

**From:** BCOE Advising — ELEN <saelen@engr.ucr.edu>  
**Sent:** Friday, November 18, 2022 11:59 AM  
**To:** BCOE Advising — ELEN <saelen@engr.ucr.edu>  
**Subject:** ELEN Weekly Email - Week #9, 2022 Fall Quarter

Week #9 is a short week, UCR is closed on Thursday and Friday for the Thanksgiving Weekend.

I hope you are well and look forward to the shorter week. Something to think ahead about – Finals Week; have you looked ahead to the schedule and have started planning and studying yet?

I really try to be forthcoming with all that I can share with you, and know that there can be a lot of details; but I hope that you take the time each week to double check all there is here for you.

### **ADVISOR AVAILABILITY**

<https://student.engr.ucr.edu/contact-my-advisor>

Here is the link to find an open **Appointment** time: [https://calendly.com/bcoe\\_advising-elen](https://calendly.com/bcoe_advising-elen). Please note that Appointments are open for in-person meetings, or via Zoom. Appointment time slots are for 30 minutes.

**Drop-ins** begin this week - Week #6 (via Zoom):

Mondays	830-11am ( <a href="https://ucr.zoom.us/j/94539862968">https://ucr.zoom.us/j/94539862968</a> )
Tuesdays	130-330pm ( <a href="https://ucr.zoom.us/j/93366861082">https://ucr.zoom.us/j/93366861082</a> )
Wednesdays	130-330pm ( <a href="https://ucr.zoom.us/j/93366861082">https://ucr.zoom.us/j/93366861082</a> )
Thursdays	UCR is closed
Fridays	UCR is closed

### **HOW TO SEND AN EMAIL**

<https://student.engr.ucr.edu/contact-my-advisor>

All BCOE students are asked to follow this requested protocol when sending an email:

Be sure to send an email from your UCR Student Email account to: [saelen@engr.ucr.edu](mailto:saelen@engr.ucr.edu)

List in the subject line: [ELEN and your Full Name](#).

Please be sure to include your Student ID# (86\*\*\*\*\*) in the body of your email.

This process allows our office to monitor, help and respond as quickly as possible to your requests and needs; by following the protocol we are able to filter your email correctly.

Please be mindful of how you communicate. This is a simple task, but one that is important.

### **ADVISING NOTES FOR YOUR MAJOR (ELEN)**

\*Registration Issues – if you should be able to enroll into a course, but there is an issue with a prerequisite; please use this link to get help with adding that course:

<https://student.engr.ucr.edu/enrollment-assistance>.

If you are completing MATH 005A, please know that your next Math course will be MATH 009A. This is the required course sequence for your major and future prerequisites.

When using the suggested Course Plan, always use the one you are assigned to (you can see this listed as your 'Catalog Year' in the Degree Audit) and the most up to date version (2022).

The most up to date version will show two things; new courses required in the major, and new terms for when courses may be offered: <https://student.engr.ucr.edu/majors>.

-MATH 046 is now EE 020A/MATH 045 (**\*Please note that MATH 046 is no longer allowed to substitute for MATH 045/EE 020A\***)

-EE 020 is now EE 020B

-EE 001A & 01LA is now EE 030A & 030LA

-EE 001B is now EE 030B

-CS 012 and 013 are no longer courses offered at UCR. You will need to plan for CS 010B. You need to let me know when you take this course so I can manually update your degree audit.

~If you have something in your degree audit that should be cleared, make sure you let me know if it is not.

#### Seniors (Year #4):

-When will you graduate, is it listed correctly in R'Web? Did you plan for Senior Design?

-Are you taking CS 178A/B for Senior Design? Do you see it counting in your degree audit?

-Are you taking a Technical Elective course, but don't see it counting in your degree audit?

-Academic Advising Milestones (Year #4) happens in the Fall Quarter. Did you attend a session, and clear the hold?

#### Juniors (Year #3):

-Are you on track to graduate when you think you should be? Do you need to plan for a course in summer?

-Have you gotten the chance to do an Internship or Research yet?

-Are you taking a Technical Elective course, but don't see it counting in your degree audit?

-Academic Advising Milestones (Year #3) happens in the Winter Quarter.

