



Getting & Staying on the Path: What If & Student Educational Planner

Katrina Campbell, Registrar, Tompkins Cortland Community College

Jennifer Vangolen, Principal Business Analyst, Ellucian

Agenda

- Overview of the Student Educational Planner in Degree Works
- Best Practices for using SEP to support Guided Pathways
- Using What If to Adjust the Path
- Q & A



Plans Overview

A Brief Walkthrough of Plans

Plans

- Several different layouts to view plan: Calendar, Notes, Audit, Edit
- Create new plans from scratch or from a template
- Still Needed list on the right shows only program requirements that are not completed or planned

Plan List

ellucian®

[Back to Self-Service](#) | [Portal](#) | [FAQ](#) | [Help](#) | [Print](#) | [Exception Management](#) | [Template Management](#) | [Log Out](#)

Find 1996 | House, Griffin | BFA | Dance | UG | Freshman | | Today

[Worksheets](#) | [Planner](#) | [Plans](#) | [Transfer](#) | [Notes](#) | [Petitions](#) | [Exceptions](#) | [GPA Calc](#) | [Admin](#)

Student Planner for: House, Griffin View: [New Plan](#)

List of plans [Delete](#)

Description:	Active	Modified	Who	Degree:	Level:	Status:
BFA in Dance Education	Y	01/31/2014	Vangolen, Jennifer	BFA	UG	LOCKED
Considering a change to Economics	N	01/31/2014	Vangolen, Jennifer	BFA	UG	NOT LOCKED

Calendar View

Student Planner for: House, Griffin View: Calendar View Plan List New Plan

BFA in Dance Education Active: Yes
Degree: Bachelor of Fine Arts Status: AUTO APPROVED
Level: Undergraduate (UG) Tracking Status: ●

2011-2012 Academic Year

Fall 2011, Total Hours: 15.0	Spring 2012, Total Hours: 17.0
● * DAN 17050 1.0	● * DAN 17053 2.0
● * DAN 17051 3.0	● * DAN 17151 3.0
● * DAN 17052 2.0	● * DAN 17152 2.0
● US 10097 1.0 📄	CULT 29535 3.0
● Selected: (GEOL 11040 and GEOL 11041) 2.0	Selected: DAN 17016 1.0
● Selected: ENG 11011 3.0	Selected: ENG 21011 3.0
● Selected: ANTH 18210 3.0	Selected: POL 10100 3.0

2012-2013 Academic Year

Fall 2012, Total Hours: 16.0	Spring 2013, Total Hours: 18.0
------------------------------	--------------------------------

Last updated by: Vangolen, Jennifer on 10-Mar-2014 Audit Print

Notes View – Expanded

Student Planner for: House, Griffin View: **Notes** View Plan List New Plan

BFA in Dance Education Active: Yes
Degree: Bachelor of Fine Arts Status: LOCKED
Level: Undergraduate (UG) Tracking Status: ✔

Hide all notes

✔ **Fall 2011, Total Hours: 15.0**

Tracking	Critical	Course Requirement	Minimum Grade	Campus	Delivery	Credits	Notes
✔	*	DAN 17050				1.0	
✔	*	DAN 17051	C			3.0	📄

Placeholder Requirement	Value	Notes
Core Requirement	3 credit class	📄
Internal: Concerned about heavy course load in later terms. Should review every term.		
Vangolen, Jennifer 2014-03-10 17:14:35		

Not required for transfer students with 25 credits.

Vangolen, Jennifer | 2014-02-03 17:34:50

Last updated by: Vangolen, Jennifer on 03-Feb-2014 Audit Print

Notes View – Collapsed

Student Planner for: House, Griffin View: **Notes** View Plan List New Plan

BFA in Dance Education Active: Yes
Degree: Bachelor of Fine Arts Status: LOCKED
Level: Undergraduate (UG) Tracking Status: ✔

✔ **Fall 2011, Total Hours: 15.0**

Tracking	Critical	Course Requirement	Minimum Grade	Campus	Delivery	Credits	Notes
✔	*	DAN 17050				1.0	
✔	*	DAN 17051	C			3.0	
✔	*	DAN 17052				2.0	
✔		US 10097		Main Campus		1.0	
✔		Selected: (GEOL 11040 and GEOL 11041)				2.0	
✔		Selected: ENG 11011					
✔		Selected: ANTH 18210					

Notes attached to: DAN17051

Internal	Note	Author	Modified
	Enrollment based on audition.	Vangolen, Jennifer	2014-02-03 17:34:50

Last updated by: Vangolen, Jennifer on 03-Feb-2014

Notes attached to: DAN17051

Internal	Note	Author	Modified
	Enrollment based on audition.	Vangolen, Jennifer	2014-02-03 17:34:50

Audit View

Student Planner for: House, Griffin View: **Audit** [View Plan List](#) [New Plan](#)

New Planner Worksheet WA013AIX as of 03-Feb-2014 at 17:45

Student	House, Griffin
Level	Undergraduate (UG)
ID	1996
Degree	Bachelor of Fine Arts
Classification	Freshman
College	CA
Advisor	Deans, Raymond
Major	Dance
Overall GPA	3.200
Minor	

Degree Progress

Requirements	98%
Hours	102%

Bachelor of Fine Arts (JLV)

Academic Year: 2009-2010 Academic Year
Hours Required: 130
GPA: 3.760
Hours Applied: 133

[MAJOR REQUIREMENTS](#)
[CONCENTRATION REQUIREMENTS](#)
[CORE REQUIREMENTS](#)

