



Tulane MakerSpace

Basic Safety and Access

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Basic Safety and Access



- **This presentation is intended to convey the basic rules of the Tulane MakerSpace.**
- **This will include general safety rules and policies and is required to become an official “user” of the Space, along with a signed “Assumption of Risk” waiver form.**
- **Users will receive a personal RFID card that will allow them access to use the machines once they have completed training.**



- **“Assumption of Risk” waiver forms are available upon request and must be returned to the Executive Director.**

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MakerSpace Layout:

- **The Tulane MakerSpace has several different zones based on the locations of the equipment and different levels of safety training.**
- **There are two floors to the Space: the Main Floor and the Mezzanine. Stairs to the Mezzanine are located to the left as you enter the main door.**



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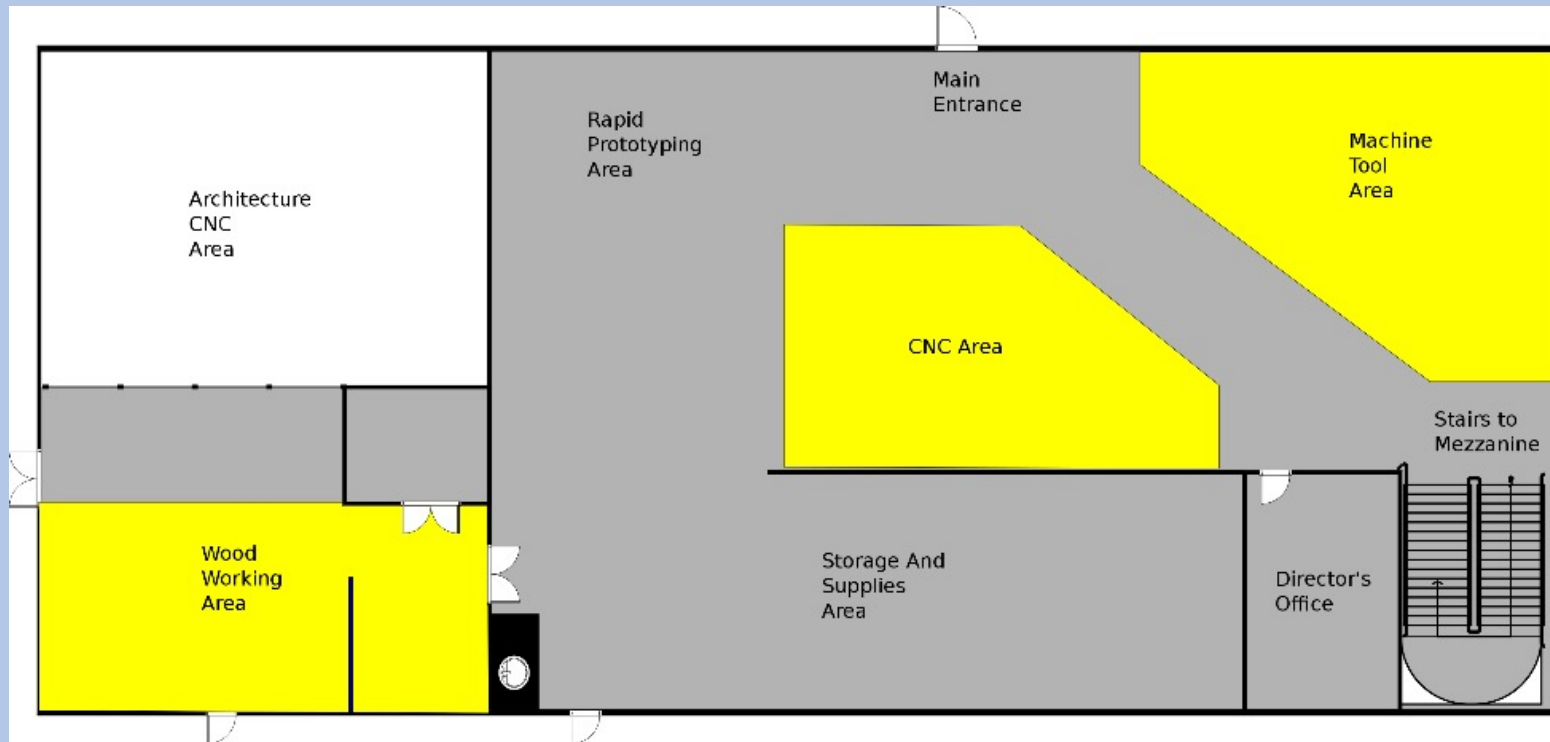


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MakerSpace Layout:

- The main floor has woodworking, machining, and rapid prototyping tools, and an area for supplies.



