



# What you need to know for Banner 9

Human Resources Focus

# Benefits of Banner 9

## **Improved user experience**

- Modern, yet familiar, web user interface with standard controls
- Shorter learning curve for occasional users
- Enhanced usability and navigation for power users
- Ability to run in any modern browser

## **Significant reduction in time & cost to maintain Banner**

- Ellucian Solution Manager
  - Simplifies the upgrade process
  - Minimizes system interruptions and risk
  - Reduces time and cost for installation and deployment
  - Less user testing required
- Modifications replaced with configurations and extensions – eliminates maintenance with upgrades, reduces testing required

# Benefits of Banner 9

## Improved Student and Faculty Experience

- **Student Advising Profile** – saves times for students and advisors, enables personalized advice for better academic decisions
- **Attendance tracking** empowers faculty, saving time for registrars and financial aid
- **Faculty Grade Entry** streamlines grade processing including the ability to enter grades via spreadsheet
- **Registration**
  - More intuitive, saving time for registrar and the IT office
  - Seamless integration with Ellucian DegreeWorks
  - Enables advisors to better plan their student's success
  - Better visibility into course demand for registrars

# Benefits of Banner 9

## Self Service modules reduce administrative burden

- **Employee Profile** provides more self-service information for employees saving time for HR
- **Position Description** saves time in creation, editing, routing and approval of positions and makes posting to job search sites faster and more efficient
- **Direct Deposit** for staff and students reduces manual effort for employees, students and internal staff
- **Purchase Requisition** delivers faster procurement of products and services, saving time for the business office
- **My Finance Query** reduces reporting burden, enables better financial management
- **Communication Management** enables simpler and more efficient communications in areas such as financial aid award letters, past-due tuition notices, registration reminders and more



# What's Available In Banner 9

## Administrative Applications

## Self-Service Applications

- Banner General
- Banner Student
- Banner Human Resources
- Banner Finance
- Banner Financial Aid
- Banner Student Aid
- Banner Advancement
- Banner Accounts Receivable

### Student

- Registration
- Student Advising Profile
- Attendance Tracking
- Faculty Grade Entry
- Class Roster

### Finance & HR

- Purchase Requisition
- Direct Deposit
- My Finance Query
- Employee Profile
- Position Description
- Effort Reporting
- Labor Redistribution

