



## Advisor Reference Manual

DegreeMAP – Measuring Academic Progress is the online advising and degree auditing system in place at The George Washington University. Additional information can be found on the DegreeMAP website: <http://go.gwu.edu/degreemap>

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## Accessing DegreeMAP

Advisors will log into DegreeMAP via GWeb using their GWID and their PIN.

### User Login



Your **User ID** for this system is your **GWid**. Your **GWid** is the **Uppercase** letter 'G' followed by an 8-digit number. For more information and to retrieve your GWid, please visit <http://gwid.gwu.edu>. If you need further assistance, please contact The Division of Information Technology at (202) 994-GWIT.

Your PIN must be six characters long and should be a combination of letters and numbers. If you have logged in before but do not remember your PIN, enter your GWid and click "Forgot PIN?"

**Please note:** Your account will be locked after three (3) consecutive failed login attempts. If this happens, click [HELP](#) for information about requesting a PIN reset.

**Don't know your PIN?** 

Click here for help.

User ID:

PIN:

Login

Forgot PIN?

RELEASE: 8.3











The link for DegreeMAP is found on the Faculty Tab. Advisors will only see the link to DegreeMAP once they have been given access by the Registrar's Office. Advisors should contact their Dean's office.

Personal Information Menu **Faculty Menu** Employee Information

Search  Go

[RETURN TO MENU](#) [SITE MAP](#) [HELP](#) [EXIT](#)

### Faculty Menu

-  Term Selection
-  CRN Selection
-  Faculty Detail Schedule
-  Faculty Schedule by Day and Time
-  Detail Class List
-  Summary Class List
-  Final Grades
-  Student Academic Transcript
-  Student Information Menu
-  **DegreeMAP**

RELEASE: 8.3



Clicking on the DegreeMAP link on the Faculty Tab brings a user to the Launch DegreeMAP page. In addition to launching the application, this page will be used to communicate important information to advisors like system outages.

Clicking on the Launch DegreeMAP button will open the application. Users will not need to log in again to use DegreeMAP.

Personal Information Menu Faculty Menu Employee Information

Search  Go

SITE MAP HELP EXIT

Enter DegreeMAP 01/10/11 11:25 am

Launch DegreeMAP

[Return to Faculty Menu](#)

RELEASE: 6.1G

### Searching for Students

Once the application launches, advisors have two options for reviewing student degree reports. The most direct way is to type the student GWID in the Student ID box.

The second method is to click on the Find icon. A new window will appear in which advisors may use a combination of selection criteria to build the list of students to review. Advisors may also search for an individual student using the name fields at the top of the window.

Find Students

<b>Student ID</b>	<b>First Name</b>	<b>Last Name</b>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

<b>Degree</b> <input type="text" value="All Degree Codes"/>	<b>Level</b> <input type="text" value="All Level Codes"/>
<b>Major</b> <input type="text" value="All Major Codes"/>	<b>Concentration</b> <input type="text" value="All Concentration Codes"/>
<b>Minor</b> <input type="text" value="All Minor Codes"/>	<b>Student Type</b> <input type="text" value="All Student Type Codes"/>
<b>Student Class Level</b> <input type="text" value="All Student Class Level Codes"/>	<b>Student Attribute</b> <input type="text" value="All Student Attribute Codes"/>
<b>College</b> <input type="text" value="All College Codes"/>	

**Student Search:** Enter your criteria and click "Search" to find students.

Student ID	Name	Degree	Major	Level	Student Class Level
------------	------	--------	-------	-------	---------------------

Advisors can use the drop-down prompts to define and refine their searches. There is a limit of the number of students that can be returned in any search. That limit is 1,000 students. The system will prompt the user that their search has returned more than 1,000 entries and only 1,000 students will be included in the results. Advisors can refine their search using any of the parameters and run the search again.

Find Students

<b>Student ID</b>	<b>First Name</b>	<b>Last Name</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

<b>Degree</b> <input type="text" value="All Degree Codes"/>	<b>Level</b> <input type="text" value="All Level Codes"/>
<b>Major</b> <input type="text" value="Accountancy"/>	<b>Concentration</b> <input type="text" value="All Concentration Codes"/>
<b>Minor</b> <input type="text" value="All Minor Codes"/>	<b>Student Type</b> <input type="text" value="All Student Type Codes"/>
<b>Student Class Level</b> <input type="text" value="02 Sophomore"/>	<b>Student Attribute</b> <input type="text" value="All Student Attribute Codes"/>
<b>College</b> <input type="text" value="All College Codes"/>	

**Students Found: 14**

	ID	Name ▲	Degree	Major	Level	Student Class Lev
<input checked="" type="checkbox"/>	G-90000000	STUDENT, SURNAME	90	Accountancy	01	02 Sophomore
<input checked="" type="checkbox"/>	G-90000000	STUDENT, SURNAME	90	Accountancy	01	02 Sophomore
<input checked="" type="checkbox"/>	G-90000000	STUDENT, SURNAME	90	Accountancy	01	02 Sophomore
<input type="checkbox"/>	99999999	STUDENT, SURNAME	99	Accountancy	01	02 Sophomore

Click on Search after making selections from the drop-down boxes. Students returned in the search are displayed in the lower third of the Find window (identifying information blocked out for this guide).

Each column header in the search results section may be used to sort the search results. Simply click on the column header to resort the students by that criteria. A red triangle will display next to the column header governing the sort of the search results.

Find Students

**Degree** 
**Level**

**Major** 
**Concentration**

**Minor** 
**Student Type**

**Student Class Level** 
**Student Attribute**

**College**

Students Found: 14

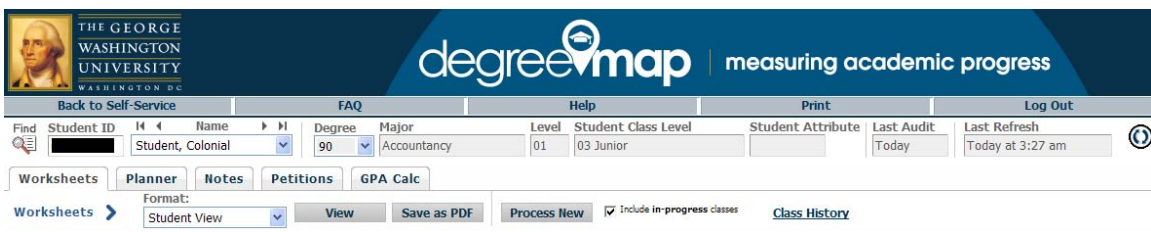
ID	Name ▲	Degree	Major	Level	Student Class Lev
<input checked="" type="checkbox"/>	G-██████████ ██████, ██████████	90	Accountancy	01	02 Sophomore
<input checked="" type="checkbox"/>	G-██████████ ██████, ██████████	90	Accountancy	01	02 Sophomore
<input checked="" type="checkbox"/>	G-██████████ ██████, ██████████	90	Accountancy	01	02 Sophomore
<input type="checkbox"/>	G-██████████ ██████, ██████████	90	Accountancy	01	02 Sophomore

Click OK to proceed with reviewing the selected students' information.

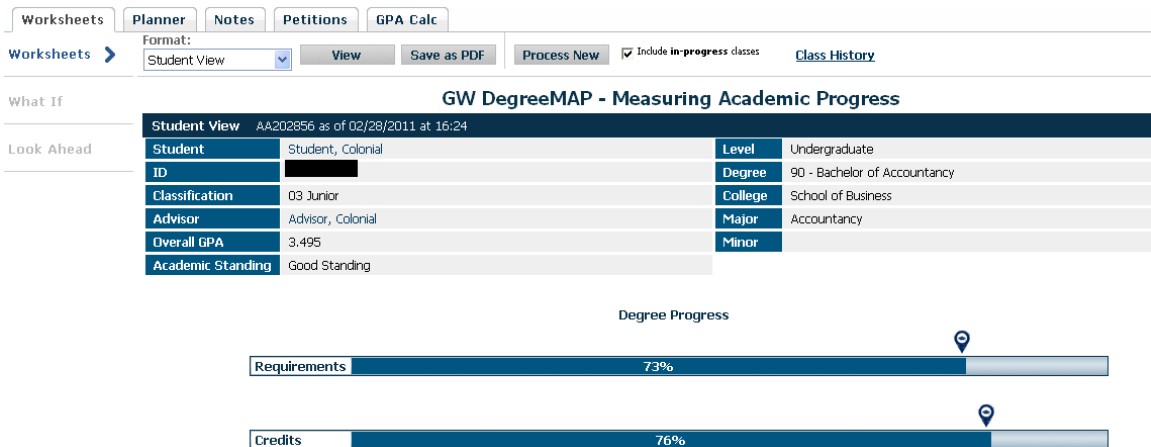
## Overview of the DegreeMAP Environment

Before a more in-depth discussion of interacting with a student’s information, users should be aware of the layout and features in the DegreeMAP environment.

Beneath the GW icons at the top of the page is the header bar. This section of the page includes a menu of links (Back to Self-Service, FAQ, Help, Print, and Log Out), followed by the Find icon, and information about the current student, including when the last audit was run, and when the student’s information was last refreshed from Banner.



Beneath the header section are the Worksheets, Planner, Notes, Petitions, and GPA Calc tabs. The Worksheets tab is the default view when pulling up a student’s information.



## Reviewing a Student’s Worksheet

Regardless of how many students were returned in the search results, reviewing student worksheets is done on a student-by-student basis. Clicking OK in the Find function loads the entire list of search results into the drop-down box in the Name field in the header information section at the top of the page. Toggling between students in the list is as simple as clicking the drop-down and selecting a new student.



The job that refreshes student’s data from Banner runs nightly, and if there are any changes to a student’s record in Banner, those changes will be reflected in DegreeMAP the following day. The “Last Refresh” field in the upper-right hand side of the header indicates when the information was last refreshed from Banner.

Not all changes to a student’s record result in a new audit being generated. The “Last Audit” field indicates when the audit was last generated for the student. Advisors have access to refresh a student’s audit using the “Process New” button.

In the Worksheets tab, there are two worksheet formats: the Student View, and Unmet Requirements. The Student View is the default view, and is generally considered to be the view someone would talk about when referring to their degree report.



To toggle between the Student View and the Unmet Requirements view, use the drop down box, then click View.

