

NEW DEGREE WORKS RESPONSIVE DASHBOARD

STUDENT GUIDE

2021-2022



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Introduction

Degree Works, the Degree Audit System, has been upgraded. The upgrade includes new features for students to view their academic progress. This new responsive dashboard version has a mobile friendly student dashboard with a fresh and clean look. This adaptable format displays appropriately across different devices and is ADA compliant for accessibility.

Degree Works is an audit and planning tool with two parts:

- The Worksheet (also referred to as audit: What courses you have to complete to graduate.
- The Plan: When you should take the courses.

How to Access Degree Works

1. Log into [Vulcan Information Portal \(VIP\)](#)
2. Select the home tab
3. In Launchpad channel, select **Degree Works**

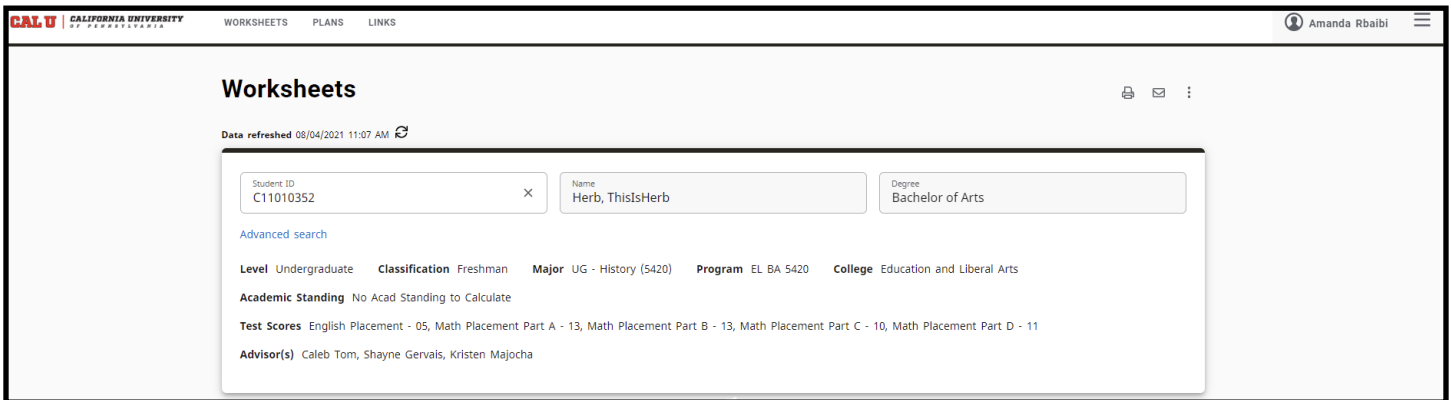
The screenshot displays the VIP dashboard interface. At the top, there is a search bar and user information for Oregano Herb. Below the navigation tabs (Home, Academic Info, Financial Aid, Billing, Housing & Dining, Starfish), the main content area is divided into three columns. The left column, titled 'QuickLaunch', contains a 'LAUNCHPAD' section with several icons; the 'Degree Works' icon is highlighted with a red arrow. The middle column features a 'Banner Self-Service' widget and an 'Important Notification' regarding funding requirements from the U.S. Department of Labor. The right column displays 'Cal U News' with a list of recent news items. The footer includes 'Powered By LookingGlass | Copyright 2021' and accreditation logos for MSC, WASC, and WCAAG.

The Worksheet (Audit)

Your Degree Works worksheet will open up in a new window. If it does not, please check to be sure your pop-up blockers are off and try again. Remember: The worksheet is what courses you need to take in order to graduate.

