

Welcome!

to our

# **Fichtenweg 17 U**

Community Handbook

## **What's this about?**

Hey there!

If you are a visitor and searching for WiFi, the place you are looking for is the kitchen! You will find a QR code in back by the speakers, that should cover your needs. And don't worry, I'm not mad if you skip the rest of this document ;).

If you are or want to become a part of our floor-community: This document is for you!

First of all: Thank you, for checking out our community handbook! Communication is the most important ingredient to a harmonizing community, and you have just made the first step!

Don't worry, this is not a pagelong contract you need to sign with blood and sell your soul to the devil. Quite the contrary actually! We are trying to build and maintain an open and respectful community with one primary rule:

*Just talk! :)*

Everyone is encouraged to speak their mind, bring new ideas, raise complaints or just chat and have fun! Of course in turn you are asked to have an open ear for the others and respect their wishes.

Unfortunately every community needs some place to dump all the organizational context, so that is what this document is for: A place to look up whom to ask, what to do or where to go for your needs!

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# 1 The folks around

Hey, you made it to the chapters! Let's start by introducing ourselves, shall we?

## 1.1 Room U13: Robin Epple

Hi, my name is Robin and I'm 23 years old. I am currently in my computer science master and work as a web developer besides that. I am only partially living in Tübingen, since my hometown is closer to my office, so between the semesters I usually move there. But during the lecture time I am sure we'll run into each other at some point!

If you're looking for me, start in the kitchen ;). I love to cook for dinner and always appreciate some company, so if you're interested in joining some day, just react to my announcements in chat! Other than cooking, I love listening to epic music, I am a very passionate BeatSaber player and I have probably watched the „How to train your dragon“ movies a few times too often ^^.

Oh, and one more thing: In my bachelors I lived in a flat by myself, that's why I came here with a lot of household equipment. So if you are in need of something like a screwdriver or a vacuum, feel free to ask, maybe I can help!

I'm looking forward to meeting you!

## 2 The dorm-life

In this chapter we want to give you a quick overview on what we do as a community and how you can participate!

### 2.1 It's cooking time!

Let's start with our most important way of staying in contact: Chatting around dinner time! You will regularly find people announcing in chat, what they will be cooking and when. For most evenings this is more tailored towards small groups of three or four, but there are also bigger events once in a while where eight to nine people come together. These messages are meant as an open invitation, and everyone is welcome to join in. Whether you want to help with the preparations, just come by for eating or invite to a dinner yourself: Welcome, to our little cooking group!

Due to different schedules, preferences and wake rythms the size and constellation of people changes daily, and sometimes we also just stumble into each other while independently preparing our meals. But that just makes the conversations more interesting ;).

If you have intolerances, ethical restrictions or just certain preferences on food, please don't let that keep you from engaging with us! Though it might not be possible to respect all wishes at all times, we will certainly do our best to include everyone.

### 2.2 Do you hear the music?

The signature landmark in our kitchen is closely related to the cooking: Our speaker system in the back. Though they were purchased individually by me<sup>1</sup> they are meant to be free to use for everyone. We regularly play music while cooking or just hanging out in the kitchen. And the best part: Everyone brings different music from their country or individual interest! My playlist has already gotten quite a bit more colorful, I am excited to see what I can steal from yours ;)

If you want to use the speakers, I just ask you for two simple things:

1. Treat the speakers with the respect they deserve. What you are looking at is a ~600€ system, so please take care of it. You don't have to handle it with kid gloves, just some common sense: Don't throw heavy objects in the direction of the speakers, don't place drinks on top or next to them, etc.

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<sup>1</sup>Hi, Robin here writing this, look at section 1.1 if you want to get to know me better :)

2. Treat your neighbors with the respect they deserve. Everyone at every time has a veto right to demand a lower volume or even the music to be turned off. Our walls are actually pretty good sound isolators, so this is usually not a problem. However, if noise is spilling to your room and keeping you from concentrating or sleeping, that is a pretty horrible feeling. So please make use of that right, and also respect the needs of others!

