

# City Tech 101

Fall 2023  
Prof. Jessica DeCoux  
[Jdecoux@citytech.cuny.edu](mailto:Jdecoux@citytech.cuny.edu)





# #aMAJORdecision

---

Session 6  
Monday, October 16  
Prof. DeCoux



# Today's Topics

- ★ Vocabulary Preview
  - ★ Student Success Center
  - ★ University Structure
  - ★ Academic Advisement vs. Registration
  - ★ Academic Advising Preparation
  - ★ DegreeWorks Degree Audit
  - ★ My Academic Career Planner
  - ★ Academic Advisors
  - ★ Vocabulary Review
-

# Vocabulary Preview

---

**Here are some words you may hear today in class.  
What are the words you don't know?**

**If you want to learn these words, what are some study strategies you can use to help you in class and later?**

- Academic Calendar
- Admissions Criteria
- Advisement
- Advisor
- Associate Degree
- Baccalaureate Degree
- Corequisites
- Credits
- Credit Hours
- Full Time
- General Education/Gen Ed/Common Core
- Lab
- Major
- Part Time
- Pathways
- Prerequisites
- Registration
- School
- Sequential
- To-Do List (CUNYFirst)
- Writing Intensive

Professors:

Some suggestions for skills to practice with students:

Chunking (breaking the list down into smaller groups/categories)

looking for related words/terms to compare

Callback to note-taking in session 5

# University Structure

---

University

City University of  
New York (CUNY)

College

New York City  
College of Technology  
(City Tech)

School

School of  
Technology & Design

School of  
Professional Studies

School of  
Art & Sciences

Department

Computer Systems  
Techonology

Nursing

Mathematics

Major & Degree

Computer Information  
Systems (AAS)

Nursing (BA)

Applied Mathematics -  
Information Science (BS)

Concentration

Data Analyst



**Academic advisement and  
registration, is there really  
a difference?**

# Academic advisement prepares you for registration

**Your advisor can answer questions like these:**

- Which classes should I register for?
- How do I enroll in classes?
- Which activities will support my academic and career goals?
- How can I maximize the value of tuition?
- Besides class, what else does City Tech offer me?
- How can I connect my education with my future?

# Registration

is the physical act of signing up for classes

The STAR Center Representative  
will show you how to do this today!

# Find Information About Your Department and Major

- \*Sample\* Course of Study on your [Department Site](#)
- Degree Requirements and Course Descriptions are found in the [College Catalog](#)  
(choose the one from the semester you started!)
- Talk to an Academic (Faculty) [Advisor](#)
- Explore the [Academic Advising Webpage](#)

# Academic Advising Preparation

---

Academic Continuity

**Academic Advising**

Academic Calendar

Academic Departments

College Catalog

Continuing Education

Degrees & Areas of Study

Library

Schedule of Classes

**CITY  
VIRT**

LEAR

# Academic Advising

🏠 / Academics / Academic Advising

Home

Path to Graduation

Prepare for Advisement

Faculty Advisors

Degree Requirements & Sample  
Course of Study

Academic Career Planner

General Education >

Resources >

## Academic Advising

Welcome to City Tech's academic advising web pages. These advising pages are designed to help you take charge of your college planning and to gain a better understanding what to expect each year of college attendance. There is a lot of information here! The following sequence is recommended:

### Step 1

Go to the [Path to Graduation](#) and expand the Path that corresponds to your status as a first, second, third, or fourth year student.

- First Year Student: 0–30 successfully completed credits
- Second Year Student: 30–60 successfully completed credits
- Third Year Student: 60–90 successfully completed credits
- Fourth Year Student: 90–120 successfully completed credits

Each [Path to Graduation](#) is organized chronologically and includes reminders and links to information on course requirements, financial aid information, social opportunities, and important dates to keep in mind, such as registration for upcoming classes.