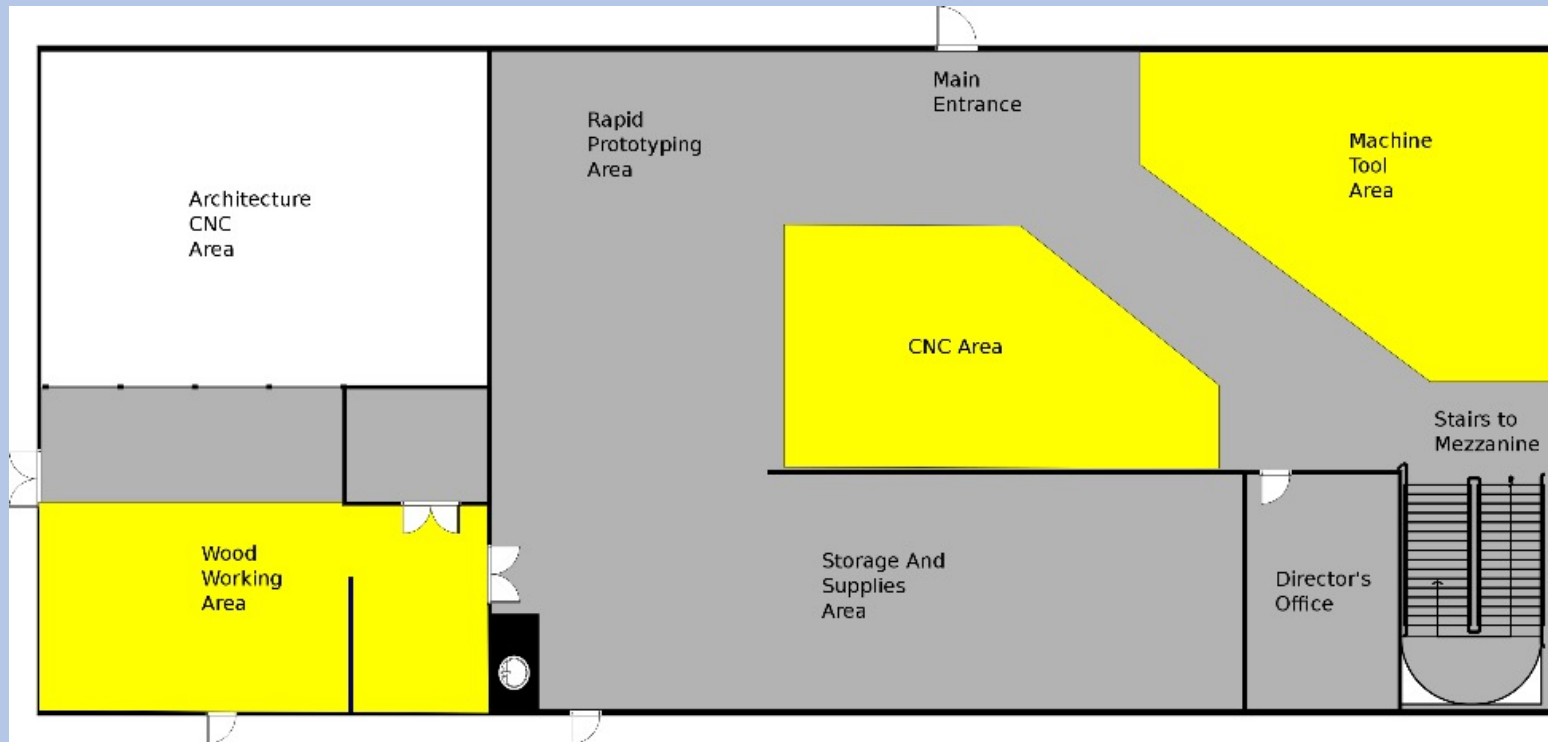
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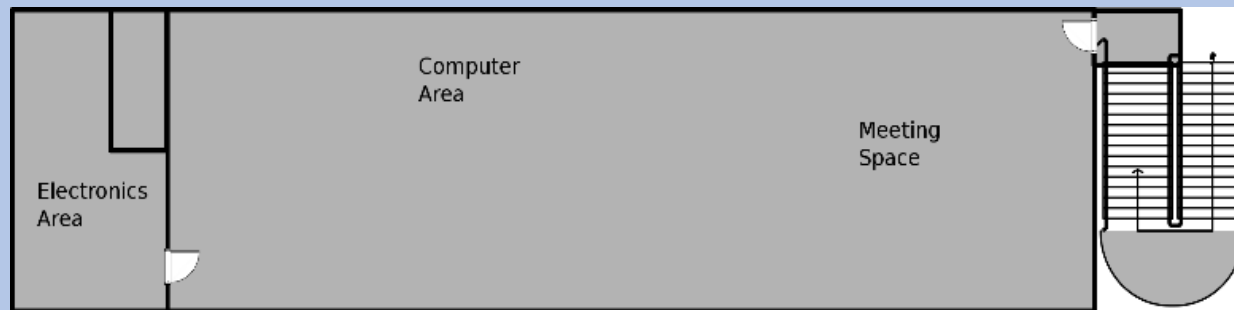


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MakerSpace Layout:

- **The upstairs (mezzanine) has meeting space, computers, and electronics areas.**



