

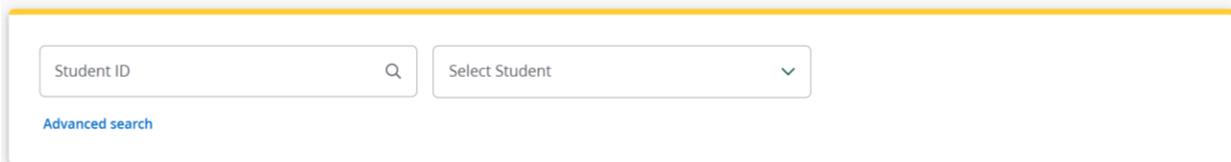
Degree Works update, June 2021

Below is a brief introduction to changes that advisors will see with the Degree Works upgrade in June.

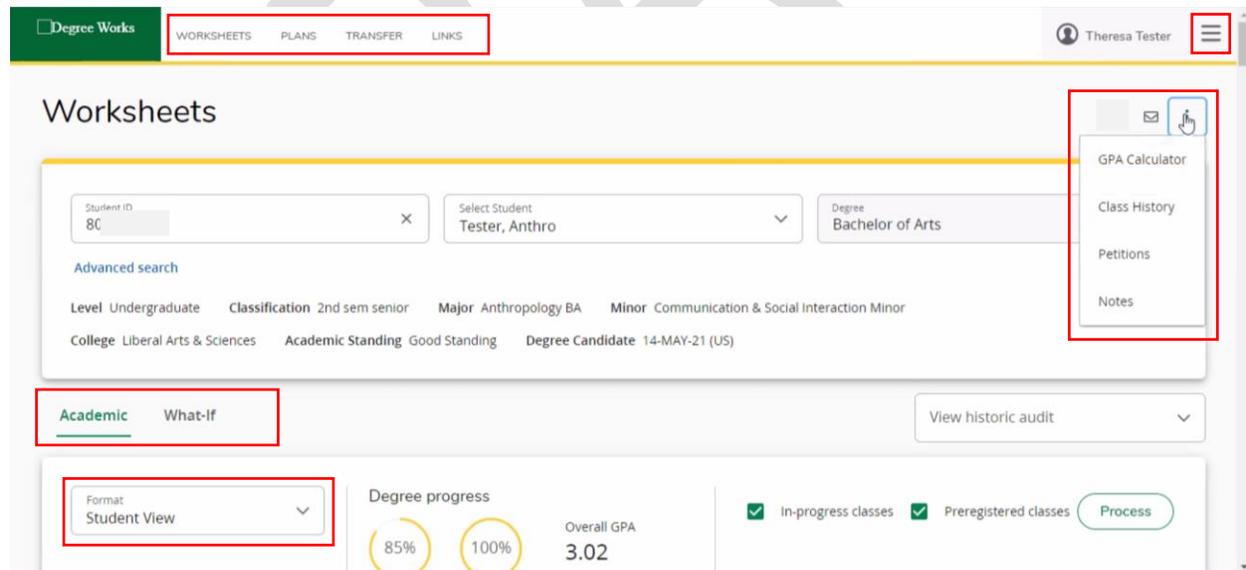
The “**Find**” feature is now labeled “**Advanced Search**”. The new version no longer supports search by Registration Term, Graduation Term or Advisor ID. You may find it most useful to search for students / use your Advisee Listing in the Advising Student Profile and access Degree Works from the link on the Student Profile.

If you execute a search in Degree Works, it does not automatically display an audit. Click the “Select Student” drop-down to select a student audit from the search results.