As a general rule of thumb to not disturb anyone: **Keep the door closed** while you are in the kitchen, that makes a world of a difference. We have also agreed on some loose Night-Rest-rules: Try to keep it quiet **between 10pm and 6am before workdays<sup>2</sup>** and **between 12pm and 8am on the weekend<sup>3</sup>**. These „rules“ are more meant as a loose guideline for everyone to have a similar understanding of the „default behaviour“, than to restrict you in any way or form. If you plan on longer evenings for special (or also not so special) events, just talk to us, and we will find a solution, I'm sure!

Lastly some technical guidance: The grey box in the middle is a smart receiver, so if you are connected to the WiFi (see section 2.3) it should just show up as an AirPlay, Chromecast Audio, Spotify Connect, Tidal Connect, ... target. It is named *Fichtenweg 17 U Kitchen* so I'm sure you'll find it. **Currently we are still missing a WiFi repeater in the kitchen, so the receiver is sadly out of reach. The repeater will be installed shortly, but for now contact me (Robin, see 1.1) for adding it as a bluetooth device, it is a little stubborn in that regard...**

## 2.3 Community WiFi

Sadly, our kitchen is not equipped with LAN ports or a public WiFi router maintained by the Studierendenwerk. Fortunately there are enough tech-savvy people around to find a solution :D.

Currently the network *Fichtenweg 17 U Kitchen* is hosted from room U 13 since that is the closest room to the kitchen. It is then bridged over using a WiFi repeater (**Coming soon...**). So if something is not working properly, please contact the responsible person as stated in chapter 5 and not the Studierendenwerk.

If you made it to this document I imagine you have already found it, but just to be sure: To connect to the WiFi just scan the QR-code in the kitchen.

## 2.4 Everyday needs

Of course while living in Tübingen you'll need to cover the basic needs, from food and hygiene to medical treatment. Luckily the WHO is in a very good spot and you won't need to travel far for either of these.

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<sup>2</sup>Workdays are meant as Monday to Friday, so quiet down on So, Mo, Tu, We, Th evening.

<sup>3</sup>Fr, Sa

### 2.4.1 Groceries & more

For groceries there are a lot of different options in Tübingen, and depending on your daily schedule and food preferences it is probably best if you look at the map yourself. I just want to list a few standard-places we tend to go to:

**Edeka** The closest groceries shop is the Edeka right next to the WHO (→ here). It is not the cheapest option, but has a wide range of groceries to offer. It is split in two parts: One sells the groceries, and in the other one you will find drinks, hygiene products and basic household needs. It also contains a little Bakery.

**Penny** Between the „Morgenstelle“ and the WHO you will find a little shopping area. Among the shops there is a Penny (→ here). This can be a convenient stop on the way and it is also a little cheaper than the Edeka. It is a little smaller however and offers much less household goods. A bakery can be found a few buildings further.

**Rewe** Another „on the way“ option is the Rewe, that is close to the lecture buildings in the city center (→ here). Regarding groceries it also offers a big product range, and it also contains a bakery. For household it is also less equipped than the Edeka.

**Bio / Regional / ...** If you care about the sources of your food and / or environmental impact, of the options above the Edeka offers the widest range of „Bio“ labelled products, and the Rewe the most „regional“ labelled products. There is also a specialized Bio-shop uphill (→ here) and an „Alnatura“ shop in the city center (→ here).

**Asian Food** **TODO**

### 2.4.2 Medical

If you are looking for medicine or medical treatment, there are a few places to keep in mind:

**Pharmacy** A little bit uphill we have a pharmacy to get your prescriptions (→ here).

**Doctor** **TODO**

**Hospital** **TODO**

### 2.4.3 Postal services

**Mail room** In the center of the WHO living area you will find a building containing the dormitory administration, the student club „Kuckuck“ and also a mail room (→ here). Inside you will find a small mailbox with your room number, that letters, etc. will be delivered to. You should regularly check your mailbox, since there is no other indication for when you received mail.

**Postal office** A little uphill in the small „Nordring“ shopping center there is also a postal office (→ here). There you can send parcels and find basic office products like different pens, markers and of course everything necessary to send your parcels like packaging tape.