<http://www.citytech.cuny.edu/advisement/>

Home

Path to Graduation

Prepare for Advisement

Faculty Advisors

Degree Requirements & Sample  
Course of Study

Academic Career Planner

General Education >

Resources >

## CONTACT US

300 Jay Street  
Brooklyn, NY 11201

## Prepare for Advisement

### Six Steps to Prepare for Academic Advisement with a Faculty Advisor

1

#### Step 1

Locate your degree requirements from your department or the [City Tech Catalog](#).

2

#### Step 2

Log into [DegreeWorks](#). Identify degree requirements to be met and courses "still needed." For help go to the [DegreeWorks FAQs](#).

3

#### Step 3



1

## Step 1

Locate a degree checklist from your department or the [City Tech Catalog](#).

Home

Information, Policy Procedures >

Academics

Library

School of Arts & Sciences

School of Professional Studies

School of Technology & Design

Administration, Faculty, Staff

Advisory Commissions

## ARCHIVED CATALOG

Choose the catalog for the semester you first started in your

## Fall 2021 Catalog



### Mission Statement

New York City College of Technology is a baccalaureate and associate degree-granting institution committed to providing broad access to high quality technological and professional education for a diverse urban population. City Tech's distinctive emphasis on applied skills and place-based learning built upon a vibrant general education foundation equips students with both problem-solving skills and an understanding of the social contexts of technology that make its graduates competitive. A multi-disciplinary approach and creative collaboration are hallmarks of the academic programs. As a community City Tech nurtures an atmosphere of inclusion, respect, and open-mindedness in which all members can flourish.

### Education Goals

As a result of a City Tech education, students will:

- Develop knowledge from a range of disciplinary perspectives, and hone the ability to deepen and continue learning.
- Acquire and use the tools needed for communication, inquiry, analysis, and productive work.
- Work productively within and across disciplines.
- Understand and apply values, ethics, and diverse perspectives in personal, professional, civic, and cultural/global domains.

### Accreditation

New York City College of Technology is fully accredited by the Board of Regents of the University of the State of New York, the Middle States Commission on Higher Education, (3624 Market Street, Philadelphia, PA 19104, 267-284-5000), the Council of Standards for Human Services Education (CSHSE), the Accreditation Commission for Programs in Hospitality Administration

Home

Information, Policy Procedures >

Academics ▾

Library

School of Arts & Sciences

School of Professional Studies

School of Technology & Design

Administration, Faculty, Staff

## Computer Systems - BTECH



Overview

Degree Requirements

Sample Course of Study

This is the only comprehensive curriculum in CUNY that addresses the specific needs of the information technology (IT) industry by integrating theory, hands-on experience and industry exposure to applied skills through a required internship degree program component. It provides the student with the flexibility of choice in specialization areas:

- Database Systems
- Networking and Security
- IT Operation
- Software Development

The program's structures will allow for timely changes in specialization course offerings as the information technology field evolves.

### Student Learning Outcomes: General

Students demonstrate:

- An ability to apply the knowledge, techniques, skills, and modern tools of the discipline to computer systems technology activities.
- An ability to apply a knowledge of mathematics, science, engineering, and technology to computer systems problems that require application of principles and practical knowledge.
- An ability to conduct standard tests and measurements, and to conduct, analyze, and interpret experiments.
- An ability to function effectively as a member of a technical team.
- An ability to apply written, oral, and graphical communication in both technical and non-technical environments; and an ability to identify and use appropriate technical literature.
- An understanding of the need for and an ability to engage in self-directed continuing professional development.
- An understanding of and a commitment to address professional and ethical responsibilities, including a respect

### ARCHIVED CATALOG

Choose the catalog for the semester you first started in your current degree program to see your degree requirements.

> Spring 2021

> Fall 2020

> Spring 2020

Home

Information, Policy Procedures >

Academics

Library

School of Arts & Sciences

School of Professional Studies

School of Technology & Design

Administration, Faculty, Staff

## ARCHIVED CATALOG

Choose the catalog for the semester you first started in your current degree program to see your degree requirements.

