## CAPP User Manual

CAPP is a new feature available via OrediggerWeb. CAPP stands for Curriculum, Advising, and Program Planning. In other words, CAPP is a degree evaluation tool. It will take all of the courses you have taken and compare them to the appropriate curriculum so you can see exactly how close you are to earning your degree.




Click on the radio button to select the program....
.... then click on Generate Request.
indicates that you are currently registered for the course, and $T$ indicates that the course has been
transferred in from another college.

The first thing you'll see is the program requirements. This program requires that you complete 136 credits, of which 35 must be at Montana Tech. You must also have a cumulative GPA of at least 2.0.

Next is a description of the program. This shows which "areas" you should see in your evaluation.


For all Bachelor's degrees, the first area will be the General Education Area. A summary of this area gives a quick view of whether or not you have met your general education requirements.

## Be sure to look at this

 column to determine whether or not the requirements have been met. As you can see, this student has met all but his humanities requirement.Don't look at these. The information here is often inconsistent.

As you scroll down, you'll see more detail regarding the General Education requirements. Please note, this student has not met his Humanities requirement.....
....however, if you look at the detail you can see that he has taken one humanities course and only needs one more.

Be sure to only look at the Group requirements to determine whether or not the requirements have been met.

The information under detail requirements is often inconsistent.


T - You have transferred that class in from another college.

R - You are currently registered in the class.

Because CAPP begins with the 2007-2008 catalog, you are required to achieve a grade of C- or higher in all classes required for your degree. Therefore, if you have received a grade lower than a C-, it will never show on your degree evaluation.

If your haven't yet completed the requirement for that course, you'll notice that the subject is hyperlinked (blue). If you click on the link, it will take you to the course description in the catalog.

| In Progress Courses |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| Area | Subject | Course | Title | Credits |
| Civil Engineering Option | ENGR | 4860 | SOLL MECH \& FOUNDATION DESIGN | 3.00 |
| Civil Engineering Option | ENGR | 4880 | STRUCTURAL ANALYSIS \& DESIGN | 3.00 |
| General Engineering w/Opt | E.E. | 2530 | INTRO TO ELECTRIC CIRCUITS | 3.00 |
| General Engineering w/Opt | E.E. | 2550 | ELECTRIC CIRCUITS LABORATORY | 1.00 |
| General Engineering w/Opt | ENGR | 4920w | engineering design lab | 1.00 |
| General Education Groups | ENGR | 4920w | engineering design lab | 1.00 |

You'll see that some requirements are built as rules. If the curriculum in the catalog allows you to choose from a list of courses, it will look like this. As you complete one of the required courses, it will be listed here.

However, the requirements for the rule will not be marked as met until you have completed all of the requirements of the rule.

**COURSE SUBSTITUTIONS - If the course that was completed is different than the course that was required, this means that you completed a course substitution form to substitute one course for another.