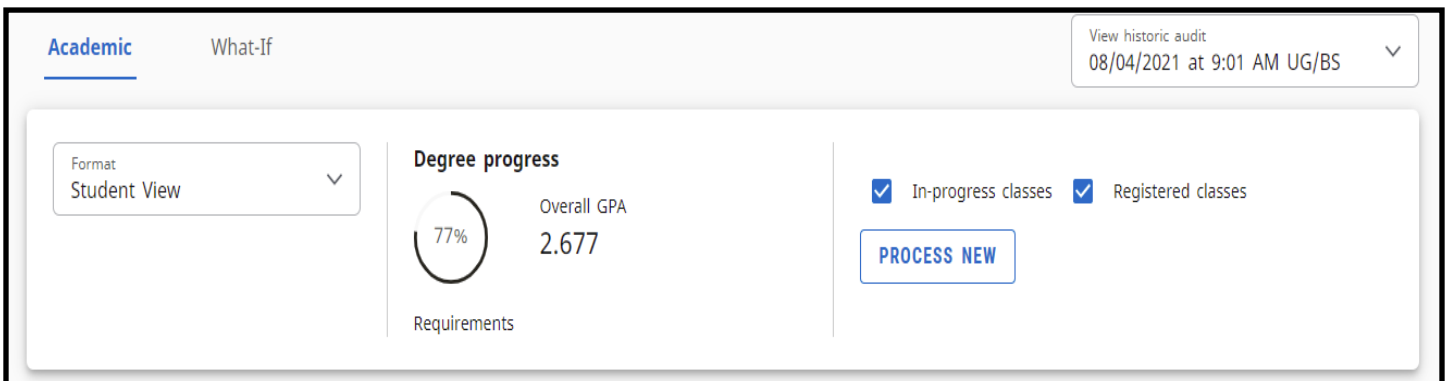
Remember: The worksheet is what courses you need to take in order to graduate.

1. **Student Header:** Provides useful information at the top of the audit for viewing. The header displays a list of all assigned advisors with a tag (primary) marking the primary advisor. Both undergraduate and graduate GPAs and hours are included. Each entry is tagged with (UG) for undergraduate or (GR) for graduate. Also, it displays major, minor, program information, and test scores.









2. **Degree Progress Bar:** A progress wheel can be found right below the Student Header in the academic audit and shows the percentage complete of the student's requirements and credits as well as their overall GPA. The requirements progress will not always equal the credits progress. Progress will not equal 100% until all of the courses are complete and graded. In order to display earned credits only, uncheck the "in progress" and "registered" boxes and hit process.

Note: If you are only an undergraduate, or only a graduate with no prior degree at Cal U, then you will only have a (UG) or (GR) GPA and hours listed.



3. **Degree Audit:** The audit is divided into multiple sections to provide better organization and is equipped with the ability to collapse sections for quicker navigation to a section. To collapse a section click on the arrow in the top right hand corner of the block. This audit comes with a legend which can be found at the bottom of the page.

Legend			
	Complete		Not complete
	Complete (with classes in-progress)		Nearly complete - see advisor
	Prerequisite		Any course number
(R)	Repeated class		

A. The degree requirements section that lists the requirements needed to finish your degree can be found right below the Degree progress section on the same academic page. The section is formatted with check boxes indicating you have fulfilled the requirement(s).

<p>Degree in Bachelor of Arts INCOMPLETE</p> <p>Credits required: 120 Credits applied: 29 Catalog year: 2016-2017 GPA: 0.000</p> <p>Unmet conditions for this set of requirements: You currently have 29 Credits; you still need a Minimum of 91 more credits. A minimum of 42 credits in advanced coursework is required. You have 0 credits. You still need a minimum of 42 more credits. 30 of your last 60 credits must be taken in residence.</p> <ul style="list-style-type: none"> <input type="radio"/> GPA is below requirement; please see an advisor. <input type="radio"/> General Education Requirements Still needed: See General Education Requirements - Bachelor section <input type="radio"/> Major Requirements Still needed: See Major in History, BA section <input type="radio"/> Additional Requirements Still needed: See Additional Requirements section <p>Blocks included in this block</p> <p>General Education Requirements - Bachelor Major in History, BA Additional Requirements</p>	<p>Degree in Bachelor of Arts COMPLETE</p> <p>Credits required: 120 Credits applied: 135 Catalog year: 2017-2018 GPA: 3.124</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> You meet the minimum GPA requirement. <input checked="" type="checkbox"/> General Education Requirements <input checked="" type="checkbox"/> Major Requirements <input checked="" type="checkbox"/> Additional Requirements
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B. The rest of the Degree Audit includes: general education requirements, major requirements, electives, insufficient, in-progress (current schedule), exceptions (course substitutions) and advisor notes. Each course has a status:

- “Still Needed” = you must complete
- “Course Title” + grade = you completed the requirement
- “Course Title” + “REG” = you are scheduled for the course
- Blue Wording = courses in blue are hyperlinked to additional information

Note: Once an entire block is satisfied the section will say “complete” in green.

A. General Education Section:

General Education Requirements - Bachelor INCOMPLETE						
Credits required: 40 Credits applied: 25 Catalog year: 2016-2017 GPA: 0.000						
Unmet conditions for this set of requirements: You currently have 25; you still need a Minimum of 15 more credits.						
	Course	Title	Grade	Credits	Term	Repeated
<input checked="" type="checkbox"/>	BUILDING A SENSE OF COMMUNITY					
<input checked="" type="checkbox"/>	First Year Seminar Waived-Transfer Cr or GOL					
<input type="checkbox"/>	COMPOSITION COURSES					
<input type="checkbox"/>	Composition I	Still needed:	3 Credits in ENG 101 or HON 150			
<input checked="" type="checkbox"/>	Composition II	ENG 102	English Comp II	TA	3	Spring 2020
		Satisfied by:	ENG164 - ADVANCED COMP - Westmoreland Co Cmty College			
<input type="checkbox"/>	PUBLIC SPEAKING COURSE					
<input type="checkbox"/>		Still needed:	3 Credits in CDC 101 or 201 or COM 250 or EDU 350			
<input checked="" type="checkbox"/>	MATHEMATICS AND QUANTITATIVE LITERACY COURSE	MAT 215	Statistics	TA	4	Spring 2020
		Satisfied by:	MAT165 - PROB & STAT I - Community C Alleghny Co South			
<input type="checkbox"/>	HEALTH & WELLNESS COURSE					
<input type="checkbox"/>		Still needed:	3 Credits in ATE 340 or BIO 112 or 117 or 226 or CHD 350 or DAN 233 or 260 or GEO 221 or GTU 380 or HSC 115 or 250 or 315 or PSY 222 or REC 165 or 195 or SOC 405 or SOW 303			
<input type="checkbox"/>	TECHNOLOGICAL LITERACY COURSE					
<input type="checkbox"/>		Still needed:	3 Credits in BIO 201 or CIS 110 or 120 or 220 or 352 or CSC 101 or 120 or 124 or 201 or 306 or EDU 333 or 335 or GCM 100 or 180 or 220 or 300 or 410 or GET 130 or GIS 303 or 311 or 350 or ITE 341 or JUS 220 or 380 or 405 or 487 or 488 or MIS 201 or SEC 360 or TED 111 or 302 or 316 or 426 or THE 141 or 150 or 211 or 341 or 480			
<input checked="" type="checkbox"/>	HUMANITIES COURSE	HIS 102	US Hist Since 1877	REG	(3)	Summer 2021