## 2.5 Cool places around

Of course your life in Tübingen should not only be about survival, and you can rest assured, there is enough to do. The following list is supposed to give you an idea and will hopefully be evergrowing. So if you come across a cool experience that you want to share with your roomneighbours, we would love to add a section!

### 2.5.1 Kuckuck

The closest you can find some place to go is the student club „Kuckuck“ just next door. They offer different events with special music and are opened most evenings. Next to the Kuckuck there is also a little area to hang out and play table tennis.

### 2.5.2 Public pool

One of the closest activities around is the public pool right across the street (→ here). It's nothing special, so don't expect a waterpark or many different pool categories, but if you just want to go swim a few rounds, that is the place to go. It also offers a sauna. The prices are not necessarily cheap for what it offers, but also not too overpriced, so considering the proximity it is a good choice. If you want to make swimming your main sports, you might be interested to look into a yearly ticket, but that is only worth it if you go swimming at least once a week for most of the year.

### 2.5.3 Cinema(s)

Tübingen has three cinemas, that cooperate and have a shared program. They offer a lot of different movies in different language and subtitle versions, so if you're interested just have a look around their program: <https://tuebinger-kinos.de/programmuebersicht/>. If you are very much into movies, they also offer a subscription where you can visit the cinema as often as you like. But of course that is only worth it if you plan on visiting the cinema a lot ^^.

If you are looking for a special experience, you might be interested in the IMAX in Leonberg. At the time of writing, this movie theater boasts the largest screen in the world and offers truly special image quality, 3D and exceptional sound. So if you find a movie that can take advantage of that, you will definitely have a great time. You can find their program here: <https://imax.traumpalast.de/index.php/PID/11295.html>.



### **2.5.4 Bowling**

There are multiple places you can go to for bowling or billiard. I personally have only been to „Riverside Bowling“ ([→ here](#)) and it was definitely good fun :).

### **2.5.5 Botanical Garden**

Right next to the Morgenstelle, there is a big botanical garden. I'm shure you'll come across it some time, but it might be worth it to go and take a closer look around. It is a beautiful place to walk and enjoy some fresh air. There is also a tropical house with a cool feature: In the back to the left there is a staircase to a little viewing plattform, that allows you to have a view from above on the jungle landscape

## 3 How we organize ourselves

Now that you got to know us and how life is like around here, lets have a look on how we organize ourselves.

### 3.1 Keeping the kitchen clean

Ah yes, the kitchen. Keeping order with 15 students sharing one room is a challenge for sure...

But rest assured, that we do our best to keep the chaos at bay. The main objective of our organization has to be to keep the kitchen clean continuously, and not rely on frequent cleanups, because I can assure you: There is no way to hold a cleanup schedule that would keep up with the paste the kitchen will drown in misery ;).

That's why the first rule for the kitchen is: Ignore the official cleaning schedule, it's nonsense. Or would you like to clean up half a years worth of built up mess that noone cared about before and schedule your work and freetime activities around cleaning duty? Told you it was nonsense.

Instead, we ask you to take one simple rule to your heart: **Please clean up the mess you made yourself, and make sure to leave the kitchen *at least* as clean as you found it.**

I want to emphasize the „at least“ part in the above statement a little more, because the kitchen has gone through some unhealthy phases under the wrong mindset. Imagine the following situation: You go to the kitchen and find the stove a little dirty, so obviously someone before you did a bad job at cleaning up. If you just take care of it before or after you used the stove yourself, the situation is cleared within five minutes. But if you use the stove yourself and then refuse to clean up afterwards, because „you don't want to do someone elses job“, you are not just leaving the problem to someone else, you made it worse. Because no matter how careful you are, there are probably some sprinkles that snuck out the pot. And even if not, the heat will have lead to the previous mess drying and being harder to clean. The result is, that the next person would have to commit even more into cleaning up to clear the situation. That's why this mindset spreads increadibly quickly and in the end everyone is angry at each other and unhappy with the situation.