### General

- Communication Management
- Personal Information

# The Administrative Staff Experience

## With Banner 9...

Natural user  
experience

Simplified methods  
of communication

New capabilities  
focused on streamlining  
critical business  
processes

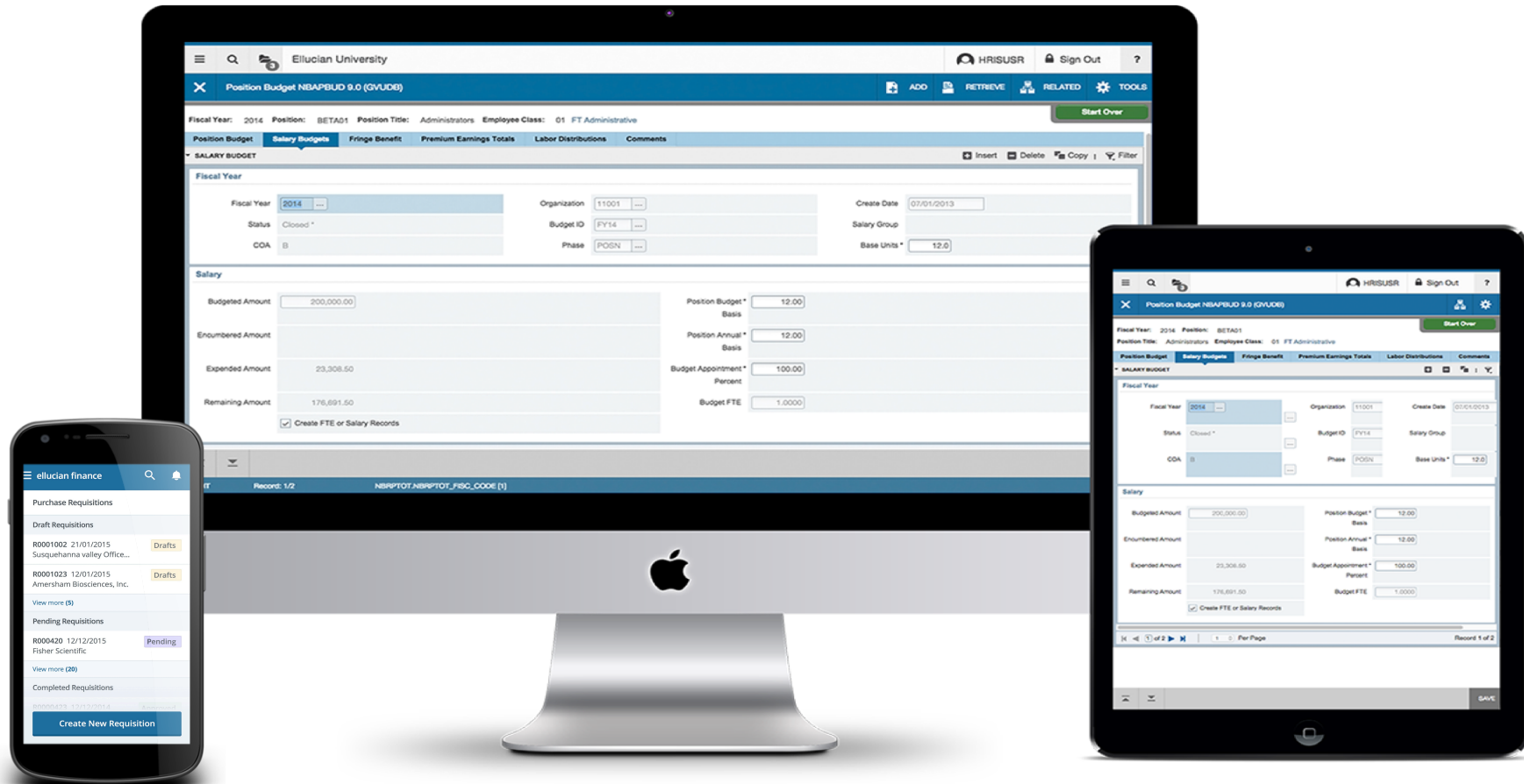
## Impact to Staff

Increased job  
satisfaction, time  
savings, and ability to  
self-serve

Stay better connected  
across the institution

Drive efficiencies with  
automation and process  
re-engineering

# Banner 9's New Look & Feel

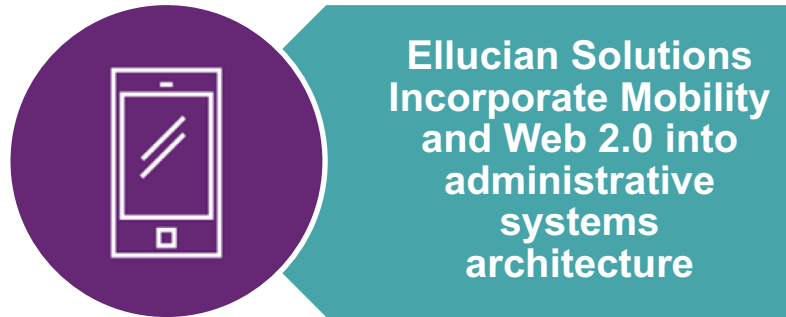


## Tablet Friendly: Banner on-the-go

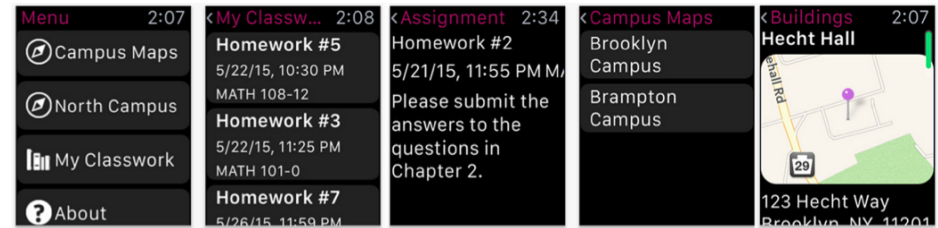




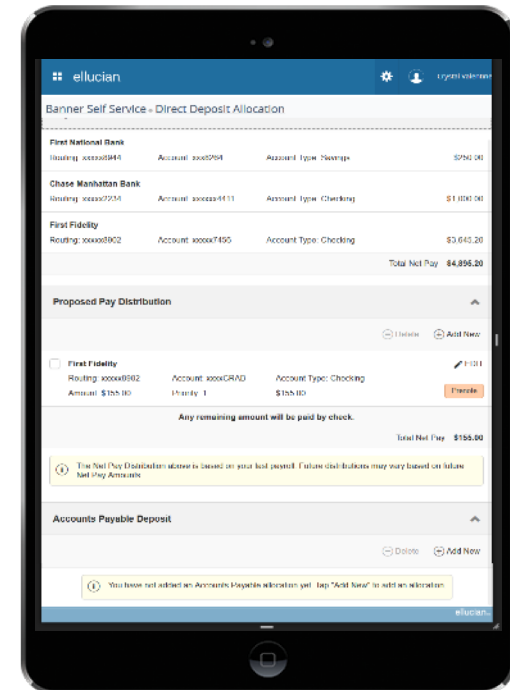
