First-year Spring Advising Meeting

Robotics Engineering Spring 2021
Have your flowchart handy

Agenda:

- Registration tour
- Choosing classes for next semester
- How to join enterprise
- Course drop deadline current semester
- Taking summer classes
- Explore:
  - minors, co-op, study abroad, accelerated masters

Write down your questions as you go.

Links: These slides with relevant active links will be posted on the RE Advising page.

Judy Burl, Academic Advisor
EERC 131
jmburl@mtu.edu

Appointments: see How to contact me
REGISTRATION DATES

• Fall 2021 registration opens March 14th following the
  • Registration Priority Schedule (shows your start date & time)
  • Based on the number of credits you’ve completed.

  Mark Your
  Calendars!

• Fall registration closes April 4th, then re-opens April 6th 10pm.
  and will remain open until fall classes begin.

• Summer registration is open until classes begin
• Summer classes begin and end:

  **Track A:** May 10 – June 25          **Track B:** June 28 – Aug 13
REGISTRATION TOUR

1. **ECE Advising Pages**
   1. Computer Engineering *(8-sem. flowcharts and electives lists)*
   2. Electrical Engineering *(8-sem. flowcharts and electives lists)*
   3. Robotics Engineering *(8-sem. flowcharts and electives lists)*

2. **Prepare for Registration**
   1. General education *(Core, HASS and co-curricular lists)*
   2. Schedule of Classes
   3. Approval/Waiver Form
   4. Course Descriptions
   5. Registration Forms

Visual and Performing Arts Dept (VPA)

Removed course prefix “FA” and are using:
Choose your courses & Check Prereqs

Key for planning: Linear Alg and Diff Eq are prereqs for EE3160.

Consider:
MA2320 in fall
Normal-paced Lin Alg & Diff Eq
### Plan for both fall and spring semesters together

<table>
<thead>
<tr>
<th>Fall Semester</th>
<th>Spring Semester</th>
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<tbody>
<tr>
<td>MA3160 – Multivariable Calculus</td>
<td>MA2321 and MA3521 – Accelerated</td>
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<tr>
<td>ENG2120 - Statics &amp; Strengths of Materials</td>
<td>EE2180 - Introduction to Robotics</td>
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<tr>
<td>SAT2711 - Linux System Administration</td>
<td>PH2200 – University Physics 2</td>
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<td>EE3010 - Circuits &amp; Instrumentation for CPS</td>
<td>EE2174 - Digital Logic and Lab</td>
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<tr>
<td>PH1200 - Physics by Inquiry II</td>
<td>Social Resp. Course or HASS (PSY2000 recommended)</td>
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<td><strong>16 credits</strong></td>
<td><strong>17 credits</strong></td>
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- You may take either Accelerated Linear Algebra and Diff Eq OR Multivariable Calculus in fall (if no conflicts). Plan to complete both Linear Algebra and Differential Equations (MA2321 and MA3521 or MA2320 and MA3520) before taking EE3160, Signals & Systems.

- Take MA2320, normal paced Linear Algebra in Fall, if you’re not ready for the accelerated pace of math courses (MA2321 & MA3521). It is okay to postpone MA3160 to **take MA2320 in fall, then MA3520 in Spring**.

- Take ENG1102 in fall if you are completing ENG1001 (2) and in ENG1100 (2) in the first year.

- If you have not yet taken UN1015 or UN1025 – may take in summer at CC, or schedule after class restriction removed.

- Do not postpone CS1111. It may be taken online in Summer track A or fall, if not yet completed. CS1111 is not offered in spring.

- Try to take your next math course in summer if you are not caught up on the flowchart with math courses.

- Plan for both fall and spring semesters together, to avoid time conflicts. Ask Judy to create shared planning sheet if you don’t have one yet.

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**Filler courses: Need more credits?**

- Take CH1150 and CH1151 if not yet completed.
- Take CS1111 if not yet completed. (summer or fall) Not offered in spring.

