

**All information outlined here can be found on our website: [wiki.ideashop.iit.edu](http://wiki.ideashop.iit.edu)**

With the university's decision to move classes to an online format the Idea Shop will be changing policies and managing access. We have set up a system for students to remotely submit their prototyping needs for processing by Idea Shop staff. We are offering a number of remote services to students to assist with academic projects. Prototyping services through the Idea Shop may require more processing time than usual. Please contact us as soon as possible to discuss your needs with our staff and receive an estimated pickup date.

### **Closure of the Grainger Maker Space**

Based on the current general recommendations of public health organizations and Illinois Tech's decision to move classes digital, we believe it is not possible to safely allow the Idea Shop's large user base to access the shop spaces and maintain a low probability of disease transmission. When making these decisions we have consulted the COVID-19 shop policies and experiences of many other universities nationwide. The fundamental concerns include the large collection of shared equipment, the inability to allow a 6 foot radius between individuals, and preventing gathering of individuals. Idea Shop staff will process remote file submissions for students during this period of closure.

### **Limited Access to the Duchossois Idea Shop (Assembly Area KI 116)**

We realize that some students may not be able to avoid working in person with teams on academic projects. Students may utilize the Assembly Area on a limited, appointment only, basis. This policy is outlined on our website. If you have concerns about completing coursework, please reach out to your faculty.

### **Remote File Submissions**

The policies for different types of remote file submissions can be found here:

[https://wiki.ideashop.iit.edu/index.php?title=Remote\\_File\\_Submissions](https://wiki.ideashop.iit.edu/index.php?title=Remote_File_Submissions)

### **How does this affect my class?**

As outlined in previous university emails, your faculty have complete discretion regarding coursework. We recommend you speak with your faculty to better understand what will happen for the remainder of the semester.

### **What is the spring break policy for the Idea Shop?**

The Idea Shop spaces will remain closed during spring break so our staff can prepare for the challenges of the remainder of the semester. We will also be spending this time preparing the Assembly Area for users in a way that will reduce the probability of disease transmission and still allow student work. Students who would like to retrieve projects stored in the Idea Shop should contact us via email.

### **What next?**

As more data becomes available and public health organizations update recommendations we will reassess Idea Shop policies. The most up-to-date information can always be found on the Idea Shop website.: [wiki.ideashop.iit.edu](http://wiki.ideashop.iit.edu)  
As always the Idea Shop's top priority is to provide a safe environment for its users and staff.

Finally we encourage you to visit the university's new coronavirus (COVID-19) website: [www.iit.edu/COVID-19](http://www.iit.edu/COVID-19). This website contains up-to-date information and communication regarding university plans and policies, as well as important information from government authorities regarding COVID-19.

Regards,  
Idea Shop Staff  
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[ideashop.iit.edu](http://ideashop.iit.edu)