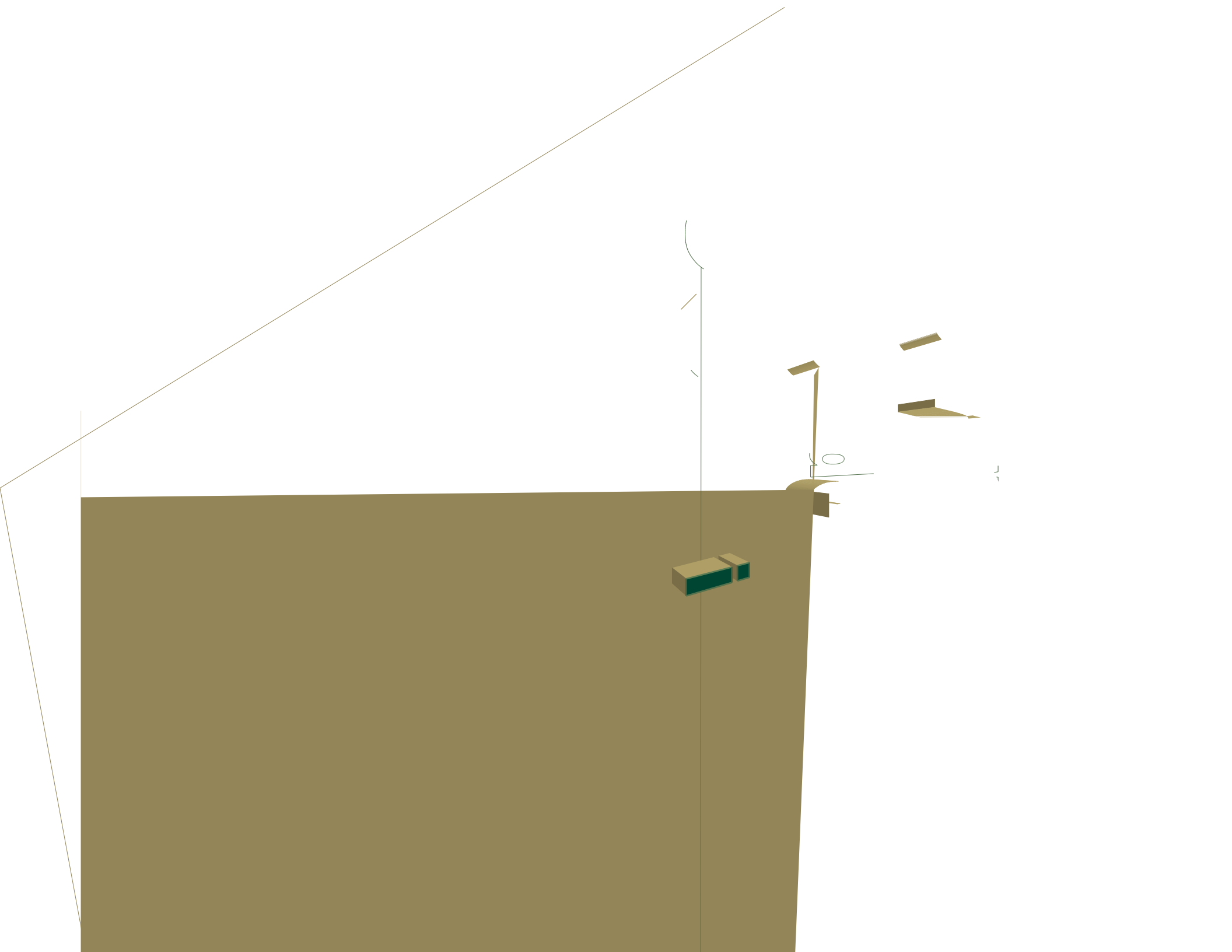

Introduction

Welcome to the pilot testing of DegreeWorks, the new degree audit system that will soon replace the SASS report with a more accessible, convenient, and organized way for students to know where they are academically and how they can plan the rest of their college career. The system is still in a developmental stage, so it is up to you help us make an audit system that is made by students, for students.

