. Some exceptions can be made, but please contact the wood shop manager **before** starting your project for approval.

WOODSHOP AREAS

DRILL PRESS

- Before adjusting the table, loosen locking knobs.
- Use the proper speed for the work you intend to do. Use the chart located on the classroom window if you are unsure about speed settings.
- After using the drill press, loosen the locking knobs for the next member.

HAND TOOL BENCH

- The hand tools on this bench are considered the “good” hand tools.
- Use these tools only for working with wood.

GENERAL TOOL BENCH

- Please Return items to their place on the shadow board.
- Chisels in this area can be used to scrape glue / use in non-traditional ways.

HAND POWER TOOLS

- Hand power tools are the only powered devices that can be used with reclaimed wood.

HARDWARE BINS

- For consumables, please follow a “take one, leave one” practice.

SANDING STATIONS

- For consumables, please follow a “take one, leave one” practice.
- When using the Festool hand sanders, bring the sanding unit with dust collector to your work area.
- Use the Festool sanders flat. The white edges of the sander can be damaged if used at an angle.
- Use the Festool sanders Velcro adapter. The adapter is far less expensive to replace than the hook and loop built onto the sander.

SAW STOP

Please Watch the Refresher Training Video At: <https://go.tcmaker.org/SawStop>

PLANER

Please Watch the Refresher Training Video At: <https://go.tcmaker.org/Planer>

OPENING/CLOSING THE WOODSHOP

1. Turn on/off the lights
 - a. Switch 1 – On side of steel pillar between the clamp rack and drill presses
 - b. Switch 2 – To the left of the shadow board next to the window
 - c. Switch 3 – Above electrical panel under the American flag
 - d. Switch 4 – Near the exit to lobby by machine shop (next to yellow door)
 - e. Switch 5 – On the miter saw table, right side.

2. Turn on/off the Air Scrubbers
 - a. The remote control to power on the air scrubbers is located on the fence as you enter the woodshop.
 - b. The remote control is used to operate both units.
 - c. Point the remote at the control panel of each air scrubber to power it on with the remote.
 - d. If opening the shop, set the air scrubber speed to high.
 - e. If closing the shop, hit the “time button” on the remote and set it to 2 hours.

