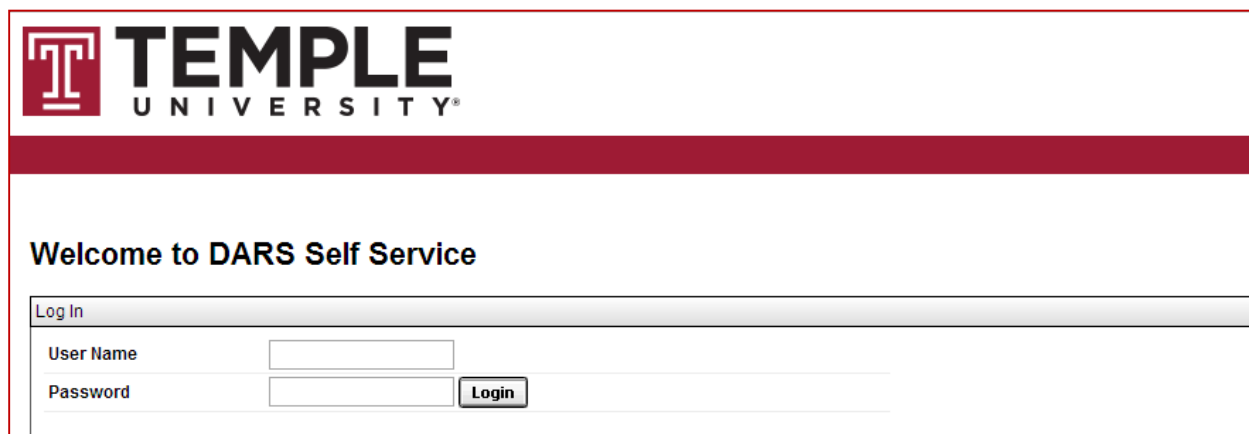


# Degree Audit in Self Service

## DARS Self Service Features

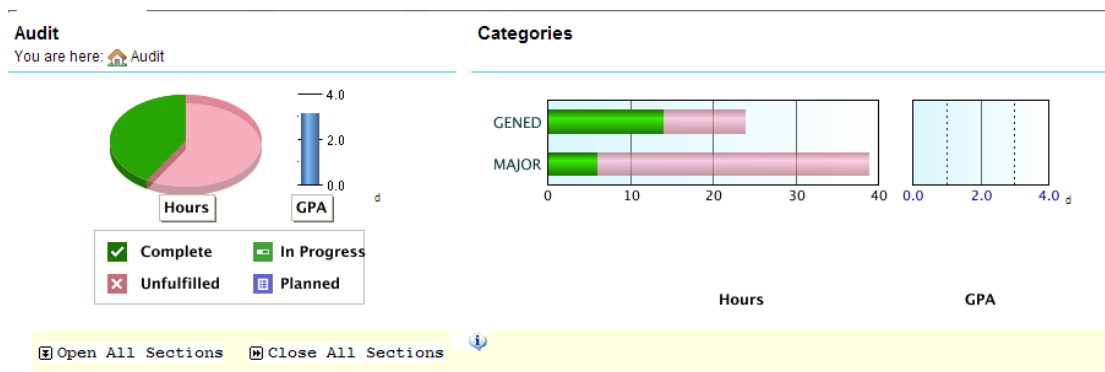


The screenshot shows the Temple University logo at the top left. Below it, the text "Welcome to DARS Self Service" is displayed. Underneath is a "Log In" section with two input fields: "User Name" and "Password". A "Login" button is positioned to the right of the password field.



## Features

Listed below are some of the user friendly features of Self Service:

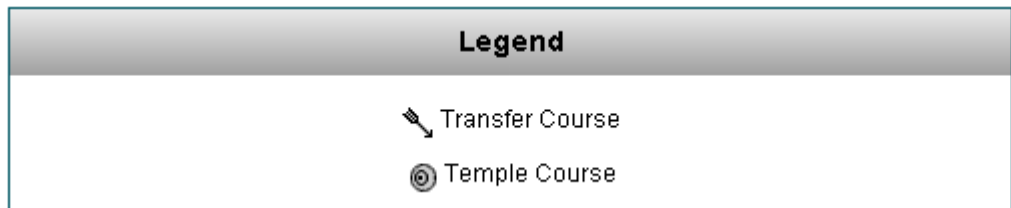
### 1. The Interactive Audit



- Charts and graphs – Hover over the hours and GPA charts to view detailed information. Click on the GenEd and Major bars to drill down into the requirements for each of these areas.
- Open all Sections / Close all Sections – To view all sections of the audit, select "Open All Sections" (Note: This is the default setting for interactive audits when first opened). To collapse all sections, select "Close All Sections".

- c. Printer Friendly – This will generate a printer friendly version of the audit without charts and graphs.
  - d. Legend  - Hover over the legend icon to view information about the symbols used on the audit.
  - e. Course Descriptions - To view the course description for a specific course in the audit, click on the course number link. A new window containing information about the course will open.
  - f. Course History -View your academic history and registered courses. Filter course information by clicking on the interactive bar graphs or by the drop down menus for term and grade.
2. **Transfer Evaluations** – View all transfer coursework, AP, and IB credit. If you transferred courses from multiple institutions, click the down arrow  next to the institution name to expand/collapse each record.

- a. Source ID – A unique identifier for the transfer institution.
- b. Lock/Certify – Defines the type of locked status – a soft lock indicates that the evaluation can be updated if the equivalencies are reviewed by faculty.
- c. Type – Identifies the course as either a transfer course or its Temple equivalent.



- d. Course – The top course in the group is the course from the transferring institution and the bottom course is the Temple equivalent.
  - e. Grade – Displays TR if you received transfer credit for the course or NT if you did not receive transfer credit for the course.
  - f. Earned Credit – The amount of hours that counts towards academic history.
3. **Audit** – Select Request New or Manage (review list or delete audits).
4. To log out, scroll to the right, click on the cog wheel icon, and select "Log out":