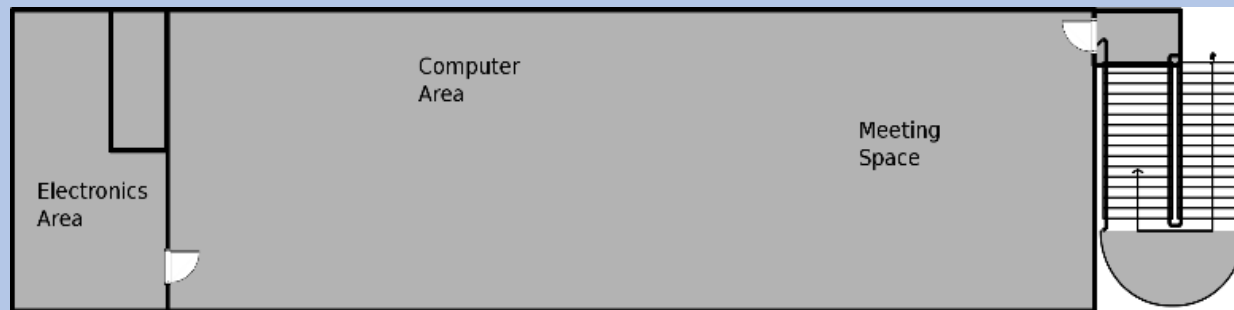
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MakerSpace Layout:

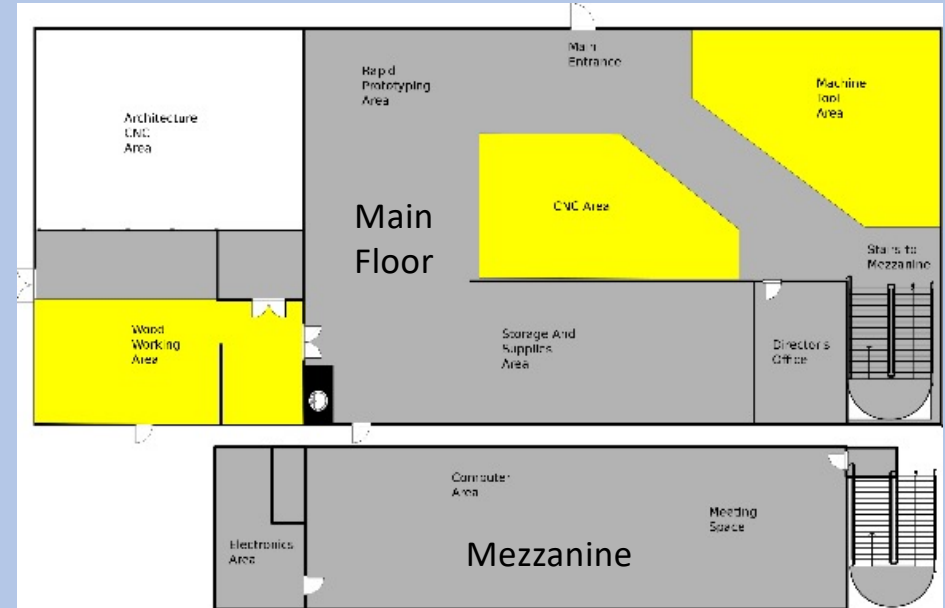
- **The upstairs (mezzanine) has meeting space, computers, and electronics areas.**



Basic Safety and Access

MakerSpace Safety:

- There are two major rules for the overall MakerSpace:
 - “Yellow zones”** require appropriate Personal Protective Equipment (PPE), while **“Gray zones”** are accessible to anyone.
 - No one is allowed to work in the MakerSpace alone. Everyone must adhere to the **“buddy system”**.

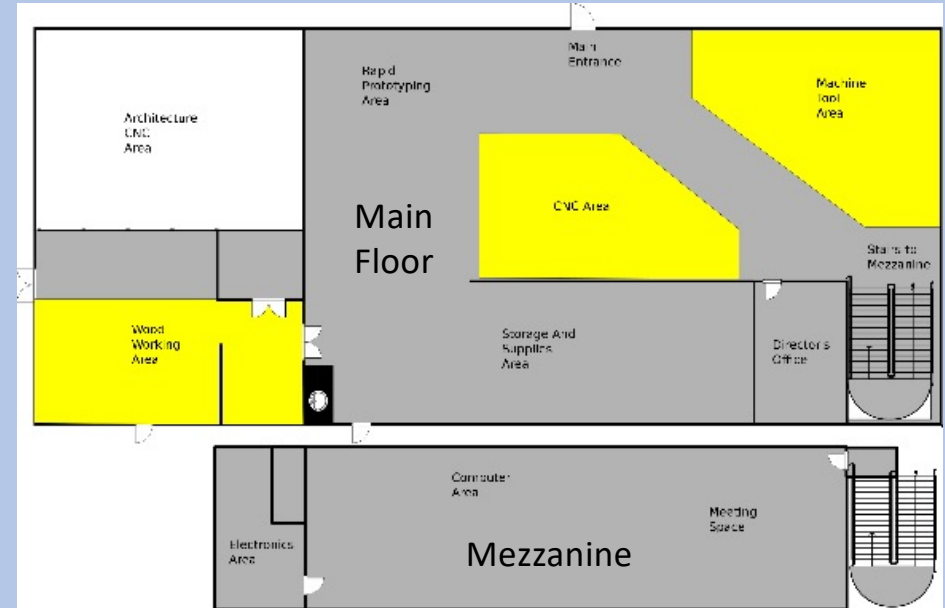


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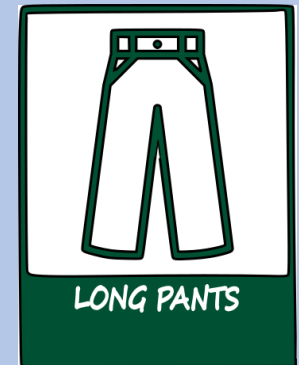
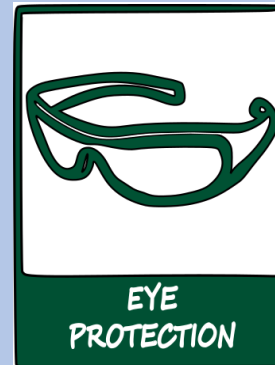


Basic Safety and Access



MakerSpace Safety:

- Anyone standing in a yellow zone must be wearing:
 - *safety glasses
 - *long pants
 - *closed-toe shoes
- Long hair must be tied back, and no dangling clothes or jewelry are allowed.