BFA in Dance Education Active: Yes

Degree: Bachelor of Fine Arts Status: LOCKED

Level: Undergraduate (UG) Tracking Status: ✔

2011-2012 Academic Year

✔ Fall 2011, Total Hours: 15.0	✔ Spring 2012, Total Hours: 17.0
✔ * DAN 17050 1.0	* DAN 17053 2.0
✔ * DAN 17051 3.0	* DAN 17151 3.0
✔ * DAN 17052 2.0	* DAN 17152 2.0
✔ US 10097 1.0	CULT 29535 3.0
✔ Selected: (GEOL 11040 and GEOL 11041) 2.0	Selected: DAN 17016 1.0
✔ Selected: ENG 11011 3.0	Selected: ENG 21011 3.0
✔ Selected: ANTH 18210 3.0	Selected: POL 10100 3.0

Last updated by: Vangolen, Jennifer on 03-Feb-2014

Edit View

Description: Active Locked ⌵ + - 📄

Degree: Level:

Tracking Status: 👤

👤 Total Hours: 15.00 i Reassign Delete this term + - 📄

Tracking	Critical	Course Requirement	Hours	Minimum Grade	Campus	Notes
👤	<input checked="" type="checkbox"/>	<input type="text" value="DAN 17050"/> 🔍 i	<input type="text" value="1.00"/>	<input type="text" value="None"/>	<input type="text" value="None"/>	📄
👤	<input checked="" type="checkbox"/>	<input type="text" value="DAN 17051"/> 🔍 i	<input type="text" value="3.00"/>	<input type="text" value="None"/>	<input type="text" value="None"/>	📄
👤	<input checked="" type="checkbox"/>	<input type="text" value="DAN 17052"/> 🔍 i	<input type="text" value="2.00"/>	<input type="text" value="None"/>	<input type="text" value="None"/>	📄
👤	<input type="checkbox"/>	<input type="text" value="US 10097"/> 🔍 i	<input type="text" value="1.00"/>	<input type="text" value="None"/>	<input type="text" value="Main Campus"/>	📄

Tracking	Critical	Choice Requirement	Minimum Hours	Pointer	Minimum Grade	Campus	Notes
👤	<input checked="" type="checkbox"/>	<input type="text" value="Selected: GEOL 11040 and GEOL 11041"/> ⋮	<input type="text" value="2.0"/>	<input type="text" value="None"/>	<input type="text" value="None"/>	<input type="text" value="East Campus"/>	📄
👤	<input type="checkbox"/>	<input type="text" value="Selected: ENG 11011"/> ⋮	<input type="text" value="3.0"/>	<input type="text" value="None"/>	<input type="text" value="None"/>	<input type="text" value="None"/>	📄
👤	<input type="checkbox"/>	<input type="text" value="Selected: ANTH 18210"/> ⋮	<input type="text" value="3.0"/>	<input type="text" value="None"/>	<input type="text" value="None"/>	<input type="text" value="None"/>	📄

Tracking	Critical	Non-Course Requirement	Status	Notes
👤	<input type="checkbox"/>	<input type="text" value="Clarinet Recital"/>	<input type="text"/>	📄

👤 Total Hours: 17.00 i Reassign Delete this term + - 📄

Creating Plans

- Audit view allows for light editing of the plan
 - Courses can be drag and dropped from the audit into the plan
 - Courses can be moved from one term to another on the plan
- Edit view should be used for creating and advanced editing of a plan
- Can create a plan from scratch or from a template in Edit view
 - User can be given access to either or both options

Creating Plans from Scratch

- When creating a plan from scratch:
 - Description is required but does not need to be unique
 - Degree and School will load with values from student header.
 - Can change Degree if student has more than one
 - School will load based on Degree
 - Active flag can be modified
 - Locked/Status display based on plan approval method
 - Tracking Status will display if tracking is enabled

Creating Plans from Scratch

The screenshot displays the ellucian Student Planner interface. At the top, the ellucian logo is visible. Below it is a navigation bar with tabs for Back to Self-Service, Portal, FAQ, Help, Print, Exception Management, Template Management, and Log Out. A search bar contains the following information: Student ID: 1996, Name: House, Griffin, Degree: BFA, Major: Dance, Level: UG, Classification: Freshman, Campus: (empty), Last Audit: Today. Below the search bar are buttons for Worksheets, Planner, Plans, Transfer, Notes, Petitions, Exceptions, GPA Calc, and Admin. The main content area is titled "Student Planner for: House, Griffin" and includes a "View: Edit" dropdown, "View Plan List", and "New Plan" buttons. The plan details show a description field, "Active" and "Locked" checkboxes, a degree dropdown set to "Bachelor of Fine Arts", and a level dropdown set to "Undergraduate (UG)". The tracking status is "Not displayed, plan is not active". A disclaimer is provided below the details. On the right side, there is a sidebar with "Still Needed" and "Courses" sections. The "Courses" section has a "Collapse All" button and a list of courses with checkboxes.

ellucian®

Back to Self-Service Portal FAQ Help Print Exception Management Template Management Log Out

Find Student ID Name Degree Major Level Classification Campus Last Audit
1996 House, Griffin BFA Dance UG Freshman Today

Worksheets Planner Plans Transfer Notes Petitions Exceptions GPA Calc Admin

Student Planner for: House, Griffin View: Edit View Plan List New Plan

Description: Active Locked

Degree: Bachelor of Fine Arts Level: Undergraduate (UG)

Tracking Status: Not displayed, plan is not active

Disclaimer: You are encouraged to use this degree plan as a guide for tracking your progress toward completion of the above requirements. Your academic advisor or the Registrar's Office may be contacted for assistance in interpreting this report. This plan is not your academic transcript and it is not official notification of completion of degree or certificate requirements. Please contact the Registrar's Office regarding this degree plan, your official degree/certificate completion status, or to obtain a copy of your academic transcript.

