



JOB AID

Academic Advising: What-If Report (Advisor View)

2/10/2021

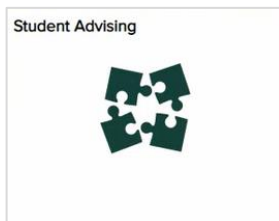




Academic Advising: What-If Report (Advisor View)

The What-If report will allow advisors to assist a student who is considering a particular program of study or major. Using this report, you can set up a What-If scenario based on different academic programs. The report will show what courses the student has taken or will need to take to satisfy different major requirements. The ability to create a what-if scenario for minors and additional majors will be available in a future release.

1. From the Advisor home page, click the **Student Advising** tile.



The Student Services Center search page will appear.

2. Enter the student's **ID**, if known. If you do not know the ID number, search by Last Name/First Name.

Note: Within Campus Solutions, the 'A' in student IDs (APID) has been replaced with a '1.' For example, legacy SIS ID A123456789 will be 1123456789 in Campus Solutions.

3. Click **Search**.



The **Student Center** will display.

Class	Schedule
IAH 201-001 LEC (18544)	Fr 9:10AM - 10:00AM Room TBA 12:00AM - 12:00AM Arranged
MC 221-003 LEC (18254)	TuTh 12:40PM - 2:00PM Room TBA

4. Click the drop-down next to **other academic...** and select **What-If Report** from the list.
5. Click the **Go** button.

The **What-If Report Selection** page will display.

(Advisor) You may be working with someone who is considering a particular program of study or major. You can set up a what-if scenario based on different academic programs. You may also select what-if courses. Click the Create New Report button to set up your what-if scenario.

Note: If you had previously generated a What-If Report for the student, the system will save the most recent report and a link will be available under **View a Saved What-If Report**.

6. Click **Create New Report**.

The **Create What-If Scenario** page will display. This is where you will enter a Career Scenario, Program Scenario or Course Scenario to include in the report.



< What-if Report Create What-if Scenario

Create What-if Scenario | Steve Student

(Advisor) You may be working with someone who is considering a particular program of study or major. Using this page, you can set up a what-if scenario based on different academic programs. You may also select what-if courses.

Select the Submit Request button to request a degree progress report for the individual based on what-if information you provided. [Return to Report Selection](#)

Career Scenario

Select a career for which you want the change to take place.

Institution	Career	Catalog Year
Michigan State University	Undergraduate	Fall Semester 2020

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 based on one or more programs of study. You can define up to three scenarios.

Academic Program	Plan	Subplan
College of Business	Accounting BA1	n/a
None	None	None
None	None	None

Course Scenario

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

[Browse Course Catalog](#)

What-if Course List Personalize | View All | First 1 of 1 Last

Course

[Submit Request](#)

7. **Career Scenario:**

- a. **Institution:** Defaults to Michigan State University.
- b. **Career:** Defaults to the student's current career. If the student wants to explore another career, click the drop-down and make a selection.
- c. **Catalog Year:** Defaults to the current catalog year on the student's career, program and plan.

8. **Program Scenario:**

- a. **Academic Program (College):** Click the drop-down and select up to three programs for the What-If Report.
Note: The Academic Program list defaults to display in alpha order.
- b. **Plan (Major):** Click the drop-down and select a major for each Academic Program selected.



- c. **Subplan:** If applicable, click the drop-down and select a concentration. Not all majors will have a concentration.

If the student has expressed an interest in a particular course, the Advisor can enter it into the **Course Scenario** section.

If no specific course is to be included in the scenario, continue to **Step 10** to submit the request.

9. **Course Scenario** (Optional):

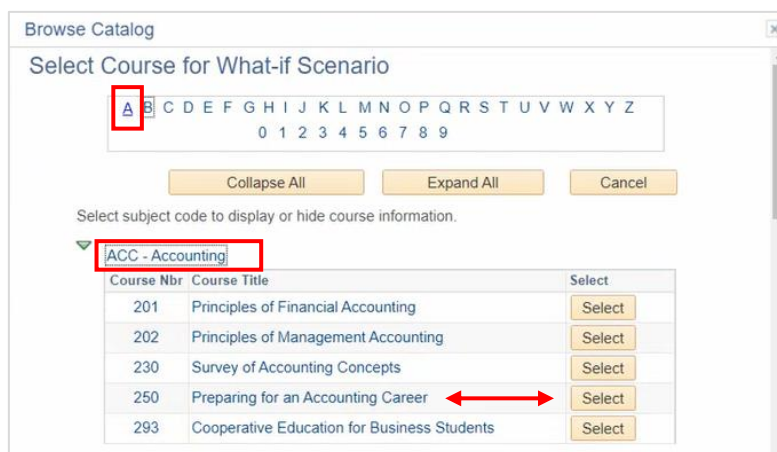
To include a specific course in the What-If Report, click the **Browse Course Catalog** hyperlink.



Note: The hypothetical course must be a required course for the selected program in order for it to be included in the What-If report.

The Browse Catalog page will display where you will complete the following:

- a. Select a letter of the alphabet to begin the class search. In this example, we selected **"A."**
- b. Select the subject to display course information. In this example, we selected **"Accounting."**
- c. Click the **Select** button for the desired course. In this example, we selected **"Accounting 250"**.



The course will appear in the **What-If Course List** section.



Course Scenario

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

Browse Course Catalog

What-if Course List Personalize | View All | [?] First 1 of 1 Last

Course	Description	Units	*Term	Grade	Delete
ACC 250	Preparing for an Accounting Career	1.00	Summer Semester	<input type="text"/>	

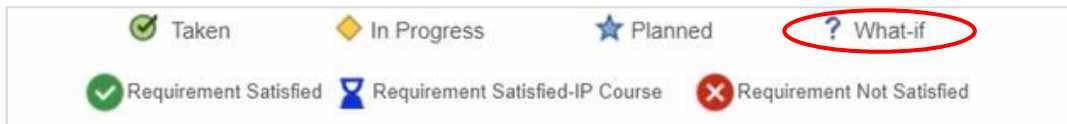
Submit Request

- d. **Term:** Click the drop-down and enter the term the student wishes to take the course. The course will appear in the What-If report with a status of *In Progress*.
- e. **Grade** (Optional): Enter a projected grade.
- f. To add more than one hypothetical course to the What-If course list, click "Browse Course Catalog" each time to add additional courses.

10. Click **Submit Request**.

After a few moments, the **What-If Report Scenario** will generate.

Similar to a Degree Audit, requirement sections will be designated as Satisfied, In Progress or Not Satisfied.



If a hypothetical course is included in the what-if scenario, the requirement section will be labeled as **In Progress** and the course itself will be displayed in **What-If** status.

11. Click the **Collapse All** button to allow you to view all sections at once.

To conduct your analysis, you can expand individual sections to see the courses that are needed, or courses that the student has already taken to satisfy the requirements.



12. Click the arrow to expand the **ACCOUNTING BA1** section to review requirements for the new major.

You can see the hypothetical ACC 250 section shown as **In Progress**. If you expand the section, you can see the actual course and the **What if** status assigned to it.



(44)-ACC 250 create substitute ▾ >>

Satisfied:

Complete one course:

The following courses may be used to satisfy this requirement:

Personalize | View All | First 1 of 1 Last

Course	Description	Units	When	Grade	Status
ACC 250	Accounting Career	1.00	Summer Semester 2021		?

(45)-ACC 300