Standard Operating Procedure (SOP)

Glass Scriber

Located in Lebow 334, the yellow room.

First Time Use
1. Read Drexel University Laboratory Safety Manual
2. Complete initiation training protocol from senior laboratory personnel

Safety Equipment
1. Disposable gloves

Proper Use of Spacer Box
1. Put on safety equipment as outlined above
2. Make sure that the compressed air valves are “ON”
3. Regulator should be set to 22psi, do not move set screw located on left side of scriber
4. Make sure scriber surface is clean, wipe clean and vacuum if necessary.
5. Place glass along scale on left edge of scriber
6. SLOWLY open the air valve to slowly lower the scribing blade onto glass
7. Move cutting head to the right, until it falls off glass. DO NOT REVERSE DIRECTION!
8. Remove glass and break along scribe
9. Vacuum scriber surface to remove any broken glass and shards
10. Deposit any large pieces of broken glass in “Glass Only” trash can
11. Make sure scriber head is “UP” when done
12. Vacuum and wipe clean the scriber surface for the next user

NOTE: Only move the scribing head in 1 direction. Reversal of direction can break the scribing wheel!

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<tr>
<th>Emergency Contacts:</th>
<th>Prof. Adam Fontecchio</th>
<th>Wayne Hill</th>
</tr>
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<tbody>
<tr>
<td>Public safety: x2222</td>
<td>Lebow 134</td>
<td>Director of Lab Services</td>
</tr>
<tr>
<td></td>
<td>215-895-0234 (o)</td>
<td>Commonwealth 219</td>
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<tr>
<td></td>
<td>401-743-7835 (c)</td>
<td>215-895-4952 (o)</td>
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<tr>
<td></td>
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<td>215-873-4846 (c)</td>
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</tbody>
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| Senior Personnel: | Mike Ermold, Lebow 132, 215-895-1498, 610-781-9721 (c) |
|                  | Hemang Shah, Lebow 132, 215-895-1498, 267-608-6488 (c) |
|                  | Greg Fridman, Hess 117, 215-895-0576, 312-371-7947 (c) |

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