

## How to Locate Field Names

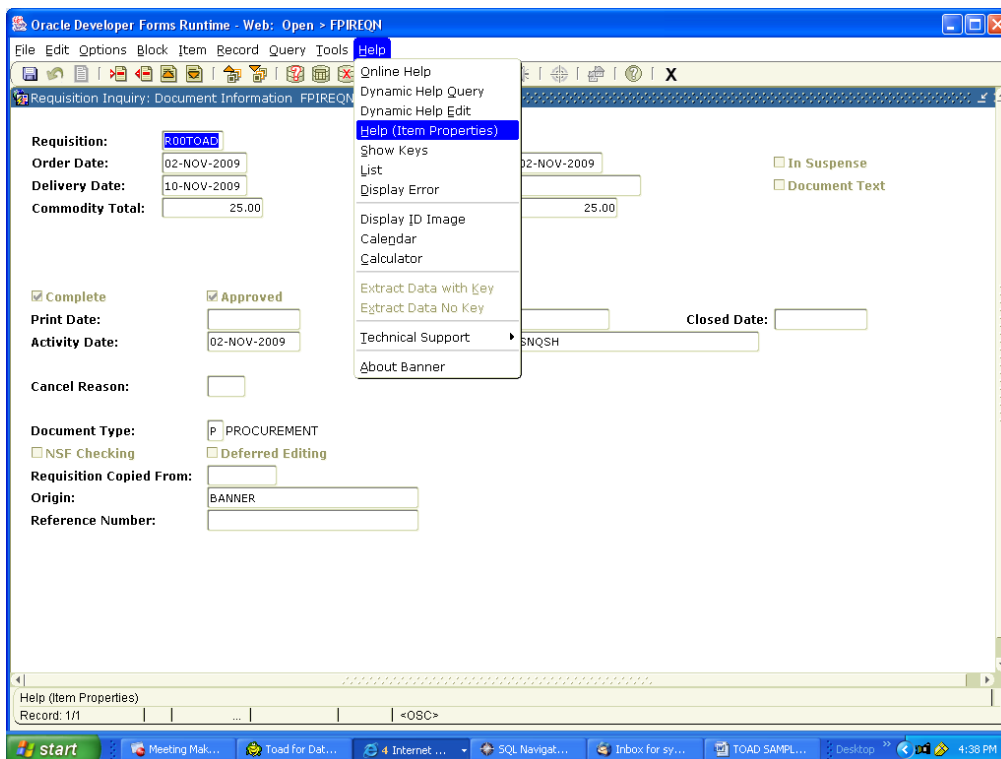
Data entered in Banner are stored in tables. Each table consists of fields; a field for each piece of data (i.e. requisition number, user id, transaction date....). The field name is comprised of two parts, the TABLE NAME and the FIELD NAME. These parts are separated by an \_ (underscore) character. For example in FPBREQH\_CODE, the table name is FPBREQH and the field name is CODE.

Using Toad for Data Analysts to build a query requires knowing the names of table fields. The quickest way to find a table field name specific to a Banner form field is to use *<Help (Item Properties)>* while the cursor is located in the field of interest on the Banner form of interest.(Figure 1)

If you want to know on what table the Requisition Number is stored:

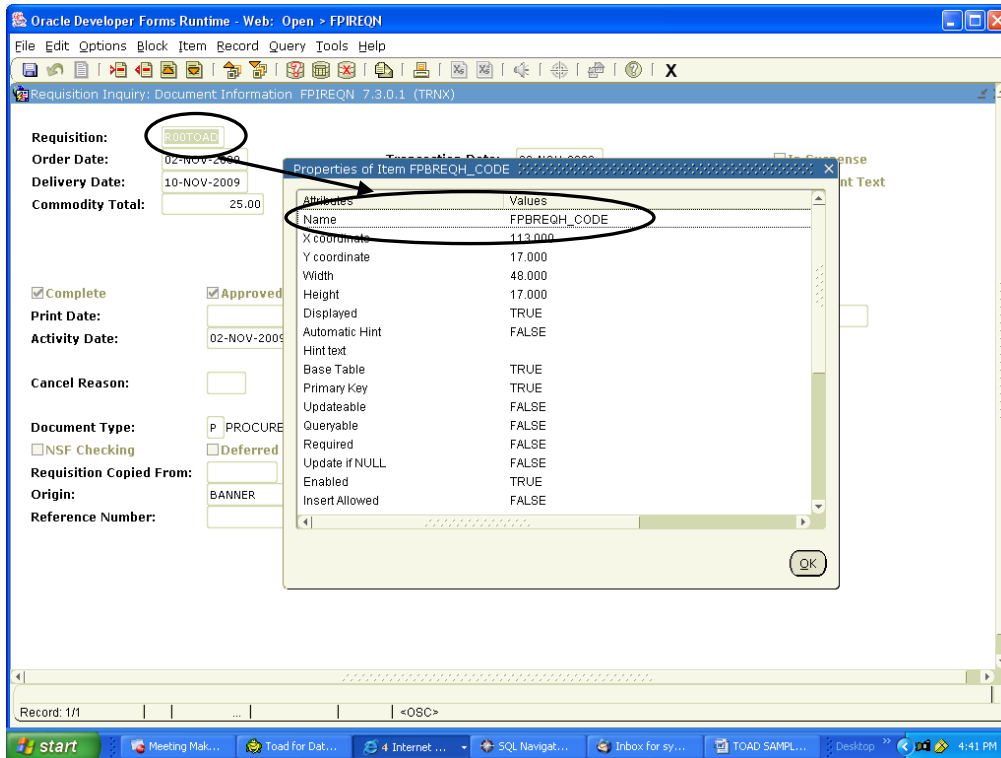
1. With the cursor in the Requisition field select *<Help>* from the tool bar.
2. Select *Help (Item Properties)*

