

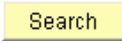

PeopleSoft What-If functionality mimics the degree shopping feature previously available to students and staff in Orion and displays how courses previously completed could apply to the academic plan being considered. What-If Reports provide a means for staff to request a degree progress report for an individual based on what-if information you provide.

Staff can generate a student's What-If Report from the Advisor Center.

To view a student's What-If Report, security for the employee to access the Advisor Center must be set up.

Step	Action
1.	Navigate to Main Menu > Campus Solutions > Self-Service > Advisor Center > Advisee Student Center

The screenshot shows the 'Advisee's Student Center' page. At the top, there's a breadcrumb trail: 'Main Menu > Student Services > Advisor Center'. Below this is the 'my.fscj.edu' header with the FSCJ logo and links for 'Employees', 'Resources', and 'Help Center'. The main heading is 'Advisee's Student Center'. Below the heading is a search instruction: 'Enter any information you have and click Search. Leave fields blank for a list of all values.' There's a 'Find an Existing Value' button. Under 'Search Criteria', there are five search fields: 'ID:', 'Campus ID:', 'National ID:', 'Last Name:', and 'First Name:'. Each field has a dropdown menu set to 'begins with' and a search icon. There's also a 'Case Sensitive' checkbox. At the bottom, there are buttons for 'Search', 'Clear', 'Basic Search', and 'Save Search Criteria'.

Step	Action
2.	Enter the Empl ID of the student or enter the student's Last Name and First Name. Remember that the drop down menu allows you to switch from "begins with" to "contains" if you have partial information. Other options are also available in the dropdown. National ID can be used if you need to enter the student's SSN.
3.	Click the Search button. 
4.	Click on the drop down box in the Academics area, and select What-If Report . Click 

Faculty Center	Advisor Center	Search
student center	general info	transfer credit
		academics

What-If Report

What-if Report Selection | Ima Student

(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.

[CREATE NEW REPORT](#)

[View a Saved What-if Report](#)

Requested on [04/12/2017](#)

Step	Action
5.	Click CREATE NEW REPORT .
6.	Select a Career .

Previously created What-If Reports are available to review under **View a Saved What-If Report**.

When you click **Create a New Report** you need to select a career for the scenario. Note that the system only shows the choices that the student has already been admitted to (such as Credit or Clock).

Students will only be able to **select future terms** under Catalog Year, but staff will be able to select past terms.

Step	Action
7.	Select a Catalog Year (if available).
8.	Select an Academic Program . Options populate based on the selected Career.
9.	Select an Area of Study . Options populate based on the selected Academic Program.

The College is not using Concentrations at this time so that field will default to N/A.

You can also add courses to the What-If Report by clicking **Browse Course Catalog**. The Browse Course Catalog will generate a listing of all courses currently active in the system, not necessarily scheduled, but active. Selecting a course also requires noting the grade to be earned in the course.

What-If Report

Create What-if Scenario | Ima 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-courses.

Click 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
FSCJ1	College Credit	Spring 2017

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	Area of Study	Concentration
Associate Degree	Computer Information Tech	n/a
None	None	None
None	None	None

Step	Action
10.	Click Submit Request . SUBMIT REQUEST

Advisee Requirements

Ima Student

This report last generated on 04/12/2017 5:40PM

[collapse all](#)

[expand all](#)

[view report as pdf](#)



Taken



In Progress



Planned



What-if

The What-If Report displays and an additional icon recognizes courses selected specifically for the What-If Report.

Step	Action
11.	Click Cancel at the bottom of the report to return to the Student Center. OR click the Student Center tab at the top of the window to return to the Advisee Student Center.

Generating a What-If Report

An alternate navigation to generate a WIF Report is **Main Menu> Campus Solutions> Academic Advisement> Student Advisement>Request Advisement Report**

The ADVISING REPORT (ADV) runs the student's PRIMARY plan. The **WIF** lets you see where a student would be in a plan and term of your choosing.

