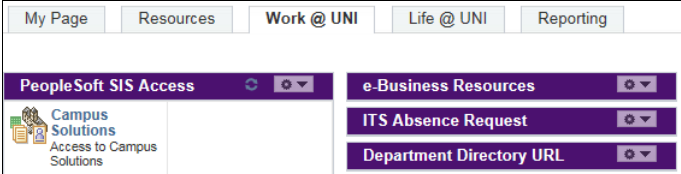
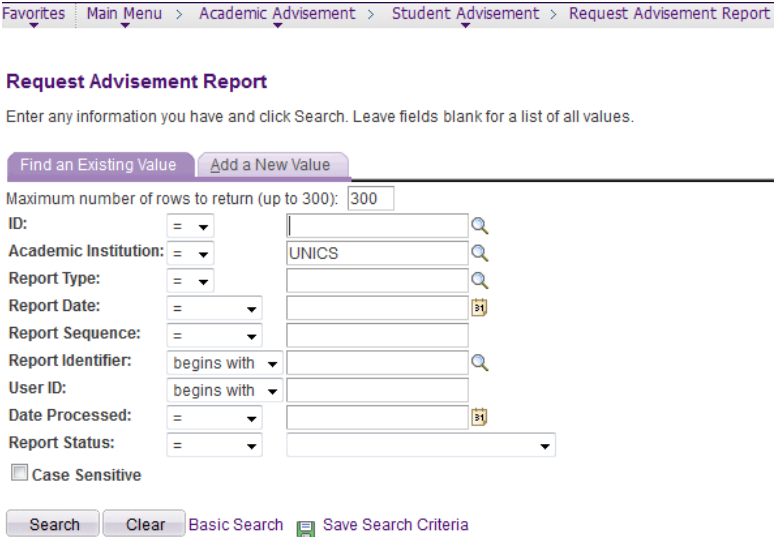


Request What- If Report

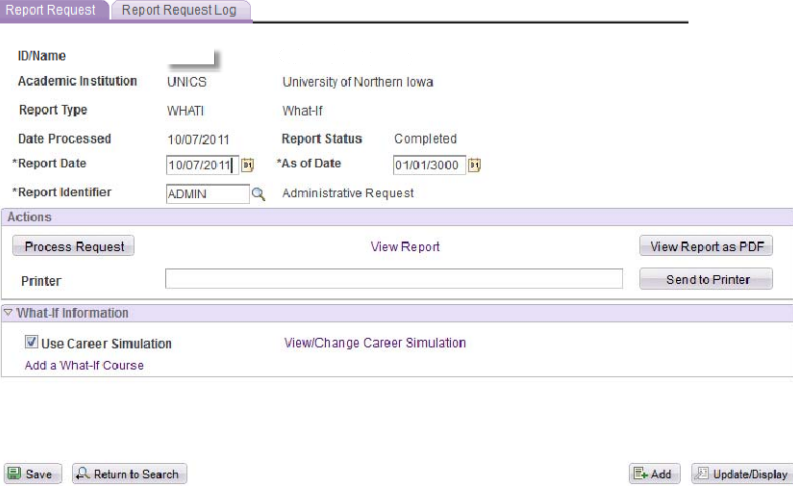
Purpose: A **What-If Report** is the data analysis that indicates whether a student has completed, is currently enrolled in, or has planned all of the requirements for graduation or if outstanding requirements must still be satisfied for a particular scenario. The following instructions describe how to request a What-If report.

Step	Action
1.	<p>Log in to MyUNIverse and go to the Work @ UNI > PeopleSoft SIS Access > Campus Solutions link</p> 
2.	<p>Navigate to the Request Advisement Report page. Main Menu > Academic Advisement > Student Advisement > Request Advisement Report</p> 



Step	Action
3.	<p>Select the Add a New Value tab. Then complete the following:</p> <ul style="list-style-type: none"> • ID - Enter the student's ID • Academic Institution – UNICS* • Report Type – Change to <i>WHATI</i> – <i>What If</i>* <p>*Set user defaults for these fields (Main Menu > Setup SACR > User Defaults)</p> <p>Example: Request Advisement Report</p> <div style="border: 1px solid #ccc; padding: 5px; margin: 10px 0;"> Find an Existing Value Add a New Value </div> <p>ID: <input type="text" value="260560"/> </p> <p>Academic Institution: <input type="text" value="UNICS"/> </p> <p>Report Type: <input type="text" value="WHATI"/> </p> <p>Add</p> <p><i>Note: You can also Find an Existing Value and update the Career Simulation if a previous one has been generated.</i></p>

