

Course Syllabus for

MECH 1100 – Introduction to Mechanical Engineering I

Professor Contact Information

Dr. Oziel Rios

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Please contact or attend office hours of the instructor of record for your lab section (see table above). When sending an email, make sure to include the class and section number (ex. MECH 1100.301). Grades will only be discussed in person during the office hours. If you have a conflict, it is your responsibility to schedule an appointment that is convenient for both you and the instructor.

Teaching Assistant Contact Information

Name: TBD
Office Hours:
Email:

All TAs will have office hours at the times indicated above in the Mechanical Engineering Freshman Studio (ECSN 2.316). If you would like to meet with a TA at a different time, send them an email at least 24 hours in advance.

You are welcome to attend office hours of any TA. However, if you have any questions regarding an assignment only email the TA assigned to your lab section (see table above). Grades can only be discussed in person. When sending an email, make sure to include the class and section number (ex. MECH 1100.301).

Course Pre-requisites, Co-requisites, and/or Other Restrictions

None.

Course Description

Introduction to professional ethics, engineering design and quantitative methods; team projects designed to replicate decision processes in real-world situations; additional preparatory topics for Mechanical Engineering.

Course Objectives and Topics

Upon successful completion of this course, you will be able to:

- a) Understand professional ethics.
- b) Understand and practice of basic skills essential to success in ECS majors including problem solving skills, communications skills and team work.
- c) Understand basic approaches to design and quantitative methods.

To this end, the topics to be covered include:

- a) Problem Solving Strategies
- b) Graphical and Written Communication Skills
- c) Team Work
- d) Introduction to Design
- e) Introduction to MATLAB
- f) Introduction to Professional Ethics

Required Textbook and Recommended Supplies

Engineering Your Future: A Comprehensive Introduction to Engineering (8th Ed.)
William C. Oakes and Les L. Leone
ISBN-13: 978-0199348015

Notes, supporting material and other resources will be posted on eLearning.

The software used in course will be available in the freshman studio computers (ECSN 2.316 and 2.318).

Course Structure and Schedule

In MECH 1100, you will attend one 50-minute lecture on certain weeks and a 1 hour and 50 minute lab each week. The meeting times for the lectures and labs are provided in the schedule below. The lab sessions will be held in the freshman studio located in **ECSN 2.316** and **2.318**. Lectures will held in the Hoblitzelle Hall auditorium (HH 2.402).

Important Dates

Classes begin:	August 22
Labor Day:	September 5
Last day to drop without "W":	September 7
Last day to drop with "W":	October 27
Fall break (no classes):	November 21-25

Last day of classes:
Final exams:

December 7
December 9-15

Grading Policy

[10%] Class Attendance: You are required to attend all lecture and lab sessions. Your attendance grade will be determined as follows:

- 4 or fewer absences receive full 10% attendance credit
- 5-8 absences receive 0% attendance credit
- 9 or more absences will result in a grade of **F** in MECH 1100

Being 10-minutes late or leaving before class has ended or leaving before showing/submitting required work will result in an absence for that class session. Proper documentation must be provided for excused absences (such as a doctor's note).

[40%] Exams: There will be two exams each worth 20%. Make-up exams will only be allowed for the cases of illness, attendance of a university sponsored event (such as an athletic activity) or under unusual circumstances (such as the death of a friend or family member). For each case, you are required to provide proper documentation (such as doctor's note or note from athletic advisor).

[50%] Homework Assignments and In-Class Activities: Unless otherwise stated, homework assignments and deliverables for in-class activities will be submitted in eLearning. ***No late homework assignments or in-class activities will be accepted without proper documentation - no exceptions.***

You have five business days to appeal any grade or absence (visit the instructor or TA during office hours). The five days will be counted starting from the day the assignment or exam is returned or grade posted in eLearning.

