



2017 UTA MAE Graduate Students Orientation



12-1:00pm

Room 402WH

January 11, 2017

<http://mae.uta.edu/orientation>

Agenda

- Welcome remark: Dr. Erian Armanios, Chair
- Staff member introduction (Debi, Lanie)
- Faculty research presentation:
 - Dr. Dereje Agonafer
 - Dr.Daejong Kim
 - Dr.Leila Ladani
 - Dr.Dudley Smith
 - Dr.Bo Yang
- Graduate program overview: Dr.Seiichi Nomura
- Course registration: Dr. Ratan Kumar



Proper Way to Address Faculty/Staff

- Dr. Last Name (for faculty)
- First Name (or Mr./Ms.family name) (for staff)
- Email salutation (in order of appropriateness)
 - Dr. Nomura (appropriate)
 - Prof. Nomura (formal)
 - Dear Sir/Madam (OK)
 - Respected Sir/Ma'am (too formal)
 - Nomura (OK in military)
 - Mr.Nomura (some are offended)
 - Hey (if you expect no reply)

Hold the door



Vacation Home

- Must return before school begins.
- Employment rescinded if late return.
- Must be approved by your professor.

ME Master of Science (Thesis, 30 hours)

- 3 Core courses (9 hours)
- 2 Math courses (6 hours)
- 3 ME elective courses (9 hours)
- ME5698 (Thesis) in the last semester
- Thesis advisor: Find by Fall 2017
- Three committee members
- Can be switched to M.Eng.

ME Master of Engineering (Non-thesis, 30 hours)

- 4 Core courses (12 hours)
- 2 Math courses (6 hours)
- 4 ME Elective courses (12 hours)
- Can be switched to M.S.

ME Core Courses

- <http://catalog.uta.edu/engineering/mechanical/graduate/#masterstext>

How to browse courses

- www.uta.edu/mymav

The screenshot displays the MyMav website interface for the University of Texas at Arlington. The header includes the university name and logo, the MyMav logo, and links for CONTACT US and SIGN OUT. Below the header is a navigation bar with MY PAGE, GUEST, and FACULTY & STAFF options. A dropdown menu for MY LINKS is set to Select One. The main content area is divided into three columns:

- Left Column:** Sign In To MyMav with fields for NetID and Password, and a Sign In button. Below this is a "Need Help?" section with links for "Manage your NetID and Password", "Help Desk", "Troubleshooting Problems with Your Computer", and "MyMav Tutorials for Faculty and Staff".
- Middle Column:** Notices section with a blue icon and a link to "Change name in MyMav to your preference". The text explains that during the upgrade of the Identity Management System, users may have noticed changes in email display names. A link to "View All Articles and Sections" is provided.
- Right Column:** Tuition Info & Resources section with a link to "Tuition Information & Resources". Below this is the "Catalogs and Classes" section, which is highlighted with a blue background. It contains a list of links: "Schedule of Classes" (circled in black with an arrow pointing to it), "Registration Timetables", "Undergraduate Catalog", and "Graduate Catalog".

Enter Search Criteria

Search for Classes

Institution

Term

Select at least 2 search criteria. Select Search to view your search results.

▼ Class Search

Subject Mechanical Engineering

Course Number

Course Career

Show Open Classes Only

Open Entry/Exit Classes Only

▶ Additional Search Criteria

CLEAR

SEARCH

▼ ME 5323 - ENGINEERING RESEARCH METHODS

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	Buy Books	Syllabus Link
29221	001-LEC Regular	TuTh 15:30 - 16:50	NH 229	Haiying Huang	2017/01/17 - 2017/05/05			

Notes: This is a combined section class

▼ ME 5326 - MANUFACTURING PROCESSES AND SYSTEMS

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	Buy Books	Syllabus Link
29222	001-LEC Regular	MoWeFr 08:00 - 08:50	WH 404	Robert Michael Taylor	2017/01/17 - 2017/05/05			

▼ ME 5327 - DESIGN FOR MANUFACTURING

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	Buy Books	Syllabus Link
30672	001-LEC Regular	MoWe 19:00 - 20:20	NH 109	Staff	2017/01/17 - 2017/05/05			

Notes: This is a combined section class

▼ ME 5332 - ENGINEERING ANALYSIS

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	Buy Books	Syllabus Link
20264	001-LEC Regular	MoWe 16:00 - 17:20	GACB105	Cheng Luo	2017/01/17 - 2017/05/05			

