

# Degree Works Student Education Planner

The Student Educational Planner (SEP) is an advising tool in Degree Works that students and advisors can use to map out a clear pathway for timely degree completion. Advising plans created in SEP will show students the required courses within their program(s) and a recommended timeline of when they should be completed.

**\*\*NOTE:** For the best results, please use Google Chrome or Internet Explorer.

## Instructions

1. Go to [wingspan.winthrop.edu](http://wingspan.winthrop.edu)
2. Login with your Winthrop username and password.
3. Enter the student's CWID in the Student ID Box, select the student's name from the drop-down list, or click the Find icon to search for the student by name. **NOTE:** Make sure that the student's academic goals are up-to-date.
4. Once you have selected a student, click on the Plans tab.

The screenshot shows the top navigation area of the Degree Works Student Education Planner. It includes a search bar with a 'Find' icon, fields for 'Student ID', 'Name', 'Degree' (set to BA), 'Major' (set to English), 'Level' (set to UG), and 'WU Class Level' (set to Junior). There are also fields for 'Last Audit' (Today) and 'Last Refresh' (Today at 10:39 am). Below these fields is a row of navigation tabs: 'Worksheets', 'Plans', 'Notes', 'Petitions', 'Exceptions', 'GPA Calc', and 'Admin'. The 'Plans' tab is highlighted with a yellow arrow. Below the tabs is a 'Format:' dropdown menu set to 'Student View', with buttons for 'View', 'Save as PDF', and 'Process New'. A 'Class History' link is also visible.

5. You will see **one of three screens**.
  - ❖ If only one plan has previously been created and saved, you will see the plan in **Calendar** view. Change the view to **Edit** from the View drop down list to make changes.

The screenshot shows the main content area of the Degree Works Student Education Planner. At the top, there is a yellow bar with 'Student Planner for: [redacted]' and a 'View: Calendar' dropdown menu. A yellow arrow points to the 'View: Calendar' dropdown. Below this bar, there is a blue header with the student's name, degree (Bachelor of Arts), level (Undergraduate), and status (Active: Yes, Status: NOT LOCKED). The main content area is divided into two sections: '2018-2019' and '2019-2020'. The '2018-2019' section shows a 'Summer 2019, Total Credits: 3.0' summary and a table with one row: 'THRA 321' with 3.0 credits. The '2019-2020' section shows a 'Fall 2019, Total Credits: 6.0' summary and a table with two rows: 'ARTS 364' with 3.0 credits and 'ARTS 324' with 3.0 credits.

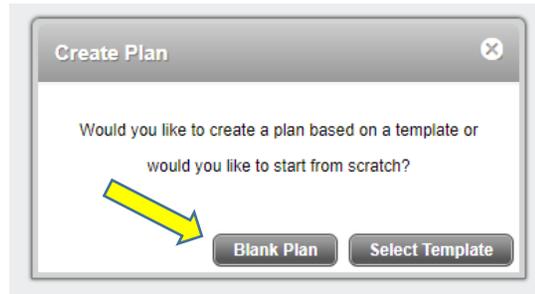
- ❖ If multiple plans have been created and saved, you will see a list of plans. Select the plan you want to view by double clicking it.

Student Planner for: [REDACTED] View: Select New Plan

List of plans Delete

Description:	Active	Modified	Who	Degree:	Level:	Status:
BA in Art (2017-2018)	Y	09/19/2018	Wright, Cassandra M	BA	UG	NOT LOCKED
[REDACTED]	Y	10/31/2016	Rouser, Andrew S	BFA	UG	NOT LOCKED
New Test Plan 7/25/18	Y	07/25/2018	Wright, Cassandra M	BA	UG	LOCKED
[REDACTED]	Y	04/03/2017	Rouser, Andrew S	BA	UG	NOT LOCKED
Test Plan for [REDACTED]	N	06/13/2019	Wright, Cassandra M	BA	UG	NOT LOCKED

- ❖ **Creating a Plan from Scratch:** If a plan has never been created, you will be prompted to create a blank plan or select a template. Click **Blank Plan**.



You will automatically be taken to the **Edit** view.



- Name and Activate the Plan:** Name the plan in the Description box. Then make the plan active by checking the **Active** box.

Worksheets **Planner** **Plans** Notes Petitions Exceptions GPA Calc Admin

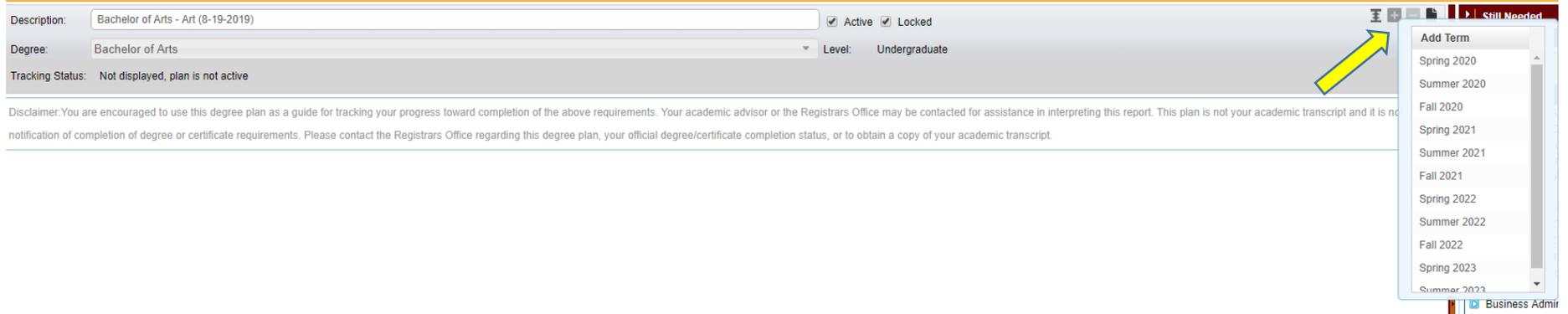
Student Planner for: [REDACTED]

