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 or 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

<table>
<thead>
<tr>
<th>Administrative Applications</th>
<th>Self-Service Applications</th>
<th>Finance &amp; HR Applications</th>
<th>General Applications</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Banner General</td>
<td>• Student</td>
<td>• Purchase Requisition</td>
<td>• Communication Management</td>
</tr>
<tr>
<td>• Banner Student</td>
<td>• Registration</td>
<td>• Direct Deposit</td>
<td>• Personal Information</td>
</tr>
<tr>
<td>• Banner Human Resources</td>
<td>• Student Advising Profile</td>
<td>• My Finance Query</td>
<td></td>
</tr>
<tr>
<td>• Banner Finance</td>
<td>• Attendance Tracking</td>
<td>• Employee Profile</td>
<td></td>
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<tr>
<td>• Banner Financial Aid</td>
<td>• Faculty Grade Entry</td>
<td>• Position Description</td>
<td></td>
</tr>
<tr>
<td>• Banner Student Aid</td>
<td>• Class Roster</td>
<td>• Effort Reporting</td>
<td></td>
</tr>
<tr>
<td>• Banner Advancement</td>
<td></td>
<td>• Labor Redistribution</td>
<td></td>
</tr>
<tr>
<td>• Banner Accounts Receivable</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
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

Ellucian Solutions
Incorporate Mobility and Web 2.0 into administrative systems architecture

**Phones**

**Watches**

**Tablets**
Release 9 Administrative Improvements

Old Oracle Forms

New Admin Transformed Page
Enhanced User Interface

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

Standard tools and logout information.
Personalized Banner Admin Landing Page

- Add your institution name
- Set your own background image
- Search for and open new and legacy Banner forms using normal language or seven character abbreviation.
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

Employee Dashboard

Nikolov, Valentina

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

Pay Information

Latest Pay Stub: 01/08/2015

Earnings

Year to Date Earnings: $1,368.00

Benefits

Current Summary

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
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
## Enhanced Effort Reporting

### Effort Report Overview

<table>
<thead>
<tr>
<th>Report Status</th>
<th>Effort Allocated by Anna Deposit, December 23, 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>GS0415</td>
<td>May 01, 2015 - May 31, 2015</td>
</tr>
<tr>
<td>Completed</td>
<td>Unlocked</td>
</tr>
</tbody>
</table>

### Important Dates

- **Begin Pre-Review Certification Period**
  - May 01, 2015 to May 31, 2015
- **Post Review End**
  - June 30, 2015

### Pay Dates

- **BK**
  - March 27, 2015 - April 09, 2015
  - April 10, 2015 - April 23, 2015
  - April 15, 2015 - April 14, 2015

### Funding Chart

- 20.00%
- 20.00%
- 60.00%

### Effort Report

#### Sponsored

<table>
<thead>
<tr>
<th>Fund</th>
<th>Organization</th>
<th>Effort Category</th>
<th>Charge Type</th>
<th>Effort</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC2111 Music and Alzheimers disease</td>
<td>ECO002 EC Testing Org 2</td>
<td>RRORGRCH Direct Organized Research</td>
<td>DIRECT</td>
<td>20</td>
</tr>
</tbody>
</table>

**Total Sponsored Activity 20%**

#### Non Sponsored

<table>
<thead>
<tr>
<th>Fund</th>
<th>Organization</th>
<th>Effort Category</th>
<th>Charge Type</th>
<th>Effort</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC2149 Departmental Administration</td>
<td>ECO006 EC Testing Org 6</td>
<td></td>
<td>DIRECT</td>
<td>20</td>
</tr>
</tbody>
</table>

**Total Non Sponsored Activity 20%**

#### Allocated

<table>
<thead>
<tr>
<th>Fund</th>
<th>Organization</th>
<th>Effort</th>
</tr>
</thead>
<tbody>
<tr>
<td>EC2115 Music and brain injuries</td>
<td>ECO004 EC Testing Org 4</td>
<td>60</td>
</tr>
</tbody>
</table>

**Total Allocated Activity 60%**

Total: 100%
Streamlined Labor Redistribution

![Image of a screenshot of a software interface showing labor redistribution approvals. The interface includes columns such as Batch ID, First Name, Last Name, ID, Pay Year, Pay ID, Pay Number, Sequence, Action, and Comments. The table displays approved labor redistribution details for various employees.]
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
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

**Personal Details**

- **First Name**: Bella
- **Date of Birth**: January 11, 1975
- **Preferred First Name**: Morgan
- **Middle Name**: -
- **Marital Status**: Single
- **Personal Pronoun**: She
- **Last Name**: Gaddis
- **Legal Sex**: Female
- **Gender Identification**: Non-binary/third gender

**Email**

- **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**

- **Billing (Primary)**: 215 1236789 12
  
- **Billing (Primary) (Unlisted)**: +01425178767877
- **Fax (Unlisted)**: 215 4049369
- **Phone test**: +12342356578
- **Permanent (Primary) (Unlisted)**: +14081234567

Morgan Bella Van Gaddis
ID Number: MYE600002
321 Street, Media, Pennsylvania 19063
215 1236789 12
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

“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](https://banner9guide.ellucian.com/content/ellucian-live-videos)
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