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ANGLICAN
COLLEGE**

Year 12 Industrial Technology Portfolio Workbook
Evidence of Safe Working Practices

Student Name: _____



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Design

Tools and Machinery Safety

This section is for putting down all the tools and machinery you used throughout the construction of your project

Machine/tool	Description	Set up procedure	Safety procedures	Risk assessment	Picture of machine/tool

Ongoing Evaluation – what was the biggest lesson I learnt through this stage...

Equipment, Materials and Resources Safety

This section is for putting down all the equipment, materials resources and jigs hat you needed to make for the construction of your project

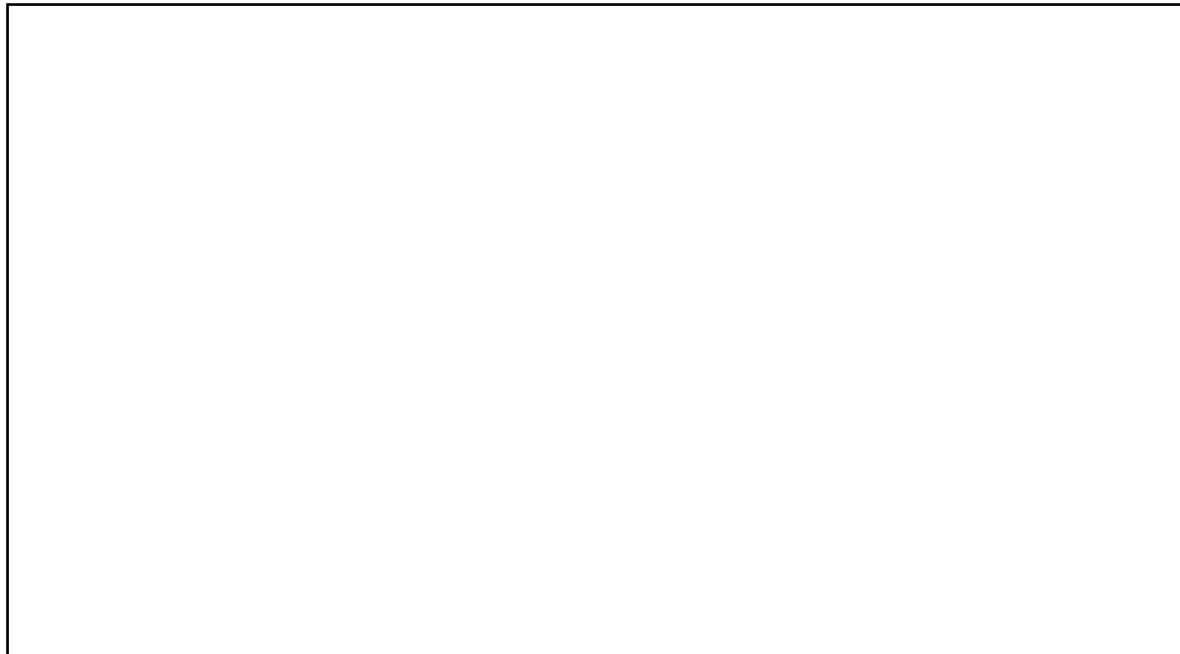
Equipment/material resource and jig	Description	Set up procedure	Safety procedures	Risk assessment	Picture of equipment or material

Ongoing Evaluation – what was the biggest lesson I learnt through this stage...

Evidence of Safe Working Practices in the Classroom

This section is for pictures of each machine or tool or equipment or material or resource or jig that you used to construct your project.