Still Needed

Courses

Collapse All

Course	#	Title
<input type="checkbox"/>		AP Courses (AP)
<input type="checkbox"/>		Accountancy (ACCY)
<input type="checkbox"/>		Accounting (0341)
<input type="checkbox"/>		Accounting (ACCT)
<input type="checkbox"/>		Activities (ACTI)
<input type="checkbox"/>		Admin. Office Technology (AOT)
<input type="checkbox"/>		Administration (ADMN)
<input type="checkbox"/>		Administration of Justice (ADJU)
<input type="checkbox"/>		Agricultural Economics (AGEC)
<input type="checkbox"/>		Agriculture (AGRI)
<input type="checkbox"/>		Air Conditioning (AIR)
<input type="checkbox"/>		American Sign Language (AMSL)
<input type="checkbox"/>		American Studies (AMST)

Creating Plans from Templates

The screenshot displays the ellucian student planner interface. At the top, the ellucian logo is visible. Below it, a navigation bar includes links for Back to Self-Service, Portal, FAQ, Help, Print, Exception Management, Template Management, and Log Out. A search bar contains the Student ID 1996 and Name House, Griffin. Other search criteria include Degree (BFA), Major (Dance), Level (UG), Classification (Freshman), and Last Audit (20-Feb-2014). A row of buttons includes Worksheets, Planner, Plans, Transfer, Notes, Petitions, Exceptions, GPA Calc, and Admin. The main content area shows the Student Planner for House, Griffin, with a View: Edit dropdown and View Plan List and New Plan buttons. Below this is a section for Browse Templates with a search input containing 'dan' and a Go button. A modal dialog titled 'Select a starting Term' is open, prompting the user to select a term for the plan. The dialog includes a 'Start Term*' label and a dropdown menu with options from Fall 2000 to Fall 2015. A Cancel button is also present. In the background, a table with columns for Description, Level, Major, Term Scheme, ID, Who, What, and Modified is partially visible, showing a row for 'Dance Education' with Level 'UG' and Major 'DANC'.

ellucian®

Back to Self-Service Portal FAQ Help Print Exception Management Template Management Log Out

Find Student ID 1996 Name House, Griffin Degree BFA Major Dance Level UG Classification Freshman Campus Last Audit 20-Feb-2014

Worksheets Planner Plans Transfer Notes Petitions Exceptions GPA Calc Admin

Student Planner for: House, Griffin View: Edit View Plan List New Plan

Browse Templates

dan Go Filter: Advanced Search

Open Delete

Description Level Major

Dance Education UG DANC

Term Scheme ID Who What Modified

SEMESTER_SCHEDUL T0000182 Vangolen, NOT SET 2/3/14

Select a starting Term

Please select a Term to serve as your starting term for this plan

Start Term*

Select

- Fall 2000
- Fall 2009
- Fall 2010
- Fall 2011
- Fall 2012
- Fall 2013
- Fall 2014
- Fall 2015

Cancel

Terms on a Plan

- Can add unlimited number of terms to a plan
 - Fixed number of terms added via template, but can add additional terms or delete template terms on plan
- Terms can be easily reordered and deleted
- Number of planned course credits displays in term header
- Course Link for all planned courses in term (Banner)

Adding Terms on a Plan

ellucian®

Back to Self-Service Portal FAQ Help Print Exception Management Template Management Log Out

Find Student ID 1996 Name House, Griffin Degree BFA Major Dance Level UG Classification Freshman Campus Last Audit Today

Worksheets Planner Plans Transfer Notes Petitions Exceptions GPA Calc Admin

Student Planner for: House, Griffin View: [dropdown] View Plan List New Plan

Description: Dance Education Active Locked

Degree: Bachelor of Fine Arts Level: Undergraduate (UG)

Tracking Status: Not displayed, plan is not active

▶ Fall 2012 Total Hours: 7.0 [Reassign] [Delete this term] +

▼ Spring 2013 Total Hours: 11.0 [Reassign] [Delete this term] +

Critical	Course Requirement	Hours	Minimum Gra	Campus	Delivery
<input checked="" type="checkbox"/>	DAN 17053	2.0	None	None	None
<input checked="" type="checkbox"/>	DAN 17151	3.0	None	None	None
<input checked="" type="checkbox"/>	DAN 17152	2.0	None	None	None
<input type="checkbox"/>	CULT 29535	3.0	C	None	None

Add Term

- Fall 2012T
- Fall 2013
- Summer 1213
- Fall 2013 -
- Spring 2013T
- Fall 2013T
- Summer 2013-
- Spring 2014T
- Fall 2014T
- Spring 2015T

Collapse All

Title

Technology (AOT)
(ADMN)
of Justice (ADJU)
nomics (AGEC)
(RI)
g (AIR)
Language (AMSL)
American Studies (AMST)

Reassigning Terms on a Plan

ellucian®

Back to Self-Service Portal FAQ Help Print Exception Management Template Management Log Out

Find Student ID 1996 Name House, Griffin Degree BFA Major Dance Level UG Classification Freshman Campus Last Audit 20-Feb-2014

Worksheets Planner Plans Transfer Notes Petitions Exceptions GPA Calc Admin

Student Planner for: House, Griffin View: Edit View Plan List New Plan

Description: Dance Education Active Locked

Degree: Bachelor of Fine Arts Level: Undergraduate (UG)