So please, be foregiving with your room neighbors, and I'm sure they will return the favor and have your back when you had a long day and missed a spot yourself. And if you feel unhappy about something, please communicate and don't build up anger. We all use the kitchen differently and different cultural backgrounds can also lead to very different priorities. But so far everyone I have met in this community was willing to work towards betterment, once an issue has been addressed.

Some final words to conclude this section: Even if there are some inhabitants that don't care about the kitchen at all, as long as a majority is working together the situation is manageable. So let's join forces, shall we?

### **3.1.1 Kitchen responsibilities**

Unfortunately the kitchen does not only consist of flat surfaces that can be wiped clean after every use and the job is done. There are some bigger jobs, that need to be taken care of once in a while. Frequency and effort is very dependent on the kind of job and the how much the object in question is used.

To distribute the workload as fair as possible, we came up with a responsibility system. Let's go through the basics of this system, using the oven as an example:

1. Everyone who uses the oven is still obligated to clean up the immediate mess they have made. For example, that includes to rinse the oven tray and to get rid of bigger splashes or drips from boiling food.
2. If you don't clean up after yourself properly, the responsible person is not only allowed, but even encouraged to contact you and demand, that you take care of that issue.
3. In turn, the responsible person will take care of a more thorough cleaning of the oven once in a while, e.g. getting rid of small splashes and the layer of fat that will build up over time on all oven surfaces from the food vapours.
4. If someone finds the oven in an unacceptable state, they can turn to the responsible person listed below.
5. If you leave for longer periods of time (let's say, more than 4 days?) you should organize a stand-in that will take care of your responsibilities until you are back. Of course you shouldn't leave the big tasks to them ;)

If you read this the first time, you might be thinking „This just sounds like a blaming system!“, and I agree, that wrongly executed this could lead to firing blames at each other. But the intention is quite the contrary. „Keeping the kitchen clean“ can be a very daunting task, because there is a lot to do in total, so where do you start? The list below is supposed to show you that you are not alone in this effort, and to break down this big task into small, manageable chunks that we can distribute and limit the workload of single people. I hope you can see the vision, and maybe take one responsibility for yourself!

You can find the current responsibility distribution in table 3.1.

Responsibility	Person	Room Number
Couch & Speaker Area	Robin Epple	U 13
Dishes		
Floor & Shelves	Robin Epple	U 13
Freezer		
Fridge		
Microwave		
Oven		
Table & Cooking surfaces		
Toaster & Kettle		

Table 3.1: The current kitchen-responsibility distribution.

## 3.2 Keeping track of finances

I hate to break it to you, but living costs money... but wouldn't it be awful to shift around cents every day for groceries, a trip to the cinema, etc.?

Well, at least we felt like it was, so we decided to do things a little different and open a group in the app „Splitwise“. If someone pays the expenses for multiple people, we don't immediately pay each other out. Instead the total expenses are entered in the app (mostly with even distribution among the participants, but individual amounts are also possible).

Ideally the expenses level out over time. But even if they don't we at least can pay out debts in less frequent intervals.

If you want to participate in our cooking or other activities, we kindly ask you to download the app from the → Play Store (Android) or → App Store (iOS). You can find the invitation link to our group as a QR code in the kitchen.

## 3.3 Where your groceries go

The kitchen is divided into public and private storage areas. The area under the stove and the two unlabelled cupboard sections on the far left over the drying area are for public utilities and dishes that everyone is free to use.

For private dishes and groceries that don't need cooling, every room has a labelled cupboard section either above the working area or in the back next to the couch. These are not very big though, so if your items exceed the space in the kitchen you either have to keep some in your room (which is what most of us do) or make individual arrangements with the other inhabitants to share spaces.

For groceries that need cooling, we have two fridges right next to the door. Every room has one section. To find yours, start counting from the top in the left fridge with room two (yes, there is no room one in our floor) and count up until you find your room number. The bottom tray is included in the counting and continued in the right fridge accordingly.

The compartments in the door are less organized, so just be sensible and don't use all of them. It is usually not an issue to find a spot for your items.

#### TODO Picture

On the other side of the door you find the freezer, which follows a similar approach, but since we only have one, each compartment is shared by two rooms. So start with (2/3) and count up from that.

