

**STUDY GUIDE
DRILL PRESS SAFETY**

NAME: _____

CLASS OR PERIOD: _____

DATE OF INSTRUCTION: _____

1. If you have long hair, it *must* be tied back or worn under a cap while you operate the drill press. Long hair can be caught in the moving drill and cause very serious injuries.
2. Use *only* bits that are designed and manufactured for machine operation.
3. Be sure the cutting tool is sharp, straight and in good condition.
4. Check the drill speed before you operate the drill. Use the right speed for the work. For example: large holes should be cut at a low speed.
5. Adjust the table so the clearance hole in the center of the table is lined up under the cutting tool.
6. Use clamps to hold the work firmly on the table.
7. Don't try to tighten the chuck by hand. Use the chuck key to fasten the cutting tool in the chuck.
8. *Always* check twice to be sure you have removed the chuck key before turning on the drill press.
9. Keep your hands out of the area directly under the drill bit.
10. When making a deep cut, back out of the cut several times. This helps prevent overheating and keeps the waste from clogging the bit.
11. If the hole is going to be drilled all the way through the material, fasten a piece of scrap under the material. This makes a neater cut *and* it's safer.
12. Turn the drill press off before you make any changes or adjustments. Turn it off and wait for it to come to a complete stop, then make the changes.
13. Never try to stop the drill by hand. Always let it coast to a stop.
14. Don't use your hand to clear away wood chips or waste material. Always use a brush.
15. Don't leave a drill while it's still running. Turn it off and stay with it until it has come to a complete stop.
16. Check with the instructor before you use any special set-ups or attachments. Get permission.

NAME: _____
 CLASS OR PERIOD: _____
 DATE: _____ SCORE: _____

ALWAYS WEAR EYE PROTECTION

1. Long hair must be _____ or worn under a cap when you operate the drill press.
2. Use only bits that are designed and manufactured for _____ operation.
3. Be sure the bit is _____, straight and in good condition.
4. Set the drill _____ for the type of cut that is going to be made.
5. The _____ in the center of the table must be lined up directly under the cutting tool.
6. Use _____ to hold the material firmly on the table.
7. Use the _____ to tighten the chuck.
8. Check _____ to be sure the chuck key has been removed from the chuck before you turn on the drill press.
9. Keep your hands and fingers away from the area directly _____ the drill bit.
10. Back out of a deep cut from time to time to prevent the bit from clogging and _____.
11. A piece of _____ should be used under the material when a hole is to be drilled all the way through the stock.
12. The drill press must be _____ stopped before changes or adjustments are made.
13. Let the drill press coast to a stop. _____ try to stop it by hand.

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

- A. UNDER
- B. SCRAP
- C. NEVER
- D. RUNNING
- E. TIED BACK
- F. SHARP
- G. CLEARANCE HOLE
- H. CHUCK KEY
- I. PERMISSION
- J. MACHINE
- K. BRUSH
- L. SPEED
- M. TWICE
- N. OVER-HEATING
- O. COMPLETELY
- P. CLAMPS

TEST
DRILL PRESS SAFETY
second pageNAME: _____
CLASS OR PERIOD: _____

14. Use a _____ to clear waste material from the drill press table.
15. Never leave the drill press while it is still _____ . Wait for it to come to a complete stop before you leave it.
16. Get the instructor's _____ before you use any special set-ups or attachments.

GET PERMISSION

- A. UNDER
- B. SCRAP
- C. NEVER
- D. RUNNING
- E. TIED BACK
- F. SHARP
- G. CLEARANCE HOLE
- H. CHUCK KEY
- I. PERMISSION
- J. MACHINE
- K. BRUSH
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