Introduction

The purpose of this case study is to provide an overview to the CAPP process. It is not designed to demonstrate everything you need to know for CAPP; instead you can use it as a "quick start" sample.

Case Study: The Big Picture

You are ready to create your first CAPP program. Since it is sometimes easier to understand a new concept when you can see what the final result will look like, you ask a co-worker to show you how to create a CAPP program.

Although you can set up CAPP either top-down (programs first, then areas, and finally if appropriate, groups) or bottom-up (groups first[if appropriate], then areas and finally programs), your co-worker uses a bottom-up sequence. In either method, the program code is created first. In this case study you will first define the program code, then define an area, and finally attach it to the program requirements. To check for accuracy, you will run a compliance.

Requirements

In this case study, you will set up an area to evaluate a student's compliance with the requirements for a major in Psychology. The case study uses the following requirements for the undergraduate Bachelor of Arts degree with a major in Psychology as they might appear in your institution's catalog.

Requirements:

> The student must complete 11 courses with a minimum GPA of 2.50. No more than three courses can be transferred from another institution.

Core courses:

> PSYC 101
> PSYC 254
> PSYC 265
> PSYC 328
> PSYC 341
> PSYC 361

Additional courses :

> One from:
> PSYC 322
> PSYC 324
> PSYC 326
>
> Four PSY courses, at least two at the 300-400 level, including one from :
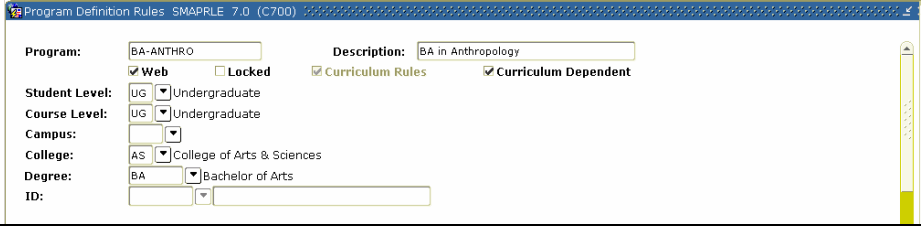> PSY 420
> PSY 421
> PSY 474
> PSY 499

Step 1: Create a Program Code

Follow these steps to create a program code.

Step	Action
1	Access the Program Definition Rules Form (SMAPRLE)
2	Click the **Insert Record** icon.
3	Enter *Test* in the **Program** field.
4	Enter *Test Program for CAPP* in the **Description** field.
5	Click the **Locked** checkbox.
6	Enter *UG* in the **Student Level** field.
7	Enter *UG* in the **Course Level** field.
8	Enter *AS* in the **College** field.
9	Enter *BA* in the **Degree** field.
10	Click the **Save** icon.
11	Click the **Exit** icon.
12	Access the Curriculum Rules Form (SOACURR).
13	Enter *000000* in the **Term** field.
14	Click the **Next Block** icon.
15	Click the **Execute Query** icon.
16	Click the **Insert Record** icon.
17	Enter *Test* in the **Program** field.
18	Enter *000000* in the **Effective Term** field.
19	Click the **Locked** checkbox.
20	Click the **Save** icon.
21	Click the Majors and Departments tab.
22	Enter *PSYC* in the **Majors** field.
23	Click the **Save** icon.
24	Click the **Exit** icon.
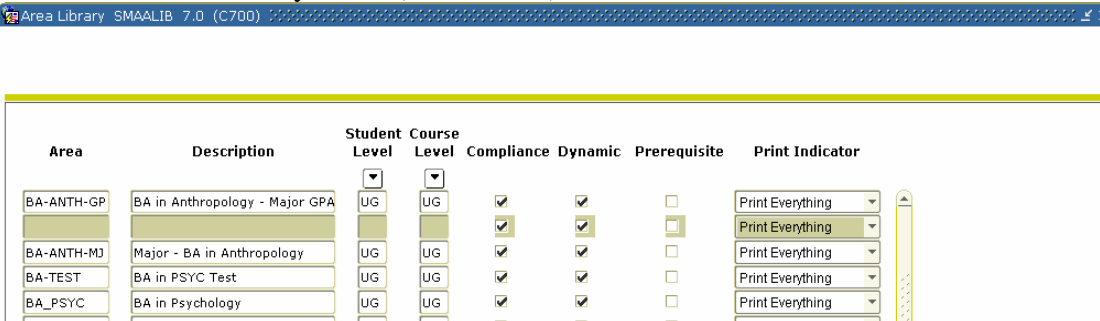
Step 2: Create an Area

