

If you are thinking of changing your degree, major, minor or even specialization, Degree Works has provided the “What If” tool to enable you to apply your course history to a sample audit with any of these changes. This tool will also allow you to enter future courses to see how they will apply using the Look Ahead feature.

- 1) To access the What If option, click on the “**What If**” link on the left-side of the audit screen under the “Worksheets” tab
- 2) Once at the What If screen, you will be able to use the drop-down boxes to select the desired Level, Degree, Academic Year (Catalog Year), Major, Minor and Specialization, as well as add additional future classes to the audit scenario.
- 3) Your selection for each area will be added to a list box on the right hand side. If you would like to remove any of your choices, select it from the list and click the “**Remove**” button located below the list box. After selecting the desired criteria, press the “**Process What-If**” button. Degree Works will then take your entire course history and apply it to an audit with the newly selected changes. Any wrong combination of degree, major, minor, or concentration will result in error. **Note: If you would like to print your What If scenario, please jump to the next page before you click “Process What-If”**
- 4) Once the new audit has been generated, you will notice that all of your selections will appear as if it were a real audit. Any future courses that were added will display with blue text and will have a grade of “**PL**” and a term of “**Planned Term**”

Printing a What If Audit:

- 1) Once all of your selections have been made on the What If parameter screen, you have the option to “**Save as PDF**”. Clicking this button at the top of the screen will take will run the What If scenario and insert it into a PDF document that you can either save or print out.