As you look through the system, we'll help you learn how to use DegreeWorks to plan for future classes, keep track of requirements, and see the objectives that have to be met to reach an academic goal.

We hope you're pleased with the new direction we're taking, and look forward to the feedback in order to perfect the new program that will be implemented throughout the USF system.

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Audit Functionality

Progress Bars

The Degree Progress bars are an estimation of your path towards graduation.

The Requirements bar shows the percentage of your requirements (General Education, Gordon Rule, Summer Requirement, Quantitative Methods, etc.) that are complete.

The Credits bar shows the percentage of your degree's required credits that are complete.

Legend

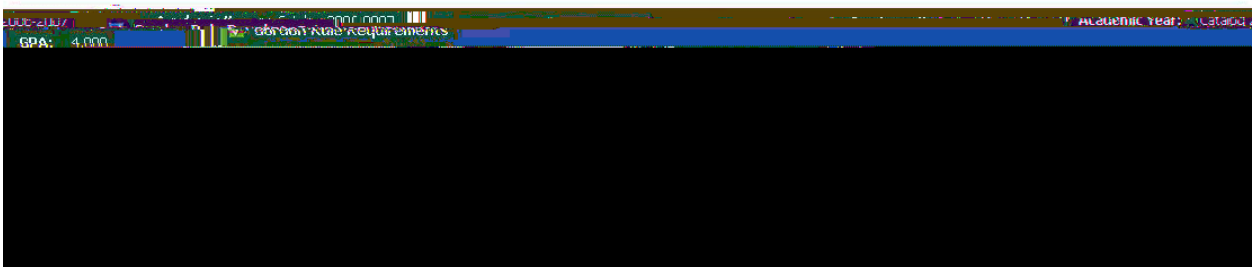
One of the greatest advantages of DegreeWorks is that, it is very visual and more aesthetically pleasing. Much of the information is categorized with colors and symbols. Here is how you interpret them.

Classes with green backgrounds are complete.
Classes with blue backgrounds are in progress.
Classes with red backgrounds are in-complete.

Requirements Section

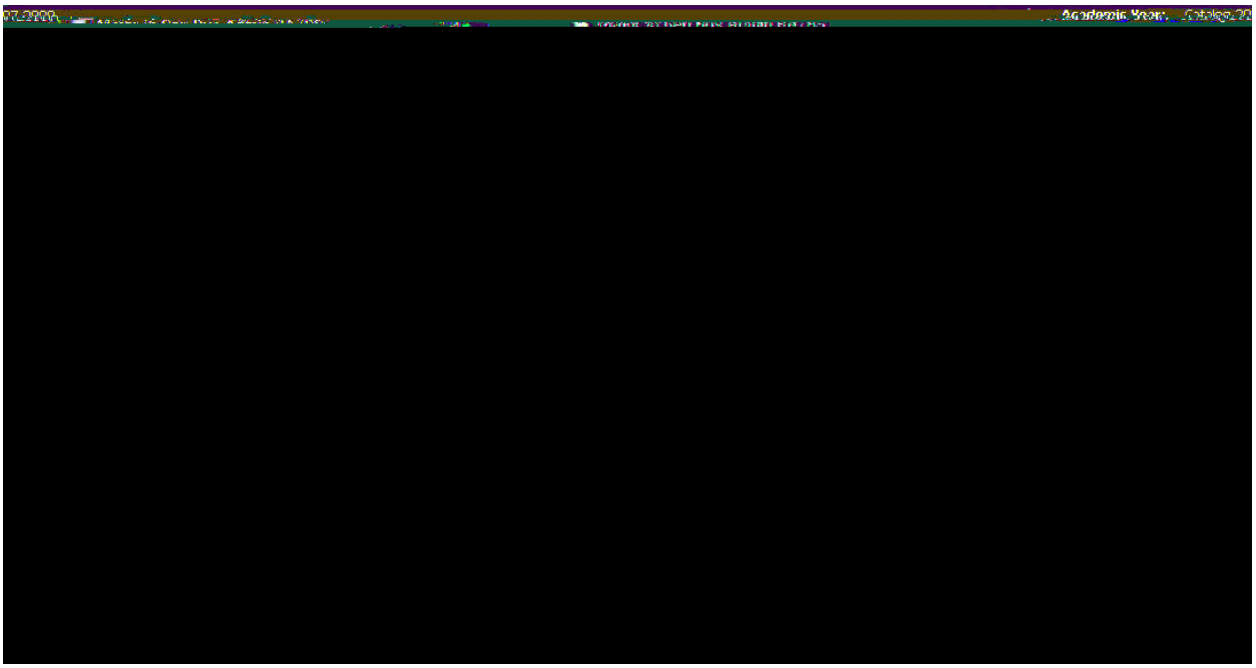
The Worksheet gives you a view of all your requirements and the classes that have been taken to satisfy them and the classes that may be taken in order to satisfy them. The very first block is a summarization of all the requirements for your degree and lists how many are complete and still incomplete.

