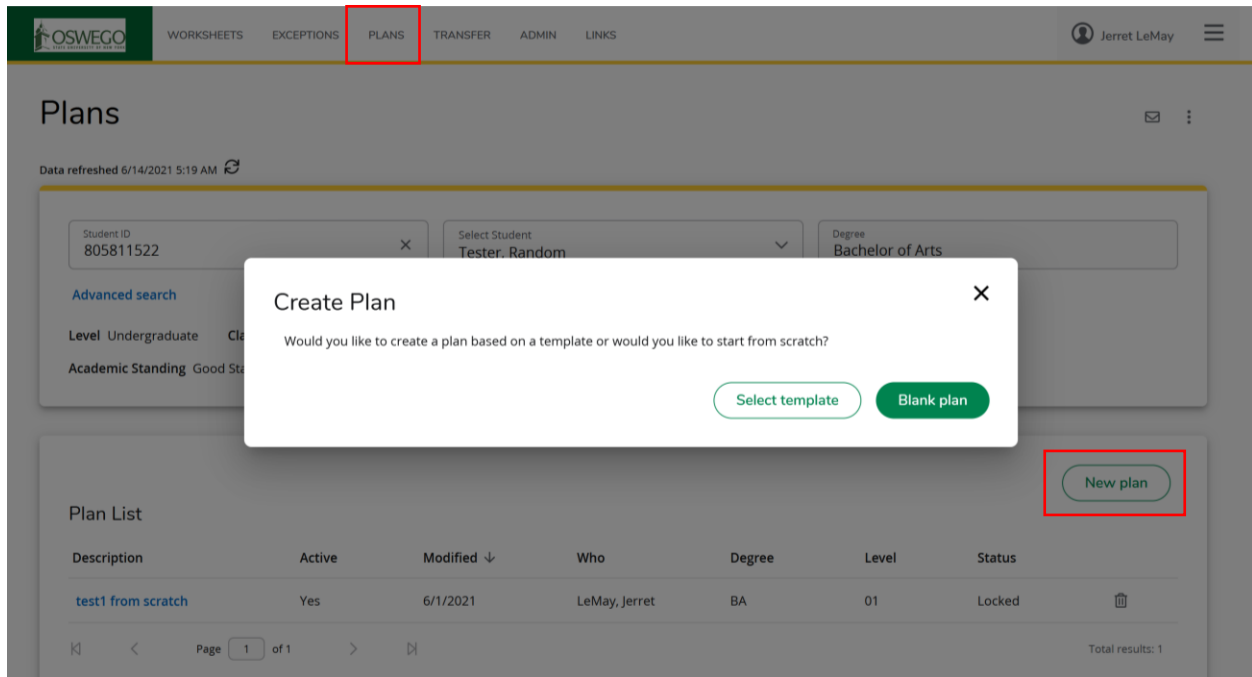


Degree Works Plans

Degree Works Plans allow advisors to provide semester-by-semester requirement planning for students. When Active and Locked, these plans integrate with registration and also assess On-Track / Off-Track status of Critical requirements. Courses added to plans are validated against the course catalog, against typical “when offered” information and also against prerequisite structure.

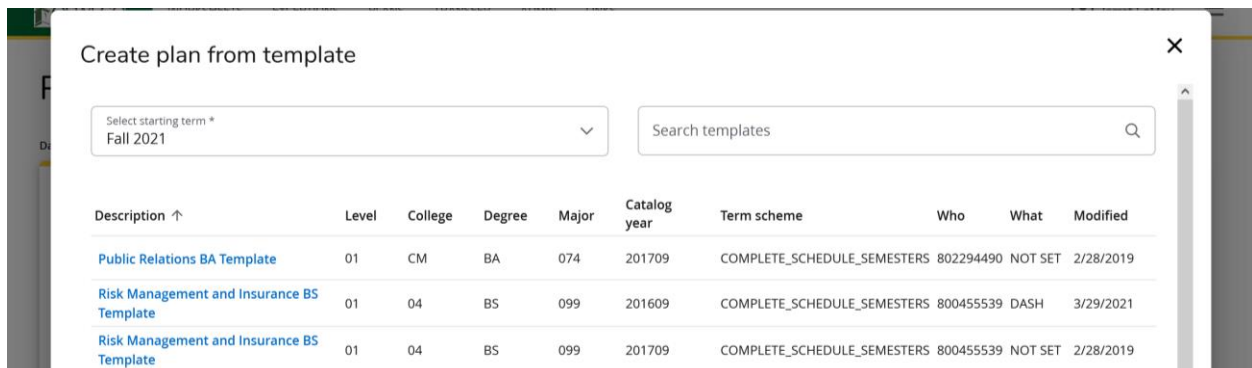
The Plans area will open to a Plan List if plan(s) exist for the student. You can select an existing Plan to edit or use the “New plan” icon to create a new one, either from Templates or from a blank slate.



