

7

STUDY GUIDE POWER EQUIPMENT SAFETY

NAME: _____

CLASS OR PERIOD: _____

DATE OF INSTRUCTION: _____

1. Always wear eye protection.
2. You must have the instructor's permission before you use the equipment.
3. Don't use any of the power tools unless you've been shown how to use them correctly and safely. Don't use a tool until you understand how to use it properly.
4. Power equipment may be used *only* when the instructor is in the shop. No power equipment may be used unless the instructor is present.
5. If you don't feel well or if you can't concentrate, tell the instructor. Don't use any of the tools unless you can give your full attention to what you are doing.
6. Your hands must be dry when you work around electricity, and you must be standing on a dry floor.
7. When you approach a machine, be sure the person who used it before you has turned it off and it's completely stopped.
8. Check the cutting tool in the machine. The cutting tool must be sharp and in good condition.
9. The cutting tool must be installed correctly and properly adjusted for the work.
10. Check to see that all the safety guards are in place and working properly. Use all the safety guards whenever possible.
11. Never remove a guard unless you have the instructor's permission.
12. If the machine doesn't sound right, or if it doesn't work properly, don't use it. Turn it off and tell the instructor.
13. Use the machine *only* for what it was designed to do. For example: don't overload the machine or use it on something too small to be safe.
14. If you have to make any major adjustments or changes, get permission.
15. Before making any major changes or adjustments, disconnect the power. Pull the plug or disconnect the power at the circuit breaker.
16. If you disconnect a machine at the circuit breaker panel, put up a sign that says: "Don't connect."
17. Minor adjustments should always be made with the machine turned off and completely stopped.
18. Work in a well lighted area. Stand so you can see clearly.
19. Keep yourself balanced. Don't over-reach or put your weight on a machine.
20. Check the condition of the material. The wood must be clean and free of defects. It must be clear of hardware, paint or finishes.
21. Always wait for the machine to come up to full speed before starting the cut.
22. Use an even, steady pressure to make the cut. Don't force it or over-load the machine.
23. If the material is large or heavy, get help. Ask someone to "tail-off" for you. The tail-off helper should support the material while you control how it is moved into the cut.

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24. Get permission to use special set-ups, jigs or attachments. Ask the instructor to double-check special set-ups before you use them.
25. Don't let anyone distract you while you're operating the machine. Keep your full attention on what you are doing.
26. Use a piece of scrap wood, a push stick or a brush to remove scraps around the cutting tool. *Never* use your hands to clear away scraps or dust.
27. Stay out of the danger zones when someone is using the equipment. Make sure that others stay clear when you're operating the equipment.
28. When you are finished using the equipment, turn it off and stay with it until it has come to a complete stop.
29. Remove any special attachments or special cutting tools you may have used. Replace the guards if you've removed them and readjust settings to their normal position.
30. Use a brush to clean off the equipment, then sweep the area around the machine.

7**TEST
POWER EQUIPMENT
SAFETY**

NAME: _____

CLASS OR PERIOD: _____

DATE: _____ SCORE: _____

ALWAYS WEAR EYE PROTECTION

1. Always wear eye _____.
2. You must have the instructor's _____ before you use any of the equipment.
3. Use the power equipment *only* if you understand how to use it correctly and _____.
4. The _____ must be present in the shop whenever you use the power equipment.
5. Use the power tools *only* when you can give your full _____ to what you are doing.
6. When you work with _____, you must make sure your hands are dry and the floor you stand on is dry.
7. When you approach a machine to use it, make sure the person who used it before you turned it off and it is completely _____.
8. The cutting tool in the machine must be _____ and in good condition.
9. Be sure the _____ is installed properly and adjusted correctly for what you want to do.
10. Check to see that the _____ are in place and working properly.
11. Do not _____ any of the safety guards unless you have the instructor's permission.
12. If a machine doesn't work properly, or if it doesn't _____ right, turn it off and tell the instructor.
13. Power tools should be used *only* for what they are _____ to do.

**COMPLETE EACH STATEMENT
WITH THE CORRECT LETTER
OR WORDS IN THIS COLUMN**

- A. DANGER ZONES
- B. BALANCED
- C. DOUBLE-CHECK
- D. CLEAN
- E. PROTECTION
- F. SAFETY GUARDS
- G. DISCONNECT
- H. DISTRACT
- I. ATTACHMENTS
- J. RUNNING
- K. SIGN
- L. PERMISSION
- M. STOPPED
- N. DESIGNED
- O. DEFECTS
- P. TAIL-OFF
- Q. BRUSH
- R. SAFELY
- S. FORCE
- T. COMPLETELY
- U. REMOVE
- V. ELECTRICITY
- W. INSTRUCTOR
- X. SOUND
- Y. CUTTING TOOL
- Z. FULL
- AA. SHARP
- BB. LIGHTED
- CC. ADJUSTMENTS
- DD. ATTENTION



TEST
POWER EQUIPMENT
SAFETY
 second page

NAME: _____
 CLASS OR PERIOD: _____

14. Get permission before you make any major _____ or changes on the equipment.
15. _____ the power to the machine before you make any major changes or adjustments.
16. If you disconnect the power at the circuit breaker panel, put up a _____ that warns others not to connect it.
17. The machine must be turned off and _____ stopped before any minor adjustments are made.
18. Work in well _____ areas so you can see clearly.
19. Keep yourself _____. Don't over-reach or lean on a machine.
20. The material must be clean, free of _____, hardware or finishes.
21. The cut must not be started until the machine is running at _____ speed.
22. Use an even, steady pressure to make the cut. Don't _____ it or over-load the machine.
23. If the material is large or heavy, get help. Ask someone to _____ for you.
24. Ask the instructor to _____ any special set-ups or attachments before you use them.
25. Don't let anyone _____ you while you operate the equipment.
26. Use a piece of scrap wood, a push stick or a _____ to clear away scraps or dust. Don't use your hands.

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NAME: _____
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27. Stay clear of the _____ when someone is operating a machine.
28. Never leave a machine while it is still _____ . The machine must be stopped before you leave it.
29. When you are finished, remove any _____ or special set-ups you may have used.
30. _____ the equipment and the area around it when you are finished with the work.

GET PERMISSION

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