

Academic Advising Self-Service What-if AAR

Overview

A what-if Academic Advisement report can be run in Self-Service. This document assumes that you have the ability to access a student's record through the Administrative Center. This is exactly the same view that students use for the Self Service What-if.

Steps

Self-Service What-If

1. Navigate to: **Self Service>Administrative Center**
2. Either select a student from *my advisees* or click **VIEW DATA FOR STUDENTS** and enter the student's ID.
3. Go to the *academics 2* page and click on create a what-if scenario.

The screenshot shows the 'Academics 2' page for a student named 'Ima Student'. The navigation tabs include 'admin center', 'my advisees', 'student view', 'general info', 'admissions', 'academics', 'academics 2', 'transfer credit', 'finances', and 'financial aid'. The 'academics 2' tab is selected and circled in red. Below the tabs, there is a message: '* For information on when current term grades will be available on your official transcript, visit your campus Registrar's website.' The main content area is divided into several sections: 'Advising' with links for 'View My Advisors' and 'What-if Advisement Report' (circled in red); 'Academic Requirements' with links for 'View My Advisement Report' and 'What-if Advisement Report'; 'Term Information' with links for 'Class Schedule Details', 'View Course History', and 'View Historical Shopping Cart'; 'Grades' with a link for 'View Grades'; 'Transfer, Test, Other Credit' with links for 'View Academic Credit Report', 'Evaluate Transfer Credit', 'View Test Credit', 'View Test Scores', and 'View Other Credit'; and 'Transcripts' with links for 'View My Unofficial Transcript' and 'IUIS Frozen Transcript'. On the right side, there is a 'My Program' section showing a tree view of the student's program: 'Bloomington', 'Career - Undergraduate', 'Program - Arts & Sciences Undergraduate', 'Major - Philosophy BA', 'Minor - English MIN', and 'Minor - Italian MIN'.

4. Read the instructions and click **CREATE NEW REPORT**.

Academic Advising Self-Service What-if AAR

What-if Report Selection

You may be thinking of changing your program of study and wonder how that change would affect your progress. You can use this component to set up and request a simulated or "what-if" advisement report based on alternate programs of study. Click the Create New Report button to set up your what-if scenario.

CREATE NEW REPORT

5. Enter the what-if Scenario information.

- **Institution:** where the degree, certificate, etc. will be completed.
- **Career:** Undergraduate, Graduate, etc.
- **Academic Program:** The Academic Program of the degree, certificate, etc.
- **Academic Plan Type:** Major, Minor, etc.
- **Area of Study:** The Plan.
- **Concentration:** Sub-Plan if applicable.

6. Click

SUBMIT REQUEST

Academic Advising Self-Service What-if AAR

Create What-if Scenario

Career Scenario

Select an Institution, career, and then select the term for which you want the change to take place.

Institution	Career	Catalog Year
Bloomington	Undergraduate	4058 Fall 2005

Program Scenario

The information that appears on the page by default is your current academic information. You can use the fields below to set up a what-if scenario one program of study and up to three area of study scenarios. If you want to remove a row, under Academic Program click 'none.' If you are planning any form of a Bachelor's degree, select a program that ends in either 'undergraduate' or 'ugrd.' Do not select a program that contains 'Nondeg.' The system will not run reports for two different Academic Programs at the same time, however you may enter the same program twice and enter two Areas of Study to view a double-major scenario.

Academic Program	Academic Plan Type	Area of Study	Concentration
Business Undergraduate	Major	Marketing BSB	n/a
None	None	None	None
None	None	None	None

[restore current academic information](#)

Course Scenario

Click the "course catalog search" button and then select courses for inclusion in your course what-if scenario.

[course catalog search](#)

What-If Course List	View All	First	1 of 1	Last
Course				

[SUBMIT REQUEST](#)

- The Academic Advisement Report will display (if it has been programmed) with the statement at the top indicating it is a Simulated Program.

Ima Student ID: 00222222

Simulated Program

- Bloomington
- Career - Undergraduate
- Program - Business Undergraduate
- Major - Marketing BSB

Bloomington | Undergraduate

[Cancel](#) This report last generated on 07/08/2009 12:03PM

[collapse all](#) [expand all](#) [restore](#)

Test
Transfer
Other
Taken
In Progress
In Cart
From Planner

Academic Advising Self-Service What-if AAR

Caution:

Be aware that each school has its own repeat rules and these have not been executed on the simulation. If you have repeated a course, the what-if audit may not be 100% accurate depending on which repeat rules are in effect for the school used in the simulation.

- After an Academic Advisement Report has been run for a student, you will see the following screen when you attempt to execute another AAR for that student. You can re-run the previously generated what-if by clicking on the date link in the "View a Saved What-if Report" area.
 - The previously executed what-if report displays without the necessity of re-entering the scenario information
 - A new scenario may be created by again clicking on [CREATE NEW REPORT](#).