# Supporting Constituents On The Go With All Devices



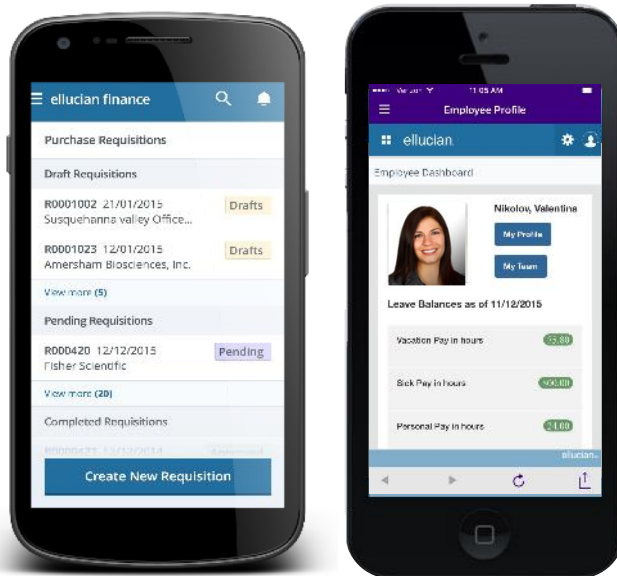
## Watches



## Tablets



## Phones



# Release 9 Administrative Improvements

## Old Oracle Forms

Oracle Developer  
File Edit Options  
General Person Identification  
ID: N00012149  
Current Identification  
ID: N00012149  
Person  
Last Name:  
First Name:  
Middle Name:  
Prefix:  
Suffix:  
Preferred First Name:  
Full Legal Name:  
Non-Person  
Name:  
FRM-40400: Transaction  
Record: 1/1

## New Admin Transformed Page

Ellucian University  
Person Identification - HR PPAIDEN 9.0 (SMPLP)  
Start Over

ID: N00013510 Constance Abate

Current Identification Alternate Identification Address Telephone Biographical E-mail Emergency Contact Additional Identification