> Spring 2021

> Fall 2020

> Spring 2020

> Fall 2019

> Spring 2019

## Computer Systems - BTECH



Overview

Degree Requirements

Sample Course of Study

### GENERAL EDUCATION REQUIRED AND FCC AND COLLEGE OPTION REQUIREMENTS 21 TO 25 CREDITS

At least 1 course designated WI is required from the College Option or Gen Ed Flexible Common Core.

ENG 1101	English Composition I	3
ENG 1121	English Composition II	3
COM 1330	Public Speaking <sup>2</sup> or higher (IS)	3
PSY 1101	Introduction to Psychology <sup>2</sup> (IS)	3
PSY 2404	Personnel and Organizational Psychology	3
ID	Interdisciplinary Course	3
MAT 2440	Discrete Structures and Algorithms I <sup>2</sup> (LibArt, WI)	3
MAT 2540	Discrete Structures and Algorithms II <sup>2</sup> (LibArt)	3
	OR	
MAT 1475	Calculus I <sup>2</sup> (LibArt)	4

### PROGRAM-SPECIFIC DEGREE REQUIREMENTS 12 CREDITS

**Double Duty** <sup>1</sup> Specific course numbers indicate double duty courses, i.e., program degree requirements that also meet general education requirements in that category.

#### Courses common to all tracks

CST 4800	Project Management (WI)	3
----------	-------------------------	---

Home

Information, Policy Procedures >

Academics

Library

School of Arts & Sciences

School of Professional Studies

School of Technology & Design

Administration, Faculty, Staff

#### ARCHIVED CATALOG

Choose the catalog for the semester you first started in your current degree program to see your degree requirements.

> Spring 2021

> Fall 2020

> Spring 2020

> Fall 2019

> Spring 2019

## Computer Systems - BTECH



Overview

Degree Requirements

Sample Course of Study

### SEMESTER 1 TOTAL 16 CREDITS

CST 1100	Introduction to Computer Systems	3
CST 1101	Problem Solving with Computer Programming	3
ENG 1101	English Composition I	3
COM 1330	Public Speaking	3
MAT 1375	Precalculus	3

### SEMESTER 2 TOTAL 16 CREDITS

CST 1215	Operating Systems Fundamentals	3
CST 1204	Database Systems Fundamentals	3
CST 1201	Programming Fundamentals	3
ENG 1121	English Composition II	3
ACC 1101	Principles of Accounting I	4

### SEMESTER 3 TOTAL 15 CREDITS

CST 2309	Web Programming I	3
CST 2307	Networking Fundamentals	3
LPS	Life and Physical Sciences	3 to 4
PSY 1101	Introduction to Psychology	3
BUS 2425	Business Management	3

### SEMESTER 4 TOTAL 13 CREDITS

CST 2400	Computer Systems Management and Support	3
CST 2801	Special Topics in Information Technology	1
CST 2410	Introduction to Computer Security	3
CST 2XXX	Program Elective	3
WCGI	World Cultures and Global Issues	3

FOR SEMESTERS 5 TO 8, CHOOSE ONE OF THE TRACKS BELOW

Database Track >

Networking and Security Track >

## Step 2

Log into [DegreeWorks](#) Identify degree requirements to be met and courses "still needed." For help go to the [DegreeWorks FAQs](#).

2

# DegreeWorks Degree Audit

---

# What is DegreeWorks?

- DegreeWorks is an easy-to-use, flexible web-based advisement tool
- It is student-specific
- Each degree audit shows a student's program curriculum and overall degree progress
- The DGW audit assists students and their advisors to make informed decisions regarding academic progress toward degree completion

[https://www.citytech.cuny.edu/registrar/docs/Student\\_Guides/How\\_to\\_Read\\_your\\_DegreeWorks\\_Presentation.pdf](https://www.citytech.cuny.edu/registrar/docs/Student_Guides/How_to_Read_your_DegreeWorks_Presentation.pdf)