Worksheets



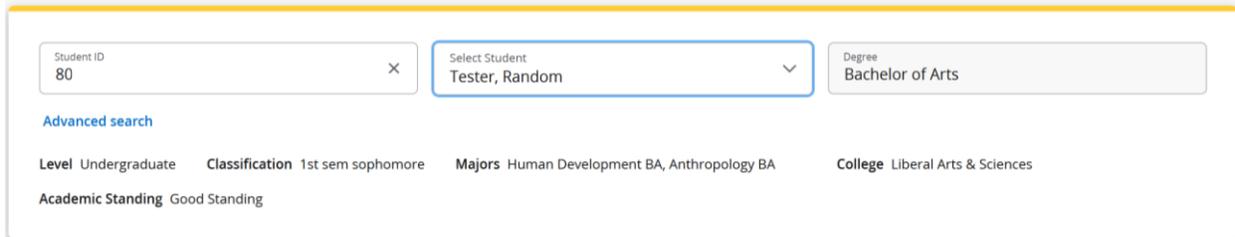
While most functions have remained, navigating to them is somewhat different. Highlighted below are the new **navigation** elements / locations. Since the new version is responsive, the display of navigation icons may change based on size of the viewing screen/window/device. The “hamburger” menu next to user name in the upper-right had corner contains all the primary navigation links.



Note:

The Look-Ahead feature has been incorporated into the What-If page.
FAQ and Help pages have been replaced with “Links” content.

The **Student Header** will display at the top of all pages (Worksheets, Plans, Transfer, What-If). Elements will only display if data exist. For example, if a student does not have any minors, there will not be a blank “Minors” element, it simply won’t display.



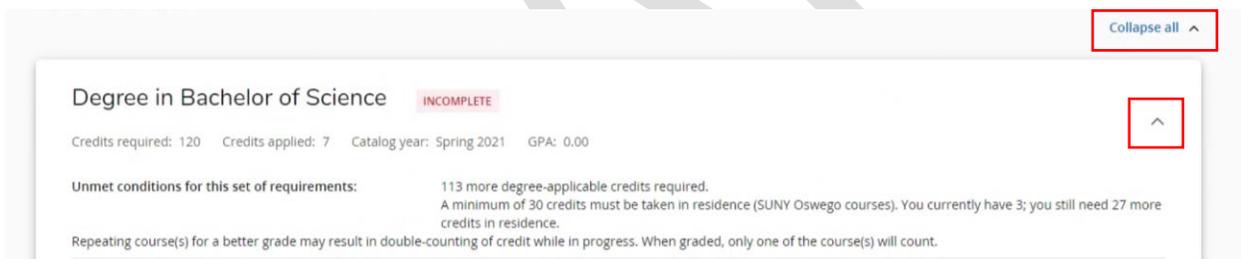
The screenshot shows a search interface with the following elements:

- Student ID: 80
- Select Student: Tester, Random
- Degree: Bachelor of Arts
- Advanced search link
- Level: Undergraduate
- Classification: 1st sem sophomore
- Majors: Human Development BA, Anthropology BA
- College: Liberal Arts & Sciences
- Academic Standing: Good Standing

Student Header items can include: Level, Classification, Major(s), Minor(s), Concentration(s), College, Academic Standing, Degree Candidate, Confidential, Transfer Credit Under Review (for accepted transfers), Second Degree, Prior Baccalaureate, Hold(s) Prevent Registration.

The list of assigned Advisors is no longer in the header. Advisor names and emails display to the student when they click the email icon. Repeat information, Hours in Major (for BA degrees) and Transfer Credit information previously displayed in the header have been incorporated into the audit.

Users can **collapse or expand** any/all “blocks” (audit sections) for easier navigation.



The screenshot shows a degree audit block for a Bachelor of Science degree. The block is titled "Degree in Bachelor of Science" and has a red "INCOMPLETE" status. It displays the following information:

- Credits required: 120
- Credits applied: 7
- Catalog year: Spring 2021
- GPA: 0.00
- Unmet conditions for this set of requirements: 113 more degree-applicable credits required. A minimum of 30 credits must be taken in residence (SUNY Oswego courses). You currently have 3; you still need 27 more credits in residence.
- Repeating course(s) for a better grade may result in double-counting of credit while in progress. When graded, only one of the course(s) will count.

There are two red boxes highlighting the "Collapse all" button in the top right corner and an expand/collapse icon (an upward-pointing arrow) on the right side of the block.

General changes:

You may notice a more customized display of block requirements (credits required, catalog year, etc.) and relevant GPA information - especially for Second Degree, Prior Baccalaureate, 5-year Program and Graduate students.

The icons used to designate requirements and completion are different, but the concepts are the same.

