



WPI

Data Science Graduate System A Step by Step Manual

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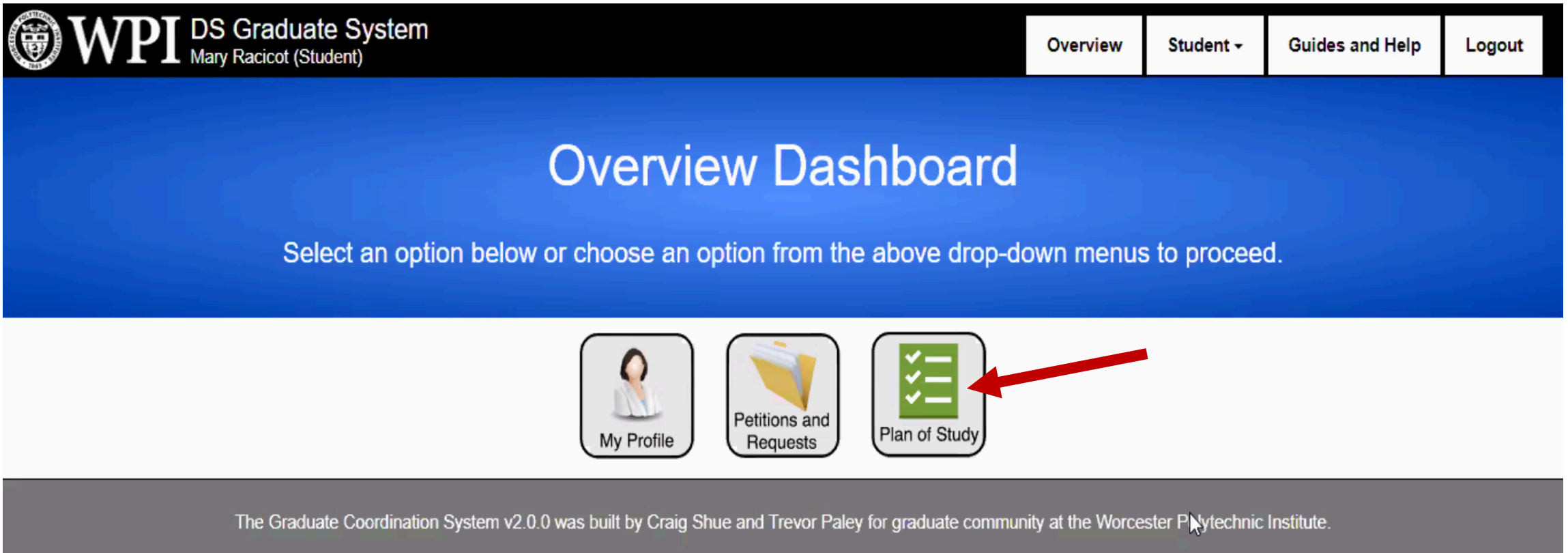
Login to Your Account

- **Requirements:** You must have your **WPI email** active. WPI email and its password are your login credentials
- **System Link:** <https://ds-grads.wpi.edu>

Plan of Study Submission

Plan of Study Submission

- Login to the system. You should see content similar to the figure below
- Click on “Plan of Study” icon



WPI DS Graduate System
Mary Racicot (Student)

Overview Student Guides and Help Logout

Overview Dashboard

Select an option below or choose an option from the above drop-down menus to proceed.

My Profile Petitions and Requests Plan of Study

The Graduate Coordination System v2.0.0 was built by Craig Shue and Trevor Paley for graduate community at the Worcester Polytechnic Institute.

Create New Plan of Study

- If you do not have previous submission, you will see a screen as below. Click on “Creating a new Plan of Study”

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Select Plan of Study

It does not look like you already have a Plan of Study on record. You can start by [creating a new Plan of Study](#).

The Graduate Coordination System v2.0.0 was built by Craig Shue and Trevor Paley for graduate community at the Worcester Polytechnic Institute.

- If you have previous submission, you will see a screen as below. Click on “Create a new blank Plan of Study”

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Select Plan of Study

Choose a plan from the list or [create a new blank Plan of Study](#).

ID	Advisor	Created	Submitted	Advisor Approved	Coordinator Approved	Status	Action
728	Mohamed Eltabakh	August 13, 2020				Draft	View Delete Duplicate

Create New Plan of Study (Cont'd)

- After you create a new blank Plan of Study, a new entry will appear in the table as shown below.
- Click “View” to open and start editing the plan of study


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OverviewStudent ▾Guides and HelpLogout

Select Plan of Study

Choose a plan from the list or [create a new blank Plan of Study](#).

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Edit Plan of Study

You can add previous semesters

In this section, start adding the courses you plan to take

You can add future semesters

Read only section. It is automatically adjusted to reflect which requirements have been completed based on your plan of study

You can add comments and notes. It will be visible during the approval process

Either save for further editing or submit for approval

The interface shows a form for editing a plan of study. At the top, there are buttons for 'Add 2019', '2020', and 'Add 2021'. The '2020' section is expanded, showing 'Spring' and 'Fall' semesters. Each semester has a search bar for courses or milestones, a credits field, and a 'Remove' button. Below the semesters is a table of requirements with columns for 'Requirement', 'Progress', 'Fulfilled', and 'Milestone Scheduled'. The table lists various requirements like 'Integrative Data Science', 'Data Access and Management', 'Mathematical Analytics', 'Business Intelligence and Case Studies', 'Data Analytics and Mining', 'Capstone or Thesis', 'Internship Credit Limit', 'Business Credit Limit', and 'Total Credits'. The 'Fulfilled' column shows progress (e.g., 0/1, 0/3, 0/16, 0/33) and a green checkmark or red X. The 'Milestone Scheduled' column is currently empty. Below the table is a 'Student Comments' section with a text area. At the bottom, there are 'Save' and 'Submit for Approval' buttons.


Requirement	Progress	Fulfilled	Milestone Scheduled
Integrative Data Science	# of Courses >= 1	0/1	X
Data Access and Management	# of Courses >= 1	0/1	X
Mathematical Analytics	# of Courses >= 1	0/1	X
Business Intelligence and Case Studies	# of Courses >= 1	0/1	X
Data Analytics and Mining	# of Courses >= 1	0/1	X
Capstone or Thesis	# of Credits >= 3	0/3	X
Internship Credit Limit	# of Credits <= 3	0/3	✓
Business Credit Limit	# of Credits <= 16	0/16	✓
Total Credits	# of Credits >= 33	0/33	X

Student Comments:

Save Submit for Approval

View/Delete/Duplicate Plan of Study

- After you click “Plan of Study” from the main dashboard page. You can see all previous plan of studies ordered by date
- Click the “View”, “Delete”, or “Duplicate” link as needed.

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Mary Racicot (Student)

OverviewStudent ▾Guides and HelpLogout

Select Plan of Study

Choose a plan from the list or [create a new blank Plan of Study](#).

ID	Advisor	Created	Submitted	Advisor Approved	Coordinator Approved	Status	Action
728	Mohamed Eltabakh	August 13, 2020				Draft	View Delete Duplicate

If your plan of study is “Draft”, then view will allow you to edit it. Otherwise, if the plan of study is submitted, you can just view the content in a read only mode

Deletes your plan of study

Creates a new plan of study and adds a new entry into the table. The content of this plan of study will be copied to the new one