▼ CURRENT IDENTIFICATION

Insert Delete Copy More Information Filter

ID N00013510 SSN/SIN/TIN

Name Type

▼ PERSON

Insert Delete Copy More Information Filter

Last Name Abate Preferred First Name

First Name Constance Full Legal Name

Middle Name

Marital Status S Single

Prefix

▼ NON-PERSON

Insert Delete Copy More Information Filter

Name

Activity Date 07/16/2008 12:30:12 PM Activity User CMCCORMI

SAVE

# Enhanced User Interface

The screenshot displays the 'Position Budget NBAPBUD 8.8 (GVUDB)' interface for Ellucian University. The top navigation bar includes a search icon, a notification bell with '10', and the user profile 'PLEICHLI' with a 'Sign Out' link. A secondary bar contains 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons, along with a 'Start Over' button. The main content area is divided into tabs: 'Position Budget', 'Salary Budgets' (selected), 'Fringe Benefit', 'Premium Earnings Totals', 'Labor Distributions', and 'Comments'. Below the tabs, the 'SALARY BUDGET' section shows fields for 'Fiscal Year' (2014), 'Status' (Closed \*), 'COA' (B), 'Organization' (11001), 'Budget ID' (FY14), 'Phase' (POSN), 'Create Date' (07/01/2013), 'Salary Group', and 'Base Units \*' (12.0). The 'Salary' section displays financial data: Budgeted Amount (200,000.00), Encumbered Amount, Expended Amount (23,308.50), and Remaining Amount (176,691.50). It also includes fields for 'Position Budget \*' (12.00), 'Position Annual \*' (12.00), 'Budget Appointment \*' (100.00), and 'Budget FTE' (1.0000). A checkbox for 'Create FTE or Salary Records' is checked. At the bottom, a pagination bar shows '1 of 2' records and '1' items per page. The footer contains 'EDIT', 'Record: 1/2', and 'NBRPTOT.NBRPTOT\_FISC\_CODE [1]'.

Standard tools and logout information.

Page navigation, total number of records and table and field information; can be used on tablet or desktop



# Application Navigation - Release 9 Administrative Improvements

## Personalized Banner Admin Landing Page

The screenshot shows the Ellucian Banner Admin Landing Page. At the top, there is a navigation bar with a hamburger menu icon, a search icon, and a text input field containing "Ellucian University". To the right of the search field are user profile icons for "VNIKOLOV" and a "Sign Out" button. Below the navigation bar is a large banner image of a university building. The word "Welcome" is centered on the banner. Below the banner is a search bar with the placeholder text "Search for forms, pages and menus...". At the bottom of the page, there is a footer with copyright information, a release version, and keyboard shortcuts.

Ellucian University

Search for forms, pages and menus...

Welcome

Search for and open new and legacy Banner forms using normal language or seven character abbreviation.

Set your own background image

Add your institution name

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Release: 1.3.1

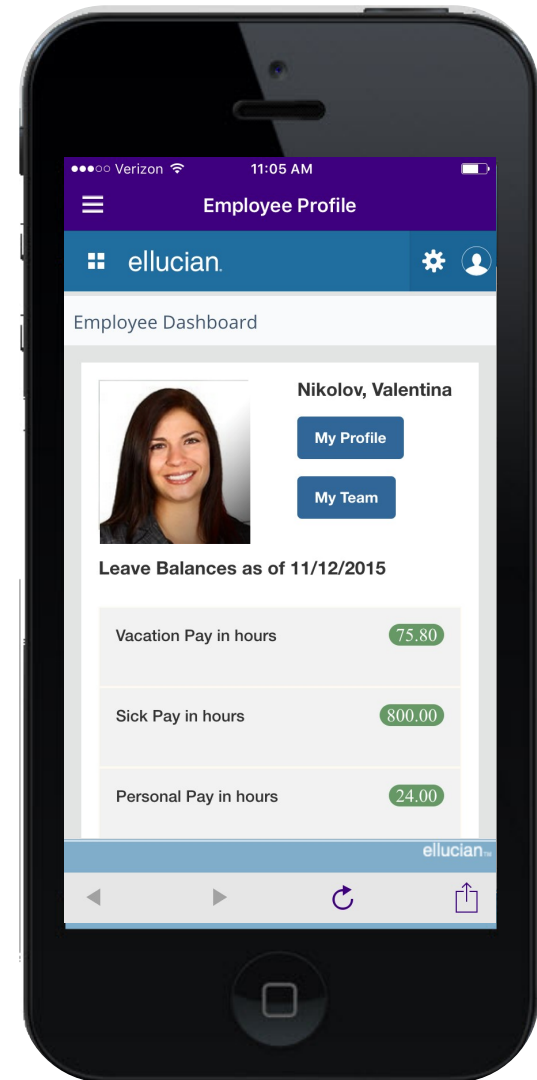
This software contains confidential and proprietary information of Ellucian and its subsidiaries. Use of this software is limited to Ellucian licensees, and is subject to the terms and conditions of one or more written license agreements between Ellucian and the licensee in question.