Description: Bachelor of Arts - Art (8-19-2019) ← →  Active  Locked

Degree: Bachelor of Arts ▼ Level: Undergraduate

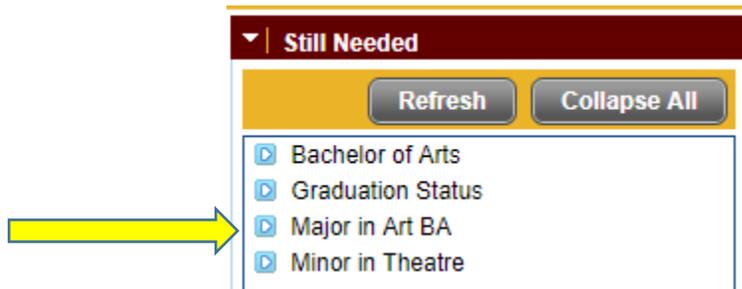
Tracking Status: Not displayed, plan is not active

7. **Add a Term:** Add a term by clicking on the + button on the far right of the Description. Then select a term from the list.



The screenshot shows a web interface for a degree plan. At the top, there are fields for 'Description' (Bachelor of Arts - Art (8-19-2019)), 'Degree' (Bachelor of Arts), and 'Level' (Undergraduate). There are also checkboxes for 'Active' and 'Locked'. A yellow arrow points to a '+' button on the far right of the description field. Below this, a 'Tracking Status' is shown as 'Not displayed, plan is not active'. A disclaimer is visible below the fields. On the right side, a 'Still Needed' pane is open, showing a list of terms: Spring 2020, Summer 2020, Fall 2020, Spring 2021, Summer 2021, Fall 2021, Spring 2022, Summer 2022, Fall 2022, Spring 2023, and Summer 2023. A yellow arrow points to the '+' button in the 'Add Term' dropdown menu.

8. **Add a course to a term:** To see more information about any course after it is added to the plan, click the blue circle with an i (i) to the right of the course. The **Critical** checkbox can be used to designate courses that MUST be completed during the planned term for the student to stay on-track toward graduation. Critical requirements that are not completed will appear “off-track” once the term has begun.
- From the Audit/Still Needed list:** There are two different panes to the right of the plan: **Still Needed** and **Courses**. The Still Needed pane contains the remaining requirements from the student’s Degree Works™ audit, organized by the audit blocks. To expand a block and view the remaining requirements, click on the arrow to the left of the block title.



The screenshot shows a 'Still Needed' pane with a dark red header. Below the header are two buttons: 'Refresh' and 'Collapse All'. A list of requirements is shown below the buttons, each with a blue play button icon to its left. A yellow arrow points to the first item, 'Bachelor of Arts'. The list includes: Bachelor of Arts, Graduation Status, Major in Art BA, and Minor in Theatre.

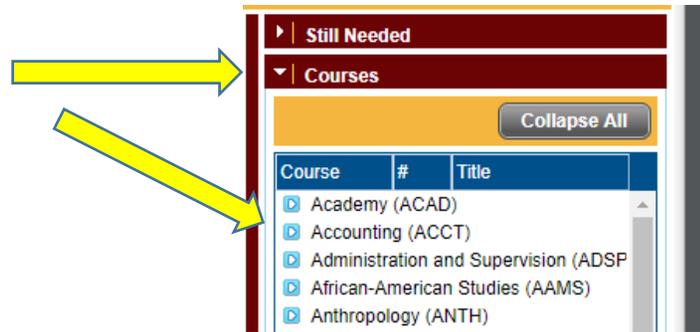
Then drag the course into the grey bar of the term when the course is to be completed.

The screenshot shows a course plan interface. At the top, there are fields for 'Description: Test Plan for', 'Degree: Bachelor of Arts', and 'Level: Undergraduate'. Below this is a term selection bar for 'Spring 2020' with 'Total Credits: 0.0'. A yellow arrow points to an information icon in this bar. To the right is a 'Still Needed' panel with 'Refresh' and 'Collapse All' buttons. The list includes 'Bachelor of Arts', 'Graduation Status', and 'Major in Art BA'. Under 'REQUIRED COURSES IN ART MAJOR', it lists '2-D, 3-D Media Studies, Photo Media Studies' (3 Credits in ARTS 204 or ARTS 206) and 'Senior Project Seminar' (1 Class in ARTS 501 Senior Presentation).

