CAPP
Curriculum, Advising, and Program Planning

ACCESSING AND GENERATING THE ONLINE DEGREE EVALUATION "CAPP" FOR YOUR PRECEPTEES

Login to your account on the *goStockton* portal. Under the "Faculty" tab, locate **"Faculty Advising Tools"** in the lower left corner. You will see a list of choices of tools to help you.

Click "List Advisees" from the list and you will see all of your preceptees. The far right link gives you the student's "CAPP."

If you wish to run a "CAPP audit on a student who is NOT your preceptee, click the menu item "Degree Evaluation" from your **Faculty Advising Tools**. You will have to put in the student's Z number or search for the student by name.

Tips on running the "CAPP" correctly are below.

Generate New Evaluation

1. If the program or "major" is listed correctly, scroll down to the bottom of the page and click **"Generate New Evaluation."** If the major has a concentration, it will also be listed. Any minors that are declared will also be listed and evaluated. If the program or "major" is different than what is listed, you may wish to do a **"What-if Analysis"** to see how the credits will apply (instructions for the **"What-if Analysis"** are in step 4).

Click "Generate New Evaluation" to view a degree evaluation for the curriculum below.

Click "What-If Analysis" to view a different curriculum.

Curriculum Information

Primary Curriculum

Program:	Psychology-BA
Catalog Term:	Fall 2004
Level:	Undergraduate
Campus:	
College:	Social and Behavioral Sciences
Degree:	Bachelor of Arts
First Major:	Psychology
Concentrations:	Forensic Psychology
Minors:	Writing , Mathematics

[Generate New Evaluation | What-if Analysis]

RELEASE: 7.3

powered by

2. After you click **"Generate New Evaluation"** you must select the radio button for the displayed major and click the **"Generate Request"** button. The audit will use all courses currently enrolled for the semester.

Generate New Evaluation

ⓘ To generate a new evaluation, select the radio button and click **"Generate Request."**

● **Program:** Psychology-BA
Degree: Bachelor of Arts
Major: Psychology

Term: Fall 2007

Generate Request

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Done

3. You next have a choice of three radio buttons. Click **"Detail Requirements"** for the most detailed display of degree progress. Click **"Submit"** to see the degree audit. The **"Additional Information"** button will show courses, if any, that may not apply towards the degree.

Degree Evaluation Display Options

ⓘ Click **"Detail Requirements"** for the most complete display.

Click **"Additional Information"** to see what courses, if any, are not applicable to this curriculum.

○ General Requirements
● Detail Requirements
○ Additional Information

Submit

Return To Menu

[Generate New Evaluation | What-If Analysis]
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Done

4. If you wish to see how the credits work in a different major, or if you wish to change concentrations or add a minor, you may choose the **"What-If Analysis"** from the links at the bottom of the page.

Degree Evaluation Display Options

Click **"Detail Requirements"** for the most complete display.

Click **"Additional Information"** to see what courses, if any, are not applicable to this curriculum.
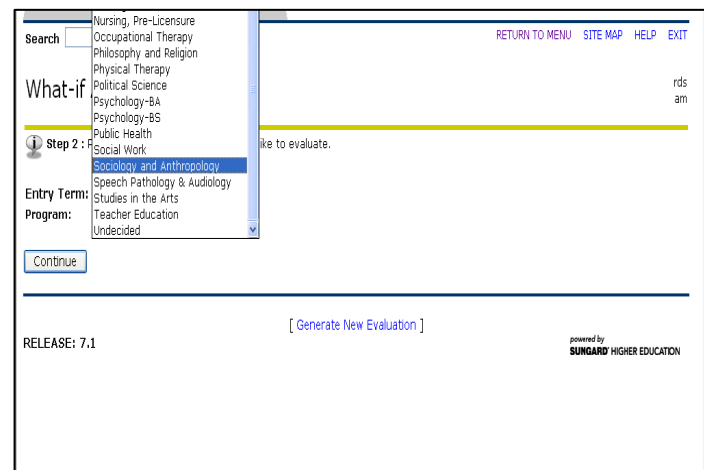
○ General Requirements
◉ Detail Requirements
○ Additional Information

Submit

Return To Menu

[Generate New Evaluation | What-If Analysis]

RELEASE: 7.3

Done
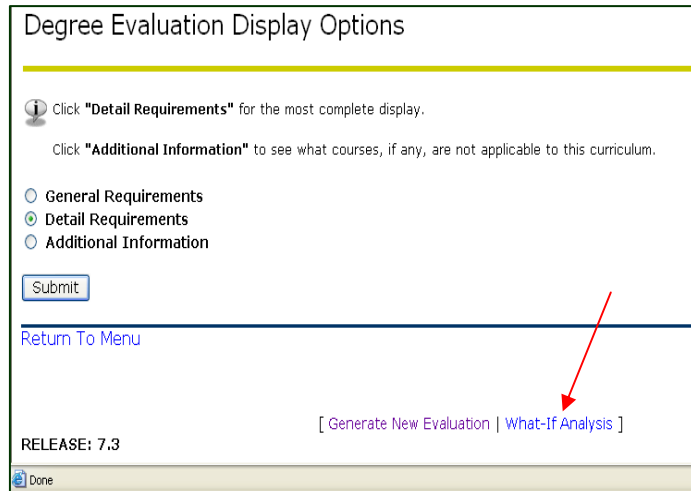
5. Select the current term. and hit **"Continue"**.