Keyboard Shortcuts




# Employee Profile

## Employee Profile – Mobile

- Information is condensed and presented in a push instead of pull method
- Supervisor access to team information
- Enhanced usability, tablet and mobile ready




# Employee Profile

 Valentina Nikolov

[Employee Dashboard](#)

## Employee Dashboard



**Nikolov, Valentina**  
[My Profile](#)  
[My Team](#)

**Leave Balances as of 11/12/2015**

Vacation Pay in hours	47.70	Sick Pay in hours	800.00	Personal Pay in hours	16.00
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[Full Leave Balance Information](#)

**Pay Information**  
Latest Pay Stub: [01/08/2015](#) [All Pay Stubs](#) [Direct Deposit Information](#) [Deductions History](#)

**Earnings**  
Year to Date Earnings: \$1,368.00 [Earnings By Date Range](#) [Earnings By Position](#)

**Benefits**  
[Current Summary](#) [Current Enrollment](#) [Beneficiaries and Dependents](#) [Life Event Change](#)

**Taxes**  
Federal Tax [W-4 Employee's Withholding Allowance Certificate](#) [W-2 Wage and Tax](#)

**My Activities**  
[Enter Time](#)  
[Request Time Off](#)  
[Time Sheet](#)  
[Leave Report](#)  
[Effort Certification](#)  
[Labor Redistribution](#)  
[Campus Directory](#)  
[Position Description](#)