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Step	Action
4.	<p>Click the Add button.</p> <p>Result: The Report Request tab displays.</p> 



Step	Action									
5.	<p>In the What-If Information section, check the Use Career Simulation box (if not already checked). Once checked, a link displays: View/Change the Career Simulation. Click this link.</p> <div data-bbox="282 604 984 676" style="border: 1px solid #ccc; padding: 5px;"> <p>▼ What-If Information</p> <p><input checked="" type="checkbox"/> Use Career Simulation View/Change the Career Simulation</p> <p>Add a What-If Course</p> </div> <p>Result: The Create What-If Scenario page displays. You may see blank fields or the fields may be populated.</p> <p>Create What-If Scenario</p> <table border="0" style="width: 100%;"> <tr> <td>ID/Name</td> <td>#####</td> <td>Pam Panther</td> </tr> <tr> <td>Academic Institution</td> <td>UNICS</td> <td>University of Northern Iowa</td> </tr> <tr> <td>Report Type</td> <td>WHATI</td> <td>What-If</td> </tr> </table> <p><input type="button" value="Copy Current Program"/> <input type="button" value="Clear What-If Values"/></p> <div data-bbox="272 974 1049 1407" style="border: 1px solid #ccc; padding: 5px;"> <p>Program What-If Data View All First 1 of 1 Last</p> <p>*Academic Institution <input type="text" value="University of Northern Iowa"/> <input type="button" value="+"/> <input type="button" value="-"/></p> <p>*Academic Career <input type="text"/></p> <p>*Career Requirement Term <input type="text"/> <input type="button" value="Q"/></p> <p>*Requirement Term <input type="text"/> <input type="button" value="Q"/></p> <p>Student Career Nbr <input type="text" value="1"/></p> <p>*Academic Program <input type="text"/> <input type="button" value="Q"/></p> <hr/> <p>Plan What-If Data View All First 1 of 1 Last</p> <p>*Requirement Term <input type="text"/> <input type="button" value="+"/> <input type="button" value="-"/></p> <p>*Academic Plan <input type="text"/> <input type="button" value="Q"/></p> <p>Plan Sequence <input type="text" value="10"/></p> <hr/> <p>Sub-plan What-If Data View All First 1 of 1 Last</p> <p>*Requirement Term <input type="text"/> <input type="button" value="+"/> <input type="button" value="-"/></p> <p>*Academic Sub-Plan <input type="text"/> <input type="button" value="Q"/></p> <p>Plan Sequence <input type="text" value="10"/></p> </div> <p><input type="button" value="OK"/></p>	ID/Name	#####	Pam Panther	Academic Institution	UNICS	University of Northern Iowa	Report Type	WHATI	What-If
ID/Name	#####	Pam Panther								
Academic Institution	UNICS	University of Northern Iowa								
Report Type	WHATI	What-If								

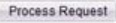







Step	Action
6.	<p>Use the Copy Current Program Copy Current Program button to carry forward the student’s current program/plan stack and make changes from that.</p> <p><i>Example:</i></p> <p>Create What-If Scenario</p> <p>ID/Name ##### Pam Panther Academic Institution UNICS University of Northern Iowa Report Type WHATI What-If</p> <p>Copy Current Program Clear What-If Values</p> <div style="border: 1px solid #ccc; padding: 5px;"> <p>Program What-If Data View All First 1 of 2 Last</p> <p>*Academic Institution University of Northern Iowa + -</p> <p>*Academic Career Graduate + -</p> <p>*Career Requirement Term 2112 FALL 2011</p> <p>*Requirement Term 2112 FALL 2011</p> <p>Student Career Nbr 1</p> <p>*Academic Program COEGR Education-Graduate</p> </div> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;"> <p>Plan What-If Data View All First 1 of 1 Last</p> <p>*Requirement Term 2112 FALL 2011 + -</p> <p>*Academic Plan 170MAE Post-Sec Ed: Student Affairs</p> <p>Plan Sequence 1</p> </div> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;"> <p>Sub-plan What-If Data View All First 1 of 1 Last</p> <p>*Requirement Term [] + -</p> <p>*Academic Sub-Plan []</p> <p>Plan Sequence 10</p> </div> <p style="text-align: center;">OK</p>



