



HOW TO RUN A “WHAT-IF” SCENARIO

This is a step-by-step guide explaining how to run a “What-if” scenario using your new self-serve portal. Use this to create an academic advisement report if you decided to switch, add or change concentration(s).

Begin by logging into MyConcordia portal. Once logged in, click on “My Student Centre” located on the upper left-hand side of the screen to access your self-service dashboard. Use the drop down located under

the Academics section on the left-hand side and select “What-if Report”. Click the arrows to continue. Click “Create New Report”. Under Program Scenario select academic program and area of study. Click “Submit Request”. If you would like to add courses to your What If report, click “Browse Course Catalogue”. Select course(s) you would like to add to your What If Scenario and then click “Submit Request”. View the report.

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Use the drop down located under the Academics section on the left hand side and select "What-if Report". Click the arrows to continue.

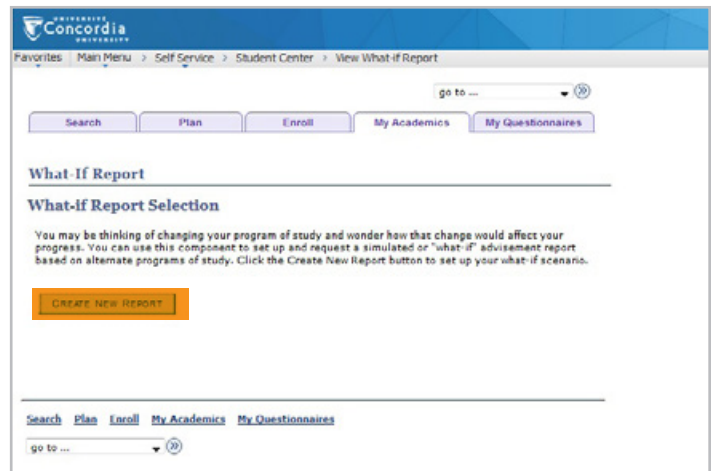


The screenshot shows the 'Student Center' page with the 'Academics' section expanded. A dropdown menu is open under 'Academics', with 'What-if Report' highlighted. The main content area shows 'This Week's Schedule' with a table of courses and their times.

Class	Schedule
ECON 222-A LEC (9631)	TuTh 1:15PM - 2:30PM H 401 SGW
ECON 222-A TUT (9629)	Fr 10:15AM - 11:15AM H 423 SGW
MATH 252-A LEC (4151)	TuTh 11:45AM - 1:00PM FG B040 SGW
MATH 265-B LEC (4154)	MoWe 1:15PM - 2:30PM H 509 SGW
STAT 250-A LEC (5124)	MoWe 2:45PM - 4:00PM FG C080 SGW

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Click “Create New Report”



The screenshot shows the 'What-if Report Selection' page. It includes a navigation bar with 'Search', 'Plan', 'Enroll', 'My Academics', and 'My Questionnaires'. Below the navigation bar, there is a 'What-if Report Selection' section with a brief description and a prominent orange 'Create New Report' button.

3 Under Program Scenario select academic program and area of study

4 Click "Submit Request". If you would like to add courses to your what-if report, click "Browse Course Catalogue"

5 Select course(s) you would like to add to your What If Scenario

Scroll through the provided list and select the department of the course you would like to add, and then select the specific course.

Course Nbr	Course Title	Select
A	Accountancy A LEVEL	select
AB	Accountancy AB LEVEL	select
B	Accountancy B LEVEL	select
220	Financial and Managerial Accounting	select
230	Introduction to Financial Accounting	select
240	Introduction to Managerial Accounting	select
310	Financial Reporting I	select
320	Financial Reporting II	select
330	Cost and Management Accounting	select
340	Income Taxation in Canada	select
350	Accounting and Information Technology	select
265	U.S. Federal Taxation	select
400	Accounting Theory	select

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Once you have selected your desired courses, click "Submit Request"

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View the report