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Frequently Asked Questions (FAQ)

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Made by a former volunteer, for volunteers and prospective team members
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1. How do I get 24/7 Card Access to the Ware Lab?

- Login to Blackboard (<https://blackboard.lt.vt.edu/>)
 - Click on the “Courses” tab/link
 - Search for the “Ware Lab General Safety” course on Blackboard
 - Study the General Safety PowerPoint presentation (under the “Course Information” link)
 - Pass the Safety Quiz (under Course Information) with at least an **80%**
 - Send an email to the VT Motorsports Team Leader (Michael Bromley (mbromley@vt.edu), is the 2010 VT Motorsports Team Leader) with the following information
 - Your Full Name
 - Your PID
 - Your Student ID #
 - Await notification from Team Leader that your request has been processed. Team Leaders are busy, so it helps to follow up on your request.

- Go to the Hokie Passport Office at the Student Services Building:
 - Fill out the Ware Lab Card Access Form
 - Affiliation: Formula SAE
 - Sign the Waiver
 - Pay \$5.00
 - Get your Ware Lab Badge
 - Your Hokie Passport should have 24/7 Access to the Ware Lab

2. How do I get Ware Lab Machine Shop Certification?

- Make sure you have passed ISE 2214 (Manufacturing Processes Lab) with a B+ or higher
- Sign up for the Certification Session on the sheet posted on the Ware Lab Machine Shop Door
 - The certification session is 1-hour long.
 - It is offered at multiple times per week throughout the semester
 - You can attend as many sessions as you need to get your certification.
 - You need to bring the following to the certification class:
 - Your Ware Lab Badge (See Question #1)
 - Safety Glasses (Available from the Formula SAE Bay)
 - Calipers (Available from the Formula SAE Bay)
 - Short-sleeve shirt
 - Long pants
 - As of Fall 2009, to gain certification, your assignment is to manufacture two simple parts. Best tip to save time: **Measure twice, cut once.**
- After completion of the certification class you will be given a certification card. Notify the Ware Lab Manager that you have received your card, WITH the Shop Supervisor's signature, so that you can gain card access to the machine shop
- Login to Blackboard (<https://blackboard.lt.vt.edu/>)
 - Click on the "Courses" tab/link
 - Search for the "Ware Lab Machine Shop Safety" course on Blackboard
 - Enroll yourself into the course
 - Go through the Machine Shop Safety Presentation and study the rules/guidelines
 - Pass the Safety Quiz (under the "Course Information" link) with at least an **80%**

3. How do I get Ware Lab Welding Certification?

- Make sure you have passed BSE 3494 (Advanced Welding Technology) with a B+ or higher
 - This course is a 1-credit class made available to Ware Lab Project Teams
 - Stay in touch with the team to learn when you can enroll into the course. This usually occurs at the beginning of the semester
- After completion of the certification class you will be given a certification card. Notify the Ware Lab Manager that you have received your card, WITH the Shop Supervisor's signature, so that you can gain card access to the machine shop
- Login to Blackboard (<https://blackboard.lt.vt.edu/>)
 - Click on the "Courses" tab/link
 - Search for the "Ware Lab Welding Shop Safety" course on Blackboard
 - Enroll yourself into the course
 - Go through the Welding Shop Safety Presentation and study the rules/guidelines
 - Pass the Safety Quiz (under the "Course Information" link) with at least an **80%**

4. How do I access VT Motorsports through Scholar?

- Login to Scholar (<http://www.scholar.vt.edu/>)
 - Click on the "Memberships" Link
 - Click on "Joinable Sites" Link
 - Search for Formula SAE, and join the site

5. How do I get SAE Technical Papers through Virginia Tech?

- Become an Society of Automotive Engineers (SAE) Student Member
 - Go to <http://www.sae.org/>
 - Click on the “Membership” link
 - Click on the “Join” link
 - Fill out the information necessary to get a student membership
 - Costs \$10 per year
 - Necessary to attend FSAE Competitions
 - Gets you access to many automotive resources at discounted prices!

- Go to <http://www.sae.org/>
 - Click on the “Publications” link
 - Click on the “Paper Search” link, and search for the topic of interest
 - When you click on the search result/paper you want, you should reach a webpage that overviews the paper. Record the following Information:
 - [1] Title of the Paper
 - [2] Author(s) Name(s)
 - [3] Month of Publication
 - [4] Year of Publication
 - [5] The Document #

- Go to <http://www.ill.vt.edu/>
 - Login/Create an account
 - Under the New Request section, Click on the “Article” link
 - For the Article Author box, enter the Author(s) name(s) [2]
 - For the Article Title box, enter the title as it appears on the paper [1]
 - For the second Title box, enter “SAE Technical Paper”
 - For the Month, enter the Month of publication [3]
 - For the Year, enter the Year of publication [4]
 - For the Inclusive Pages box, enter “All”
 - For the Notes box, Enter the SAE Document # [5]
 - Submit the request
 - Wait for an email notification from ILLiad on how to obtain the document. Depending on how much information you enter, it could take up to 3 days for a notification email
 - The notification email may send an electronic copy of the document to you. **IF YOU OPEN THAT DOCUMENT ON YOUR COMPUTER, THAT COMPUTER IS THE ONLY COMPUTER YOU CAN USE TO OPEN THAT DOCUMENT.** You can print out multiple copies of the document

**6. There aren't any seniors in the Ware Lab when I have time to be in there.
What can I do to learn more?**

- Go to <http://www.vtmotorsports.com/>
 - Click on the "Team tab"
 - All team members and their email addresses are available on this page. Contact a senior you would like to help and see if you can work out a time.
 - There is a poster just outside the bay that also has a picture and each senior's contact information and part responsibility. Sign up and add your contact information under the senior you would most like to help

- Attend meetings to find out about various events/related programs

- If all else fails, but you still have access to the FSAE bay:
 - Read old logbooks
 - Read past Design Binders
 - Learn where tools/parts are located
 - Simple things like reorganizing the tool boxes, taking out the trash, or sweeping the floor DO help the team!
 - Someone on the team will show up eventually, and would be willing to answer any questions you might have.

- Anything that you can do to familiarize yourself with the competition will help you understand the vast design space and the time commitment that goes into a Formula SAE Project



7. What CAD Package does VT Motorsports use, and how can I get it?

- Currently, VT Motorsports uses Unigraphics NX5
- The software is available to all engineering students through the network share
- To download and install Unigraphics NX5:
 - Login to <https://www.ita.vt.edu/Apps/WebObjects/NetSoftware>
 - Click on “Unigraphics Network Share,” and follow the installation instructions

8. Where can I find the Rulebook?

- Search Google for: 2010 Formula SAE Rulebook
- <http://students.sae.org/competitions/formulaseries/rules/2010fsaerules.pdf>
- Learning the Rulebook tells you **EXACTLY** what needs to be delivered at Competition.