Figure 1



When Help (Item Property) is selected, a screen appears that provides the field name along with some field attributes. In this example, a help function was performed from the *Requisition* document number field on FPIREQN. The actual field name is FPBREQH\_CODE.(Figure 2)

Figure 2



It is important to note not ALL fields appearing on a Banner form will be found on a table. For example Figure 3 shows the table field name for *Nation* is DISPLAY\_SHIP\_NATION. It is easily recognized this does not fit the typical table field name configuration, but care should be exercised to confirm the correct name before executing a query.

Figure 3

The screenshot shows the Oracle Developer Forms Runtime interface. The main window displays a requisition entry form with fields for Requisition (R00TOAD), Order Date (02-NOV-2009), Delivery Date (10-NOV-2009), and Commodity Total (25.00). A properties dialog box titled "Properties of Item DISPLAY\_SHIP\_NATION" is open, showing a table of attributes and values. The "Name" attribute is circled in red, and an arrow points from it to the "NATION" field in the form. The "NATION" field is also circled in red.

Attributes	Values
Name	DISPLAY_SHIP_NATION
X coordinate	112.000
Y coordinate	204.000
Width	144.000
Height	17.000
Displayed	TRUE
Automatic Hint	FALSE
Hint text	
Base Table	FALSE
Primary Key	FALSE
Updateable	FALSE
Queryable	FALSE
Required	FALSE
Update if NULL	FALSE
Enabled	TRUE
Insert Allowed	FALSE

Since many tables may contain the information required to complete a form, this method is a quick way to determine how to craft your query in Toad for Data Analysts.

In Toad for Data Analysts, the Viewer Table (Figure 4), accessed through Database Explorer, holds the table Field Name values as well. Comparing the Banner location to the table Name in Toad will ensure the query you build will return the expected data.

Figure 4

The Quick Guide window shows a workflow for data analysis. It starts with 'Connect to Datasources', followed by '1. Understand' (ER Diagrammer, Database Explorer, SQL Editor), '2. Query' (Query Builder, SQL Editor), '3. Report' (Excel Report, Toad Report), and '4. Automate' (Automate, Schedule). An arrow points from the 'Database Explorer' step in the guide to the 'Viewer Table' window below.

The Viewer Table window shows the following table structure:

ID	Name	Datatype	Primary Key	Nullable	Data Default	Comments
1	FPBREQH_CODE	VARCHAR2(8)		<input type="checkbox"/>		
2	FPBREQH_ACTIVITY_DATE	DATE		<input type="checkbox"/>		CODE
3	FPBREQH_USER_ID	VARCHAR2(30)		<input type="checkbox"/>		ACTIVITY DATE: The date when information for this recor
4	FPBREQH_REQH_DATE	DATE		<input type="checkbox"/>		USER ID: The unique identification code for the user.
5	FPBREQH_TRANS_DATE	DATE		<input type="checkbox"/>		REQUISITION DATE:
6	FPBREQH_NAME	VARCHAR2(35)		<input checked="" type="checkbox"/>		TRANSACTION DATE: The date the transaction was proc
7	FPBREQH_PHONE_AREA	VARCHAR2(3)		<input checked="" type="checkbox"/>		INSTITUTION NAME: The name of the separate accounta
8	FPBREQH_PHONE_NUM	VARCHAR2(7)		<input checked="" type="checkbox"/>		PHONE AREA: The telephone area code for this particlar
9	FPBREQH_PHONE_EXT	VARCHAR2(4)		<input checked="" type="checkbox"/>		SHIP TO PHONE NUMBER: The ship to phone number.
10	FPBREQH_VEND_PIDM	NUMBER(8)		<input checked="" type="checkbox"/>		PHONE EXTENSION: The telephone extension number for
11	FPBREQH_ATYP_CODE	VARCHAR2(2)		<input checked="" type="checkbox"/>		VENDOR PERSONAL IDENTIFICATION MASTER: The unqi
12	FPBREQH_ATYP_SEQ_NUM	NUMBER(2)		<input checked="" type="checkbox"/>		ACCOUNT TYPE CODE: Classifies an account type i.e., as
13	FPBREQH_COAS_CODE	VARCHAR2(1)		<input checked="" type="checkbox"/>		ACCOUNT TYPE SEQUENCE NUMBER: The internal accoun
14	FPBREQH_ORGN_CODE	VARCHAR2(6)		<input checked="" type="checkbox"/>		CHART OF ACCOUNTS CODE: The primary identification c
15	FPBREQH_REQD_DATE	DATE		<input checked="" type="checkbox"/>		ORGANIZATION CODE: Identifies the organization code t
16	FPBREQH_COMPLETE_IND	VARCHAR2(1)		<input checked="" type="checkbox"/>		
17	FPBREQH_PRINT_IND	VARCHAR2(1)		<input checked="" type="checkbox"/>		COMPLETE INDICATOR: Indicates if the document has be
18	FPBREQH_PRINT_IND	VARCHAR2(1)		<input checked="" type="checkbox"/>		PRINT INDICATOR