DARSweb

Beginning/Degree Program Training
DARSweb Login Screen

Use your ASURITE UserID and Password
“Student Selection” Screen

Enter Student ID Number and select “Continue”
After selecting a student, the “Audits” screen will appear. All audits run for this student will display on this screen. This screen can also be viewed by going to “Audits” on the menu bar and selecting “View Audits.”

### View Audits

Student Number: 10001234567

### Audits Completed

<table>
<thead>
<tr>
<th>Open Audit</th>
<th>Webtitle</th>
<th>Catalog Year</th>
<th>Run Date</th>
<th>Run Time</th>
<th>Delete</th>
<th>Select/Deselect All</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open Audit</td>
<td>Supply Chain Management, Tempe</td>
<td>20077</td>
<td>2008-02-27</td>
<td>16:09:40</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
To Select Another Student

Simply go in under “Student” on the menu bar, and “Select Student.”
To Request a New Audit

To request a new audit, select the “Request New Audit” Button or go in under “Audits” on the menu bar and select “Request New Audit.”
To Run a Default Program

The “Run Default Programs Listed” area displays any degree programs a student has on the Degree Program Screen. If there are programs in this area, the radio button will be highlighted. Run the audit by clicking the “Submit a New Audit.”
Refreshing the “Audits” List

The “Audits” screen will appear, listing the Degree Program being run. In this case it is the default program. This screen will automatically refresh itself or the “Refresh List” button can be selected to refresh the screen manually.
To Open an Audit

Click the “Open Audit” button to view the audit.
To delete an Audit

The audit can be deleted by checking the “Select for Deletion” box, and clicking “Delete.”
To “Run Selected Program”

When there is no default program or if you wish to request an audit for a program other than the default program, you can do so by clicking the radio button for “Run Selected Program.”
Populating the Fields for a “Run Selected Program” Audit

Use the drill down menu to find the degree program you wish to run. Select the first letter of the name of your major (e.g. “S” for Supply Chain), then the “Area of Interest” (name of major), followed by the “Field/Specialization”, if applicable. Finally, select the “Degree Prog.”
Select the catalog year for the degree program. (Note: Catalog years on the DARSweb go back 8 years. (To run an earlier Catalog year, email DARS-Q with Student ID and the specific Catalog year needed.) Click on the “Submit a New Audit” button.
“Audits in Queue”

Once again, the “Audits” screen will appear, listing the Degree Program being run. The screen will refresh automatically or you can refresh it manually by clicking on the “Refresh List” button.
To Open Audits

Click on the “Open Audit” button of the audit you wish to view.
Reading an Audit
Note: To **Print an Audit**, select the printer on your Browser. If you select **Printer Friendly**, this will eliminate the charts and graphs from the audit.
Organization of an Audit

- Hours required by the University (total and resident) and GPA for degree completion
- University General Studies requirements
- College/School requirements
- Major requirements
- Minor/certificates (if applicable)
- Other
  - ASU courses that do not meet specific requirements
  - Transfer courses that do not meet specific requirements
- Audit Legend (explains symbols and grades used throughout the audit)
Either go directly to our website or access “Help” under the Student drop down menu. This will take you to the DARS web page where information can be found on “How to Read” the Interactive Audit.

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<tr>
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<td>Supply Chain Management, Tempe</td>
<td>20077</td>
<td>2008-02-27</td>
<td>16:43:00</td>
<td></td>
<td></td>
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</table>

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DPROG and Catalog Year Definitions

DPROGS

- All undergraduate DPROGs are ordered in the same way: Two letters for the college, space, the major (usually the main prefix in the major), space, and the degree. In AG AGB-C BAS (Agribusiness, Consumer Products Technology, Bachelor in Applied Science).

Catalog Year Dates

- Dates in DARWIN are five digits. The first four are for the year and the fifth digit is for the term. The term codes follow those of the SIS. FYT is the first year and term of the catalog that the program is available in DARWIN and LYT, the last year and term of the catalog that the program is available in DARWIN. The first year term is always a ‘7’ for Fall semester and the last year term is a “5” for second summer session.
Guide to Transfer Articulation

Transfer Articulation: term used to define a transfer course that has been assigned a match for a specific course or for a specific General Studies designation at an ASU campus.

The purpose of transfer articulation is to show transfer courses that may be used for credit. Articulated transfer courses for which there are ASU equivalencies will be applied to requirements in the same manner as ASU courses.
If you have any questions, please contact DARS-Q@ASU.EDU

Thank you!