#### Sophomores (Year #2):

-Have you joined any BCOE Clubs & Org's?

-What would you share with a new student, that allowed you to be successful in your first year?

-Academic Advising Milestones (Year #2) happens in the Winter Quarter.

-Have you signed up for the **BCOE Road 2 Success** program (Mentor Collective)? See the attached flyer for more details!

#### Freshmen (Year #1):

-Are you using a Calendar System yet?

-Are you keeping your living space clean & organized?

-Academic Advising Milestones (Year #1) happens in the Spring Quarter.

### Transfer Students:

- Make sure you have all your transfer coursework counting correctly.
- Did you have anything that helped you succeed (time management trick, calendar system, ironing your jeans, exercise, studying at a certain time of day, eating spicy food for breakfast) at your previous school?
- Have you joined the Transfer Transition Program (TTP): <https://student.engr.ucr.edu/transfer-transition/>?
- Do you have any courses listed in the Degree Audit with a code: 'UCRV RVW'?
- Did you earn IGETC, do you see it posted in your Degree Audit?

Future course offerings from:

Computer Science - <https://www1.cs.ucr.edu/undergraduate/course-listings> (2022-2023)

Electrical Engineering - <https://www.ece.ucr.edu/courses> (2022-2023)

**Undergraduate Faculty Advisor:** Dr. Roman Chomko

UCR profile for some details on his work and his contact details: <https://profiles.ucr.edu/roman.chomko>

### **2023 WINTER QUARTER REGISTRATION**

The Schedule of Classes for the 2023 Winter Quarter is open: [www.classes.ucr.edu](http://www.classes.ucr.edu).

View your Registration Time Ticket in R'Web - Student Profile, by clicking Registration Notices (top right corner).

The time ticket is NOT a meeting with me, your assigned Academic Advisor. It is the earliest time you can register for classes through R'Web - Registration.

2023 Winter Quarter Registration started October 31, and closes on November 22. Make-up enrollment will begin on November 23, and the Unit Maximum will go up to 18 on December 7. See this link for registration instructions: <https://registrar.ucr.edu/registering>

\*Registration Issues – if you should be able to enroll into a course, but there is an issue with a prerequisite; please use this link to get help with adding that course: <https://student.engr.ucr.edu/enrollment-assistance>.

### **REGISTRATION TIPS:**

1. Enroll in courses using R'Web during your assigned Ticket Time.
2. Use the online Schedule of Classes ([www.classes.ucr.edu](http://www.classes.ucr.edu)) to find open courses and the course record number(s) (CRN).
3. Check your degree audit in R'Web, the suggested course plan (<https://student.engr.ucr.edu/majors>), and the approved Breadth worksheet (<http://student.engr.ucr.edu/policies/requirements/breadth.html>) to determine what courses to enroll in next quarter. You can also go to this link for visual guidance for more

in-depth course planning guidance (<https://student.engr.ucr.edu/video-advising-resources>).

4. Confirm that you have satisfied all prerequisites for the courses in which you plan to enroll. Prerequisites are listed in the UCR General Catalog (<http://catalog.ucr.edu/>), and in your degree audit. You can click on a course and the catalog description will appear in a pop-up.
5. After you have enrolled, check your schedule in R'Web, Canvas, and your UCR Student email regularly for any changes to the courses you have enrolled in.
6. If you need assistance enrolling in a course use the appropriate resources:  
**CNAS courses** (i.e., Math, Physics, Chemistry, Biology, Statistics) please use the online form here: <https://ucrbgsac.wufoo.com/forms/enrollment-request/>.  
**BCOE courses** (i.e., Computer Science, Mechanical Engineering) please use the online form here: <http://student.engr.ucr.edu/enrollmentassistance.html>.  
**CHASS courses** (i.e., History, Political Science) please use the online form here: <https://chassems.wufoo.com/forms/chass-enrollment-request-form/>
7. ENGL 001C alternatives offered in the 2023 Winter Quarter will be listed online at this link: <http://uwp.ucr.edu/wac.html>. Be sure to enroll into the correct corresponding ENGL 007 section (it is recommended you enroll into ENGL 007 first).
8. To Waitlist a course, you will only be allowed to waitlist for the discussion/lab section (the secondary part of the course). A seat in the lecture is assumed if there is a seat in the discussion/lab. If a seat becomes available, you will be sent an email to add both sections. You will only have 24 hours to add the available seat, so keep watching your email. If you miss the 24 hour window to add the course, that seat is offered to the next student in line and you will be dropped from the waitlist. If you drop yourself from the waitlist, either accidentally or on purpose, you will lose your place on the waitlist. For more details, you can click this link: <https://registrar.ucr.edu/registering/waitlist>.