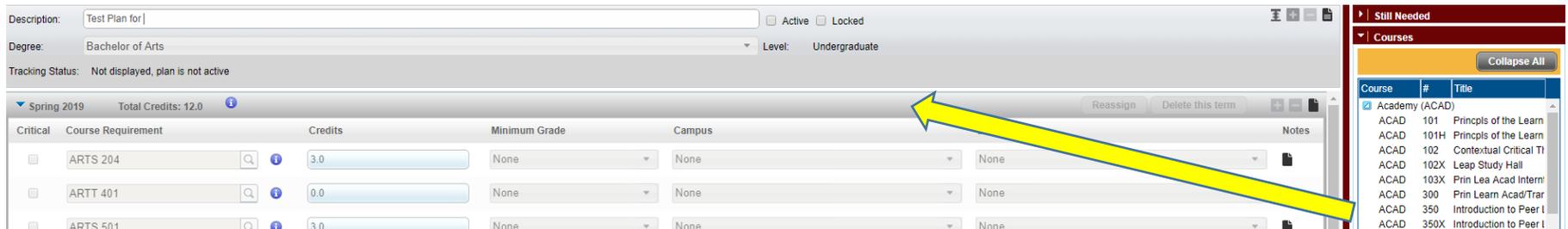
(The credits will default from the course catalog once the course is added to a term.) As you add courses from the Still Needed list, click on the Refresh button to remove the planned course from the Still Needed list. NOTE: This will not be the case for any unselected choice requirements.

This is a close-up of the 'Still Needed' panel from the previous screenshot. A yellow arrow points directly to the 'Refresh' button. The list below shows 'Bachelor of Arts', 'Graduation Status', and 'Major in Art BA'.

- b. **Add a Course from the Catalog:** You can also add a course from the **Courses** (course catalog) pane. Click the arrow to the left of **Courses**. This will expand the list of courses.



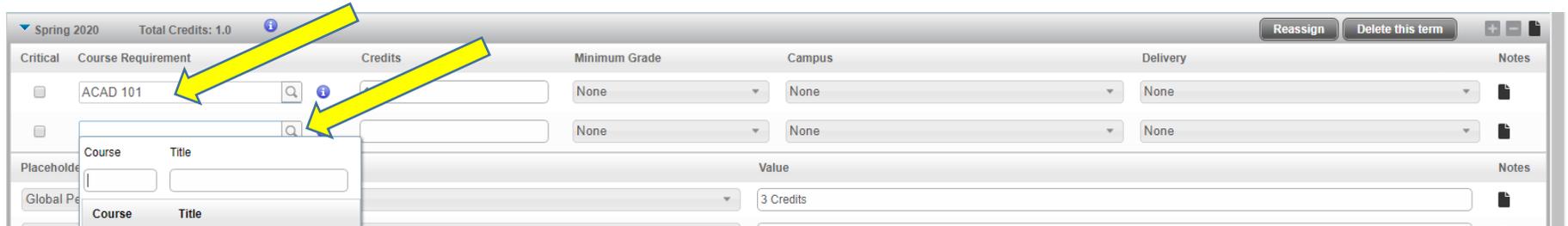
Click the arrow to the left of the subject code to find a course and drag the course into the gray bar of the term that the course is to be completed.



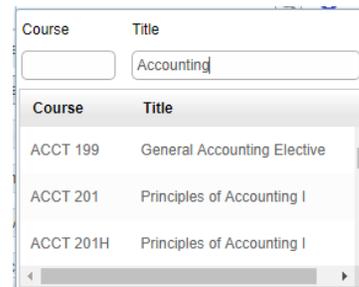
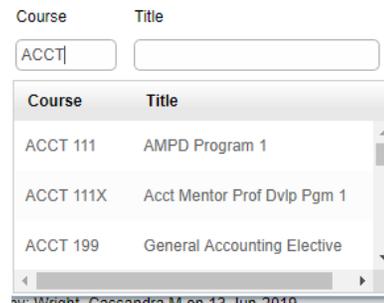
- c. **Add a Course using the Add Requirement Menu:** You can also add a course to term by clicking the **+** button to the far right on the gray term bar and selecting **Course** from the list.



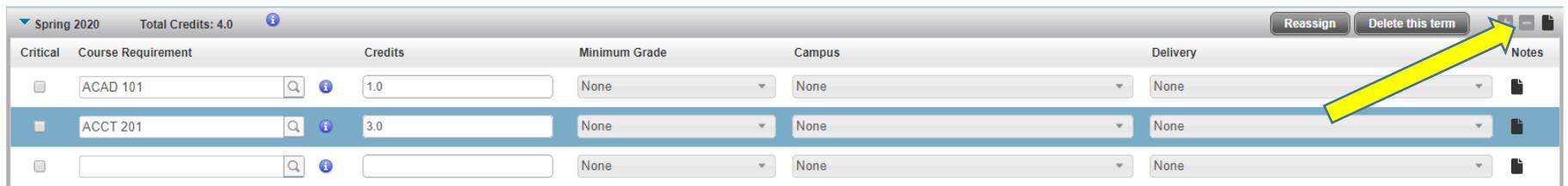
Either type the course into the box or search for a course in the catalog by clicking on the magnifying glass.