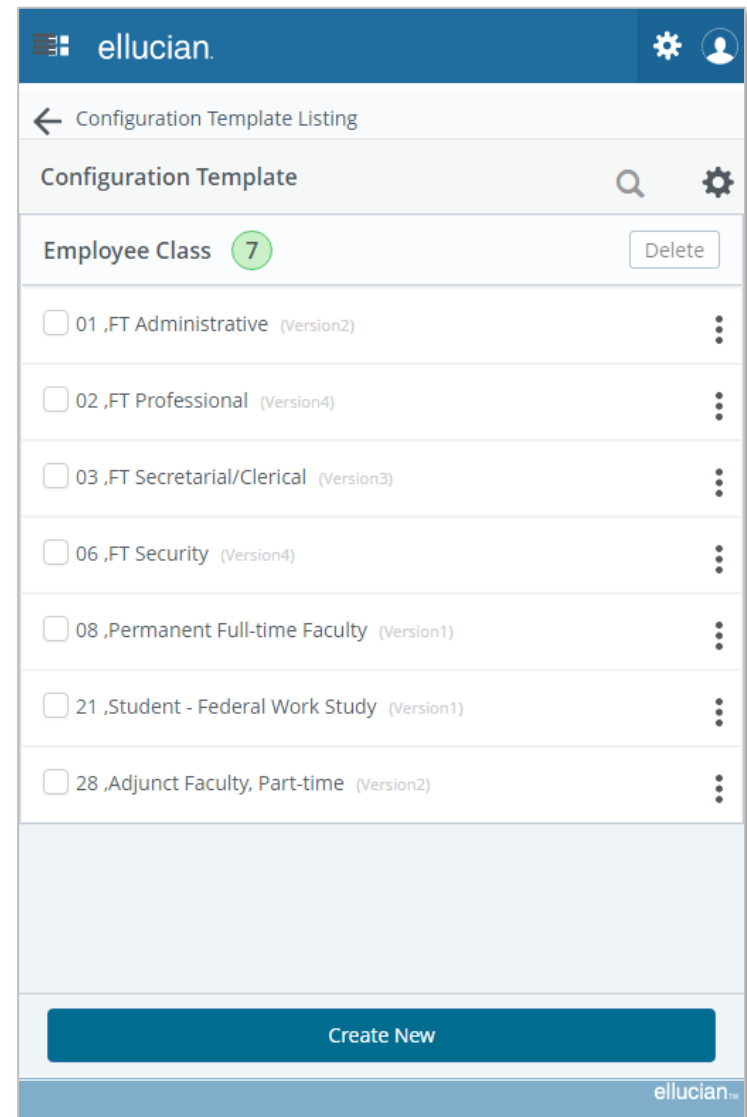
# Position Description

## A Position Description defines:




- Duties and responsibilities
- Requirements of a position

## Uses include:

- Library of position descriptions
- Structured information to pass to other decision tools
- Clear data to post job openings
- Engage in for employee reviews or grievances
- Succession planning
- Reorganizations





# Position Description - Dashboard





[Position Description Library](#) • Position Description


## Position Description

Please enter 2 or more characters 


[Advanced Search](#) 




 Position Description Library


 Position Description


 Configuration Template




Create New

In Progress 2 

Position Number	Position Class	Employee Class	Effective Date		Status	
-	-	02-FT Professional	11/30/2015		In Progress	
-	-	02-FT Professional	03/11/2016		In Progress	

Submitted Queue 0 

Approvals 1 

Position Number	Position Class	Employee Class	Effective Date		Status	
C10009-Senior Secretary Math Dept	CFP03-Senior Secretary	03-FT Secretarial/Clerical	09/01/2015		Pending	<div>Acknowledge </div>

# Enhanced Effort Reporting

ellucian

Employee Dashboard

Effort Certification

Effort Report

Lisa Q Albers - HOPER0011

Print

×

Effort Report

Pay Period Summary

Comments

Routing Queue

Sponsored

Fund	Organization	Effort Category	Charge Type	Effort
EC2111 Music and Alzheimers disease	ECO002 EC Testing Org 2	DRORGRCH Direct Organized Research	DIRECT	20

Total Sponsored Activity 20%

Non Sponsored

Fund	Organization	Effort Category	Charge Type	Effort
EC2149 Departmental Administration	ECO006 EC Testing Org 6		DIRECT	20

Total Non Sponsored Activity 20%

Allocated

Fund	Organization	Effort
EC2115 Music and brain injuries	ECO004 EC Testing Org 4	60

