



Production Line Organization

If you plan to make multiples for a production line, you will benefit from keeping detailed notes, drawings, photos, etc as you go, and keep revising and refining them. You could organize your notes, templates, order forms, prototypes in a “job bag” or in a hanging file folder, a box or any other method of keeping everything pertaining to that line in one place. I recommend you keep the following information in your job bag.

Job Title: eg “Quiet Waters Vessel Pendant”, item # xxx2018

Order details

Vendor details - eg Rio Grande, item #s
Types of metal used - silver, gold, bimetal and sources
Size of sheet stock, gauge, price, # pieces, etc.

Casting

If any components or findings such as tops, bails, etc are sent out for casting keep these details with your files. Make sure you know the casting company details, the weights (ozt or dwt) and price per unit of weight of each cast element, total cost of each element

Fabrication / Process Notes

Drawings
of presses, Force of each press, urethane types used
Surface pattern details - how was it created
Hand tools used - eg dapping punch,
Soldering - type of jig used

Time Study

Start to finish, what is your approx labor time?

Components

Lid
Chain (size, length, weight, style, source)
Bail
Wire
Findings

Misc

Are there aspects about the finished piece that are important to include?

Are there difficult aspects or variables to watch out for?

Any other important info?