What-if Report Selection

You may be thinking of changing your program of study and wonder how that change would affect your progress. You can use this component to set up and request a simulated or "what-if" advisement report based on alternate programs of study. Click the Create New Report button to set up your what-if scenario.

[CREATE NEW REPORT](#)

[View a Saved What-if Report](#)

Requested on [07/08/2009](#)

Academic Advising Self-Service What-if AAR

9. Multiple-major (NOT multiple-degree) what-ifs are possible.

Caution: All majors involved must be programmed by the AAR programmer.
Multiple degrees (different Program entries) are not currently possible.

Create What-if Scenario

Career Scenario
Select an Institution, career, and then select the term for which you want the change to take place.

Institution	Career	Catalog Year
Bloomington	Undergraduate	4058 Fall 2005

Program Scenario
The information that appears on the page by default is your current academic information. You can use the fields below to set up a what-if scenario one program of study and up to three area of study scenarios. If you want to remove a row, under Academic Program click 'none.' If you are planning any form of a Bachelor's degree, select a program that ends in either 'undergraduate' or 'ugrd.' Do not select a program that contains 'Nondeg.' The system will not run reports for two different Academic Programs at the same time, however you may enter the same program twice and enter two Areas of Study to view a double-major scenario.

Academic Program	Academic Plan Type	Area of Study	Concentration
Business Undergraduate	Major	Marketing BSB	n/a
Business Undergraduate	Major	Management BSB	n/a
None	None	None	None

[restore current academic information](#)

Course Scenario
Click the "course catalog search" button and then select courses for inclusion in your course what-if scenario.

[course catalog search](#)

What-If Course List	View All	First	1 of 1	Last
Course				

[SUBMIT REQUEST](#)

10. To reset all information to the student's current stack information, click

[restore current academic information](#)

11. You may also enter a Course Scenario by clicking

[COURSE CATALOG SEARCH](#)

Academic Advising Self-Service What-if AAR

Course Scenario
Click the "browse course catalog" button and then select courses for inclusion in your course what-if scenario.

course catalog search

What-If Course List View All First 1 of 1 Last

Course

SUBMIT REQUEST

12. This now enables you to enter a what-if course.

13. Enter the desired course information.

14. Click **search**.

Select Course for What-if Scenario

***Institution:**

Subject: **search for a subject**

e.g. ENG (for more results) or ENG-W (for fewer results)

Catalog Nbr: **Exact Match**

e.g. 131

search

CANCEL

CANCEL

Academic Advising Self-Service What-if AAR

15. If the course exists in the catalog, the following screen displays.

Select Course for What-if Scenario

*Institution:

Subject:

e.g. ENG (for more results) or ENG-W (for fewer results)

Catalog Nbr:

e.g. 131

▼ HIST-H - History					
Course ID	Subject	Course Nbr	Course Title	Typically Offered	Select
024523	HIST-H	<u>409</u>	<u>WOMEN IN HISTORY</u>		<input type="button" value="select"/>

16. If the course is appropriate, click .

- If this is NOT the desired course, click the below the course.

17. The following screen displays.

18. Select the term for which the course is to be taken AND (if desired) an anticipated grade.

19. Note that the term needs to be a future term.

Academic Advising Self-Service What-if AAR

Course Scenario
Click the "course catalog search" button and then select courses for inclusion in your course what-if scenario.

[course catalog search](#)

What-If Course List					
View All					
First ◀ 1 of 1 ▶ Last					
Course	Description	Units	*Term	Grade Input	Delete
HIST-H 409	WOMEN IN HISTORY	3.00	4098	B	

[SUBMIT REQUEST](#)

20. Click [SUBMIT REQUEST](#).

21. If the course applies towards the satisfaction of a requirement, it displays in the AAR with the entered grade (if applicable) followed by a question mark (?) indicating a what-if course.

HIST-D 310	RUSS REVOLUTN & SOVIET REGIME	3.00	Spring 2009			
HIST-H 409	WOMEN IN HISTORY	3.00	Fall 2009	B		
HPSC-X 102	SCI REVOLUTIONS: PLATO TO NATO	3.00	Spring 2007	B		
HPSC-X 323	TOPICS IN SCIENCE: SOCIALHIST	3.00	Spring 2009			

22. The hours and GPA also are applied to the requirement statistics.

120 hrs

Not Satisfied: Students must complete a minimum of 120 credit hours

- Units: 120.00 required, 108.00 taken, 12.00 needed

The following courses were used to satisfy this requirement:

23. Remember that repeat rules do not currently function with What-If AARs.

24. If desired, you can execute a what-if program/plan and a what-if course AAR simultaneously.