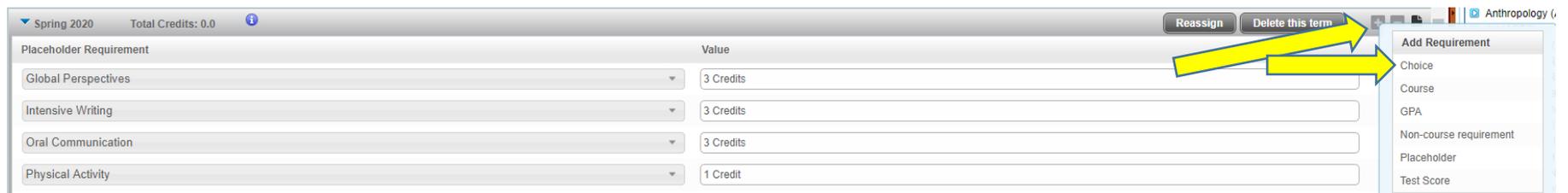
You can search with the course ID or title.



9. **Delete a Course from a term:** Select the course by clicking anywhere in its line (highlights it blue) and click the **-** button to the far right on the gray term bar.



10. **Add a Choice of Courses:** Click the **+** button to the far right of the gray term bar and select **Choice** from the list.



Click in the Choice Requirement box. Add a choice by typing in the course ID or searching the catalog. To insert and OR condition, click on the **Add another option** button. Then add the next course, and select **Done**.

Course	Attribute	Course/Lab	Attribute
● ATRN 301	None		
● ATRN 303	None		

Buttons: Add another option, Select none, Done

This is the result.

Critical	Choice Requirement	Minimum Credits	Minimum Grade	Campus	Delivery	Notes
<input type="checkbox"/>	ATRN 301 or ATRN 303		None	None	None	

If you would like to add a series of courses (a lecture/lab, linked course, or an AND condition), add the next option using the **+** icon to the right of the first part of the link. (Choice requirements may only contain up to two linked courses in a single line; however, there is not a limit on OR conditions.)

Course	Attribute	Course/Lab	Attribute
● BIOL 150	None		

Buttons: Add another option, Select none, Done

Course	Attribute	Course/Lab	Attribute		
● BIOL 150	None	and	● BIOL 151	None	

Buttons: Add another option, Select none, Done

**NOTE:** Courses added as a Choice requirement will not be removed from the Still Needed list or appear in the audit unless a specific course is chosen. To select a course from a Choice, click on the radio button next to the course.

Select **Done** when you are finished adding the course choices. This is the result.

Critical	Choice Requirement	Minimum Credits	Minimum Grade	Campus	Delivery	Notes
<input type="checkbox"/>	(BIOL 150 and BIOL 151)		None	None	None	

11. **Add a GPA Requirement:** Click the + button to the far right on the grey term bar and select **GPA** from the list. (The GPA requirement will be tracked and is typically a critical requirement beyond the first term.)

Placeholder Requirement	Value
Global Perspectives	3 Credits
Intensive Writing	3 Credits
Oral Communication	3 Credits
Physical Activity	1 Credit

- Add Requirement
  - Choice
  - Course
  - GPA
  - Non-course requirement
  - Placeholder
  - Test Score

Below are examples of the Overall (Winthrop), Major, and Class List GPA requirements.

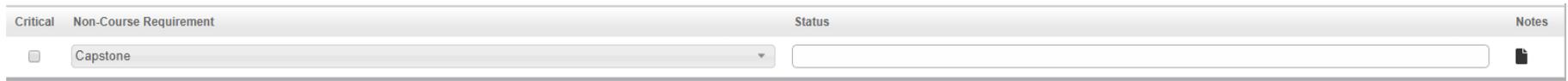
Critical	GPA Requirement	Major	Minimum GPA	Class List	Notes
<input type="checkbox"/>	Overall GPA - Student System	Select	2.750		
<input type="checkbox"/>	Major GPA	Early Childhood Education	2.750		
<input type="checkbox"/>	Class List GPA	Select	1.670	MATH 150 + 291 + 292 + 393	

12. **Add a Non-Course Requirement:** Click the + button to the far right on the grey term bar and select **Non-course requirement** from the list. (This can be used for items that need to be completed as part of the degree but are not built into a specific course.)

Placeholder Requirement	Value
Global Perspectives	3 Credits
Intensive Writing	3 Credits
Oral Communication	3 Credits
Physical Activity	1 Credit

- Add Requirement
  - Choice
  - Course
  - GPA
  - Non-course requirement
  - Placeholder
  - Test Score

The **Status** can be left blank to indicate that the student just needs to have completed the non-course item. It can also be the alphanumeric score or status needed to consider the requirement complete.



Examples of non-course requirements are listed below.

