

# LITHOGRAPHY

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

## GENERAL

- Clean white sink
- Consult syllabi in workstudy locker in white binder, and prep area for the next class
- Check and refill paper towels
- Check and refill newsprint rolls
- Check Yellow Pad for notes. Fix issues if possible, reply, initial, and date
- Clean white tables with a Magic Eraser/Restore the Earth and microfiber rag
- Clean stainless steel table tops and all glass inking slabs with Windex
- Make sure there is a grease container and grease knife at each press station
- Cut down and put out more phone books if needed
- Refill rag boxes, dump full dirty rag cans into large rag container in Acid Room
- Yellow Litho Sponges-Discard of any old dirt ones and replace with new ones cut in half.
- Check Photolitho Developer in Litho Darkroom. There should be 6 full gallons at all times. Make more if needed (developer packet and directions are in grey screenprinting cabinets). If running low on packets please note below
- Carefully organize prints left in drying rack and put all leftover dry prints on the very bottom racks
- Straighten Grain Sink, remove metal stopper and drain water with hose, put Levigators to dry, face up (handle down)
- Refill small grit containers from grit buckets below Grain Sink. If grit buckets are running low please note below
- Mix more Citric Acid Counteretch if low.
- Replace old cheesecloth, there should be 8 new pieces at all times
- Check presses for left out scraper bars and put away

## LITHO DARKROOM AREA

- Clean sink with Comet
- Discard old rotten sponges and replace with new ones as needed
- Clean glass on exposure unit with Windex--leave the top of the exposure unit open
- Refill water, vinegar, soda ash (aka Super Washing Soda)
- Make sure there are 6 full gallons of photolitho developer, make more as needed
- Rinse out developing trays with water, store under sink

## OTHER PROJECTS IF YOU HAVE TIME

- Clean all tables and surfaces in litho area including large self-healing mats
- Find all rulers in the Printshop and hang them up
- Clean outsides of litho ink cans
- Open all ink cans and Vaseline lids so there is a thin layer between the can and lid
- Smooth out ink surfaces inside ink cans. Remove all gouges and smooth ink surface so ink forms a flat skin
- Sweep and Vacuum
- Dry out litho sink and deep clean, dumping out all grit and cleaning slime and smell with Soft Scrub
- Organize scraper bars by size and location. Put broken ones in broken scraper area and note below
- Clean grease off all tympan

**\*BEFORE LEAVING LOCK TOOL LOCKER AND ALL OTHER CABINETS. RETURN KEYS TO WORKSTUDY LOCKER\***

**COMMENTS, PROBLEMS, NOTES:** \_\_\_\_\_

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