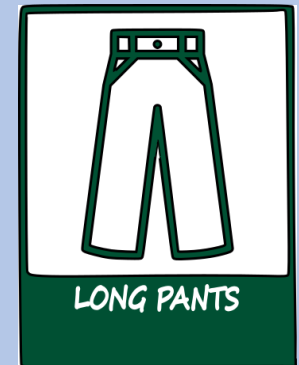
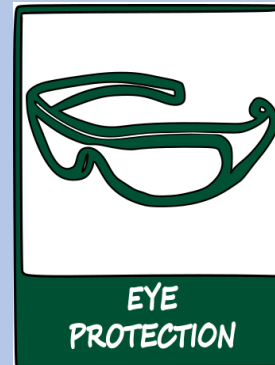
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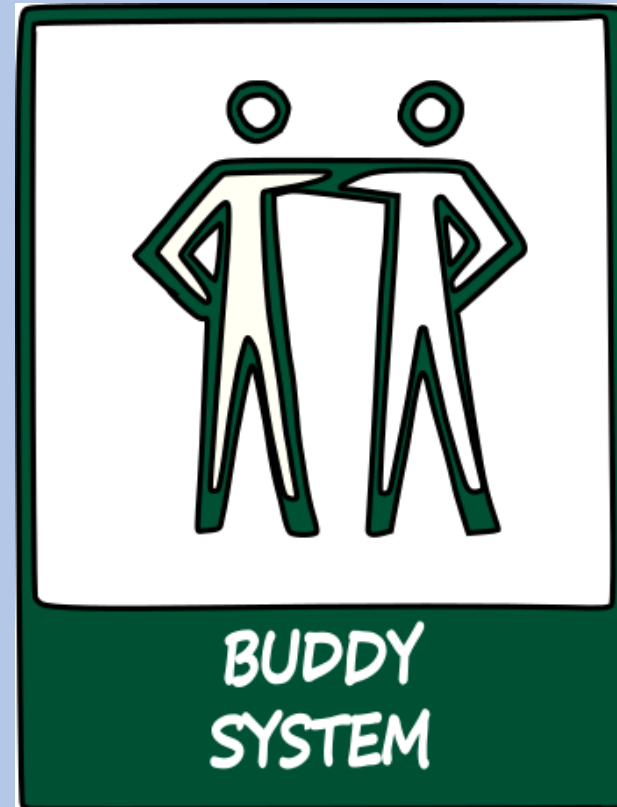
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MakerSpace Safety:

- The “buddy system” requires that
 - at all times - **there has to be someone in the same room who can both hear and readily see you and can come to your aid.**
- For example, someone in the Mezzanine is not a “buddy” for someone working on the Main Floor. Buddies must be able to immediately see and hear if a problem arises.



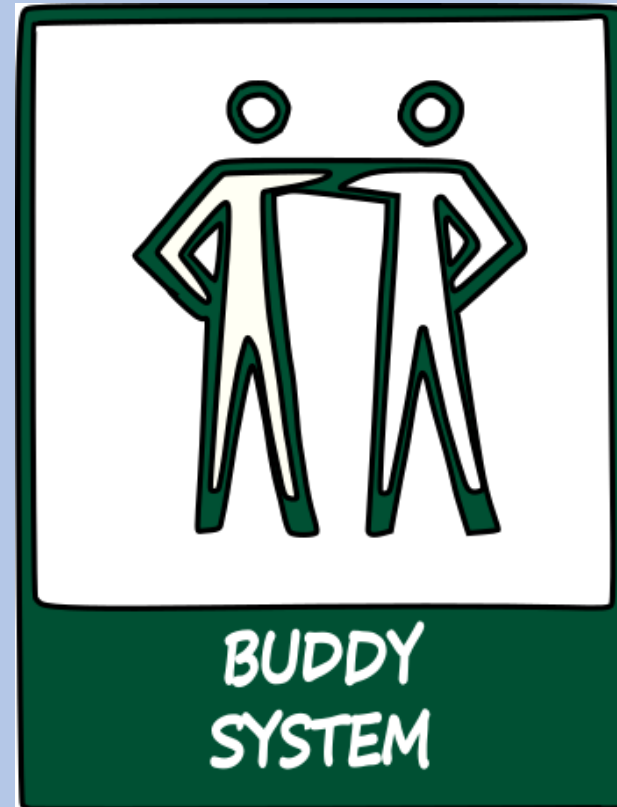
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MakerSpace Safety:

- **Fab Techs will always be available to help during normal operating hours.**
- **If you have questions or are not sure what you are doing, find the Fab Tech on duty and ask them.**
- **Fab Techs are on site to help people with their projects or questions about tools and equipment.**

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MakerSpace Safety:

