

Degree Works: Responsive Dashboard—Student Audit

Note: Images are merely for illustrative purposes and may not make cohesive sense for an actual student. In the actual Degree Works tool, not all items that you see on this visual guide will be visible / available for all audiences. (page 1 of 2)

The screenshot shows the Student Audit interface with the following callouts:

- 1**: University of Montana logo and navigation tabs (AUDIT, PLANS).
- 2**: User profile icon and notification bell.
- 3**: Student Audit title and data refresh timestamp (6/9/2023 4:25 AM).
- 4**: Kebab menu with options: GPA Calculator, Class History, Petitions, Notes.
- 5**: Search fields for Student ID and Name.
- 6**: Degree progress snapshot showing 92% completion and Institutional GPA of 3.59.
- 7**: Audit date (6/1/2023 4:52 AM) and Save audit button.
- 8**: Collapse all button.
- 9**: Degree in Bachelor of Arts block, marked INCOMPLETE.
- 10**: General Education Requirements block, marked INCOMPLETE.
- 11**: Major in Psychology, BA block, marked INCOMPLETE.

Item Descriptions:

- 1. Header.** Access a Student Audit or Student Plans (formerly Plans tab)
- 2. User Profile, Navigation Menu**
- 3. Date last refreshed.** If it has been a few days and you feel like there should be more data showing, you can force refresh by clicking on the refresh icon.
- 4. Print, Email student + GPA Calculator, Class History, Petitions, Notes** via kebab menu/3-dot vertical menu
- 5. Student info block.** To search for a student, input the Student ID and press enter. To search for a student by name or with certain criteria, use Advanced Search. If a student has multiple pursuits (e.g. pre-health, certificate), you can access each through the Degree field drop-down list at the right of this block.
- 6. More tools (left-to-right): What-If, different view formats, degree progress snapshot** (requirements percentage shown is based on completed checkboxes, not necessarily actual degree completion), **UM GPA, in-progress & preregistered checkboxes** (helpful when a student is thinking about changing something in their registration and wants to know how that would affect specific requirements), **historic audits**
- 7. Save audit function.** Use this to save an audit as a snapshot in time.
- 8. Collapse/Expand All function.** When blocks are collapsed, you'll see block headers (e.g. Degree in XX), level of completeness (e.g. Incomplete), & catalog year.
- 9. Degree Requirements block.** See legend at bottom of Audit to understand how icons displayed in the blocks indicate level of requirement's completeness, or place mouse over icon for helper text.
- 10. General Education Requirements block**
- 11. Major Requirements block**
(Continued onto next page)

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12 Minor in Sociology INCOMPLETE

Credits required: 21 Credits applied: 3 Catalog year: 2021-2022 GPA: 4.00

Unmet conditions for this set of requirements: 21 credits are required. You currently have 3. You still need 18 more credits. A minimum of 9 Upper Division credits is required for this Minor. You currently have 0. You still need 9 more credits.

A grade of 'C-' is required in all minor courses.

| | Course | Title | Grade | Credits | Term | Repeated |
|---|---|---------------|--|---------|------|----------------------|
| ✔ | Minimum minor GPA of 2.0 is required. | | | | | |
| ✔ | Introduction to Sociology | SOCI 1015 | Introduction to Sociology | A | 3 | Autumn Semester 2021 |
| ○ | Sociological Research Methods | Still needed: | 1 Class in SOCI 318 | | | |
| ○ | Classical Sociological Theory | Still needed: | 1 Class in SOCI 455 | | | |
| ○ | General Sociology Electives | Still needed: | 4 Classes and 12 Credits in NRSM 424 or PSYX 360 or SOCI 1305 or 2115 or 2605 or 221 or 2205 or 270 or 2755 or 306 or 312 or 325 or 332 or 335 or 345 or 346 or 350 or 355 or 362 or 382 or 391 or 422 or 423 or 435 or 438 or 441 or 442 or 443 or 446 or 460 or 470 or 471 or 485 or 488 or 491 or 498 | | | |
| | If both SOCI 2115 and SOCI 330 are taken, only one will count toward the requirement. | | | | | |

13 General Electives

Credits applied: 6 Classes applied: 2

| Course | Title | Grade | Credits | Term | Repeated |
|----------|------------------------------|-------|---------|----------------------|----------|
| COL5 194 | TRIO Student Success Seminar | A | 2 | Autumn Semester 2022 | |
| GRMN 101 | Elementary German I | B | 4 | Autumn Semester 2022 | |