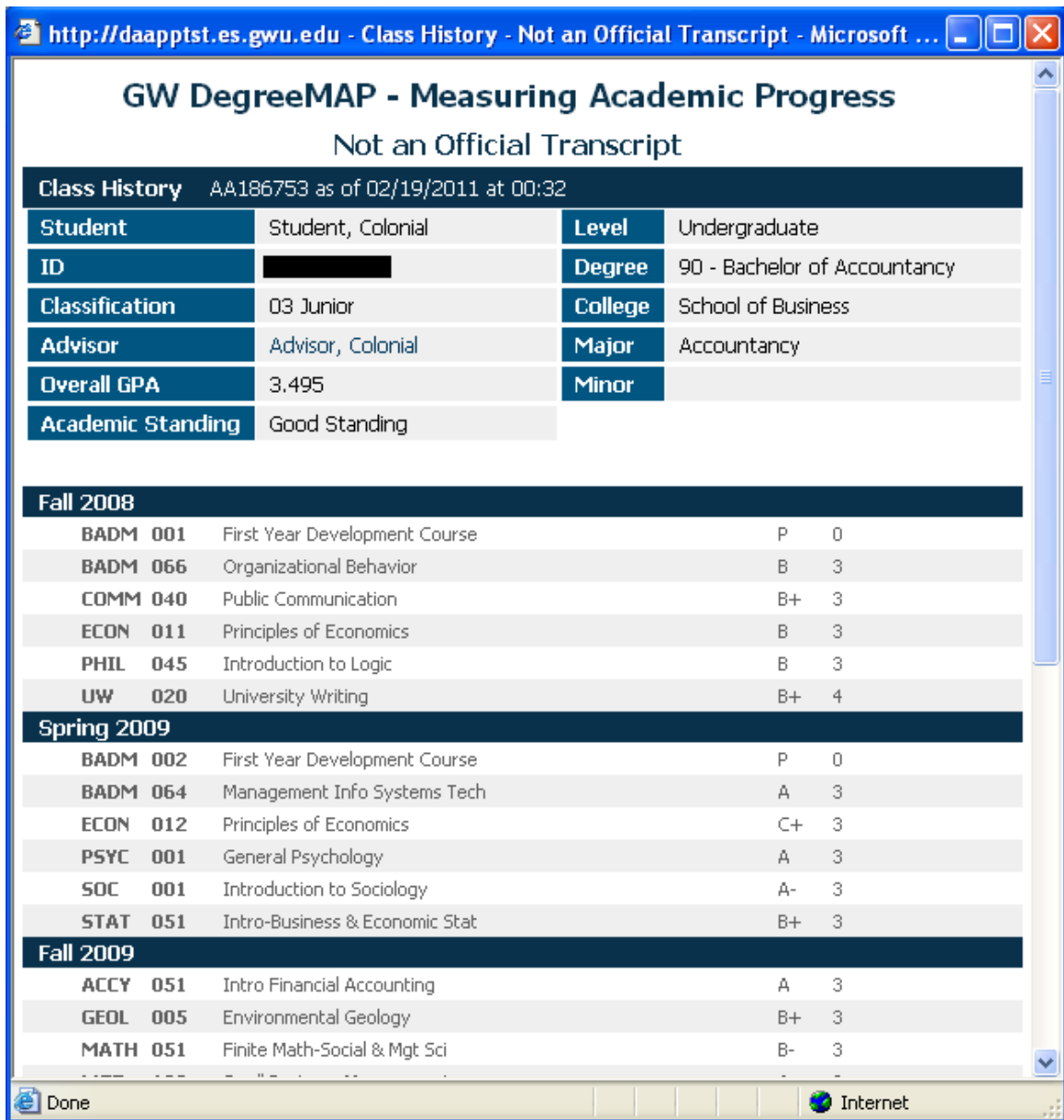
The “Save as PDF” button will pop a new window with the selected worksheet converted to a PDF for saving or printing.

The “Process New” generates a new audit. Students do not have access to this button.

By default, the “Include in-progress classes” is set to be checked. Unchecking this box and clicking “Process New” will remove all ungraded courses from the audit worksheet.



The Class History link will pop a new window with the student's academic history organized by term. This page is marked "Not an Official Transcript" and should not be used by the student or advisor in place of an official transcript.



**GW DegreeMAP - Measuring Academic Progress**  
Not an Official Transcript

**Class History** AA186753 as of 02/19/2011 at 00:32

<b>Student</b>	Student, Colonial	<b>Level</b>	Undergraduate
<b>ID</b>	[REDACTED]	<b>Degree</b>	90 - Bachelor of Accountancy
<b>Classification</b>	03 Junior	<b>College</b>	School of Business
<b>Advisor</b>	Advisor, Colonial	<b>Major</b>	Accountancy
<b>Overall GPA</b>	3.495	<b>Minor</b>	
<b>Academic Standing</b>	Good Standing		

**Fall 2008**

<b>BADM 001</b>	First Year Development Course	P	0
<b>BADM 066</b>	Organizational Behavior	B	3
<b>COMM 040</b>	Public Communication	B+	3
<b>ECON 011</b>	Principles of Economics	B	3
<b>PHIL 045</b>	Introduction to Logic	B	3
<b>UW 020</b>	University Writing	B+	4

**Spring 2009**

<b>BADM 002</b>	First Year Development Course	P	0
<b>BADM 064</b>	Management Info Systems Tech	A	3
<b>ECON 012</b>	Principles of Economics	C+	3
<b>PSYC 001</b>	General Psychology	A	3
<b>SOC 001</b>	Introduction to Sociology	A-	3
<b>STAT 051</b>	Intro-Business & Economic Stat	B+	3

**Fall 2009**

<b>ACCY 051</b>	Intro Financial Accounting	A	3
<b>GEOL 005</b>	Environmental Geology	B+	3
<b>MATH 051</b>	Finite Math-Social & Mgt Sci	B-	3

Done Internet



## The Student View

The Student View consists of header information, then a series of blocks of requirements that share common elements, followed by additional blocks (if applicable), the legend, and the disclaimer. Because the information contained in it is applicable to the discussion of each of the blocks, we will begin by reviewing the Legend.

## The Legend

Legend		
<input checked="" type="checkbox"/> Complete	<input checked="" type="checkbox"/> Complete except for classes in-progress	(T) Transfer Class
<input type="checkbox"/> Not Complete	<input checked="" type="checkbox"/> Nearly complete - see advisor	@ Any course number

There are three basic requirements-complete indicators within DegreeMAP. An incomplete requirement is represented by an empty red box. A complete requirement is represented by a green checkmark. A requirement that will be fulfilled pending the successful completion of an in-progress course or courses is indicated with a blue single tilde.

## The Degree Block

Bachelor of Accountancy		Academic Year:	Academic Year 2009-2010	Credits Required:	120
		GPA:	3.495	Credits Applied:	91
<b>Unmet conditions for this set of requirements:</b> 120 credits are required. You currently have 91, you still need 29 more credits.					
<input checked="" type="checkbox"/> You meet the minimum 2.0 GPA requirement.					
<input type="checkbox"/> School of Business Core Requirements	Still Needed: See <a href="#">School of Business - Liberal Arts Requirements</a> section				
<input type="checkbox"/> Major in Accountancy Requirements	Still Needed: See <a href="#">Major in Accountancy</a> section				
<input type="checkbox"/> School of Business Electives	Still Needed: See <a href="#">School of Business - Electives</a> section				
<input checked="" type="checkbox"/> School of Business GPA					

The degree block is the first block of requirements. Similar to other requirements blocks, the degree block has a solid blue header bar, on which is the name of the degree along with the completion indicator. The Academic Year is shown, along with the number of Credits Required (if specified within the requirements), the Credits Applied (if Credits Required is listed), and the GPA for the block.

**NOTE:** Each block will calculate its own GPA, which may differ from the overall cumulative GPA, based on the courses that are applied to requirements within the block. The Overall GPA in the Student Header Information is the only GPA fed from Banner. All other GPAs within the degree worksheet are calculated by DegreeMAP.



The associated blocks of requirements are listed within the degree block; clicking on the name of a requirement block will jump down to that section of the degree worksheet.

### The Major Block

Major in Accountancy		Academic Year: Academic Year 2008-2009		GPA: 3.882	
<input checked="" type="checkbox"/> First Year Development Program	BADM 001	First Year Development Course	P	0	Fall 2008
	BADM 002	First Year Development Course	P	0	Spring 2009
<input checked="" type="checkbox"/> Introductory Financial Accounting	ACCY 051	Intro Financial Accounting	A	3	Fall 2009
<input checked="" type="checkbox"/> Introductory Managerial Accounting	ACCY 052	Intro Managerial Accounting	A	3	Spring 2010
<input checked="" type="checkbox"/> Intermediate Accounting I	ACCY 3101	Intermediate Accounting 1	A	3	Fall 2010
<input checked="" type="checkbox"/> Intermediate Accounting II	ACCY 3102	Intermediate Accounting 2	--	(3)	Spring 2011
<input checked="" type="checkbox"/> Advanced Financial and Tax Accounting	ACCY 3103	Advanced Financial&Tax Accting	--	(3)	Spring 2011
<input checked="" type="checkbox"/> Federal Income Taxation: Individuals	ACCY 3401	Federal Income Tax:Individuals	A	3	Fall 2010
<input checked="" type="checkbox"/> Business Law: Contracts, Torts and Property I	ACCY 3601	Bus Law-Contracts, Torts, Prop	A	3	Fall 2010
<input type="checkbox"/> Cases and Practice in Management Accounting	Still Needed: 1 Class in ACCY 4201				
<input type="checkbox"/> Auditing	Still Needed: 1 Class in ACCY 4301				
<input type="checkbox"/> Accounting Systems	Still Needed: 1 Class in ACCY 4501				
<input type="checkbox"/> Accountancy Capstone	Still Needed: 1 Class in ACCY 4801				

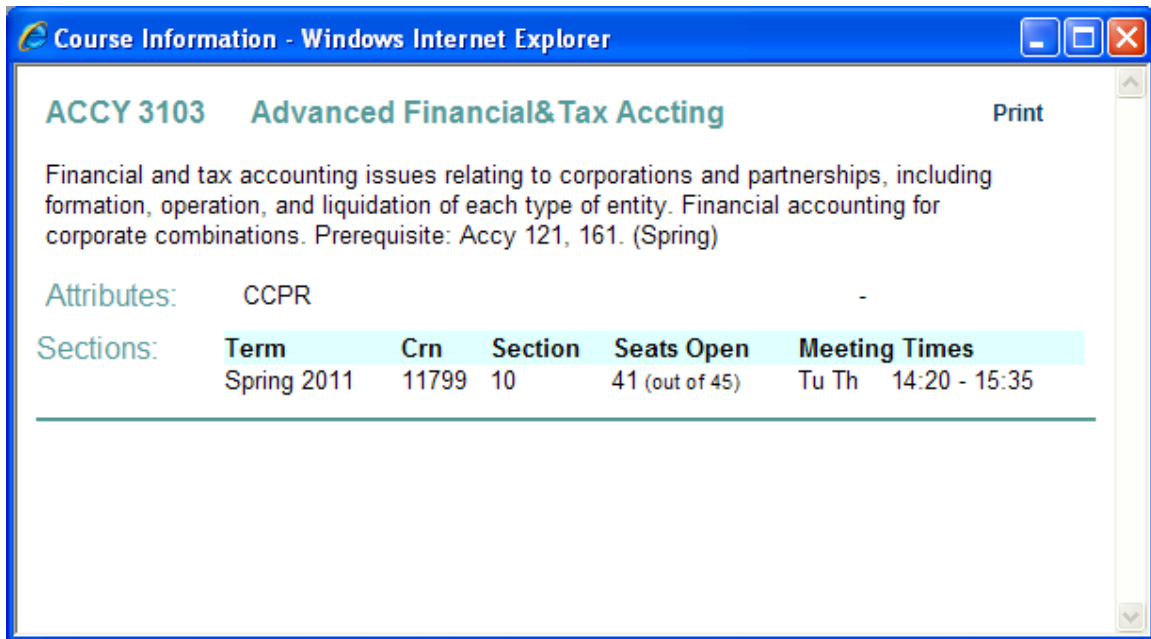
The major block looks similar to the degree block. It has a solid blue header bar, on which is the name of the major. The academic year is displayed, as well as the calculated GPA for courses applied to the block.

