

why not change the world?®

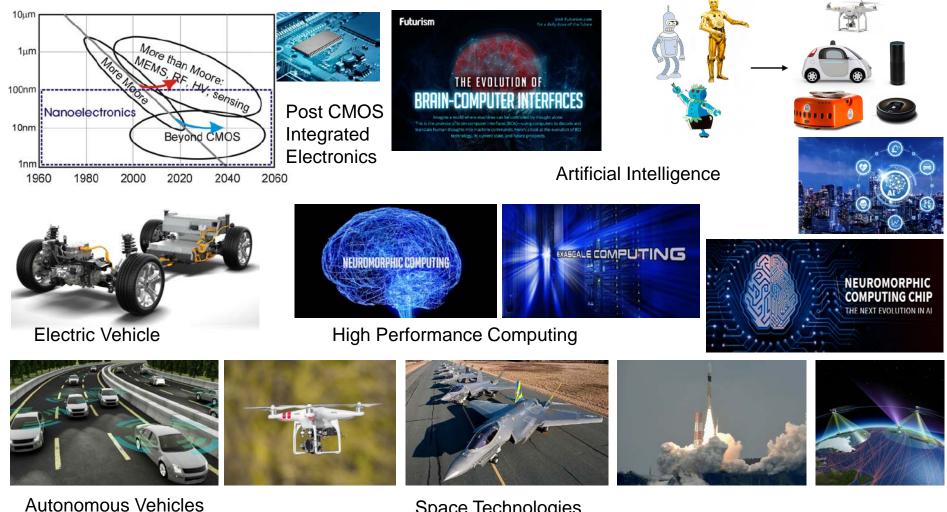
# MS Students Orientation 2020

Partha S. Dutta, Professor of ECSE

08/28/2020



#### Electrical, Computer & Power Engineering in the 21st Century

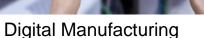


Space Technologies



#### Electrical, Computer & Power Engineering in the 21<sup>st</sup> Century





Clean Energy





Healthcare Technology



Cybersecurity

**Resilient Power & Power Electronics** 



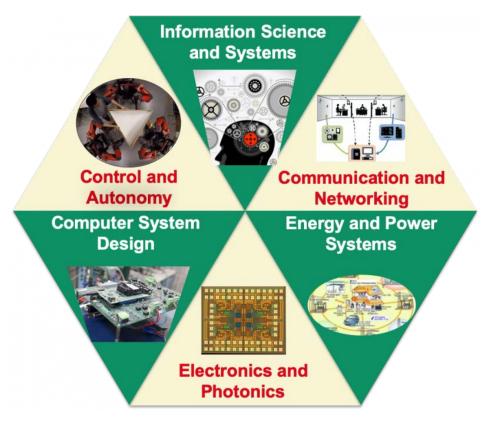
#### Research Addressing 21st Century Grand Challenges





#### **ECSE** Research Areas

https://www.ecse.rpi.edu/research



https://ecse.rpi.edu/research/faculty-research-summaries https://www.ecse.rpi.edu/people

#### **ECSE Graduate Program Services Office**

- Professor Hussein Abouzeid, Graduate Program Director, <u>abouzeid@ecse.rpi.edu</u>
- Professor Partha Dutta, Masters Program Director, <u>duttap@rpi.edu</u>
- Ms. Kelley Kritz, Graduate Program Administrator, <u>kritzk@rpi.edu</u>
- Ms. Priscilla Magilligan, Administrative Secretary (returning 10/1/2020), pris@ecse.rpi.edu

Central location to submit forms, make inquiries, and seek help with any graduate program related matters.

e.g. submit/update:

PoS (MS or PhD) Advisor Form (MS or PhD) DSYR (PhD)

Usually via e-mail to kritzk@rpi.edu

#### **ECSE Student Services Office**

#### What we provide

- Central Location
  - Forms, student mailboxes (pre-Covid), information, and questions
- Source of support
  - Point of contact for all matters throughout entire academic career.
  - Foster a supportive, stable, inclusive environment.
- Communication hub
  - Institute and Department policies.

#### **ECSE Degree Programs**

# https://www.ecse.rpi.edu/

## ECSE Degree Programs

Computer & Systems Engineering:B.S., M.S., M.Eng., Ph.D.Electrical Engineering:B.S., M.S., M.Eng., Ph.D.Electric Power:M.S., M.Eng., Ph.D.