Personal Information | Student Services & Financial Aid

Search [   ] Go   RETURN TO MENU SITE MAP HELP EXIT

What-if Analysis

Step 1 : Select a term.

Entry Term: Fall 2007 ▾

Continue

[Current Enrollment | Generate New Evaluation]
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                                                SUNGARD' HIGHER EDUCATION
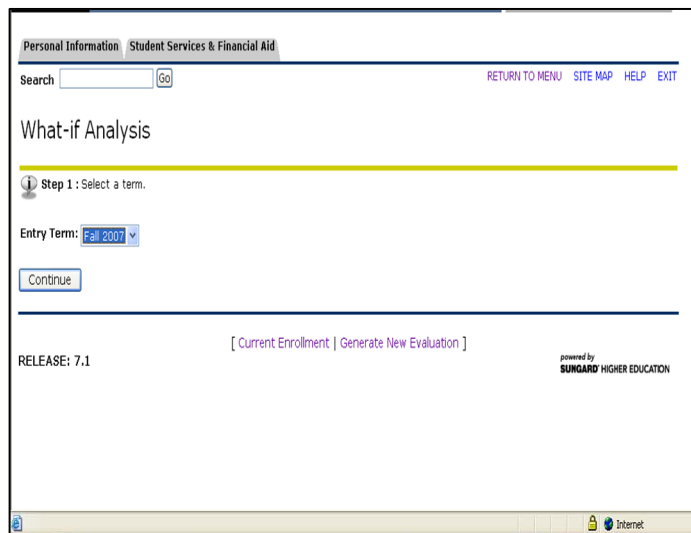
6. Choose the major you'd like to evaluate and hit **"Continue."**

Search [   ] Nursing, Pre-Licensure   RETURN TO MENU SITE MAP HELP EXIT
              Occupational Therapy
              Philosophy and Religion
              Physical Therapy
What-if   Political Science   rds
              Psychology-BA   am
              Psychology-BS
              Public Health
Step 2 : F   Social Work   ike to evaluate.
              Sociology and Anthropology
              Speech Pathology & Audiology
Entry Term: Studies in the Arts
Program: Teacher Education
              Undecided

Continue

[Generate New Evaluation]
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                                                SUNGARD' HIGHER EDUCATION

7. The **"Add More"** button will allow you to select a concentration.

Personal Information **Student Services & Financial Aid**

Search [   ] [Go]

What-if Analysis

ⓘ **Step 3 :** From the drop-down box, select first major.

Click **"Add More"** to add a concentration and any minor.

Entry Term: Fall 2007
Program: Sociology and Anthropology
Level: Undergraduate
Degree: Bachelor of Arts
College: Social and Behavioral Sciences
Campus: [Richard Stockton College ▾]

First Major ✱ : [Sociology & Anthropology and Department: None ▾]

[Add More] [Submit]

[Generate New Evaluation]

RELEASE: 7.1

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8. Select **"None"** or **"General"** if you do not wish a specific concentration. If a concentration is available for your selected major, you may choose it at this time. Continue with the **"Add More"** button if you want to add up to two minors. If you don't wish to choose a minor, just hit **"Submit."**

Personal Information **Student Services & Financial Aid**

Search [   ] [Go]

What-if Analysis

ⓘ **Step 4 :** Select one concentration.

Click **"Add More"** to add up to two minors.

Entry Term: Fall 2007
Program: Sociology and Anthropology
Level:
Degree:
College: ences
Campus:

None
Anthropology
Archaeology
Conflict Resolution
General
Language & Culture
Physical Anthropology
Sociology

First Major:
Concentration 1: [None ▾]

[Add More] [Submit]

Done

Example of choosing minors after hitting **"Add More."** Hit **"Submit"** after selecting your minor or minors.

Information fo
ⓘ **Step 5 :** S

Entry Term:
Program:
Level:
Degree:
College:
Campus:

First Major:

Dance
Economics
Environmental Studies
French
Geology
Greek
Historical Studies
Holistic Health
Holocaust and Genocide Studies
Information & Computer Science
Jewish Studies
Latin
Latin American/Caribbean Studi
Literature
Marine Science
Mathematics
Music Studies
Philosophy and Religion
Political Science

First Minor: [None ▾]
Second Minor: [None ▾]

[Add More] [Submit]