The left column displays the requirement label. If a course has been applied to the requirement, the subject and course number will be listed next, followed to the right by the course title, grade received, number of credits, and the term in which the course was taken.

If no course has been applied to the requirement, the statement “Still Needed:” will appear in red, followed by the options available to the student for fulfilling the requirement. This will either be a single course, a list of courses, or “proxy advice” giving students additional information on how to complete the requirement.

**Additional Course Information**

Courses listed following the “Still Needed” statement are hyperlinks. Clicking the link pops a new window with additional information about the course, including the course description, any course attributes associated with the course, and when the course is scheduled to be offered in any future terms (when applicable).



**ACCY 3103    Advanced Financial&Tax Accting** Print

Financial and tax accounting issues relating to corporations and partnerships, including formation, operation, and liquidation of each type of entity. Financial accounting for corporate combinations. Prerequisite: Accy 121, 161. (Spring)

Attributes:    CCPR    -

Sections:	Term	Crn	Section	Seats Open	Meeting Times
	Spring 2011	11799	10	41 (out of 45)	Tu Th 14:20 - 15:35

### Additional Blocks

Following the requirements blocks are additional blocks that will appear as applicable.

#### *Fallthrough Courses*

The Fallthrough Courses block holds all courses that are eligible to be applied to the degree but were not applied to any requirements within the audit. Courses can wind up in Fallthrough as a result of being transfer credit, not matching the way a requirement is coded, or a variety of other scenarios.

Courses that are in Fallthrough ARE eligible to be applied to a requirement via the Petition process. The information included about each course is the subject and course number, course title, the grade (a dash in place of the grade if the course is in-progress) the number of credits, and the term in which the course was, is, or will be taken.

Fallthrough Courses					Credits Applied: 19.5	Classes Applied: 7
ARAB 099	INTERMEDIATE ARABIC	TR	3	Spring 2010		
<b>Satisfied by:</b> ARAB-201 INT - Mary Washington C Up						
BADM 4921	Change and Organizations	--	1.5	Spring 2011		
HIST 099	JR AMERICAN STUDIES SEMINAR	TR	3	Spring 2010		
<b>Satisfied by:</b> AMST-303 JR - Mary Washington C Up						
IDIS 099	REVOLUTION & CINEMA IN IRAN	TR	3	Spring 2010		
<b>Satisfied by:</b> FSEM-100D4 R - Mary Washington C Up						
PSC 001	Intro to Comparative Politics	TR	3	Spring 2010		
<b>Satisfied by:</b> PSC-101A INT - Mary Washington C Up						
SOC 001	Introduction to Sociology	TR	3	Spring 2010		
<b>Satisfied by:</b> SOCG-105 THE - Mary Washington C Up						
SPHR 011	Voice and Diction	A-	3	Spring 2010		

#### *In-Progress Courses*

The In-progress block lists all courses that have not received a final grade. The information included about each course is the subject and course number, course title, a dash in place of the grade, the number of credits, and the term in which the course was, is, or will be taken.

In-progress					Credits Applied: 15	Classes Applied: 5
ACCY 3102	Intermediate Accounting 2	--	3	Spring 2011		
ACCY 3103	Advanced Financial&Tax Accting	--	3	Spring 2011		
AMST 2490	Jews in Amer Popular Culture	--	3	Spring 2011		
BADM 3501	Financial Management & Markets	--	3	Spring 2011		
SMPA 2110W	Intro to NewsWriting&Reporting	--	3	Spring 2011		

#### *Not Counted*

Courses listed in the Not Counted block are not eligible to be applied toward the degree due to the way the requirements for the degree were coded.

Not Counted					Credits Applied: 2	Classes Applied: 2
EXSA 041	Mat Pilates	A	1	Fall 2009		
EXSA 041	Mat Pilates	A	1	Spring 2010		



### *Insufficient Courses*

Insufficient Courses are those that do not meet the minimum grade requirement to be applied to the degree program.

Insufficient		Credits Applied:	0	Classes Applied:	10
ACCY 171	Auditing	F	0	Fall 2008	
ACCY 171	Auditing	W	0	Fall 2009	
ACCY 192	Advanced Financial&Tax: Accting	W	0	Spring 2009	
ACCY 192	Advanced Financial&Tax: Accting	F	0	Spring 2010	
ACCY 196	Financial Accounting Capstone	F	0	Spring 2010	
FREN 030W	General Readings-French Lit	W	0	Spring 2009	
IBUS 166	International Marketing Mgt	W	0	Spring 2009	
IBUS 166	International Marketing Mgt	Z	0	Spring 2010	
JAPN 001	Beginning Japanese I	F	0	Fall 2008	
MATH 052	Calculus-Social & Mgt Sciences	W	0	Spring 2009	

### *The Disclaimer*

Every audit concludes with the disclaimer that reminds students of their responsibility to be aware of and understand the requirements of their selected degree program.

**Disclaimer**  
 DegreeMAP is an advising tool and is not a contract. It is the responsibility of each student to be aware of and understand the requirements of the selected degree program. Students should contact their academic advisor for assistance in interpreting or verifying the accuracy of any information contained within this report. This audit report is not an academic transcript and it is not official notification of completion of degree or certificate requirements.

## What If Audits

The What If feature can be used to help students see how changing degree requirements will affect them. The What If can be accessed under the Worksheets tab.

Worksheets
Planner
Notes
Petitions
GPA Calc

Worksheets

What If >

Look Ahead

Format: Student View Process What-If Save as PDF  Include in-progress classes

**What-If**

Level

Degree

Academic Year

**Choose Your Different Areas of Study**

Select an item to add it to your Chosen Area of Study

Major

Minor

College

Concentration

Chosen Areas of study

Remove

**Choose Your Future Classes**

Enter a course and click Add Course

Subject

Number

Add Course

Courses Selected

Remove Course

The first section is labeled “What-If.” This includes the Level, Degree, and Academic Year. The What-If audit defaults to the Level, Degree, and Academic Year the student is currently pursuing. The sample student is an Undergraduate pursuing a Bachelor of Accountancy degree with an Academic Year of 2009-2010:

**What-If**

Level

Degree

Academic Year

Make changes to this section based on the Level, Degree, and Academic Year of the desired set of requirements.

The next section is labeled “Choose Your Different Areas of Study.” Advisors will choose the Major, Minor, College, and/or Concentration that the student is considering. None of the criteria are required, but to accurately represent the degree requirements for a major, the Major and the College sections should be selected.

**Choose Your Different Areas of Study**

Select an item to add it to your Chosen Area of Study

**Major**

**Minor**

**College**

**Concentration**

Chosen Areas of study

The last section is labeled “Choose Your Future Classes.” This section functions the same way as the “Look Ahead” feature. Courses entered here will display as “Planned” and will be applied to degree requirements where appropriate.

**Choose Your Future Classes**

Enter a course and click Add Course

**Subject**

**Number**

Courses Selected



The following is how the What-If screen would look to display the requirements for a Bachelor of Arts in American Studies and a Minor in Exercise Science with an Academic Year of 2010-2011, with planned courses of AMST 2010, 2011, EXSC 1103 and 2117.

Format: Student View **Process What-If** Save as PDF  Include in-progress classes

---

**What-If**

Level Undergraduate

Degree 06 - Bachelor of Arts

Academic Year Academic Year 2010-2011

---

**Choose Your Different Areas of Study**

Select an item to add it to your Chosen Area of Study

Major Pick a Major

Minor Pick a Minor

College Pick a College

Concentration Pick a Concentration

Chosen Areas of study

```

MAJOR : American Studies
MINOR : Exercise Science
COLLEGE: Columbia Coll of Arts & Sci
  
```

Remove

---

**Choose Your Future Classes**

Enter a course and click Add Course

Subject

Number

Add Course

Courses Selected

```

AMST 2011
AMST 2010
EXSC 1103
EXSC 2117
  
```

Remove Course

Once you have input the requirements you click the Process What-If button at the top of the screen and a new What-If audit will show up. This audit is not saved anywhere and will NOT change the student's current requirements.

