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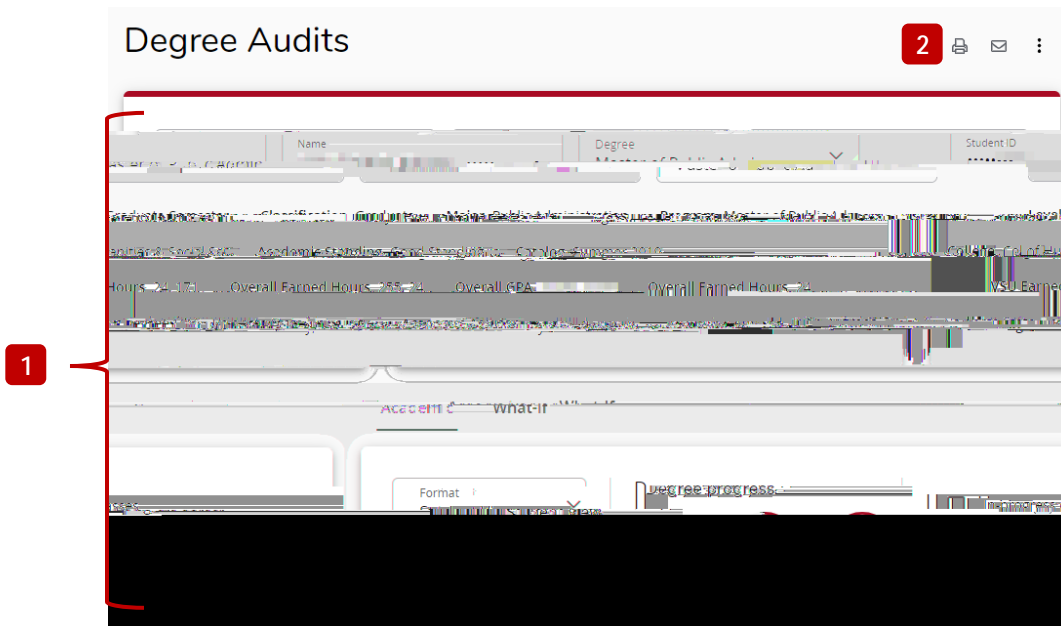
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How to read your audit

The audit is grouped in color-coded sections called Blocks. The types and number of blocks displayed vary based on your program of study.

In **Student View**, you are able to:

1. View your attributes and overall academic standing, including degree progress in terms of requirements and credits.
2. Email your advisor by **clicking on the email icon**.



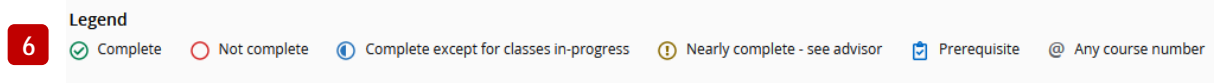
3. See a detailed history of your degree courses and requirements, including your grades, credits, and if applicable, the semester in which you completed the course or requirement.
4. **Click on any Incomplete course code** (i.e., PADM7060) to look-up and print course information such as description, requisites, and schedule of course upcoming sections.



5. Read Notes your advisor may have written.



6. See a legend to interpret status markings of courses and requirements:
 - Green checkmark: Complete
 - Red circle: Not complete
 - Blue circle: Complete except for classes in-progress
 - Mustard Circle: Nearly complete – see advisor
 - Blue clipboard: Prerequisite required for course
 - @ (at symbol): Any course number/wild card (i.e., MATH 2@@ means any 2000-level math course)



In **Registration Checklist View**, you are able to:

1. See a list of any courses/requirements you still need to complete.
2. Click on a **Still Needed** course code (i.e., PADM 7900) to look-up and print course information such as description, requisites and schedule of course upcoming sections.



What If

Using your current academic history, the What-If feature allows you to create a temporary, speculative audit that lists what requirements would be needed if you change majors.

How to use the What If feature

Click the **What If** link on the left-side of the screen and select a combination of options:

1. Under the gray **What-If** header, click the **drop-down arrows** next to each option to select your desired **Level, Degree, and Academic Year**.