Completed Requirements



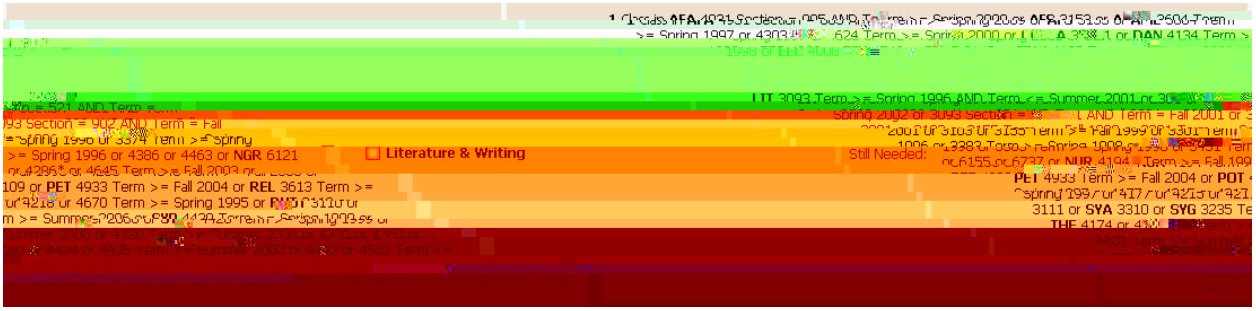
Once all the objectives have been made to satisfy a requirement, the whole block will be checked off.

Incomplete Requirements



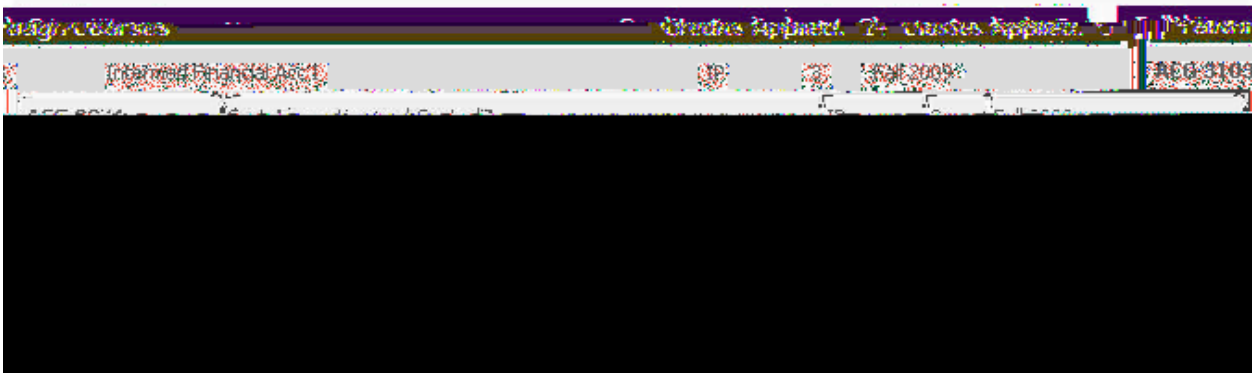
Incomplete requirements will show you which classes have been applied in order to satisfy the requirement, which classes are currently being taken to satisfy the requirement, and the sections of the requirement that are still unmet and the suggested courses that will satisfy them.