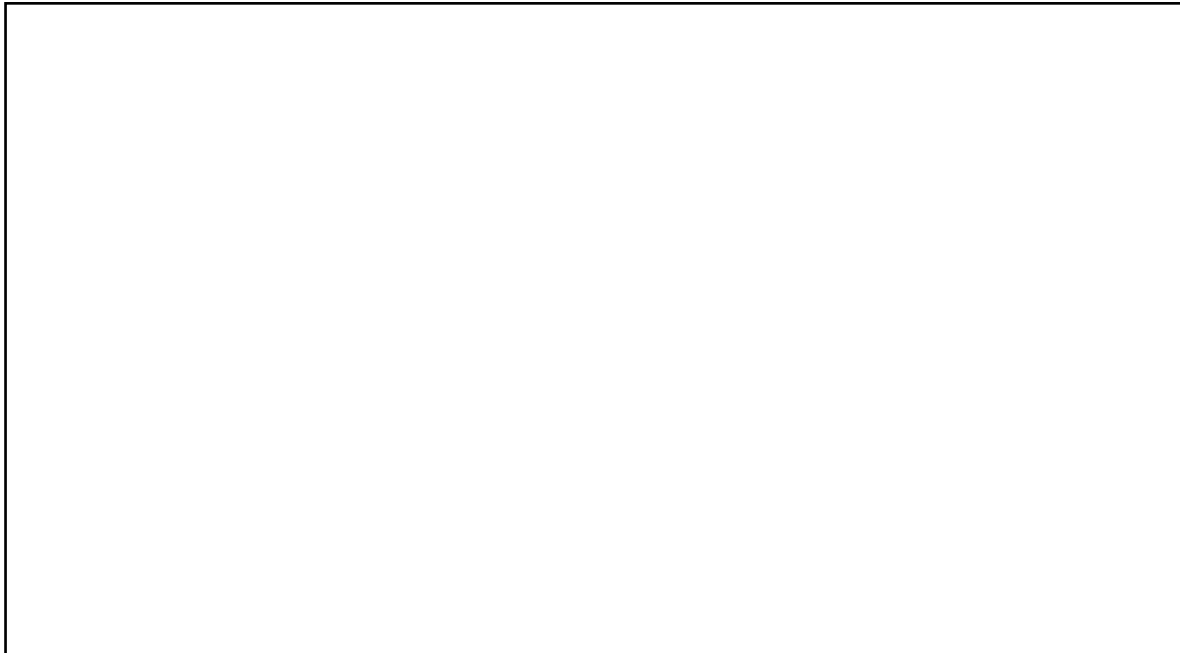
Highlight a picture of you working safely on a specific process so you can provide evidence for the markers...



1. _____

In the spaces provided include a picture of the machine, tool, equipment, material, jig or process with you actually working on this...

Highlight a picture of you working safely on a specific process so you can provide evidence for the markers...



2. _____

In the spaces provided include a picture of the machine, tool, equipment, material, jig or process with you actually working on this...

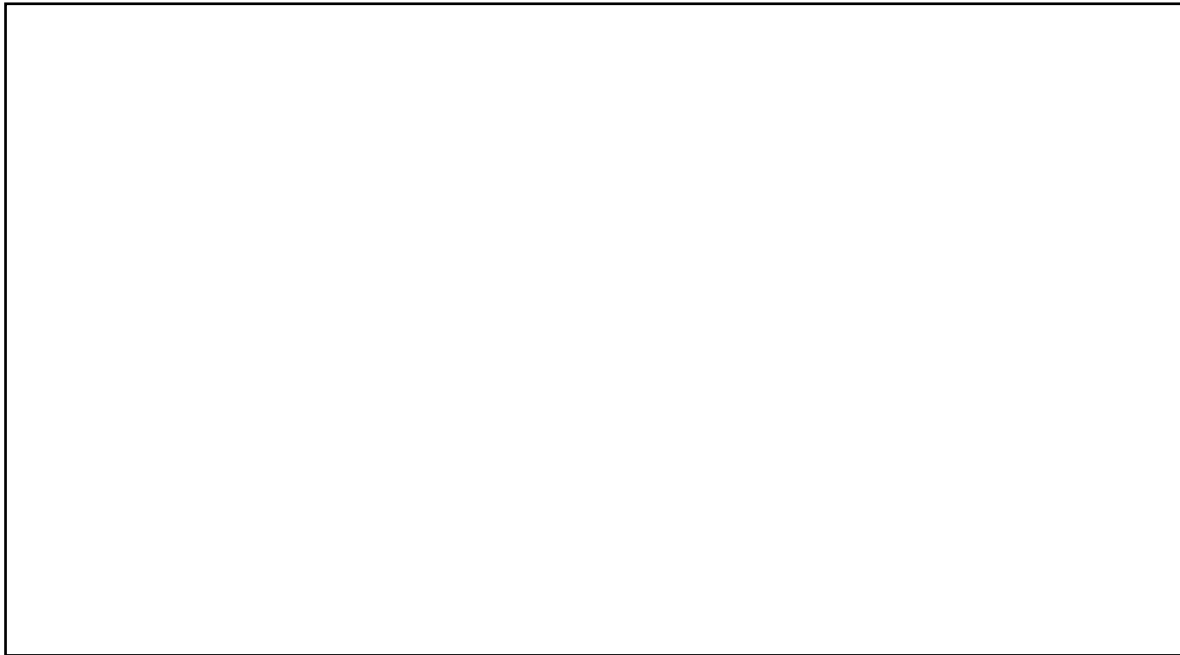
Highlight a picture of you working safely on a specific process so you can provide evidence for the markers...



