





Viewing and Printing What-If Reports

Path: Academic Advisement > Student Advisement > Request Advisement Report

1.	Click Add a New Value
2.	In the ID field, enter the appropriate ID. To select an ID from the Lookup List, click  to the right of the field. On the Lookup ID page, type some criteria and then click Look Up . A list of IDs is displayed. Note: You may need to click View All for all IDs to appear.
3.	In the Report Type field, enter ADWIF.
4.	Click Add
5.	Check <input checked="" type="checkbox"/> Use Career Simulation
6.	Click View/Change Career Simulation
7.	If you want to enter the student's current information, click Copy .
8.	Enter the Program What-If Data . Note: To enter another What-If program, click the  in the Program What-If Data section.
9.	Enter the Plan What-If Data . Note: To enter another What-If plan for this program, click the  in the Plan What-If Data section.
10.	Enter the Sub-plan What-If Data . Note: To enter another What-If sub-plan for this program, click the  in the Sub-plan What-If Data section.
11.	Click OK
12.	Click Process Request
13.	Click View Report as PDF to view and print the report from Adobe Reader.
14.	At the bottom of the page, click Return to Report Request to return to the Report Request page.