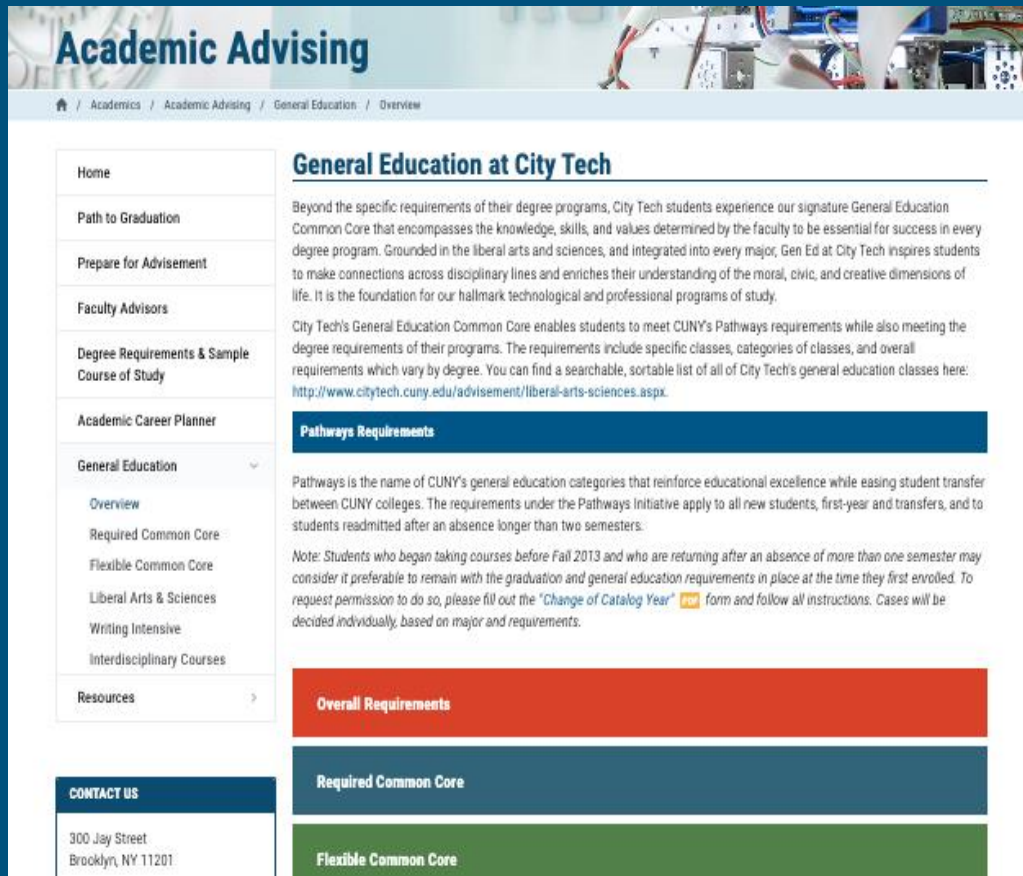
3

### Step 3

Use the Academic Advising web pages to find **General Education**, Common Core, Writing Intensive Courses, Interdisciplinary Courses, and other degree requirements.

# College Requirements

- General Education
  - Individual and Society
  - World Cultures and Global Issues
  - Creative Expression
  - Scientific World
  - US Experience in its Diversity
  - Life and Physical Sciences
- Writing Intensive
- Interdisciplinary



**Academic Advising**

Home / Academics / Academic Advising / General Education / Overview

- Home
- Path to Graduation
- Prepare for Advisement
- Faculty Advisors
- Degree Requirements & Sample Course of Study
- Academic Career Planner
- General Education
  - Overview
  - Required Common Core
  - Flexible Common Core
  - Liberal Arts & Sciences
  - Writing Intensive
  - Interdisciplinary Courses
- Resources

## General Education at City Tech

Beyond the specific requirements of their degree programs, City Tech students experience our signature General Education Common Core that encompasses the knowledge, skills, and values determined by the faculty to be essential for success in every degree program. Grounded in the liberal arts and sciences, and integrated into every major, Gen Ed at City Tech inspires students to make connections across disciplinary lines and enriches their understanding of the moral, civic, and creative dimensions of life. It is the foundation for our hallmark technological and professional programs of study.

