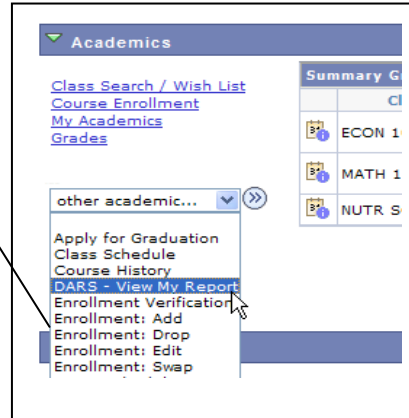


Running Your Own DARS Report:

1

Log into My-UW (my.wisc.edu). Go to the Student Center. From the Student Center, select "DARS – View My Report" from the dropdown menu. Then click the ">>" button.



2

The What-If Audit allows you to ask, "what if I major in X?" This example shows how to run a What-If Audit. Click on "Run a WHAT-IF audit" and proceed to step 3.

The Basic Audit will run whatever plan is selected in the BASIC AUDIT Box below.

The Basic Audit will run whatever plan is selected in the BASIC AUDIT Box below.



Click "Run a WHAT-IF" Report

3

4

From the SELECT ONE School, College or Population menu, select the school that contains the degree program you are interested in.

5

Once the School is chosen, click "Find Programs".

Select Program/Plan

SELECT ONE Nursing, School of

AND FIND ITS PROGRAMS Find Programs

Then Choose From This Academic Plan/Program List

NURSING - ADMISSIONS AND PROGRAM REQUIREMENTS : BACHELOR OF SCIENCE - NURSING : PRN 712

Select Program

Cancel

When the "Find Programs" button is pressed, the ACADEMIC PLAN/PROGRAM LIST will be populated with the corresponding majors. **As a prospective nursing student, always choose "NURSING – ADMISSION AND PROGRAM REQUIREMENTS"**
Note: you may only choose one major at a time.

6

Click "Select Program"

7

8

Back on the WHAT-IF AUDIT page, scroll down and click "Submit 'What-If' audit".

What-If Report

What-if Academic Plan/Program: Select Plan/Program

What you selected:

School, College or Population: NUR
Academic Plan/Program: PRN 712

Optional Choices:

Honors Degree Options: Keep current status

Include Which Courses: Previous, current and future courses.

Submit What-If Report

The School/College and the Academic Plan/Program you selected should show up here.

9

Click "Refresh" until the DARS report loads.

Audit Report Results: Student View

Pending Requests Refresh Press the Refresh button to update the status of your requests.

Status	Audit Parameters	Rundate Time
Step 2 of 5	BACHELOR OF SCIENCE - NURSING PRN 712 : NURSING - ADMISSIONS AND PROGRAM REQUIREMENTS Honors choice: Keep current status Include Which Courses choice: Previous, current and future courses.	01/14/2014 09:51:12

Audit Report Results: Student View

Completed Reports

To view PDF format or email report(s) to yourself, check one or more boxes. Then click PDF or Email button below.

My DARS	Text	PDF Email	Audit Parameters	Rundate Time
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	BACHELOR OF SCIENCE - NURSING PRN 712 : NURSING - ADMISSIONS AND PROGRAM REQUIREMENTS Honors choice: Keep current status Include Which Courses choice: Previous, current and future courses.	01/14/2014 09:51:26

10

Note: You may need to refresh the page a few times before your DARS report shows up in the "View Audits Table".

Three Options for Viewing an audit:

- 1. PDF:** Check the PDF View box in front of the audit you wish to view. Click on View/Print via Acrobat. You must have Adobe Acrobat installed in order to view PDF files. This will show the 2-column audit you receive when you come in for advising.
- 2. View as a web page:** Click on the icon in the Non-PDF View. This is a 1-column audit.
- 3. Receive as an email:** Check the PDF View box for each audit you wish to email. Then click on the "Email to myself" button. You will receive the 1-column audit emailed to your preferred email account (@wisc.edu account).