



myProgress User Guide

FOR STAFF

Degree Evaluation Unit, Enrolment Services

MCGILL UNIVERSITY

November 2021



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Introduction

myProgress, the Degree Audit System, includes features for viewing a student's academic progress. The Responsive Dashboard brings a mobile-friendly student dashboard with a fresh and clean look. This adaptable format displays appropriately across different devices and is ADA (Americans with Disabilities Act) compliant for accessibility.

How to Access *myProgress*

Go to the *myProgress* (<https://www.mcgill.ca/myProgress>) log in page to access student worksheets and find information about the online degree evaluation advising tool.

Degree Audit Elements

Student Header The student header provides useful information at the top of the degree audit such as the student's ID, preferred name, and degree. Other fields include the degree level, classification, major(s), minor(s), concentration(s),

program faculty/school, last registered, department, curriculum year, admission term, and assigned academic advisor, if applicable.

Only fields with available information in Banner will display.

McGill University Degree Audit



Student ID [redacted] × Select Student [redacted] ↓ Degree Bachelor of Arts

[Advanced search](#)

Level Undergraduate Classification UG Level Year 2 Majors Economics -Con, Political Science -Con Program B Arts Faculty/School Faculty of Arts

Registered N (Fall 2021) Department Economics Advisor Kuzaitis, Ruta (Primary) Curriculum Year 2 Admission Term Fall 2019

Degree Progress

The student's progress toward degree, displayed as wheels, is located directly below the Student Header in the academic audit. Here you will find Requirement progression and Cumulative GPA.

Format Student View ↓

Estimated Degree Progress

33% CUM GPA 3.35

Requirements

Degree Requirements

The Degree Requirements section lists requirements needed to complete a degree and can be found right below the Degree Progress section. Requirements are also called blocks.

The degree requirements block is formatted with a list of check boxes that state whether requirements have been fulfilled or not. Users will have the ability to collapse sections for quick navigation through to what they are looking for. Blocks such as Freshman Requirements, majors and minors etc. are listed here.

[Collapse all](#) ^

Bachelor of Arts Degree Requirements INCOMPLETE

Credits required: 120 Credits applied: 84 Catalogue term: FALL 2019

[Click here to access McGill's Faculty of Arts Degree Requirements webpage, including minimum credit requirement, residency requirement, GPA, and time and credit limit for completion of degree.](#)

All newly-admitted undergraduate students must complete a mandatory online academic integrity tutorial in their first semester.

<input type="radio"/> Minimum Degree Credits Required	Still needed:	You have taken 84 credits and still need 36 more.
<input type="radio"/> Academic Integrity	Still needed:	1 Class in AAAA 100
<input checked="" type="checkbox"/> CEGEP Transfer Credits		

Blocks included in this block

- [CEGEP Transfer Credits](#)
- [Major Concentration Economics](#)
- [Minor Concentration Communication Studies](#)

Major Requirements

This section lists requirements for major programs.

Major Concentration Economics INCOMPLETE

Credits required: 36 Credits applied: 18 Catalogue term: FALL 2019

Unmet conditions for this set of requirements: You have taken 18 credits but still need 18 more.

	Course	Title	Grade	Credits	Term	Remarks
<input type="radio"/>	REQUIRED COURSES					
<input type="radio"/>	Economic Statistics	Still needed:		3 Credits in	ECON 227D1	
<input type="radio"/>	Economic Statistics	Still needed:		3 Credits in	ECON 227D2	
<input checked="" type="radio"/>	Microeconomic Theory	ECON 230D1	Microeconomic Theory	REGD	(3)	Fall 2020
<input checked="" type="radio"/>	Microeconomic Theory	ECON 230D2	Microeconomic Theory	REGD	(3)	Winter 2021

Minor Requirements

This section lists requirements for your minor programs, if applicable...

Minor Concentration Sociology IN-PROGRESS

Credits required: 18 Credits applied: 18 Catalogue term: FALL 2019

	Course	Title	Grade	Credits	Term	Repeated
<input checked="" type="checkbox"/>	U1 Required Courses	SOCI 210	Sociological Perspectives	A	3	Fall 2020
		SOCI 211	Sociological Inquiry	B+	3	Fall 2020
<input checked="" type="checkbox"/>	Sociological Theory or Statistics in Social Research	SOCI 330	Sociological Theory	A-	3	Winter 2021
<input checked="" type="checkbox"/>	Complementary Course (not including 200-level)	SOCI 388	Crime	REGD	(3)	Winter 2022
<input checked="" type="checkbox"/>	Complementary Courses (including 200-level)	SOCI 212	International Migration	A	3	Fall 2020
		SOCI 250	Social Problems	A	3	Summer 2020
	9 credits of complementary courses chosen from the list of courses offered by the Sociology Department. At least 3 credits must be taken at the 300-level or higher.					