Tracking Status: Not displayed, plan is not active

Fall 2012 Total Hours: 7.0 Reassign Delete this term

Spring 2013 Cancel OK Reassign Delete this term

Critical	Course Requirement	Hours	Minimum Gr:	Campus	Delivery	Notes
<input checked="" type="checkbox"/>	DAN 17053	2.0	None	None	None	
<input checked="" type="checkbox"/>	DAN 17151	3.0	None	None	None	
<input checked="" type="checkbox"/>	DAN 17152	2.0	None	None	None	
<input type="checkbox"/>	CULT 29535	3.0	C	None	None	

Still Needed

Courses

Collapse All

Course	#	Title
<input type="checkbox"/>		AP Courses (AP)
<input type="checkbox"/>		Accountancy (ACCY)
<input type="checkbox"/>		Accounting (0341)
<input type="checkbox"/>		Accounting (ACCT)
<input type="checkbox"/>		Activities (ACTI)
<input type="checkbox"/>		Admin. Office Technology (AOT)
<input type="checkbox"/>		Administration (ADMN)
<input type="checkbox"/>		Administration of Justice (ADJU)
<input type="checkbox"/>		Agricultural Economics (AGEC)
<input type="checkbox"/>		Agriculture (AGRI)
<input type="checkbox"/>		Air Conditioning (AIR)
<input type="checkbox"/>		American Sign Language (AMSL)
<input type="checkbox"/>		American Studies (AMST)

Reassigning Terms on a Plan

ellucian®

[Back to Self-Service](#) | [Portal](#) | [FAQ](#) | [Help](#) | [Print](#) | [Exception Management](#) | [Template Management](#) | [Log Out](#)

Find 1996 | House, Griffin | BFA | Dance | UG | Freshman | | 20-Feb-2014

[Worksheets](#) | [Planner](#) | [Plans](#) | [Transfer](#) | [Notes](#) | [Petitions](#) | [Exceptions](#) | [GPA Calc](#) | [Admin](#)

Student Planner for: House, Griffin View: [Edit](#) [View Plan List](#) [New Plan](#)

Description: Active Locked

Degree: Level:

Tracking Status: Not displayed, plan is not active

Term	Total Hours	Reassign	Delete this term
Fall 2012	7.0	Reassign	Delete this term
Fall 2013	13.0	Reassign	Delete this term
Spring 2014	18.0	Reassign	Delete this term
Spring 2014T	11.0	Reassign	Delete this term

Critical	Course Requirement	Hours	Minimum Gr:	Campus	Delivery	Notes
<input checked="" type="checkbox"/>	DAN 17053	2.0	None	None	None	
<input checked="" type="checkbox"/>	DAN 17151	3.0	None	None	None	

Still Needed

Courses [Collapse All](#)

Course	#	Title
<input type="checkbox"/>		AP Courses (AP)
<input type="checkbox"/>		Accountancy (ACCY)
<input type="checkbox"/>		Accounting (0341)
<input type="checkbox"/>		Accounting (ACCT)
<input type="checkbox"/>		Activities (ACTI)
<input type="checkbox"/>		Admin. Office Technology (AOT)
<input type="checkbox"/>		Administration (ADMN)
<input type="checkbox"/>		Administration of Justice (ADJU)
<input type="checkbox"/>		Agricultural Economics (AGEC)
<input type="checkbox"/>		Agriculture (AGRI)
<input type="checkbox"/>		Air Conditioning (AIR)
<input type="checkbox"/>		American Sign Language (AMSL)
<input type="checkbox"/>		American Studies (AMST)

Requirements

- Unlimited number of requirements can be added to any term
- Requirements can be moved to another term by dragging and dropping
- Course Link on COURSE and CHOICE requirements

Requirements

Spring 2014 Total Hours: 3.0 Reassign Delete this term

Critical	Honors	Course Requirement	Hours	Minimum Grade	Campus	Delivery	Notes	
<input type="checkbox"/>	<input type="checkbox"/>	ART 101	3.0	None	None	None		
Critical	Honors	Choice Requirement	Minimum Hour	Pointer	Minimum Grad	Campus	Delivery	Notes
<input type="checkbox"/>	<input type="checkbox"/>	(CHEM 100 and CHEM 100L) or (CHEM 200...		None	None	None	None	
Critical	GPA Requirement		Major	Minimum GPA	Class List	Notes		
<input type="checkbox"/>	Overall GPA - DegreeWorks		Select	2.500				
Critical	Test Score Requirement			Minimum Score	Notes			
<input type="checkbox"/>	Praxis I - Math			134				
Placeholder Requirement				Value	Notes			
General Elective				One 100-Level general elective needed				
Critical	Non-Course Requirement			Status	Notes			
<input type="checkbox"/>	Writing Skills Test			OK				

Plan Sidebar

- Sidebar can show Still Needed List and Course List to assist in adding courses to a plan
- Courses can be dragged and dropped into a term on a plan
- If enabled, Course Link will be available on courses in Still Needed List and Course List
- Still Needed List is a mini planner audit
- Can filter out courses in Course List by plan school and course end date