The screenshot shows the 'Plans' section of the Degree Works system. The 'PLANS' tab is highlighted in the top navigation bar. A 'Create Plan' dialog box is open, asking the user to choose between 'Select template' and 'Blank plan'. Below the dialog, a 'New plan' button is highlighted with a red box. The background shows a search filter for Student ID 805811522 and Degree Bachelor of Arts, and a 'Plan List' table with one entry: 'test1 from scratch'.

Description	Active	Modified ↓	Who	Degree	Level	Status
test1 from scratch	Yes	6/1/2021	LeMay, Jerret	BA	01	Locked

Templates provide rough-draft starting point for a fall-start, four-year degree path that can be edited and tailored to the student’s specific needs. If creating a Plan from a Template, select a starting term and a template (the list is searchable).



The screenshot shows the 'Create plan from template' dialog box. It includes a dropdown for 'Select starting term *' set to 'Fall 2021' and a search bar for 'Search templates'. Below is a table of available templates.

Description ↑	Level	College	Degree	Major	Catalog year	Term scheme	Who	What	Modified
Public Relations BA Template	01	CM	BA	074	201709	COMPLETE_SCHEDULE_SEMESTERS	802294490	NOT SET	2/28/2019
Risk Management and Insurance BS Template	01	04	BS	099	201609	COMPLETE_SCHEDULE_SEMESTERS	800455539	DASH	3/29/2021
Risk Management and Insurance BS Template	01	04	BS	099	201709	COMPLETE_SCHEDULE_SEMESTERS	800455539	NOT SET	2/28/2019

Degree Works Plans

Use the pencil icon to rename the Plan and to make the Plan Active and Locked.

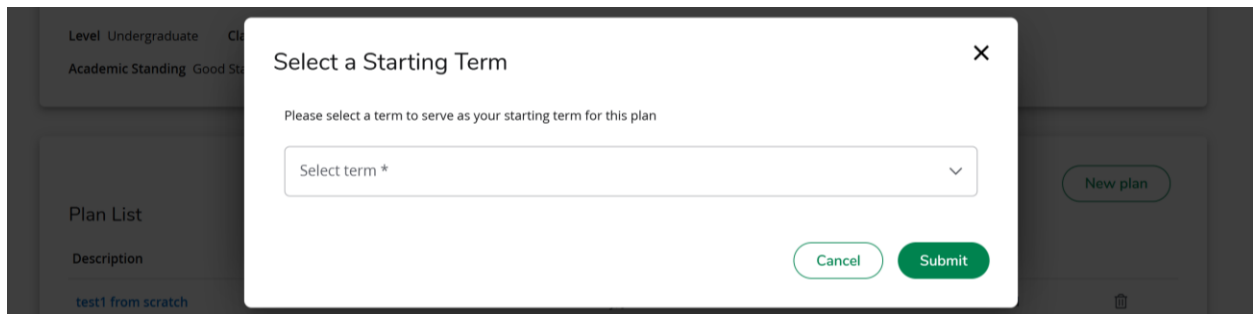


Active Plans can be viewed by students in Degree Works.

Locked Plans integrate with Registration and also provide On-Track / Off-Track status based on requirements marked Critical.

Plans created from Templates can be edited the same as those created from Blank.