B. Major Section:

Major in History, BA INCOMPLETE						
Credits required: 42 Credits applied: 3 Catalog year: 2016-2017 GPA: 0.000						
Unmet conditions for this set of requirements: You have 3 credits. You still need a minimum of 39 more credits.						
	Course	Title	Grade	Credits	Term	Repeated
<input type="checkbox"/>	The Craft of History					
<input type="checkbox"/>		Still needed:	3 Credits in HIS 295			
<input type="checkbox"/>	Readings in History					
<input type="checkbox"/>		Still needed:	3 Credits in HIS 491			
<input type="checkbox"/>	Seminar in History					
<input type="checkbox"/>		Still needed:	3 Credits in HIS 495			
<input type="checkbox"/>	History Surveys Electives 1					
<input type="checkbox"/>		Still needed:	6 Credits in HIS 101 or 104 or 111			
<input type="checkbox"/>	History Surveys Electives 2	HIS 102	US Hist Since 1877	REG	(3)	Summer 2021
		Still needed:	3 Credits in HIS 106 or 112			
<input type="checkbox"/>	Non-Western History Electives					
<input type="checkbox"/>		Still needed:	6 Credits in HIS 309 or 310 or 317 or 323 or 324 or 345 or 352 or 353 or 366 or 367 or 370 or 410 or 425 or 430 or POS 322 or 325 or 326			
<input type="checkbox"/>	Coursework in History					
<input type="checkbox"/>		Still needed:	6 Credits in HIS 100:499			
<input type="checkbox"/>	Advanced Coursework in History					
<input type="checkbox"/>		Still needed:	9 Credits in HIS 300:499			



C. Additional Requirements Section:

Additional Requirements INCOMPLETE

Credits applied: 0 Catalog year: 2016-2017 GPA: 0.000

ADDITIONAL REQUIREMENTS

- Special Experience/Writing Component Course **Still needed:** 1 Class in [HIS 491](#)
- Advanced Standing Writing Component Course **Still needed:** 1 Class in [HIS 495](#)
- Laboratory Course **Still needed:** 1 Class in [ANT 254](#) or [341](#) or [ART 130](#) or [233](#) or [BIO 117](#) or [130](#) or [215](#) or [232](#) or [BUS 381](#) or [CHE 101](#) or [102](#) or [DMT 180](#) or [EAS 100](#) or [104](#) or [105](#) with term < 201830 or [150](#) or [245](#) or [ECO 421](#) or [EET 110](#) or [FIT 115](#) or [GCM 180](#) or [GTU 400](#) or [JUS 380](#) or [487](#) or [MAT 213](#) or [261](#) or [376](#) or [NUR 465](#) or [PHS 120](#) or [137](#) or [PHY 101](#) or [202](#) or [POS 319](#) or [PSY 301](#) or [306](#) or [335](#) or [340](#) or [420](#) or [SOC 417](#) or [SOW 201](#) or [TED 304](#) or [THE 255](#) or [272](#) or [310](#) or [311](#)

D. Electives Section:

Electives

Credits applied: 13 Classes applied: 4

Course	Title	Grade	Credits	Term	Repeated
ACC 162	ACCOUNTING FOR MANAGERS	TB	3	Spring 2020	
Satisfied by: ACC165 - ACCOUNTING FOR MANAGERS - Westmoreland Co Cmty College					
CHE 100	Intro to Chemistry	TB	4	Spring 2020	
Satisfied by: CHM107 - INTRO CONCEPTS CHEM I - Westmoreland Co Cmty College					
HSC 225	Medical Terminology	TA	3	Spring 2020	
Satisfied by: ALH122 - MEDICAL TERMINOLOGY I - Westmoreland Co Cmty College					
PSY 207	Dev Psychology	TA	3	Spring 2020	
Satisfied by: PSY130 - Human Dev Across the Lifespan - Pennsylvania Highlands Cc					

E. In-Progress & Registered Section:

In-progress and Registered

Credits applied: 12 Classes applied: 3

Course	Title	Grade	Credits	Term	Repeated
NUR 813	Nurse Admin Role Practicum	REG	(6)	Summer 2021	
MBA 700	Business Foundations	REG	(3)	Fall 2021	
MBA 710	Quantitative Reason/Analysis	REG	(3)	Fall 2021	

The Plan

Your advisor has the option to record a specific plan for your major. This may include term-by-term requirements so that you progress toward your degree and graduate on time.

Remember: The worksheet is the what, the plan is the when.



To access your academic plan, click on the word “Plans” in the header to open the Plans block. Any plans that have been created for the student by their advisor will be listed here. Click on the title listed under “Description” in the Plan List block to view the plan. You may work with your academic advisor to lock in the plan status.