New:

There is a **Credit Limits** block used to display transfer credits and, for BA degree-seekers, Hours in Discipline. Note that the block will only display if the student has 15 or more transfer credits and/or 27 or more hours in discipline (BA degrees). Messaging changes based on whether a limit has been exceeded. This block is informational only, and has no direct impact on degree progress.

Credit Limits - Informational COMPLETE ^

This section provides information about limits on credits that can count toward the degree. A maximum of 60 credits from two-year institutions can apply to this degree, as part of a maximum 90 total transfer credits. Proficiency Exams (AP, IB, CLEP, LTI, A-Level) have a combined limit of 30 credits and also count toward the 60 credit two-year institution limit. Credits in excess of these limits will display in the Not Counted section at the bottom of this worksheet.

<input checked="" type="checkbox"/> Transfer credits - 2-year institutions	Transfer Credits: 2-yr schools	59
No more than 60 transfer credits from 2-year institutions can apply to this degree.		
<input checked="" type="checkbox"/> Transfer credits - 4-year institutions	Transfer Credits: 4-yr schools	30
<input checked="" type="checkbox"/> Total transfer credits	Transfer Credits: Total	89
A Maximum of 90 transfer credits can apply to this degree.		
<input checked="" type="checkbox"/> BA Maximum of 54 credits in discipline	Hours in discipline	35
No more than 54 credits in First Major discipline courses can apply to this degree.		

Moving forward, **Transfer Courses** that exceed limits (e.g. 60 credits from two-year institutions) will no longer need to be marked with an asterisk to prevent them from applying to the audit. Degree Works can now apply the appropriate caps. This means that a change in student curriculum no longer requires a review of (excess) transfer credit to determine if “T*”-graded courses could apply to the new curriculum – Degree Works will adjust automatically.

A **“Repeated”** column appears throughout the audit. Non-repeatable courses that have been repeated display a symbol (R). Like the academic transcript, the symbol appears when both classes have been processed for include/exclude at end of term. It also appears on currently-registered repeats of passed coursework (i.e. current repeats of D grades, not E grades).

Course	Title	Grade	Credits	Term	Repeated
ART 106	Design Concepts II-3D	D	3	Fall 2019	(R)
ART 250	West Hert I-Survey Art I	D	0	Fall 2019	(R)
ART 371	Art/Architecture Islam Culture	E	0	Fall 2019	
MUS 317	Evolution of Jazz and Rock	E	0	Fall 2019	

The **Electives** section of the audit now calculates and displays “degree applicable” versus “not degree applicable” elective credits. Essentially, Degree Works calculates total degree credits minus required credits (GenEd, Major, minor, etc.) to determine allowed elective credits. As the student takes courses

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and some of them fulfill requirements across blocks (are “shared”), the value gets recalculated. These will shift over time as students take classes and/or change curriculum. The situation of interest is when a student has *in-progress* / *pre-registered* coursework that falls to “Electives - not degree applicable,” as these may not be eligible for financial aid.

Electives - degree applicable					
Credits applied: 9 Classes applied: 3					
Course	Title	Grade	Credits	Term	Repeated
CSC XXXX	PLTW 103 - RIT	TB	3	Fall 2014	
Satisfied by: PLTW103 - DIGITAL ELECTRONICS - Rochester Institute Technology					
CSC XXXX	PLTW 105 - RIT	TA	3	Fall 2014	
Satisfied by: PLTW105 - COMPUTER INTEGRATED MANUFACTUR - Rochester Institute Technology					
LAS XXXX	PLTW 101-RIT	TA	3	Fall 2014	
Satisfied by: PLTW101 - INTRODUCTION TO ENGINEERING DE - Rochester Institute Technology					

Electives - not degree applicable					
Credits applied: 12 Classes applied: 6					
Course	Title	Grade	Credits	Term	Repeated
ENG 101	Composition I	TA	3	Spring 2016	
Satisfied by: ENG103 - AP ENG LANG/COMP 4,5 - Advanced Placement Credit					

The **Look-Ahead** feature has always been available as part of the What-If page, but also available separately for “what if I take these courses with my current major/minor”. To accomplish this in the new, combined What-If, check the “Use current curriculum” box and add courses.