M.S., M.Eng.: 30 Credit Hours Beyond B.S. Degree (24 course credit-hours)
Ph.D.: 72 Credit Hours Beyond B.S. Degree (36 course credit-hours)
Ph.D.: 48 Credit Hours Beyond M.S. Degree (12 course credit-hours)
Typical: 12-15 Credits per semester (6-9 course credit-hours)

#### Typical time to graduate (after B.S):

M.S./M.Eng: 1-2 years (2-4 semesters) Ph.D. : 3-5 years (6-10 semesters)

#### Note:

- Doctoral students may add a Master's degree while completing their PhD requirements
- Master's students may apply to the doctoral program

https://www.ecse.rpi.edu/academics/graduate-programs

## **Registration Requirements**

#### MS/MEng (excluding Co-Term) and PhD:

- Full-time status 16 Credit maximum
- Full-time status minimum:
  - 9 credits for TA
  - 12 credits for RA and Self-Pay

<u>Co-Terminal</u>:

- Full-time status minimum is **12 credits**.
- Maximum 21 credits if course load is predominately UG courses.
- Co-term students should *aim for 15 credits* per semester, especially if taking graduate level courses.
- You must follow OGE requirements once the bachelor degree is completed.

## Why is this important?

- Financial aid cannot be entered into the system until you are registered. You cannot be paid until it is entered.
- Registration deadlines:
  - TAs check with Kelley.
  - RA and Self Pay check with Kelley (1<sup>st</sup> day of classes).
- If you are a Teaching Assistant:
  - You already filled in the TA information (including your class schedules) to Kelley (if not, do so ASAP)
  - Prof. James Lu uses this information to ensure your TA assignment does not conflict with your course schedule.
  - TA assignments has been sent via email last week.

## Graduate Plan of Study (PoS)

- A Plan of Study (PoS) must be on file with (ECSE→OGE) for all graduate students
- Deadline to submit PoS to our office: 9/30/2020.
- Plans of Study are brought/emailed to Kelley for initial review and forwarding for final signatures
- Plans of Study can be revised as needed, and may be returned for revision before approval
- Plans of Study must be followed.
  - If you decide to change courses, you can submit a PoS anytime.
  - However, if you don't update PoS, you risk having issues at graduation time, and may delay your graduation

## **Other Common Required "Paper"-work**

#### **Orientation Packet paperwork & deadlines** ۲

- TA Information Forms (every semester for TAs)
- Intellectual Property Agreement
  Communications in ECSE
- Program/Research Advisor

#### Master's Program Paperwork

- Nomination of Master's Thesis Committee\*
- Record of Master's Thesis & Oral Presentation\*

#### **Doctoral Program Paperwork**

- RQE Application (First week of each semester, 9/7/2020)
- Major/Minor Form (once, with first PoS, 9/30/2020)
- Doctoral Committee Nomination
- Record of Candidacy Examination
- Record of Dissertation Exam\*

\*Institute deadlines for each semester are posted on the Academic Calendar at rpinfo.rpi.edu

Reminders will be sent on a semester basis but don't wait to be reminded!

## **TA/RA Expectations**

- You are considered an employee of the Institute:
  - Show up on time.
  - Do the work thoroughly and completely.
  - Communicate with your advisor and/or Student Services.

#### TAs:

- Continuation of TA assignment is subject to satisfactory performance
- TA evaluation form submitted by instructors at end of semester
- TA assignment could be terminated in extreme cases of under-performance
- Time-budget and discuss the TA assignment and expectations with your instructors

#### Time Off

- RAs: Discuss with your advisor well in advance.
- TAs: You must be available throughout the semester. You cannot leave for the break without checking when the final grading will be done.

#### ECSE TA Best Practices

• A workshop will be announced. Attendance is required.

#### **ADD/DROP** Deadlines

- Add Deadline: September 11, 2020
- Drop Deadline: October 23, 2020
- Late Adds are not permitted. OGE will NOT approve (except in *extreme situations*)
  My grade was not going to be good is not a valid excuse
- You should not drop a course if it lowers your load below the minimum full-time requirements, esp. if the add deadline has passed.
- The critical period where students make mistakes is [9/11, 10/23]

#### **Mercer Distinguished Lectures**

Darrin Communications Center (DCC) 324 (now Online during Covid19 protocols) Refreshments: 3:30 p.m., Lecture: 4:00 – 5:00 p.m.

Schedule available at:

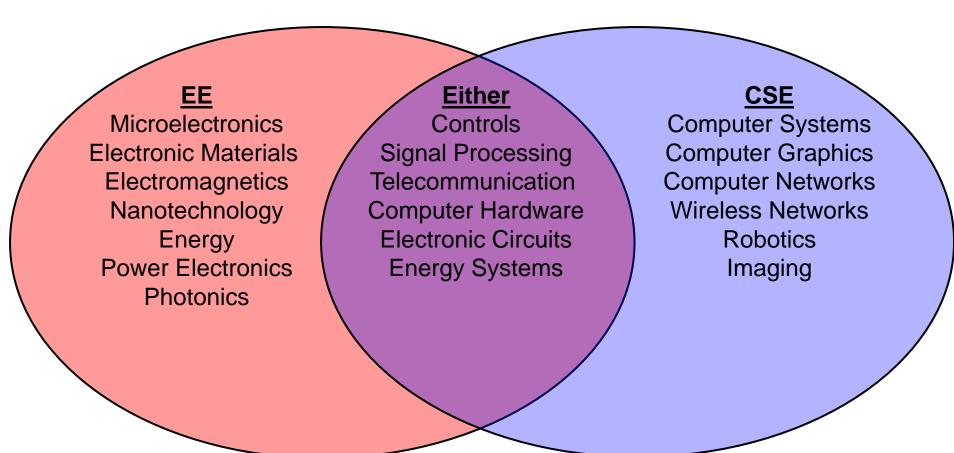
https://www.ecse.rpi.edu/lectures

## **ECSE Master's Degrees**

- Master of Science (MS) with or without Thesis
  - MS in Electrical Engineering
  - MS in Computer and Systems Engineering
- Master of Engineering (MEng)
  - MEng in Electrical Engineering
  - MEng in Computer and Systems Engineering
- *ME, MS w/ or w/o Thesis can be used for Co-Terminal, but MS w/o Thesis degree is most typical*

#### **Differences Among Degrees**

- w/vs. w/o thesis matters a lot in PoS requirements.
- EE vs. CSE doesn't matter in PoS Requirements, just area of concentration/research:



# Master of Engineering (M.Eng.)

- Preparation for Professional Practice
- Semesters to complete: 2 possible w/ heavy load; 3 semesters more typical.
- 3-Course Technical Concentration.
- 2-Course Non-Technical Sequence.
   MGMT/ECON/ courses encouraged.
- Max time period 2-1/2 yrs (Grad School Policy).
- Professional Master's Project an option but not typical (need a <u>willing</u> Advisor for this).
- <u>Academic Advisor = an ECSE Faculty or GPD.</u>

## Master of Science with Thesis

- Preparation for Research Career and/or a PhD
- Emphasis on depth in research area.
- 3 semesters to complete (recommended).
- Max time period 2.5 yrs (Grad School Policy).
- Master's Thesis required: Need 6 (or 9) credits of ECSE-6990 <u>MS Thesis</u> in your PoS.
- Must publicly present master's thesis research, with Committee (3 ECSE faculty) sign off (even if also pursing a PhD).
- <u>Academic Advisor = Research Advisor</u>.

## Master of Science w/o Thesis

- Typically does not focus on research
- Semesters to complete: 2 possible w/ heavy load; 3 semesters more typical
- Max time period 2.5 yrs (Grad School Policy)
- Professional / Master's <u>Project</u> an option but not typical (need a <u>voluntary</u> Advisor for this)
- <u>Academic Advisor = an ECSE Faculty or GPD</u>

## **Co-Terminal MEng**

Identical to MEng, except:

- PoS must reflect <u>completion</u> by end of <u>Year 5</u> (that is, 1 AY after your normal 4-Year BS).
- ECSE strongly recommends at least <u>6 Master's PoS</u> credits by end of Year <u>4</u>!
- Co-terminal students must complete all BS requirements and graduate within 8 semesters, at which point their status will change to graduate.
- <u>Academic Advisor = Undergraduate Advisor</u>.

## **Co-Terminal MS w/o Thesis**

Identical to MS w/o Thesis, except:

- PoS must reflect <u>completion</u> by end of <u>Year 5</u> (that is, 1 AY after your normal 4-Year BS).
- ECSE strongly recommends at least <u>6 Master's PoS</u> credits by end of Year <u>4</u>
- Co-terminal students must complete all BS requirements and graduate within 8 semesters, at which point their status will change to graduate.
- <u>Academic Advisor = Undergraduate Advisor</u>.

## **Co-Terminal MS with thesis**

Identical to MS, except:

- Need an <u>existing</u> Research Advisor, who <u>fully</u> endorses PoS Completion by end of <u>Year 5</u> (1 AY after your normal 4-Year BS).
- ECSE strongly recommends at least <u>6 Non-Thesis</u>
   <u>Master's PoS credits by end of Year 4</u>
- Co-terminal students must complete all BS requirements and graduate within 8 semesters, at which point their status will change to graduate.
- <u>Academic Advisor = Research Advisor</u>.

## ECSE 2020 Handbook

- <u>https://www.ecse.rpi.edu/sites/default/files/ECSE-</u> <u>Graduate-Program-Handbook-2020.pdf</u>
- MS/MEng PoS Examples
- MS and PhD Program Requirements
- ECSE PhD Forms
  - Application for ECSE Research Qualifying Examination
  - RQE Assignment to Doctoral Student
  - RQE Student Evaluation by RQE Faculty
  - RQE Student Evaluation by Faculty Advisor
  - Doctoral Student Major/Minor Concentrations

# **Important Links!**

- <u>www.rpi.edu</u>
  - RPI Web Page
- <u>www.ecse.rpi.edu</u>
  - ECSE Web Page
  - Master PoS Files, <u>a copy of these slides</u>! ("academics" link)
  - Research Areas, Advisor Interests, etc.
- <u>rpinfo.rpi.edu</u>
  - Course Catalog
  - Institute Directory, Academic Calendar (<u>Add/Drop Deadlines</u>!), Final Exam Schedule, etc.
- sis.rpi.edu
  - Class-Hour Schedule
  - Special-Topics Courses and New-Course Descriptions, etc.

