

Degree Works Student Guide

Students may view Degree Works by logging into Banner and selecting Degree Works on the Main Menu. Listed below are the various components (blocks) of a Degree Works student audit. Please select the Frequently Asked Questions (FAQ) button for more detailed information and refer to the Legend below for a description of the symbols. The “*” symbol next to a course means the course has a prerequisite [listed in the catalog](#).

Legend			
<input checked="" type="checkbox"/> Complete	<input type="checkbox"/> Complete except for classes in-progress	(T) Transfer Class	K Credit by Exam
<input type="checkbox"/> Not Complete	<input type="checkbox"/> Nearly complete - see advisor	@ Any course number	Grade Symbol See FAQs

1. Student Information block

- a. Catalog Year is very important as it determines unique requirements for each degree program.

Degree Works

Student View [redacted] 03/12/2018 at 13:14	
Student	[redacted] Level Undergraduate
ID	[redacted] Degree Bachelor of Business Administration
Classification	2-Sophomore College MC Business
Advisor	[redacted] Major Management
Overall GPA	[redacted] Minor
Academic Status	Good Standing Catalog Year Academic Year 2015-2016

2. Degree Progress bar

- a. This is an approximation since all requirements are weighted equally although some may take more time to complete.



3. Overall Requirements Summary block

- a. Summarizes the Core Curriculum, Major, Minor, and/or Concentration requirements as well as non-course requirements.

Degree in Bachelor of Business Administration	
Unmet conditions for this set of requirements:	120 credits are required for the Degree. You currently have 57, you still need 63 more credits. A minimum of 39 credits are required of upper division coursework. You currently have 0, you still need 39 more credits.
<input checked="" type="checkbox"/> AREA A1 - Communication Skills	
<input checked="" type="checkbox"/> AREA A2 - Quantitative Skills	
<input checked="" type="checkbox"/> AREA B - Institutional Options	
<input checked="" type="checkbox"/> AREA C - Humanities, Fine Arts, and Ethics	
<input type="checkbox"/> AREA D - Natural Sciences, Mathematics, and Technology	Still Needed: See Area D Natural Sciences, Mathematics & Technology section
<input checked="" type="checkbox"/> AREA E - Social Science	
<input type="checkbox"/> Area F Requirements	Still Needed: See Area F BBA Degree section
<input type="checkbox"/> Common Professional Component Requirements	Still Needed: See Common Professional Component section
<input type="checkbox"/> Major Requirements	Still Needed: See Major in Management section
<input type="checkbox"/> MCCB PROS Requirement	Still Needed: See MCCB PROS Requirement section
<input checked="" type="checkbox"/> Institutional Requirements	
<input checked="" type="checkbox"/> 2.00 GPA Requirement	

4. Core Curriculum blocks

Area A1 Communication Skills						
Minimum Grade of C or higher is required.						
<input checked="" type="checkbox"/>	English Composition I	ENGL 1101	English Composition I	B	3	Fall 2016
<input checked="" type="checkbox"/>	English Composition II	ENGL 1102	Composition II	B	3	Spring 2017
Area A2 Quantitative Skills						
<input checked="" type="checkbox"/>	Quantitative Skills	MATH 1111	College Algebra	C	3	Fall 2016
Area B Institutional Options						
<input checked="" type="checkbox"/>	Modern Language	SPAN 1001	Elementary Spanish I	B	4	Fall 2017
<input checked="" type="checkbox"/>	Global Course	HIST 1112	World History II	C	3	Spring 2017
Area C Humanities, Fine Arts, and Ethics						
<input checked="" type="checkbox"/>	Literature or Language	ENGL 2132	American Literature II	B	3	Fall 2017
<input checked="" type="checkbox"/>	Fine Arts or Philosophy	MUSC 1100	Music Appreciation	A	3	Fall 2016
Area D Natural Sciences, Mathematics & Technology						
Lab-based Science Sequence						
Biology course with lab						
Biology-A Human Perspective and Lab						
		BIOL 1101	Biology-A Human Perspective	IP	(3)	Spring 2018
		BIOL 1101L	Biology-A Human Perspec. Lab	IP	(1)	Spring 2018
<input checked="" type="checkbox"/>	Environmental Science and Lab	BIOL 1260	Environmental Science	C	3	Fall 2017
		BIOL 1260L	Environmental Science Lab	A	1	Fall 2017
<input type="checkbox"/>	Calculus	Still Needed: 3 Hours in MATH 1450* or 1501* or 2040* or 2460*				
Area F Social Science						
<input checked="" type="checkbox"/>	US and GA History and Government	POLS 1101	American Government	A	3	Summer 2017
<input checked="" type="checkbox"/>	Social Science	HIST 2111	U.S. History I	C	3	Summer 2016
<input checked="" type="checkbox"/>	Behavioral Science	SOCI 1101	Introduction to Sociology	B	3	Spring 2017

5. Area F block

a. Based on your degree program

Area F BBA Degree						Hours Required: 18
Unmet conditions for this set of requirements: 18 credits are required for Area F. You currently have 12, you still need 6 more credits.						Hours Applied: 12
A grade of C or higher is required in all Area F - BBA Courses.						
<input checked="" type="checkbox"/>	Principles of Accounting I	ACCT 2101	Principles of Accounting I	IP	(3)	Spring 2018
<input type="checkbox"/>	Principles of Accounting II	Still Needed: 1 Class in ACCT 2102*				
<input checked="" type="checkbox"/>	Principles of Macroeconomics	ECON 2105	Principles of Macroeconomics	IP	(3)	Spring 2018
<input type="checkbox"/>	Principles of Microeconomics	Still Needed: 1 Class in ECON 2106* or 2106H*				
<input checked="" type="checkbox"/>	Legal Environment of Business	BUSA 2810	Legal Environment of Business	IP	(3)	Spring 2018
<input checked="" type="checkbox"/>	Computer Information Systems or Information Technologies	BUSA 2201	Computer Information Systems	A	3	Fall 2017