City Tech's General Education Common Core enables students to meet CUNY's Pathways requirements while also meeting the degree requirements of their programs. The requirements include specific classes, categories of classes, and overall requirements which vary by degree. You can find a searchable, sortable list of all of City Tech's general education classes here: <http://www.citytech.cuny.edu/advisement/liberal-arts-sciences.aspx>.

### Pathways Requirements

Pathways is the name of CUNY's general education categories that reinforce educational excellence while easing student transfer between CUNY colleges. The requirements under the Pathways Initiative apply to all new students, first-year and transfers, and to students readmitted after an absence longer than two semesters.

*Note: Students who began taking courses before Fall 2013 and who are returning after an absence of more than one semester may consider it preferable to remain with the graduation and general education requirements in place at the time they first enrolled. To request permission to do so, please fill out the "Change of Catalog Year" form and follow all instructions. Cases will be decided individually, based on major and requirements.*

### Overall Requirements

### Required Common Core

### Flexible Common Core

**CONTACT US**

300 Jay Street  
Brooklyn, NY 11201

<http://www.citytech.cuny.edu/advisement/gen-ed.aspx>

# Schedule Builder

Academics

[Search](#)  
[Plan](#)  
[Enroll](#)  
[My Academics](#)  
[Request Official Transcript](#)  
[View Grades](#)

other academic... ▾

Deadlines URL

### This Week's Schedule

	Class	Schedule
	[REDACTED]	Th 6:00PM - 8:30PM Online-Synchronous
	[REDACTED]	Th 2:30PM - 5:50PM Online-Synchronous
	[REDACTED]	Mo 12:00PM - 3:20PM Online-Synchronous
	[REDACTED]	We 11:30AM - 2:00PM Online-Synchronous
	[REDACTED]	Tu 11:30AM - 2:00PM Online-Synchronous

[weekly schedule ▶](#)

[launch schedule builder ▶](#)

[enrollment shopping cart ▶](#)

[https://www.citytech.cuny.edu/registrar/docs/Student\\_Guides/How\\_to\\_Use\\_Schedule\\_Builder\\_Presentation.pdf](https://www.citytech.cuny.edu/registrar/docs/Student_Guides/How_to_Use_Schedule_Builder_Presentation.pdf)

#### Step 4

Download [My Academic Career Planner](#).

4

5

#### Step 5

Fill in [My Academic Career Planner](#) with the courses "still needed."

# Academic Advising

Home / Academics / Academic Advising / My Academic Career Planner

Home

Path to Graduation

Prepare for Advisement

Faculty Advisors

Degree Checklist & Maps

My Academic Career Planner

General Education >

## Academic Career Planner

> My Academic Career Planner - Associate Degree PDF

> My Academic Career Planner - Bachelor Degree PDF

These planning documents can be used in conjunction with your degree checklist and map (found in the [catalog](#)) and [DegreeWorks](#) to lay out the classes and timing that works best for you from the start to the end of your time at City Tech. You can download and save the planner as a clickable and fillable pdf file, or print the file and fill it in with pen or pencil.

Either way, once you've laid out your plans, bring it to an advisement meeting with a faculty advisor in [your department](#) to go over together. And don't forget to save the planner for future reference. You will need to update your planner after finishing each semester at City Tech!

<http://www.citytech.cuny.edu/advisement/planner.asp>

x

# **My Academic Career Planner**

---

# My Academic Career Planner

Download the [PDF](#)  
(do not complete it on the web,  
you will lose all your work)

*What else will you need?*

### ASSOCIATE DEGREE

## My Academic Career Planner

**STUDENT WORKSHEET**  
Use this tool to help you think through step-by-step how you will achieve your degree.  
Plan from the beginning to the end of your degree, and make changes or print new copies any time.

