Using the
Racer Academic Completion Report or
RACR Degree Audit or
Really Awesome & Cool Resource

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Overview

- Background Information on RACR
- Accessing the RACR
- Searching for Students
- RACR and Banner
- Reading the RACR
- Functions and Features
- Additional Information (coming soon)
- Contact Information

What is RACR?

- RACR stands for Racer Academic Completion Report
- The Degree Works software is a powerful tool that fully integrates with the Banner student system to offer students and advisors the ability to track degree progress, prepare for registration, and plan for graduation
- RACR is designed to aid and facilitate academic advising
- Students must have a complete RACR in order to graduate

Accessing the RACR

- Students: Currently enrolled undergraduate, first-time degree seeking students

- Coming soon: graduate students!

- Faculty/Staff: All Murray State personnel who are listed as Faculty or Advisor in Banner may have access to RACR

- Please contact the RACR Office (msu.racr@) to obtain access to RACR/Degree Works

Accessing the RACR

Student Search:
- Current students
- Shows other helpful information
- Directly links to that student's RACR

Links (under Teaching/Advising tab):
- Helpful when looking for non-current students
- Directs to user information/error; use "Find" icon
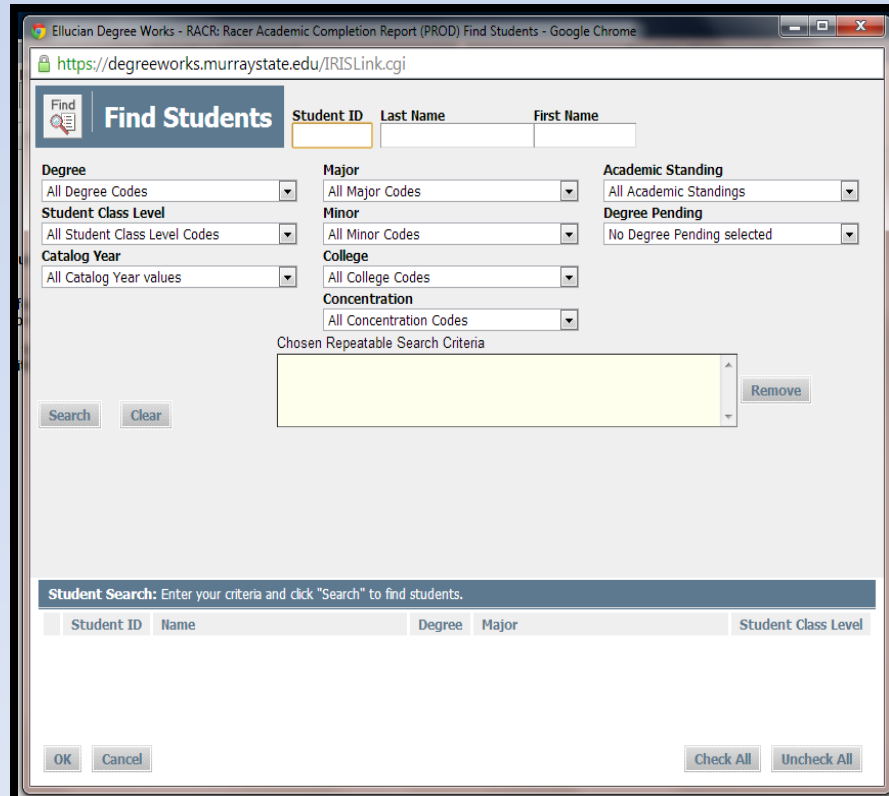- Alternative ways to search for students
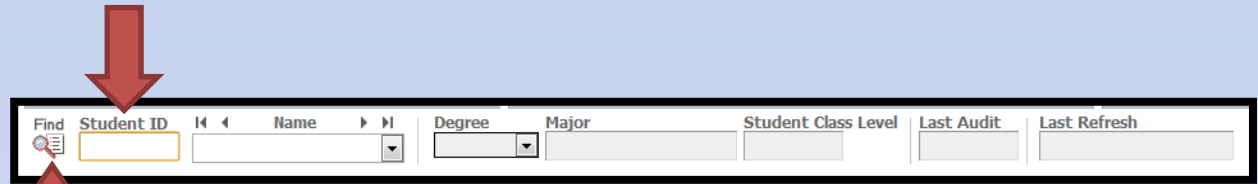
Searching for Students

There are 2 ways to search for students:

1. Use the Find button to select criteria to search for groups of students.

2. Enter a student's M# into the Student ID field and press enter on your keyboard.

RACR and Banner

RACR gets almost ALL of its information directly from Banner.