3. _____

In the spaces provided include a picture of the machine, tool, equipment, material, jig or process with you actually working on this...

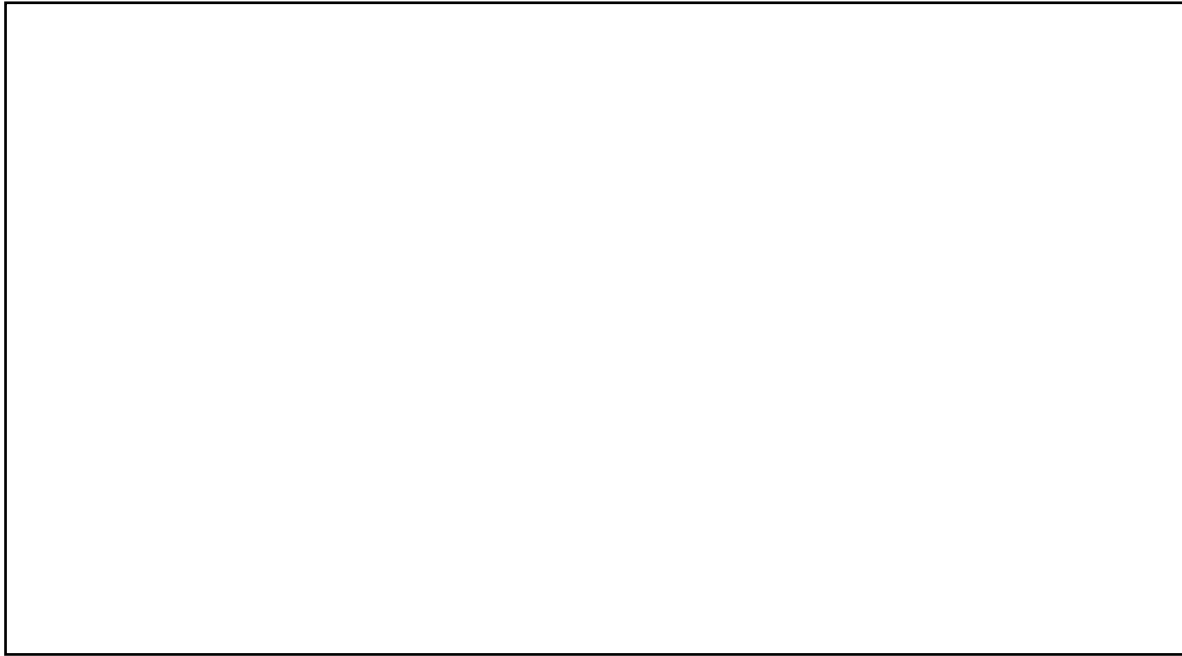
Highlight a picture of you working safely on a specific process so you can provide evidence for the markers...



4. _____

In the spaces provided include a picture of the machine, tool, equipment, material, jig or process with you actually working on this...