Follow these steps to create an area.

Step	Action
1	Access the Area Library Form (SMAALIB).
2	Click the **Insert Record** icon.
3	Enter *XX_Test* in the **Area** field.
4	Enter *BA in Psychology – Test* in the **Description** field.
5	Enter *UG* in the **Student Level** field.
6	Enter *UG* in the **Course Level** field.
7	Click the **Save** icon.
8	Click the **Options** menu.
9	Select Area Requirements.
10	Enter *000000* in the **Term** field. Note: You can also enter the effective term in this field.
11	Click the **Next Block** icon.
12	Click the **Active** radio button.
13	Enter *11* in the **Courses** field.
14	Enter *3* in the **Maximum Transfer** field
15	Enter *2.5* in the **Program GPA** field.
16	Enter *10* in the **Default Priority** field.
17	Click the **Save** icon.
18	Click the **Options** menu.
19	Select Attach Courses/Attributes to Area.

Step	Action
20	Enter the following course information.

Set	Subset	Rule	Subject	Course Number	
				Low	**High**
			PSYC	101	
			PSYC	254	
			PSYC	265	
			PSYC	328	
			PSYC	341	
			PSYC	361	
A10	100		PSYC	322	
A10	200		PSYC	324	
A10	300		PSYC	326	
A20	100	FOURADDL			

Step	Action
21	Click the **Save** icon.
22	Click the **OK** button.
23	Click in the **Set** field that contains the rule.
24	Click the **Rule** search icon.
25	Enter *4 Additional PSYC Courses* in the **Description** field.
26	Enter *3* in the **Required Number of Conditions** field.
27	Click the **Save** icon.
28	Click the **Next Block** icon.
29	Enter the following Course Information.

Set	Subset	Rule	Subject	Course Number		Required Courses
				Low	High	
A10	100		PSYC	420		
A10	200		PSYC	421		
A10	300		PSYC	474		
A10	400		PSYC	499		
B10	100		PSYC	300	499	1
C10	100		PSYC	100	499	2

Step	Action
30	Click the **Save** icon.
31	Click the **Return** button.
32	Click the **Save** icon.
33	Click the **Exit** icon.
34	Click the **Exit** icon.

Case Study: The Big Picture

Step 3: Create Program Requirements

Follow these steps to create program requirements.

