

Owri Space

COFFEE AND CERAMICS STUDIO

Student Guide



Booking Your 2-Hour Practice Time

To reserve a wheel for your 2-hour practice time, it is essential that all students book through the online portal **Momence**. This ensures that a spot is reserved specifically for you and prevents double bookings in the studio. Please follow these steps:

Sign in through the **Momence** app or the web portal with details used to book your course.

- Go to the "Book Appointment" tab.
- Select the Appointment Type:
- Choose Wheel Reservation or Handbuilding Reservation (based on your session).
- DO NOT book with the 24hr Membership.
- From the service drop-down, select Course Membership.
- Choose your time during cafe hours (6am - 12pm).
- Select the wheel or handbuilding table to reserve. (The wheel number is not important for which one you'll use—it's for our tracking)
- Use your Course Membership to pay for the reservation.

Important:

Please ensure that you stick to the reserved time so that wheels and tables are available for the next person.

If you do not book a spot, you will be asked to either make a reservation or leave the studio to ensure all equipment is properly managed.

Reservations must be made through the portal to guarantee your spot.

Clay and Tools

CLAY:

Reclaim Clay is available for students of courses to use during their free 2-hour course time. It is NOT permitted to be used or purchased by members or the public.

White tubs containing reclaim clay are located to the left of the slab roller and are placed under their respective tags.

For wheel courses, the wheel reclaim clay is in the right tub.

For hand-building courses, the hand-building reclaim clay is in the left tub.

If there is no clay left, DO NOT open a new bag. Please notify a staff member, and we will retrieve more clay for you.

WEDGING:

Please wedge reclaim clay on the left wedging table, labeled specifically for coloured clay.

Tools:

WHEEL TOOLS:

Wheel tools are located at the back of the studio next to the blue sinks. Each tool is placed in its designated spot.

Please clean the tools and return them to their correct spots after use. All tools taken from this area must be returned.

HANDBUILDING TOOLS:

Handbuilding tools are located in the cabinets under the Our Space Studio mural. Each tool is placed in its designated spot.

Please clean the tools and return them to their correct spots after use. All tools taken from this area must be returned.



Pieces:

DRYING PIECES:

Pieces waiting to be trimmed should be placed in the assigned styrofoam box. These boxes are located under the student wooden boards on the left side of the studio.

If the styrofoam boxes are full, please ask a staff member for assistance.

Pieces will be trimmed during allocated class time or in the free 2-hour practice period.

FINISHED PIECES:

Course pieces should be placed on the student shelves located on the left wall of the studio.

All trimmed pieces must be labeled with a card (found in the wheel tools section), including your name and date, and placed on the assigned class wooden board.

These pieces will be fired by our staff. There is no need to process pieces through the cafe.

Cleaning Your Space in the Studio

Our Space Studio operates as a community studio, meaning all members and students are responsible for both themselves and the equipment, tools, and space they use. It's important that all equipment and areas are thoroughly cleaned after use, and tools are returned in their original condition.

HOW TO CLEAN A WHEEL:

- Ensure all water and clay are placed in the bucket to the left of the wheel.
- Use a sponge to wipe down the metal wheel and surrounding areas.
- Use a microfiber cloth to ensure all clay is wiped away.
- Make sure the floor surrounding the wheel is dry and clean.
- If the floor is wet or dirty, use the mop (found under the stairs) to clean the surrounding area.

HOW TO CLEAN TOOLS:

- Ensure all tools are thoroughly cleaned in the buckets provided in the sink.
- We provide the buckets to limit water usage in the studio, so please use them properly.
- Check the bucket for any remaining tools.
- Return all tools to their respective places once cleaned.

Questions?

Feel free to ask Our Space team questions if we are around the studio or contact us through the **Momence** chat.



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POTTERY.
COFFEE.
DOGS.



@OURSPACEBRISBANE

@OURSPACEBNE