Plan List							NEW PLAN
Description	Active	Modified ↓	Who	Degree	Level	Status	
Shayne's Advising Plan for HerbHerb Spring 2021	Yes	02/08/2021	Gervais, Shayne	BA	UG	Locked	

Last updated: Gervais, Shayne on 02/08/2021

Audit Delete plan Save as copy

Still Needed

- General Education Requireme...
- COMPOSITION COURSES
- Major in History, BA
- Non-Western History Electi...
- Coursework in History
- Advanced Coursework in H...
- Additional Requirements

< >
ADD TERM

Summer 2021	Fall 2021	Spring 2022
NOT TRACKED Credits: 12.0	NOT TRACKED Credits: 12.0	NOT TRACKED Credits: 9.0
ENG 101 Credits: 3.0	HIS 295 Credits: 3.0	HIS 491 Credits: 3.0
CDC 101 Credits: 3.0	HIS 101 Credits: 3.0	HIS 495 Credits: 3.0
BIO 112 Credits: 3.0	HIS 104 Credits: 3.0	ANT 300 Credits: 3.0
CIS 120 Credits: 3.0	HIS 102 Credits: 3.0	

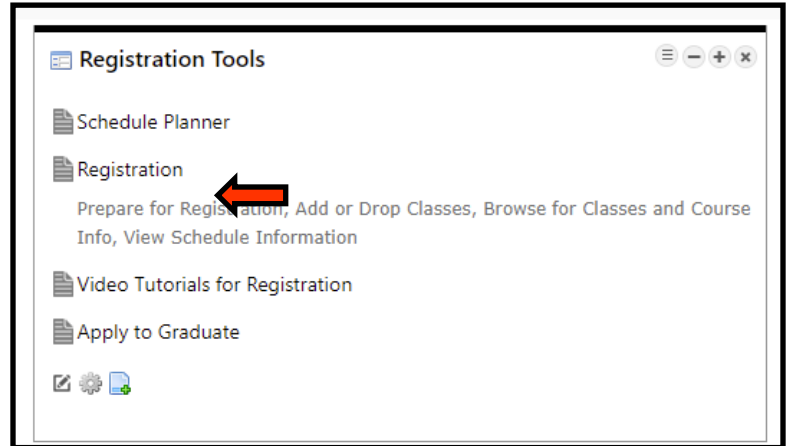
Degree Works and Registration

You will use your Degree Works plan once you start to schedule your own courses.

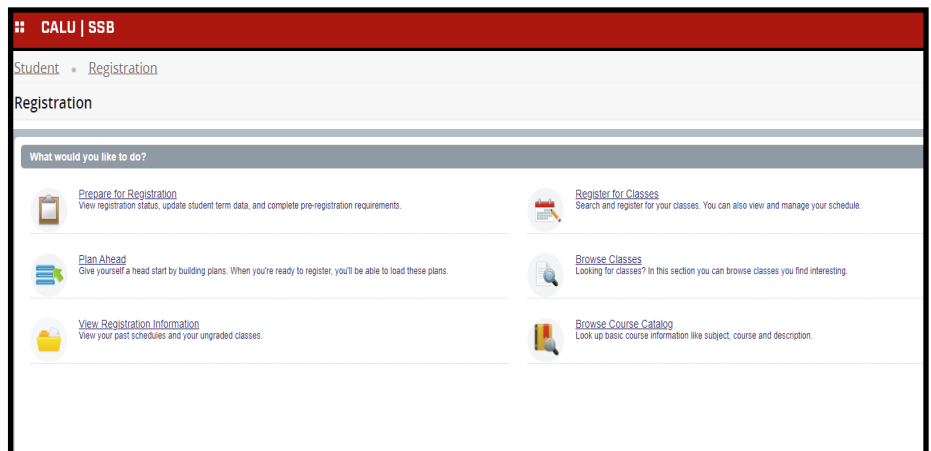
Note: It is very important to work with your advisor to make sure your plan is always up-to-date. Making changes to the order of the courses on the plan might cause you to miss certain classes and delay graduation. The plan will not update itself if your registration deviates from the suggested course sequence.