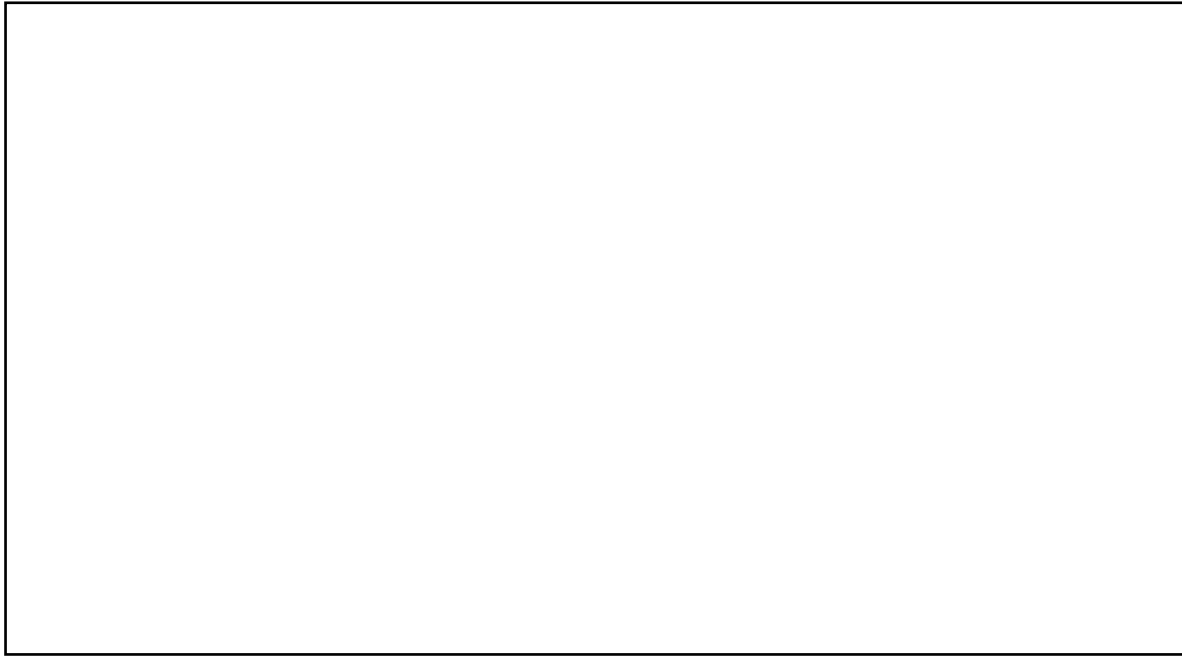
Highlight a picture of you working safely on a specific process so you can provide evidence for the markers...



5. _____

In the spaces provided include a picture of the machine, tool, equipment, material, jig or process with you actually working on this...

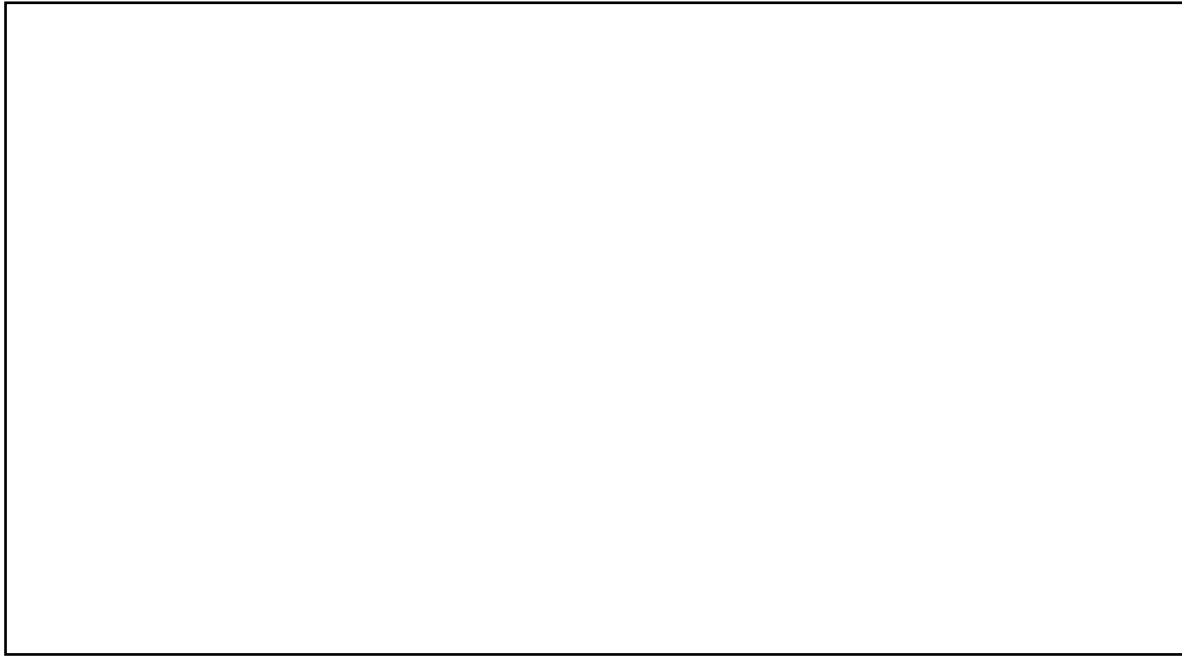
Highlight a picture of you working safely on a specific process so you can provide evidence for the markers...



