

Please note that procedures governing the use of the Innovation Floor equipment are subject to change. The Innovation Floor is not responsible for any projects that are damaged, lost, or stolen. Currently, there is no sign-up process to schedule use of the equipment. First come, first served. As the demand for equipment use increases, a scheduling procedure will be implemented.

IN CASE OF A SERIOUS EMERGENCY, IMMEDIATELY TURN OFF ALL EQUIPMENT, DIAL 911, AND CONTACT AN INNOVATION FLOOR EMPLOYEE.

3D PRINTER POLICY

The Innovation Floor's 3D printers may be used only for lawful purposes. The public will not be permitted to use the 3D printers to create material that is:

- Prohibited by local, state, or federal law.
- Unsafe, harmful, dangerous or poses an immediate threat to the well-being of others. (Such use may violate the terms of use of the manufacturer.)
- Obscene or otherwise inappropriate for the DU environment.
- In violation of another's intellectual property rights. For example, the printers will not be used to reproduce material that is subject to copyright, patent or trademark protection.
- For commercial manufacturing – The equipment can be used for prototyping new commercial ventures, but not for manufacturing runs.

Cost: There is no cost to use the 3D printing capabilities inside the Innovation Floor at this time, but a fee structure may be imposed in the future to cover the printing costs depending on material usage.

- The Innovation Floor staff reserves the right to refuse any 3D print request.
- When removing parts from a tray, try to avoid using knives or scrapers. Attempt twisting part off the tray to break loose.
 - If you must use a knife or scraper, always push away from yourself. Never put your hand or any part of your body in the potential path of the sharp object. Wear gloves.

Laser Cutter

- Only cut and/or engrave materials on the approved materials list. ***Certain materials such as PVC, ABS, and Fiberglass emit toxic gases and must not be cut or etched under any circumstances!***
- If you would like to use a material not on the safe materials list in the Laser-Cutting and Engraving handbook available in the Innovation Floor, consult an employee.
- Do not leave a job unattended!

