



THE UNIVERSITY OF BRITISH COLUMBIA
Okanagan Campus

Faculty of Creative and Critical Studies.

FCCS Spark Lab Policy

This is technician run workspace The items listed below provide expectations for studio etiquette, ethical and safe usage.

Failure to observe will result in grade penalties and loss of privileges/access.

- **Print turnaround time can vary.** Expect prints to take 24-72 hours to be released.
- Files should be handed to the technician in the **correct size and format** you wish to print.
- Prints will be released upon **proof of payment.**
- **Student work** always takes priority, particularly assignments and final projects.
- **Printing is for project/exhibition use only.** Printing for selling purposes is not permitted.
- **No food or drink** is permitted in the lab.
- **Clean** all equipment and work areas after each use.
- **Return all items** and tools to the proper place after use.
- **Dispose of or recycle garbage.** Dumpsters are located outside of the Barber school for any oversized items.
- **Work cannot be stored in the Spark lab.**
- **Please be respectful** and aware of others.

If in doubt about any of these items please ask an FCCS employee for further guidance.