Total Allocated Activity 60%

Total : 100%

Request Changes

Add New Funding

View Effort Allocation

Save

Effort Report Overview

Report Status

GS0415

Grad Students, April 2015

May 01, 2015 - May 31, 2015

Completed - Unlocked

Effort Allocated by Anna Deposit, December 23, 2016

Important Dates

Begin Pre-Review

Certification Period

May 01, 2015 to May 31, 2015

Post Review End

June 30, 2015

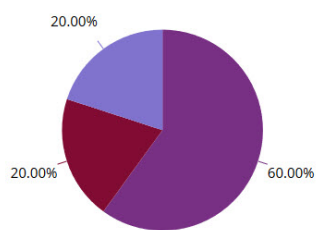
Pay Dates

BK - 8 March 27, 2015-April 09, 2015

BK - 9 April 10, 2015-April 23, 2015

MK - 4 March 15, 2015-April 14, 2015



Funding Chart



Category	Percentage
Allocated	60.00%
Sponsored	20.00%
Non Sponsored	20.00%

# Streamlined Labor Redistribution

ellucian

Graham James Potts

Employee Dashboard • Labor Redistribution • Approvals

Approvals

Advanced Search

Person Search

Approvals






Proxy or Superuser

Select Batch

Unselect Batch

Open

Redistribution Approvals

Select	Batch ID	First Name	Last Name	ID	Pay Year	Pay ID	Pay Number	Sequence	Action	Comments
<input type="checkbox"/>	218	Jennifer	Burns	71000003	1994	MN	7	2	<div>Acknowledge</div>	
<input type="checkbox"/>		Jeanette	Rosen	HOPLR0019	2014	MK	2	6	<div>Acknowledge</div>	
<input type="checkbox"/>		Jeanette	Rosen	HOPLR0019	2015	MK	9	2	<div>Acknowledge</div>	
<input type="checkbox"/>		Derrick	Insley	HOPER0004	2014	BK	2	2	<div>Approve</div>	
<input type="checkbox"/>		Jeanette	Rosen	HOPLR0019	2015	MK	12	2	<div>Acknowledge</div>	
<input type="checkbox"/>		Derrick	Insley	HOPER0004	2015	BK	24	2	<div>Acknowledge</div>	
<input type="checkbox"/>		Peggy	Lanham	HOPER0006	2015	BK	1	2	<div>Acknowledge</div>	
<input type="checkbox"/>		Jeanette	Rosen	HOPLR0019	2014	MK	12	2	<div>Acknowledge</div>	
<input type="checkbox"/>		Leon	Martel	HOPSD0006	2015	MK	5	2	<div>Acknowledge</div>	
<input type="checkbox"/>	234	Marshall	Young	71100006	1993	ST	9	2	<div>Acknowledge</div>	
<input type="checkbox"/>	218	Jeanette	Rosen	HOPLR0019	2014	MK	3	6	<div>Acknowledge</div>	
<input type="checkbox"/>	216	Jeanette	Rosen	HOPLR0019	2014	MK	8	2	<div>Acknowledge</div>	

Results found: 12

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Page 1 of 1

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X

Per Page 50



# Communication Management

## Key Features:

- Features work across the Banner enterprise
- Manages transactional connections to your constituents using Banner data
- Set notifications or reminders to register for classes or when tuition is past due

ellucian UNIVERSITY

John Hancock | Sign Out | Notifications

Communication Management | Templates

Tools

### Templates

Search By Template Name

Open Copy Add Delete

Template Name	Folder	Description	Status
220158_2G_App_Ack	Graduate and Professional Admissions	Fall 2015 - Application Acknowledgement	Inactive
Building Notice	General	Emergency Notice	Active
Dean's letter for award winning individuals	Student	Letter for those individuals who received awards	Inactive
FA Award Letter 03042015	FinAid	Financial Aid Award Letter for New Students	Inactive
Faculty Replacement Notice			
Female Test Email-MLQ			
General Notice to Female Students			
Hill- Reminder to Submit Immun Records			
Letter of Acceptance			
Math Invitation			
Missing Documentation			
Mv Template			

Communication Management • Communication Jobs

### Communication Jobs

Search by Job Name

Create Message Open Stop Job Delete Job

Errors Exist	Job Status	Job Name	Created Date	Creator	Population Name	Template Name	Organization
	Completed	Direct Deposit Notification 08282016	Aug 26, 2016 09:21:51 AM	CHEY	Direct Deposit Change Eby	Direct Deposit Change	Ellucian University
	Completed	CCH - Teste	Aug 26, 2016 09:15:46 AM	SHYCH E	Test Student	AA Recruitment Message	Ellucian University
	Stopped	Testing - CMcG	Aug 26, 2016 09:08:11 AM	SHYCH E	History Majors	Graduation-Apply for Graduation	Ellucian University

« < 1 of 9 > » Per Page 20 Results 176

# Expanding Banner 9 Functionality

## Personal Information Self-Service

- View, edit and update biographic and demographic information
- Will display first/middle/last and preferred name in Personal Details, yet support name display differently in Overview section
- Configurable using the Integration Configuration Settings (GORICCR) page
- Direct Deposit and Personal Information functionality merged into single application
- Easier to update and configure, by institution



# Personal Information Self-Service



Morgan Bella Van Gaddis

ID Number: MYE000002

bellaVG@campus.edu

321 Street, Media, Pennsylvania  
19063

215 1236789 12

## Personal Details

[Edit](#)

### First Name

Bella

### Middle Name

-

### Last Name

Gaddis

### Date of Birth

January 11, 1975

### Marital Status

Single

### Legal Sex

Female

### Preferred First Name

Morgan

### Personal Pronoun

She

### Gender Identification

Non-binary/third gender

## Email

[Add New](#)

### Campus E-Mail (Preferred)

bellaVG@campus.edu

This is the campus email address.



