

## EMPLOYEE TRAINING RECORD

**TRAINING TITLE**      Snips

### KEY TEACHING POINTS

**DO**

- Wear safety glasses or a faceshield and gloves when working with snips.
- Select the right size and type of snips for the job.
- Use the proper tool for the job. There are 4 types of snips.
  - Left cut snips are for making cuts to the left as well as straight cuts.
  - Right cut snips will make straight cuts as well as cuts to the right.
  - Straight cut snips are used for making cuts as well as shallow cuts to the right or left.
  - Offset snips permit you to keep your hands above the cut and cut directly through the center of a large sheet.
- Use snips for cutting soft metal only. Hard or hardened metal should be cut with cutting tools.
- Use hand pressure for cutting. Never hammer, or use your foot to exert extra pressure on the cutting edges. If extra pressure is needed, use a larger tool.
- Cut so that the waste is on the right side if you are right handed.
- Avoid springing the blade. This results from trying to cut metal that is too thick heavy for the snips you are using.
- Keep the nut and the pivot properly adjusted at all times.
- Oil the pivot bolt on the snips occasionally.

**DO NOT**

- Do not try to cut sharp curves with straight cut snips.
- Do not cut sheet metal thicker than 1.5 cm with snips.
- Do not extend the handles to secure greater leverage.
- Do not attempt to resharpen snips in a sharpening device designed for scissors, garden tools or cutlery.
- do not use cushion grip handles for jobs requiring insulated handles. They are for comfort primarily and not for protection against electric shock.

### TEST

QUESTION	ANSWERS	
	TRUE	FALSE
1. Wear safety glasses or a faceshield and gloves when working with snips.	<input type="checkbox"/>	<input type="checkbox"/>
2. Extend the handles of snips to secure greater pressure.	<input type="checkbox"/>	<input type="checkbox"/>
3. Snips work well with hardened metal.	<input type="checkbox"/>	<input type="checkbox"/>
4. Left cut snips are for making cuts to the left as well as straight lines.	<input type="checkbox"/>	<input type="checkbox"/>
5. Cut so that the waste is on the right if you are right handed.	<input type="checkbox"/>	<input type="checkbox"/>
EMPLOYEE'S NAME	EMPLOYEE'S SIGNATURE	DATE
INSTRUCTOR'S NAME	INSTRUCTOR'S SIGNATURE	DATE

1. True 2. False 3. False 4. True 5. True