14 In-progress

Credits applied: 15 Classes applied: 6

| Course | Title | Grade | Credits | Term | Repeated |
|-----------|-----------------------------|-------|---------|----------------------|----------|
| ACT 151 | Beginning Billiards | INP | (1) | Autumn Semester 2021 | |
| HUSC 194 | H&S Freshman Seminar | INP | (1) | Autumn Semester 2021 | |
| M 115 | Probability and Linear Math | INP | (3) | Autumn Semester 2021 | |
| PSYX 1005 | Intro to Psychology | INP | (3) | Autumn Semester 2021 | |
| SPNS 101 | Elementary Spanish I | INP | (4) | Autumn Semester 2021 | |
| WRIT 101 | College Writing I | INP | (3) | Autumn Semester 2021 | |

15 Preregistered

Credits applied: 12 Classes applied: 4

| Course | Title | Grade | Credits | Term | Repeated |
|-----------|---------------------------|-------|---------|----------------------|----------|
| COUN 2425 | Intimate Relationships | INP | (3) | Autumn Semester 2023 | |
| LIT 110L | Intro to Lit | INP | (3) | Autumn Semester 2023 | |
| NASX 105H | Intro Native Amer Studies | INP | (3) | Autumn Semester 2023 | |
| SOCI 1015 | Introduction to Sociology | INP | (3) | Autumn Semester 2023 | |

16 Excluded (Failed, Withdrawn, Incomplete, Repeated)

Credits applied: 0 Classes applied: 1

| Course | Title | Grade | Credits | Term | Repeated |
|--------|---|-------|---------|----------------------|----------|
| M TR1M | Lower-Division Elective | W | 0 | Autumn Semester 2021 | |
| | Satisfied by: MA122 - Integral Calculus - Carroll College | | | | |

17 Exceptions

| Type | Description | Created on | Created by | Block | Enforced |
|------------|--------------------------------|------------|---------------------|-------------------------|----------|
| Substitute | Replace PSYX 330 with PSYX 230 | 11/05/2019 | Morgan, Troy Robert | Major in Psychology, BA | Yes |

18 Notes

| Status | Description | Created on | Created by |
|--------|--|------------|----------------|
| | Student was advised to get transfer transcript to UM so that BIOB 101N equivalent will show. | 09/09/2022 | Gray, Alecia W |
| | Substitute PSYX TR25, Lower Division Elective // PSY241 - Social Psych: Social Behaviors - Carroll College = UM PSYX 360 in Foundation category; remove PSYX 360 from UD PSYX elective options | 10/25/2021 | Gray, Alecia W |
| | ENG112 - College Comp II - Northern Virginia Comm. Coll. = WRIT 201, IWC for gen eds | 10/07/2020 | Gray, Alecia W |

19 Legend

| | |
|------------------------------|---------------------------------|
| ✔ Complete | ○ Not complete |
| ✔ (with classes in-progress) | ⓘ Nearly complete - see advisor |
| 📌 Prerequisite | @ Any course number |
| (R) Repeated class | |

Disclaimer
You are encouraged to use this degree audit report as a guide when planning your progress toward completion of the above requirements. Contact your academic advisor for assistance in interpreting this report or regarding your official degree/certificate completion status. This audit is not your academic transcript and it is not official notification of completion of degree or certificate requirements. Please contact the Registrar's Office to obtain a copy of your official academic transcript.

Item Descriptions:

(Continued from previous page)

12. Minor Requirements block

13. General Electives block. Shows courses that do not meet specific requirements in other blocks (e.g GenEd, major), which count towards degree credit total.

14. In-Progress block. Shows courses underway in current term.

15. Preregistered block. Shows courses for which a student is registered in an upcoming term.

16. Excluded block. Shows courses that are excluded from meeting degree requirements because they were failed, withdrawn, incomplete, or repeated.

17. Exceptions block. Shows exceptions made to requirements. Example: Course approved by Dept. Chair & Registrar's Office as appropriate substitute.

18. Notes block. Shows any petitions & general notes.

19. Legend, Disclaimer

Degree Works Responsive Dashboard – Student Audit Guide Brief Explanation

This is what a viewer sees on the Dashboard – top to bottom, left to right:

1. **Header.** Access a Student Audit or Student Plans (formerly Plans tab)
2. **User Profile, Navigation Menu**
3. **Date last refreshed.** If it has been a few days and you feel like there should be more data showing, you can force refresh by clicking on the refresh icon.
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