(Remember that Course Subs/Authorizations for Student Exception are attached to a plan so they will not carry with the student when you run a WIF)

The screenshot shows the 'Request Advisement Report' form. At the top, a breadcrumb trail reads: Favorites > Main Menu > Campus Solutions > Academic Advisement > Student Advisement > Request Advisement Report. Below this is the my.fscj.edu header with links for Employees, Students, Resources, and Help Center. The form title is 'Request Advisement Report'. There are two buttons: 'Find an Existing Value' and 'Add a New Value'. A red callout box points to the 'Add a New Value' button with the text 'Enter EMPLID and WIF'. Below the buttons are three input fields: 'ID:' with value '3500755', 'Academic Institution:' with value 'FSCJ1', and 'Report Type:' with value 'WIF'. A red circle highlights the 'Add' button at the bottom left. At the bottom, there are links for 'Find an Existing Value' and 'Add a New Value'.

Check **USE CAREER SIMULATION**. Then the blue link will appear and you will click **VIEW/CHANGE THE CAREER SIMULATION** which will help you customize your report.

The screenshot shows the 'Report Request' form. At the top, there are two tabs: 'Report Request' and 'Report Request Log'. The form displays the following information:

ID/Name	3500755	Tina Travis
Academic Institution	FSCJ1	FSCJ1
Report Type	WIF	What-If Report
Date Processed		
Report Status	Pending	
*Report Date	01/24/2018	<input type="checkbox"/> Use This Request Report Date ?
*As of Date	01/01/3000	
*Report Identifier	ADMIN	Administrative Request

Below the form is an 'Actions' section with a 'Process Request' button. Underneath is a 'What-If Information' section with a checked checkbox for 'Use Career Simulation'. A red circle highlights this checkbox. To the right of the checkbox is a blue link 'View/Change the Career Simulation', which is also circled in red. Below the link is a link 'Add a What-If Course'. At the bottom left is a 'Save' button. At the bottom right are 'Add' and 'Update/Display' buttons. At the very bottom, there are links for 'Report Request' and 'Report Request Log'.

ONLY fill in the fields with the arrows below, using the magnifying glass to look up what you need.

When you have selected the Requirement Term and Academic Plan of the scenario you would like click OK.

Copy Current Program

Clear What-If Values

Program What-If Data

View All First 1 of 1 Last

*Academic Institution

FSCJ1

*Academic Career

College Credit

*Career Requirement Term

2178

Fall 2017

*Requirement Term

2178

Fall 2017

Student Career Nbr

1

*Academic Program

2YFA

Associate Degree

Plan What-If Data

View All First 1 of 1 Last

*Requirement Term

2178

Fall 2017

*Academic Plan

1108

Associate in Arts

Plan Sequence

10

Sub-plan What-If Data

View All First 1 of 1 Last

*Requirement Term

*Academic Sub-Plan

Plan Sequence

10

OK

Click **PROCESS REQUEST**.

Report Request

Report Request Log

ID/Name

3500755

Tina Travis

Academic Institution

FSCJ1

FSCJ1

Report Type

WIF

What-If Report

Date Processed

Report Status

Pending

*Report Date

01/24/2018

Use This Request Report Date

*As of Date

01/01/3000

*Report Identifier

ADMIN

Administrative Request

Actions

Process Request

What-If Information

Use Career Simulation

View/Change the Career Simulation

Add a What-If Course

Save

Add

Update/Display

Report Request

Report Request Log

AA EXAMPLE: Each requirement area of the AAR is set to dark blue with the AA.

Generating a What-If Report

Associate in Arts Degree (1108) (RG8938)

Must satisfy all requirements as shown below for a total of 60 hours/units.

General Education Communications (RG8067)

Must complete Communications requirements in Category A AND Category B AND Category C as shown below for a total of 9 hours/units. A minimum grade of "C" or better is required in all coursework.

Communications Category A

Not Satisfied: Must complete one of the following courses:

- Units: 3.00 required, 0.00 taken, 3.00 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
ENC1101	ENGLISH COMPOSTN I	3.00			
ENC1101C	ENG COMP I ENHANCED	4.00			

View All | First 1-2 of 2 Last

Communications Category B

Not Satisfied: Must complete the following course:

- Units: 3.00 required, 0.00 taken, 3.00 needed

The following courses may be used to satisfy this requirement:

With other AARs the Plan or RG is in dark blue. The RQ areas are shown in light blue.

Bachelor of Science Degree in Supervision and Management (S100) (RG8227)

Must satisfy all requirements as shown below for a total of 120 hours/units.

General Education Communications (RQ1614)

Must complete Communications requirements in Category A AND Category B AND Category C as shown below for a total of 9 hours/units. A minimum grade of "C" or better is required in all coursework.

Communications Category A