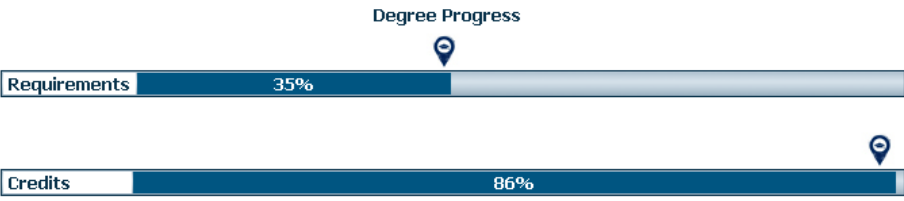
Back Selected What-If Items: Look Ahead Courses Used:

---

**GW DegreeMAP - Measuring Academic Progress**

<b>Student View</b> WA000407 as of 02/25/2011 at 13:51		<b>What If Audit</b>
<b>Student</b>	Student, Colonial	<b>Level</b> Undergraduate
<b>ID</b>	G33097918	<b>Degree</b> 90 - Bachelor of Accountancy
<b>Classification</b>	03 Junior	<b>College</b> Columbian Coll of Arts & Sci
<b>Advisor</b>		<b>Major</b> American Studies
<b>Overall GPA</b>	3.495	<b>Minor</b> Exercise Science
<b>Academic Standing</b>	Good Standing	

**Degree Progress**



<input checked="" type="checkbox"/> Bachelor of Arts Degree	<b>Academic Year:</b> Academic Year 2010-2011	<b>Credits Required:</b> 120
	<b>GPA:</b> 3.495	<b>Credits Applied:</b> 103
<b>Unmet conditions for this set of requirements:</b> A minimum of 120 credits must be completed for this degree.		
<input checked="" type="checkbox"/> You meet the minimum 2.0 GPA requirement.		
<input type="checkbox"/> College Requirements	<b>Still Needed:</b> See <a href="#">CCAS - General Curriculum Requirements</a> section	
<input type="checkbox"/> Major Requirements	<b>Still Needed:</b> See <a href="#">Major in American Studies</a> section	
<input type="checkbox"/> Minor Requirements	<b>Still Needed:</b> See <a href="#">Minor in Exercise Science</a> section	

The information shown will now be related to the requirements chosen with the What-If. You can use the drop down to see what items you selected for the What If Audit and the audit will also show that it is a What-If audit in the top right corner to avoid confusion. The Degree Progress bars will show how close the student is to completion based on the newly selected requirements, and the blocks associated with the What If are listed.

Courses that are “PLANNED” show on the What-If worksheet in blue:

Major in American Studies		Academic Year:	Academic Year 2010-2011		
		GPA:	0.000		
<input type="checkbox"/> REQUIRED CORE COURSES					
<input checked="" type="checkbox"/> American Studies Survey Sequence	(AMST 2010) Early American Cultural Hist. (AMST 2011) Modern Amer Cultural History	PL	(3)	PLANNED	
<input type="checkbox"/> Critiquing Culture	Still Needed: 1 Class in AMST 3900 or 3900W	PL	(3)	PLANNED	
<input type="checkbox"/> Examining America	Still Needed: 1 Class in AMST 3901				
<input type="checkbox"/> Senior Seminar	Still Needed: 1 Class in AMST 4500				
<input type="checkbox"/> FOREIGN LANGUAGE	Still Needed: Two courses (6 to 8 credits) in one language other than English, beginning at the level at which the student places.				
<input type="checkbox"/> Arabic Courses					
<input type="checkbox"/> Chinese Courses					
<input type="checkbox"/> French Courses					
<input type="checkbox"/> German Courses					
<input type="checkbox"/> Greek Courses					
<input type="checkbox"/> Hebrew Courses					
<input type="checkbox"/> Italian Courses					
<input type="checkbox"/> Japanese Courses					
<input type="checkbox"/> Korean Courses					
<input type="checkbox"/> Latin Courses					
<input type="checkbox"/> Spanish Courses					
<input type="checkbox"/> Russian Courses					
<input type="checkbox"/> FOCUS AREA	Still Needed: Students must take five courses in a single area of focus, three in the American Studies department.				

Any courses that do not apply to the requirements chosen in the What If go into Fallthrough Courses. Classes that apply to the student’s current degree and not to the What If requirements will go into Fallthrough Courses, but are still applying to the credit total and GPA.

Fallthrough Courses		Credits Applied: 91 Classes Applied: 33		
ACCY 051	Intro Financial Accounting	A	3	Fall 2009
ACCY 052	Intro Managerial Accounting	A	3	Spring 2010
ACCY 3101	Intermediate Accounting 1	A	3	Fall 2010
ACCY 3102	Intermediate Accounting 2	--	3	Spring 2011
ACCY 3103	Advanced Financial&Tax Accting	--	3	Spring 2011
ACCY 3401	Federal Income Tax:Individuals	A	3	Fall 2010
ACCY 3601	Bus Law-Contracts, Torts, Prop	A	3	Fall 2010
AMST 2490	Jews in Amer Popular Culture	--	3	Spring 2011
BADM 001	First Year Development Course	P	0	Fall 2008
BADM 002	First Year Development Course	P	0	Spring 2009
BADM 053	Mgt, Organizations and Society	A	1.5	Spring 2010
BADM 064	Management Info Systems Tech	A	3	Spring 2009
BADM 065	Management Info Systems Tech	A	3	Fall 2009

Just as with the Worksheet, the What If audit is viewable in the Student View or in the Unmet Requirements View. This may be more useful in helping students to manage their expectations when they desire to change majors.

## GW DegreeMAP - Measuring Academic Progress

<input checked="" type="checkbox"/> <b>Bachelor of Arts Degree</b>	<b>Catalog Year:</b> Academic Year 2010-2011
<p><b>Still Needed:</b> See CCAS - General Curriculum Requirements section</p> <p><b>Still Needed:</b> See Major in American Studies section</p>	
<input checked="" type="checkbox"/> <b>CCAS - General Curriculum Requirements</b>	<b>Catalog Year:</b> Academic Year 2010-2011 <b>GPA:</b> 3.48

- Still Needed:** Choose from 1 of the following:
- ( 1 Class in **BISC** 003 or 004 or 1005 or 1006 or 1111 or 1112 ) or
  - ( 1 Class in **ANTH** 1001 or 1005 or 141:149 ) or
  - ( 1 Class in **CHEM** 1003 or 1004 or 1111 or 1112 ) or
  - ( 1 Class in **GEOG** 1002 ) or
  - ( 1 Class in **HONR** 1033 or 1034 ) or
  - ( 1 Class in **PHYS** 1007 or 1008 or 1011 or 1012 or 1021\* or 1022\* or **ASTR** 1001 or 1002 )
- Still Needed:** Choose from 1 of the following:
- ( 3 Credits in **ENGL** 1210\* or 103:108 or 3360 or 3370 or 3380 or 3390 or 4220 ) or
  - ( 3 Credits in **TRDA** 050:059 or 160:186 or 192:194 ) or
  - ( 3 Credits in **EALL** 1075 ) or
  - ( 3 Credits in **FA** @ ) or
  - ( 3 Credits in **MUS** 011:062 or 112:120 or 1095 or 2058 or 160:162 ) or
  - ( 3 Credits in **SMPA** 2112 or 136 ) or
  - ( 3 Credits in **TRDA** 1035 or 1214 or 049:059 or 105:123 or 125:136 or 4275 or 160:180 )
- Still Needed:** Choose from 1 of the following:
- ( 1 Class in **ENGL** @ ATTRIBUTE = CCH ) or
  - ( 1 Class in **CLAS** @ ATTRIBUTE = CCH ) or
  - ( 1 Class in **HIST** @ ATTRIBUTE = CCH ) or
  - ( 1 Class in **HONR** 1016 or 2053 or 2053W or 2054 or 2054W ) or
  - ( 1 Class in **MUS** @ ATTRIBUTE = CCH ) or
  - ( 1 Class in **PHIL** @ ATTRIBUTE = CCH ) or

## Look Ahead

The Look Ahead feature is accessible from the Worksheets Tab. This feature allows students and advisors to view the way classes would be applied to the degree program requirements prior to registering for the courses.

Enter a Subject and Course number, then click the Add Course button. Click the Process New button at the top of the page to view the courses you selected applied on your degree audit worksheet.

Worksheets
Planner
Notes
Petitions
GPA Calc

Worksheets

---

What If

---

Look Ahead >

Format: Student View Process New  Include in-progress classes

**Look Ahead**

The Look Ahead feature allows you to view the way courses could be applied to your program requirements if you register for the courses.

Enter a Subject and Course number, then click the Add Course button.

Click the Process New button at the top of the page to view the courses you selected applied on your degree audit worksheet.

Enter a course and click Add Course

Subject

Number

Add Course

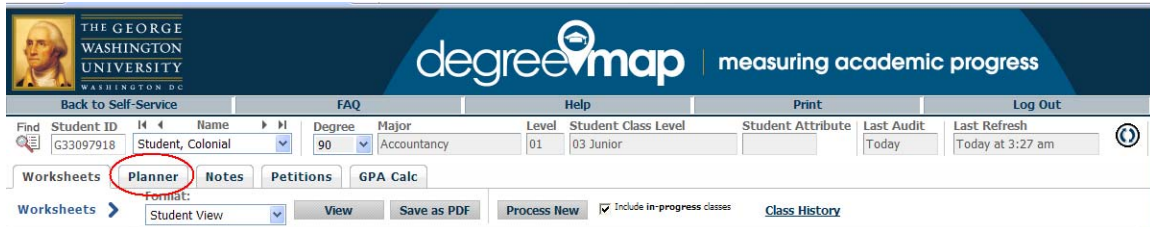
Courses Selected

Remove Course

Just as with the “Choose Your Future Classes” feature in the What If Audit, the Look Ahead courses will show in **BLUE** on the worksheet.