Name: \_\_\_\_\_  
Empl ID: \_\_\_\_\_  
Major: \_\_\_\_\_  
Catalog Year: \_\_\_\_\_

#### SEMESTER 1

Fall  Winter  Spring  Summer

COURSE NUMBER / COURSE NAME	CREDITS	
SEMESTER CREDITS	0	

#### SEMESTER 2

Fall  Winter  Spring  Summer

COURSE NUMBER / COURSE NAME	CREDITS	
SEMESTER CREDITS	0	

#### SEMESTER 3

Fall  Winter  Spring  Summer

COURSE NUMBER / COURSE NAME	CREDITS	
SEMESTER CREDITS	0	

#### SEMESTER 4

Fall  Winter  Spring  Summer

COURSE NUMBER / COURSE NAME	CREDITS	
SEMESTER CREDITS	0	

#### SEMESTER 5

Fall  Winter  Spring  Summer

COURSE NUMBER / COURSE NAME	CREDITS	
SEMESTER CREDITS	0	

#### SEMESTER 6

Fall  Winter  Spring  Summer

COURSE NUMBER / COURSE NAME	CREDITS	
SEMESTER CREDITS	0	

**TOTAL CREDITS TAKEN:**

At least **60 applicable credits** are required to graduate; check the catalog for more detailed or additional requirements and DegreeWorks Audit to see which credits apply.

#### IMPORTANT

WI - A semester-specific list of writing intensive courses is available online at the City Tech Gen Ed website:  
<http://www.citytech.cuny.edu/gen-ed/writing-intensive.aspx>  
See Academic Calendar for important dates:  
<http://www.citytech.cuny.edu/registrars/academic-calendar.aspx>

#### REQUIREMENTS


WI in Major  
 WI in General Education

#### QUESTIONS

- What are my post graduation plans?
- What interests me?
- What classes must be taken in sequence?  
(a specific order)

#### RESOURCES

- [DegreeWorks Audit](#)
- [College Catalog](#)
- [General Education Common Core](#)
- [Writing Intensive \(WI\)](#)
- [Academic Calendar](#)
- [CUNYfirst](#)
- [EDC](#)



# My Academic Career Planner Review

- First fill out your current course enrollment.
- Complete the next three semesters of the My Academic Career Planner using the sample course of study as a guide.
- Consider which Gen Ed courses you will consider to fulfill the required categories.
- Email your planner to  
**INSTRUCTOR EMAIL**

**ASSOCIATE DEGREE**

## My Academic Career Planner

**STUDENT WORKSHEET**  
Use this tool to help you think through step-by-step how you will achieve your degree.  
Plan from the beginning to the end of your degree, and make changes or print new copies any time.

Name: \_\_\_\_\_  
Empl ID: \_\_\_\_\_  
Major: \_\_\_\_\_  
Catalog Year: \_\_\_\_\_

SEMESTER 1			SEMESTER 2			SEMESTER 3								
<input type="checkbox"/> Fall	<input type="checkbox"/> Winter	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer	YEAR	<input type="checkbox"/> Fall	<input type="checkbox"/> Winter	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer	YEAR	<input type="checkbox"/> Fall	<input type="checkbox"/> Winter	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer	YEAR
COURSE NUMBER / COURSE NAME	CREDITS				COURSE NUMBER / COURSE NAME	CREDITS				COURSE NUMBER / COURSE NAME	CREDITS			
SEMESTER CREDITS	0				SEMESTER CREDITS	0				SEMESTER CREDITS	0			

SEMESTER 4			SEMESTER 5			SEMESTER 6								
<input type="checkbox"/> Fall	<input type="checkbox"/> Winter	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer	YEAR	<input type="checkbox"/> Fall	<input type="checkbox"/> Winter	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer	YEAR	<input type="checkbox"/> Fall	<input type="checkbox"/> Winter	<input type="checkbox"/> Spring	<input type="checkbox"/> Summer	YEAR
COURSE NUMBER / COURSE NAME	CREDITS				COURSE NUMBER / COURSE NAME	CREDITS				COURSE NUMBER / COURSE NAME	CREDITS			
SEMESTER CREDITS	0				SEMESTER CREDITS	0				SEMESTER CREDITS	0			

**TOTAL CREDITS TAKEN:** 0

At least **60 applicable credits** are required to graduate; check the catalog for more detailed or additional requirements and DegreeWorks Audit to see which credits apply.