Course List and Still Needed

Courses		
Collapse All		
Course	#	Title
<input type="checkbox"/>		Administration of Justice (ADJU)
<input type="checkbox"/>		Agricultural Economics (AGEC)
<input type="checkbox"/>		Agriculture (AGRI)
<input type="checkbox"/>		Air Conditioning (AIR)
<input type="checkbox"/>		American Sign Language (AMSL)
<input type="checkbox"/>		American Studies (AMST)
<input type="checkbox"/>		American Studies (ABC) (ABC)
<input type="checkbox"/>		Ampersand test (G&S)
<input type="checkbox"/>		Anatomy (ANATOMY)
<input type="checkbox"/>		Anatomy (ANAT)
<input type="checkbox"/>		Animal Science (ANSC)
<input type="checkbox"/>		Anthropology (ANTHRO)
<input checked="" type="checkbox"/>		Anthropology (ANTH)
	ANTH 1	Physical Anthropolog
	ANTH 045	Cultural Anthropolog
	ANTH 100	Intro to Anthropology
	ANTH 045	Cultural Anthropology, 3.0 Credits
	ANTH 101	Western Culture
	ANTH 102	Intro to Ethnography
	ANTH 115	River Experience

Still Needed	
Refresh Collapse All	
<input type="checkbox"/>	Bachelor of Fine Arts (JLV)
<input type="checkbox"/>	Major in Dance Requirements
<input type="checkbox"/>	Dance Education Concentration
<input type="checkbox"/>	Core Requirements

Still Needed	
Refresh Collapse All	
<input type="checkbox"/>	Bachelor of Fine Arts (JLV)
<input checked="" type="checkbox"/>	Major in Dance Requirements
	Basic Requirements
	1 Class in
	MUS 11110
	Modern Dance Technique
	2 Classes in
	DAN 27071 or
	DAN 27171
	Ballet
	2 Classes in
	DAN 27072 or
	DAN 27072 Ballet II-A, 2.0 Hours
	Dance Composition
	2 Classes in
	DAN 27074 or
	DAN 27174

Planner Audit

- Only COURSE, CHOICE and NONCOURSE requirements apply to planner audit
 - Placeholders will display in special section
- Only actual classes for historical and current terms appear on planner audit
 - Can configure to use planned courses on active term – both planned and actual courses will display
- Planned courses in future terms will appear on the planner audit
 - Can configure pre-registered classes to appear on planner audit

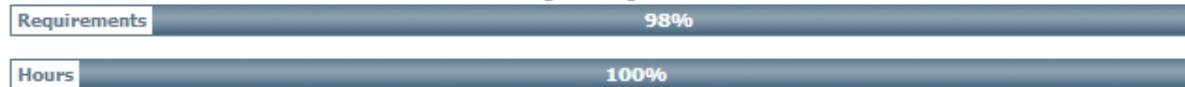
Elucian Institute of Technology

New Planner Worksheet WA013AIV as of 03-Feb-2014 at 17:09

[Print](#)

Student	<u>House, Griffin</u>	Level	Undergraduate (UG)
ID	1996	Degree	Bachelor of Fine Arts
Classification	Freshman	College	CA
Advisor	<u>Deans, Raymond</u>	Major	Dance
Overall GPA	3.200	Minor	

Degree Progress



<input checked="" type="checkbox"/> Bachelor of Fine Arts (JLV)	Academic Year: 2009-2010 Academic Year	Hours Required: 130
	GPA: 3.760	Hours Applied: 133

- MAJOR REQUIREMENTS
- CONCENTRATION REQUIREMENTS
- CORE REQUIREMENTS

<input checked="" type="checkbox"/> Major in Dance Requirements	Academic Year: 2009-2010 Academic Year	Hours Required: 45
	GPA: 3.500	Hours Applied: 46

<input checked="" type="checkbox"/> Basic Requirements	DAN 17050 Introduction to Dance MUS 23111 Music Fundamentals	B PLAN (3)	1 (3)	Fall 2011 Spring 2013
	DAN 17051 Modern Dance Technique I-A	A	3	Fall 2011
<input checked="" type="checkbox"/> Modern Dance Technique	DAN 17151 Modern Dance Technique I-B	NR	(3)	Spring 2012
	DAN 27071 Modern Dance Technique II-A	PLAN	(3)	Fall 2012
	DAN 27171 Modern Dance Technique II-B	PLAN	(3)	Spring 2013
	DAN 17052 Ballet I-A	B	2	Fall 2011
<input checked="" type="checkbox"/> Ballet	DAN 17152 Ballet I-B	NR	(2)	Spring 2012
	DAN 27072 Ballet II-A	PLAN	(2)	Fall 2012
	DAN 27172 Ballet II-B	PLAN	(2)	Spring 2013
<input checked="" type="checkbox"/> Dance Composition	DAN 27074 Dance Composition I	PLAN	(3)	Fall 2012
	DAN 27174 Dance Composition II	PLAN	(3)	Spring 2013
<input checked="" type="checkbox"/> Principles of Dance Mechanics	DAN 17053 Principles: Dance Mechanics I	NR	(2)	Spring 2012
	DAN 37053 Principles: Dance Mechanics II	PLAN	(2)	Fall 2013
	DAN 37071 Movement Notation	PLAN	(2)	Spring 2014
	DAN 37192 Dance Practicum	PLAN	(1)	Fall 2013
<input checked="" type="checkbox"/> Upper Division Requirements	DAN 47063 Dance History I	PLAN	(3)	Fall 2012

