CNC Reminders

- Fill out the [Digital Lab Project Request Form](#)
- Create/save your project in the correct format (AI or STL)
- Schedule a time to set up and save your tool paths (VCarve, Cut3D or Cut 2D)
  - When you submit your request, please offer a few times that work for you
  - Digital Lab staff will approve your tool paths before continuing
- Be aware of material max. size limitations
  - Large CNC: 48" x 96" x 2"
  - Small CNC: 24" x 36" x 6"
- Be aware of CNC bits available for you to use
  - End mill bits available are ⅛", ¼" and ½"
  - Ball nose bits available are ⅛", ¼" and ½"
- Cost to use the CNC is $5.00 per session.
  - This will be charged to your papercut account before running your project.
  - This covers spoil board, tape and CNC bits
  - This fee can be waived if you provide your own CNC bits (Please check in with Digital lab staff before purchasing bits to make sure they are appropriate for the machines)
- As you set up your tool paths, please note the settings below.
- Once you have toolpaths approved by Digital Lab staff, you will schedule a time to run your project.
  - It is important to make note of the estimated time of your tool paths so we can set aside enough time for your project.
  - Please also factor in set up and clean up time
- You will need to be present for the set up and start of your project at the beginning as well as the clean up at the end. You may leave during the run of your project, but are encouraged to check in once in a while to make sure everything is running smoothly.

CNC Machine Settings

File Name:_____

Project Run Time:_____

Material Type:_____

Material Size:_____

Material Thickness:_____

Notes:_____
_____
_____
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