- Select
- Background Check
- Capstone
- Comprehensive Examination
- Comprehensive Examination
- Cultural Events Attended
- Cultural Events Required
- Cultural Events Requirement
- Foreign Language Requirement
- Foreign Language Requirement
- Global Learning I
- Graduate Portfolio
- Graduate Program of Study
- Graduate Recital
- Graduate Student Status
- Hon. Service Learning Project
- Honors Program
- Junior Recital
- Keyboard Proficiency
- Oral Examination
- Recital Attendance
- Senior Recital

13. **Add a Placeholder:** Click the **+** button to the far right on the gray term bar and selecting **Placeholder** from the list. A **Value** for the Placeholder is required. Credits are not associated with a placeholder and will not impact the total credits for each term. A placeholder is strictly informational only.



Placeholder Requirement	Value
Global Perspectives	3 Credits
Intensive Writing	3 Credits
Oral Communication	3 Credits
Physical Activity	1 Credit

14. **Add a Test Score:** Click the **+** button to the far right on the gray term bar and selecting **Test Score** from the list. Test scores must be on the student's record in Banner to be considered on-track, with the appropriate score.

Spring 2020 Total Credits: 0.0

Reassign Delete this term

Placeholder Requirement	Value
Global Perspectives	3 Credits
Intensive Writing	3 Credits
Oral Communication	3 Credits
Physical Activity	1 Credit

Add Requirement

- Choice
- Course
- GPA
- Non-course requirement
- Placeholder
- Test Score

Test Score examples are listed below.

Critical	Test Score Requirement	Minimum Score	Notes
<input type="checkbox"/>	Select		
<input type="checkbox"/>	Select		
<input type="checkbox"/>	Placeholder A-Level Chemistry		
<input type="checkbox"/>	Global Perspectives I - Math		
<input type="checkbox"/>	Global Perspectives I - Reading		
<input type="checkbox"/>	Global Perspectives I - Writing		

15. **Plan Notes:** Notes may be added to the plan, a plan term, or a plan requirement. To add a note, click on the **Note** button next to the item you want to place a note on.

Description: Test Plan for [ ]  Active  Locked

Degree: Bachelor of Arts Level: Undergraduate

Tracking Status: Not displayed, plan is not active

Spring 2019 Total Credits: 12.0

Entire Plan

Entire Term

This specific requirement

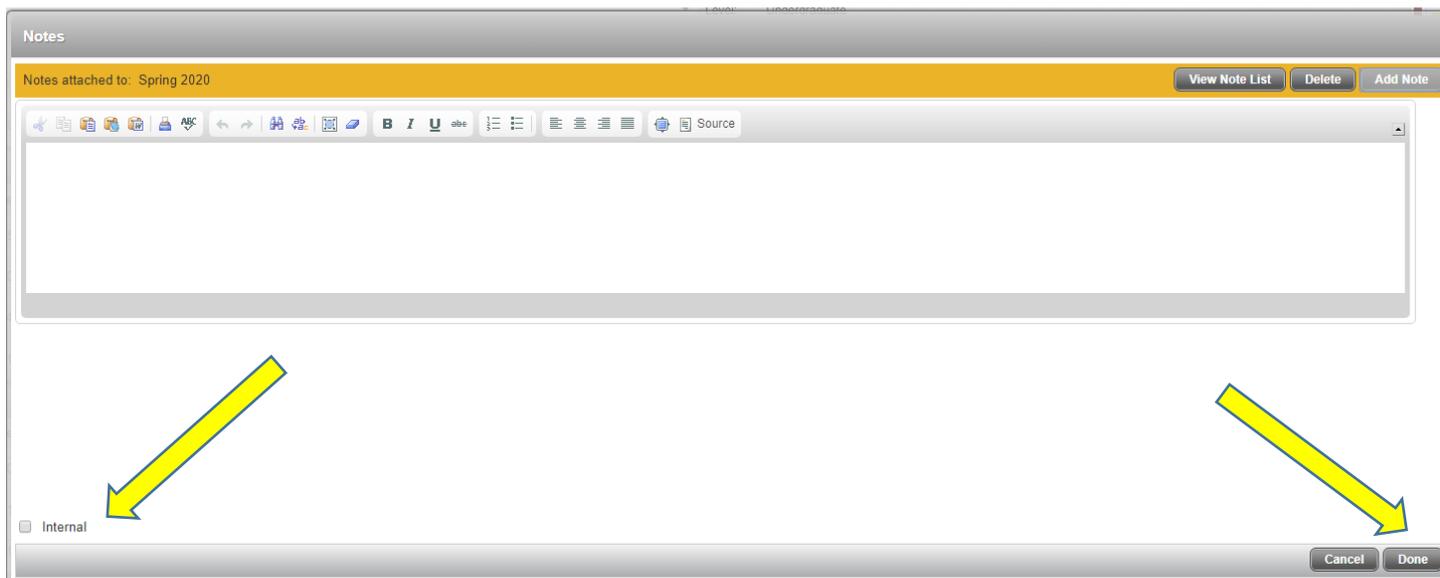
Critical	Course Requirement	Credits	Minimum Grade	Campus	Delivery	Notes
<input type="checkbox"/>	ARTS 204					
<input type="checkbox"/>	ARTT 401	0.0	None	None	None	
<input type="checkbox"/>	ARTS 501	3.0	None	None	None	
<input type="checkbox"/>	ARTS 205	3.0	None	None	None	
<input type="checkbox"/>	THRT 115	3.0	None	None	None	

