

MAE STUDENT SHOP REQUIRED MANUFACTURING CHECKLIST

DESIGN / DRAWING RELATED ITEMS

- ☐ YES ☐ NO 1. Has part drawing been reviewed for clarity and manufacturability within the student shop?
- ☐ YES ☐ NO 2. Does part drawing have necessary dimensions to make each part feature?
- ☐ YES ☐ NO 3. Does part drawing have appropriate tolerances for each part feature or machine being used to make that feature? If you don't understand what appropriate means for each feature, ask more questions to clarify.
- ☐ YES ☐ NO 4. Does part drawing contain a descriptive name, correct material specification, part quantity, units, surface finish requirements, deburring instructions, and any manufacturing-specific comments which would help the person making the part?
- ☐ YES ☐ NO 5. Does a clearly printed or sketched copy of the part drawing accompany this checklist?

MANUFACTURING RELATED ITEMS

- ☐ YES ☐ NO 1. Have you taken EML2322L, or been trained and approved by a student shop TA, to use the machine(s) necessary to make the part?
- ☐ YES ☐ NO 2. Is the material near net shape? Students with materials requiring 30+ minutes of material preparation will be asked to return with appropriately sized stock.
- ☐ YES ☐ NO 3. Has a file test been conducted to ensure the material is not hardened?
- ☐ YES ☐ NO 4. Is material suitable for use with student shop tooling, or will you provide your own? Tooling provided in the student shop is for non-ferrous materials only.
- ☐ YES ☐ NO 5. Does part require a tapped feature smaller than #6 or M4? If so you must purchase the required tap, as there's a higher likelihood of it breaking.
- ☐ YES ☐ NO 6. Have you worked with this type of material before on the machine(s) necessary to manufacture the part(s)?
- ☐ YES ☐ NO 7. Have you worked with these types of tool(s) or operation(s) before on the machine(s) necessary to manufacture the part(s)?
- ☐ YES ☐ NO 8. Have you discussed with a TA what tools and operations are necessary to make these part(s) and listed them below?

MANUFACTURING APPROVAL/DISAPPROVAL [Circle one]

IF MANUFACTURING IS NOT APPROVED, REFER USER TO MAE STUDENT SHOP DETAILED CHECKLIST

STUDENT SHOP TA: _____

COMMENTS / SUGGESTIONS [LIST HERE AND CONTINUE ON THE BACK SIDE OF THE PAGE]