HASS course – follow the guidelines and check your degree audit report to see which list and level you need.

CORE course - Critical & Creative Thinking, or Social Responsibility/Ethical Reasoning course

Co-curricular activity

Join an enterprise ENT2950 – 1 cr. (optional)
How to register in Linear Algebra and Differential Equations:

**MA2321 and MA3521** accelerated – *both in same semester*

- Take Linear Algebra & Diff Eq before taking MA3160
- MA2321 (track A) *is the pre-requisite* for MA3521 (track B)
- Register for **both** CRN’s MA2321 and MA3521 else “Link Error”
- Take at least **14 Credits** *(financial aid safety net with accelerated courses)*

OR

**MA2320 in Fall, then MA3520 in Spring** *separate semesters*

- May or may not add a semester to graduation plans.
- If you are NOT strong in Math, do not take accelerated courses.
EE3010: Choose one lecture section, 0A, 0B or 0C.

Choose any lab section (L01 or L02 or L03 or L04 etc...)

with the lecture section. Key in two CRN’s to register.

If choosing online section 0C, also choose online lab section L15.
1. Print *waiver form* - Registrar’s webpage or fill in digitally.

1. Fill in name, ID, and course information

1. Take (or email) form to instructor for approval

1. If approved, take signed form to the Student Services Center – Admin Bldg (Registrar’s Office) Or E-mail the form to schedule@mtu.edu

1. *Most enterprises* require this form

### Full section? *what to do:*

For full EE courses, *sign up on the ECE course waitlist for Fall 2021.*

For out-of-department courses:
- *find another section*
- *check often for a seat to open*
- *postpone/switch with a future course*
- *contact the course instructor or advisor in that department.*
WHAT IS ENTERPRISE?

Enterprises approved for Robotics Engineers engineering design (ENT4950 & ENT4960):

- BMSE – Blue Marble Security L02 (Dr. Glen Archer EERC 629)
- RSE – Robotic Systems L15 (Dr. Jeremy Bos EERC 623 or Dr. Tony Pinar EERC 731)
- WCE – Wireless Communication L03 (Mr. Kit Cischke EERC 520)
- Aerospace Enterprise L21 (see ME-EM website to apply)

Other enterprises allowed if they offer a robotics related application

Enterprises approved for Robotics Engineers engineering design (ENT4950 & ENT4960):

Other enterprises:

Visit the enterprise website

Registration checklist:

- Register in ENT2950 if you have six semester left
- Use ENT1960 if you have 7 semesters left
- Registration guide - # semester you have remaining
- Look up Section Number and instructor on Schedule of Classes
- Use Approval/Waiver Form for registration
SAME COURSE # - DIFFERENT SECTION # FOR ENTERPRISE PROJECT WORK

Approved enterprises for Robotics Engineering:
- Blue Marble Security
- Aerospace
- Wireless Communication
- Robotic Systems

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Link to Schedule of Classes (SOC)
TAKING CLASSES DURING SUMMER?

If you have time to attend a class and put in the effort:

Where?

• Online through Michigan Tech or on-campus (search Schedule of Classes)
  • Track A or Track B or full summer
  • Community college or college near you for transfer credit

Why?

• To get ahead or get caught up
• To lighten future semester course loads (such as semester 4 on the flowchart)
• To repeat a course for better understanding and/or improve your GPA (CD or lower)
  • Third attempt form is required if the class was taken twice before

Summer course suggestions:
  Composition UN1015
  Global Issues UN1025
  Your next Math course
  University Chemistry (if not yet taken)
  General education course – ensure it is one that you need.
SUMMER CLASSES?  Prereq for fall?

Notify transfer@mtu.edu if you are taking summer courses elsewhere that are prerequisites to courses you need in fall. Temporarily “In Session”. Send final transcript upon completion.

Michigan undergraduate schools:
Complete a Guest Application – Registrar’s website

Transfer Equivalency List – Look for previously evaluated courses

Send syllabus to transfer@mtu.edu for evaluation (if course is not listed on the equivalency list)

A grade of “C” or higher is required to transfer a course to MTU

MTU Transfer Services
Student Services Center, Admin 110
487-3323
transfer@mtu.edu
SHOULD I DROP A COURSE?

