

3D Printer Policies

Before Use

- The 3D printer is operated by STEAM Central staff, and requires a scheduled appointment.
- All files must be submitted through the library's scheduling platform in .STL format.
- A STEAM Central staff member will convert all print requests to the appropriate file format before printing.
- Once all print requests have been converted, a STEAM Central staff member will email the patron who submitted the file to inform them of the cost of the print job (see the 3D Printing Fees Policy for information on cost).
- The printer cannot run unattended—print jobs need to be completed by STEAM Central closing.

During Use

- Only STEAM Central staff may operate either of the 3D printers.
- Do not touch any part of the 3D printer during printing. Temperatures can exceed 210° Celsius. (410° Fahrenheit)
- Avoid all moving parts while a job is printing.

After Use

- Retrieve your 3D print request from the Circulation Desk at the Stephens Central Library during the library's regular hours of operation.

General Usage Notes

- Some parts may need to be printed with support or rafting that can be removed once the print job is complete. Part cleaning can typically be done with pliers, but, if a knife is needed, always point the blade away from your body and use a solid work surface to remove the plastic.
- Always pick up and/or vacuum stray pieces of filament in or around the machine after use to prevent any jams or messy print jobs for the next user
- Report any problems with the 3D printer immediately to STEAM Central staff.
- The printer may not be used to print files deemed offensive, dangerous, or in violation of copyright, as determined by STEAM Central staff.