Still-Needed Courses



This is a list of classes that you could take to satisfy any unmet requirements. You can click on any of the course links to learn more about the class.

Fallthrough Courses

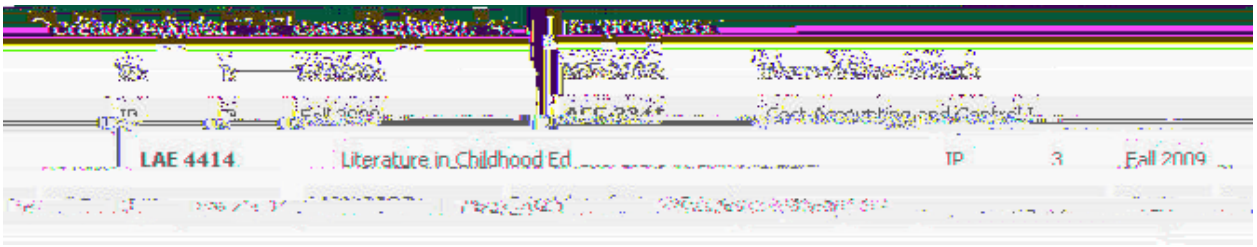


Fallthrough courses are classes that have been taken but do not meet any requirement toward your degree. These classes may still be calculated in your GPA.

Insufficient Courses

This block lists any course that's been failed, withdrawn with or without penalty, or uncompleted. These classes may still be counted towards your GPA. We don't have a picture of this section because Rocky The Bull is a good student.

In-progress Section



This section lists the classes in which you are currently enrolled. Changes to or unsatisfactory completion of the current registration may change approval of these degree requirements.

What If Audits Functionality

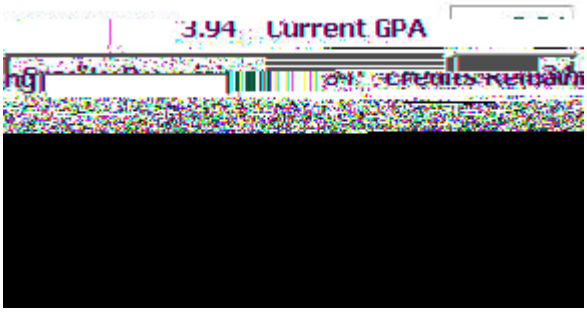
If you are planning to change your major, add a minor or a concentration, or you're still not enrolled in the department you desire, running a What-If audit will help you see how any of those changes will affect your progress toward a degree. Fill out the sections as they apply to you, choose a level: graduate or undergraduate, pick the degree that you are planning on pursuing (Bachelor of Science or Bachelor of Arts), and the academic year. Also pick a major, a minor, a concentration, and choose the classes in which you would like to enroll. You don't have to fill out every section. You can just choose to fill out the sections that apply to your future goals. When you're done, click **Process What-If** located at the top of the page. The What-If audit looks exactly like the worksheet, but it includes the changes that apply to the What-If scenario. Here, you can see how your progress changes, see which previous classes can still be applied towards your degree, which previous classes won't count, and which new classes have to be taken for your desired change.