6. _____

In the spaces provided include a picture of the machine, tool, equipment, material, jig or process with you actually working on this...

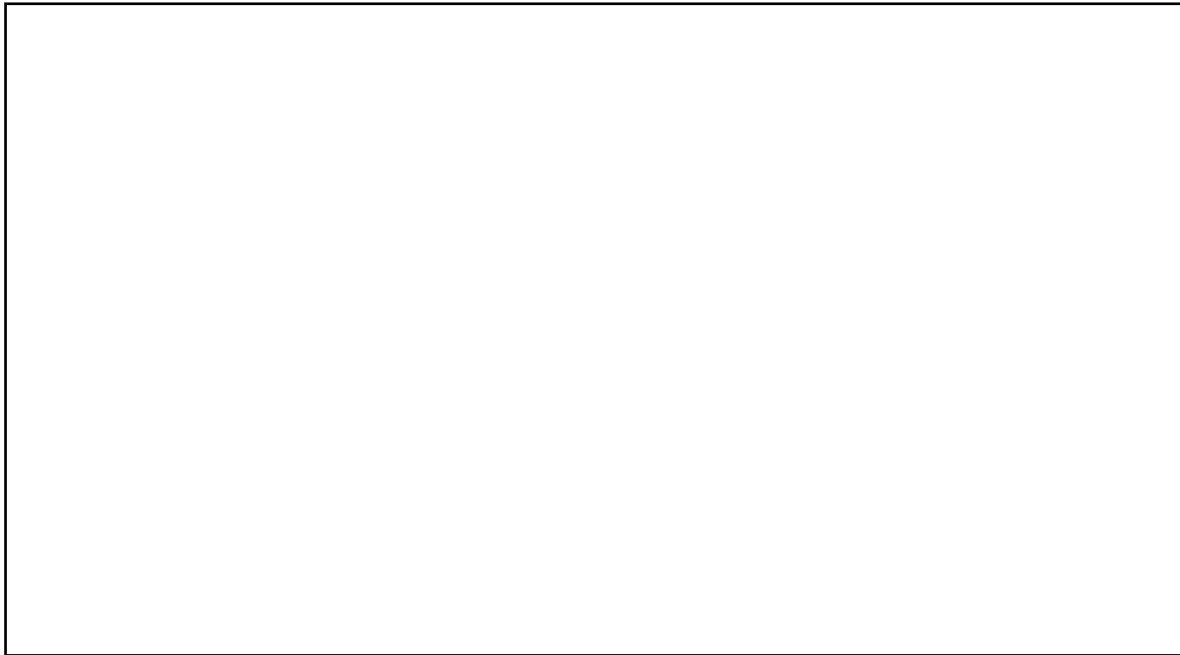
Highlight a picture of you working safely on a specific process so you can provide evidence for the markers...



7. _____

In the spaces provided include a picture of the machine, tool, equipment, material, jig or process with you actually working on this...