Step	Action
1	Access the Program Requirements Form (SMAPROG)
2	Enter *Test* in the **Program** field.
3	Click the **Next Block** icon.
4	Click the **Active** radio button.
5	Enter *11* in the **Courses** field.
6	Enter *3* in the **Maximum Transfer** field.
7	Enter *2.5* in the **Minimum Program GPA** field.
8	Click the **Save** icon.
9	Click the **Options** menu.
10	Select Attach Areas to Program.
11	Click the **Area** search icon.
12	Select Access Existing Areas.
13	Double-click *XX_Test* to select it.
14	Click the **Save** icon.
15	Click the **Exit** icon.
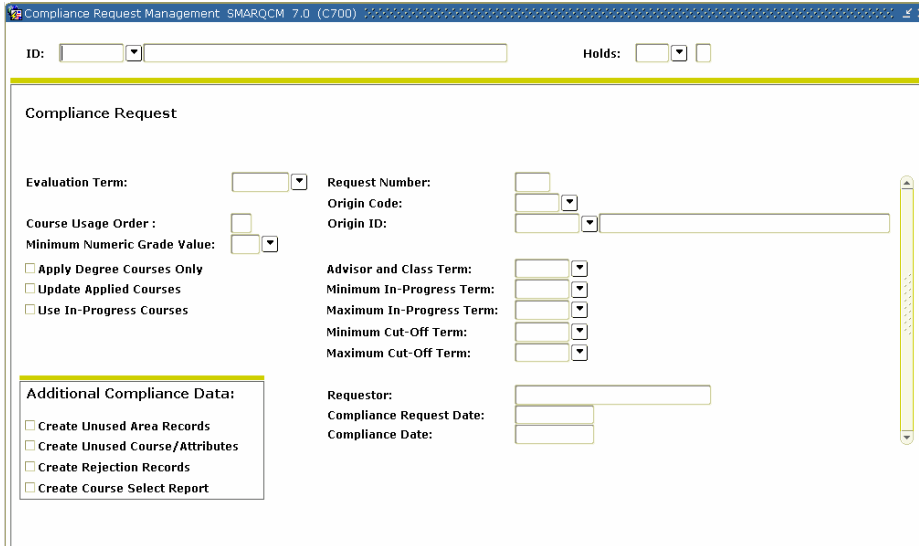
Step 4: Run a Compliance

Follow these steps to run a compliance.

Step	Action
1	Access the Compliance Request Management Form (SMARQCM) Compliance Request Management SMARQCM 7.0 (C700) ID: [ ] [▼] [ ] Holds: [ ] [▼] [ ] Compliance Request Evaluation Term: [ ] [▼] Request Number: [ ] Origin Code: [ ] [▼] Course Usage Order : [ ] Origin ID: [ ] [▼] [ ] Minimum Numeric Grade Value: [ ] [▼] ☐ Apply Degree Courses Only Advisor and Class Term: [ ] [▼] ☐ Update Applied Courses Minimum In-Progress Term: [ ] [▼] ☐ Use In-Progress Courses Maximum In-Progress Term: [ ] [▼] Minimum Cut-Off Term: [ ] [▼] Maximum Cut-Off Term: [ ] [▼] Additional Compliance Data: Requestor: [ ] Compliance Request Date: [ ] ☐ Create Unused Area Records Compliance Date: [ ] ☐ Create Unused Course/Attributes ☐ Create Rejection Records ☐ Create Course Select Report
2	Click the **Exit** icon or set up your distribution parameters.
3	Enter *210009506* in the **ID** field.
4	Click the **Next Block** icon.
5	Click the **OK** button.
6	Click the **Insert Record** icon.
7	Enter *999999* in the **Term** field.
8	Enter *C* in the **Course Usage Order** field.
9	Enter *999999* in the **Maximum Cut-Off Term** field.
10	Click the **Options** menu.
11	Select <u>Compliance Curriculum</u>.
12	Click the **Program** search icon.
13	Select <u>Curriculum Change</u>.
14	Click the **OK** button.
15	Scroll through the list to find your program.
16	Double-click *Test* to select it.
17	Click the **Return** button.
18	Click the **Save** icon.

Procedure, continued

Step	Action
19	Click the **Options** menu.
20	Select <u>Submit for Processing</u>.
21	Click the **OK** button.
22	Click the **Options** menu.
23	Select <u>Display Compliance Results</u>.
24	Click the **Areas Not Met** icon.
25	Click *XX_Test*.
26	Click the **Next Met Detail Requirements** icon.
27	Scroll down through the list using the down arrow on your keyboard to see all the detail requirements.
28	Click the **OK** button.
29	Click the **Exit** icon.
30	Click the **Courses Unused** icon.
31	Click the **Exit** icon.