- Catalog Term
- Student Level
- Area/Major
- Minor
- Concentration/Field
- Advisor
- GPA
- Course Schedule
- Curriculum Revisions
- Course Descriptions

Reading the RACR

Each audit consists of a series of blocks

- Green check marks mean that a requirement is satisfied
- Blue tildes mean that the requirement is in progress and should be satisfied after course work is successfully completed
- Open red check boxes mean that the requirement has not yet been satisfied
- Unmet conditions

Area in OSH/Safety				Catalog Year: 2016-2017		Minimum Credits Required: 80
				GPA: 2.55	Credits Applied (Includes In Progress):	42
Unmet conditions for this set of requirements: 80 credits are required. You currently have 42.						
≈ Manufacturing Processes & Materials	ITD 120	Processes and Materials		INPR	(3)	Fall 2017
☐ Fundamentals of Management	Still Needed: 1 Class in MGT 350					
✅ Introduction to Occupational Safety & Health	OSH 192	Intro Occupational Safety/Hea		B	3	Fall 2016

Reading the RACR: Transfer Credit

Direct Equivalent

MAT 135	Intro to Probability/Statistic		B	3	Fall 2015
Satisfied by	MTH130 - Elem Statistics - Campbellsville University				

General Transfer Credit

TRN 100	ELE: Enjoyment of Drama		B	3	Spring 2014
Satisfied by: FAR2301 - Texas Wesleyan University					
TRN 300	ELE: Electronic Spreadsheet Ap		C	3	Spring 2004
Satisfied by: CIS365 - University of No Alabama					
TRN 300	ELE: Military Credit Upper Lev		CR	37	Spring 2003
Satisfied by: MIL300 - Military Credit UL - Military Service					
TRN 100	ELE: LL International Transfer		A	27.5	Spring 2004
Satisfied by: INTL100 - LL International Transfer - Royal Jordanian Air Academy					
TRN 100	ELE: LL International Transfer		B	36.5	Spring 2004
Satisfied by: INTL100 - LL International Transfer - Royal Jordanian Air Academy					
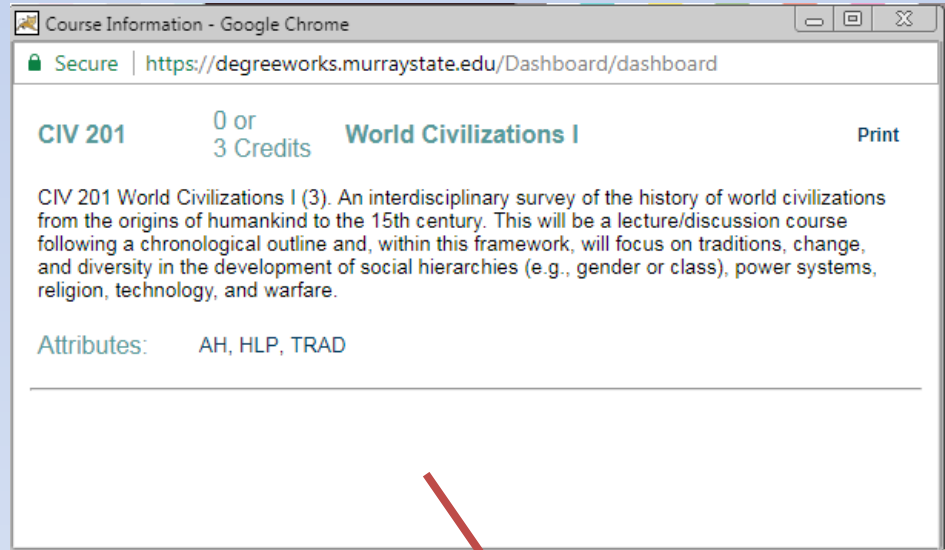
Course Link

Click the course links to display a pop up window with a full course description and any prerequisites.

Course Information - Google Chrome

🔒 Secure | https://degreeworks.murraystate.edu/Dashboard/dashboard

CIV 201   0 or 3 Credits   **World Civilizations I**   Print

CIV 201 World Civilizations I (3). An interdisciplinary survey of the history of world civilizations from the origins of humankind to the 15th century. This will be a lecture/discussion course following a chronological outline and, within this framework, will focus on traditions, change, and diversity in the development of social hierarchies (e.g., gender or class), power systems, religion, technology, and warfare.