## **GRADUATION – 2023 WINTER QUARTER**

The online graduation application open for the 2023 Winter Quarter.

**The online form must be completed by December 1.**

You will apply for graduation in R'Web, it is found under the 'Graduation, Grades & Test Scores' tab.

Please be sure to enroll into your Winter Quarter classes prior to applying for graduation. You are needing to get at 98% with your 'Requirements' degree progress bar.

<https://registrar.ucr.edu/graduation-guide>

## **COMMENCEMENT 2023**

UCR has announced details for the 2023 Commencement Ceremonies: <https://commencement.ucr.edu/>

Tuesday, June 20 @ 6pm – BCOE Ceremony located at Toyota Arena in Ontario.

Plan ahead, invite your family and friends and don't miss this great experience to highlight graduation!

### **THINGS TO KNOW! THINGS TO DO!**

#### **Year 2 Students Mentoring (Mentor Collective)**

Last year, you may have participated in the Engineering First Year Learning Community and the First Year Experience opportunities that introduced you to the Academic Resource Center, Career Center, and BCOE clubs/organizations.

To help you during your second year at BCOE, we invite you to participate in the **BCOE Road "2" Success** program!

When you voluntarily sign up, our partner organization Mentor Collective, will match you with an upper division student who will be your peer mentor for the year. Similar to the Supplemental Instruction leader, your peer mentor provides personalized support because your mentors have been where you are now. They understand the BCOE student experience.

To get started, register and complete a short survey telling us about yourself. Depending on what characteristics are important to you in a mentor, we'll match you with someone that has a similar background and/or shares common interests.

[Click here to register](#)

#### **Reading & Writing Support Program**

Located at the ARC, Skye Hall – Room 156

See the attached flyer for more details.

#### **BCOE Clubs & Org's**

Looking for Connection, get involved with a club or student organization.

You can learn more about each student organization here: <https://www.engr.ucr.edu/student-organizations>

#### **Tutoring at the ARC**

Tutoring appointments are available now both virtually and in person Monday through Friday and will continue through Week 10.

Students can see the complete list of lower and upper division courses we support and the times appointments in both modes are available by going to TAP's website ([arc.ucr.edu/tap](http://arc.ucr.edu/tap)) and clicking on "[TAP Overview](#)."

Students can book appointments themselves and see real-time availability by clicking on the Accudemia link ([ucr.accudemia.net](http://ucr.accudemia.net)) and using their SID as both the User ID and password to log in.

#### **Microtutorials in Mathematics**

The Microtutorials in Mathematics project team at UCR has conceived a new approach to producing supplementary instructional materials. It produces a collection of microtutorials as supplementary instructional and learning materials.

<https://mathtutorials.ucr.edu/>

#### **BCOE Advisor & Student Partnership**

This partnership is a collaboration between a BCOE academic advisor and a BCOE student to achieve the universal educational and professional goals of the student, BCOE, and UCR.

Read more here: [https://student.engr.ucr.edu/sites/default/files/2020-10/Advisor%20Advisee%20Partnership%20Agreement\\_final.pdf](https://student.engr.ucr.edu/sites/default/files/2020-10/Advisor%20Advisee%20Partnership%20Agreement_final.pdf)

### Video Advising Resources

Please check out this webpage to learn more about course planning, breadth courses, registration, and navigating our webpage to get answers to common questions:

<https://student.engr.ucr.edu/video-advising-resources>

Being that I am very much in the Fall and Holiday mood, here is this week's Dad Joke: What's a Christmas Tree's favorite candy? Orna-mints!

Be well, keep focused, take care of yourself. If you need help, please reach out.

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*Thomas McGraw*

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Electrical Engineering (ELEN)  
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