



UNIVERSITY *of* MARYLAND
SCHOOL OF NURSING

DEGREE WORKS STUDENT USER GUIDE

Fall 2021

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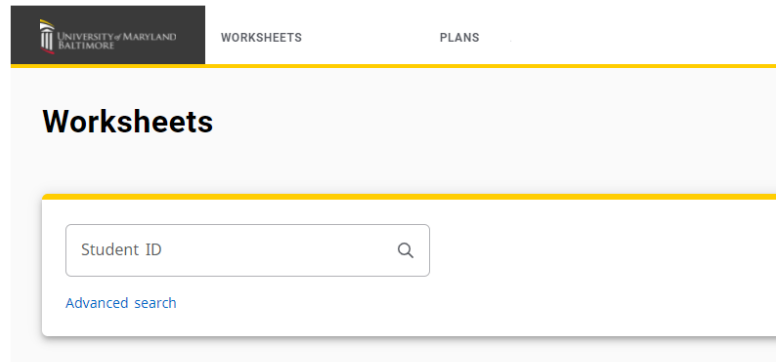
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What is Degree Works

Degree Works is a degree audit and advising system to help students, administrators, and advisors plan for academic success. Degree Works is a stand-alone system, separate from Banner, but is highly dependent on the accuracy and completeness of student records in the Banner Student system, which provides Degree Works with its underlying academic history and curriculum data.

How to start

To Begin Click Worksheets:



You will see your profile appear with information filled in the appropriate spaces.

Worksheets

Data refreshed 08/03/2021 5:56 AM

Student ID Name Degree Doctor of Nursing Practice

Advanced search

Level Doctor of Nursing Practice **Classification** Doctor of Nursing Practice **Major** Nursing **Program** Doctor of Nursing Practice (BSN to DNP)

Concentration Adv Prac Ped NP Acute Care **College** School of Nursing **Academic Standing** Not reported **Residency** In State Resident

Student Status Active: Winter 2018 **Applied for Diploma?** BSN Awarded for Fall 2013, DNP Candidate for Summer 2021 **Registration Holds** None

Advisor

Academic What-If [View historic audit 08/02/2021 at 5:23 AM DN/...](#)

Format Student View

Degree progress

97% Overall GPA 3.76

Requirements

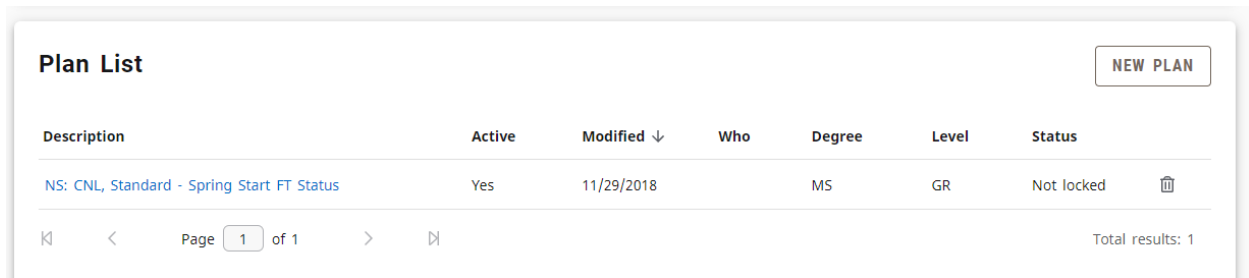
In-progress classes Preregistered classes

PROCESS

Creating your Plan of Study

1) Click the **PLAN** icon:

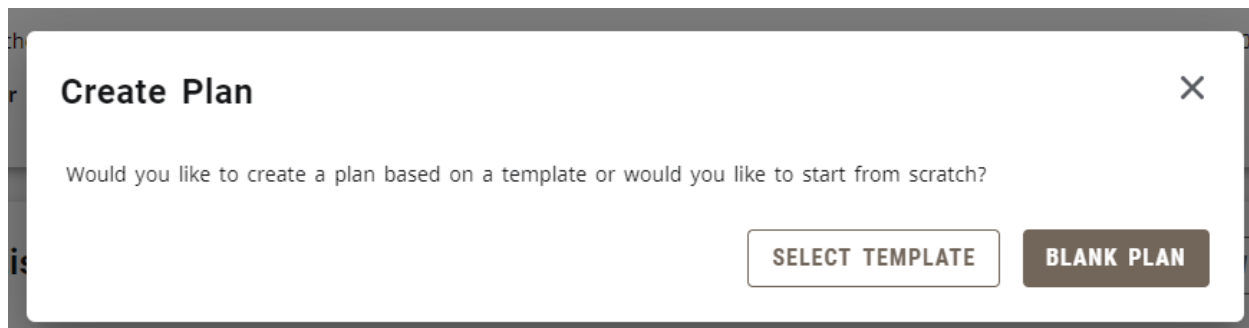
If you have a **Plan** already uploaded, *double click* on the Plan of Study. If not, click **NEW PLAN**.



Description	Active	Modified ↓	Who	Degree	Level	Status
NS: CNL, Standard - Spring Start FT Status	Yes	11/29/2018		MS	GR	Not locked

Page 1 of 1 Total results: 1

2) Select Template



Create Plan

Would you like to create a plan based on a template or would you like to start from scratch?



