Student: ----------

Trainer: ----------

Date: ----------

Prerequisite Certifications: Fiber Arts Orientation Certification

Certification for: Long Arm (Fiber Arts Studio)

Training Check-Off List:

Tool Anatomy:

- ☐ Needle, threading, bobbin

Pre-Operation:

Needle

- ☐ Student properly changes a needle
- ☐ Student selects proper needle size for specific application
- ☐ Student orients scarf correctly

Threading

- ☐ Correct thread path is followed
- ☐ Student adjusts tension by small increments if needed
- ☐ Student checks spring

Bobbin

- ☐ Bobbin winding performed correctly
- ☐ Case is inspected
- ☐ Oiling performed properly
- ☐ Bobbin is installed properly

Loading

- ☐ Clamp Sequence performed correctly
- ☐ Clamp Alignment performed correctly

Operation:

Post-Operation:

- ☐ Clean up area, remove any unused material
- ☐ Return machine to original state

Lockout/Tagout Procedure

- ☐ Tool unplugged and plug wrapped in safe/visible location, tag filled out and posted, front desk notified

Pass/Fail: ----------

Comments:

Student Signature: ---------- **Date** ----------

Certifier Signature: ---------- **Date** ----------

Certifer: Please scan this QR Code to email info@claremontmakerspace.org, and include a list of students who have passed this test.

Then, return this form to the front desk (even if the student failed!).