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STUDY GUIDE POWER EQUIPMENT SAFETY

NAME: _____

CLASS OR PERIOD: _____

DATE OF INSTRUCTION: _____

1. Always wear eye protection.
2. You must have the instructor's permission before you use the equipment.
3. Don't use any of the power tools unless you've been shown how to use them correctly and safely. Don't use a tool until you understand how to use it properly.
4. Power equipment may be used *only* when the instructor is in the shop. No power equipment may be used unless the instructor is present.
5. If you don't feel well or if you can't concentrate, tell the instructor. Don't use any of the tools unless you can give your full attention to what you are doing.
6. Your hands must be dry when you work around electricity, and you must be standing on a dry floor.
7. When you approach a machine, be sure the person who used it before you has turned it off and it's completely stopped.
8. Check the cutting tool in the machine. The cutting tool must be sharp and in good condition.
9. The cutting tool must be installed correctly and properly adjusted for the work.
10. Check to see that all the safety guards are in place and working properly. Use all the safety guards whenever possible.
11. Never remove a guard unless you have the instructor's permission.
12. If the machine doesn't sound right, or if it doesn't work properly, don't use it. Turn it off and tell the instructor.
13. Use the machine *only* for what it was designed to do. For example: don't overload the machine or use it on something too small to be safe.
14. If you have to make any major adjustments or changes, get permission.
15. Before making any major changes or adjustments, disconnect the power. Pull the plug or disconnect the power at the circuit breaker.
16. If you disconnect a machine at the circuit breaker panel, put up a sign that says: "Don't connect."
17. Minor adjustments should always be made with the machine turned off and completely stopped.
18. Work in a well lighted area. Stand so you can see clearly.
19. Keep yourself balanced. Don't over-reach or put your weight on a machine.
20. Check the condition of the material. The wood must be clean and free of defects. It must be clear of hardware, paint or finishes.
21. Always wait for the machine to come up to full speed before starting the cut.
22. Use an even, steady pressure to make the cut. Don't force it or over-load the machine.
23. If the material is large or heavy, get help. Ask someone to "tail-off" for you. The tail-off helper should support the material while you control how it is moved into the cut.

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24. Get permission to use special set-ups, jigs or attachments. Ask the instructor to double-check special set-ups before you use them.
25. Don't let anyone distract you while you're operating the machine. Keep your full attention on what you are doing.
26. Use a piece of scrap wood, a push stick or a brush to remove scraps around the cutting tool. *Never* use your hands to clear away scraps or dust.
27. Stay out of the danger zones when someone is using the equipment. Make sure that others stay clear when you're operating the equipment.
28. When you are finished using the equipment, turn it off and stay with it until it has come to a complete stop.
29. Remove any special attachments or special cutting tools you may have used. Replace the guards if you've removed them and readjust settings to their normal position.
30. Use a brush to clean off the equipment, then sweep the area around the machine.