Elements and Terminology

Following are the different page types within Banner 9 and the naming conventions that govern them.

BANNER 9 PAGES (FORMERLY FORMS)

Pages are the critical elements in Banner 9. Using pages you will enter, maintain, edit, and query data. Pages have been designed to be easy to use regardless of the platform (desktop computer, tablet, smart phone), that you are using. Each page has a unique name that distinguishes it from other Banner 9 page and each has its own security parameters and monitoring techniques.

Types of Forms

There are six types of Page. Specific examples of each type are detailed in Chapter 3 of this workbook.

Dashboard   This is your Banner 9 home or start page.. You can search for additional pages, find help, access other applications, log out.

Application Page   Use these Pages to enter, update, and query information. This is the most commonly used page type.

Validation Page   Use these pages to define the values that can be entered in specific fields on Application pages. These values are used throughout Banner.

Rule and Control Page Use these pages to define the calculations, parameters, and processing rules that impact processing on other pages, reports, and jobs.

Query Page   Use these pages to look up existing information, often returning information to the calling page. You must access this page from a Calling Page.

Inquiry Page   Use these pages to look up existing information, often returning information to the calling page. You can access these pages from a menu, another page, or with an Object Search.

Validation, Rule, and Control Pages are used to tailor Banner 9 to the specific needs of the University of Alaska. University administrators with the proper security access may update these forms.

BANNER 9 NAMING CONVENTIONS

All Banner 9 pages, with the exception of menus, use a seven character naming convention.

- **Position 1:** Identifies the primary system owning form
- **Position 2:** Identifies the primary unit module owning the form
- **Position 3:** Identifies the type of form
- **Position 4 – 7:** Identifies the unique four character abbreviation for the form

Reference the chart below for current naming convention identifiers as well as examples showing how Positions 1 – 7 combine to form Banner page names.

Position 1	A	Alumni/Development	L	Occupational tax/license	U	Utilities
identifies the primary system owning the form, report, or table.	B	Property tax	N	Position control	V	Voice response
	C	Courts	O	Customer contact	X	Records indexing
	D	Cash drawer	P	HR/Payroll/Personnel	W	Reserved for client
	F	Finance	Q	Electronic work queue	Y	applications that
	G	General	R	Financial aid	Z	co-exist with Banner8
	I	Information access	S	Student		
	K	Work management	T	Accounts receivable		

Position 2	**General (G)**		**Student (S)**		**Finance (F)**	
identifies the module owning the form, report, job, or table.	E	Event management	A	Admissions	A	Accounts payable
	J	Job submission	C	Catalog	B	Budget development
	L	Letter generation	E	Support services	C	Cost accounting
	O	Overall	F	Registration/Fee assessment	E	Electronic data interchange
	P	Purge	G	General student	F	Fixed assets
	S	Security	H	Grades/Academic history	G	General ledger
	T	Validation form/table	I	Faculty load	I	Investment management
	U	Utility	K	Reserved for SCT Intl.-UK	O	Operations
	X	Cross product	L	Location management	P	Purchasing/Procurement
	Accounts Receivable (T)		M	CAPP	R	Research accounting
	F	Finance accounts rec.	O	Overall	S	Stores inventory
	G	General accounts rec.	P	Person	T	Validation form/table
	O	Overall	R	Recruiting	U	Utility
	S	Student accounts rec.	S	Scheduling	X	Archive/Purge
	T	Validation form/table	T	Validation form/table		
	U	Utility	U	Utility		
	Financial Aid (R)		**HR/Payroll/Personnel (P)** **Position Control (N)**		**Alumni Development (A)**	
	B	Budgeting	A	Application	A	Membership
	C	Record creation	B	Budget	D	Designation
	E	Electronic data exchange	C	COBRA	E	Event Management
	F	Funds management	D	Benefit/Deductions	F	Campaign
	H	History and transcripts	E	Employee	G	Pledge & gift/pledge payment
	J	Student employment	H	Time reporting/History	M	Prospect management
	L	Logging	O	Overall	O	Organization
	N	Need analysis	P	General person	P	Constituent/Person
	O	Common functions	R	Electronic approvals	S	Solicitor organization
	P	Packaging & disbursements	S	Security	T	Validation form/table
	R	Requirements tracking	T	Validation/Rule table	U	Utility
	S	Student system shared data	U	Utility	X	Expected matching gift
	T	Validation form/table	X	Tax administration	**Information Access (I)**	
	U	Utility			S	Student
					R	Financial aid
	All Products					
	W	Reserved for client forms or modules used within a Banner8 application				
	Y	(character in position 1 does not equal W, Y, or Z)				
	Z					

Position 3	**General (G)**		**Student (S)**		**Finance (F)**	
identifies the type of form, report, job, or table.	A	Application form	A	Application form	A	Application form
	B	Base table Batch COBOL process	B	Base table	B	Base table
	I	Inquiry form	I	Inquiry form	I	Inquiry form
	O	Online COBOL process	P	Process	M	Maintenance form
	Q	Query form	Q	Query form	Q	Query form
	R	Rule table Repeating table Report/Process	R	Rule table Repeating table Report/Process	R	Rule table Repeating table Report/Process
	T	General maintenance	V	Validation form/table View	V	Validation form/table View
	V	Validation form/table View				
	Accounts Receivable (T)					
	A	Application form	P	Process	R	Report
	I	Inquiry form	Q	Query form	V	Validation form/table
	Financial Aid (R)		**HR/Payroll/Personnel (P) Position Control (N)**		**Alumni/Development (A)**	
	A	Application form	A	Application Form	A	Application Form
	B	Base table	B	Base table Batch COBOL Process	B	Base table
	I	Inquiry form	I	Inquiry form	C	Called/list form
	P	Process/report	P	Process	I	Inquiry form
	R	Rule table Repeating table Report/Process	R	Rule table Repeating table Report/Process	P	Process/Report
	T	Temporary table	**Information Access (I)**		R	Repeating rules table
	V	Validation form/table View	R	Report	T	Temporary table
					V	Validation form/Table View

Positions 4, 5, 6, and 7	uniquely identify the form, report, job, or table. Most items with a '2' or '9' in Position four are UA custom objects.

Examples

	NBAJOBS		**FGIBDST**		**STVMAJR**
N	Position Control	**F**	Finance	**S**	Student
B	Budget	**G**	General Ledger	**T**	Validation form/table
A	Application Form	**I**	Inquiry Form	**V**	Validation form/table
JOBS	Employee Jobs	**BDST**	Budget Status	**MAJR**	Major/Minor codes