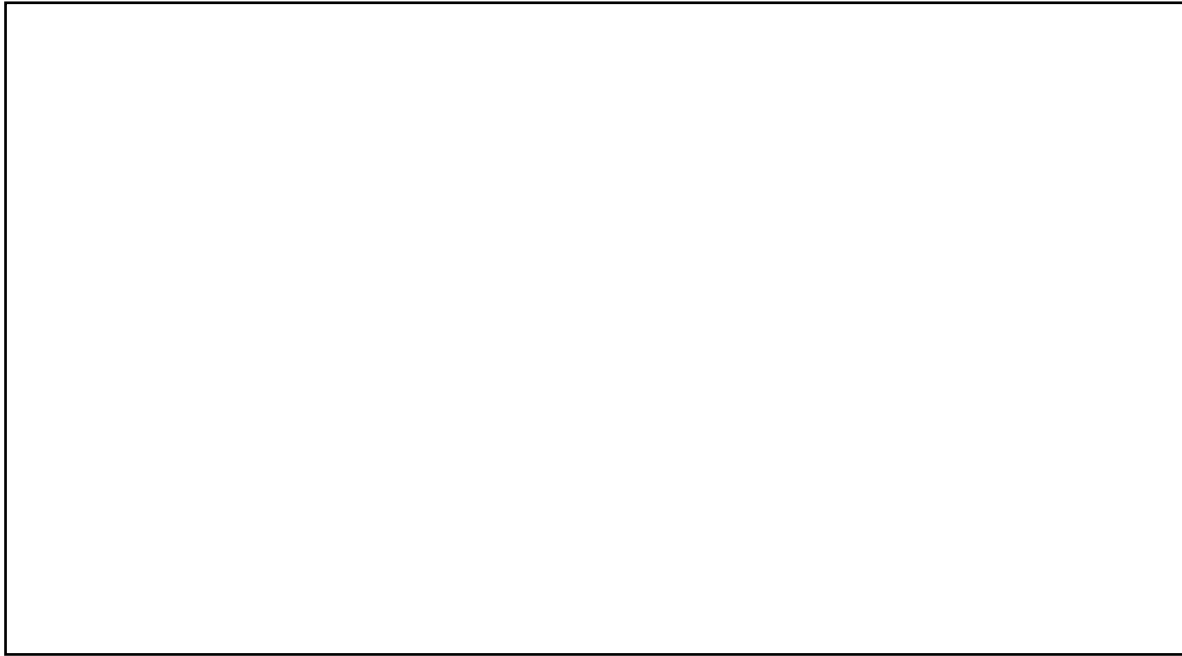
Highlight a picture of you working safely on a specific process so you can provide evidence for the markers...



8. _____

In the spaces provided include a picture of the machine, tool, equipment, material, jig or process with you actually working on this...

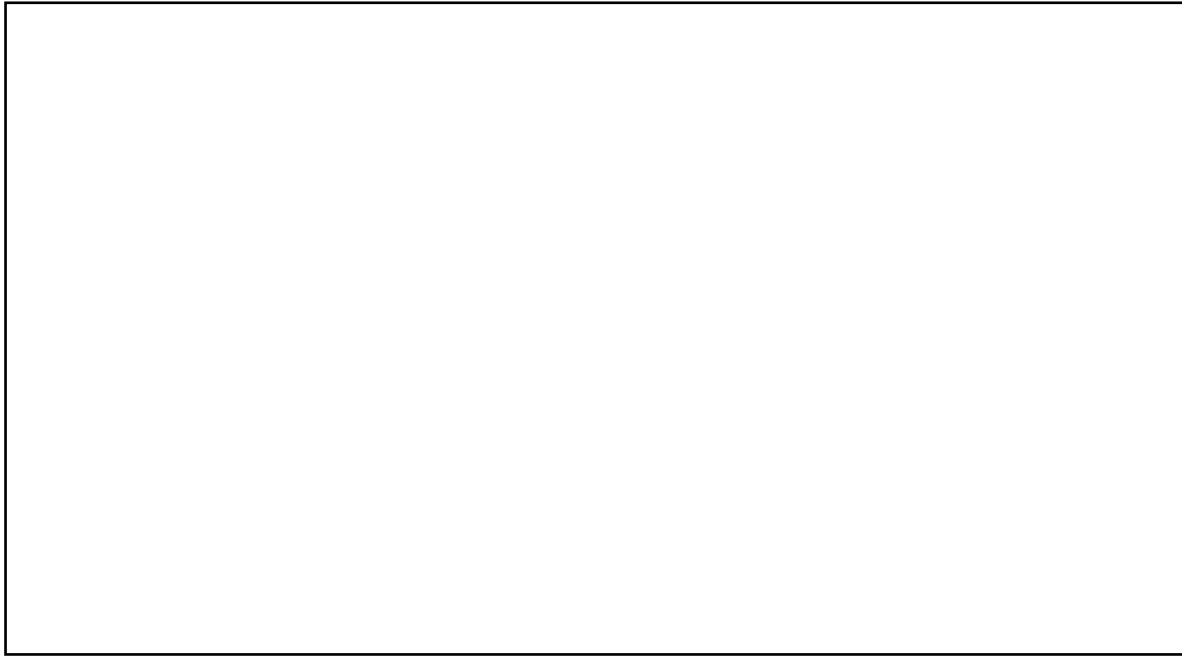
Highlight a picture of you working safely on a specific process so you can provide evidence for the markers...