2. Under the gray **Choose Your Different Areas of Study** header, click the **drop-down arrows** next to the options to select your desired **Major, Minor, and/or Concentration**. *These options will populate the **Chosen Areas of Study** box.*

3. Under the gray **Choose Your Future Classes** header, enter the **Subject** (i.e., PADM) and **Number** (i.e., 9000) and click **Add Course** button. *These options will populate the **Courses you are considering** box.*


To delete a choice, select it from the list and click the **X** button located beside the Courses you are considering box.

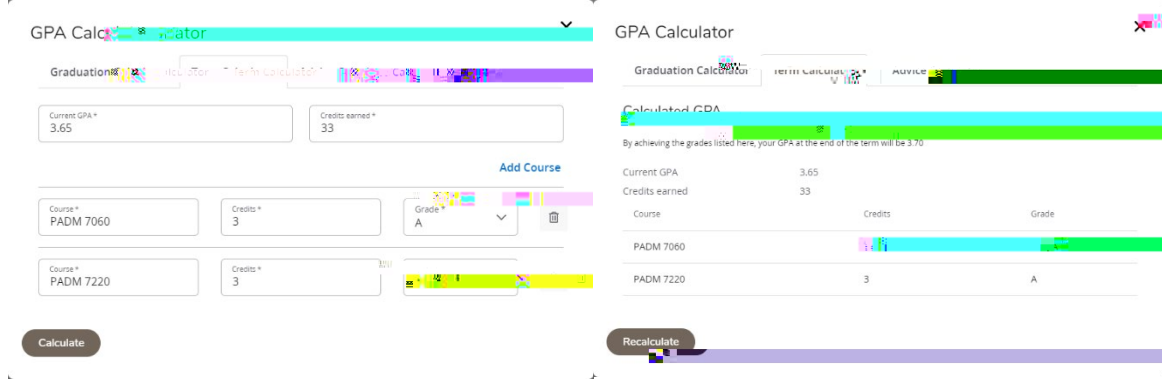
4.

GPA Calc

The **GPA Calc** tool allows you to estimate what your overall grade point average (GPA) would be based on criteria you specify. There are three types of calculators: [Graduation](#), [Term](#), and [Advice](#).

Graduation Calculator

-  You can click in the class list box (Class #) and key a name of a class and enter related credits and an estimated grade.
- Click the **Calculate** button to see results.
 - Once the result is displayed, click the **Recalculate** button to start over.



The screenshot shows the GPA Calculator interface. On the left, the 'Calculate' button is highlighted. On the right, the 'Recalculate' button is highlighted. The interface displays the current GPA (3.65) and credits earned (33). Below this, there are two rows of course information:

Course*	Credits*	Grade
PADM 7060	3	A
PADM 7220	3	

The right side of the interface shows the 'Calculated GPA' section, which states: "By achieving the grades listed here, your GPA at the end of the term will be 3.70". Below this, the current GPA (3.65) and credits earned (33) are displayed. A table shows the course information for PADM 7060 and PADM 7220, with the grade for PADM 7060 set to 'A'.

Term GPA result

Advice Calculator

Use the **Advice Calculator** to estimate how many *more* credits and what average GPA you need in order to achieve your desired GPA given credits earned. If your credits earned is zero, use the Term Calculator instead.

Your **Current GPA** and **Credits Earned** are prepopulated for you.

1. In the **Desired GPA** box, enter your desired final GPA (up to 4.0).
2. Click the **Calculate** button to see results.
3. Once the result is displayed, click the **Recalculate** button to start over.

The image shows two overlapping screenshots of the GPA Calculator interface. The left screenshot shows the 'Advice Calculator' tab selected, with input fields for 'Current GPA *' (3.65), 'Credits earned *', and 'Desired GPA *'. A 'Calculate' button is visible at the bottom. The right screenshot shows the results of the calculation, including a progress bar and a 'Recalculate' button.

Advice GPA Result