Advisement | Degree Plan Instructions

Instructions for EE/CPE Degree Plan Worksheet
(These instructions will also be found in the degree plan excel file; they will be on the second sheet tab)

What is a Degree Plan
The Degree Plan worksheet is separated into two parts: the curriculum and the blank degree plan. The goal is to create your own individualized degree plan according to your own starting point and circumstances. You will move and arrange all of the courses from the curriculum sheet onto the blank degree plan creating a semester by semester degree plan according to pre- and co-requisites, as well as Fall or Spring only offerings.

This will help you project your graduation date. It will help you understand how the sequencing progression works. It will help you determine if summers, study abroad, majors/minors, are good options for you and where best to fit those in.

How to do it
Each course is its own cell; you'll move each course from the curriculum onto the blank degree plan. All you have to do is cut and paste. This will make it easy to see what's left on your curriculum as you build up your plan. To cut, you can right click on the course and select "Cut", or select the course and hit Ctrl+x. To paste after you've cut an item, you can right click on the desired location and select "Paste", or select the location and hit Ctrl + v. Do NOT "Copy"! Copying courses makes it harder to see changes.

Note that the curriculum is arranged by subject (English, Math, Science, etc.), and that there are other courses (like math classes below Calc I) listed on the sheet below. If you can't find a course in the curriculum or the sheet below it, you may simply type it into a blank cell.

Getting started
1. Using your Lobo Trax degree audit, the first step will be to account for all the courses you have already successfully completed. Using the "Fill Color" (the paint bucket icon) under the Home tab and any color of your choosing, color in the courses that you've completed. This will make it easy to see what you have already finished and what you have left.

2. Now we'll start working on the blank degree plan; we'll start off with your current semester (that is, the courses you are taking right). "Cut" the courses you're currently taking from the curriculum and paste them unto the blank degree plan next to the appropriate semester (Fall, Spring, or Summer) in the "Current Year" rows. Remember to "cut" and not "copy", since copying will create duplicates and it will be harder to see what courses you actually have left to complete.

3. Once you finish laying that semester, you can start planning for the following. Choose the classes that you're planning to take based on which pre-reqs you have fulfilled (for example, if you're currently in MATH 162, you can plan on taking MATH 163 next). Math, physics, and ECE courses are generally your priority, so choose from those firsts, then look at English, Basic Science, and Core courses. Pay close attention to the pre and co-requirements for courses, as well as any Fall or Spring only offerings (don't plan on taking a Fall Only course in a Spring semester). Also pay attention to the amount of credit hours per semester to ensure you're reaching whatever your desired load of hours will be.

4. Continue this process for subsequent semesters. Eventually, your curriculum will only have the courses you have completed beforehand (noted in color fill), and everything else will have been moved to your degree plan.

5. Feel free to experiment; you may find that some courses can be moved around different semesters without affecting your final graduation date. You may also find that some courses are a critical path that can change your graduation date, so you'll have to take and complete them in a certain semester. You can also see if taking certain courses in Summer may (or may not) help you graduate by a certain semester.

DISCLAIMER
This is only a planning tool. Pre-reqs and co-reqs are subject to change. The UNM Course Catalog is the official source for curriculum requirements.