

# MAE 2250 Lamp Mill and Lathe Reservation SIGN UP INSTRUCTIONS

## READ CAREFULLY

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During the Lamp Project, six mills and six lathes in Emerson Lab will be reserved for use by MAE 2250 students at specific times. These are the only additional times that the shop will be available for MAE 2250 lamp making.

You will be working in 'lamp groups': pairs that were assigned during lab section. You will work with your lab partner to finish up your lamps. EACH 'lamp group' will be able to reserve a 2 hour mill slot and a 2 hour lathe slot between **January 27 and February 21** to finish up their lamps. This is in addition to your lab section time during training. Slots will be available at the following times:

During Lamp Training (Jan 27 to Feb 11)

Mon, Wed, Thurs, Fri
9:00 to 11:00 AM

After Lamp Training (Feb 12 to 21)

Wed, Thus, Fri		
9:00 to 11:00 AM	1:00 to 3:00 PM	3:00 to 5:00 PM

**You must show up on time. If you are more than five minutes late for your reserved time, machines will be reassigned.**

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Stickers and signup book will be handled by your lab section TA. There will be a sticker with each student's name on it. You will use these stickers to reserve a time slot for a mill and lathe (one partner's sticker for a mill, and one partner's one sticker for a lathe).

### Instructions for using stickers:

1. Put a sticker in the slot you want to reserve.
2. Sign the edge of the sticker overlapping into the book.

#### Example:



**Any stickers found entered in the book incorrectly will be removed and the group will forfeit their slot.**