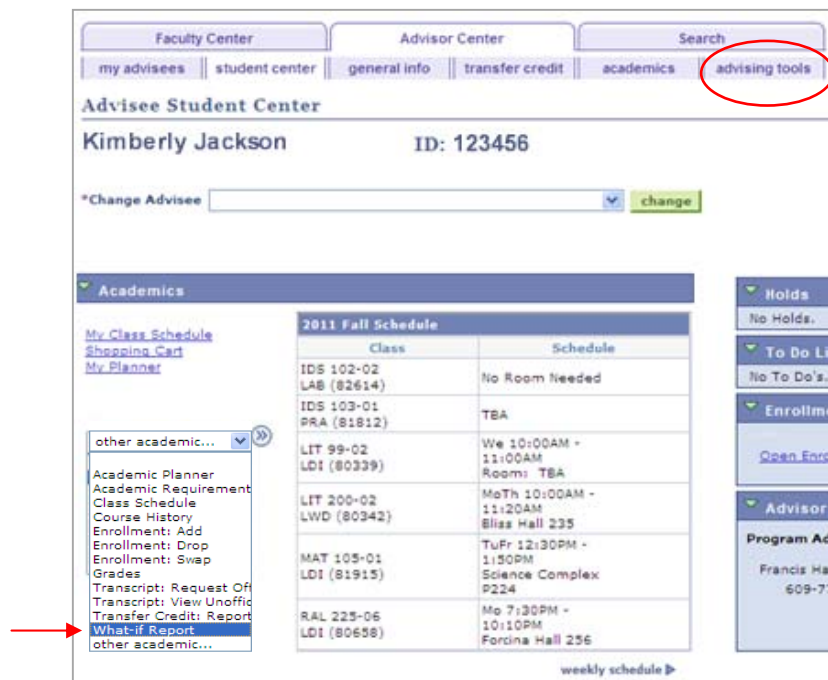# How to Use the What-If Report

The What-If Report is a feature in PAWS that can be used by students and advisors to determine how changes to major, minor, or program would affect a student's course of study. It enables users to view how completed or in-progress coursework would fit into another program and plan. The report lists the requirements that would be satisfied (based on courses the student has taken) and would not be satisfied if the student were to make a change.

How to Access an Advisee's Report

1. Sign in to PAWS and navigate to the Advisor Center, by selecting the Advisor Center link.

2. From the Advisor Center, select the View Student Details next to a student's name to access his/her Student Center.

3. From the Student Center, there are two ways to access the What-If Report:

- **Via the Academics drop-down menu:** Select 'What-if Report' from the drop-down menu and click the ⬭ icon to access the report.
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- **Via Advising Tools:** Click on the Advising Tools link. On the resulting page, click on the What-If Report: Create a what-if scenario link to access the report.

4. On the resulting page, you will see the What-if Report Selection page. Click on the CREATE NEW REPORT button.

5. Select a career (Undergraduate or Graduate) from the Career drop-down in the **Career Scenario** section.

6. In the **Program Scenario section**, your current academic information is displayed by default. Use the fields to set up a What-if scenario based on one or more programs of study. You can define up to three scenarios.

7. Select only one program when using the "What If" report. Select the program associated with the primary major. To choose additional majors, select those areas of study with a prefix of "Second Major". To add a Liberal Learning Concentration, select those areas of study with a prefix of "LibLearCon".

8. Click the **browse course catalog** button in the **Course Scenario section** to browse and select courses for inclusion in your course what-if scenario.

9. Click the SUBMIT REQUEST to generate your What-If Report.