Notes: This is a combined section class

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	Buy Books	Syllabus Link
26641	002-LEC Regular	TBA	OFF WEB	Cheng Luo	2017/01/17 - 2017/05/05			

Notes: This is a combined section class

Class	Section	Days & Times	Room	Instructor	Meeting Dates	Status	Buy Books	Syllabus Link
26642	004-LEC Regular	MoWe 16:00 - 17:20	GACB103	Seiichi Nomura	2017/01/17 - 2017/05/05			

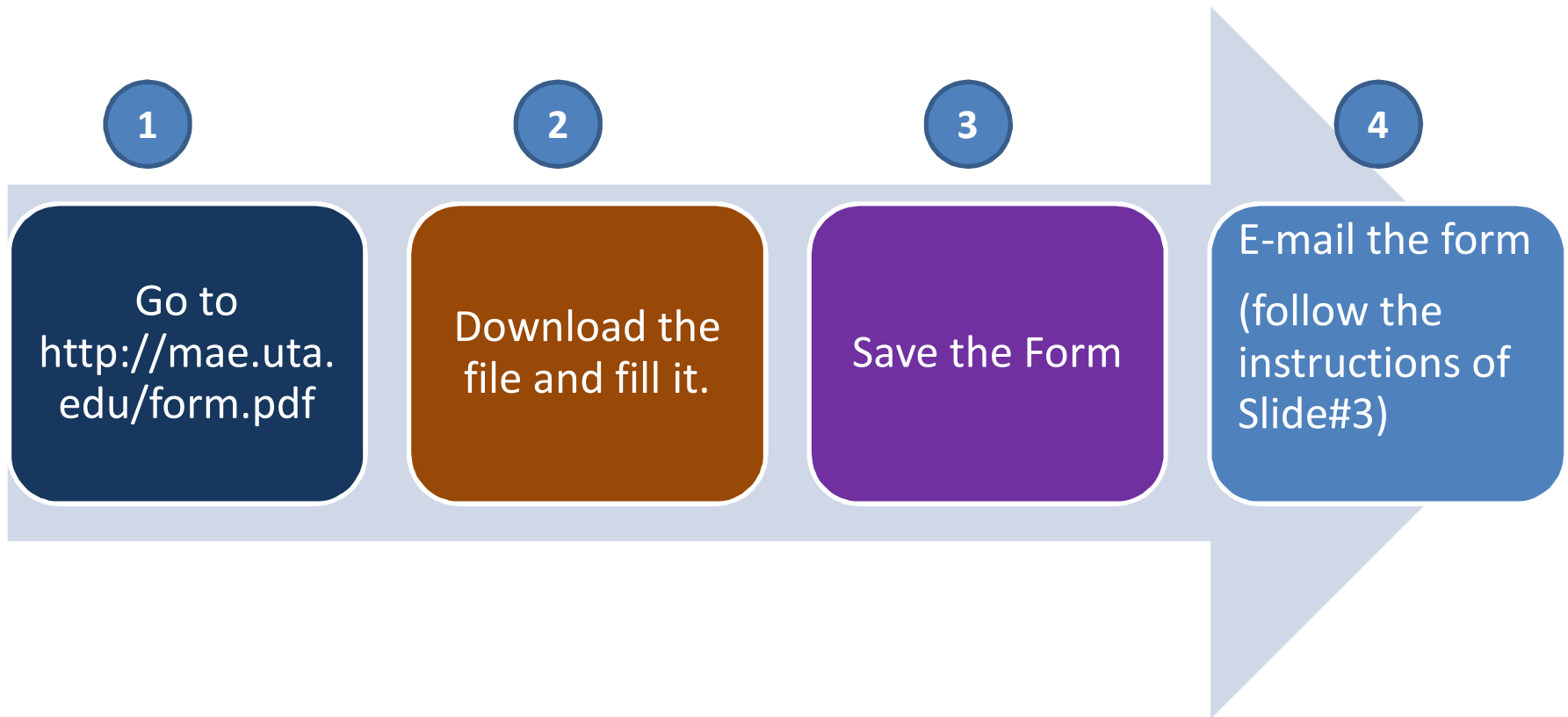
How to choose courses

- There is no specific course sequence.
- Take courses in your area for the first semester.
- If lost, start taking two core courses and one math (ME5332).
- It is important to maintain good grades.