#### TODO Picture

As always: If you need more space, talk to us, there will be a solution for sure. And please try to monitor your items and don't start experiments on growing new lifeforms in our fridge :).

## 4 How to do ... ?

If you're new here and don't have any questions on how some things work in the WHO, you'd be the first. In fact, even most of our longtime residents stumble into questions once in a while.

In the following we try to answer some of the common questions in a QnA form. But don't worry if your question is not answered below, just ask us in chat and we will try to help!

### 4.1 Pick up your mail

In the center of the WHO area, directly next to the entrance to the club „Kuckuck“ you will find the mail room. Just go through the rows and find the mailbox labelled with your address. The key for the mailbox should be part of the bundle you received at the beginning.

Unfortunately there is no indication for when you got mail, so make sure to take a look regularly so you don't miss important letters.

### 4.2 Receive parcels

If you ordered a parcel, it is a little inconsistent where you can find it. But these are the four main spots:

**Personal handover:** For bigger or more valuable parcels, the delivery service will probably ring at your doorbell and hand them to you in person.

**Mail room:** Smaller or less valuable parcels might get deposited in the mail room, in front of your mailbox.

**Entrance area:** Another spot to look for the parcels is the main entrance to the house. They might deposit the parcels next to the doorbell-panel or inside the hallway.

**Kitchen, floor or room door:** It's less likely, but the delivery service might bring the parcel down to our floor and deposit it in front of your door or in the kitchen.

If you are not at home when a parcel gets delivered, you can of course always ask one of us to accept the delivery or take it from the mail room / entrance area to your room door or even store it until you are back.

### 4.3 Top up your student-id card

The student-id card is the main payment method for everything related to the university or the Studierendenwerk, e.g. the mensa and cafeteria, the washing machine or the printer. There are multiple ways to top up your card:

**Digital top-up stations:** In most university buildings you will find a station where you can top up your card, for example at the Morgenstelle there is one next to the staircase to the mensa. However, most of these only accept digital payment by card and are quite picky on what cards they accept. Give it a try with yours, since this is the most convenient way! But don't be afraid if your card is rejected, there are other methods.

**Cash register in the Mensa:** If you eat at one of the university offerings (mensa, cafeteria), at least some cash registers allow payment by bank card. There you can also top up your student-id card, and the cash registers accept more cards than the digital top-up stations.

**Cash top-up stations:** As far as I know there is only one top-up station that accepts physical cash. You can find it in the main university library (→ here) in the city center, to the back in the ground floor area.

### 4.4 Revalidate your student-id card

Since it is possible to end your studies after any semester, your student-id card is only ever valid for the current semester. So when the new semester starts, you need to re-validate the card before you use it as payment method again.

To do that, you need to head to the main university library (→ here) in the city center. On the ground floor head straight through to the back area. After you passed the first wall, head right. There you will find some automatic stations that will revalidate the card for you. You can check that the process was successful, by looking at the blue-ish printed text on the front of your card: It should have updated to the next semester.

### 4.5 Use the washing machine

The washing room of Fichtenweg 17 U is right on our floor. Head to the bottom of the main staircase and then (coming from the staircase) there is a metal door to the left.

The washing machine and dryer are shared between all inhabitants of the entire house, not just our floor. To use it, follow this procedure:

1. Check that the washing machine is empty and not running a program, then put in your laundry.

2. Afterwards you can enter the program you want and put in washing detergent. Important: To the right there is a shelf where a lot of washing detergent is standing around. These are not public, please get your own or ask one of us to share and don't steal from others. Of course you can deposit your own in that shelf as well.
3. Next to the shelf there is a little box on the wall. Enter your student-id card, select either the washing machine or the dryer and pay for the program you selected.
4. Now you can start the washing process. Don't worry, the machine is locked during the process, so noone can interrupt your program or even steal from your laundry, so you can go and do something else in the meantime. Just make sure to come back in time and get your laundry once the program finished.
5. If you leave your laundry in one of the machines after the program has finished, there is a common agreement that someone needing the machine is allowed to pull it out and put it next to the machine, to start their own laundry.
6. For drying, please use the dryer or hang your clothes in the back part of the laundry room. The Studierendenwerk doesn't want you to dry it in your room, because our rooms are not resistant to high levels of humidity and might start to grow mold.

