

ARE YOU A CREATIVE SCHOOL FACULTY MEMBER LOOKING TO HAVE YOUR STUDENTS ENGAGE WITH THE DESIGN + TECHNOLOGY LAB?

IF YES, this handout is for you!

- 1** If your class has **30 students or less** and the project involves laser cutting or 3D printing, we can best support your group through the Service Bureau. We appreciate knowing in advance- even if we don't need to make any special accommodations for your group.
- 2** If your class has **more than 30 students** and the project involves laser cutting or 3D printing, we will need to prepare an alternative way for your students to submit files. This may involve a shared G-drive and/or a spreadsheet so that we can stay organized. Please reach out so that we can find a solution that best suits your needs and to ensure we have the necessary materials to support your group.
- 3** If you are looking to assign a project that makes use of the CNC mill, the flatbed printer, or a robotic arm **please reach out via the project request form** so we can discuss some options. We can provide a software template, set up a file submission system, and offer in-person demos if logistically feasible.
- 4** In most cases our technicians will carry out final project production. In the case of CNC milling and UV Printing, we may require students to come in to review their files with a technician or to help monitor the production. Any hands-on equipment training requires a considerable time commitment and so would need to be planned and booked well in advance.
- 5** Project work can be paid directly as a department transfer or by individual students. **We can work with you to design a project that fits within a budget.**
- 6** We may be able to have one of our technicians attend a class in person or online to talk about the LAB and answer any student questions. Please reach out with at least 3 weeks in advance.
- 7** Depending on availability, we are also able to accommodate booking our space to teach your class. Please reach out extra early if this is something you want to explore.

RESOURCES FOR STAFF & STUDENTS

We have a tour video online that shows the D+T LAB and our equipment in action!

Due to high demand- we are unable to offer in person class tours or walkthroughs.



We have a wide range of educational resources for all of our equipment available online. We encourage you to review these and incorporate them into your teaching materials.

In person hands-on workshops are available throughout the fall and winter term. These are open to faculty, staff and students of The Creative School. These are smaller capacity sessions and have a small fee associated with participation.

Online workshops cover general topics like laser cutting and 3D modelling. These are also available throughout the fall and winter terms. These sessions are free and recordings are available on our website after the fact.

Open LAB hours are times when students can walk into the D+TL to ask project questions or get assistance with any file preparation. They generally take place every Friday during the Fall and Winter terms. Please refer to our website and social media for up-to-date calendars.

GETTING STARTED

Reach out EARLY! If you are hoping to have your students use the D+TL in any way, make sure to let us know ASAP so that we can schedule, plan and order any needed supplies for your class.

We ask that full time faculty contact us one month before the start of term, and sessional faculty connect in the first two weeks of class.

Because of the large volume of class and project proposals we receive, we cannot guarantee we will be able to accommodate any last-minute requests.

We are always happy to answer questions and chat about how we can support your class. Send us an email at designtechnologylab@torontomu.ca.

LET US KNOW OF YOUR INTEREST IN THE D+T LAB BY FILLING OUT A PROJECT REQUEST FORM!