#### **Personal Well Being**

- Sleep and vitamins
- Work/life balance <a href="http://studenthealth.rpi.edu/counseling.php">http://studenthealth.rpi.edu/counseling.php</a>
- Social life <a href="http://www.visittroyny.com/aboutTroy/history/history.aspx">http://www.visittroyny.com/aboutTroy/history/history.aspx</a>
- Conflict resolution <a href="http://gradoffice.rpi.edu/update.do?artcenterkey=5">http://gradoffice.rpi.edu/update.do?artcenterkey=5</a>
- Sexual misconduct investigative process
   <u>http://doso.rpi.edu/update.do?artcenterkey=740</u>
   <u>http://www.rpi.edu/dept/hr/policy/17 Sexual Harassmen Policy.pdf</u>
   <u>https://www.dropbox.com/s/cx3s20iujyutfwx/studentsexualmisconductinvestigativeprocess.pdf?dl=0</u>

#### **Cyber Presence**

- Personal webpage (e.g., homepages.rpi.edu/~xxxx, WordPress <u>https://jenpazour.wordpress.com</u>)
- Resume
- Publication: <u>http://arxiv.org</u>, <u>http://www.researchgate.net</u>
- Code: GitHub
- Google Scholar
- LinkedIn
- Blog
- Youtube (e.g., lecture, teaching, research results)
- Twitter, Facebook, etc.

# **Key Attributes of Successful**

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- Knowledge and Creativity
  - · Has a broad perspective on the field
  - Is among the brightest persons I know
  - Produces novel ideas
  - Is intensely curious about the field
- Communication Skills
- Speaks in a clear, organized and logical manner Planning and Organization
- Writes with precision and style
- Speaks in a way that is interesting
- Organizes writing well
- Teamwork
  - Supports the efforts of others
  - Behaves in an open and friendly manner
  - Works well in group settings
  - Gives criticism/feedback to others in a helpful way

- Accepts feedback without getting defensive
- Works well under stress

Resilience

- Can overcome challenges and setbacks
- Works extremely hard
- Sets realistic goals
- Organizes work and time effectively
- Meets deadlines
- Makes plans and sticks to them

#### • Ethics and Integrity

- Is among the most honest persons I know
- Maintains high ethical standards
- Is worthy of trust from others
- Demonstrates sincerity

### Fellowship/Awards/Internship

- NSF Fellowship
- DOE Fellowship
- SMART Fellowship
- Company internships (CCPD <u>https://www.rpi.edu/dept/cdc/</u>)
- Departmental and school awards (Founder's Award)

#### **Additional RPI Resources**

- Rensselaer Student Handbook
   <u>http://www.rpi.edu/dept/doso/resources/judicial/docs/2014-</u>

   <u>2016RPIHandbookofStudentRightsandResponsibilitiesAUGUST2014.pdf</u>
- Graduate student handbook supplement <u>http://rpi.edu/dept/grad/docs/The%20Graduate%20Student%20Supplement%20.pdf</u>
- Graduate student forum (Wednesdays)
- TA training course (other graduate students can sign on too)
- Faculty, Counseling Center, Graduate Class Dean

#### **Additional Resources**

- CITI training (required for RAs) <a href="http://research.rpi.edu/compliance/citi">http://research.rpi.edu/compliance/citi</a>
- Collaborative tools: <u>http://overleaf.com</u> <u>http://sharelatex.com</u> Google Doc
- Academic integrity: courses, research, thesis, papers

http://doso.rpi.edu/update.do?artcenterkey=676

Plagiarism: Representing the work or words of another as one's own through the omission of acknowledgment or reference. For example, using sentences verbatim from a published source in a term paper without appropriate referencing, or presenting as one's own the detailed argument of a published source, or presenting as one's own electronically or digitally enhanced graphic representations from any form of media.

Writing: writing center <a href="http://www.ccp.rpi.edu">http://www.ccp.rpi.edu</a>

William Zinsser's On Writing Well:

https://ia600308.us.archive.org/31/items/OnWritingWell/on-writing-well.pdf

• Presentation:

https://www.dropbox.com/s/uif4ojh7uczu5yf/AdviceToBeginningPhysicsSpeakers.pdf?dl=0



# Thank you for joining us!

## Questions?