### AOL Email

bellas@aol.com

Email address for AOL



### Parent E-Mail

momsemail@test.com

This is Mom's email address.



## Phone Number

[Add New](#)

### Billing (Primary)

215 1236789 12



### Billing (Primary)

+014251787878787



### Fax (Unlisted)

215 4045959



### Phone test

+12342355678



### Permanent (Primary) (Unlisted)

+14081234567



## What we've heard . . .

*"The moment that I was able to sort on sequence number, then have the ability to replace the sequence numbers and save in one transaction, **it was as if a light shined over my monitor with a faint chorus in the background. I was thrilled to see that improvement.**"*

***Stephanie Boledovich, HR Systems Manager, Lansing Community College***

*"Employee Profile is a modern way of letting employees look at their own data and do their job and they can take it anywhere, because it is configured to work on any device – laptop, tablet and smartphone. **Well done Ellucian! I love it. It is so easy to set up even a cave man can do it.**"*

***Ali Penton, Software Application Engineer, University of West Florida***

### More stories on eCommunities

*"We went actually live with Registration for our early registration for the following summer classes and it proved flawless. **It worked with no problems and every review we've had has been positive.**"*

***-Delano Sweeney, Database Systems Manager, Bluefield State College***

# Banner 9 Guide at [www.ellucian.com/banner9guide](http://www.ellucian.com/banner9guide)

See Ellucian Live videos on Banner 9

<https://banner9guide.ellucian.com/content/ellucian-live-videos>

### Your guide to adopting Banner 9

✓  
Plan Your Upgrade


✓  
Get Current and Enable SSO

✓  
Analyze Your Modifications


✓  
Prepare Your Team

This site is your one-stop-shop for deploying Banner 9 applications. Banner 9's strategy makes it easier and more efficient for institutions to implement, manage, and extend our solutions. This innovative strategy supports improved functionality, better integration, more agile development, expanded points of access for users, and innovative delivery methods. But don't take our word for it, here's what other institutions have to say:

Surprisingly easy



Aims Community College talks about Banner 9



Your guide to adopting Banner 9

Get Started

Learn More

- Ellucian Vision
- Moving to Banner 9
- Ellucian eCommunities Banner

Available Applications

### Why Banner 9?

With Banner 9, you can:

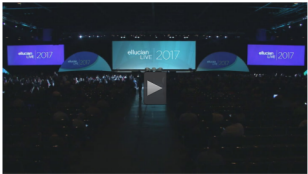
- Evolves your digital campus**  
With APIs and web services wrapped around our solutions, you have the ability to integrate with other systems, whether that includes solutions from Ellucian, an Ellucian partner, or a third-party vendor.
- Add smart functionality cost-efficiently**  
Get the system improvements you need more quickly and for a lower total cost of ownership.

### Ellucian Live Videos

Keynote sessions | Functional sessions | Technical sessions

#### Keynote session

Session 99058 - What's New with Banner 9



Presenter: Kari Branjord, Ellucian, SVP Product Management


Download slides

"With Banner 9, you will be in a position to delight your key stakeholders - that means your students, your faculty members, your staff. Banner 9 delivers you a natural, user friendly experience with intuitive navigation, enhanced features and the ability to use it on all mobile devices."


-Kari Branjord

#### Functional sessions

Session 98078 - A Functional Perspective on Implementing Banner 9



Session 97773 - Tyler Junior College Shares Strategy for Banner 9



# Places to Find More Information



## Demos

- [Admin – Human Resources](#)
- [Self Service - Employee Profile](#)

## [eCommunities](#)

- Banner user community - Global Search feature that now pulls from eCommunities, the Ellucian Support Center and the Ellucian.com website

## [Attend an Ellucian education class](#)