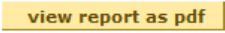
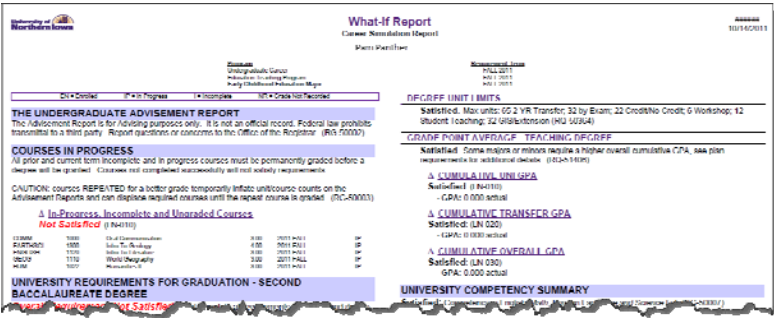
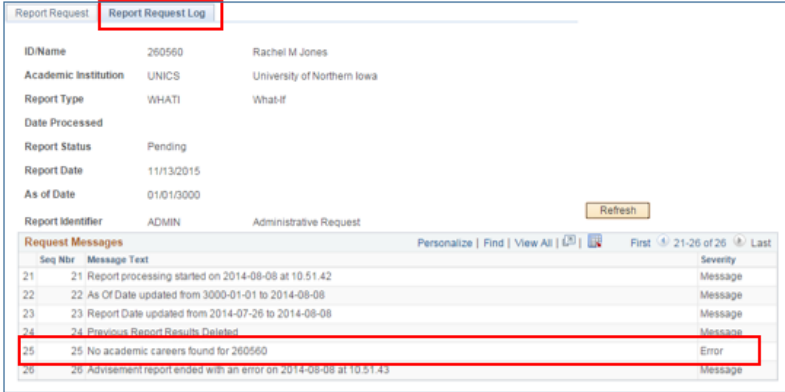
Step	Action									
7.	<p>Make all changes from the top down. Update the following:</p> <p>Program What-If Data</p> <ul style="list-style-type: none"> • Academic Career - Change only if changing careers • Career Requirement Term - Drives undergraduate LAC rules. Do not change. • Requirement Term – (Program). No need to change. • Academic Program – Update if the What-If major is in a different program and entering desired program code. <p><i>Note:</i> PRE- major plan codes and minor plan codes can go on any program.</p> <p>Plan What-If Data</p> <ul style="list-style-type: none"> • Requirement Term - This will drive which catalog will be used. New catalogs start with the summer session. Use current term when adding a plan. • Academic Plan - Replace the current plan code and/or use the Add Row button  to add a major or a minor. <p>Create What-If Scenario</p> <table border="0"> <tr> <td>ID/Name</td> <td>#####</td> <td>Pam Panther</td> </tr> <tr> <td>Academic Institution</td> <td>UNICS</td> <td>University of Northern Iowa</td> </tr> <tr> <td>Report Type</td> <td>WHATI</td> <td>What-If</td> </tr> </table> <p> <input type="button" value="Copy Current Program"/> <input type="button" value="Clear What-If Values"/> </p> <div style="border: 1px solid #ccc; padding: 5px;"> <p>Program What-If Data View All First 1 of 2 Last</p> <p>*Academic Institution <input type="text" value="University of Northern Iowa"/> + -</p> <p>*Academic Career <input type="text" value="Graduate"/> + -</p> <p>*Career Requirement Term <input type="text" value="2112"/> <input type="text" value="FALL 2011"/></p> <p>*Requirement Term <input type="text" value="2112"/> <input type="text" value="FALL 2011"/></p> <p>Student Career Nbr <input type="text" value="1"/></p> <p>*Academic Program <input type="text" value="COEGR"/> <input type="text" value="Education-Graduate"/></p> <hr/> <p>Plan What-If Data View All First 1 of 1 Last</p> <p>*Requirement Term <input type="text" value="2142"/> <input type="text" value="FALL 2014"/> + -</p> <p>*Academic Plan <input type="text" value="242MAE"/> <input type="text" value="Post-Sec. Ed: Student Affairs"/></p> <p>Plan Sequence <input type="text" value="10"/></p> <hr/> <p>Sub-plan What-If Data View All First 1 of 1 Last</p> <p>*Requirement Term <input type="text"/> + -</p> <p>*Academic Sub-Plan <input type="text"/></p> <p>Plan Sequence <input type="text" value="10"/></p> <p style="text-align: center;"><input type="button" value="OK"/></p> </div>	ID/Name	#####	Pam Panther	Academic Institution	UNICS	University of Northern Iowa	Report Type	WHATI	What-If
ID/Name	#####	Pam Panther								
Academic Institution	UNICS	University of Northern Iowa								
Report Type	WHATI	What-If								