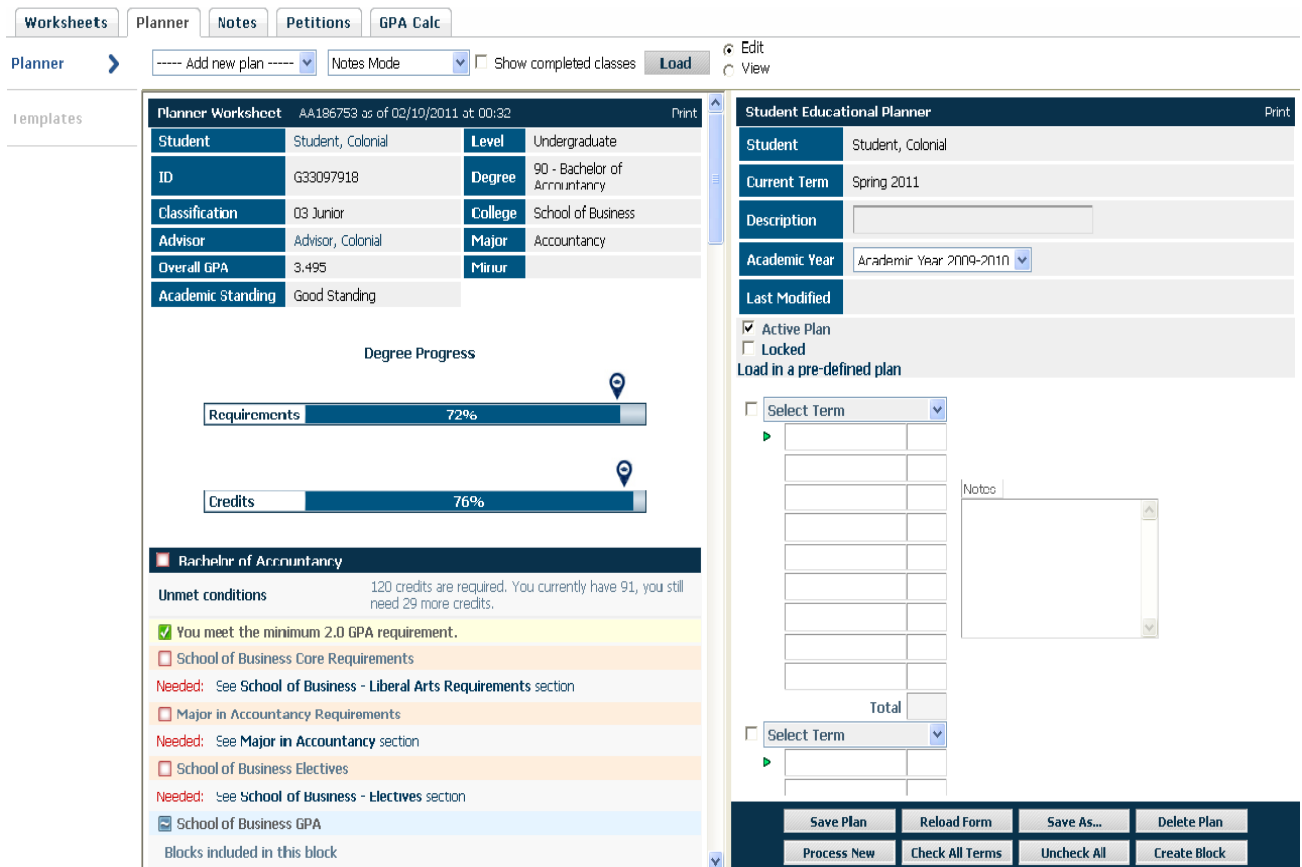
## Planner

Click on the Planner tab to view or create a plan.



The screenshot shows the top navigation bar with tabs for Worksheets, **Planner** (circled in red), Notes, Petitions, and GPA Calc. Below the navigation bar, there are search and filter options for Student ID, Name, Degree, Major, Level, Student Class Level, Student Attribute, Last Audit, and Last Refresh. The Planner tab is currently active.

The default view is the “Notes Mode” which allows editing and viewing the plan in a split-screen format, with the Planner Worksheet on the left and the Student Educational Planner on right.



The screenshot shows the Planner interface in Notes Mode. The left pane displays the **Planner Worksheet** for student AA186753 as of 02/10/2011 at 00:32. It includes a table of student information and progress bars for Requirements (72%) and Credits (76%). Below this, it lists unmet conditions for the Bachelor of Accountancy degree, such as School of Business Core Requirements, Major in Accountancy Requirements, School of Business Electives, and School of Business GPA.

The right pane displays the **Student Educational Planner** for the same student. It shows the current term as Spring 2011 and the academic year as Academic Year 2009-2010. It includes checkboxes for Active Plan and Locked, and a section for loading a pre-defined plan. At the bottom, there are buttons for Save Plan, Reload Form, Save As..., Delete Plan, Process New, Check All Terms, Uncheck All, and Create Block.

To apply a plan to a student's record:

Select "Load in a pre-defined plan" from the Student Educational Planner

### Student Educational Planner Print

<b>Student</b>	Student, Colonial
<b>Current Term</b>	Spring 2011
<b>Description</b>	<input type="text"/>
<b>Academic Year</b>	Academic Year 2009-2010 <input type="button" value="v"/>
<b>Last Modified</b>	

Active Plan  
 Locked  
 **Load in a pre-defined plan**

<input type="checkbox"/> Select Term <input type="button" value="v"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<input type="checkbox"/>	
<b>Total</b>	

Select Term

<input type="checkbox"/> Select Term <input type="button" value="v"/>	
<input type="checkbox"/>	

Notes

The Planner will populate the student's current information into the Pre-defined Plan Search screen:

**Pre-defined Plan Search**

<b>Level</b>	Undergraduate	▼
<b>Degree</b>	90 - Bachelor of Accountancy	▼
<b>Major</b>	Accountancy	▼
<b>Minor</b>	All Minors	▼
<b>Concentration</b>	All Concentrations	▼
<b>Academic Year</b>	All Academic Years	▼

**Pre-defined Plan Search**

<b>Level</b>	All Levels	▼
<b>Degree</b>	All Degrees	▼
<b>Major</b>	All Majors	▼
<b>Minor</b>	All Minors	▼
<b>Concentration</b>	All Concentrations	▼
<b>Academic Year</b>	All Academic Years	▼

Select "Clear All" to clear search fields.

NOTE: The templates the Registrar's Office has created were only associated with Major information. You must "Clear All" prior to searching to return any results.



After clicking “Clear All,” either click “Search” or use the drop-down to select a particular Major then click Search.

**Pre-defined Plan Search**

<b>Level</b>	All Levels	▼
<b>Degree</b>	All Degrees	▼
<b>Major</b>	Accountancy	▼
<b>Minor</b>	All Minors	▼
<b>Concentration</b>	All Concentrations	▼
<b>Academic Year</b>	All Academic Years	▼

The templates available for the search criteria will be displayed in the lower half of the search screen.

**Pre-defined Plan Search**

<b>Level</b>	All Levels	▼
<b>Degree</b>	All Degrees	▼
<b>Major</b>	Accountancy	▼
<b>Minor</b>	All Minors	▼
<b>Concentration</b>	All Concentrations	▼
<b>Academic Year</b>	All Academic Years	▼

**Search Results: 3 pre-defined plans found**

- Bachelor of Accountancy 2008
- Bachelor of Accountancy 2009
- Bachelor of Accountancy 2010

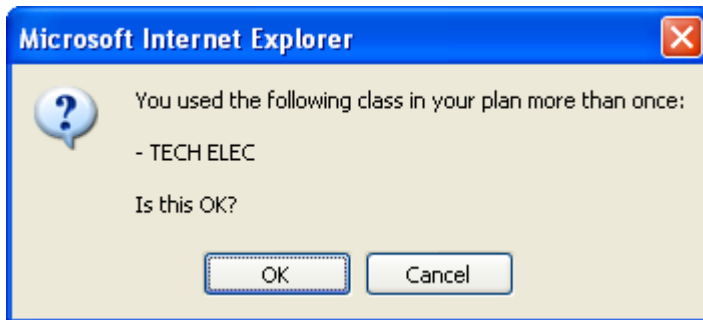
Select the appropriate plan for the student’s academic year, major and concentration, if applicable, and click “Load into my plan.”

The plan will be loaded to the student's record, with the split-screen view of the Student Educational Planner displayed.

Click on "Save Plan" to save the predefined plan to the student's record.

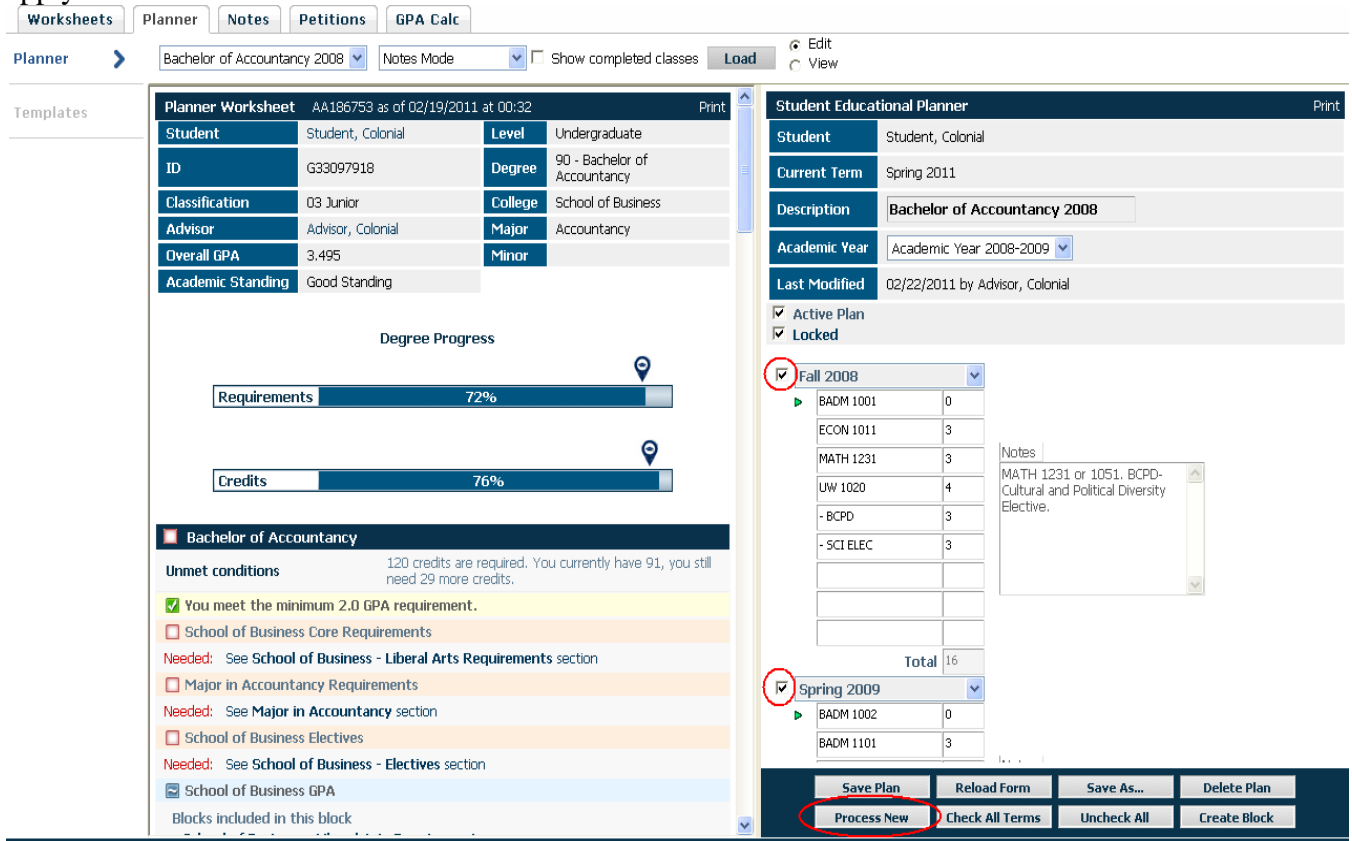
Student Educational Planner		Print																				
<b>Student</b>	Student, Colonial																					
<b>Current Term</b>	Spring 2011																					
<b>Description</b>	Bachelor of Accountancy 2008																					
<b>Academic Year</b>	Academic Year 2008-2009																					
<b>Last Modified</b>																						
<input checked="" type="checkbox"/> Active Plan <input type="checkbox"/> Locked																						
<input type="checkbox"/> Fall 2008																						
<table border="1"> <tr><td>BADM 1001</td><td>0</td></tr> <tr><td>ECON 1011</td><td>3</td></tr> <tr><td>MATH 1231</td><td>3</td></tr> <tr><td>UW 1020</td><td>4</td></tr> <tr><td>- BCPD</td><td>3</td></tr> <tr><td>- SCI ELEC</td><td>3</td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td></td><td></td></tr> <tr><td><b>Total</b></td><td><b>16</b></td></tr> </table>		BADM 1001	0	ECON 1011	3	MATH 1231	3	UW 1020	4	- BCPD	3	- SCI ELEC	3							<b>Total</b>	<b>16</b>	<div style="border: 1px solid gray; padding: 5px;"> <p>Notes</p> <p>MATH 1231 or 1051. BCPD-Cultural and Political Diversity Elective.</p> </div>
BADM 1001	0																					
ECON 1011	3																					
MATH 1231	3																					
UW 1020	4																					
- BCPD	3																					
- SCI ELEC	3																					
<b>Total</b>	<b>16</b>																					
<input type="checkbox"/> Spring 2009																						
<table border="1"> <tr><td>BADM 1002</td><td>0</td></tr> <tr><td>BADM 1101</td><td>3</td></tr> </table>		BADM 1002	0	BADM 1101	3																	
BADM 1002	0																					
BADM 1101	3																					
...																						
<table border="1" style="width: 100%;"> <tr> <td style="text-align: center;"><b>Save Plan</b></td> <td style="text-align: center;">Reload Form</td> <td style="text-align: center;">Save As...</td> <td style="text-align: center;">Delete Plan</td> </tr> <tr> <td style="text-align: center;">Process New</td> <td style="text-align: center;">Check All Terms</td> <td style="text-align: center;">Uncheck All</td> <td style="text-align: center;">Create Block</td> </tr> </table>			<b>Save Plan</b>	Reload Form	Save As...	Delete Plan	Process New	Check All Terms	Uncheck All	Create Block												
<b>Save Plan</b>	Reload Form	Save As...	Delete Plan																			
Process New	Check All Terms	Uncheck All	Create Block																			

