

Running a What-If DPR

Prerequisite training class - Program Plan

1. Click the **Academic Advisement** link.

[Academic Advisement](#)

2. Click the **Request Advisement Report** link under **Student Advisement**.

[Request Advisement Report](#)

3. Click the **Add a New Value** tab.

Add a New Value

4. Enter the student's SMU ID number.

5. Select SMETH for the **Academic Institution**.

6. Select DPRWI for the **Report Type**.

7. Click the **Add** button.

Add

8. Leave **Report Date** as current date.

9. Change **As of Date** to current date.

10. Leave **Report Identifier** as ADMIN.

11. Check the **Use Career Simulation** checkbox.

☒ **Use Career Simulation**

12. Click the **View/Change the Career Simulation** link.

[View/Change the Career Simulation](#)

13. The **Create What-If Scenario** page appears.

14. Always click the **Copy Current Program** button to retrieve the student's current program/plan data.

Copy Current Program

15. Change field values and insert/delete rows as needed.

16. Click the **OK** button.

OK

17. Check the **Process Request** button.

Process Request

18. The student's Interactive Degree Progress Report appears on the screen.

19. If the student has more than one career, select the career list item from the drop down menu and click the **change** button to run a new report.

20. To view DPR as a PDF, click the **collapse all** button.

collapse all

21. Click the **Return to Report Request** link.

[Return to Report Request](#)

22. Click the **View Report as PDF** button.

View Report as PDF

23. The student's Degree Progress Report is now displayed. Scroll down to view the entire document.

24. **End of Procedure**



Note: For additional assistance please contact Academic Advisement Module Team at DESAA@smu.edu.

Related Tutorials:

Understanding the Degree Progress Report