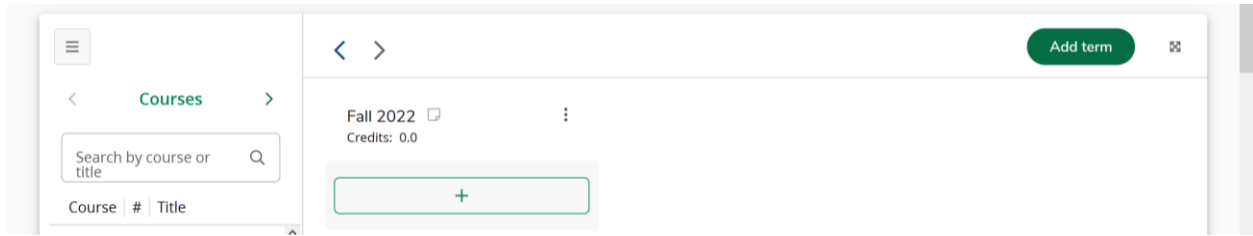
If starting from a Blank plan, you'll need to select a starting term and give the Plan a description.



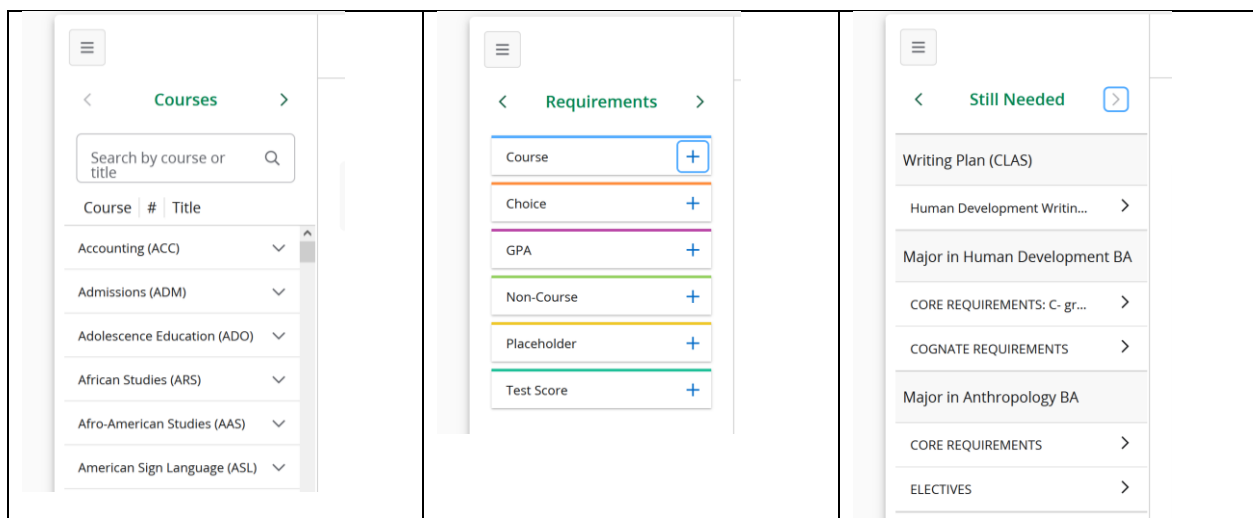
When starting from a blank plan, you can make it Active and Locked right from the start or use the pencil icon later on to make the Plan Active and Locked.

Degree Works Plans

The blank Plan will open with the starting semester in place. You can add more by using the “Add term” button.



There are four ways to add requirements to a term. The left-side navigation provides three: Courses, Requirements and Still Needed.

