Step by Step Instructions: What If Scenarios

DegreeWorks gives students the opportunity to create a “What If” scenario. “What If” shows you how changes in the Program of Study could impact degree completion. This module can be tricky, so along with this tutorial, you may want to refer to the DegreeWorks FAQ: https://degreeworks.appstate.edu/faq.

Further, please note that you must select the correct combination of Degree, Catalog Year, Major, and Concentration to get accurate results. The “What If” audit is a tool that offers generic guidance on how course work may be used if a student is considering changing majors. It is not an official change of major. To officially change the major, students must contact your Dean’s Office.

In this tutorial we will see how changing the degree, major, and concentration impact a degree audit. The student in this example currently has a major of Chemistry, but we will run a “What If” scenario with a different major.

1) To access DegreeWorks, go to appalnet.appstate.edu. Click on DegreeWorks and login with your Appalachian State University username and password. You may also access DegreeWorks directly by going to dw.appstate.edu.

2) Select “What If” on the left side under the Worksheets tab.

3) Once the “What If” page loads, be sure to read the information at the top of the page. The selections you make in the “What if” page could yield incorrect results if you do not make the right choices.
4) To change the degree program, make the selection in the first drop-down box next to the word "Degree".

5) Next, choose the Catalog Year.  
   Remember, the catalog year you select must be for the year that the student entered Appalachian or since then.

6) Next, choose a new major that corresponds with the degree program you selected.  
   You will see the major selection automatically populates the box on the right under “Chosen Areas of study.”

7) If you made the wrong selection, or if you want to change your selection, click on the major name in that box to highlight it
Click “Remove.”

Then select a major as indicated above in Step 7.

8) Select a minor, if appropriate.

9) Select a concentration, if appropriate.

Note that some majors require a concentration selection. Also note that concentrations are not currently filtered by major. Therefore you must be careful to select an appropriate concentration for the major selection, or your “What If” results may not be accurate.

Consult the undergraduate catalog or an academic advisor if you have any questions about minors and concentrations associated with a major. See: [http://registrar.appstate.edu/catalogs/index.html](http://registrar.appstate.edu/catalogs/index.html)

10) Once you have selected the criteria, click the “Process What-If” button near the top to see how the student’s current classes will apply toward the “What If” program of study.
11) Once the “What If” scenario audit worksheet loads, you may scroll through the audit to see the changes to the program of study based on the new major choice.

12) It is also possible to see how classes a student is thinking of taking will apply to the current degree program or the “What If” scenario program using the “What If” function.

Click the “Back” button near the top on the left

Note: You must re-enter the “What If” program of study selections in the “What If” page before processing the scenario with the courses, because “What If” scenarios are not saved.

13) Enter the course or courses at the bottom of the screen under “Choose Your Future Classes”

Enter the Course Prefix next to “Subject”
Enter the course number next to “Number”

14) Click “Add Course” for each course you would like to add.
15) After you have added the classes, click the “Process What-If” button near the top of the screen.
16) Once the “What If” scenario audit worksheet loads, scroll down through the audit to see where the future planned courses would apply in the “What if” audit.

Students who have questions about results in DegreeWorks, are advised to make an appointment to discuss them with your academic advisor.