Degree Audit Sheet

Early Childhood, A.A.S.				Fall 2018	
Student's Name:			Advisor's Name:		
Student may need to take the following courses:	<input type="checkbox"/> INTD 095 Integrated Developmental Reading/Writing OR				
	<input type="checkbox"/> ENGL 098/100 - Accelerated Writing Skills/Academic Writing I				
	<input type="checkbox"/> MATH 090 - Pre-Algebra		<input type="checkbox"/> RDNG 116 - College Reading and Study Skills		
	<input type="checkbox"/> Other				
Course Requirement	Course Title	Credits	Min. Grade	Grade Earned T - Transfer	Semester Completed
FIRST YEAR					
FALL					
ECHD 110	Children and the Arts	3	C		
ECHD 125	Introduction to Early Childhood Education	3	C		
ENGL 100*	Academic Writing I	3	C		
MATH Elective		3			
PSYC 103	Introduction to Psychology	3			
Total Credits		15			
SPRING					
ASTR 101 OR BIOL 114 OR ENVS 101 OR ENVS 102	Introductory Astronomy OR Essentials of Nutrition OR Biological Resource Conservation OR Technology and the Environment	3			
ECHD 225	Early Childhood Curriculum Development	3	C		
ENGL 101	Academic Writing II	3			
HSTY 201 OR HSTY 202	American History to 1877 OR American History Since 1877	3			
RECR/SOCE 150	Play Across Cultures	3			
Total Credits		15			
SECOND YEAR					
FALL					
ART 120 OR ART 130	Drawing I OR Ceramics	3			
ECHD 206	Infant/Toddler Environments & Curriculum	3	C		

Template Terms

▼ Fall Term 1 12.0

Critical	Course Requirement	Credits	Minimum Grade	Notes
<input type="checkbox"/>	ECHD 110	3.0	C	
<input type="checkbox"/>	ECHD 125	3.0	C	
<input type="checkbox"/>	ENGL 100	3.0	C	
<input type="checkbox"/>	PSYC 103	3.0	None	

Placeholder Requirement Value Notes

Comment MATH Elective (3 cr.)

▼ Spring Term 1 15.0

Critical	Course Requirement	Credits	Minimum Grade	Notes
<input type="checkbox"/>	ECHD 225	3.0	C	
<input type="checkbox"/>	ENGL 101	3.0	None	

Critical	Choice Requirement	Minimum Credits	Pointer	Minimum Grade	Notes
<input type="checkbox"/>	ASTR 101 or BIOL 114 or ENVS 101 or ENVS 102	3.0	None	None	
<input type="checkbox"/>	HSTY 201 or HSTY 202	3.0	None	None	
<input type="checkbox"/>	RECR 150 or SOCE 150	3.0	None	None	

Template Management

5EED 2018-2019 Template	5	5EED	2018004	FALL_BASIC
5EN 2018-2019 Template	5	5EN	2018004	FALL_BASIC
5ES 2018-2019 Template	5	5ES	2018004	FALL_BASIC
5GD 2018-2019 Template	5	5GD	2018004	FALL_BASIC
5GS - SUNY Seamless Transfer Path for Art Education	5	5GS	2018004	FALL_BASIC
5GS - SUNY Seamless Transfer Path for Economics	5	5GS	2018004	FALL_BASIC
5GS - SUNY Seamless Transfer Path for Health Education	5	5GS	2018004	FALL_BASIC
5HS 2018-2019 Template	5	5HS	2018004	FALL_BASIC
5IB 2018-2019 Template	5	5IB	2018004	FALL_BASIC
5MS - Transfer Path for UB PharmD Program (2+4)	5	5MS	2018004	FALL_BASIC
5NM 2018-2019 Template	5	5NM	2018004	FALL_BASIC

Sample Audit View

Major in Criminal Justice 2018-19

Academic Year: 2018 Academic Year
 GPA: 0.000
 Credits Applied: 37
 Credits Required: 60

Unmet conditions for this set of requirements: 60 credits are required. You currently have 37 including courses in progress; you still need 23 more credits.

<input checked="" type="checkbox"/> Introduction to Word Processing (CAPS 111)	Introduction to Word Processing	PLAN	(1)	SPRING 2019
<input checked="" type="checkbox"/> Introduction to Spreadsheets (CAPS 121)	Introduction to Spreadsheets	PLAN	(1)	SPRING 2019
<input checked="" type="checkbox"/> Introduction to Databases (CAPS 131)	Introduction to Databases	PLAN	(1)	SPRING 2019
<input checked="" type="checkbox"/> Introduction to Corrections CRJU 104	Introduction to Corrections	~	(3)	FALL 2018
<input checked="" type="checkbox"/> Introduction to Criminal Justice (C OR BETTER) CRJU 105	Introduction to Criminal Justice	~	(3)	FALL 2018
<input checked="" type="checkbox"/> Concepts of Criminal Law (CRJU 205)	Concepts of Criminal Law	PLAN	(3)	FALL 2019

Criminal Justice Elective

Still Needed: 3 Credits in CRJU 110 or 210 or 212 or 215 or 217 or 230 or POSC 213

<input checked="" type="checkbox"/> Academic Writing I (C or better) ENGL 100	Academic Writing I	~	(3)	FALL 2018
--	--------------------	---	-----	-----------

A student exempted from ENGL 100 must substitute a three-credit liberal arts elective. The course should be selected in consultation with the student's advisor.