6. Common Professional Component (only for BBA degree-seeking students)

Common Professional Component						Hours Required: 30
Unmet conditions for this set of requirements: 30 credits are required for the Common Profession Component. You currently have 0, you still need 30 more credits.						Hours Applied: 0
A grade of C or higher is required in all Common Professional Component courses.						
<input type="checkbox"/>	Communication Course	Still Needed: 1 Class in BUSA 2108* or 3108* or ENGL 2238*				
<input type="checkbox"/>	Introduction to Statistics or Elementary Statistics	Still Needed: 1 Class in MATH 1401* or 2400*				
<input type="checkbox"/>	Fundamentals of Management	Still Needed: 1 Class in MGMT 3661*				
<input type="checkbox"/>	Principles of Finance	Still Needed: 1 Class in FINC 3440*				
<input type="checkbox"/>	Principles of Marketing	Still Needed: 1 Class in MKTG 3700*				
<input type="checkbox"/>	Statistics for Business	Still Needed: 1 Class in BUSA 3110*				
<input type="checkbox"/>	Operations Management	Still Needed: 1 Class in BUSA 3120*				
<input type="checkbox"/>	International Business or Travel Abroad	Still Needed: 1 Class in BUSA 4527* or 4528*				
<input type="checkbox"/>	Strategic Management	Still Needed: 1 Class in BUSA 4995*				
<input type="checkbox"/>	Business Information Systems	Still Needed: 1 Class in BUSA 3130*				

7. Major Requirements block

Major in Management						
Unmet conditions for this set of requirements: 30 credits are required for the Major. You currently have 6, you still need 24 more credits.						
20 Hours in residence needed						
At least 26 credits must be earned at UNG and a grade of C or higher is required in all major specific courses.						
Required Courses						
<input type="checkbox"/>	Advanced Operations Management	Still Needed: 1 Class in MGMT 4655*				
<input type="checkbox"/>	Human Resources Management	Still Needed: 1 Class in MGMT 4665*				
<input type="checkbox"/>	Small Business Management	Still Needed: 1 Class in MGMT 4667*				
<input type="checkbox"/>	Seminar in Management	Still Needed: 1 Class in MGMT 4668*				
<input type="checkbox"/>	Organizational Behavior	Still Needed: 1 Class in MGMT 4669*				
<input type="checkbox"/>	Management Career Goal Course	Still Needed: 3000/4000-level elective related to management career goals and approved by an advisor				
<input type="checkbox"/>	Managerial Accounting or Labor Management Relations	Still Needed: 1 Class in ACCT 4370* or MGMT 4626*				
<input type="checkbox"/>	Elective Courses	CRJU 1100	Intro. to Criminal Justice	B	3	Spring 2017
		PSYC 1101	Introduction to Psychology	B	3	Fall 2016
		Still Needed: General Electives (9 hours or enough to bring the total hours to 120 if hours do not match the other areas). Courses used to meet major requirements may not be included as general electives. General Elective hours may be used toward a second major or toward a minor.				

8. Non-Course Requirements block

UIG Institutional Requirements

- ✓ Regents' Reading Requirement Satisfied
- ✓ Regents' Writing Requirement Satisfied
- ✓ Georgia Constitution Requirement Satisfied
- ✓ U.S. Constitution Requirement Satisfied
- ✓ Georgia History Requirement Satisfied
- ✓ U.S. History Requirement Satisfied

9. Coursework Not Applied

- a. Courses with satisfactory grades or credit hours, but were not needed for any above requirement.

Coursework Not Applied			Hours Applied: 9		Class
CSCI 1100	Intro. to Comp. and Info. Syst	A	3		Fall 2013
CSCI 1301	Computer Science I	B	4		Spring 2014
ECON 1502	Consumer Economics	B	2		Fall 2013

10. Insufficient

- a. Courses with final grade or credit hours that were not sufficient to satisfy any above requirement.

Insufficient			Hours Applied: 0		Class
ENGL 1101	Composition I	W	0		Fall 2007
HIST 1111	Survey of World Civilization I	W	0		Fall 2007
HIST 1112	Survey of World Civ. II	W	0		Spring 2007
HATH 1111	College Algebra	F	0		Spring 2007
HATH 1111	College Algebra	F	0		Summer 2008
HATH 2400	Elementary Statistics	W	0		Fall 2015
MUSC 1100	Music Appreciation	W	0		Fall 2007
READ 0099	Reading	B%	0		Spring 2007

11. In-Progress

- a. Registered courses in the current and/or future semesters.

In-progress			Hours Applied: 21		Class
ACCT 2102	Principles of Accounting II	IP	3		Summer 2018
BUSA 2201	Computer Information Systems	IP	3		Spring 2018
ECON 2105	Principles of Macroeconomics	IP	3		Spring 2018
ECON 2106	Principles of Macroeconomics	IP	3		Summer 2018
ENGL 2121	British Literature I	IP	3		Spring 2018

12. What If and Look Ahead

- a. Students may run a What If audit to see requirements if they change their degree program.
- b. Students may Look Ahead by adding (future) courses and run an audit to see how those courses affect the completion of their degree program.

The screenshot shows a navigation menu with buttons for 'Worksheets', 'Plans', 'Notes', 'Exceptions', and 'GPA Calc'. Below these is a 'Format:' dropdown menu set to 'Student View', with 'View', 'Save as PDF', and 'Process New' buttons. A 'History' section is visible on the left, with 'What If' and 'Look Ahead' options highlighted in a yellow box. A large orange rectangular area is present on the right side of the interface.