COLLEGE OF BUSINESS & ECONOMICS

IAP PLANNING

Advisors:
Belem Enciso
Joaquin Franco
Siu Leung
Brenda Solorio
Beth Yuan
IAP Master Plan

- Started with a list of 648 students
  - 90-132 units earned (pop-up message enabled on GET)

- Sent a mass email to all students announcing IAP info & IAP Workshops
  - What is a Transitional Student?
  - What is an IAP?
  - *If you are planning to graduate before F’16 no need for IAP*
  - Regular 30min. appointments will not be enough time
  - Workshop Dates/Location
  - Sign up on Appointment Plus
IAP MASTER PLAN (CONT.)

- Began with a 2 week trial period of one-on-one advisement
  - 10 sample students per advisor
  - Direct contact for immediate appointments
    (usually up to 60-90 min)

- After the two week trial period we began workshops dates

- Appointment Plus:
  - IAP Workshop sign ups for students
  - Added an “IAP” advisement session option for students making regular appointments (re-direct to workshops)
IAP Workshops

- Up to 25 students
- 2 hours
- Computer lab
- Minimum 2 advisors
- Handouts included:
  - G.E. Chart (Quarterly)
  - Upper Division Theme Chart (Quarterly)
  - Major Program Plan (Quarterly)
  - Q2S Step-by-Step Student Guide
  - Other Q2S Informational Material
IAP Workshops

Workshop Goals
By the end of workshop student will:

- Understand what an IAP is and how to complete it
- Understand the limits of the IAP
- Submit an IAP or finish it at home and submit it
- Understand the role of the advisor in completing an IAP
- Understand the role of the University in offering the IAP
- How to continue to use IAP in the future as a planning tool

Disclaimer for all students: University and CBE are still improving the process and advisors will continue to offer support via email and appointments
IAP Workshop Overview

1. Introduction and IAP PowerPoint
2. Overview of student CAAR
3. Add Major Courses to list of courses to be completed using the “My Requirements” function
4. Add G.E. Courses to list of courses to be completed using the “Course Catalog” function
5. Assign courses to a quarter/semester (creating a roadmap)
6. Review IAP for prerequisite order
7. Submit IAP
Cameron Burks

Individualized Advisement Plan

Add courses to Planner using: 

COURSE CATALOG  MY REQUIREMENTS

Goto What-if Report

Your planner is empty. Use Plan by My Requirements or Search Catalog to add courses to your planner.
Not Satisfied:

- Units: 72.00 required, 54.00 taken, 18.00 needed

**BUSINESS UD CORE**

Not Satisfied: LOWER DIVISION REQUIRED COURSES [RQ 3]

**LOWER DIVISION REQ'D COURSES**

Not Satisfied: REQUIRED LOWER DIVISION COURSES

- Courses: 7 required, 3 taken, 4 needed

The following courses may be used to satisfy this requirement:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Units</th>
<th>When</th>
<th>Grade</th>
<th>Notes</th>
<th>Status</th>
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**BUSINESS UD CORE**

Not Satisfied: UPPER DIVISION REQUIRED COURSES [RQ 4]
ACCT 211 has been added to your Planner.

ACCT 211 - PRINCIPLES OF MANAGERIAL ACCOUNTING

Course Detail

Career: Undergraduate
Units: 4.00
Grading Basis: Graded
Course Components: Lecture Required
Campus: Main
Academic Group: Business and Economics
Academic Organization: Accounting

Enrollment Information

Enrollment Requirement: Prerequisite: ACCT 210

Description

Cost terms, cost behavior and cost systems. Use of accounting data for planning, budgeting, and control. Some sections may be technologically mediated. Prerequisite: ACCT 210.
### BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION: CORE REQUIREMENTS [RG 149]

**Not Satisfied:**
- Units: 72.00 required, 54.00 taken, 18.00 needed

### BUSINESS UD CORE

**Not Satisfied:** LOWER DIVISION REQUIRED COURSES [RQ 3]

**LOWER DIVISION REQ'D COURSES**

**Not Satisfied:** REQUIRED LOWER DIVISION COURSES

- Courses: 7 required, 3 taken, 4 needed

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GE BLOCK B NATURAL SCIENCE FOR NON-NATURAL SCIENCE BASED MAJORS [RQ 36]

- Units: 12.00 required, 8.00 taken, 4.00 needed

GE B1B INTEGRATED LECTURE/LAB

GE B1B - BIOLOGICAL (INTEGRATED LECTURE/LAB)

- Units: 4.00 required, 0.00 taken, 4.00 needed

GE B2B INTEGRATED LECTURE/LAB

GE B3 INTERACTIONS
Individualized Advisement Plan

Add courses to Planner using:
- COURSE CATALOG
- MY REQUIREMENTS

Your planner is empty. Use Plan by My Requirements or Search Catalog to add courses to your planner.
Individualized Advisement Plan

Browse Course Catalog

Cal State University, L.A. | Undergraduate

Select subject code to display or hide course information.

- AAAS - Asian & Asian American Studies
- ACCT - Accounting
- ACLP - Amer Culture & Language Prog
- ADVP - Advanced Placement Credit
- AL - Arts & Letters
- AMER - American Studies
- ANTH - Anthropology
Individualized Advisement Plan

Browse Course Catalog

Cal State University, L.A. | Undergraduate

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z
0 1 2 3 4 5 6 7 8 9

NURS 210 has been added to your Planner.

Select subject code to display or hide course information.

- NATS - Natural Science
- NCR - Non Credit Course
- NS - Natural Science
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<td>201</td>
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### Unassigned Courses

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**Move selected courses to Term**

### Fall Quarter 2015

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**Move selected courses to Term**

### Winter Quarter 2016

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**Move selected courses to Term**
Current Academic Objective

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<td>Graduation Status:</td>
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Expected Grad Term: Summer Quarter 2011

Current Academic Summary

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<td>Academic Standing:</td>
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<td>Overall GPA:</td>
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<tr>
<td>CSULA GPA:</td>
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Add courses to Planner using:

- COURSE CATALOG
- MY REQUIREMENTS

Delete All Courses in Planner

CIS 100 has been moved to Fall Semester 2016.

Unassigned Courses

<table>
<thead>
<tr>
<th>Select</th>
<th>Course</th>
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Move selected courses to Term

Fall Semester 2016
IAP EXPERIENCE

Advisors:
- One-on-one with students has been most useful in easing the anxiety of learning how to use IAP
- Slow response from students has been helpful
- Sharing best practices among each other during weekly meetings

Students:
- Initial reaction has been positive
- Once students understand how to use IAP they are excited about having access to a roadmap/PDF