

## CEPS Engineering Shop Training Plan for Students - Rev. Fall 2025

In order to safely use the CEPS Engineering Shop, please adhere to these guidelines:	
1	All students who plan to work in the Engineering Shop must first read the Shop Student Handbook ( <a href="https://www.uwyo.edu/ceps/shop/">https://www.uwyo.edu/ceps/shop/</a> ).
2	Complete the Shop Safety Quiz ( <a href="https://form.jotform.com/uwyoshop/shop-safety-assessment">https://form.jotform.com/uwyoshop/shop-safety-assessment</a> ) which covers the student handbook & the 1st row of the training card. Must achieve a passing grade of 90% or work with Shop Mgr for more training, as needed.
3	Students to watch short videos on more advanced equipment (mills, lathes & waterjet) prior to hands-on training and working with Shop Staff to build your project(s), see web links below.
4	Shop to hold hands-on demonstration & safety, by appointment, on a case-by-case basis. Students must email shop & coordinate 1 week in advance, limit of 2 students/session. Training sessions are counted towards your 15 hours of free Senior Design shop time and will be approached as "working alongside a technician" to build your project.
5	After completing hands-on training, training card to be punched out for that equipment, showing you've spent some time learning and practicing safety with the equipment...not that you're a master operator
6	When students come back to work in the shop again, set an appointment with Shop Staff to discuss project needs, which machines to use and verify training. From there, shop staff will determine if you need accompaniment or are able to work independently on your project.
7	Training card to be held by students and kept with them in order to work in the shop (\$25 replacement card cost). Shop has a limited number of safety glasses available. Closed toed shoes and pants required.

**Basic Machine Shop Safety** - <https://www.youtube.com/watch?v=EvBMA7UJx38>

**Lathe Fundamentals 101 & Lathe Safety** - [https://www.youtube.com/watch?v=0X1nZwOZH6M\\_](https://www.youtube.com/watch?v=0X1nZwOZH6M_)

**Milling machine and cutter operation and safety** - [https://www.youtube.com/watch?v=izQ3kFB3p\\_A](https://www.youtube.com/watch?v=izQ3kFB3p_A)

**OMAX Waterjet Use & Operation** - [https://www.youtube.com/watch?v=nLd\\_R-snoBE](https://www.youtube.com/watch?v=nLd_R-snoBE)

### Definition of Hand & Power Tools:

Everything in student toolbox - Screwdrivers, hammers, chisels, punches, wrenches, socket sets, calipers, FILES, power drills, power saws, pneumatic tools, pedestal & bench vises.

CEPS Engineering Shop Manager - Spencer Miller - [smille61@uwyo.edu](mailto:smille61@uwyo.edu) - (307) 766-4243