<input checked="" type="checkbox"/> Academic Writing II (ENGL 101)	Academic Writing II	PLAN	(3)	SPRING 2019
<input checked="" type="checkbox"/> Approaches to Literature (ENGL 102)	Approaches to Literature	PLAN	(3)	SPRING 2020

Fundamentals of Speech or Fundamentals of Interpersonal Communication

Still Needed: 1 Class in ENGL 201 or 204

Development of the Western Tradition I or II

Still Needed: 1 Class in HSTY 101 or 102

American History to 1877 or Since 1877

Still Needed: 1 Class in HSTY 201 or 202

<input checked="" type="checkbox"/> Introduction to Psychology PSYC 103	Introduction to Psychology	~	(3)	FALL 2018
--	----------------------------	---	-----	-----------

<input checked="" type="checkbox"/> Introduction to Sociology (SOCI 101)	Introduction to Sociology	PLAN	(3)	SPRING 2019
---	---------------------------	------	-----	-------------

<input checked="" type="checkbox"/> Juvenile Delinquency (SOCI 206)	Juvenile Delinquency	PLAN	(3)	SPRING 2020
--	----------------------	------	-----	-------------

<input checked="" type="checkbox"/> Introduction to Criminology				
---	--	--	--	--

2018 Academic Year

On-Track	FALL 2018, Total Credits: 16.0	---	SPRING 2019, Total Credits: 15.0
<input checked="" type="checkbox"/> On-Track	* CRJU 104 3.0		CAPS 111 1.0
<input checked="" type="checkbox"/> On-Track	* CRJU 105 3.0		CAPS 121 1.0
<input checked="" type="checkbox"/> On-Track	* ENGL 100 3.0		CAPS 131 1.0
<input checked="" type="checkbox"/> On-Track	* MATH 120 4.0		* ENGL 101 3.0
<input checked="" type="checkbox"/> On-Track	* PSYC 103 3.0		* SOCI 101 3.0
			HSTY 201 or HSTY 202 3.0
			POSC 103 or POSC 104 or POSC 112 3.0

2019 Academic Year

---	FALL 2019, Total Credits: 9.0	---	SPRING 2020, Total Credits: 9.0
	* CRJU 205 3.0		ENGL 102 3.0
	* SOCI 207 3.0		* SOCI 206 3.0
	ENGL 201 or ENGL 204 3.0		HSTY 101 or HSTY 102 3.0
	Comment		Comment
	Comment		Comment

New Student Onboarding

In the past: one-day intake included placement testing, advisement, and registration

Beginning in fall 2016: two-day intake for those who need testing

- Placement testing: on campus or with an approved proctor
- Completion of an online "Pre-Advising Questionnaire" by each student
- Advisement occurs at least one week after testing, so that advisors can prepare the long-term plan in Degree Works and register the student for classes
- At the advisement meeting, students review their Degree Works worksheet and personalized long-term plan and make any necessary adjustments
- The Degree Works template is adjusted for each student based on the course placements as determined by Accuplacer testing and other measures (e.g., Regents exam scores) as well as accounting for any previously completed coursework (concurrent enrollment, AP, transfer credits)

Reconsidering requirements

Criminal Justice, A.A.S.				Fall 2018	
Student's Name:			Advisor's Name:		
Student may need to take the following courses:	<input type="checkbox"/> INTD 095 Integrated Developmental Reading/Writing OR				
	<input type="checkbox"/> ENGL 098/100 - Accelerated Writing Skills/Academic Writing I				
	<input type="checkbox"/> MATH 090 - Pre-Algebra	<input type="checkbox"/> RDNG 116 - College Reading and Study Skills			
	<input type="checkbox"/> Other:				
Course Requirement	Course Title	Credits	Min. Grade	Grade Earned T - Transfer	Semester Completed
FIRST YEAR					
FALL					
CRJU 105 ¹	Introduction to Criminal Justice	3	C		
ENGL 100 ²	Academic Writing I	3	C		
POSC 103 OR POSC 104	American National Government OR American State & Local Government	3			
PSYC 103	Introduction to Psychology	3			
SOCI 101	Introduction to Sociology	3			
Total Credits		15			
SPRING					
ENGL 101	Academic Writing II	3			
CAPS Elective ³		1			
CAPS Elective ³		1			
CAPS Elective ³		1			
CRJU Elective ⁴		3			
HSTY 101, 102, 201 OR 202		3			
MATH Elective		3			
Total Credits		15			

Reconsidering requirements

ART 109	Graphic Design
ART 110	Design I
ART 120	Drawing I
ENGL 100	Academic Writing I ¹
SUNY GEN ED Mathematics Elective	

ART 111	Photography I
ART 117	Design I for Electronic Media
ART 120	Drawing I
ENGL 100	Academic Writing I*
FSS 137	Freshman Seminar-New Media
SUNY GEN ED Mathematics Elective	

ART 110 OR ART 117	Design I OR Design I for Electronic Media
ART 111	Photography I
ART 120	Drawing I
ENGL 100	Academic Writing I*
SUNY GEN ED Mathematics Elective	

Some Things to Consider

- Roles in Degree Works – who has access to create & edit plans?
- What access should students have?
- Once advisement has occurred, how are plans updated if a student changed their schedule and/or their entire degree program?
- Who builds and maintains templates?
- What training do advisors need?
- How can we ensure that advisors utilize the plans?
- How can we ensure that all students review and follow their plans?
- What courses should be marked as “critical”?
- What about students who begin in the spring or in the summer?
- What about students who are undecided?
- Students with remedial needs?
- Part-time students?

Adjusting the Plan

- In the Degree Works Worksheet view, the What If is mainly designed to show how a student's courses taken to date will fit a different degree program.
- Additional planned courses can be added in.

Worksheets
History
What If
Look Ahead
Financial Aid
Aid History
Athletic Eligibility
Athletic History

Format:
Student View Include in-progress classes

What-If
Academic Year

Choose Your Different Areas of Study
Select an item to add it to your Chosen Area of Study
Major

Chosen Areas of study
MAJOR : Early Childhood AAS 3EC

Choose Your Future Classes
Enter a course and click Add Course
Subject
Number

Courses you are considering

Adjusting the Plan

- In the Degree Works Plan Edit view, the What If can show how a student's taken and planned courses will fit a different degree program.

