

## Use of the Model Making and Machine (PMB) Lab during the COVID-19 pandemic

The Model Making and Machine Lab (known at the PMB in Dutch) is operating at a limited capacity due to the measures in place to prevent the spread of the coronavirus. Below we explain the limitations in more detail:

- Access to the PMB is limited to those students enrolled in IDE courses including graduating students (see below).
- If you need to work in the PMB your course coordinator will first need to liaise with Don van Eeden – the team leader of the PMB.
- Graduating students have priority. The PMB reserves space for such students. There are up to 10 places available each day. If you fall into this category and would like to work in the PMB, please contact Don van Eeden to discuss your proposed use (both in terms of work and planning). The chair of the graduating student will be contacted to verify that the student's request to work in the PMB is supported by the supervisory team.
- You can only work in the PMB when you have scheduled on-campus education. Students are not allowed to enter the PMB outside of these times.
- We are unable to teach you how to use machines.
- The maximum capacity of the different areas within the PMB are as follows:
  - Workshop – 10 students at once (if 10 graduating students have reserved this space, then no additional students are permitted)
  - Digital lab – 4 students at once
  - Flex room – 25 students (only with supervision). We are investigating whether we can expand this capacity to 50.
- The restrictions are such that the potential for building prototypes are more limited than usual, however the following digital possibilities remain:
  - 3D printing (facilities have been expanded)
  - Laser cutter
  - Foam cutter

If you wish to take advantage of these digital techniques please note the following **new procedure**:

- Each course must designate a contact person for students to liaise with the PMB (e.g. a student assistant). Their main job will be to manage the digital files. This contact person must know (or learn) the PMB's procedures regarding checking files.
  - The contact person must check the files for errors and feasibility and consult with the PMB about the total time needed.
  - The contact person must mail the files to the specially created email address: [prototyping-ide@tudelft.nl](mailto:prototyping-ide@tudelft.nl).
  - PMB staff will manage the production of parts.
  - The contact person will come to an arrangement with the PMB on the way in which the prototypes end up with the student.
- In principle, the materials shop is open. Students can go there to buy materials. Opening hours are displayed on the door. If Ismail Bozdog is not present in the materials shop, you can go to the PMB.