Pending courses display as hyperlinks and are dynamic, displaying the class schedule and prerequisites, if applicable.

<input type="radio"/>	Macroeconomic Theory	Still needed:	3 Credits in	ECON 330D1	
<input type="radio"/>	Macroeconomic Theory	Still needed:	3 Credits in	ECON 330D2	

Course Information

ECON 330D2 - Macroeconomic Theory

See ECON 330D1 for course description.

Prerequisites:

ECON 330D1 with a minimum grade of Q or ECON 330D1 with a minimum grade of Q or ECON 330D1 with a minimum grade of Q or ECON 330D1 with a minimum grade of Q or ECON 330D1 with a minimum grade of Q

Sections:

Term	CRN	Section	Seats open	Meeting times
Winter 2022	3653	001	190 (out of 190)	M W 04:05pm - 05:25pm
Winter 2022	3654	002	190 (out of 190)	Tu Th 08:35am - 09:55am

Elective Credits/Courses

myProgress also displays any additional courses that the student has taken, which do not fulfill their program requirements, but can be used toward their degree requirements as Electives.

Elective Credits/Courses

Course	Title	Grade	Credits	Term
ANTH 212	Anthropology of Development	REGD	(3)	Winter 2021
EAST 212	Intro:East Asian Culture:Japan	REGD	(3)	Winter 2021
ECON 208	Microeconomic Analysis&Applic	B	3	Fall 2019

Insufficient due to Grades and/or Repeats and/or Excluded

This block lists courses that are not counted in the student's program (ex: failures, courses excluded from requirements).

Insufficient due to Grades and/or Repeats and/or Excluded

Course	Title	Grade	Credits	Term
COMP 202	Foundations of Programming	XTR	0	Summer 2019
Refer to transcript for details				
ECON 313	Economic Development 1	W	0	Fall 2019
MATH 140	Calculus 1	F	0	Fall 2017
MATH 140	Calculus 1	F	0	Fall 2017 - Supplementary

In-progress and Preregistered

This section displays courses that have not been graded yet. These courses are also displayed in the program requirements in the top of the worksheet.

In-progress and Preregistered

Course	Title	Grade	Credits	Term	Repeated
EDEA 332	Art C&I--Elementary	REGD	(3)	Fall 2021	
EDEC 233	Indigenous Education	REGD	(3)	Fall 2021	
EDEE 230	Elementary School Math. 1	REGD	(3)	Fall 2021	
EDEE 270	Elementary School Science	REGD	(3)	Fall 2021	
RELG 341	Intro:Philosophy of Religion	REGD	(3)	Fall 2021	
EDEE 253	Kindergarten Classroom Ped	REGD	(3)	Winter 2022	
EDEE 260	Reading Methods - K/Elementary	REGD	(3)	Winter 2022	
EDEE 273	Elementary School Science 2	REGD	(3)	Winter 2022	
EDEE 283	Social Studies Pedagogy	REGD	(3)	Winter 2022	

Legend

The icons are displayed at the bottom of the worksheet as circles. Requirements completed will show as green circles, requirements not complete will show as red, and requirements with classes in-progress will show as blue. The Remarks icon appears when an A, E, or I indicator is flagged on a course on the transcript.

Legend

- | | | | |
|--|-------------------------------------|---|----------------------------------|
|  | Complete |  | Not complete |
|  | Complete (with classes in-progress) |  | Nearly complete - see advisor |
|  | Prerequisite courses |  | Any subject or any course number |
| (R) | Remarks (A, I, E - see transcript) | | |

Disclaimer

myProgress is not an official evaluation/confirmation of the completion of a program. Confirmation of graduation requirements is always subject to department and faculty approval. Your McGill transcript is your official University record in the event of a conflict of information.

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Save/Print Audit

You can save an audit as a PDF. The save audit option is shown with a printer icon located at the top right-side corner of the page. Once you click on the icon, the print window will popup. Select the destination (for example, paper printing or save as PDF in your computer).