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|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Met Condition Rule | Subject Attribute | Low | High Required Credits | Required Courses | Term Subject | Course | Titte | Attribute | Credits | Grade | Source |  | $\wedge$ |
| Yes | biol | 2016 | - |  | 200870 BIOL | 2016 | ANATOMY \& Phystology 1 |  | 4.00 | c | H |  |  |
| Yes AND | brol | 2026 | - |  | 200930 BIOL | 2026 | ANATOMY \& PHYSIOLOGY II |  | 4.00 | B | H |  |  |
| Yes AND | bus | 0102 | - |  | 200930 Bus | 0102 | ACCTG PROCEDURES I |  | 3.00 |  |  |  |  |
| Yes AND | bus | 0114 | - |  | 200970 bus | 0114 | BEG MEDICAL TRANSCRIPTION |  | 2.00 |  | H |  |  |
| Yes AND | Bus | 0116 | - |  | 200930 BUS | 0116 | BASIC MEDICAL RECORDS |  | 3.00 |  |  |  |  |
| No And | Bus | 0120 | - |  |  |  |  |  |  |  |  |  |  |
| No AND | bus | 0207 | - |  |  |  |  |  |  |  |  |  |  |
| Yes AND | bus | 0230 | - |  | 200970 BUS | 0230 | Waiver |  |  |  | ${ }^{\text {P }}$ |  |  |
| No And | bus | 0247 | - |  |  |  |  |  |  |  |  |  |  |
| Yes AND | bus | 0261 | - |  | 201030 bus | 0261 | HEALTH SERVICE <br> ACCTNG <br> SOFTWARE |  | 3.00 | A | H |  |  |
| No AND | COMM | 1046 | - |  |  |  |  |  |  |  |  |  |  |
| No And | COMM | 1216 | - |  |  |  |  |  |  |  |  |  |  |
| Yes AND | HLTH | 0102 | - |  | 200870 HLTH | 0102 | SOFT SKILLS FOR HEALTHCARE PRO |  | 1.00 | A | H |  |  |
| Yes AND | HLTH | 0103 | - |  | 200850 HLTH | 0103 | MEDICAL TERMINOLOGY |  | 3.00 | A | H |  |  |
| Yes And | HLTM | ${ }^{0} 104$ | - |  | 200850 HLTH | 0104 | medical etmics |  | 2.00 | A | ${ }^{\text {H }}$ |  |  |
| Yes AND | HLTH | 0205 | - |  | 200970 HLTH | 0205 | FUNOMNTLS OF MEDICAL ASSIST 1 |  | 4.00 |  | H |  |  |
| Yes AND | HLTH | 0206 | - |  | 200970 HLTH | 0206 | MEDICAL ASSIST PRACTICUM I |  | 2.00 | P | H |  |  |
| Yes AND | HLTH | 0207 | - |  | 201030 HLTH | 0207 | FUNDAMENTALS OF MED ASSIST II |  | 4.00 |  | H |  |  |
| Yes AND | HLTH | 0208 | - |  | 201030 HLTH | 0208 | MEDICAL ASSISTING PRACTICUM II |  | 3.00 | P | H |  |  |
| Yes AND | HLTH | 0209 | - |  | 200930 HLTH | 0209 | PHARMACOLOGY |  | 3.00 | 8 | H |  |  |
| No AND | ${ }^{\text {I.T.T. }}$ | 1416 | - |  |  |  |  |  |  |  |  |  |  |
| Yes AND | MATM | 0102 | - |  | 200930 MATH | 0102 | INTERMEDIATE ALGEBRA |  | 3.00 | c | H |  |  |
| Yes AND | MT | 0220 | - |  | 201030 MT | 0220 | Employment STRATEGIES |  | 2.00 | A | H |  |  |
| No AND | PSYC | 1000 | - |  |  |  |  |  |  |  |  |  |  |
| GPA : 3.25 * |  |  |  |  |  |  |  |  |  |  |  |  |  |
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**WAIVERS - If you have received approval to waive a course, it will be indicated like this:

At the bottom of the evaluation there is a list of courses in which you are currently enrolled.

## WHAT-IF ANALYSIS

If you are considering changing your major, you can use the What-If Analysis to see which of the classes you've already taken can be used to complete the degree requirements of another degree.


To perform a What-If Analysis, click on the link at the bottom of the page.

First choose the catalog from which you wish to graduate, then click Continue.


Next, choose the degree program you want to evaluate and click Continue.


Confirm the degree program by selecting it again.

Now you can choose to click on Add More or Submit. If you click on Add More, it will allow you to choose an option. If you click on Submit, it will run the evaluation as is.


If you chose Add More on the previous screen, you will now need to choose an option.

Again, you can now click on either Add More or Submit. If you click on Add More, you will be allowed to choose a minor. If you click on Submit, it will run the evaluation as is.

If you chose Add More on the previous screen, you will now need to choose a minor(s).

Click on Submit.


Click on Generate Request.
This will bring up an evaluation showing what courses are required to complete a degree in the program you selected for the What-If Analysis, and which of those courses you have completed.