Planner Functionality

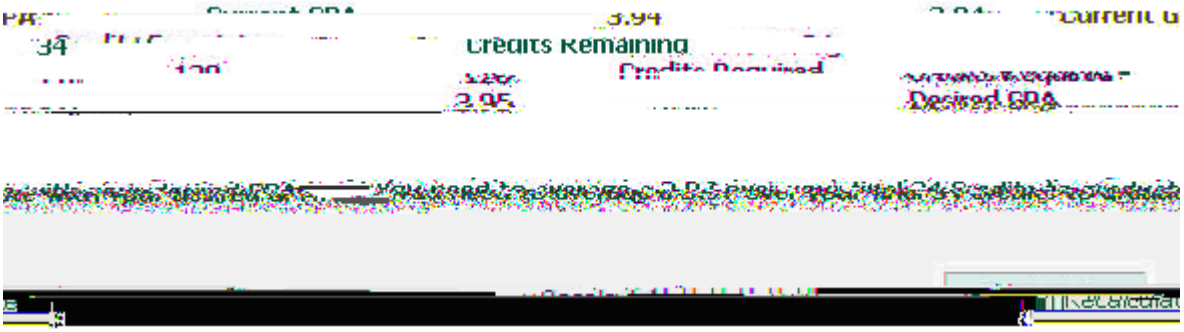
The planner is a great tool for organizing the classes needed to satisfy your unmet requirements. If you plan on changing your major or for any other reason want to use the What If scenario to plan more effectively, you can click on the **Use What If Scenario**. The degree audit appears on the left side and the planning options are on the right side. You can drag and drop courses from the audit report on the left to the right side, and course information such as the credit hours, will also be transferred. After inserting all the classes for future terms, click on **Process New** at the bottom of the planning side, and a new audit with the classes from the planner appears. This new audit shows you how your academic progress is affected by those changes. You can also use all the button options located at the bottom of the right side to maintain your plans.

GPA Calculator

Graduation Calculator

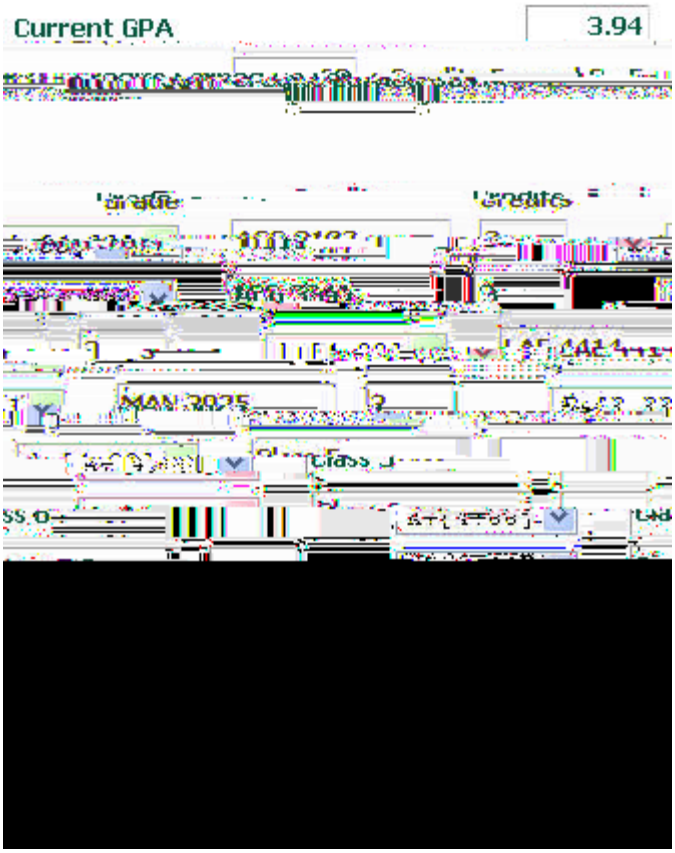


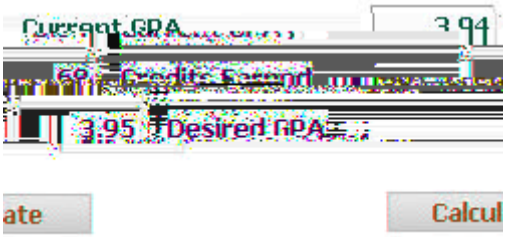
The Graduation Calculator will tell you if a desired graduating GPA is possible and, if it is possible, how to obtain it. First, you must fill in all the fields. For Credits remaining, input the number of required credits minus the number of credits applied. Input the number of credits for your degree in the Credits Required field. Then, input the GPA you desire for graduation.