Attributes: AH, HLP, TRAD

☐ WRLD'S HIST, LIT, & PHIL TRADITIONS

☐ Wrld Civ I, II, or Hnrs Sem in Soc Science I,II

Still Needed: **1** Class in **CIV** 201 or 202 or **HON** 201 or 202

Notes

Notes

	Entered by	Date
For F.17 take AGR 100, AGR 130, FIN 330 and round out schedule with AGR 240, Challenge Exam for AGR 133, AGR 170, AGR 199, AGR 345, AGR 399.		03/31/2017

- Use to record information from advising sessions
- Visible to all users
- To remove notes from a RACR, email msu.racr@

Ellucian Degree Works - RACR: Racer Academic Completion Report Add Note - Google Chrome

🔒 Secure | https://degreeworks.murraystate.edu/Dashboard/dashboard

Add New Note

Enter your note and click the Save Note button

Choose a predefined note from the list below ▼

Save Note | Clear

Print/Save as PDF and Class History
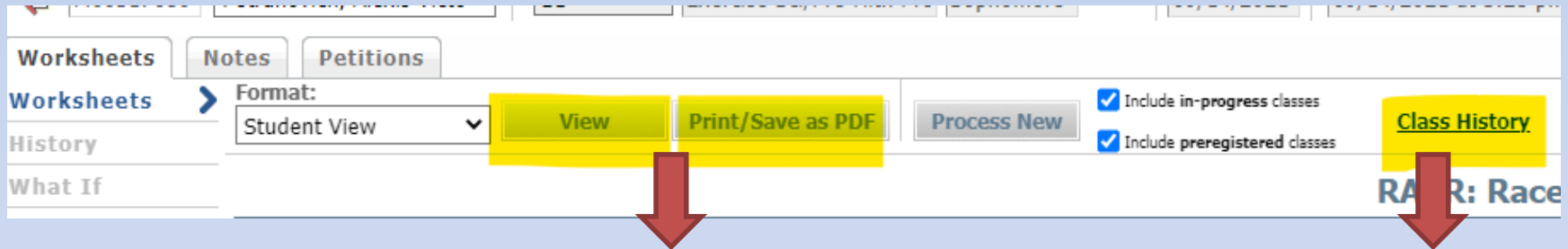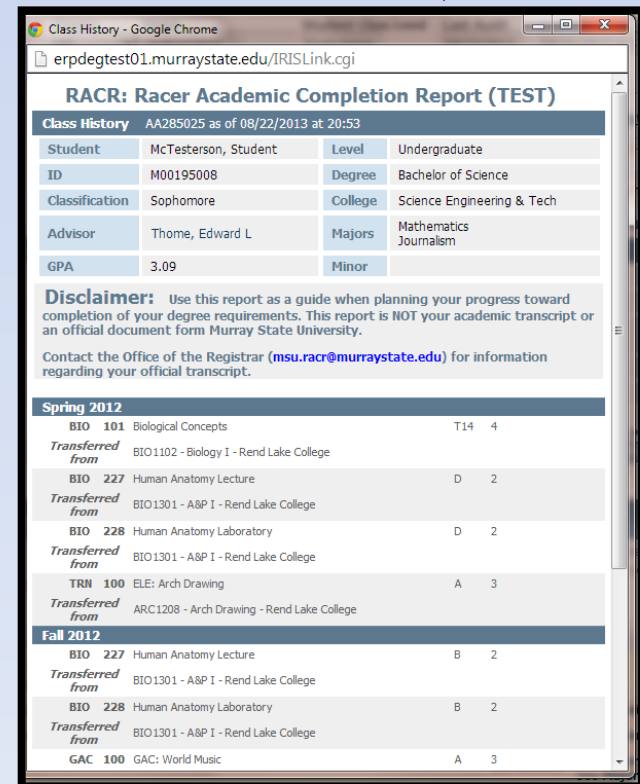
Use the PDF feature to save or print a PDF copy of the student's RACR.

Use the Class History feature to view a semester by semester breakdown of the student's course work.

