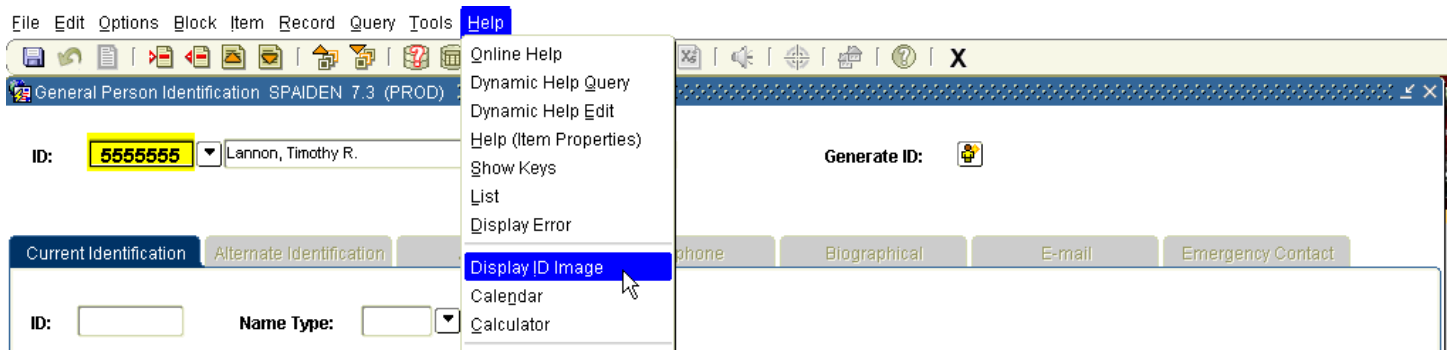


New Banner Features

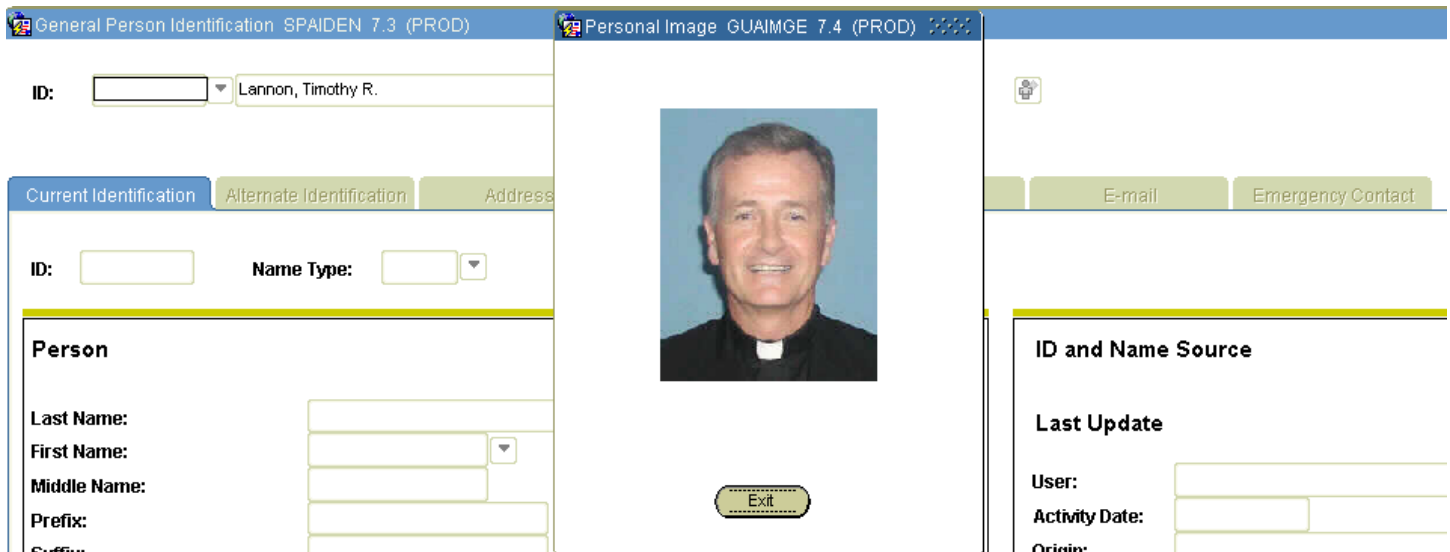
March 10, 2008

Two new, useful features have been recently introduced in Banner.

The first feature allows you to view ID card images within native Banner. To view images, position your cursor on any ID field within Banner and then click on the **Display ID Image** option from the **Help** drop down menu. For instance, on the SPAIDEN form, select a person by entering their ID directly or performing a search for the person. Once the ID field is populated on the SPAIDEN form, position your cursor in the ID field and then click on the Display ID Image option on the Help menu.



If an image is available for the person, the personal image will be displayed in a pop-up box.



The second feature is useful for those of you who run Banner job submission reports and prefer to receive or send the Banner report output as an email attachment. Using the GJIREVO form, you can now direct output to multiple email addresses from the EMAIL tab. You will need to separate the email addresses with a comma. Another new feature is that the email addresses will be validated before the system attempts to send the email. In the past, attachments were directed to email addresses that were entered incorrectly. Now that the addresses are validated, an error message will be displayed if the email address is invalid.

Some of you may run Banner reports but are unfamiliar with the GJIREVO form. To direct report output to the GJIREVO form, you first need to enter **DATABASE** as the printer option on the job submission form (GJAPCTL) and then run your report as you normally do.

The screenshot shows the 'Process Submission Controls' window for 'GJAPCTL 7.4 (PROD)'. At the top, there are fields for 'Process:' (GZRALAS) and 'Parameter Set:'. Below this is the 'Printer Control' section, which includes a 'Printer:' dropdown menu set to 'DATABASE', a 'Special Print:' field, a 'Lines:' checkbox, and a 'Submit Time:' field. The 'Parameter Values' section is a table with columns for 'Number', 'Parameters', and 'Values'. The first row has '01' in the 'Number' column and 'Alias' Name in the 'Parameters' column. Below the table, there is a note: 'LENGTH: 50 TYPE: Character O/R: Required M/S: Multiple Please Enter '%' for all, or alias' name(s)'. A vertical scrollbar is visible on the right side of the table.

Number	Parameters	Values
01	Alias' Name	

Once your report has completed, go to the GJIREVO form and select the name of the Banner process that you just requested. You can view the output from the report or choose to email the report as a PDF or text file. Click on the Email tab and complete the form to send the report as an email attachment. See the sample below.

Process: GZRALAS Network-Wide E-Mail Alias List
Number: 775699 File Name: disanti_gzralas_775699_prod.lis Lines: 28

View **E-Mail**

Email To:
Email Subject:
Email Text:
Convert To PDF: Yes No

We hope you will find these features useful.