- **MakerSpace users will not be allowed to use machines on their own unless they have completed training on that machine.**
- **All machines are controlled by a card access system that will not allow a machine to be powered on unless the user has completed the appropriate training.**



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Basic Safety and Access

MakerSpace Safety:

- **Trained users can scan their RFID card and select the machine(s) they want to use.**
- **Once a user logs on to a machine, they are responsible for that machine until they log out.**
- **Information on training modules can be found on the MakerSpace website under “Safety and Manuals”.**
- **Some training modules will require a demonstration of proficiency.**



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Basic Safety and Access



MakerSpace Safety:

- If a piece of equipment is not functioning correctly, find a Fab Tech and report it.
- Any malfunctioning equipment must be disconnected from the power outlet, and a locked container will be placed on the plug.
- **Do not attempt to use a machine that has been locked out or has a “Danger” tag affixed to it.**



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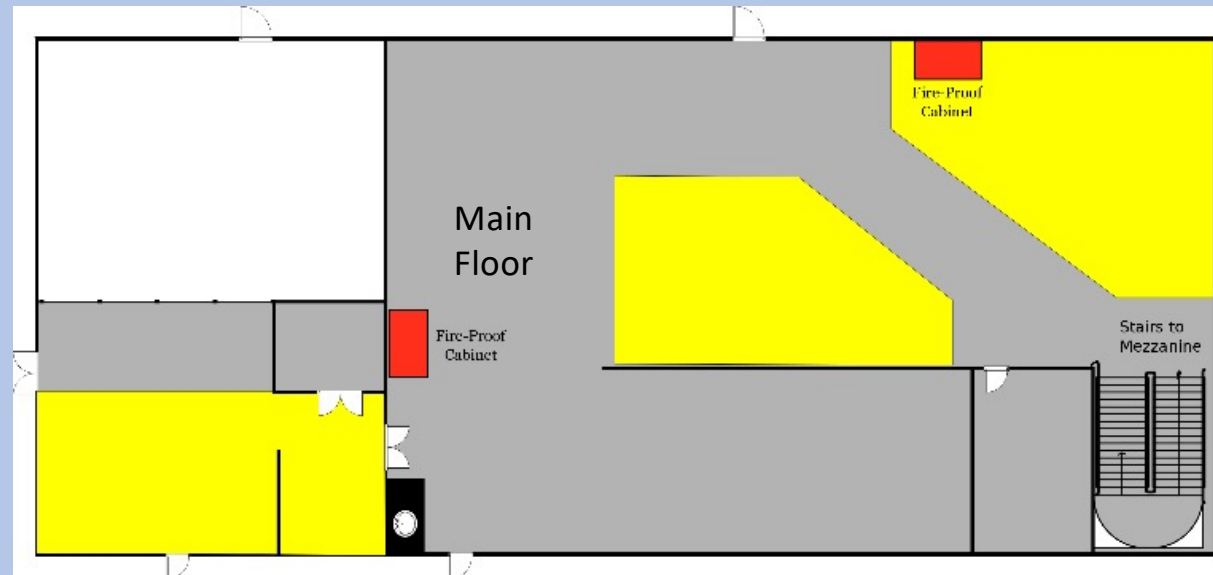


Basic Safety and Access



MakerSpace Safety:

- **Any flammable materials must be stored in a fire-safe cabinet. This includes spray-paint and any other volatile organic compounds.**
- **There are two fire-safe cabinets in the MakerSpace.**



