Advising Tools 101

This handout highlights three tools available to you:
Degree Works, the University Catalog, and Schedule Hero

1 Degree Works: Your Personalized Degree Evaluation

HOW TO ACCESS DEGREE WORKS:
degreeworks.uncg.edu

How to Interpret Your Degree Works Report

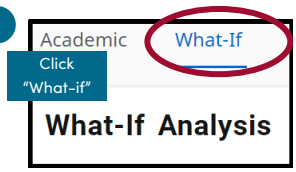
Your Degree Works report outlines the degree requirements you need to complete in order to graduate. Degree Works utilizes a color-coded, symbol-based system to help you understand your progress towards degree completion. There are seven main symbols you need to know.



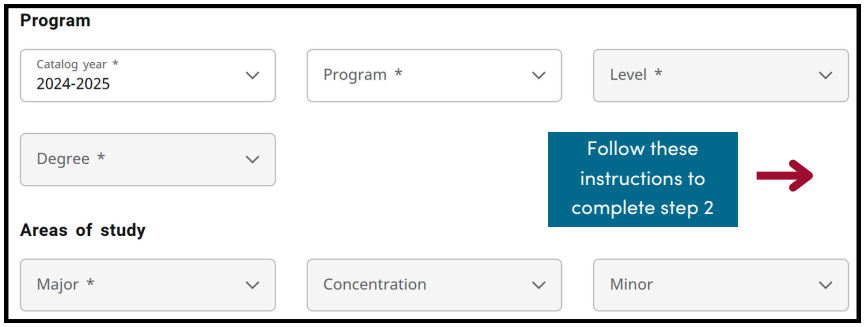
How to Run a What-If Report

Thinking about changing your major or minor but you're not sure what classes you would need to take? Use the "What-If" tool to review different degree requirements and view your progress toward completion. The What-If tool is available below the block with your personal information.

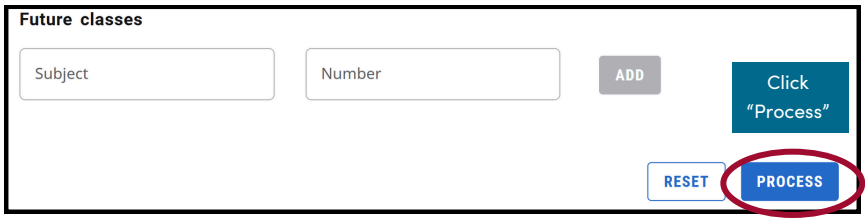
1



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CATALOG YEAR:
- Choose current academic year

PROGRAM:
- Choose degree type (BS, BA, BM, BFA, BSW, BSN) and the college/school in which the major resides

MAJOR:
- Your intended major

CONCENTRATION:
- Select areas of focus within a major
- NOTE: An * requires a concentration

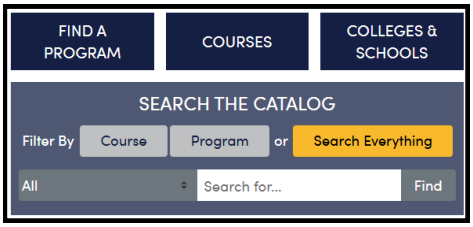
MINOR:
- Selecting a minor is optional for most majors

2 University Catalog: Your Comprehensive Academic Guide to UNCG

HOW TO ACCESS THE UNIVERSITY CATALOG:
catalog.uncg.edu

Information included in the Catalog:

- Course descriptions, co/prerequisites
- General education requirements
- Overview of UNCG Schools and Colleges
- Available majors/minors and their requirements
- Academic policies and procedures
- Academic Standing Policy



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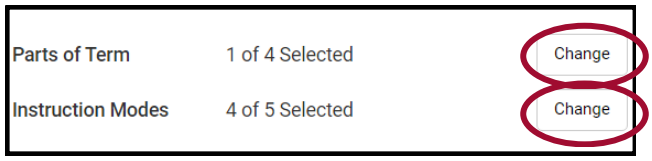
Schedule Hero: Finding Next Semester's Classes

