



# Using the Student Center: How to Create a What-if Advisement Report

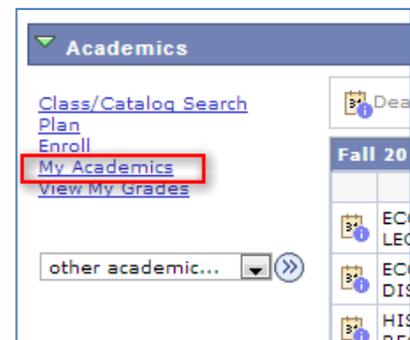
The Student Center is a self-service page that provides students an entry to the HUB. Along with MyUB, it provides navigation to tools and information that are important to you. To reach the Student Center click the Student Center tab from MyUB. In this tutorial we will review how to create a what-if advisement report.

For information about using the What-If Advisement Report with My Planner please see the bottom of this document.

In the Academic section of the Student Center, click the My Academic link.

The My Academics page contains links to:

- View your Advisement and What If Reports
- Transfer Credit Evaluation
- Request Enrollment Verification
- Apply for graduation

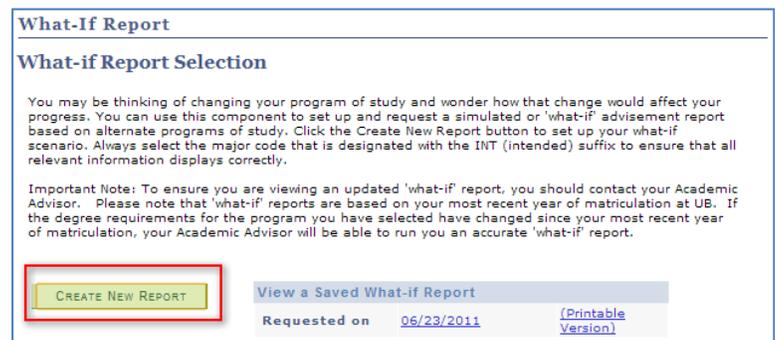
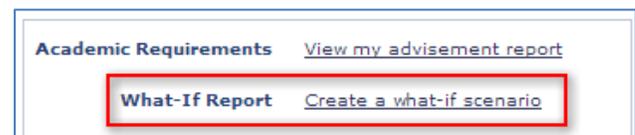


The My Program section lists your Career, Program and Major.

To the left of the My Program section, click the What-If Report – Create a what-if scenario link.

On the What-If Report Selection page click the Create New Report link.

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Currently the What-if Scenario is only functioning for Undergraduate programs. If the Career field, located in the Career Scenario section of the page does not default to Undergraduate select Undergraduate.

The What-if report contains all completed, in-progress, and planned courses.

In this example, our student's current Academic Program is Undergraduate Education Bachelor with a concentration that is Undecided. We want to run a What-if Advising Report for Business Administration.

In the Program Scenario section, we will need to complete the following steps:

1. Select the appropriate Academic Program from the dropdown menu
2. Select the intended major from the Area of Study (Major or Minor) dropdown menu
3. Select a Concentration for that intended major from the Concentration dropdown menu (not all major have concentrations).

The Academic Program is the School or Decanal unit.

In our example our student wants to run a What-If scenario for International Business so we will need to change his/her current Academic Program from Arts & Sciences Bachelor to Management Bachelor.

**What-If Report**

**Create What-if Scenario**

You may be thinking of changing your program of study or taking certain courses. Using this page, you can set up a what-if scenario based on different academic programs or courses. Click the Submit Request button to request a degree progress report based on your what-if information.

[load latest scenario](#) [RETURN TO REPORT SELECTION](#)

**Career Scenario**

Select a career for which you want the change to take place.

Institution	Career	Catalog Year
University at Buffalo	Undergraduate	Fall 2012

**Program Scenario**

The information that appears on the page 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.

**Important Note:** To ensure you are viewing an updated 'what-if' report, you should contact your Academic Advisor. Please note that 'what-if' reports are based on your most recent year of matriculation at UB. If the degree requirements for the program you have selected have changed since your most recent year of matriculation, your Academic Advisor will be able to run you an accurate 'what-if' report.

Academic Program	Area of Study	Concentration
UGRD Education Bachelor	Undecided Bachelor	n/a
None	None	None
None	None	None

Click the Academic Program list.

**Academic Program**

- Arts & Sciences Bachelor
- Arts & Sciences Comb Bachelor
- Arts & Sciences SBSQ Associa
- Arts & Sciences SBSQ Bachelor
- Arts & Sciences UG Cert
- Biomedical Sci Bachelor
- Biomedical Sci Comb Bachelor
- Biomedical Sci SBSQ Bachelor
- Engnr & Appl Sci Bachelor
- Engnr & Appl Sci Comb Bachelor
- Engnr & Appl Sci SBSQ Bachelor
- Engnr & Appl Sci UG Cert
- Grad Sch of Ed Bachelor
- Grad Sch of Ed Comb Bachelor
- Law Comb Bachelor
- Management Bachelor
- Management Comb Bachelor
- Management SBSQ Bachelor

Next we will select a Major or Minor from the Area of Study dropdown list.

