**Formula Student Ideas for September 2017 Run-Down**

**Priority:** Sending people to “Learn to Win” – Needs to be sorted ASAP, roughly 4 people?

**Recruitment:**

* Stall at Freshers Fair with something Fun/Interesting/Loads of Freebies/Take peoples Emails or Number
* I’ll go to Welcome lectures to do a quick presentation promoting joining the team – Video maybe?
* First meeting needs to be fun! No heavy work to start, maybe quiz?
* Once people have fully joined and paid reg. fee (2nd meeting) details should be taken for clothing – Caps, Hoodies, T-shirts, Lanyards, Pin badges etc. (send order before 2nd week of October?)
* Everyone on the team gets a job-related title
* Monthly socials – Book areas out at pubs in Manchester like Revolution as well as Atmosphere
* Start Planning Go-Karting early on

**Engineering:**

* People need to be booked on to “Learn to Win” !
* Chassis needs to be sent for manufacture by 1st week in October (i.e. I need to completely finish the CAD model and drawings before Welcome Week)
* Once this is completed, Quad Bike needs to be completely stripped and engine mounting points need to be identified
* All designs and drawings for Suspension, Pedal Box and Steering need completing
* Order parts that can’t be manufactured
* Materials need to be sourced for Suspension Wishbones
* When Chassis arrives ~Nov/Dec, Suspension and Steering parts needs to be manufactured (can do this in lab I believe Phil said)
* After Christmas: Wheel Hubs need to be ordered if not already here and wheels and tyres need sourcing
* Engine needs to be mounted to the chassis, as does suspension (might need to buy a car jack?)
* Add wheels and assemble Powertrain
* Fit Steering System
* Add Pedal Box and build seat
* Then manufacture and add body to the front

**Other:**

* Possibly build a scale model? Would be good to show sponsors that we have a full car, just need the money to produce a full one
* STEM outreach (through STEM Ambassadoring), would be good to put together a 15-minute presentation (for a school Assembly) to showcase the Competition, team and university. Would hopefully get the University more on-side?
* Poster Template for next year needs to be improved, more space for pictures and info and a sleeker, more-professional look is needed
* Would like to place emphasis on collaboration between teams, need to make meetings more fun – needs to be something more practical and different from Uni work
* Silverstone planning needs to be done early on so that everything is ready to go BEFORE revision season starts