Current Plan Audit (LAS/Early Childhood):

<input type="checkbox"/>	Biology and Earth Science for Teachers	BIOL 125	Biology and Earth Science for Teachers	PLAN	(4)	SPRING 2019
<input checked="" type="checkbox"/>	Introduction to Early Childhood Education	ECHD 125	Intro to Early Childhood Education	A-	3	FALL 2018
<input type="checkbox"/>	Foundations of Education	EDUC 295	Foundations of Education	PLAN	(3)	SPRING 2019
<input checked="" type="checkbox"/>	Academic Writing I (C or better)	POSC 103	American National Government	A	3	FALL 2017
A student exempted from ENGL 100 must substitute a three-credit liberal arts or ECHD elective. The course should be selected in consultation with the student's advisor.						
Exception By: Campbell, Katrina		On: 08/26/2018	Apply Here : Liberal Arts Elective for ENGL 100			
<input checked="" type="checkbox"/>	Academic Writing II	ENGL 101	Academic Writing II	A-	3	FALL 2017
<input checked="" type="checkbox"/>	Approaches to Literature	ENGL 102	Approaches to Literature	B+	3	SPRING 2018
<input type="checkbox"/>	Fundamentals of Speech or Interpersonal Communication	ENGL 201	Fundamentals of Speech	PLAN	(3)	FALL 2019
<input type="checkbox"/>	Children's Literature	ENGL 220	Literature for Children	PLAN	(3)	SPRING 2019
<input type="checkbox"/>	Western Civilization	HSTY 102	Development of the Western Tradition II	PLAN	(3)	FALL 2019
<input checked="" type="checkbox"/>	American History	HSTY 202	American History Since 1877	A	3	FALL 2018
<input checked="" type="checkbox"/>	Mathematics for Elementary School Teachers I	MATH 113	Mathematics for Elem School Teachers I	A	3	FALL 2018
<input type="checkbox"/>	Mathematics for Elementary School Teachers II	MATH 115	Mathematics for Elementary School Teachers II	PLAN	(3)	SPRING 2019
<input checked="" type="checkbox"/>	Introduction to Psychology	PSYC 103	Introduction to Psychology	A	3	FALL 2018
<input type="checkbox"/>	Developmental Psychology: The Child	PSYC 205	Childhood Psychology	PLAN	(3)	FALL 2019
<input checked="" type="checkbox"/>	Introduction to Sociology	SOCI 101	Introduction to Sociology	B+	3	FALL 2018

Adjusting the Plan

- In the Degree Works Plan Edit view, the What If can show how a student's taken and planned courses will fit a different degree program.

Change of program audit (Early Childhood, AAS):

<input type="checkbox"/> Drawing I or Ceramics	Still Needed: 1 Class in ART 120 or 130				
<input type="checkbox"/> Children and the Arts (C or better)	Still Needed: 1 Class in ECHD 110				
<input checked="" type="checkbox"/> Introduction to Early Childhood Education (C or better)	ECHD 125	Intro to Early Childhood Education	A-	3	FALL 2018
<input type="checkbox"/> Infant/Toddler Environments and Curriculum (C or better)	Still Needed: 1 Class in ECHD 206				
<input type="checkbox"/> Early Childhood Curriculum Development (C or better)	Still Needed: 1 Class in ECHD 225				
<input type="checkbox"/> Tech for Observing & Recording Young Children's Dev (C or better)	Still Needed: 1 Class in ECHD 240				
<input type="checkbox"/> Guided Field Work - Early Childhood Education (C or better)	Still Needed: 1 Class in ECHD 242				
<input type="checkbox"/> Academic Writing I (C or better)	Still Needed: 1 Class in ENGL 100				
A student exempted from ENGL 100 must substitute a three-credit liberal arts elective. The course should be selected in consultation with the student's advisor.					
<input checked="" type="checkbox"/> Academic Writing II	ENGL 101	Academic Writing II	A-	3	FALL 2017
<input checked="" type="checkbox"/> Approaches to Literature	ENGL 102	Approaches to Literature	B+	3	SPRING 2018
<input type="checkbox"/> Fundamentals of Speech or Interpersonal Communication	ENGL 201	Fundamentals of Speech	PLAN	(3)	FALL 2019
<input type="checkbox"/> Literature for Children	ENGL 220	Literature for Children	PLAN	(3)	SPRING 2019
<input checked="" type="checkbox"/> American Hist to 1877 or American Hist Since 1877	HSTY 202	American History Since 1877	A	3	FALL 2018
<input checked="" type="checkbox"/> MATH Elective	MATH 113	Mathematics for Elem School Teachers I	A	3	FALL 2018
<input checked="" type="checkbox"/> Introduction to Psychology	PSYC 103	Introduction to Psychology	A	3	FALL 2018
<input type="checkbox"/> Developmental Psychology: The Child	PSYC 205	Childhood Psychology	PLAN	(3)	FALL 2019
<input type="checkbox"/> Play Across Cultures	Still Needed: 1 Class in RECR 150 or SOCE 150				
<input type="checkbox"/> Sociology of the Family	Still Needed: 1 Class in SOCI 201				

Setup and Maintenance Considerations

- Designate a point person for updates and management
 - Scribe, Templates – need knowledge of curriculum changes
 - Exceptions
 - Shepentry, Surecode
 - Plans
 - Roles: IT, Registrar, Advisement
- Have a detailed checklist/calendar to identify annual/semester tasks
 - For example, when updating Scribe, what needs to be updated?



Questions & Answers