Decide:
- Mid-term grades of satisfactory or unsatisfactory are available in MyMichiganTech Monday, March 1st, after 5pm.
- Meet with academic advisor or Success Center coach if two or more “UN” grades.
- If you are behind or not doing well in a course, talk with your instructor and then your academic advisor.

How to Drop a course:
- Use the first-year student drop/add [permission form](#) (Also available in Advising Office – the Orange Form)
- Instructor and advisor signatures are required.
- Friday, March 26th is LAST DAY to drop. Get form done well in advance of 5pm.
- After March 26th, no drops are allowed for low grades.

Permission from Dean of Students Office is required to drop a course if you had extenuating circumstances beyond your control. Call: 487-2212. Email: deanofstudents@mtu.edu

**UPDATE:** Spring 2021 drop deadline is April 23rd before 5pm.
REPEATING A COURSE
GRADE OF “CD” OR LOWER

- On the Web: course repeat policy (Registrar’s website)

- May repeat course with a grade of CD or lower.
  - Courses taken in Covid semesters may be repeated regardless of grade if approved by the Dean of Students Office - Spring 2020, Fall 2020

- The most recent grade is used in your GPA calculation. Even if the previous grade was higher.

- Maximum of 3 attempts to pass a course. (Try to complete 1st or 2nd try!)

- “W” grade does not count as an attempt. (Withdraw)

- Permission from the Dean of Students, Financial Aid and your academic advisor is required to repeat a course a 2nd and final time (the third attempt to pass). (try hard not to need a 3rd attempt at a course)

- Take a repeat seriously, start from scratch, attend all classes.
Track B Classes begin week of Monday, March 1st.

- Can add courses until Thursday, March 4th (use first-year permission form)
- March 19 is deadline to drop Track B courses without a grade.
- April 9 is deadline to drop Track B courses with a “W” grade.
- After April 9th, no dropping of Track B courses, except in extenuating circumstances beyond a student’s control (such as hospitalization).

**Track B: Don't forget:**

PE courses – track B - if you registered
ITC LEARNING CENTER  123 EERC  
ECE Department

Spring 2021 Coaches available:

- **Online info & Zoom Link**

  Sunday – Thursday 6:00 – 8:00 pm

  MWR 1:00 – 4:00 pm and T 1:00 -3:00

- Link to ITC Learning Center Hours and Zoom Link to access help

- Help with EE2174, EE3010, EE3160, and if coaches have completed EE3261, etc., math and programming skills

- See your instructors for help during their office hours

- All Department Learning Centers: locations (See ME-EM, Eng. Fund)

- Multi-literacy Center - Walker 107 – help with writing and communication for ALL CLASSES. Via online appointments.
MORE TO KNOW ABOUT: VISIT THESE LINKS

- Lists of electives courses for Robotics Engineering
- Minors (optional)
- How to join an Enterprise
  - Approval Waiver form
- Co-op and summer internships
- Accelerated Masters
- Studying Abroad (Pavlis Institute)
- Help with study habits, stress management, academic success
- Help with ECE coursework
- List of Learning Centers
- List of Academic Advisors for major and minors

Be truly interested in your classes, major and field for better success!
Judy’s Advising Office during initial registration period:

March 16th – March 30th
- quick registration questions
- course drop procedure
- academic or college life concerns

See Judy the next morning after you register, if you have registration problems you cannot solve.

Walk-in hours: MTWRF approximately 9 am – 4 pm (gone for occasional meetings)
Zoom advising and walk-ins in mornings; Walk-in EERC 131 afternoons.

For long-range planning of future semesters schedule an Appointment:
before March 6th or after March 30th.
using Google Meet appt. slots

Note: If I hear that Coronavirus is spreading I will have Zoom Advising Hours only during registration days.

The End.