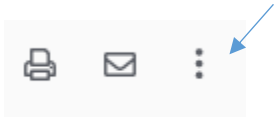
Email Student

Contact students via email. This feature is located at the top right-side corner of the page by clicking the envelope icon.



Academic History

View an academic record in the form of an unofficial transcript. This feature is located at the top right-side corner of the page by clicking the three vertical dots.



Useful Links

myProgress includes quick access to useful links such as *Help*, *Minerva* and the *eCalendar*. These are located at the top of the page and can also be accessed through the navigation bar located on the right top corner of the page.



Notes

Add Notes to the bottom of the worksheet. The advising notes are visible to all users and cannot be deleted once saved. This feature is located at the top right-side corner of the page by clicking the three vertical dots.



Add a new note



Predefined notes



Add description

Student and advisor discussed student's career plans.

Cancel

Save note

View Notes at the bottom of the worksheet.

Notes

Description	Created on	Created by
Student and advisor discussed student's career plans.	09/28/2021	Fabris, Vanessa D

Exceptions

Approved faculty and staff members can process these student adjustments directly on the worksheet eliminating ES intervention. Course substitutions and targets appear within the program requirements and at the bottom of the page.



[WORKSHEETS](#)

[EXCEPTIONS](#)

[LINKS](#)

○ **COMPLEMENTARY COURSES** At least 6 complementary credits must be at the 400 or 500 level. No more than 6 credits may be at the 200 level.

① 12 credits above ECON 209	ECON 219	Current Econ Problems:Topics	B+	3	Winter 2020
	ECON 313	Economic Development 1	S	3	Winter 2020
	ECON 326	Ecological Economics	REGD	(3)	Winter 2021
	GEOG 216	Geography of the World Economy	REGD	(3)	Fall 2020

↙ **Exception by:** Kotoulas, Kristina **On:** 09/27/2021 **Apply Here:** GEOG 216 is an acceptable complementary course

Minor Concentration Communication Studies

INCOMPLETE

Credits required: 18 Credits applied: 3 Catalogue term: FALL 2019

Unmet conditions for this set of requirements: You have taken 3 credits but still need 15 more.

	Course	Title	Grade	Credits	Term	Remarks
① REQUIRED COURSE						
① Introduction to Communication Studies	ANTH 212	Anthropology of Development	REGD	(3)	Winter 2021	
	Exception by: Fabris, Vanessa D On: 09/28/2021 Substitute: Substitution approved by Unit					

○ **COMPLEMENTARY COURSES** **Still needed:** 15 Credits in @ @ with attribute = ARCT

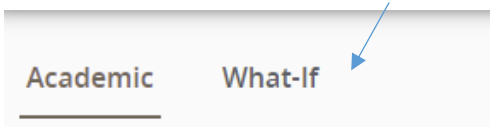
Exceptions

Type	Description	Created on	Created by	Block	Enforced
Apply Here	GEOG 216 is an acceptable complementary course	09/27/2021	Kotoulas, Kristina	Major Concentration Economics	Yes
Substitute	Substitution approved by Unit	09/28/2021	Fabris, Vanessa D	Minor Concentration Communication Studies	Yes

Please refer to the [How To Process Exceptions](#) help document, found at mcgill.ca/myprogress, for more information.

What-If and Future Classes

Apply a student's courses to different majors and minors whether the courses have been completed or are in-progress. The user must select the catalog year, degree type, major, etc.... Some majors also require a concentration and/or a minor. Be sure to select the approved combinations of major, concentration, minor, and degree type based on the catalog year chosen.



What-If Analysis - not official and subject to change as program and degree requirements change. ^

Use current curriculum

Program

Catalogue term * FALL 2021	Program * B Arts	Level * Undergraduate
Degree * Bachelor of Arts	Faculty/School * Faculty of Arts	

Areas of study

Major * Economics -Con	Concentration	Minor Philosophy -Con
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Additional areas of study

Major (0/1188)	Minor (0/265)	Concentration (0/175)
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Users can also choose the current curriculum and apply future classes to see where they fall in the audit.

What-If Analysis - not official and subject to change as program and degree requirements change. ^

Use current curriculum

Future classes

Subject EDEEC	Number 261	Add
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In-progress classes Preregistered classes

Reset Process

<input type="radio"/> ELECTIVES COURSES (6 CREDITS)	<input checked="" type="radio"/> EDEC 261	Philosophy of Catholic Ed.	PLAN	(3)	PLANNED
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Contact Us

For additional support or questions regarding UG myProgress, please contact degeval.es@mcgill.ca.