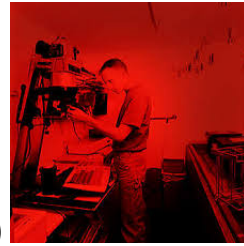


## Graphic Communication (Photography)

The Student is able to demonstrate safe and correct performance of the following:	Date	Sign-off	Notes
<b>DARK ROOM</b>			
1. Knows WHMIS.			
2. Turns on ventilator fan when in the dark room.			
3. Ensures chemicals are stored properly in appropriate containers.			
4. Wears proper personal protective equipment.			
5. Uses tongs and rubber gloves when handling film in the developing process.			
6. Always keeps hands away from face while working in the dark room.			
7. Washes hands carefully after developing film.			
8. Never uses portable electrical devices around or within reaching distance of sinks.			
9. Ensures spills are wiped up immediately.			
<b>DRY MOUNT</b>			
1. Uses caution to avoid being burned on the press or tacking iron.			
2. Only dry mounts with heat setting prescribed by instructor.			
3. Turns off and unplugs press and tacking iron at end of the process.			
4. Returns hot tacking iron to its holder when not in use.			
5. Reports and tags worn electrical cords and plugs.			
6. Never tests heat, press or tacking iron by touching.			
<b>PROCESS CAMERA</b>			
1. Never touches hot lights.			
2. Never flashes lights in people's eyes.			
3. Exercises caution around glass copy boards.			
<b>STRIPPING TABLES</b>			
1. Keeps all foreign material off the glass.			
2. Keeps fingers out of cutting area.			
3. Keeps cutting devices sharp and stores them properly.			
<b>FOLDING MACHINE</b>			
1. Never removes a misfed or jammed sheet while machine is running.			
2. Turns power off when making changes.			
3. Keeps all tools off the folder table.			
4. Ensures electrical cords are out of the way.			



## Graphic Communication (Photography)



The Student is able to demonstrate safe and correct performance of the following:	Date	Sign-off	Notes
<b>PLATE MAKER</b>			
1. Disconnects plate maker before changing carbons or making adjustments.			
2. Is careful when changing hot carbons.			
3. Never looks at arc lights during operation.			
4. Is careful not to break glass of vacuum frame.			
<b>PAPER DRILL</b>			
1. Is aware that drill bit may be hot.			
2. Keeps hands away from drill area while drilling.			
3. Keeps area around feet clear at all times.			
<b>AIR BRUSH</b>			
1. Has instructor connect and disconnect regulators to high pressure air lines.			
2. Does not adjust regulators.			
3. Takes care not to spray toward other people's faces.			
<b>SIGN PRESS</b>			
1. Does not throw or toss type.			
2. Utilizes caution in keeping hands out of roller.			
3. Uses only specified cleaning solutions in cleaning type and press.			
4. Knows WHMIS.			
<b>ENGRAVING</b>			
1. Wears proper personal protective equipment.			
2. Keeps hands from under cutter bit.			
3. Ensures instructor changes or adjusts engraving cutters.			
<b>THERMOGRAPHY</b>			
1. Wears proper personal protective equipment.			
2. Does not stare at heat lamp.			
3. Does not leave the area when the lamp is on and relief power is heating; fire may result.			
<b>RUBBER STAMP and GOLD STAMPING</b>			
1. Exercises caution when using heating element.			
2. Keeps work surface clean at all times.			
3. Does not throw or drop type.			