

My Academic Plan (MAP) Video Transcript

Welcome to MAP, My Academic Plan. MAP is a new online advising tool that will help you to understand your degree or certificate requirements, and track your progress towards completion.

You can access MAP on your myNMC page or in Self-Service under Student Records.

Let's look at how MAP works.

Once you log in, the first thing you'll see on the worksheet is your personal information. This will include an Advisor if you are assigned one and any holds you might have on your account. You'll also see a visual progress bar, and a legend that explains the symbols used in the worksheet.

As you scroll down, you'll see that the worksheet is broken into sections that list the requirements of your program. The first area is a general overview of your degree showing the academic calendar year that you are following, the minimum credits required for your program, and how many credits you've already earned. As you continue to scroll down, you'll see each of these areas in more detail.

The green check-marks indicate that you have completed that requirement. When you see areas that are not checked, you will see advice such as, "Still needed: 2 classes in Biology 227 and 227 lab." If you put your cursor over the course you can see the course name and how many credits it's worth, and if you click on that course, you will see a description of the course, any prerequisites you might need to complete, and when that course is being offered so that you can begin to build a schedule.

At the bottom of your worksheet you may see some additional areas. One is called Fallthrough Courses, classes listed here are classes that you have completed but do not apply directly to your program, such as labs or developmental classes. In Progress, will show classes for which you are currently registered or that you are registered for in future semesters.

You might also see an area called Insufficient. Classes under Insufficient are classes that you have withdrawn from or failed to complete. And you might have an area called Notes. Your advisor can place notes on your worksheet so that you can confirm discussions you may have had.

Thinking about changing your program of study? The "What If?" feature will help you see how courses you have taken fulfill requirements for the academic program you are considering.

The What If page lets you explore other program possibilities. If you input a degree, a catalog year, and a major for that degree, and process the What If, MAP will show you exactly how the courses you've completed may fulfill requirements for a different program.

How can you easily see what requirements you still need to fulfill? The "Registration Checklist" shows only the unfulfilled requirements that are still needed to complete your degree or certificate.

The MAP worksheet opens in Student View. If you select the down arrow, Registration Checklist, and click the View button, MAP will show you only those courses you have left to complete. This is a great tool for planning future course work in coming semesters.

Wondering if the course you are planning to take will fulfill a program requirement? Use the "Look Ahead" feature. Type in the name, the number of the classes you wish to take. Clicking on Process New will bring you back to your worksheet, and as you scroll down you will see those planned courses in blue. It will clearly show where courses may meet plan requirements, and if you see the class in Fallthrough, where classes are not meeting program requirements.

MAP can be used in preparation for your advising appointment or as you work with your Academic Advisor. MAP also has a "Help" feature at the top of the page with FAQs.

Some additional areas at the top of your worksheet include a Help button. If you click on that, you'll get some general FAQs about using the Audit, the What If screens, and the GPA calculators.

You'll also see a Print button which will allow you to print your worksheet, and buttons to take you back to Self-Service or Log Out of the program. There's also a Class History link. This link will show you courses you've taken by semester, what your grades are, and how many credits were received for each of those classes.

If you have advising related questions, contact the Advising Center at 995-1040 or call your Faculty Advisor. For issues logging into MAP, contact the Help Desk at 995-3020.