



*University of Rochester Solar Splash*

## **New Member's Guide**

Welcome to Solar Splash - If you're reading this, it means you've expressed an interest in the club and have joined as a new member!

To reiterate our mission: University of Rochester Solar Splash is a group of students who are committed to designing, building and racing a solar-powered electric boat. Our group emphasizes learning and practicing engineering skills through hands-on construction and real-world application of theory learned in the classroom.

Our goal is to learn a hands-on approach to the hydrodynamics, materials, mechanics, and electronics involved in building an electric boat with the intention of entering the international Solar Splash Competition each year. Through extensive drafting, construction, and testing, we hope to achieve success as a team while also exposing our members to the practical engineering process. This team is completely student-run.

Solar Splash is a great opportunity to grow your experience in engineering as an undergraduate; whether you have background experience or not! Our club is structured to accommodate for new members of varying experience levels.

**Getting up to speed with the club is easy - This document will guide you through the resources that our team uses, and how to get set up with them. Follow all the items in this list and you'll be ready to work with our team!**

# Table of Contents

<b>1. Join on CCC</b>	<b>3</b>
<b>2. Attend Meetings</b>	<b>3</b>
<b>3. Setup Team Communication Tools</b>	<b>3</b>
Asana	3
Google Drive	3
Slack	4
<b>5. Follow Team Social Media</b>	<b>4</b>
<b>6. Next Steps</b>	<b>4</b>

# 1. Join on CCC

The first step to join Solar Splash is to become a member of our CCC (Campus Community Connection) group. CCC is a tool used by all student groups at UR to manage memberships. [Join our group at this link](#) (Once you join, our E-Board will approve your membership, which may not be instant). By joining, you are signing up to receive weekly communication regarding Solar Splash events - Keep an eye on your school email inbox for important information about club affairs, including our meeting plans and special events such as boat launches.

## Action Items:

- Join Solar Splash on CCC at: <https://ccc.rochester.edu/organization/solarsplash>*

# 2. Attend Meetings

The next step is to put the meeting times in your calendar, and begin attending meetings! Our meetings are currently Thursdays from 7-9pm and Sundays from 1-4pm. Weekly meetings are held in Hopeman 013, our basement Hopeman lab. Please try to attend at least one of our weekly meetings - But if neither slot works for you, let us know and we can figure out other options.

## Action Items:

- Add Solar Splash meetings to your calendar ([Our official calendar for your reference](#))*
- Attend our weekly meetings, Thursday 7-9pm and Sunday 1-4pm. (Located in [Hopeman 013, map provided here](#)).*

# 3. Setup Team Communication Tools

Efficiency in communication has been identified as a key part of this team's success at competition. To better facilitate communication between and among teams, several applications are used by the club, listed below.

## *Asana*

A centralized location for assigning tasks to team members, with TODO lists, project timelines, and other task planning features. When you complete a task, this website will notify other members of your design group. This is instrumental in streamlining projects during and outside of meeting times. *To join, ask a team member (Eg. Chris Dalke, [cdalke@u.rochester.edu](mailto:cdalke@u.rochester.edu)) for an invitation to the URSS Asana workspace.*

## *Google Drive*

Sharing for general files and documentation, such as compiled data, part sketches, and other meeting notes. Contains very specific directories for just about every aspect of the club. *To join, ask a team member (Eg. Chris Dalke, [cdalke@u.rochester.edu](mailto:cdalke@u.rochester.edu)) for an invitation to the URSS Google drive folder. It will be shared with your school email.*

## ***Slack***

General verbal communication takes place here. Similar to a group chat, this web-based app allows teams to communicate with each other in specialized channels, keeping communication relevant as well as efficient.

How to Join:

- 1) Go to [www.slack.com](http://www.slack.com).
- 2) Follow the steps to make an account if you don't have one already.
- 3) Join the UR Solar Splash workspace by entering the "ursolarsplash" when prompted to enter a URL - To receive permission to join the workspace, please talk to an existing member.
- 4) Find design groups that are relevant to your project, and join these channels. If you're interested in other projects, feel free to join those ones as well.
- 5) Optionally, download the Slack App, which features push notifications and is easier to use on a phone.

### **Action Items:**

- Join the URSS workspace on Asana (Ask a team member for an invitation)*
- Get access to the URSS Google Drive folder (Ask a team member for an invitation)*
- Join the URSS workspace on Slack (See instructions above)*

## **5. Follow Team Social Media**

Rochester Solar Splash has several social media pages, which we use to distribute videos, pictures, and other content. Our team aims to post frequently to these through the year as we work on the boat and other projects. Following our pages and sharing our posts helps build publicity for the club in our community, so this is greatly appreciated!

### **Action Items:**

- Subscribe to Rochester Solar Splash on YouTube: [URSS on YouTube](#)*
- Follow Rochester Solar Splash on Twitter: [URSS on Twitter](#)*
- Follow Rochester Solar Splash on Instagram: [URSS on Instagram](#)*
- Like Rochester Solar Splash on Facebook: [URSS on Facebook](#)*

## **6. Next Steps**

If you've followed this worksheet, you should have everything required to get started at Rochester Solar Splash. Particular design groups have additional engineering software that we use, which we can get you set up with at a meeting. We have two primary training tracks for new members: **Electronics**, involving training work with Arduino microcontrollers and circuit design, and **Mechanical Design**, involving training work in CAD software and the mechanical design process. Based on which track you are interested in, our mentors will start you off with a project at one of our meetings. We look forward to seeing you at meetings and building something great together!