9. _____

In the spaces provided include a picture of the machine, tool, equipment, material, jig or process with you actually working on this...

Highlight a picture of you working safely on a specific process so you can provide evidence for the markers...

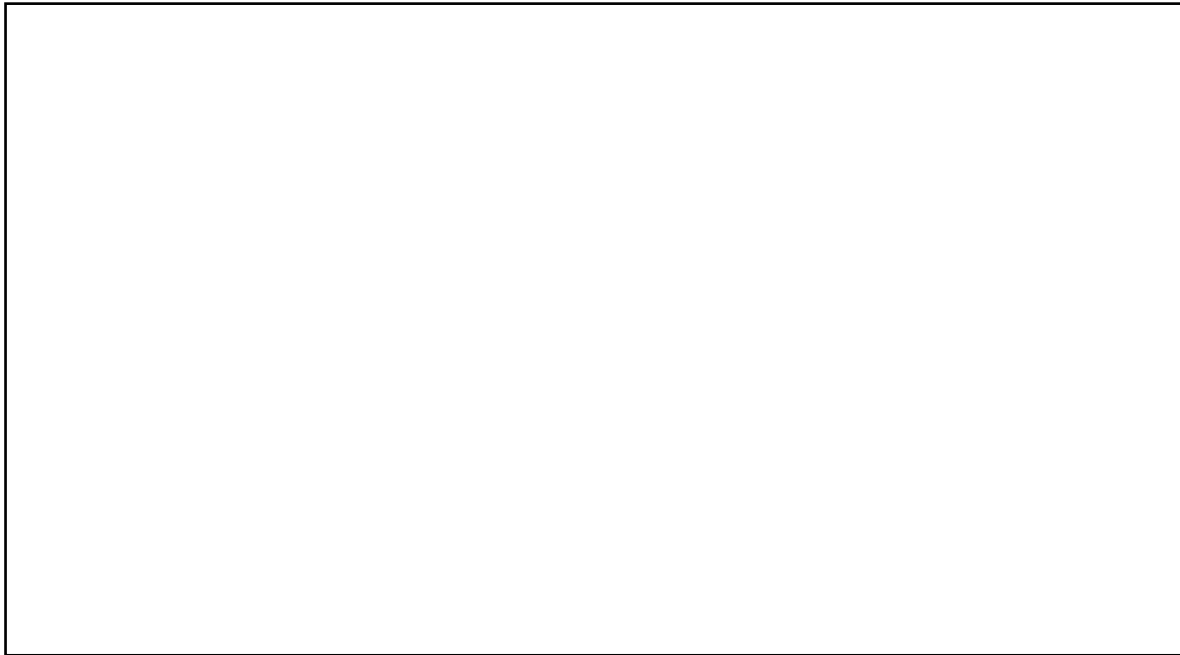


10. _____

In the spaces provided include a picture of the machine, tool, equipment, material, jig or process with you actually working on this...

Ongoing Evaluation

Place a collage of pictures of you working on everything and write an ongoing evaluation about this whole experience...



Ongoing Evaluation: _____

In the space provided include all your picture of the machine, tool or process with you actually working on this in a collage form

HSC 2002 – Industrial Technology

Evidence of Safe Working Practices and OH&S Issues

Band 5/6

Demonstrates the use of a range of safe working practices through photographic and written evidence.

Thickness Planer:

Name: Thickness planer

Description: its used for planing timber to a uniform thickness.

