

Tutorial for Launching a Solaris Cell

When you decide to create a **local cell** to launch the network:

1. Check for existing requests

Ask solaris.suisse@pm.me if a request to create a cell in your area has already been made.

2. Create a dedicated email for your local cell

If no prior request exists, first create an email for your local cell (not everyone uses Telegram) following this format:

cell.yourvillage.postalcode@proton.me

3. Create your local cell on Telegram

Set up a **Telegram group** for your cell. A detailed tutorial for this is available on your canton's information channel.

From there, you can exchange messages in the Telegram group you just created for your cell. It is your responsibility to gather people and start getting to know each other.

4. Share your cell's details

Send the email address and Telegram group link to solaris.suisse@pm.me. These will be listed on the cantonal channel.

5. Provide coordinator information

It is **essential** to inform us of who the coordinators of your cell are, even if temporary. We need this to provide them with useful tools and information.

Send us their **full names, Telegram usernames, and contact details** via solaris.suisse@pm.me — **not on Telegram**.

6. Receive autonomy tools

We will then provide you with all the useful information for the autonomy of your cells.

Important Notes:

- **Do not confuse a Telegram *channel* with a Telegram *group*.**
 - A **channel** is for broadcasting information at the departmental or regional level (no exchanges possible).
 - A **group** is what you must create to enable discussions within your Solaris cell.
- **Keep group discussions focused**

Ensure that exchanges in your group **only include useful information** for organizing, informing, and developing your Solaris cell. Avoid general chatter or unrelated topics, as this harms readability and discourages users.
- **Private messaging for new members**

To assist administrators and coordinators, **privately message each new member** to request their:

 - Municipality
 - Phone number
 - Email address

(This is how the most important communications will be shared.)

- **Appoint multiple Telegram group administrators**
This helps monitor posts and remove trolls, scammers, or other disruptive individuals.
- **Act quickly and calmly**
We do not have time for heavy administration:
 - No meeting minutes
 - No complex organization
 - Nothing that could slow down the development of your Solaris network.
- **Adapt to local needs**
Everything is based on **common sense** to organize according to your local specifics. We provide guidelines to save time, but you will adapt based on your locality.
- **Ensure email access for continuity**
To guarantee the longevity of Solaris cells, **multiple people should have access** to the cell's email address.
Send us the password for your cell's email accounts (which will, of course, only be used in emergencies, e.g., if the Telegram group disappears).
- **Onboarding new members**
Recommend that new members watch this presentation to understand the **why and how** of the Solaris network:
[Presentation of SOLARIS](#)