

Design Concept Specification- Deadline 8th December 17.00 UTC

The process

The Design Concept Specification document must be submitted via the portal here:

<https://teams.formulastudent.com/Account/Login>

In order to submit the document, the team must have an account and the Team leader must have a user name and password (the username begins with an “F”)

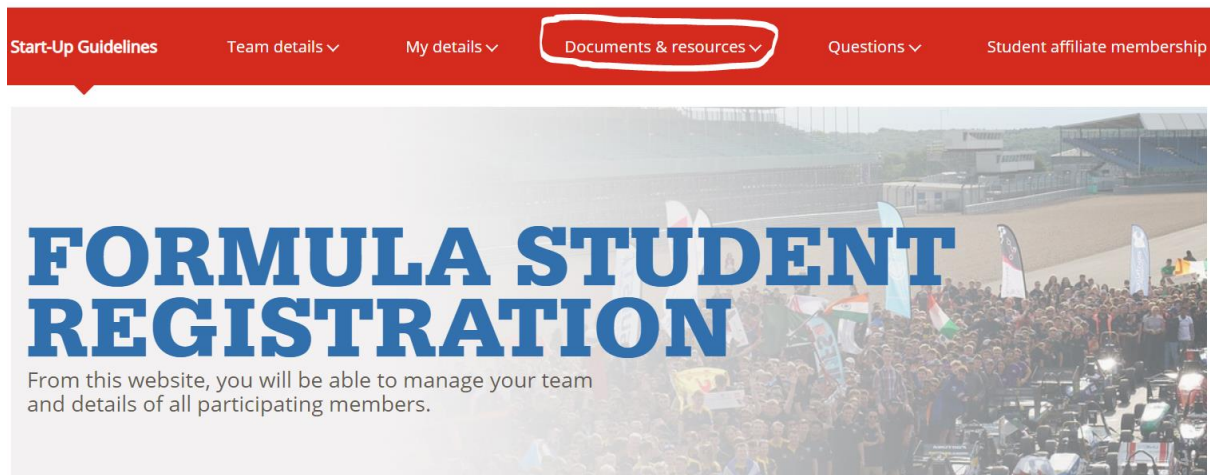
In order to submit the document, follow these steps:

Document submission

Only the team leader/deputy team leader of each team can submit documents.

Log on as Team leader at <https://teams.formulastudent.com/Account/Login>

They log onto their account and click on “Documents& resources” and then “Document submissions”:



DOCUMENT SUBMISSIONS

If you cannot see any documents for upload or documents are missing for your powertrain type, Team Leaders or Faculty Advisors should check "Team Details" and ensure correct "Fuel Type" and "Vehicle Type" has been selected (not blank).

Team Details
University: Naomi Rolfe University
Team: Naomi Rolfe Racing
Class: Formula Student
Car Number: 0

THE DOCUMENTS YOU NEED TO UPLOAD IN CERTAIN FORMATS ARE:

Documents to upload	Format	Status	Upload Details	Due Date	Final Date for Late Submissions	Penalty Info	Penalty Incurred
Electrical System Form (ESF) (electric vehicles only)	Word	No longer available to upload		06/06/2022 17:00	06/06/2022 17:00		None
Alternative Fuel Report	Word	Upload now <small>File Explorer</small>		08/12/2022 17:00	08/12/2022 17:00	There is no template for the Alternative Fuel Report but	None

You will find the "Design Concept Specification 2023 or (Design Concept Specification 2023 FS AI if you are entering FS AI) in this list with an "Upload now" button.

Click on this button and it will lead you to the below: Note- you must use Internet Explorer to upload it:

File Upload

TEAMS MUST USE INTERNET EXPLORER IN ORDER TO UPLOAD DOCUMENTS TO THE SUBMISSION SITE

What Type Of Document Would You Like To Upload?

Design Concept Specification 2023

* Note : This is not the complete set of required documents. Please check the Website and ensure you submit all required documents.

Location Of The File On Your Computer:

Choose file

No file chosen

(Maximum file size is 20MB)

Cancel

Submit

Problem 1: If there are no submissions listed when you click on "Document submissions"

You need to contact fs@imeche.org to get them to fix your account- they will be answering emails as quickly as they can on these queries.

Please put in the header of the email: **DCS: Name of the University, the team name, the class type and powertrain: Account help**

Problem 2: If you cannot get on the website at all but you have a correct account and the Team leader is set up

This will be because we might be experiencing technical difficulties, we will be updating the teams about this on socials regularly so do keep an eye out. You will have to send your DCS to fs@imeche.org. If you do have to do this, please put **DCS: Name of the University, the team name, the class type and powertrain: Submission** in the header of the email.

Please note if the website is not down but you email your DCS, you will need to explain that you cannot access your account otherwise your submission will not be taken.

Please also note registration fee payment is not needed by the 8 December and is not open until the teams have been selected and sent their confirmation emails which will be in January 2023.

Any DCS received after 17.00 UTC Thursday 8 December will not be accepted.