Critical	Choice Requirement	Minimum Credits	Minimum Grade	Campus	Delivery	Notes
<input type="checkbox"/>	(BIOL 150 and BIOL 151)		None	None	None	

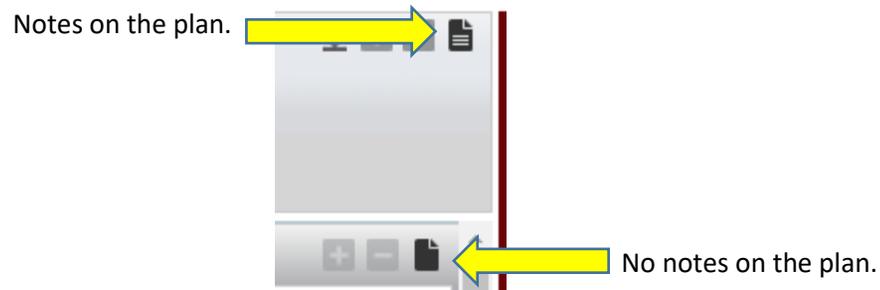
Once the Note box appears, click the **Add Note** button.



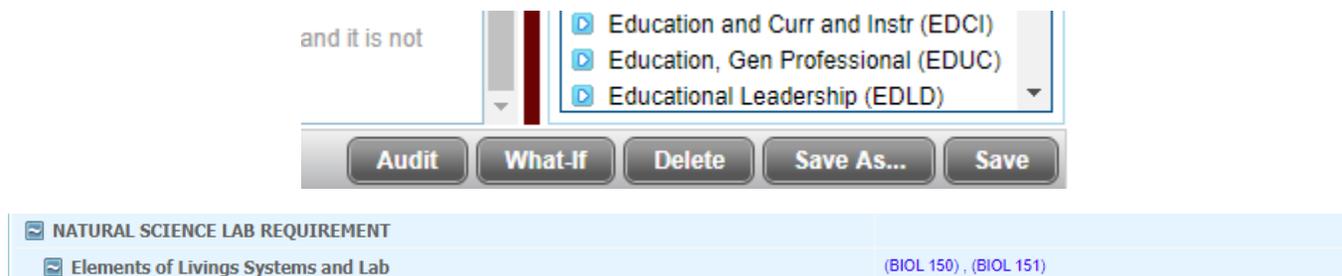
Type the note, and then click the **Done** button. To make a note **NOT** visible to the student, check the **Internal** box. The Notes window may need to be re-sized to see the Internal box.



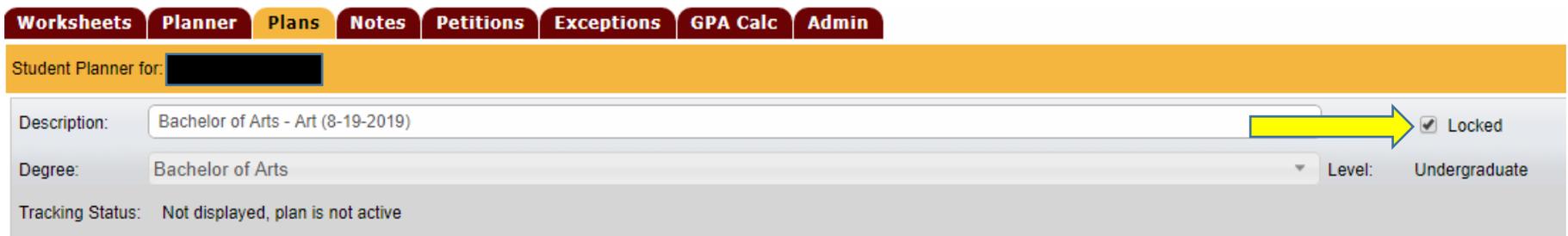
Once the note has been entered, the note icon will change from solid black to black with white lines to alert users that a note exists.



16. **Review the Student Audit:** Save your plan by clicking on the **Save** button at the bottom right. Next, click on the **Audit** button (to the left of the Save button) to review the student's audit with the planned courses in place. The planner audit is temporary and will not make any requirements complete on the student's main audit/worksheet. This temporary audit does not include unselected choice requirements, including wildcards with attributes for General Education.



17. **Lock the Plan:** Check the **Locked** box to approve the plan so that other users know that the plan has been reviewed and approved by an advisor. Only advisors may lock a plan. Once locked, students can still access, edit, and save plans, but they must request changes be reviewed by an advisor who will then lock the updated plan when it is approved. This plan may then become the active plan. **NOTE:** Multiple plans may be created, but only one plan may be **Active**. This should be the one most closely aligned with the student's academic goals.



18. **Plan Tracking:** Plan tracking allows users to determine if a student is meeting his or her goals and milestones each semester. The plan has three levels of tracking status: **Plan status, Term status, and Requirement status**. All requirements, except placeholders, will show a status once the term has begun: on-track, off-track, and warning. However, only Critical requirements will impact the tracking status. On-track designates the student has met the requirement (in the past or in-progress) regardless of the Critical indicator. Off-track designates which Critical requirements the student has not successfully completed (not taken, failed, withdrawn, not completed, etc.). Warning designates non-Critical requirements that are not completed. Again, only Critical requirements will make a term or plan off-track. Terms that have not started (based on the student's active term in Banner) or have no critical requirements will not be tracked. Only **Active** and **Locked** plans will be tracked.

