

# INCLTOP #PD

## IDENTIFYING PREVIOUS DEGREES: INCLTOP and Encoding Tips

In ISRS previously earned degrees are recorded in ST1131UG: Student Degree Maintenance. The field that will be used for this INCLTOP item in DARwin is the Degree Level field as shown below.

### CS1101UG

ES:ST1131UG MN State Colleges&Universities DVLP 07/28/2003  
Ver:01.45 DVLP Student Degree Maintenance

SSN: 999008473 Last: Beyer F: Elaine M:  
Id: 00010217 Suff:

Inst Id: 91004497 FICE Cd/Name: 005541 Northwest Technical  
Complete Date: 05/30/1997 Tscpt Inst Name: Northwest Technical College  
Degree Abbr: AAS Deg Name: Associate in Degree Level: 02 Associate  
Term Deg Flag: Honors: Deg Msg:  
Degree Term: 19975 Thesis Title:

Message:

Major Concentration  
Medical

Minor Concentration

Major Maintenance-> G kp1 <-Minor Maintenance G kp2

All Degree Levels are listed in the Valid Degree Levels screen PS0020UI. An example is shown below.

### PS0020UI

Lev	Abbr	Short	Long
01	NONE	No degree	No degree
02	ASSC	Associate	Associate
03	BACC	Bacc	Bacculaureate
04	MAST	Masters	Masters
05	SPEC	Spec, MFA, JD	Specialist,
06	ABD	ABD	ABD
07	DOC	Doctorate	Doctorate
08	CERT	Cert	Certificates

## ENCODING FOR COURSE PREVIOUS DEGREES

In order to set up DARwin to process a Previous Degree, two things will need to be done. The first is to make an entry in INCLTOP. The second will be to encode a requirement that will pop up when a previous degree is identified.

### INCLTOP

Since this is a non-printing INCLTOP item it can be placed anywhere in INCLTOP. Up to 10 #PD entries can be made. The format of the entry is as follows:

**#PD(ISRS Degree Level Code)[System Condition Code]**

The actual entry should look like the entry below.

Requirement Name: INCLTOP      FYT: 0000 00      LYT: 9999 99

Title:

Pseudo Name:       Requirement Type: T-Text

Last Modified: Aug 07, 2000 7:38:18 AM      By: FFORSEMAN

Common    Reporting    Reference/Other    **Text**    Limits (X-line)    Used By

Header		OK	No
1	#PD (13) [F]		
2	#GB		
3	#NAN,#		
4	#RCRegistration Access Code: #		
5	#IU(1,0,a)		
6	#IT(03,,p)		
7	This is INCLTOP		
8	#CO(5002) [S]		
9	#TS(0166,,75,79) <20033,test1080,0,&,>		
10	#TS(0164,,0,35) [M]		
11	#RP(7,R,&F)		
12	#GM(04,e)		

The entry above indicates that for a “Previous Degree” with an ISRS code of 13 for a diploma, a System Condition Code of “F” will be assigned. The parameters of each entry are as follows (Note: There are no spaces between any of the characters in this entry.):

**ISRS Degree Level Code:** This is defined in ISRS and is a two digit code. All campuses use the same codes. NOTE: If you wish to identify more than one Degree Level, you will need to make one entry for each Degree Level.

**System Condition Code:** Entering a System Condition Code allows a Requirement or Sub-requirement to be turned on or off. The selection of a System Condition Code follows the same practice as other System Condition Codes. That is, all characters listed in CONDTB-US1 in the Com Table can be used. Remember to not reuse codes that have already been used and also to make an entry in the Condition Descriptions table of the Support Tables explaining how the Condition Code is being used.

## POP UP REQUIREMENT

This requirement will pop up when the System Condition Code assigned in #PD is present.

Requirement Name:	PREVDEG1	FYT:	0000 00	LYT:	9999 99
Title:	***** PREVIOUSLY EARNED DIPLOMA *****				
Pseudo Name:	PREVDEG1	Requirement Type:	T-Text		
Last Modified:	Jul 31, 2003 7:26:51 AM		By: JOHNSODA		
<b>Common</b>   Reporting   Reference/Other   Text   Limits (X-line)   Used By					
<b>Completion Rules</b>			<b>Matching Rules</b>		
Required Sub-req's:	0	X-Suppress all	<u>Course Condition Codes</u>		
Required Hours:	0.0	X-Suppress all	Accept 1/2:	<input type="checkbox"/>	<input type="checkbox"/>
Required GPA:	0.0	X-Suppress all	Reject 1/2:	<input type="checkbox"/>	<input type="checkbox"/>
Required Count:	0		<u>Conditional Requirement</u>		
Maximum Hours:	999.9		Accept System CC:	<input checked="" type="checkbox"/>	F
<b>Condition Code Assignment</b>			Reject System CC:	<input type="checkbox"/>	
Assignment Control:					
Assign Condition Codes:	<input type="checkbox"/>	<input type="checkbox"/>			

The above example is a Text Requirement. As such, the Completion Rules as well as Completion Status (on the Reporting Tab) have been suppressed. This is only an example. It is also possible to encode a normal Requirement that performs actual degree processing.

## REMINDERS:

\*Don't forget to document the use of Condition Codes in the Condition Descriptions table in DARwin.

\*\*Are you using #TS, #CO or #PR? DARS is limited to a total of 100 entries of the combined #TS, #PD, #CO and #PR INCLTOP items.