



# Creating a Non-captive Program

## Job Aid

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### Introduction

Non-captive programs are defined as programs where students can have an area attached to their program based on their record. Non-captive programs utilize dynamic areas that are defined and created via the area library. Area qualifiers are associated with an area to allow the compliance to attach that area to a student's output based on the student's record.

This example assumes that the Program Definition Rules Form (SMAPRLE) and the Curriculum Control Form (SOACURR) have been completed. This exercise also assumes dynamic areas have already been completed.

### Banner form

When the Program Requirements Form (SMAPROG) does NOT have the **Captive** checkbox selected, the program is defined as a non-captive program.

Program Requirements SMAPROG 7.0 (C700)

Program: BA-ANTHRO BA in Anthropology Term: 000000 Student Level: UG  
Catalog: 0000 Course Level: UG

General Requirements

From Term: 000000 Copy To Term: 999999

Active  
 Inactive  
 **Captive**  
 Single Entity

	Credits	Connector			Courses
		None	And	Or	
Total Required:	122.000	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	42
Required Institutional:		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Required Institutional Traditional:		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Maximum Institutional Non-Traditional:		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Maximum Transfer:		<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Number of Institutional Requirements:	30.000	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	
...out of Last Number of Earned:	30.000	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	

Minimum Course Grade: Minimum Program GPA: 2.000000000  
Course Year Limit: Minimum GPA: 2.000000000



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### Procedure

Follow these steps to create a non-captive program.

Step	Action
1	Access the Program Requirements Form (SMAPROG).  <u>Note:</u> Notice the similarities between the Area Requirements Form (SMAAREA) and the Program Requirements Form (SMAPROG). Like the Group and Area Requirements forms, use only the options you need to create the program.
2	Click the <b>Search</b> icon next to the <b>Program</b> field to view the Option List.
3	Select <u>Access Program Rules</u> .
4	Select a program by double-clicking in the <b>Program</b> field to return the information to the Key block on SMAPROG.
5	Double-click in the <b>Term</b> field to view the List of Values.
6	Select an effective term for this program (term of the program).
7	Click <b>OK</b> .
8	Perform a <b>Next Block</b> function to access the General Requirements block.
9	DO NOT select the <b>Captive</b> checkbox.  <u>Note:</u> Leave the Captive checkbox unchecked to indicate that this is a non-captive program.
10	Click the <b>Active</b> checkbox.  <u>Note:</u> Compliance will not work if it is not active.
11	Select the <b>Single Entity</b> checkbox if the program should be evaluated using single-entity processing.  <u>Note:</u> Single-entity reuse processing disallows the use of any portion of the course (by "courseness" or by attribute) if any other portion of the course has already been used, and reuse is not allowed.
12	Enter the program-level information in the appropriate fields based on the program you want to create.
13	Click the <b>Save</b> icon.
14	Select the <u>Program Text</u> from the <b>Options</b> menu to access the Program Text window.



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### Procedure, continued

Step	Action						
15	Enter text to describe the program in the <b>Text</b> field. These free text fields should contain the vital parts of the degree program.						
16	Enter a print code to designate that certain lines of text will appear on future compliance reports in the <b>Print</b> field.						
17	Click the <b>Save</b> icon.						
18	<table border="1"> <thead> <tr> <th>IF...</th> <th>THEN...</th> </tr> </thead> <tbody> <tr> <td>you want to attach areas to your program</td> <td><b>go to step 19.</b></td> </tr> <tr> <td>you do not want to attach an area</td> <td><b>go to step 22.</b></td> </tr> </tbody> </table>	IF...	THEN...	you want to attach areas to your program	<b>go to step 19.</b>	you do not want to attach an area	<b>go to step 22.</b>
IF...	THEN...						
you want to attach areas to your program	<b>go to step 19.</b>						
you do not want to attach an area	<b>go to step 22.</b>						
19	Select <u>Attach Areas to program</u> from the <b>Options</b> menu.  <i>Note: If the dynamic area is attached to a non-captive program and the qualifiers <i>do not match</i> the student's record, that area will <i>not</i> be used in the student's audit.</i>						
20	Add the dynamic areas you created in the <b>Area</b> field.						
21	The priority and reuse codes will default from the values you entered when creating your areas.						
22	Click the <b>Save</b> icon.						
23	Click the <b>Exit</b> icon.						