



# DEGREE MAP

## Appointment Guide



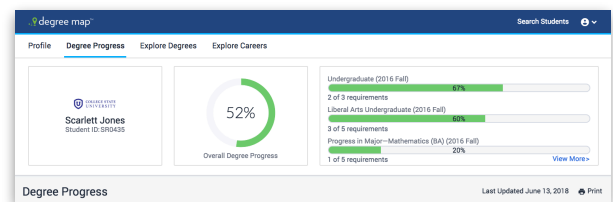
## Respond to a Student Plan

### Step 1: Confirm the student's degree plan

Navigate to the student **Profile**. Use the degree progress tracker to confirm the declared plan. If necessary, modify the plan to ensure majors, minors, and certificates are listed in accordance with the student's desired path. Click **view more** to see all listed plans.

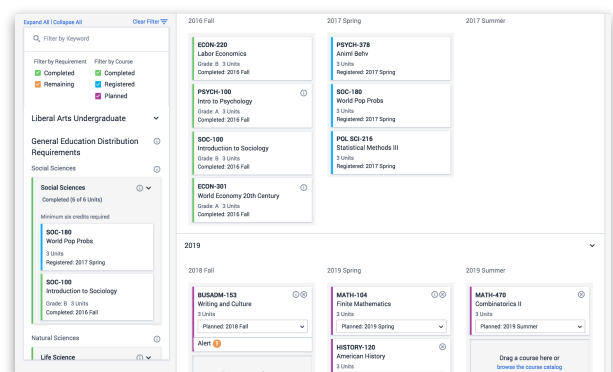
### Step 2: Review overall degree progress

Check the student's **overall degree progress**. Use this percentage to encourage students who are close to degree attainment and to motivate students who are just getting started.



### Step 3: Discuss student's educational and career goals

Take a moment to discuss the listed **educational and career goal**. Is the timeline realistic for graduation? Is the student interested in transferring in the upcoming term? Does the career goal match the declared degree plan? Use this information to guide the advising conversation.



### Step 4: Review the current term

Select **Degree Progress** and review the student's progress in the current term. Did the student enroll in the courses originally planned? How is he or she performing in this term's courses? The student's response may indicate an opportunity to **Explore Degree** opportunities at the institution.

### Step 5: Confirm or modify plans for an upcoming term

Check the student's degree plan and discuss any **placeholders** or **course alerts** that have populated. Assist the student with modifications that need to occur to keep the student on track with the stated goals.

### Step 6: Print or email a copy of the student plan

Provide the student with a copy of their plan using the **email** or **print** icon. Printing the plan will generate a PDF copy of the plan and emailing the plan will send the student a link to directly access the plan in Degree Map.