**IMPORTANT**

WI - A semester-specific list of writing intensive courses is available online at the City Tech Gen Ed website:  
<http://www.citytech.cuny.edu/gen-ed/writing-intensive.aspx>  
See Academic Calendar for important dates:  
<http://www.citytech.cuny.edu/registrars/academic-calendar.aspx>

**REQUIREMENTS**


- WI in Major
- WI in General Education

**QUESTIONS**

1. What are my post graduation plans?  
\_\_\_\_\_
2. What interests me?  
\_\_\_\_\_
3. What classes must be taken in sequence?  
(a specific order)  
\_\_\_\_\_

**RESOURCES**

- DegreeWorks Audit
- College Catalog
- General Education Common Core
- Writing Intensive (WI)
- Academic Calendar
- CUNYfirst
- EDC

 **NEW YORK CITY COLLEGE OF TECHNOLOGY**



## Step 6

Make an appointment with a faculty advisor. Bring a completed [My Academic Career Planner](#) and a current degree audit to the meeting. Meet with your academic advisor and bring your questions!

6

# Academic Advisors

---

# Who is your Academic Advisor?

<https://www.citytech.cuny.edu/advisement/virtual-advisors.aspx>

Home

Path to Graduation

Prepare for Advisement

Faculty Advisors

Degree Checklist & Maps

My Academic Career Planner

General Education

Resources

## CONTACT US

300 Jay Street  
Brooklyn, NY 11201

**Prospective/New Students:**  
[Advisement4u@citytech.cuny.edu](mailto:Advisement4u@citytech.cuny.edu)

**Continuing Students:**  
Visit departmental advisor

## Faculty Advisors

### Architectural Technology

(AAS & BTech in Architectural Technology, Bachelor of Architecture)

### Biological Sciences

(BS in Biomedical Informatics)



(AAS in Accounting, AAS in Marketing Management & Sales, AAS in Ophthalmic Dispensing, AS & BS in Business and Technology of Fashion)

### Remote Advisement Schedule for Business

All initial academic advisement will be via email

Students should first refer to the Department's web page, which provides a lot of information about advisement: [www.citytech.cuny.edu/business/student-resources.aspx](http://www.citytech.cuny.edu/business/student-resources.aspx)

If your question is not answered on the site, please email us at [business@citytech.cuny.edu](mailto:business@citytech.cuny.edu)

[> Remote Advisement Schedule for Vision Care Program](#)

# You found your Academic Advisor

**What do you do now?**

Name

Emplid

Email

Phone number

Reason for advising appointment



# Vocabulary Review

---

# Let's look again at our vocabulary list.

What words did you hear in class?

Which words do you still need to learn? What strategies will you use to learn them?

- Academic Alert
- Academic Calendar
- Admissions Criteria
- Advisement
- Advisor
- Associate Degree
- Baccalaureate Degree
- Contributory Credits
- Corequisites
- Credits
- Credit Hours
- Full Time Student
- General Education/Gen Ed/Common Core
- Major
- Matriculated Student
- Non-Contributory Course(s)
- Part-Time
- Prerequisites
- Registration
- School
- Shopping Cart
- Units
- Writing Intensive
- 12-Credit Policy

# Recap

- ★ Vocabulary Preview
  - ★ Student Success Center
  - ★ University Structure
  - ★ Your Major Matters
  - ★ Academic Advisement vs. Registration
  - ★ Academic Advising Preparation
  - ★ DegreeWorks Degree Audit
  - ★ My Academic Career Planner
  - ★ Academic Advisors
  - ★ Vocabulary Review
-



# Before Session 7...

---

- Complete Reflection on OpenLab by replying to Reflection #6 Post.

## Reflection #6

Now that you are a few weeks into the semester, what questions do you still have about becoming a college student? Ask four questions you would like to have answers to by the end of CT101.



# #aMAJORdecision

---

Session 6  
Monday, October 16  
Prof. DeCoux

