

# What should I do if a material I need runs out? Or the lab needs a new tool (files, USBs, cables etc.)?

The best way is to email about what you need, who/where it is for, and what it is for. Contact info can be found at the end.

## What materials are NOT provided by the labs?

Spray paint, glue, sandpaper, and other common expendable products.

# What should I do if material gets stuck in the nozzle?

Send an email reporting which machine needs maintenence, and an assistant will look at it ASAP.

## How many time slots (each one hour) can I book for the machines using My Court?

- 3D-printers: 4
- Laser Cutters: 2
- Small Mill: 4
- Big Mill: 4

## Can I change the material myself on the Ultimakers?

Absolutely. Search for tutorials on YouTube or scan the QR-codes zabove to learn how.

#### Can I change the nozzles myself in the Ultimakers?

Unfortunately, no - the Ultimaker 2s should have 0.8 mm nozzles, and the Ultimaker 3s should have 0.4 mm nozzles. Contact us for special requests.

## What should I do if I need to do a large print that takes longer than my allotted time?

Consider the following options:

- If possible, use any of the Ultimaker 2's as they have larger nozzle diameter(0.8mm) and will consequently yield shorter printing times than the Ultimaker 3's (0.4mm nozzle)
- Try reducing the print time (visible in Cura) by reducing the infill and/or increasing the layer height. Keep in mind that increasing the layer height will decrease the print resolution
- If your part uses a lot of support material, consider rotating the part in Cura so that it will need less support. If this doesn't help, you could also consider redesigning your part or divide it into smaller components that are more easily printed without support

# Changing Filament

#### **Common material settings**



- Another option is to manually increase the printing speed on the machine. While the file is being printed, go to Tune -> Speed and rotate the button to increase the printing speed. Be aware that setting the printing speed to high may lower the print quality. 150% print speed usually works fine, but this depends on the part's geometry
- If it's an essential and large part, printing overnight is recommended
- Set up a time with an assistant for special requests. Our email is listed at the end of the document

# How do I get access to rooms or specific tools?

Send us an email informing us who you are and why you need access.

# How do I get something cut on the water jet?

Review the waterjet tutorial in the equipment page on KTH Prototype Center's website - you will need to work with an assistant for this.

## What material is available to use?

If the project is course-related, the material 'out' in the labs are available for use. If you have a personal project or an unusually large job to do, you should provide your own material. Contact us if you have any doubts.

# What should I do if a machine is malfunctioning?

The sooner we get notified, the sooner the machine will be fixed.

# What should I do if I don't know how to use a machine, but I would like to learn? Or if I need access to a room?

For this, email us.

# Who should I email regarding issues with My Court?

Please email us if you have notified your course responsible and they have confirmed your request.

# What should I do if someone is using the machine I booked?

Technically, if you have booked the machine it is yours and you can cancel any intruding print. However, if you are not present after 15 minutes after your start time, we usually claim that it's free. Common decency applies.

# Who is responsible for cleaning the lab spaces?

You are! Make sure the machines and work areas looks tidy after you're done with them. The lab spaces are kept orderly by the course participants that use them, and there is no scheduled cleaning of the spaces. If there is a minor issue, we suggest fixing it yourself. If there is a major issue, please contact us via our email.