After clicking **Calculate**, the Graduation Calculator will tell you what objective you must achieve so that you may graduate with your desired GPA. If the Graduation Calculator tells you that your goal is unattainable, then you may have to click **Recalculate** and adjust your inputs.

Term Calculator



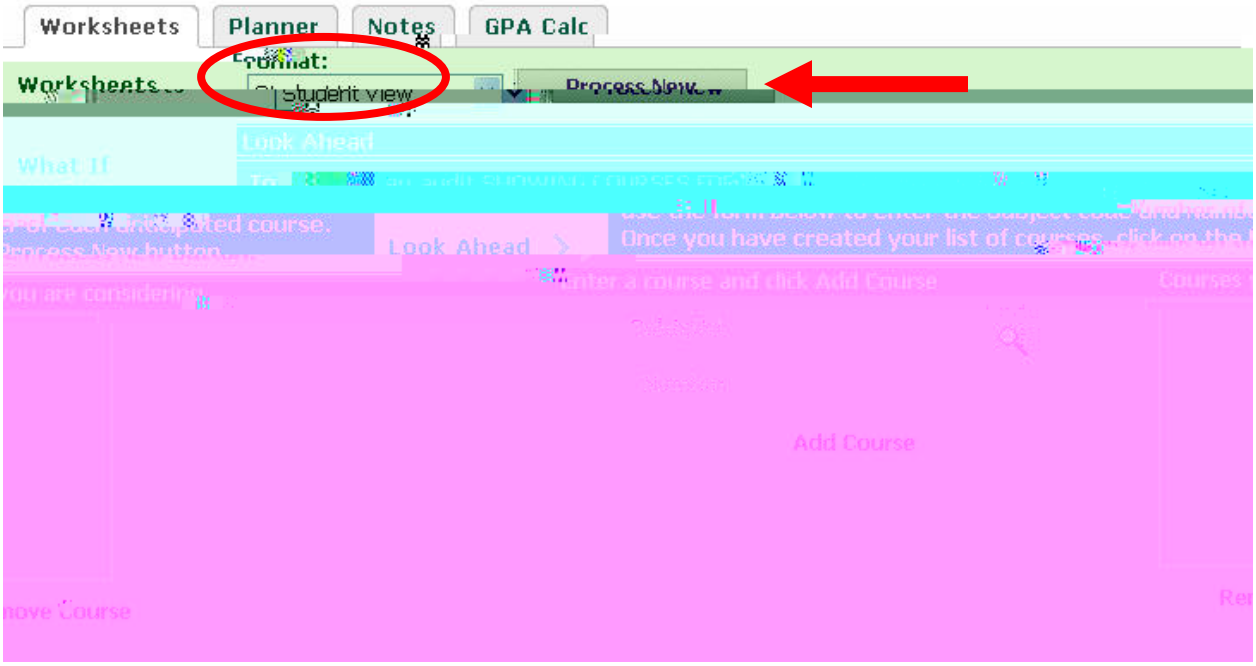


Advice Calculator

Advice Calculator is almost like Graduation Calculator. If you're not sure how many credits are required or remaining, you can still input a desired GPA. After clicking **Calculate**, the Advice Calculator will show you how that goal can be achieved.

If the conditions for attaining the desired GPA are too daunting, you can always click **Recalculate** to change your desired GPA.

Look Ahead Functionality



If you want to plan ahead and see how the classes you are planning to take will affect your current audit report, then the Look Ahead option is the right tool to use. First, enter the Subject (such as ENC) and then the Number (like 1101) and click **Add Course** to add a class such as ENC 1101 to the list. Add as many or as little classes as you want.

After adding all your planned classes, you must choose a Format. The Student View is very similar to a Worksheet, but it shows which requirements the planned classes will satisfy. The Look Ahead audit will also show you how much you will progress when these classes are taken. Planned classes will show up with blue font in the Worksheet. The Registration Checklist will show you which requirements are still unsatisfied even after the planned courses are taken.

Click **Process New** when you're ready.

Please keep in mind that this is a planning tool and doesn't actually register you for classes.