HOW TO ACCESS SCHEDULE HERO:

go.uncg.edu/hero > Log-in > Select Term

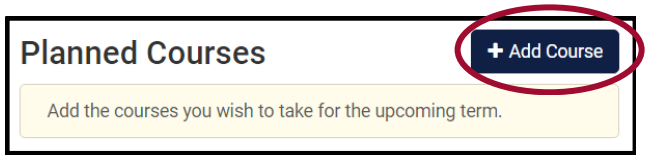
Customizing Your Search

1



- PARTS OF TERM: Click "Change" to filter your courses by full term or part of term courses (mini-mester)
- INSTRUCTION MODES: Click "Change" to filter your courses by face-to-face, hybrid, synchronous online courses, or asynchronous online courses

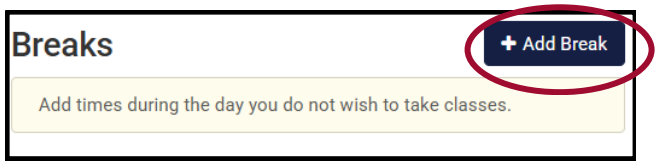
2



Once your preferences are set:

- ADD COURSE: click "Add Course" to look for courses

3

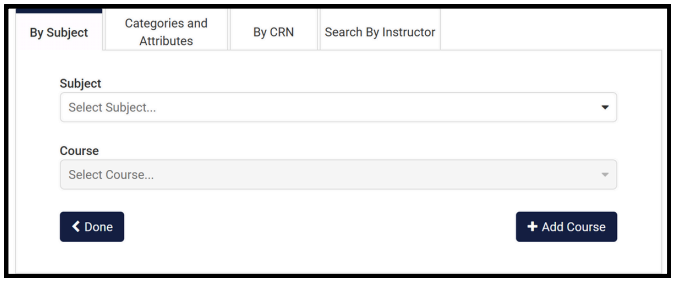


- ADD BREAK: Adding a break allows you to set times for work, practice, commuting, etc., and excludes courses during that time

How to Search for Classes

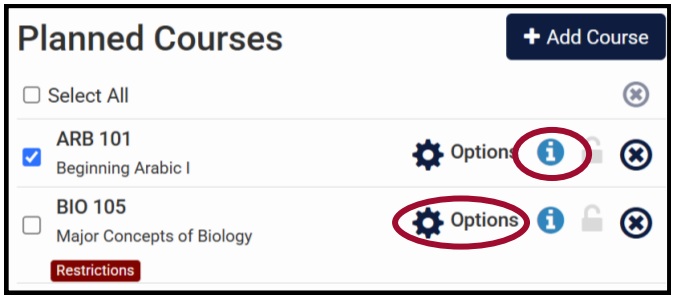
1 Schedule Hero allows you to search for courses:

- BY SUBJECT: Search by specific subject/department
- BY CATEGORIES AND ATTRIBUTES: Search by MAC or GEC general education requirements
  - To read the course description for any course, click on the course name



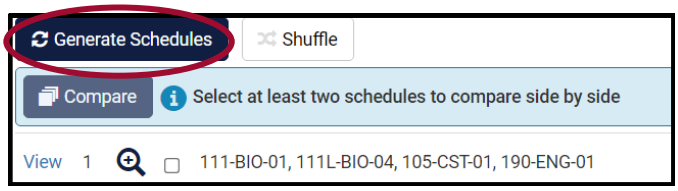
2 To narrow down your options:

- View Planned Courses:
  - INFORMATION ICON: Click ℹ button for additional course information
    - (i.e. required pre- and co-requisites)
  - OPTIONS GEAR: Use the ⚙ Options gear to narrow down specific sections and times for courses



3 To register for courses:

- GENERATE SCHEDULE: Once courses are selected, then click Generate Schedules
- VIEW: Then, click View or the magnifying glass to see your schedule option



4 To save your preferred schedule:

- HEART ICON: Favorite it with a ♥ or click Send to Shopping Cart
- REGISTER: Once your schedule is in the cart, click Register and enter your advising code!

Need further support? Contact us! Info below.

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