Available ME Core Courses (2017)

- **THERMAL:** ME5317 Convection Heat Transfer, ME5321 Advanced Classical thermodynamics
- **FLUID:** ME5342 Gas Dynamics
- **DESIGN/MNFG/MECH:** ME5310 Finite Element Methods, ME5311 Structural Dynamics, ME5339 Structural Aspect of Design
- **CONTROL:** ME5303 Classical Methods of Control Systems Analysis

Course Registration Process



**GRADUATE STUDENT
COURSE REGISTRATION ADVISING FORM**

MECHANICAL AND AEROSPACE ENGINEERING (UT-Arlington)

Tuition Payment

Please visit <http://www.uta.edu/business-affairs/sfs/payment-info/> for the tuition deadline
If tuition is not paid before the deadline, you will be automatically dropped from your class(s)

STUDENT INFORMATION			
ID#: 1 0 0	SEMESTER: Spring	YEAR: 2017	
Name:			
	Last	First	Middle
Phone No: Use (999) 999-9999 format	E-mail:		@mavs.uta.edu
PROGRAM (select one): <input type="radio"/> ME <input type="radio"/> AE	PLAN (select one): <input type="radio"/> MEng <input type="radio"/> MS <input type="radio"/> Ph.D. <input type="radio"/> BS to PhD		

1

ARE YOU ON PROBATION? (select one): YES NO

PhD Students: (check all that apply)

Passed Diagnostic Passed Comprehensive Finished all Course Work

2

Course Request Section			
	Course Dept. (Ex: AE or ME)	Course No.	Notes: (If it is an on-line course then please type Online)
1	ME	5310-001	Finite Element Methods
2			
3	M		(ne)
4			
5			
6			

**Do not fill-in more than 3 classes.
If needed, check with your
Advisor/Supervisor**

3

Thesis/Dissertation Supervisor's Signature _____ Section No. _____
(Blank if you do not have a Thesis/Dissertation Supervisor) Date: _____

By checking this box you accept that all information entered is correct

Graduate Advisor's Signature _____ Date: _____

4

**Download the File → Fill → Save it.
(This is preferred)**

1. Student ID # (Will start with 1001).
2. If you have been admitted under Probation, please indicate
3. Please provide the correct Course and Section number eg: 5310-001

If it is an on-line course, make sure to indicate that (in the Notes section)

4. Supervisor's Name (Leave *Blank* if none).

Check the Accept Button.

Provide the date of submission.



Steps 3 & 4: Form Submission

1. Save the filled form (File → Save As)
The saved '*file name*' should be your UTA-ID #.
eg: 1001456789.pdf
2. Use your myMav account to send e-mail
eg. firstname.lastname@mavs.uta.edu (**NO** gmail, hotmail etc)
3. The Subject Line of your e-mail should contain the following:
UTA-ID LastName FirstName eg: 1001456789 Smith John
4. E-mail the saved file to:

A) To your Supervisor (In case you have your supervisor)

B) Else

ME students: Last Name Send E-mail to
 A through M me1@mae.uta.edu
 N through Z me2@mae.uta.edu
AE students: A through Z ae1@mae.uta.edu



Checklist

1. Carefully review your filled form.
2. *If you are registering for an on-line course make sure to indicate that on your Registration Sheet.*
3. Send it to the correct e-mail else it **will not** be processed.
4. Give us **2 business days** to process the form.
5. In case you are not able to register beyond 2 days after submission, then bring a copy of your *saved form* and meet
Ms. Debi Barton (WH 204).
6. **DO NOT SEND YOUR FORM MULTIPLE TIMES.**

Internship Opportunities

- Eligible after 2 semesters
- Maximum: 2 semesters
- Local/Out of state companies
- Send resumes
- You can take distance courses
- Can lead to permanent employment

MAE Computer Lab

- Room 320, Woolf Hall
- 24/7 Open
- Account automatically activated upon enrollment
- Office/Matlab/Mathematica/Ansys/Pro-E

MISC. but IMPORTANT

- Choose a research professor ASAP or by the end of the second semester at the latest.
- Always abide by the Honor Code. [Academic Integrity Link](#)
- There is no GRADE REPLACEMENT policy.

Tips for Success

- Be punctual.
- Never miss an appointment.
- Ask questions. That makes difference.
- Your grade follows you until you die !

Question ?