

Look Ahead

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The Look Ahead feature allows students and advisors to enter courses to see how they will be applied towards fulfilling the student's degree requirements.

1. With the student selected, click **Look Ahead** in the left navigation panel on the **Worksheet** Tab.
2. Type **Subject and Number** for courses the student is considering.
3. Click **Add Course** button.
4. After each course is added, it should appear in the box labeled "**Courses you are considering**".
5. Be certain **boxes are checked** to include in progress and pre-registered classes.
6. Click **Process Now**.
7. The degree audit will add the courses from Look Ahead and will label them as **PLAN**.

The screenshot shows the 'University of South Alabama Degree Audit' interface. A red arrow labeled '1' points to the 'Look Ahead' link in the left navigation panel. A red arrow labeled '2' points to the 'Subject' input field where 'bus' is entered. A red arrow labeled '3' points to the 'Add Course' button. A red arrow labeled '4' points to the 'Courses you are considering' list, which now contains 'MGT 101'. A red arrow labeled '5' points to the 'Process Now' button. A red arrow labeled '6' points to the 'Look Ahead' section header. A red arrow labeled '7' points to the 'Add Course' button. The interface also shows fields for Student ID, Name, Degree (BS), and Major (BU: Business Administration).

SY 112	Social Problems	IP	3	Spring 2013
In-progress		Credits Applied: 25 Classes Applied: 9		
ACC 371	Financial Accounting I	IP	3	Spring 2013
BLY 101	Life Science I	IP	3	Spring 2013
BLY 101L	Life Science I Laboratory	IP	1	Spring 2013
BUS 305	Information Systems and Tech	PLAN	3	Planned Term
MGT 300	Management Theory and Practice	IP	3	Spring 2013
MGT 305	Organizational Comm - W	IP	3	Spring 2013
MUL 101	Introduction to Music	PLAN	3	Planned Term
SY 109	Introductory Sociology	IP	3	Spring 2013
SY 112	Social Problems	IP	3	Spring 2013
Legend				
<input checked="" type="checkbox"/> Complete	<input checked="" type="checkbox"/> Complete except for classes in-progress	(IP) In Progress	(T) Transfer Class	
<input type="checkbox"/> Not Complete	<input checked="" type="checkbox"/> Nearly complete	(@) Any course number	(*) Pre-Requisite Required	
Disclaimer				
You are encouraged to use this degree audit report as a guide when planning your progress toward completion of the above				