A warning message will appear when attempting to save the plan to the student's record. Click okay to continue. Placeholder courses (those preceded with a single dash on the planner) can be overridden later.



Once the plan is saved to student's record it can be modified. Only one plan can be active at a time and the plan can only be locked by an advisor.

To see how courses from the Planner will apply to degree requirements, select terms to apply and click "Process New."



The screenshot shows the 'Student Educational Planner' interface. At the top, there are tabs for Worksheets, Planner, Notes, Petitions, and GPA Calc. The main area is divided into several sections:

- Planner Worksheet:** AA186753 as of 02/19/2011 at 00:32. Includes student information (Student: Student, Colonial; ID: G33097918; Level: Undergraduate; Degree: 90 - Bachelor of Accountancy; Classification: 03 Junior; College: School of Business; Advisor: Advisor, Colonial; Major: Accountancy; Overall GPA: 3.495; Academic Standing: Good Standing).
- Degree Progress:** Shows progress bars for Requirements (72%) and Credits (76%).
- Bachelor of Accountancy Requirements:**
  - Unmet conditions: 120 credits are required. You currently have 91, you still need 29 more credits.
  - ✓ You meet the minimum 2.0 GPA requirement.
  - ☐ School of Business Core Requirements. Needed: See School of Business - Liberal Arts Requirements section.
  - ☐ Major in Accountancy Requirements. Needed: See Major in Accountancy section.
  - ☐ School of Business Electives. Needed: See School of Business - Electives section.
  - ☑ School of Business GPA.
- Student Educational Planner Summary:** Student: Student, Colonial; Current Term: Spring 2011; Description: Bachelor of Accountancy 2008; Academic Year: Academic Year 2008-2009; Last Modified: 02/22/2011 by Advisor, Colonial. Includes checkboxes for Active Plan and Locked.
- Course Selection Table:**

Term	Course	Credits
Fall 2008	BADM 1001	0
	ECON 1011	3
	MATH 1231	3
	UW 1020	4
	- BCPD	3
Spring 2009	- SCI ELEC	3
	<b>Total</b>	<b>16</b>
- Buttons:** Save Plan, Reload Form, Save As..., Delete Plan, Process New (circled in red), Check All Terms, Uncheck All, Create Block.

Courses from the Planner will show up in **Blue** on the Planner Worksheet.

Worksheets | **Planner** | Notes | Petitions | GPA Calc

Planner > Bachelor of Accountancy 2008 | Notes Mode |  Show completed classes | Load | Edit | View

STAT 051	Intro-Business & Economic Stat	B+	3	Spring 2009
<b>Major in Accountancy</b>				
✓ First Year Development Program				
BADM 001	First Year Development Course	P	0	Fall 2008
BADM 002	First Year Development Course	P	0	Spring 2009
✓ Introductory Financial Accounting				
ACCY 051	Intro Financial Accounting	A	3	Fall 2009
✓ Introductory Managerial Accounting				
ACCY 052	Intro Managerial Accounting	A	3	Spring 2010
✓ Intermediate Accounting I				
ACCY 3101	Intermediate Accounting 1	A	3	Fall 2010
Intermediate Accounting II				
(ACCY 3102)	Intermediate Accounting 2	PL	(3)	PLANNED
Advanced Financial and Tax Accounting				
(ACCY 3103)	Advanced Financial&Tax Accting	PL	(3)	PLANNED
Federal Income Taxation: Individuals				
ACCY 3401	Federal Income Tax:Individuals	A	3	Fall 2010
✓ Business Law: Contracts, Torts and Property I				
ACCY 3601	Bus Law-Contracts, Torts, Prop	A	3	Fall 2010
Cases and Practice in Management Accounting				
(ACCY 4201)	Advanced Managerial Accounting	PL	(3)	PLANNED
Auditing				
(ACCY 4301)	Auditing	PL	(3)	PLANNED
Accounting Systems				
Needed: 1 Class in ACCY 4501				
Accountancy Capstone				
Needed: 1 Class in ACCY 4801				
✓ Organizational Behavior				
BADM 066	Organizational Behavior	B	3	Fall 2008
✓ Management, Organizations and Society				

Spring 2011		Total
ACCY 3102	3	3
ACCY 3103	3	3
BADM 3501	0	0
- NON BUS ELE	3	3
- NON BUS ELE	3	3
Total		12

Fall 2011		Total
ACCY 4201	3	3
ACCY 4301	3	3
BADM 4801	3	3
- NON BUS ELE	3	3
- NON BUS ELE	3	3
Total		15

Save Plan	Reload Form	Save As...	Delete Plan
Process New	Check All Terms	Uncheck All	Create Block

Courses on the Planner that do not fulfill requirements, such as placeholder courses like “- NON BUS ELE” will show as Not Counted at the bottom of the Planner Worksheet.

On the student’s Planner, you can change placeholder courses to valid courses by simply typing over the placeholder course.

Worksheets
Planner
Notes
Petitions
GPA Calc

Planner
Bachelor of Accountancy 2008
Notes Mode
Show completed classes
Load
Edit
View

Templates

**In-progress** Credits Applied: 33 Classes Applied: 11

ACCY 3102	Intermediate Accounting 2	--	3	Spring 2011
ACCY 3102	Intermediate Accounting 2	PL	3	PLANNED
ACCY 3103	Advanced Financial&Tax Accting	--	3	Spring 2011
ACCY 3103	Advanced Financial&Tax Accting	PL	3	PLANNED
ACCY 4201	Advanced Managerial Accounting	PL	3	PLANNED
ACCY 4301	Auditing	PL	3	PLANNED
AMST 2490	Jews in Amer Popular Culture	--	3	Spring 2011
BADM 3501	Financial Management & Markets	--	3	Spring 2011
BADM 3501	Financial Management & Markets	PL	3	PLANNED
BADM 4801	Strategy Formulatr/Implementn	PL	3	PLANNED
SMPA 2110W	Intro to NewsWriting&Reporting	--	3	Spring 2011

**Not Counted** Credits Applied: 12 Classes Applied: 4

- NON	-Course not found in system-	PL	3	PLANNED
- NON	-Course not found in system-	PL	3	PLANNED
- NON	-Course not found in system-	PL	3	PLANNED
- NON	-Course not found in system-	PL	3	PLANNED

Total		15
Spring 2011		
ACCY 3102		3
ACCY 3103		3
BADM 3501		0
- NON BUS ELE		3
- NON BUS ELE		3
Total		12

Total		12
Fall 2011		
ACCY 4201		3
ACCY 4301		3
BADM 4801		3
- NON BUS ELE		3
- NON BUS ELE		3

**Notes**

Entered by	Date

**Legend**

Complete     Complete except for classes in-progress    (T) Transfer Class

Not Complete     Nearly complete - see advisor    @ Any course number

**Disclaimer**

DegreeMAP is an advising tool and is not a contract. It is the responsibility of each student to be aware of and understand the requirements of the selected degree program. Students should contact their academic advisor for assistance in determining the accuracy of any information provided on this website.

Save Plan
Reload Form
Save As...
Delete Plan

Process New
Check All Terms
Uncheck All
Create Block

To show in progress or completed courses on the Planner, check “Show completed classes” and click “Load”. The Planner will be refreshed with the courses that the student took in past and current semesters. Those courses and the associated terms are not editable. These courses will automatically be applied to the Planner Worksheet when “Process New” is clicked.