**Area of Study**

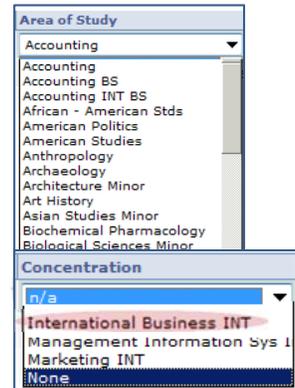
- English BA
- Accounting
- Acting BA
- Acting INT BA
- African - American Stds
- African - American Stds BA

When selecting a Major, be sure to select the option that ends with the abbreviation INT (Intended). By selecting a link with INT at the end, your What-If Report will display the “Acceptance Criteria” for the major.

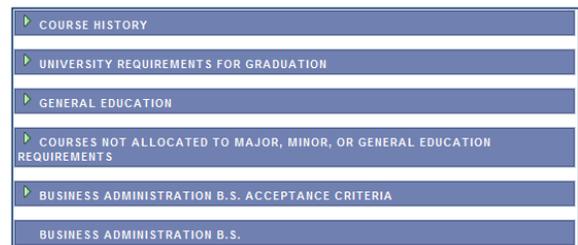
In this example we will select the “Psychology Administration INT” link

Some Majors allow for further specification by allowing you the ability to select a concentration for that major.

To run the What-if scenario, click the Submit Request button. Click the Submit Request button .

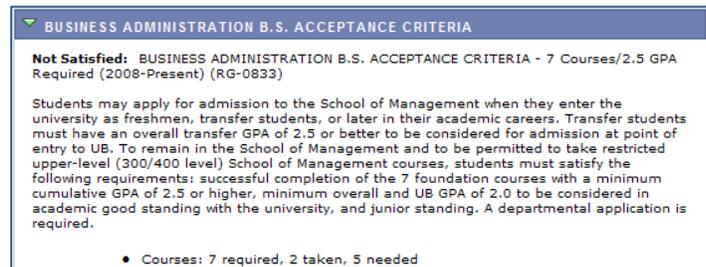


To view the major sections of the report click the collapse all button .



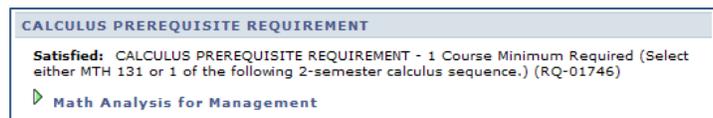
Confirm that the report has run for the major that you selected. Also make sure that you see an “Acceptance Criteria” section.

To expand the Major Acceptance Criteria section click the green triangle  icon to the left of the name of the major.



The Acceptance Criteria section will display which courses you would need to complete, and what type of Grade Point Averages you would need to attain to apply to that Major.

To view which course you would need to take to satisfy an area of the acceptance Criteria for a major, click the expand section. The What-if report contains all completed, in-progress, and planned courses.



In our example we want to see what course(s) would satisfy the Math Analysis for Management section.

Within this section, there are three choices. Click the Expand button to see greater detail.



Now we see the detail for this section of the report. Notice in the Description column that the course is hyperlinked. This means that you can click on the link to view the Course Detail, and when the course is offered.

**CALCULUS PREREQUISITE REQUIREMENT**

**Not Satisfied:** CALCULUS PREREQUISITE REQUIREMENT - 1 Course Minimum Required (Select either MTH 131 or 1 of the following 2-semester calculus sequence.) (RQ-01746)

- Courses: 1 required, 0 taken, 1 needed

▼ **Math Analysis for Management**

**Not Satisfied:** Math Analysis for Management - 1 Course Required (LN-010)

- Courses: 1 required, 0 taken, 1 needed

The following courses may be used to satisfy this requirement:

Course	Description	Units	When	Grade	Status
MTH 131LLB	<a href="#">Math Analysis for Managemt</a>	4.00	Fall, Spring, and Summer		

View All | First 1 of 1 Last

When you are finished reviewing the What-if Report scroll to the top of the page.

To return to you're my Academic page, click the My Academic tab.



### Using the What-If Advisment Report with My Planner

The what-if report can be used in conjunction with My Planner. Planned courses must first be added to the Planner in order to view how they satisfy requirements in the what-if Report. Students should enter courses into My Planner using the 'Browse Course Catalog' button on the My Planner screen. For more on this please visit the training guide on using My Planner and referring to the section on 'Adding Courses to the Planner'.  
<http://www.buffalo.edu/hub/students/pdfs/GuideMyPlanner.pdf>

There are a few ways that you can determine what courses (i.e. pre-requisites and/or requirements) need to be added to your Planner for a what-if major. You can refer to a curricular plan or other degree documents from the department, the outline of degree requirements from the Catalog ("Degrees & Policies" tab for the major) or you can first view the what-if report and pull the requirements from there. Please note: If you are using the initial what-if Report to determine planned courses then you should re-run the What-If Report.