To access your Degree Works plan for registration:

1. Log in via [Vulcan Information Portal \(VIP\)](#)
2. Choose the Academics tab
3. In the Registration Channel, under Prepare to Register, select "Registration"




4. On the registration landing page, select the "Register for classes" link. Then select the appropriate term.



What If

The What-If tool allows students, faculty, and staff to apply the students' courses to different majors and minors whether the courses have been completed or are in-progress. The user must select the catalog year, degree type, major, and level. Some majors also require a concentration and/or a minor. Be sure to select the approved combination of major, concentration, minor, level and degree type based on the catalog year chosen.

To access the What-If tool, click on the "What-If" icon under the Student Header.

Data refreshed 06/15/2021 9:15 AM 


Student ID: C11010352 × Name: Herb, ThisIsHerb Degree: Bachelor of Arts ▼

[Advanced search](#)

Level Undergraduate **Classification** Freshman **Major** UG - History (5420) **Program** EL BA 5420 **College** Education and Liberal Arts

Academic Standing No Acad Standing to Calculate **Attribute(s)** FCAL, S4S

Test Scores English Placement - 05, Math Placement Part A - 13, Math Placement Part B - 13, Math Placement Part C - 10, Math Placement Part D - 11

Academic **What-If**  View historic what-if audit ▼

What-If Analysis

Use current curriculum In-progress classes Preregistered classes

Program

Catalog year * 2016-2017 ▼ Degree * Bachelor of Arts ▼ Level * Undergraduate ▼

Areas of study

Major * ▼ Minor ▼ College ▼

Concentration ▼

Additional areas of study ▼

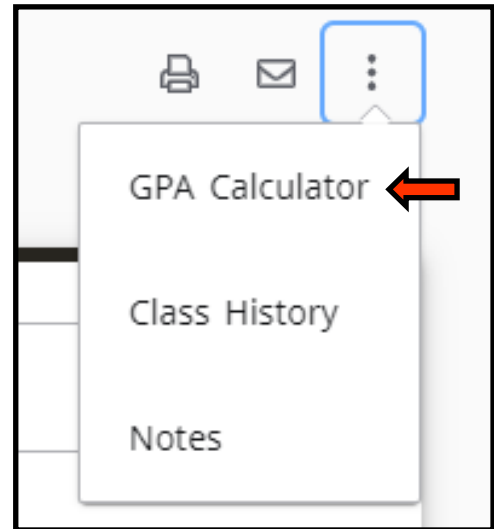
Future classes

Subject Number

GPA Calculator

The content contained in the GPA calculator is provided for informational and planning purposes and is only an estimates.

In the top right hand corner of the page is a print symbol that allows you to print the degree audit, an envelope that allows you to email your advisor, and the vertical ellipsis, or three dots. If you select the ellipsis it will display options such as GPA calculator class history, and notes.



Graduation Calculator

GPA Calculator ✕

Graduation Calculator | Term Calculator

Enter your desired GPA at graduation to calculate the average GPA you need to maintain in your remaining terms to achieve that goal.

Current GPA *
2.000

Credits remaining *
70

Credits required *
120

Desired GPA *
3.000

CALCULATE

Term Calculator

GPA Calculator ✕

Graduation Calculator | **Term Calculator**

Enter the grades you expect to earn for your in-progress classes to calculate your GPA at the end of this term.

Current GPA *
2.000

Credits earned *
50

Add Course

Course * ART 106	Credits * 3	Grade * A	✕
Course * ART 382	Credits * 3	Grade * B-	✕
Course * HIS 102	Credits * 3	Grade * C	✕

CALCULATE

Other important things to know:

- If you have questions about your degree audit you should meet with your advisor
- If there is an issue related to your transfer courses please email transfer@calu.edu
- If there is an issue with a course exception, registration, or a grade on your audit, please email academicrecords@calu.edu