

Using the Mechatronics Design Lab

Rules

- Do not prop the door open.
- Clean up the lab **AFTER EACH USE**. Straighten your workbench and return all tools to their proper location. A picture of a straightened lab bench is on the lab web page, <http://mechatronics.mech.northwestern.edu>.
- Take only the electrical components you need for your project. If you need large numbers of parts, order them yourself. If you notice that we are out of a part we normally stock, or if you have a suggestion for a part that would be useful to have in the lab, please contact the lab manager Rick Marzec, r-marzec@northwestern.edu.
- Take nothing out of the lab except items in your lab kit (if you have one) and the electrical components you need. Nothing else leaves the lab. That includes hand tools and books.
- Labs and projects associated with classes have priority over all other uses of the lab.
- Report any damaged or missing items, and report any misuse of the lab that you observe to Prof. Lynch (kmlynch@northwestern.edu) and the lab manager Rick Marzec (r-marzec@northwestern.edu).

By signing below, you certify that you have read these rules and agree to adhere to them. **Failure to adhere to these rules will result in loss of lab privileges.**

Your Marlok key will be activated through the end of the spring quarter. Failure to return your Marlok key after DC will result in a fine or a hold on your grades.

The lab is under 24 hour video surveillance.

Name: _____

Wildcard ID#: _____

Email: _____

Signature: _____

Key #: 12316-_____

