How to Run a What-IF (WHTIF) Report (Admin Navigation)

This section will show advisors how to run What If reports in ConnectCarolina through the administration navigation.

Note: This report allows advisors to see create what if scenarios if a student would like to change their program, plan or simply see where a course might fail if taken.

1. Login to ConnectCarolina.

2. Navigate to the Request Advisement Report page using the navigation: Academic Advisement > Student Advisement > Request Advisement Report

3. Request Advisement Report Page
   a. Enter the student’s PID in the ID field.
   b. Click the Search button.
   c. Choose the WHTIF link in the search results.

4. Check the Use Career Simulation checkbox and then click on the View/Change Career Simulation link to set up a plan/sub plan what-if scenario for the student.
5. Fill out the What-If Scenario for the desired program/plan/sub plan changes. You can copy the information from the students record by clicking on the Copy button located under the name of the student.

In this example we are using a student who is currently in the BAAFAM AFAMAF major and doing a What-If for the BAPOLI major. Please note that you must first fill in the Requirement term before adding plan data.
   a. Program: ASBA
   b. Requirement Term: 2099
   c. Plan: BAPOLI
   d. Sub Plan: blank

Click Apply and then OK to take you back to the main report request page.

6. You can also add What-If courses. Click on the Add a What-If Course link to add a What-If course.

What-If courses place a course in the audit to see what would happen if the student enrolled in that particular course.
7. Fill out the Career, Term, and Subject fields and click **Execute the Search** to look up a course.
   
a. Let’s use POLI 219
   
b. Navigate through the list and click the checkmark next to POLI 219

**Note:** The course does not need to be scheduled to be included in the What-If scenario. This just shows you what would happen IF that course were scheduled and IF that student enrolled in the course.

8. Now the full what-if scenario is set up. Click **Process Request** to process the What-If report.

9. At the top of the report you will see a question mark icon. This icon indicates What-If courses on the tracker.
10. The What-If course now falls into all the applicable requirements.