SELECT TEMPLATE **BLANK PLAN**

3) Enter your starting term from drop down menu:



- Spring 2021
- Summer 2021
- Fall 2021
- Spring 2022
- Summer 2022
- Fall 2022
- Spring 2023

- 4) Select your Plan of Study or Search Templates-Then *double click* on the Template



NS: DNP: Psych Mental Hlth Pract-Family - 5YR   PLAN LIST NEW PLAN


Degree Bachelor of Science in Nursing
Level School of Nursing

Active No | **Status** Not locked | **Tracking Status** NOT DISPLAYED, PLAN IS NOT ACTIVE

Last updated: Pumphrey, Cynthia on 08/11/2021
[Audit](#) [Delete plan](#) [Save as copy](#)

Still Needed

Fall 2021 	Spring 2022 	Sum
Credits: 7.0	Credits: 6.0	Credi
+	+	
NRSG 780 Credits: 3.0 Minimum grade: C	NRSG 790 Credits: 3.0 Minimum grade: C	NDN Credi Minin

- 5) Once the Worksheet comes up, please click the process button.
- 6) Your Plan of Study is uploaded into Degree Works. Make your Plan ACTIVE click the 



Check the Active and Locked box



Active Locked

Changing your Plan of Study

- 1) Click on the 3 dots in the course box

To move a course, click on the 3 dots in the *course box*

Fall 2021  
Credits: 7.0

Spring 2022  
Credits: 6.0

Fall 2021 Courses:

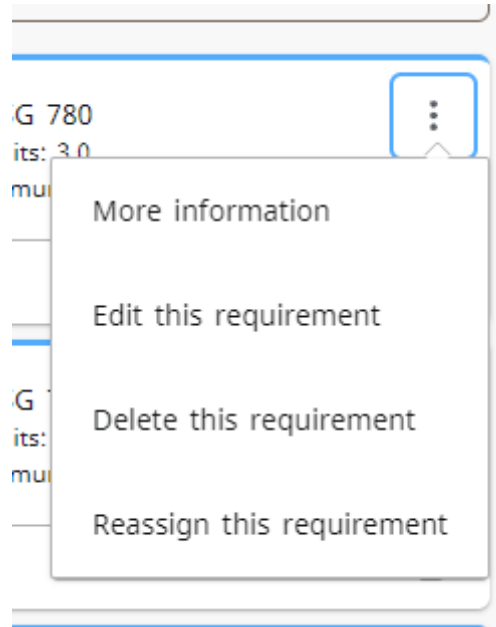
- NRS 780
Credits: 3.0
Minimum grade: C
- NRS 782
Credits: 3.0
Minimum grade: C
- NRS 785
Credits: 1.0
Minimum grade: C

Spring 2022 Courses:

- NRS 790
Credits: 3.0
Minimum grade: C
- NURS 810
Credits: 3.0
Minimum grade: C

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2) Click "Reassign this requirement"



3) Select the term you want to move the Course-Select

Reassign Requirement



Reassign to which term?

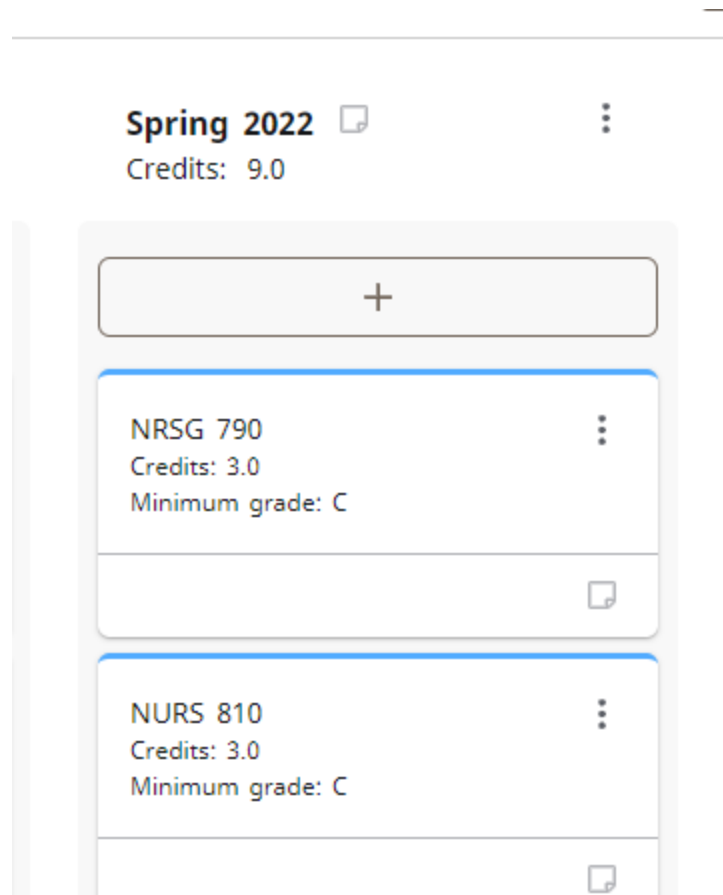
CANCEL

REASSIGN

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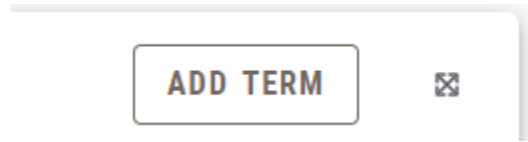
4) And click **Reassign**

The course will appear in the semester you choose.



To Add a Term

- 1) Click the Add Term button for the drop down



- 2) Your Plan of Study is uploaded into Degree Works. Make your Plan ACTIVE click the 

Check the Active and Locked box

Active Locked

- 3) Use the PROCESS button for the latest information on each student.

ALWAYS REMEMBER:

1 ACTIVE PLAN PER STUDENT

AND

ALWAYS CLICK LOCK, ACTIVE AND SAVE!