

BOOKING THE FORMLABS FORM 3 - 3D PRINTER

1

BOOK TRAINING

- Ensure you are ready to use the machine.
- Training £69 – 2 hour programme.

2

PREPARE YOUR PRINT FILE

- Before you make your print booking, upload your file to the **PreForm** software available in the 3D printing department.
- The system will be logged in already so this upload can be done at your convenience.
- Make a note of the time estimate required for your print booking window – now you can make your booking.
- **Important: do not send to print at this stage.**

3

BOOK PRINTING TIME

- In order to estimate your booking window, you **must** set up your file prior to booking the printer.
- All print bookings will be rounded up to the **next** hour.
- You do not need to be present for the start of a print job as the file will have been saved in step 2.
- If your booking runs overnight, your required collection time is 8 am the following day.
- You will need to wash and cure your print job when you collect it.
- As a courtesy to other Members, please ensure you are present at the conclusion of your print job to remove your print or a fee may be charged.