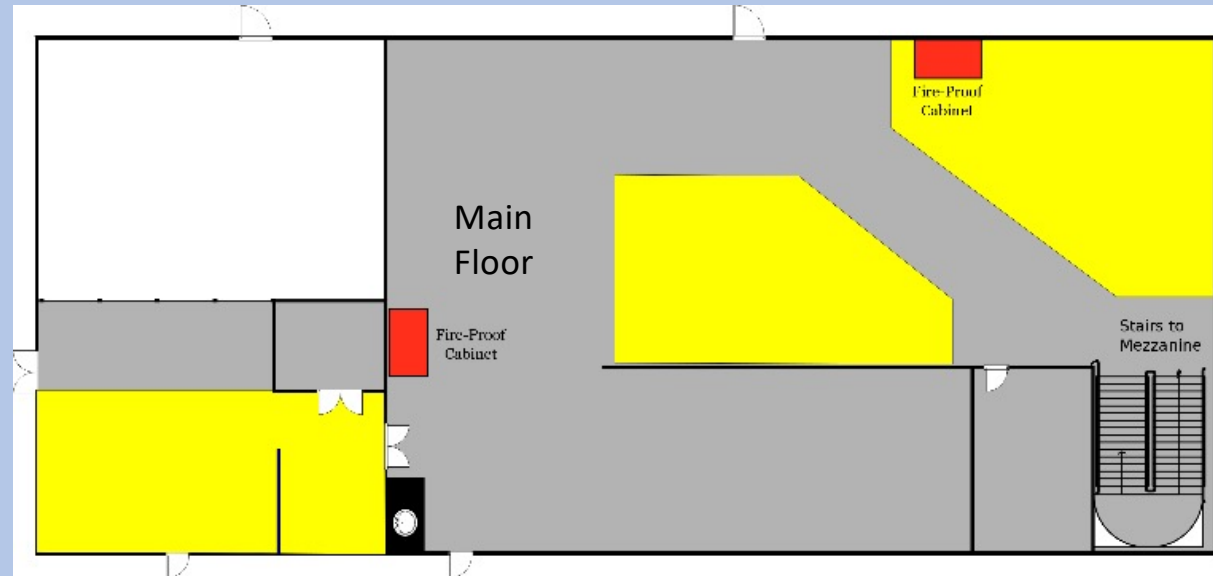
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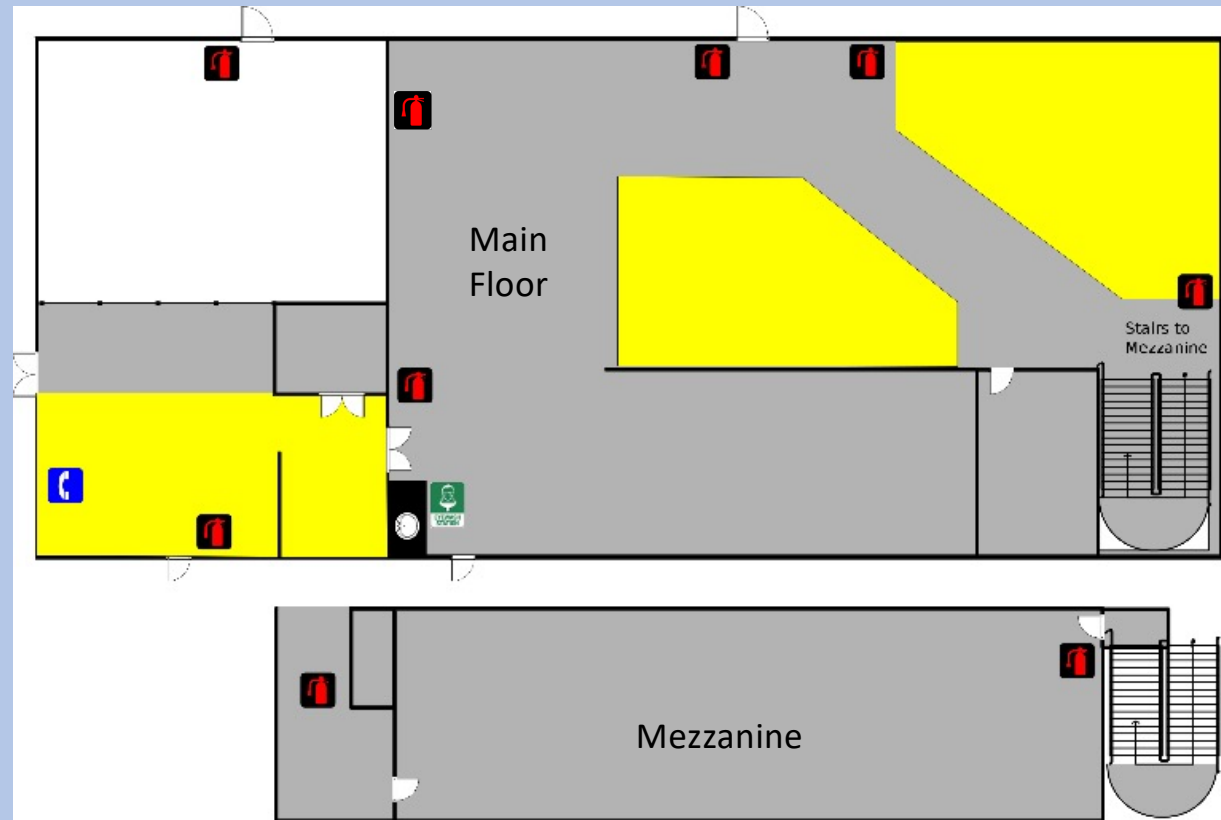


Basic Safety and Access



MakerSpace Safety:

- **Fire extinguishers**
- **Eyewash station**
- **Telephone**
- **For emergency, dial 55911.**
- **From a cell phone, dial 504-865-5911.**