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Step	Action
8.	Click the OK button.
9.	<p>On the <i>Report Request</i> tab, click the Process Request button. </p> <p>Result: The What-If Report displays.</p> <div data-bbox="267 667 966 1192" style="border: 1px solid black; padding: 5px;"> <p>What-If Report</p> <p>University of Northern Iowa Undergraduate</p> <p>This report last generated 10/14/2011 1:05PM on</p> <p>collapse all expand all view report as pdf</p> <p>  Taken  Transfer  Repeat  Transfer Repeat  In Progress  Planned  What-if </p> <p>THE UNDERGRADUATE ADVISEMENT REPORT</p> <p>The Advisement Report is for Advising purposes only. It is not an official record. Federal law prohibits transmittal to a third party. Report questions or concerns to the Office of the Registrar. (RG-50002)</p> <p>COURSES IN PROGRESS</p> <p>All prior and current term incomplete and in-progress courses must be permanently graded before a student can be awarded. Courses not completed successfully do not satisfy requirements.</p> </div>



Step	Action
10.	<p>Click the yellow view report as pdf button  to view the printable PDF version.</p> <p>Result: The PDF version of the What-if Report displays.</p> 
11.	<p>Note: The Report Request Log tab identifies pending and reports previously requested. It also shows any errors related to the request. If your report does not process, select the Report Request Log to view errors.</p>  <p>Report error to your Record Analyst in the Registrar’s Office for a resolution</p>

Add a What-If Course

You may use the **Add a What-If Course** link to generate a scenario for a specific course.
 Example: You would like to know if taking a particular course would go toward a major and/or Liberal Arts Core.

- Click the **Add a What-If Course** link on the Report

▼ What-If Information

Use Career Simulation View/Change Career Simulation

Add a What-If Course

- Use the **Course Search** to select the desired course, click the **Execute the Search** button.
Tip: Use current or future term.

Advisement Report Request Course Search

Select a valid career and term combination and then an academic subject. After selecting these three values, click the Execute the Search button to retrieve courses. Then, select a course or click Return to return to the Report Request page.

Career Graduate

Term SPRING 2012

Subject Educational Psychology

- Click the **View All** link to see all results

Course ID	Subject	Catalog Nbr	Description
<input checked="" type="checkbox"/> 001147	EDPSYCH	629C	Continuous Registration
<input checked="" type="checkbox"/> 059011	EDPSYCH	1000Z	Educational Psychology Course
<input checked="" type="checkbox"/> 059010	EDPSYCH	1000Z	Educational Psychology Course
<input checked="" type="checkbox"/> 001091	EDPSYCH	2017	Exploring Teaching
<input checked="" type="checkbox"/> 001094	EDPSYCH	2030	Dynamics Of Humn Dvlpmnt
<input checked="" type="checkbox"/> 059008	EDPSYCH	3000Z	Educational Psychology Course
<input checked="" type="checkbox"/> 059009	EDPSYCH	3000Z	Educational Psychology Course

- Click the **pushbutton** next to the course you wish to select
 - On the **Report Request** tab, click the **Process Request** button.
- Result:** The course plots to the Advisement Report with a ? icon.

Course	Description	Units	When	Grade	Status
EDPSYCH4109	Dev / Assesmnt Young Child	3.00	FALL 2014		?