Your final grade will be rounded to the nearest whole number and the final letter grade will be assigned based on the following ranges:

	Plus (+)		Minus (-)
A	100 - 97	96 - 93	92 - 90
B	89 - 87	86 - 83	82 - 80
C	79 - 77	76 - 73	72 - 70
D	69 - 67	66 - 63	62 - 60
F		59 and below	

Course & University Policies

Email must be sent from your UTD email account to the UTD email address of the instructor or TA. Please allow 24-36 hours for a response during the week. Please format your emails professionally before sending: (i) address the recipient appropriately (e.g., "Prof. Rios", "Dr. Rios", or "Dear Dr. Rios"), (ii) use correct grammar, capitalization, and sentence structure, and (iii) add sufficient closing (e.g., "Best regards", or "Best wishes").

Throughout the semester, the instructor will have intermittent, unavoidable professional travel commitments. On these days, the instructor will provide advance notice and class will be canceled or taught by a TA.

The use of laptop computers, tablets, cell phones, or other electronic devices are **not** allowed during lectures or exams. The use of laptops is encouraged during studio sessions.

The **rules for exams** are as follows:

- Exams will be administered by the testing center. Students must reserve a seat in the following website: <http://www.utdallas.edu/studentsuccess/testingcenter/> (select the Reserve-A-Seat button on the right-hand side and follow the instructions).
- Materials such as books, notes, electronic devices and backpacks must be placed under your chair or in the area indicated by the testing center representative. You may not open your bag inside the room once the exam has begun.

Academic Integrity: The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrates a high standard of individual honor in his or her scholastic work.

Academic Dishonesty: Academic dishonesty can occur in relation to any type of work submitted for academic credit or as a requirement for a class. It can include individual work or a group project. Academic dishonesty includes plagiarism, cheating, fabrication, and collaboration/collusion. In order to avoid academic dishonesty, it is important for students to fully understand the expectations of their professors. This is best accomplished through asking clarifying questions if an individual does not completely understand the requirements of an assignment.

Academic dishonesty will not be tolerated. All suspected cases of academic dishonesty will be sent to the Office of Judicial Affairs (see <http://www.utdallas.edu/deanofstudents/managing/>). If it is determined that academic dishonesty occurred you will receive a grade of **F** in this course.

Sharing Confidential Information: Students considering sharing personal information in email, in person, or within assignments or exams should be aware that faculty members and teaching/research assistants are required by UT Dallas policy to report information about sexual misconduct to the UT Dallas Title IX Coordinator. Per university policy, faculty have been informed that they must identify the student to the UT Dallas Title IX Coordinator. Students who wish to have confidential discussions of incidents related to sexual harassment or sexual misconduct should contact the Student Counseling Center (972-883-2527 or after hours 972-UTD-TALK or 972-883-8255), the Women's Center (972-883-8255), a health care provider in the Student Health Center (972-883-2747), the clergyperson (or other legally recognized religious advisor) of their choice, or an off-campus resource (i.e., rape crisis center, doctor, psychologist). Students who are sexually assaulted, harassed, or victims of sexual misconduct, domestic violence, or stalking, are encouraged to directly report these incidents to the UT Dallas Police Department at 972-883-2222 or to the Title IX Coordinator at 972-883-2218. Additional information and resources may be found at <http://www.utdallas.edu/oiec/title-ix/resources>.

Technical Support: If you experience any issues with your UT Dallas account, contact the UT Dallas Office of Information Technology Help Desk: assist@utdallas.edu or call 972-883-2911. UT Dallas provides eLearning technical support 24 hours a day/7 days a week. The services include a toll free telephone number for immediate assistance (1-866-588-3192), email request service, and an online chat service. Please use this link to access the UTD eLearning Helpdesk: <http://www.utdallas.edu/elearning/eLearningHelpdesk.html>.

Student Conduct and Discipline: The University of Texas System (Regents' Rule 50101) and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. General information on student conduct and discipline is contained in the UT Dallas online catalogs (<http://catalog.utdallas.edu>).

For a full list of university policies, please visit <http://go.utdallas.edu/syllabus-policies>.

**THE INFORMATION IN THIS DOCUMENT IS SUBJECT TO CHANGE AT THE DISCRETION
OF THE INSTRUCTOR.**