What If Audits

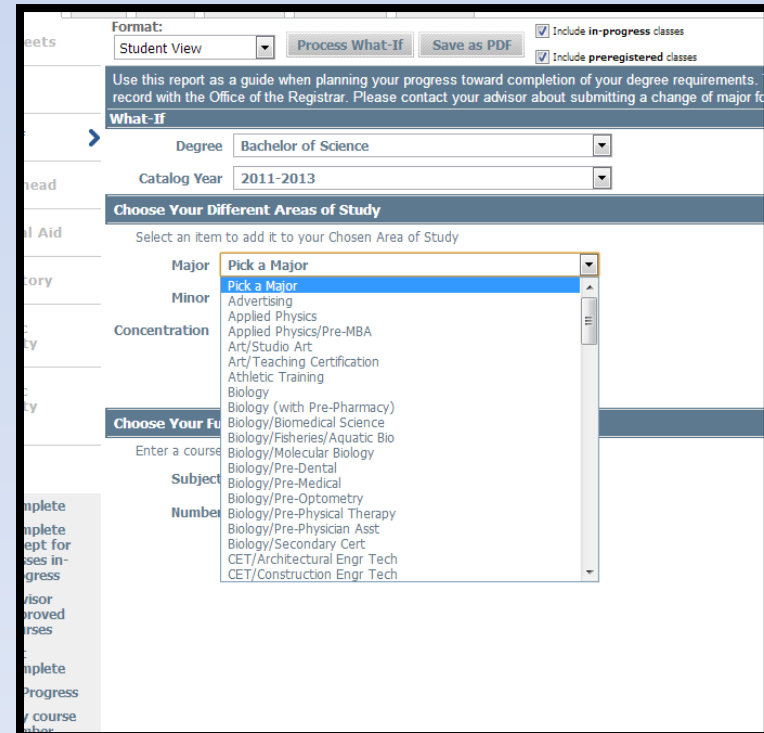**MURRAY STATE** UNIVERSITY

Why use the What If feature?

1. To hypothesize a change in major.
2. To temporarily compensate for data missing in Banner.
   - Viewing an audit what for a minor that had not yet been declared
   - Viewing an audit with a concentration that has not been declared

NOTE: You must select ALL the criteria you want to see in the What If audit (ie: Degree, Catalog Year, Major, Minor).

Student Access

Students may access their RACR through myGate.

1. Login to myGate
2. Click on the Academics tab
3. Scroll to the Student Resources box
4. Click on RACR Degree Audit

Student Resources

RACR Degree Audit
Order an Academic Transcript
Enrollment & Good Standing Verification
Enrollment & Good Standing Verification - International Students
  *Not for Embassy Requests
Policies and Forms

Advising:
Academic Advising Info for Students
Starfish Student Success Network
Test Score Placement Chart
Transfer Equivalencies
University Bulletin
University Studies

Other:
Customer Service Survey
University Weather Alert and Procedures
FERPA/Privacy Information
Legal Downloading Resources
MSU Student Life Handbook and Policies
Title IX Harassment Training
Strategic Initiatives Plan

Additional Information

Things to Watch for:

- In-progress courses count in the number of credit applied

- Course substitutions and exceptions

- Advisor approved electives

- Audits update nightly

Additional Information

RACR for graduate students

- Allows students to track requirements
- Could replace the program form
- Course Substitutions/Exceptions

☐ **Degree in Master of Arts**			**Catalog Year:** 2016-2017		**Minimum Credits Required:** 30	
					Credits Applied (Includes In Progress): 24	
☐ Minimum 30 Credits		Still Needed:	30 credits are required. You currently have 24, including INPR courses. You still need 6 more credits.			
☐ Major Required		Still Needed:	See **TESOL (MA)** section			
☐ **TESOL (MA)**			**Catalog Year:** 2016-2017		**Minimum Credits Required:** 33	
			GPA: 3.20		**Credits Applied (Includes In Progress):** 24	
Unmet conditions for this set of requirements: 33 credits are required. You currently have 24.						
✅ Methods & Materials for Teaching ESL/EFL	TSL 600	Methods/Materials Tch ESL/EFL	A	3	Fall 2016	
✅ Teaching ESL/EFL Writing	TSL 605	Teaching ESL/EFL Writing	B	3	Fall 2016	
✅ Foundations of Second Language Acquisition	TSL 609	Foundations of Sec Lang Acquis	C	3	Spring 2017	
≈ Applied Linguistics & Professional Practices	TSL 610	Applied Linguistics/Prof Prac	INPR	(3)	Fall 2017	
✅ Course & Syllabus Design in ESL/EFL	TSL 615	Crse/Syllabus Dsgn in ESL/EFL	B	3	Spring 2017	
✅ Computer Assisted Language Learning	TSL 620	Cmptr Assisted Language Learn	A	3	Spring 2017	
≈ Testing & Evaluation in Second Language Teaching	TSL 622	Testing/Evaluation in TSL	INPR	(3)	Fall 2017	

Additional Information

Degree planning software

- Semester-by-semester overview

- Automatically identify "off-track" students

Additional Information

Check the RACR webpage:

http://www.murraystate.edu/Academics/RegistrarsOffice/RACR.aspx

Email msu.racr@murraystate.edu

Ashley Rogers, Assistant Registrar – Degree Audit

Rhonda Timmons, Degree Audit Specialist

Click the FAQ/Help link at the top of Degree Works.