To: All Architecture Students  
From: John Hunter and Bill Tansley  
Re: Architectural Laboratory Policies and Standards for Precix Router Use

The S.o.A. Laboratory is a full-service shop located in the basement of the School of Architecture. Housed in the S.o.A. Laboratory is a Precix 4600 Series Computerized Router. Below you will find the Shop’s basic policies and standards for usage of the Precix Router:

- The S.o.A. Laboratory's normal hours of operation during the Fall and Spring semesters is 9:30 AM – 8:30 PM, Monday – Friday and, 10:00 AM – 3:00 PM, Saturdays. Router appointments can only be made during these hours.
- The S.o.A. Laboratory’s phone number is 609-258-3739. E-mail addresses for Supervisory personnel are available in the School Handbook.
- Router usage is dependant on being an enrolled student of Princeton University’s School of Architecture and the other guidelines listed below.
- To access the CNC mill, you must either:
  A). be enrolled or completed ARC 574, or
  B). Make a request through a design faculty member and enlist a specific DMA to "sponsor" your particular job. This DMA will see you through the process, evaluating your digital model for fitness and then taking it through the necessary CAM package to generate the code. The job can then scheduled on a "stand-by" basis for a time when the mill is not in use by those in ARC 574 and when the DMA will be able to see it through.
Router privileges can be revoked for any unsafe or dangerous usage – See Princeton CNC Manual for examples.

All persons’ utilizing the Precix router must become familiar with the Princeton CNC manual; operations_ run checklist; and the job run must be reviewed by qualified Supervisory personnel.

If you are unsure of any default settings; positioning of your material; or any other operational problem, please ask Supervisory personnel for help prior to starting a milling run.

The Precix Router is for school/faculty related work only. Any personal use must be scheduled through the School of Architecture’s Administration and can not impede on anyone else’s school/faculty related projects.

You must use the on-line scheduler to make appointments. See website https://fed.princeton.edu:9875/cas/login?service=https://daspraxis.princeton.edu/soalscheduler/default.aspx for making an appointment. Appointments can only be made after completion of the Arc 574 orientation or through a sponsoring DMA or faculty member.

Remember, the process for utilizing the Precix router is a long one! Please be patient and follow all steps in the creation of a viable file and understand it can take many hours to complete a successful model!

All Router runs must be completed by 8:00 PM weeknights.

There are only 2 Saturday appointments available / AM and PM and must end by 3:00 PM.

While this list is not exhaustive, it does give you the general parameters of which we operate.

We encourage any questions in regards to the Architectural Laboratory’s Precix router and our only wish is for a safe, productive and enjoyable experience in regards to your milling projects.

Please see the Princeton CNC Manual for more specifics on digital model types and parameters in regards to operation of the Precix Router.