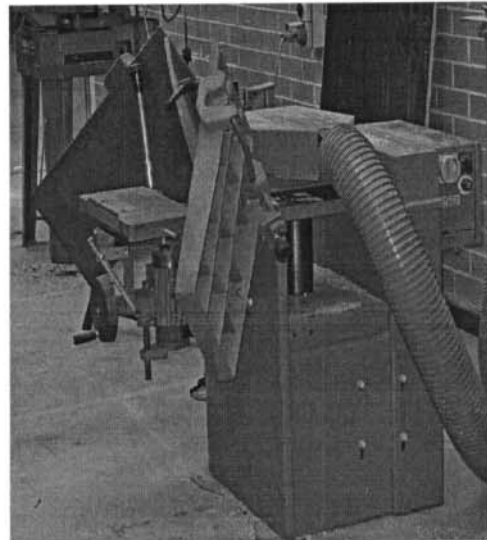
Set up tips: set the table to your required thickness. Pass your piece of timber through the thicknesser several times before the desired thickness is obtained.

Safety: .

General guidelines: same as the set up tips

Risk assessment:

- Watch your hands, make sure they don't get sucked in with the timber
- Wood fly off and hurt someone if not on properly
- Dust inhalation
- Always pay full attention when using machine.



Possible uses in project:

to get the required thickness for my table top.

HSC 2002 – Industrial Technology

Use of Appropriate Industrial Processes and Equipment

Band 4/5

Describes the selection and use of some industrial processes and equipment, and other resources in the development of the major project.



- * Cutting the chromed plated steel into shelf supports and legs.
- * Notice the steel resting against the adjustable stop and Oil based solution running over the cutting surface
- * View of the bottom of the top desktop
- * Notice routed grooves for compartment walls.

ever it has been stuck too. This worked well as the gun can be used with one hand and being light was an advantage too.

Circular saw:

The circular saw is one of the most useful portable tools. It is mainly used for making straight cuts in timber as it is easier than using a handsaw and will give a cleaner and more accurate cut.

It can also be used for:

- Making joints
- Cutting sheets of timber
- Cutting wood away to start off a slot

Drill Press:

More accurate than any portable drill, a drill press uses a drilling head positioned above an adjustable table; they are both fastened securely to a sturdy base. The drill press motor is run of a belt, which is adjustable by hand. The larger the cogs the slower the speed tends to get. The drill also has a depth gauge. When drilling always use a faster speed for small diameter holes and a slower speed for larger drills.

Power Hand Drill:

This drill can come with a cord or run off a battery. This drill is very handy because it can be used in almost any application but suffers the accuracy of a bench drill. The drill has a keyless three-jaw chuck that can hold up to 10 or 12mm drill bits.

Orbital Router:

This tool is very powerful, as it can get very high in the rev range. Routers are often used to make fancy edges with different bits but they can also be used to trim larger pieces of wood with curves to size. Routers have bolt on bits such adjustable fences, which are used when

HSC 2002 – Industrial Technology

Use of Appropriate Industrial Processes and Equipment

Band 4/5



* Notice the bearing follow the template underneath the particle board.



Jigsaw:

1. Secure jobs by using clamps.
2. Cut in a forward direction only.
3. Do not try and cut an acute angle or blade will break.
4. Always wear safety protection (glasses, ear muffs, apron).
5. Tie back loose clothing and long hair.
6. Don't lift saw out of job until blade has stopped moving.

Router:

1. Place power cord over shoulder to prevent it getting tangled in router.
2. Place the router on the job and cut sideways.
3. Tighten router bit to insure it wont fly out.
4. Position the router to the right speed.
5. Don't lift router bit out of job until it has stopped spinning.
6. Always wear safety protection (glasses, ear muffs, apron).
7. Tie back loose clothing and long hair.

Radial arm saw:

1. Adjust height of the blade.
2. Lock into place.
3. Hold job in place with left hand.
4. Pull the saw across in one motion, keeping elbow straight.
5. Wait until blade has stopped spinning before cutting another piece.
6. Always wear safety protection (glasses, ear muffs, apron).
7. Tie back loose clothing and long hair.

Drill:

1. Tighten drill bit until it is locked in.
2. Position the drill to the right speed.
3. Secure job to table by clamping.
4. Place cord over shoulder.
5. Always wear safety protection (glasses, ear muffs, apron).
6. Tie back loose clothing and long hair.