Student Planner for [redacted] View: Calendar View Plan List New Plan

**AcademicPlan\_Edit\_F19** Active: Yes  
 Degree: Bachelor of Science Status: LOCKED  
 Level: Undergraduate Tracking Status: On-Track

**2018-2019**

On-Track	Fall 2018, Total Credits: 16.0	On-Track	Spring 2019, Total Credits: 16.0
Warning	EDCO 201 2.0	On-Track	EDCO 201 2.0
Warning	EDCO 202 2.0	On-Track	EDCO 202 2.0
On-Track	MATH 292 3.0	On-Track	MATH 393 3.0
On-Track	CRTW 201 3.0	On-Track	ECED 395 3.0
On-Track	ECED 300 3.0	On-Track	READ 290 3.0
On-Track	READ 330 3.0	On-Track	PLSC 201 3.0

**2019-2020**

On-Track	Fall 2019, Total Credits: 16.0	---	Spring 2020, Total Credits: 22.0
On-Track	ELEM 360 3.0		VPAS 320 3.0

Last updated by: Catalana, Sarah M on 19-Sep-2019 Audit Print

## Alternate Plan Views

Once a plan has been saved and a user clicks on the Plans tab, the default Calendar view will appear. To load another view select a different format from the View drop down menu.

The screenshot shows a user interface with a yellow header bar. On the right side of the header, there is a 'View:' dropdown menu currently set to 'Calendar'. Below the dropdown, a menu is open showing options: 'Select', 'Audit', 'Calendar', 'Edit', and 'Notes'. To the right of the dropdown are two buttons: 'View Plan List' and 'New Plan'. Below the header is a dark blue panel containing the following text: 'Active: Yes', 'Status: LOCKED', and 'Tracking Status: - - -'.

1. **Calendar View (Default):** Allows the user to view a plan in a view-only calendar presentation that is suitable for printing. For requirements in the Calendar view, Critical requirements will be denoted by an asterisk. Course requirements will display with the Course ID and Credits, and hovering over the course will display the course Title. Placeholder requirements will display the Placeholder Type Description on the view, and hovering over the Placeholder Type Description will display the Placeholder Value.

The screenshot shows a page titled 'Recommendations for Fall 2017 and Spring 2018'. The page is divided into two columns. The left column contains the following text: 'Degree: Bachelor of Science', 'Level: Undergraduate', and a table of requirements for Fall 2017. The right column contains the following text: 'Active: Yes', 'Status: LOCKED', 'Tracking Status: - - -', and a table of requirements for Spring 2018.

2017-2018	
--- Fall 2017, Total Credits: 14.0	--- Spring 2018, Total Credits: 14.0
--- <a href="#">HMPX 102</a> 3.0	--- <a href="#">MATH 292</a> 3.0
--- <a href="#">MATH 291</a> 3.0	--- <a href="#">CRTW 201</a> 3.0
--- <a href="#">EDCO 201</a> 2.0	--- <a href="#">ECED 300</a> 3.0
--- <a href="#">EDCO 202</a> 2.0	--- <a href="#">READ 290</a> 3.0
--- <a href="#">GEOL 110</a> 3.0	--- <a href="#">EDUC 220</a> 2.0
--- <a href="#">GEOL 113</a> 1.0	

Disclaimer: You are encouraged to use this degree plan as a guide for tracking your progress toward completion of the above requirements. Your academic advisor or the Registrar's Office may be contacted for assistance in interpreting this report. This plan is not your academic transcript and it is not official notification of completion of degree or certificate requirements. Please contact the Registrar's Office regarding this degree plan, your official degree/certificate completion status, or to obtain a copy of your academic transcript.

When notes exist on a plan, term, or requirement, an icon will display to the right of that item. Hovering over this icon will show a note preview and clicking on this icon will open the Notes window. Note text will not be included when printing the Calendar view. The term, course and selected choice requirements are hyperlinks and clicking on these will open the Course Link window.

- Notes View:** The Notes view allows the user to view a plan in a comprehensive view-only presentation that is suitable for printing, with or without notes appearing. The Notes view will automatically appear with notes expanded but they can be collapsed with the toggle button **Hide all notes/Show all notes**. When collapsed, hovering over the notes icon will show a note preview, and clicking on this icon will open the Notes window. Requirements marked as critical will be denoted by an asterisk. Course requirements will display the course ID and credits, and hovering over the course will display the title. Placeholder requirements will display the placeholder type description and placeholder value. The term, course and selected choice requirements are hyperlinks and clicking on these will open the Course Link window.

The screenshot shows a 'Test Plan for [redacted]' interface. At the top right, it indicates 'Active: No' and 'Status: NOT LOCKED'. On the left, it shows 'Degree: Bachelor of Arts' and 'Level: Undergraduate'. A 'Hide all notes' button is highlighted with a yellow arrow. Below this is a light blue box with the text 'This section is for notes for the entire plan.' and a small icon.

