

# Industrial Sewing Machine

## Safety Rules:

- When in doubt, ask a makerspace employee.
- Report any injuries or accidents immediately to the instructor. Also, report a breakage to a tool. If the equipment does not operate properly, notify the instructor immediately.
- Wipe up any oil on the floor immediately to prevent staining.
- Operate only the machines you have been trained to operate and when a makerspace employee is present.
- Operate machines only with permission.
- Always inspect the machine before starting to work. Be sure it is clean and threaded correctly, with no loose threads on the pulley belt and all guards in place.
- Make only adjustments you have been trained to perform
- When sewing wear close-fitting clothing. Avoid loose fitting sleeves, sweaters, jewelry, ties, and ribbons when operating the machine. If your hair is long, tie it back.
- Always practice proper posture to reduce fatigue, help prevent accidents and increase efficiency. If possible, adjust the chair height so that your feet rest flat on the floor.
- Do not move chair forward while operating the machine.
- Use both hands to raise & lower the machine head.
- Always keep your head above the table.
- Keep your feet off the treadle when you are setting or threading the needle.
- ALWAYS TURN OFF MACHINE while doing the above point
- DON'T place hand under the "foot" of the machine (or the needle...)
- GO SLOW while pressing the pedal
- Keep your hand(s) on the work (only remove right hand for pressing the reverse lever)
- DON'T go through multiple layers of fabric (more than three, and even that is dependent upon the type of fabric...)

- If the needle breaks DO NOT KEEP USING THE MACHINE and DO NOT FIX IT YOURSELF get a makerspace employee
- If there is a jam (such as the fabric won't move/nor the needle/etc) DO NOT KEEP USING THE MACHINE and DO NOT FIX IT YOURSELF get a makerspace employee
- If you think you are going to do something dangerous (even borderline) DON'T. Ask makerspace employee if what you want is doable
- DO NOT lift foot of machine WHILE the machine is running
- Use the handwheel only as needed & DO NOT TOUCH WHILE OPERATING THE REST OF THE MACHINE
- After threading the needle and the bobbin, make sure there is a "good" amount of thread for a "tail" when you begin to sew--this helps prevent a jam, and you can always cut it off later.
- If the belt/pulley breaks DO NOT KEEP USING THE MACHINE and DO NOT FIX IT YOURSELF get a makerspace employee
- DO NOT ADJUST the stitch length or the tension of the thread
- DO NOT "splash" water or oil on machine
- DO NOT ADJUST THREAD TAKE-UP SPRING
- DO NOT ADJUST PRESSER FOOT PRESSURE
- IF THERE IS ANY OF THE FOLLOWING, GET A MAKERSPACE EMPLOYEE
  - Stitch Skipping
  - Thread Breakage (consistently)
  - Loose Stitches
  - Faulty Feed