

## SHOPS + STUDIOS

# Request for Support

**STUDENTS, FACULTY AND STAFF** Use this form to request technical support in Shops + Studios facilities, especially: advanced student projects, interdisciplinary work and other university community requests. Capacity to support each request will be evaluated on an individual basis. Fill form using Adobe Acrobat, and email to [technicalservices@ecuad.ca](mailto:technicalservices@ecuad.ca).



<b>Full Name</b>	<b>ECU ID</b>	<b>ECU Email</b>							
<hr/>									
<b>ECU Standing</b>	<input type="checkbox"/> Student	<input type="checkbox"/> Faculty	<input type="checkbox"/> Research	<input type="checkbox"/> Staff	<b>Year of Study</b>	<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4
<hr/>									
<b>Program Area</b>	<input type="checkbox"/> Foundation	<input type="checkbox"/> BFA	<input type="checkbox"/> BDES	<input type="checkbox"/> BMA	<input type="checkbox"/> MFA	<input type="checkbox"/> MDES	→	<input type="checkbox"/> LOW-RES	<input type="checkbox"/> FULL-RES
<hr/>									
<b>Faculty / Supervisor Name</b>			<b>Studio Course Name</b>						
<hr/>									
<b>Technician Consulted?</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Technician Name</b>						
<hr/>									



**Describe Technical Details of Project** / *Include information on scale, volume, materials, equipment and processes*



**Indicate Weekly or Monthly Production Schedule** / *Provide details of your work plan and deadlines below*

<input type="checkbox"/> Week / <input type="checkbox"/> Month 1	<input type="checkbox"/> Week / <input type="checkbox"/> Month 2	<input type="checkbox"/> Week / <input type="checkbox"/> Month 3	<input type="checkbox"/> Week / <input type="checkbox"/> Month 4
<div style="border: 1px solid black; height: 120px;"></div>	<div style="border: 1px solid black; height: 120px;"></div>	<div style="border: 1px solid black; height: 120px;"></div>	<div style="border: 1px solid black; height: 120px;"></div>
<hr/> <b>Key Deadline</b>	<hr/> <b>Key Deadline</b>	<hr/> <b>Key Deadline</b>	<hr/> <b>Key Deadline</b>

<b>Requested Start Date</b>	<b>Requested End Date</b>
<hr/>	<hr/>



Select the area(s) where you are requesting support

Animation: 2D + 3D + Stop Motion

Ceramics †

Digital Fabrication: Laser + 3DP + CNC †

Mold Making + Casting

Metal: Shop + Foundry + Forge

Motion Capture + AR + VR

Photography: Film + Digital †

Print Media †

Production + Sound

Sewing + Textiles

Robotics + Electronics

Wood Shop

† Areas subject to paid access fees. For recurring access use Paid Access form.

‡ Area subject to fee for service.



Skill Level / In relation to technical requirements of project

Beginner

Intermediate

Advanced

Previous Relevant Coursework / Technical Instruction

Desired Skill Development



Details of Support / To be filled by Technical Services staff

Start Date

End Date

Reviewed By

Date