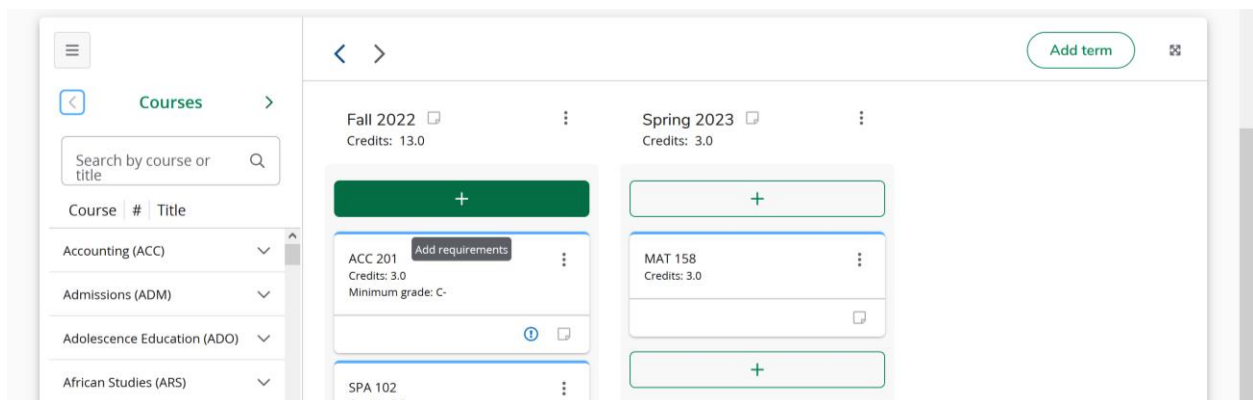


“Courses” allows you to search the course catalog to drag and drop courses onto the Plan.

“Still Needed” behaves similarly, but presents you with courses that are still needed on the student audit rather than the entire course catalog.

“Requirements” present the different types of requirements that can be added. Clicking the “+” will display a pop-up for entering information.

You can also add requirements to the plan using the “+” on each term.



Degree Works Plans

Using the “+” on the term will present you with a screen where you can search Courses or work off of the Still Needed list.

Add requirements to Fall 2022

Subjects

Courses Still needed

Subjects

Accounting (ACC)		
<input type="checkbox"/>	Course ACC 201	Title Principles of Accounting I Credits 3.0
<input type="checkbox"/>	Course ACC 202	Title Principles Of Accounting II Credits 3.0

The advantage of this method is that you can select multiple courses to add at one time.

<input type="checkbox"/>	Course SPA 340	Title Masterpieces of Spanish Lit Credits 3.0
<input type="checkbox"/>	Course SPA 350	Title Survey Spanish Literature A Credits 3.0

Page 1 of 4 Total results: 33

ACC 201 X MAT 158 X SPA 102 X

Cancel Add to plan

The Ellipsis on Plan requirements provides editing options.

Fall 2022 Credits: 9.0

+ ACC 201 Credits: 3.0

MAT 158 Credits: 3.0

SPA 102

- More information
- Edit this requirement
- Delete this requirement
- Reassign this requirement

The Edit pop up is where you can specify minimum grade requirements and mark requirements as Critical.

Degree Works Plans

Requirement type
Course

Critical

ACC 201

Credits
3.0

Minimum grade
C-

Cancel Save

Edit Requirement

Only requirements marked Critical are evaluated for On-Track / Off-Track evaluation and labeling.

Audit

Courses

Search by course or title

Course # Title

Accounting (ACC)

Admissions (ADM)

Adolescence Education (ADO)

African Studies (ARS)

Afro-American Studies (AAS)

American Sign Language (ASL)

American Studies (AMS)

Anthropology (ANT)

Anthropology/Sociology (ASO)

Spring 2021 OFF-TRACK Credits: 10.0

Fall 2021 Credits: 21.0

HON 140 Credits: 3.0 ON-TRACK

MAT 220 Credits: 4.0 ON-TRACK

SPA 101 Credits: 3.0 OFF-TRACK

HON 150 Credits: 3.0

HON 200 Credits: 3.0

SPA 102 Credits: 3.0

CHE 212 Credits: 4.0

The “Audit” link will open a new tab in your browser to display an audit that incorporates planned future coursework. Planned courses display on the audit with the planned term and a grade of “PLAN”.

Notes can be added anywhere you see a note icon – on the plan, on the term or on individual requirements.

Plans are saved as they are built / edited, there is no “Save” button.