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STUDY GUIDE DRILL PRESS SAFETY

NAME: _____

CLASS OR PERIOD: _____

DATE OF INSTRUCTION: _____

1. If you have long hair, it *must* be tied back or worn under a cap while you operate the drill press. Long hair can be caught in the moving drill and cause very serious injuries.
2. Use *only* bits that are designed and manufactured for machine operation.
3. Be sure the cutting tool is sharp, straight and in good condition.
4. Check the drill speed before you operate the drill. Use the right speed for the work. For example: large holes should be cut at a low speed.
5. Adjust the table so the clearance hole in the center of the table is lined up under the cutting tool.
6. Use clamps to hold the work firmly on the table.
7. Don't try to tighten the chuck by hand. Use the chuck key to fasten the cutting tool in the chuck.
8. *Always* check twice to be sure you have removed the chuck key before turning on the drill press.
9. Keep your hands out of the area directly under the drill bit.
10. When making a deep cut, back out of the cut several times. This helps prevent overheating and keeps the waste from clogging the bit.
11. If the hole is going to be drilled all the way through the material, fasten a piece of scrap under the material. This makes a neater cut *and* it's safer.
12. Turn the drill press off before you make any changes or adjustments. Turn it off and wait for it to come to a complete stop, then make the changes.
13. Never try to stop the drill by hand. Always let it coast to a stop.
14. Don't use your hand to clear away wood chips or waste material. Always use a brush.
15. Don't leave a drill while it's still running. Turn it off and stay with it until it has come to a complete stop.
16. Check with the instructor before you use any special set-ups or attachments. Get permission.