

3D Printing

The Informatics department offers 3D printing services for patrons to use for class projects or for personal use.

General Information

Step 1: On the [library website](#) under the Services tab, click on “Printing, 3-D” for information like how to request a 3D print, where to browse already created print files, library policies, and a price calculator.

The screenshot shows the Benner Library website's 3D Printing Services page. At the top, there is a navigation bar with links for About, Contact, Services, Reservations, Campus Links, and a search box. Below the navigation bar, there are links for Subject Guides, Books & Media, Journals & Articles, and Help. The main heading is "3D Printing Services". Below this, there is a brief description of the 3D printer and its pricing. A section titled "Request a 3D print job:" includes links for a 3D Print Request Form, a Printable Request Form, and 3D Printing Color Choices. To the right of this section is a "3D Printing Price Calculator" form with a "Grams" input field (set to 0) and a "Calculate" button. Below the calculator, there are links for "For ideas and files:" (Thingiverse Website, Selected Websites) and "Help and policies:" (3D printing patron policies).

Step 2: You will need to submit a file to begin your print. Click on the 3D Print Request Form to attach a file that you would like to have 3D printed. You may want to use the suggested websites to find ideas for possible 3D prints. The Informatics Department will then email you with a price quote.

The screenshot shows the "3D Print Request Form" with the following fields and sections:

- Personal Information:**
 - * Full Name (text input, 256 characters)
 - * Email (Olivet email preferred) (text input, 256 characters)
 - Phone Number (text input, 256 characters)
- Project Information:**
 - * Project Name (text input, 256 characters)
 - * Color (dropdown menu, 256 characters)
 - Infill (text input, 256 characters)
 - * # of prints (spinners, 256 characters)
 - Special Notes (text input, 2048 characters)
 - File URL (text input, 256 characters)
- * I have read and agree to the 3D printing patron policies. Email printing@bennerlibrary.com if you need to attach any files.
- Submit button.

Step 3: Visit the Lower Level Service Desk at the library to pay for your print. 3D print jobs must be paid for before the print is completed.

Step 4: After your print is complete, you will receive an email saying your 3D print is ready for pickup. Print jobs may take up to two weeks to complete.

Additional Questions?

For any additional questions, visit the Lower Level Service Desk or call the Lower Level phone number at 815-928-5778.