



THE UNIVERSITY OF BRITISH COLUMBIA
Okanagan Campus

Faculty of Creative and Critical Studies.

FCCS Spark Lab Policy

This is a 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.
- **Garbage and recycling** is located outside the lab.
- **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 technician for further guidance.