Worksheets | Planner | Notes | Petitions | GPA Calc

Planner > Bachelor of Accountancy 2008 | Notes Mode |  Show completed classes | **Load** | Edit View

---

Templates

Planner Worksheet AA186753 as of 02/19/2011 at 00:32			
Student	Student, Colonial	Level	Undergraduate
ID	G33097918	Degree	90 - Bachelor of Accountancy
Classification	03 Junior	College	School of Business
Advisor	Advisor, Colonial	Major	Accountancy
Overall GPA	3.495	Minor	
Academic Standing	Good Standing		

**Degree Progress**

Requirements 72%

Credits 76%

**Bachelor of Accountancy**

**Unmet conditions** 120 credits are required. You currently have 91, you still need 29 more credits.

- You meet the minimum 2.0 GPA requirement.
- School of Business Core Requirements  
*Needed:* See **School of Business - Liberal Arts Requirements** section
- Major in Accountancy Requirements  
*Needed:* See **Major in Accountancy** section
- School of Business Electives  
*Needed:* See **School of Business - Electives** section
- School of Business GPA  
Blocks included in this block

Student Educational Planner																																			
Student	Student, Colonial																																		
Current Term	Spring 2011																																		
Description	Bachelor of Accountancy 2008																																		
Academic Year	Academic Year 2008-2009																																		
Last Modified	02/22/2011 by Advisor, Colonial																																		
<input checked="" type="checkbox"/> Active Plan																																			
<input checked="" type="checkbox"/> Locked																																			
<table border="1"> <thead> <tr> <th colspan="3">Fall 2008</th> </tr> </thead> <tbody> <tr> <td>BADM 001 (P)</td> <td></td> <td>0</td> </tr> <tr> <td>BADM 066 (B)</td> <td></td> <td>3</td> </tr> <tr> <td>COMM 040 (B+)</td> <td></td> <td>3</td> </tr> <tr> <td>ECON 011 (B)</td> <td></td> <td>3</td> </tr> <tr> <td>PHIL 045 (B)</td> <td></td> <td>3</td> </tr> <tr> <td>LW 020 (B+)</td> <td></td> <td>4</td> </tr> <tr> <td colspan="2" style="text-align: right;"><b>Total</b></td> <td>16</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th colspan="3">Spring 2009</th> </tr> </thead> <tbody> <tr> <td>BADM 002 (P)</td> <td></td> <td>0</td> </tr> <tr> <td>BADM 064 (A)</td> <td></td> <td>3</td> </tr> </tbody> </table>			Fall 2008			BADM 001 (P)		0	BADM 066 (B)		3	COMM 040 (B+)		3	ECON 011 (B)		3	PHIL 045 (B)		3	LW 020 (B+)		4	<b>Total</b>		16	Spring 2009			BADM 002 (P)		0	BADM 064 (A)		3
Fall 2008																																			
BADM 001 (P)		0																																	
BADM 066 (B)		3																																	
COMM 040 (B+)		3																																	
ECON 011 (B)		3																																	
PHIL 045 (B)		3																																	
LW 020 (B+)		4																																	
<b>Total</b>		16																																	
Spring 2009																																			
BADM 002 (P)		0																																	
BADM 064 (A)		3																																	
<p>Notes: MATH 1231 or 1051. BCPD-Cultural and Political Diversity Elective.</p>																																			

There are different modes that the Planner can be viewed or edited in, Notes Mode, Calendar Mode, or Planned vs. Taken. The default mode of the Planner is the Notes Mode. To choose which mode to view the Planner in, choose from the drop-down menu.


Worksheets | **Planner** | Notes | Petitions | GPA Calc

Planner > Bachelor of Accountancy 2008 | Notes Mode |  Show completed classes | Load


Templates

<b>Planner Worksheet</b>	WA000316	3	Print
<b>Student</b>	Student, Colonial	<b>Level</b>	Undergraduate
<b>ID</b>	G33097918	<b>Degree</b>	90 - Bachelor of Accountancy
<b>Classification</b>	03 Junior	<b>College</b>	School of Business
<b>Advisor</b>	Advisor, Colonial	<b>Major</b>	Accountancy
<b>Overall GPA</b>	3.495	<b>Minor</b>	
<b>Academic Standing</b>	Good Standing		

**Degree Progress**



**Requirements** 81%



**Credits** 91%

---

**Bachelor of Accountancy**

**Unmet conditions** 120 credits are required. You currently have 109, you still need 11 more credits.

- You meet the minimum 2.0 GPA requirement.
- School of Business Core Requirements  
**Needed:** See [School of Business - Liberal Arts Requirements](#) section
- Major in Accountancy Requirements  
**Needed:** See [Major in Accountancy](#) section
- School of Business Electives
- School of Business GPA



In Calendar Mode, you can edit the plan just as you can in the Notes Mode. The layout of the terms is displayed in a Calendar format rather than on top of each other and the Planner Worksheet is still to the left.

Bachelor of Accountancy 2008 | Calendar Mode |  Show completed classes | Load | Edit | View

Planner Worksheet AA186753 as of 02/19/2011 at 00:32			
Student	Student, Colonial	Level	Undergraduate
ID	G33097918	Degree	90 - Bachelor of Accountancy
Classification	03 Junior	College	School of Business
Advisor	Advisor, Colonial	Major	Accountancy
Overall GPA	3.495	Minor	
Academic Standing	Good Standing		

**Student Educational Planner**

Student: Student, Colonial  
 Current Term: Spring 2011  
 Description: Bachelor of Accountancy 2008  
 Academic Year: Academic Year 2008-2009  
 Last Modified: 02/22/2011 by Advisor, Colonial

Active Plan  
 Locked

Fall 2008		Spring 2009		Fall 2009	
BADM 1001	0	BADM 1002	0	ACCY 2001	
ECON 1011	3	BADM 1101	3	BADM 2101	
MATH 1231	3	ECON 1012	3	BADM 2201	
UW 1020	4	MATH 1232	3	STAT 1051	
-BCPD	3	-NON BUS ELE	3	-BCOM	
-SCI ELEC	3	-SCI ELE	3	-NON BUS ELE	
Total 16		Total 15		Total 15	

Spring 2010		Fall 2010		Spring 2011	
ACCY 2002	3	ACCY 3101	3	ACCY 3102	

Save Plan | Reload Form | Save As... | Delete Plan  
 Process New | Check All Terms | Uncheck All | Create Block

**Bachelor of Accountancy**  
 120 credits are required. You currently have 91, you still need 29 more credits.

You meet the minimum 2.0 GPA requirement.  
 School of Business Core Requirements  
 Needed: See **School of Business - Liberal Arts Requirements** section  
 Major in Accountancy Requirements  
 Needed: See **Major in Accountancy** section  
 School of Business Electives  
 Needed: See **School of Business - Electives** section  
 School of Business GPA  
 Blocks included in this block

You can also view the Planner in Calendar Mode without seeing the Planner Worksheet to the left. Click the “View” radio button instead of “Edit” to see this.

Bachelor of Accountancy 2008 
 Calendar Mode 
 Show completed classes
 
 Edit
  View

Student Educational Planner	
Student	Student, Colonial
Current Term	Spring 2011
Description	Bachelor of Accountancy 2008
Academic Year	Academic Year 2008-2009
Active/Inactive	Active Plan
Locking Status	Plan is locked
Last Modified	02/22/2011 by Advisor, Colonial

▶ Fall 2008		▶ Spring 2009		▶ Fall 2009	
Course	Credits	Course	Credits	Course	Credits
BADM 1001	0	BADM 1002	0	ACCY 2001	3
ECON 1011	3	BADM 1101	3	BADM 2101	1.5
MATH 1231	3	ECON 1012	3	BADM 2201	1.5
UW 1020	4	MATH 1232	3	STAT 1051	3
- BCPD	3	- NON BUS ELE	3	- BCOM	3
- SCI ELEC	3	- SCI ELE	3	- NON BUS ELE	3
	0		0		0
	0		0		0
	0		0		0
<b>Total</b>	<b>16</b>	<b>Total</b>	<b>15</b>	<b>Total</b>	<b>15</b>

▶ Spring 2010		▶ Fall 2010		▶ Spring 2011	
Course	Credits	Course	Credits	Course	Credits
ACCY 2002	3	ACCY 3101	3	ACCY 3102	3
BADM 2301	3	ACCY 3401	3	ACCY 3103	3
- BHUM	3	ACCY 3601	3	BADM 3501	0
- BMRE	3	BADM 3401	3	- NON BUS ELE	3
- NON BUS ELE	3	- NON BUS ELE	3	- NON BUS ELE	3

In the Planned vs. Taken mode, the courses on the Planner are compared to the classes the student actually took for current or past semesters. If the Planner courses and the student's taken courses do not match, there is a red dot next to the term that will read "You did not take all the classes specified in your plan" when you roll over it. If the courses match, there is a green dot next to the term.

Bachelor of Accountancy 2008   Show completed classes

Student Educational Planner	
Student	Student, Colonial
Current Term	Spring 2011 (only completed terms are evaluated)
Description	Bachelor of Accountancy 2008
Academic Year	Academic Year 2008-2009
Active/Inactive	<b>Active Plan</b>
Last Modified	02/22/2011 by Advisor, Colonial

● Fall 2008		● Spring 2009		● Fall 2009	
Planned	Taken	Planned	Taken	Planned	Taken
BADM 1001	BADM 001	BADM 1002	BADM 002	ACCY 2001	ACCY 051
ECON 1011	BADM 066	BADM 1101	BADM 064	BADM 2101	GEOL 005
MATH 1231	COMM 040	ECON 1012	ECON 012	BADM 2201	MATH 051
UW 1020	ECON 011	MATH 1232	PSYC 001	STAT 1051	MGT 192
- BCPD	PHIL 045	- NON BUS ELE	SOC 001	- BCOM	PSYC 011
- SCI ELEC	UW 020	- SCI ELE	STAT 051	- NON BUS ELE	

● Spring 2010		● Fall 2010		● Spring 2011	
Planned	Taken	Planned	Taken	Planned	Taken
ACCY 2002	ACCY 052	ACCY 3101	ACCY 3101	ACCY 3102	ACCY 3102
BADM 2301	BADM 053	ACCY 3401	ACCY 3401	ACCY 3103	ACCY 3103
- BHUM	BADM 145	ACCY 3601	ACCY 3601	BADM 3501	BADM 3501
- BMRE	BADM 190W	BADM 3401	BADM 3401	- NON BUS ELE	AMST 2490
- NON BUS ELE	GEOL 002	PSYC 2012	PSYC 2012	- NON BUS ELE	SMPA 2110W

## Notes

To view, add, modify or delete notes that have been applied to the student's audit, click on the Notes tab. Notes are a way for Advisors to document conversations with students or to communicate a specific message. Notes are visible on the audit worksheet, to the student, and to other advisors. Non-academic personal information should not be included in a note entered in DegreeMAP.



The screenshot shows a navigation bar with five tabs: Worksheets, Planner, Notes, Petitions, and GPA Calc. Below the tabs, there is a 'View Notes' link with a right-pointing arrow. Underneath, there are three links: 'Add Note', 'Modify Notes', and 'Delete Notes'. The main content area displays the text 'There are no notes available for viewing'.

### Adding a Note

To Add a note to a student's record click on the Add Note link in the left-hand navigation pane. Advisors may add a note by either choosing from a predefined note in the drop-down menu or by typing in a note in the text box. Saved notes will be visible on a student's audit after a new audit is generated.

Students do not have the ability to enter, modify, or delete notes.

**Worksheets** **Planner** **Notes** **Petitions** **GPA Calc**

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View Notes

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**Add Note** >

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Modify Notes

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Delete Notes

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**Add New Note**

Enter your note and click the Save Note button  
The note will not be visible on the student's audit until a new audit is generated.

