

MYSAM NUANCES

How MySAM Can Assist in Effective Advising



ADVISING

MATTERS

Overview

- The Degree Audit Worksheet
 - The importance of What-if
 - Using Class History to Update Plans
 - Using the GPA calculator
 - The Value of a Good Note
- Degree Plans
 - Changes to Saving Plans

The Importance of What-If

- What-if can be used to examine possible major changes, concentration selection, and catalog year changes
- The Catalog Year and Program are default to the students current status
- If the what-if major has a concentration, you must select a concentration

The screenshot shows a web interface for a 'What-If' tool. At the top, there are tabs for 'Worksheets', 'Plans', 'Notes', 'Exceptions', and 'GPA Calc'. Below these is a 'Format' section with a 'Student View' dropdown and buttons for 'Process What-If' and 'Save as PDF'. There are also checkboxes for 'Include in-progress classes' and 'Include preregistered classes'. The main section is titled 'What If' and is divided into three parts: 'Select your primary area of study', 'Select your additional areas of study', and 'Choose Your Future Classes'. The 'Select your primary area of study' section includes dropdowns for 'Catalog Year' (2017-2018), 'Program' (Information Technology-BS), 'Level' (Undergraduate), 'Degree' (Bachelor of Science), and 'College' (College of Technology). It also has dropdowns for 'Major' (Information Technology (Ugrd)), 'Concentration' (pick a Concentration), and 'Minor' (pick a Minor). The 'Select your additional areas of study' section has dropdowns for 'Program for additional areas', 'Major', 'Concentration', and 'Minor', along with 'Add' and 'Remove' buttons. The 'Choose Your Future Classes' section has input fields for 'Subject' and 'Number', an 'Add Course' button, and a 'Courses you are considering' list with a 'Remove Course' button. Red arrows point to the 'Process What-If' button, the 'Catalog Year' dropdown, the 'Program' dropdown, the 'Major' dropdown, the 'Concentration' dropdown, the 'Minor' dropdown, the 'Add' button, and the 'Remove Course' button.

Using Class History to Update Plans

- Class history is an unofficial transcript showing semester by semester breakdown of the courses the student has taken and registered for
- Class history shows term and cumulative information concurrently
- This can be used to update plans by looking at the previous term and current term and adjusting the plan accordingly moving requirements not fulfilled or registered for to future terms

Spring 2017			
CS	256	Prin Struct Design	B 3
ECT	372	Adv Computer Components	B 3
ECT	373	Intro Data Comm&Netwrk	B 3
ECT	437	Indust Comput Sys Mgt	A+ 3
ECT	490A	Top Elect Compu	A- 3
PHIL	313	Philosophy of Religion	C+ 3
Term Attempted	18	Cumulative Attempted	101
Term Earned	18	Cumulative Earned	98
Term Quality Points	57	Cumulative GPA Quality Points	280.6
Term Graded Attempted	18	Cumulative Graded Attempted	95
Term GPA	3.167	Cumulative GPA	2.954

Spring 2017			
UNIV	299	Summer Undergraduate Research	S 0 Electives section
Term Attempted	0	Cumulative Attempted	101
Term Earned	0	Cumulative Earned	98
Term Quality Points	0	Cumulative GPA Quality Points	280.6
Term Graded Attempted	0	Cumulative Graded Attempted	95
Term GPA	0.000	Cumulative GPA	2.954

Fall 2017			
ARTD	400K	Graphic Design Workshop	RG 3
CS	260	Object Oriented Programming	RG 3
ECT	301	Tech Data Managemt & Applicatn	RG 3
ECT	351	Coop Industrial Practice	RG 3
ENG	305T	Technical Writing	RG 3
MIS	301	Sys Analysis Inform Tech	RG 3
Term Attempted	18	Cumulative Attempted	119
Term Earned	0	Cumulative Earned	98
Term Quality Points	0	Cumulative GPA Quality Points	280.6
Term Graded Attempted	0	Cumulative Graded Attempted	95
Term GPA	(in-progress)	Cumulative GPA	(in-progress)

Using the GPA Calculator

- Each calculator uses cumulative GPA and cumulative earned credits
- In term calculator, the courses the student is registered for will be populated
- Calculators are particularly useful for at-risk students and students seeking to achieve GPA's for graduate programs

Graduation Calculator >

Term Calculator

Advice Calculator

Term Calculator >

Advice Calculator

Term Calculator

Advice Calculator >

Current GPA	2.95
Credits Remaining	
Credits Required	
Desired GPA	

Calculate

Current GPA	2.95
Credits Earned So Far	95

	Credits	Grade
Class 1		A+ [4.00] ▼
Class 2		A+ [4.00] ▼
Class 3		A+ [4.00] ▼
Class 4		A+ [4.00] ▼
Class 5		A+ [4.00] ▼
Class 6		A+ [4.00] ▼
Class 7		A+ [4.00] ▼
Class 8		A+ [4.00] ▼
Class 9		A+ [4.00] ▼
Class 10		A+ [4.00] ▼

Calculate

Current GPA	2.95
Credits Earned	95
Desired GPA	

Calculate

The Value of a Good Note

- Notes are a valuable tool to share information and document contact between advisors and students
- Notes can be used to document suggested courses to register for, face to face, phone, and email interactions, withdrawn and added courses, petition approval/denials
- Notes should not include personal feelings or judgements of the student, discussions regarding counseling recommendations, or any information covered by FERPA

Notes	Entered by	Date
Letter/email re requirements for Dec 2017 graduation sent to Jacy 7/3/17.	Warden, Marilyn S	07/03/2017
Student was advised to... ECT 372 ECT 373 ECT 260 ENG 305T PHIL 313 ECT 381	Wuerzbürger, Jared L	11/04/2016
Student met with advisor to change section of ECT 430 due to being in wrong topic. Student also completed a petition to have previous course (ECT 130) meet ECT 170 requirement.	Meuser, Jessica D	08/24/2016

Saving Degree Plans, What You Need to Know

- Due to recent updates degree plans now require advisors to manage active and locked statuses
- Advisors will need to ensure the active and locked boxes are marked
- Additionally, advisors will no longer use SAVE AS but will use SAVE for all updates to a degree plan
- For video demonstrations and step-by-step documentation on what to do if you use SAVE AS please visit <http://www.indstate.edu/registrar/mysam/news-and-announcements>