What-If Analysis

Use current curriculum In-progress classes Preregistered classes

Future classes

Subject Number

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The **What-If** analysis now displays an appropriate in-discipline count if the what-if selection is a BA degree:

Degree in Bachelor of Arts INCOMPLETE

Credits required: 120 Credits applied: 92 Catalog year: Fall 2019 GPA: 1.83

Unmet conditions for this set of requirements: 28 more degree-applicable credits required.
A minimum of 30 credits must be taken in residence (SUNY Oswego courses). You currently have 28; you still need 2 more credits in residence.

Repeating course(s) for a better grade may result in double-counting of credit while in progress. When graded, only one of the course(s) will count.

WHAT-IF IN-DISCIPLINE COUNT: 6

i 90 Liberal Arts Credits

Plans look very different, but provide similar functionality.

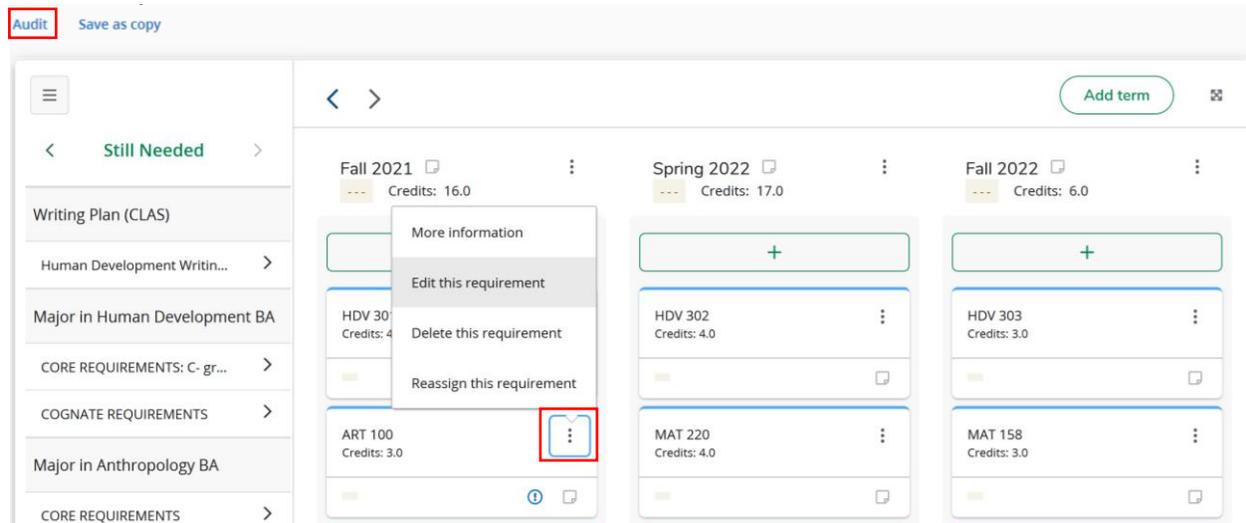
The “tray” that was on the right-hand side is now on the left-hand side and contains three methods for adding classes: drag and drop from the “Courses” search, add via the “Requirements” dialog or drag and drop from Still Needed.

The screenshot shows the 'Plans' interface. On the left, a 'Requirements' tray is highlighted with a red box, containing options: Course (+), Choice (+), GPA (+), Non-Course (+), Placeholder (+), and Test Score (+). The main area displays a grid of requirements for three terms: Fall 2021 (16.0 credits), Spring 2022 (17.0 credits), and Fall 2022 (6.0 credits). Each term's header has a red-bordered box with a '+' sign, indicating where to click to add courses. Below each header, specific courses are listed with their credit values and icons for search and removal.

Course search and Still Needed are also available via the “+” on each term.

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Additional information and edit options for requirements are available using the ellipses. Note – this is where you mark a requirement as **Critical**. Only Critical items on an Active, Locked plans will track.



There are no longer distinct “views” to choose from (Calendar, Edit, Notes, Audit), though the **Audit** view of the Plan is still available as a pop-up link at the top of the Plan.

The Plan is saved, and plan status tracked, as changes are made. There is no “save” button.