Choose a predefined note from the list below

Save Note Clear

Enter a note in the text field, then click on “Save Note.” A reminder to generate a new audit will display in the confirmation screen.

**Worksheets** **Planner** **Notes** **Petitions** **GPA Calc**

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View Notes

---

**Add Note** >

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**Your note was added successfully. The note will not be visible on the student's audit until a new audit is generated.**

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Modify Notes

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Delete Notes

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Once a new audit is generated students will find any notes on their record at the bottom of the audit after the Fallthrough and In-progress sections.

Fallthrough Courses				Credits Applied: 4.5	Classes Applied: 2
BADM 145	International Financial Envir	A-	1.5	Spring 2010	
COMM 040	Public Communication	B+	3	Fall 2008	
In-progress				Credits Applied: 15	Classes Applied: 5
ACCY 3102	Intermediate Accounting 2	--	3	Spring 2011	
ACCY 3103	Advanced Financial&Tax Accting	--	3	Spring 2011	
AMST 2490	Jews in Amer Popular Culture	--	3	Spring 2011	
BADM 3501	Financial Management & Markets	--	3	Spring 2011	
SMPA 2110W	Intro to NewsWriting&Reporting	--	3	Spring 2011	

Notes		
	Entered by	Date
Student advised to register for ACCT 4501 in the Fall.	Advisor, Colonial	02/23/2011

### Modifying Notes

To modify notes, click on the “Modify Notes” link. The text box displayed on this screen is the place to modify the note. Simply make changes to the displayed text of the note to be modified and click the save icon on the far left. Advisors can only modify notes that they themselves have created. The Registrar’s Office reserves the right to modify or delete any notes in the DegreeMAP system.

Worksheets
Planner
Notes
Petitions
GPA Calc

[View Notes](#)

[Add Note](#)  
  
[Modify Notes](#)   
  
[Delete Notes](#)

Notes -- Modify		
Note Text	Created By	Create Date
<div style="border: 1px solid #ccc; padding: 2px;"> <div style="display: flex; justify-content: space-between; align-items: center;"> <div style="font-size: 0.8em;">Revise the text of any note by making changes to the Notes Text field. Click the icon to save your changes.</div> <div style="font-size: 1.2em;">✎</div> </div> <div style="padding: 5px;"> <p>Student advised to register for ACCT 4501 in the Fall.</p> </div> </div>	Advisor, Colonial	02/23/2011

### Deleting Notes

To delete notes click on the “Delete Notes” link. Click on the delete icon to delete the note. Once deleted, notes cannot be recovered. Advisors can only delete notes that that they themselves have created. The Registrar’s Office reserves the right to modify or delete any notes in the DegreeMAP system.

- Worksheets
- Planner
- Notes
- Petitions
- GPA Calc

View Notes

Add Note

Modify Notes

Delete Notes >

Notes -- Delete		
Delete a note by clicking on the delete icon. Once deleted, Notes cannot be recovered.		
Note Text	Created By	Create Date
✗ Student advised to register for ACCT 4501 in the Fall.	Advisor, Colonial	02/23/2011

## Petitions

To view, add, modify or delete petitions that have been added to a student's record, click on the Petitions Tab. Petitions are a way to make exceptions to degree requirements on a student by student basis. Students will only see petitions once they have been applied by the registrar's office and they do not have the petitions tab.

Worksheets	Planner	Notes	Petitions	GPA Calc
<b>View Petitions</b> >	<b>View Petitions for Exceptions</b>			
Add Petition	No Petitions Waiting Approval			
Modify Petitions	No Petitions Approved			
Delete Petitions	No Petitions Applied as Exceptions			
	No Petitions Rejected			

Petitions entered by advisors will be reviewed and approved by a designated individual in the School/College. Once approved in DegreeMAP, the Registrar's Office will process the Petition as an exception within DegreeMAP. Once processed, the exception will be visible to students and advisors.



## Adding a Petition

View Petitions

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**Add Petition >**

---

Modify Petitions

---

Delete Petitions

---

**Add New Petition for Exception**

Please be as specific as possible when submitting a petition. Include the name of the requirement to be adjusted, the course or courses that are affected, and a brief rationale for making the change. Type the petition in the box, then click the "Submit Petition" button.

This Petition is for demonstration purposes only.

Submit Petition

To add a petition to a student's record click on the Add Petition link in the left-hand navigation pane. Advisors may add a petition by typing in the text box. Information about which courses the exception should apply to and the reason for the petition should be input here. Once the petition is entered click Submit Petition.

Once the petition is added, its status will show in the view petitions tab.

View Petitions

---

**Add Petition >**

---

Modify Petitions

---

Delete Petitions

---

**Your petition was added successfully.**

## Modifying Petitions

Should a petition need to be modified prior to approval by the School/College, Advisors can click on “Modify Petitions” in the left-hand navigation pane of the Petitions tab.

To update the text of the petition, simply type in the text box. Then click the icon to save the changes.

View Petitions

---

Add Petition

---

**Modify Petitions** >


---

Delete Petitions

**Modify Petitions for Exceptions**

---

**Petitions Waiting Approval**

Save	Description	Created By	Create Date
	This Petition is for demonstration purposes only. -- To change the description, type here.	Registrar's Office	03/04/2011

---

**No Petitions Approved**

---

**No Petitions Applied as Exceptions**

---

**No Petitions Rejected**

## Deleting Petitions

Deleting a petition is also done from the Petitions tab. Click “Delete Petitions” in the left-hand navigation pane, then click the icon beneath the “Delete” heading to remove the petition. Petitions cannot be recovered once deleted.

View Petitions

---

Add Petition

---

Modify Petitions


---

**Delete Petitions** >

**Delete Petitions for Exceptions**

---

**Petitions Waiting Approval**

Delete	Description	Created By	Create Date
	This Petition is for demonstration purposes only. -- To change the description, type here.	Registrar's Office	03/04/2011

---

**No Petitions Approved**

---

**No Petitions Applied as Exceptions**

---

**No Petitions Rejected**

## GPA Calc

### Graduation Calculator

To calculate what a student's potential GPA will be you can use the GPA Calc tab. The Graduation Calculator feature will allow you to calculate what GPA will need to be averaged in the final credits required for a degree based on the information input. The student's Current GPA will automatically populate into the "Current GPA" field.

<a href="#">Worksheets</a>	<a href="#">Planner</a>	<a href="#">Notes</a>	<a href="#">Petitions</a>	<a href="#">GPA Calc</a>
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[Graduation Calculator](#) >

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Term Calculator	Current GPA	<input type="text" value="3.495"/>
	Credits Remaining	<input type="text"/>
	Credits Required	<input type="text"/>
	Desired GPA	<input type="text"/>

In this example, the student has a 3.495 GPA, 29 remaining credits out from a degree that requires 120 credits and desires a 3.6 GPA. Clicking “Calculate” will show what GPA will need to be averaged to graduate with the Desired GPA

Worksheets | Planner | Notes | Petitions | GPA Calc

Graduation Calculator >

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Term Calculator

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Current GPA	3.495
Credits Remaining	29
Credits Required	120
Desired GPA	3.6

Calculate

In this example, the student would need to average a 3.929 GPA to graduate with a 3.6 GPA.

Worksheets | Planner | Notes | Petitions | GPA Calc

Graduation Calculator >

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Term Calculator

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Graduation Calculator	Current GPA	3.495
	Credits Remaining	29
	Credits Required	120
	Desired GPA	3.6

You need to average a 3.929 over your final 29 Credits to graduate with your desired GPA.

Recalculate

### Term Calculator

The Term Calculator feature allows you to predict what grades will be earned in the courses a student is currently registered for to see what his/her Cumulative GPA will be at the end of the term. The Term Calculator automatically populates the courses the student is registered for in the current term.

- Worksheets
- Planner
- Notes
- Petitions
- GPA Calc

Graduation  
Calculator

---

**Term  
Calculator** >

---

Current GPA

Credits Earned So Far

	Credits	Grade
ACCY 3102	3	A [4.000] ▼
ACCY 3103	3	A [4.000] ▼
AMST 2490	3	A [4.000] ▼
BADM 3501	3	A [4.000] ▼
SMPA 2110W	3	A [4.000] ▼
Class 6		A [4.000] ▼
Class 7		A [4.000] ▼
Class 8		A [4.000] ▼
Class 9		A [4.000] ▼
Class 10		A [4.000] ▼

Calculate

Using the grade drop down menus, you can select the predicted grades for each course and click “Calculate” to see what the cumulative GPA would be.

[Worksheets](#)
[Planner](#)
[Notes](#)
[Petitions](#)
[GPA Calc](#)

Graduation Calculator

Term Calculator >

Current GPA   
 Credits Earned So Far

	Credits	Grade
ACCY 3102	<input type="text" value="3"/>	A [4.000] ▾
ACCY 3103	<input type="text" value="3"/>	C [2.000] ▾
AMST 2490	<input type="text" value="3"/>	A-[3.700] ▾
BADM 3501	<input type="text" value="3"/>	B [3.000] ▾
SMPA 2110W	<input type="text" value="3"/>	B+[3.300] ▾
Class 6	<input type="text"/>	A [4.000] ▾
Class 7	<input type="text"/>	A [4.000] ▾
Class 8	<input type="text"/>	A [4.000] ▾
Class 9	<input type="text"/>	A [4.000] ▾
Class 10	<input type="text"/>	A [4.000] ▾

In this example, the student would have a cumulative GPA of 3.446 if he/she earns the predicted grades.

- Worksheets
- Planner
- Notes
- Petitions
- GPA Calc

Graduation  
Calculator

Term  
Calculator >

Current GPA 3.495  
Credits Earned So Far 76

Class	Credits	Grade
ACCY 3102	3	A 4.000
ACCY 3103	3	C 2.000
AMST 2490	3	A- 3.700
BADM 3501	3	B 3.000
SMPA 2110W	3	B+ 3.300

**Calculated GPA 3.446**

By achieving the grades listed here, your GPA at the end of the term will be 3.446

Recalculate

To see the Term GPA, set the Current GPA and Credits Earned So Far to zeroes

- Worksheets
- Planner
- Notes
- Petitions
- GPA Calc

Graduation Calculator

**Term Calculator** >

Current GPA 0  
Credits Earned So Far 0

Class	Credits	Grade	
ACCY 3102	3	A	4.000
ACCY 3103	3	C	2.000
AMST 2490	3	A-	3.700
BADM 3501	3	B	3.000
SMPA 2110W	3	B+	3.300

**Calculated GPA 3.200**

By achieving the grades listed here, your GPA at the end of the term will be 3.200

Recalculate