Using the dryer follows pretty much the same procedure: Put in your laundry, select a program, pay for the program, start the machine and come back in time.

#### 4.5.1 Known issues and solutions

As with every public technology, it only works most of the time. Fortunately for you, there are lots of people around you that have been using these machines for a while and probably already have experience with the issue you are facing. In the following section we will add known issues and how they can be resolved, when we encounter a new one:

**Stuck in previous program:** It sometimes happens, that you find the washing machine unlocked, open and empty, but it won't let you select a program, because it is stuck in the end-phase of the previous program. The issue usually resolves, if you just rotate the barell manually for a few turns. The display should reset to the program selection.

## 4.6 Use the printer

In the back of the mail room, there is a public printer for all WHO residents. It will only do A4 paper format, yellow-ish recycling paper and black-and-white printing, but for most use cases that is enough.

To use it, do as follows:

1. Export the file you want to print as PDF and save it to an USB device.



2. On the left side of the printer there is an extension sticking out. Enter your student card there. PS: If you find another persons student card in there, please bring it to the „Wohnheimverwaltung“. You can find it in the same building, the entrance is exactly on the other side, towards the parking garage.
3. Now look at the right side of the printer. You will find a USB Slot, where you can enter your device.
4. Finally, look at the screen of the printer. Select the option to print from USB and navigate through your folders to the desired file.
5. After selecting the file, there are some options displayed, but don't bother looking for too long, there is not much to choose from. The only relevant options are one- or two-sided print and the number of copies.
6. Once you are happy with your settings press the big green button below the screen to start printing.
7. After the print is complete, eject your USB device before pulling it out, to make sure no files get corrupted!
8. **Please don't forget your student card!** To eject it from the slot press the corresponding button on the extension.

## 4.7 Set up your internet

Our rooms are part of the university network. That means, you don't need an internet contract or do a lot of setup work. Just buy a router that allows connecting it to a LAN Port. Pretty much every router is able to do that, though it might be labelled as „WAN“ instead of „LAN“. If you are interested in the difference, ask one of the techies on the floor ;).

You don't need DSL or fiber optics compatibility, so you might want to save your money on that. If you don't have any idea on what to get, go to a local tech store (e.g. the Media Markt → here) and ask for a router. The most common router company for home use in Germany is „FRITZ!Box“ by AVM.

Setting up your WiFi is dependent on the router you bought. Follow the instruction manual or just click around the user interface, routers for home use are usually pretty self-explanatory and have sensible default settings.

If you want or need help: Again, just ask one of the techies on the floor, I'm sure someone will be happy to assist you.

## 4.8 Find a parking spot

Parking in Tübingen in general is not an easy task. If you own a vehicle and need a permanent parking spot, contact the „Wohnheimverwaltung“, they manage the parking garage. As of 2025, the monthly fee for a spot in that garage is 20€.

If you only need a temporary spot for moving in or having a visitor, there are multiple options. The Fichtenweg street offers quite a few parking lots on the side. They are all subject to a charge though, so make sure to get a ticket from the vending machine, which you can find → around here.

Depending on what you want to do, another option might be to use the public parking lot in the shopping area across the street, next to the Edeka and the public pool. Mind the time and usage restrictions though!

## 5 Whom to ask for ... ?

To wrap things up, in the following you'll find a list of responsibilities: What belongs to whom, who is in charge, who has the credentials, etc.:

Item	Responsible Person	Room Number	Remarks
GitHub Account	Robin Epple	U 13	username: fichtenweg17u
Google Account	Robin Epple	U 13	fichtenweg17u@gmail.com
Speakers	Robin Epple	U 13	I bought them, but they are supposed to be free to use for everyone. See section 2.2 for details.
WhatsApp Group	Florian Franitza	U 11	(Group Admin)
WiFi	Robin Epple	U 13	By default we wouldn't have WiFi in the Kitchen, so I extended my guest-WiFi over there. See section 2.3 for details.