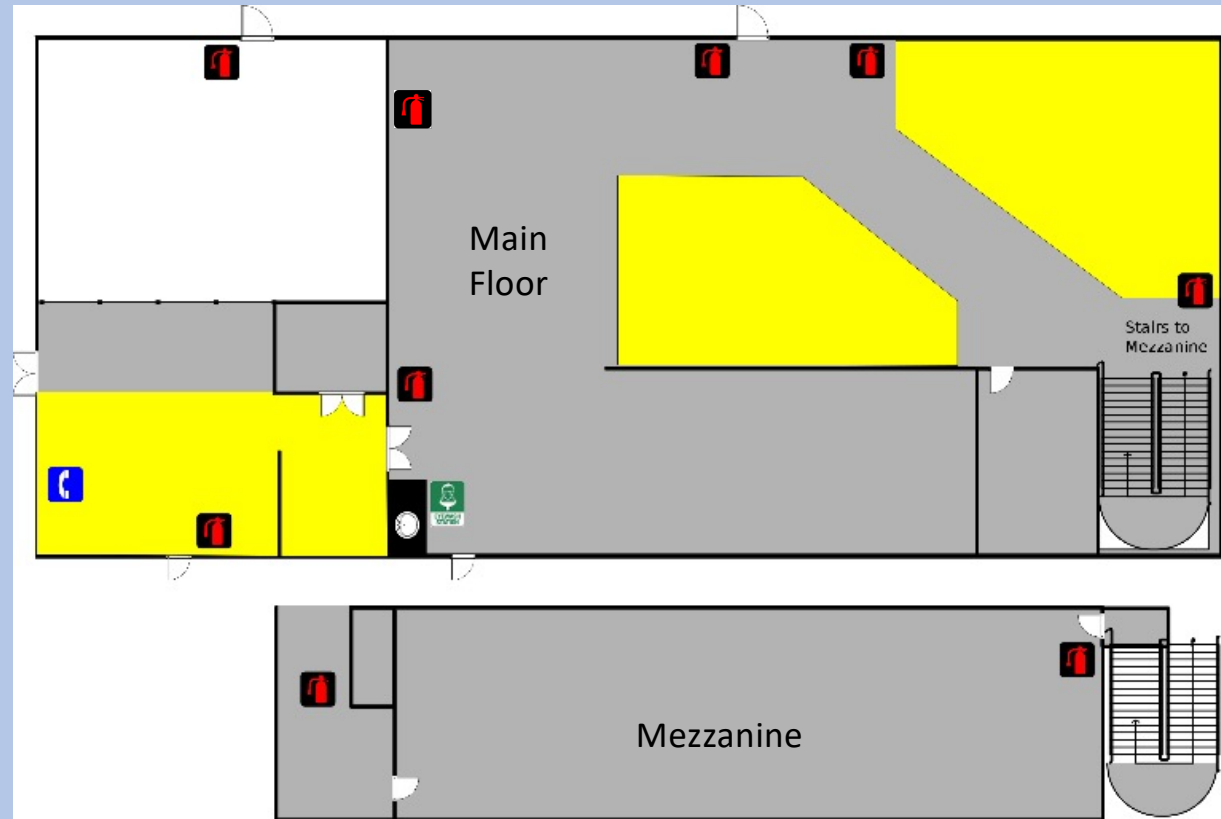
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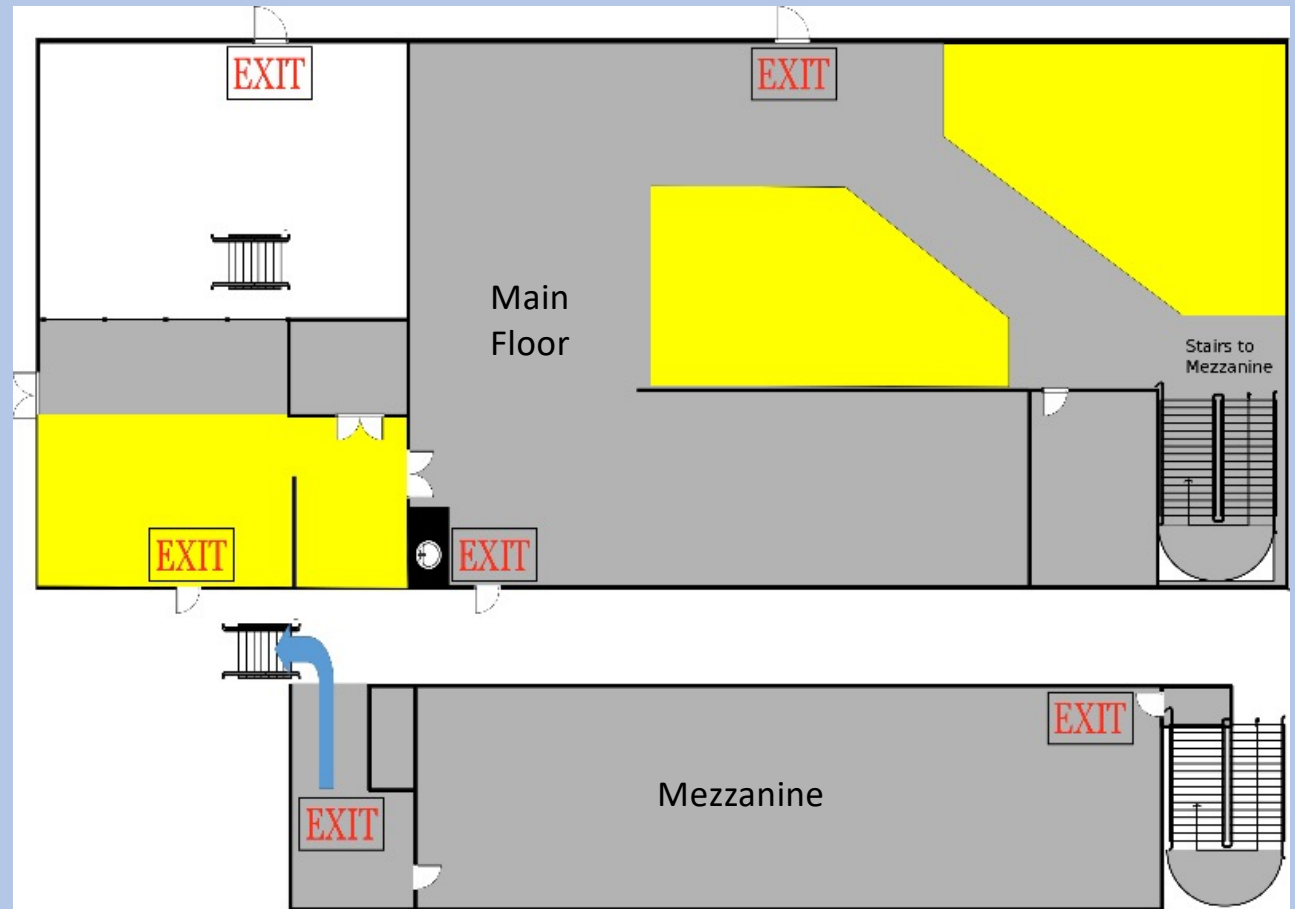


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MakerSpace Safety:

- In case of fire or other emergency, there are multiple exits to the building.
- The mezzanine has an exit and staircase on either side of the room.



