

The Engraving Crew

Student quick reference guide to Laser Cutting & Engraving Services

Address: Unit 2, 12 Provident Avenue, Glynde, 5070, South Australia
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WeChat

May 2017

Check	Use this checklist to ensure we receive your work correctly, the first time.
<input type="checkbox"/>	Contact details: We require your name, mobile number, e-mail address, name of school / University
<input type="checkbox"/>	File name protocol: Name + material thickness + material + sequential number + date (e.g. Tomas 3mm mdf 001 - 23june16)
<input type="checkbox"/>	Each page must be on a separate file & named correctly. <i>If you send multiple pages in one file, additional setup charges will be incurred.</i>
<input type="checkbox"/>	Is your page size correct.? The page size must be the same as the laser bed size . (see notes below).
<input type="checkbox"/>	Does your job fit the material size (not all materials are the same size) ? (see notes below).
<input type="checkbox"/>	Position work starting top left hand corner of the page.
<input type="checkbox"/>	Please send production files only . Set to the scale you wish us to laser cut / engrave as we do NOT re-scale your drawings.
<input type="checkbox"/>	Are your colours correctly assigned? (see notes below).
<input type="checkbox"/>	Are your line thickness correct? (see notes below).
<input type="checkbox"/>	Cutting Small pieces? Allow for extras as they may fall through the cutting table / get lost. Add tabs.
<input type="checkbox"/>	Check that you do not have duplicate lines in your diagram as this will increase production time and result in additional burning.
<input type="checkbox"/>	Check that you do not have hidden lines in your files.
<input type="checkbox"/>	Reduce wastage. Group objects close to each other. A minimum of a 2mm gap is required.
<input type="checkbox"/>	We supply material –We stock a wide range of materials. Save time and use our materials.
<input type="checkbox"/>	If you supply your own materials : <input type="checkbox"/> Put your name on each sheet. <input type="checkbox"/> Material must be flat. <i>Material that is not flat will not be used. This will delay running your job.</i> <input type="checkbox"/> Max. sheet size 800 x 450mm. Please make sure material is not larger than the required sizes.
<input type="checkbox"/>	Please check all your work prior to sending your work to us as we do not check or change your files.
<input type="checkbox"/>	Current student rates only apply to students project work . All other work charged for at normal rates.
<input type="checkbox"/>	Do you require a quote for the job? If yes, please ask for a quote when giving us the artwork.
Notes	<ul style="list-style-type: none"> ✓ Laser cut pieces may be put in plastic bags. ✓ Any work we do, will be charged for. This includes modifications to your artwork. ✓ Jobs will be queued in order we receive them. We do not prioritise one job over another. So plan ahead. ✓ Valid Student ID may be requested to be eligible for student pricing. ✓ Should we encounter any problems with your job, we will contact you via e-mail or phone. ✓ When sending files via e-mail, please include your contact details.
Website: http://engravingcrew.com.au/webpages/student-laser-time/student-laser-time.html	

The Engraving Crew	Line thickness, colours & acceptable file formats		
Line	Thickness	Colour	RGB Values
Vector Cutting	0.01mm	Red	Red: 255, Green: 0, Blue: 0
Vector (thin line) Engraving	0.01mm	Blue	Red: 0, Green: 0, Blue: 255
Raster (image) Engraving	Fill Only	Black	100% Black fill, no outline
Page Border (will not be cut)	0.01mm	Green	Red: 0, Green: 255, Blue: 0
File extensions accepted <i>Files must be compatible with CorelDraw X7</i>	Cutting only: CorelDraw, AI, PDF, DXF Engraving only (NO cutting): JPEG, PNG, Bitmap Cutting & engraving: CorelDraw, AI, PDF JPEG and PNG Image: Image to engraving size. 300DPI or higher. Black & white or greyscale.		
Colour management	Switch off.		
Laser bed size (maximum)	800 x 450mm	<i>Please note our laser size.</i>	
Material size (maximum)	Check standard sizes of materials we supply	<i>Refer to materials list or contact us to confirm material sizes. Allow a 5mm gutter (border) around the edge off the page.</i>	

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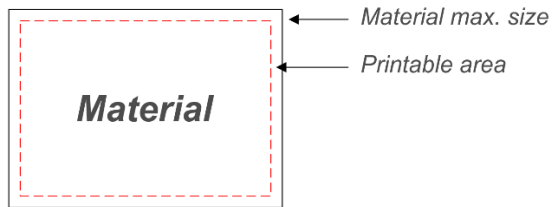
List of common materials we stock. Contact us for **other materials** we stock.

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Material	Thickness	Sheet size (max.)
White Screen board	1.0, 1.5 & 2.0mm	760 x 450mm
MDF	3.0 & 6.0mm	800 x 450mm
Basswood ply (our preferred ply wood)	1.5, 2.0, 2.5, 3.0 & 5.0mm	800 x 300mm
Hardwoods (thin laser wood)	3.2 & 6.35mm	600 x 400mm
Balsa Wood	1.0, 1.5, 2.0, 2.5, 3.0 & 5.0mm	800 x 100mm
Clear acrylic (ideal for windows ...)	0.8mm	600 x 300mm
Clear acrylic	1.5mm	800 x 400mm
Clear, White & Black Acrylic	3.0mm	800 x 400mm
Other Acrylic colours (call to confirm colour range)	3.0mm	800 x 400mm
Gold & Silver Acrylic mirror	3.0mm	800 x 400mm
Laser laminate / front engraving	1.5mm	600 x 300mm
Laser laminate / rev. engraving	1.5mm	600 x 300mm

Low tack application tape (used to cover material that has been laser cut before removing from machine)

Others sizes available. Please contact us for availability and pricing.



Do **not** position your designs / drawings right to the edges of the page. Allow 5mm border all round for cutting tolerances.

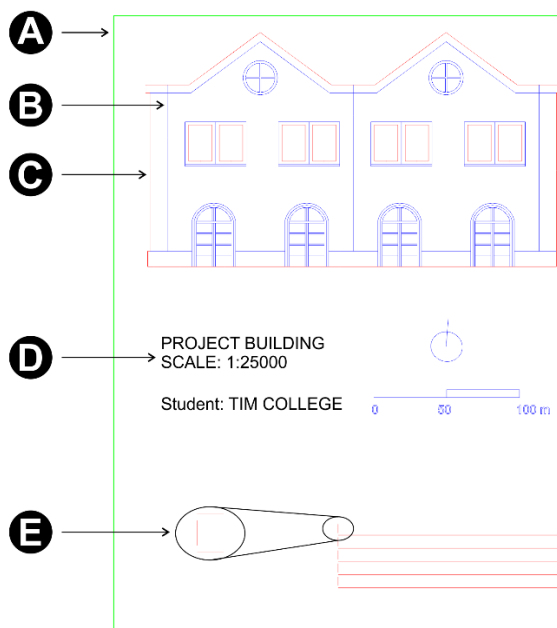
Printable area = sheet size – (2 x 5mm)

Example: 800 x 400mm max. sheet size

Printable area = (800 – 10) x (400 – 10) = 790 x 390mm

Design your job to fit the MATERIAL sheet size, NOT the LASER bed size.

Diagram explaining basic setup concepts



- A** Green: page border
- B** Blue: vector engraving
- C** Red: Cut lines
- D** Black: Engraving
- E** Tabs *

***Tabs:** tab distance should be at least equal to or greater than thickness of material you are cutting.

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