Below the notes section are two tables of course requirements:

Spring 2019, Total Credits: 12.0						
Critical	Course Requirement	Minimum Grade	Campus	Delivery	Credits	Notes
	<a href="#">ARTS 204</a>				3.0	
	<a href="#">ARTT 401</a>				0.0	
	<a href="#">ARTS 501</a>				3.0	
	<a href="#">ARTS 205</a>				3.0	
	<a href="#">THRT 115</a>				3.0	
	(BIOL 150 and BIOL 151)					

Fall 2019, Total Credits: 3.0						
Critical	Course Requirement	Minimum Grade	Campus	Delivery	Credits	Notes
	<a href="#">THRA 330</a>				3.0	

- Audit View:** The Audit view allows the user to view a plan and the planner audit side by side. When initially loading the Audit view, a planner audit is generated against the selected plan. The Audit view allows for light editing of the plan – courses can be drag and dropped from the audit into the plan, as well as moved from one term to another on the plan; however, requirements may not be deleted once added to the plan using the Audit view. The Edit view should be used for advanced editing of the plan. In the Audit view, only actual courses and course requirements can be moved – course rules with wildcards, ranges or attributes cannot be moved from the audit to the plan, and choice, placeholder requirements cannot be moved from term-to-term on the plan. To move a course in the Audit view, hover over the course – your cursor will change to a hand. Click on the course and move it to the desired term and release. Click Refresh Audit to rerun the planner audit after making changes. Click Save when done to keep your changes.

Student Planner for: ██████████ View: **Audit** View Plan List New Plan

Classification	Senior
Level	Undergraduate
Degree	Bachelor of Arts
College	Coll of Vis and Perform Arts
Major	Art
Concentration	
Minor	Theatre
Overall GPA (NOTE: This is NOT your LIFE GPA)	2.418
Cultural Events	You have attended 13 of the 13 required Cultural Events
Earned Hours	115

**Estimated Degree Progress**

Requirements  **92%**

Credits  **100%**

**Bachelor of Arts**

Catalog Year: 2017-2018  
 GPA: 2.385  
 Credits Applied: 128  
 Credits Required: 120

Steps Towards Graduation  
 Still Needed: See [Graduation Status](#) section

2.0 GPA Requirement Met

General Education Requirements Area I

General Education Requirements Area II

Major Requirements  
 Still Needed: See [Major in Art BA](#) section

Minor Requirements  
 Still Needed: See [Minor in Theatre](#) section

Hours above 299

**Test Plan for ██████████** Active: No  
 Degree: Bachelor of Arts Status: NOT LOCKED  
 Level: Undergraduate

**2018-2019**

Spring 2019, Total Credits: 12.0	
<a href="#">ARTS 204</a>	3.0
<a href="#">ARTT 401</a>	0.0
<a href="#">ARTS 501</a>	3.0
<a href="#">ARTS 205</a>	3.0
<a href="#">THRT 115</a>	3.0
(BIOL 150 and BIOL 151)	

**2019-2020**

Fall 2019, Total Credits: 3.0	
<a href="#">THRA 330</a>	3.0
Elective	
General Elective	

Last updated by: Wright, Cassandra M on 13-Jun-2019

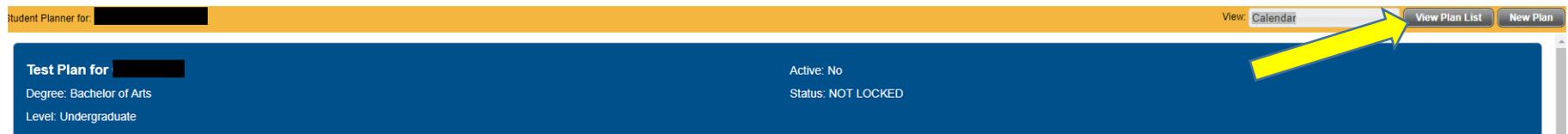
Refresh Audit
Audit
Print
Save

- Edit View:** This view is available to all users. This is the view used when creating a plan from scratch and is meant for creating and editing a student's plan. Both advisors and students have access to the Edit view.

## Viewing Saved Plans

To view all the plans that have been saved for a student, use the following steps.

1. Click on the **Plans** tab
2. Click the **View Plan List** button (upper right).



3. Double click a plan to view it.

## Editing a Saved and Locked Plan

If you would like to retain a copy of a plan before and after you edit it, you must use the following steps and the Save As button.

1. **Navigate to the Edit View:** If you are not in the Edit view, select it from the View drop down list.
2. **Unlock the Current Plan:** Before you begin editing the plan, uncheck the Locked check box, then click on the **Save** button (not Save As).
3. **Edit the Plan:** Edit the plan as needed, then check the Locked check box and click the **Save As** button. This will make the newly edited plan the Active and Locked current plan.

To update or overwrite a plan, you must use the following steps and the Save button.

1. **Navigate to the Edit View:** If you are not in the Edit view, select it from the View drop down list.
2. **Unlock the Current Plan:** Before you begin editing the plan, uncheck the Locked check box.
3. **Edit the Plan:** Edit the plan as needed, then check the Locked check box and click the **Save** button. This will overwrite the previous plan and leave no record of the previous plan.