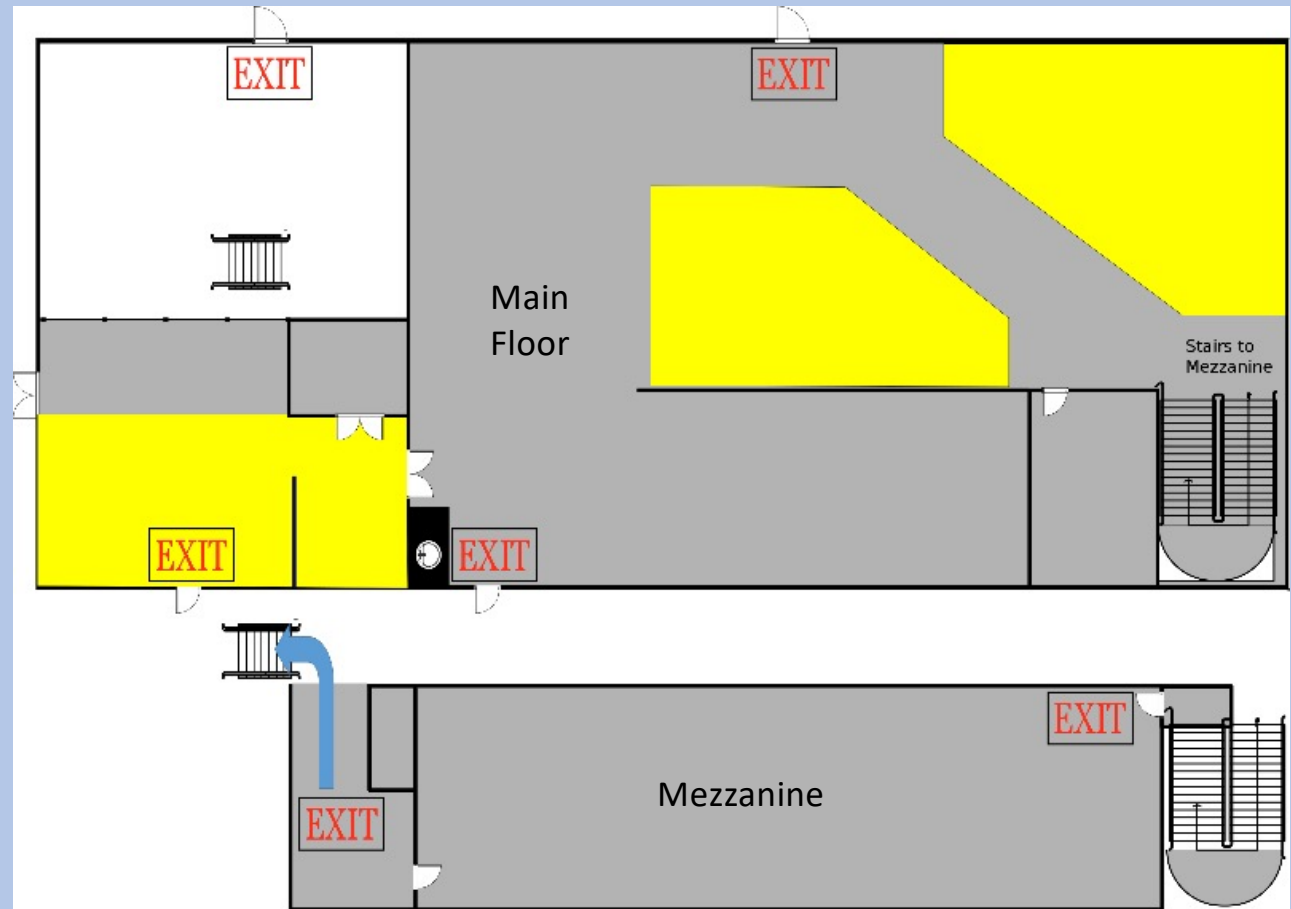
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Please remember: **The Tulane MakerSpace is a student-operated facility.**

- **While we do everything in our power to train students to utilize equipment correctly, misuse can result in severe injuries.**
- **Please, don't ever try something you are not trained for, or attempt to use equipment in a manner that was not intended.**
- **If you don't know, **please ask**. If you need special assistance, please contact the Executive Director or a MakerSpace Advisor. We are happy to help with your crazy ideas, **please ask us first**.**

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For more information on tools, equipment, and techniques, or to contact someone with questions:

- <http://makerspace.tulane.edu>
- <http://makerspace.tulane.edu/index.php/People>
- http://makerspace.tulane.edu/index.php/Project_Guides_and_Tutorials

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