

OSU Banner 9 / Application Navigator FAQs

What is the timeline for Banner form conversion?

The Banner transition is staggered and involves converting Banner modules one at a time. Financial Aid went live in August 2017. HR (includes Payroll screens) went live in March 2018, so pages beginning with P and N are converted. AR and SIS go live in June 2018. The rest of the timeline can be found on [Enterprise Computing's website](#). Pages beginning with S, F and G are coming in Summer and Fall 2018.

Will Banner Self Service be converting?

Yes – eventually. After Banner forms have transformed, by or around December 2018, the next area of focus will be Banner Self Service.

Why should I use Banner 9 in a separate browser from Banner 8 until January 2019?

Application Navigator does not work as intended at OSU because of our browsers. Banner 8 is only compatible with java plug in enabled browsers (IE, Firefox ESR) and Banner 9 is only compatible with modern browsers that are not java plug in enabled (Chrome, Non ESR Firefox). For this reason, Enterprise Computing recommends opening Banner 9 in Chrome and Banner 8 separately in IE or Firefox ESR (the version most of us use). The need for two separate browsers will go away after December 2018 since we will only be using Banner 9 at that point.

How do I log in to Banner 9?

Enterprise computing recommends navigating to Banner 9 via banner.oregonstate.edu rather than through MyOSU, since MyOSU keeps you in one browser. Using Chrome, navigate to banner.oregonstate.edu, and you will see a link to Banner 9. Click on that link, then on “Administrative Pages.”

BANNER LOGIN

Login with your ONID Password. If you experience difficulty logging in, please contact the [OSU Computer Helpdesk](#) for support. If you are experiencing difficulty with a Banner system after you have logged in, please contact [OSU Support](#) or [OUS Support](#).

These systems are the property of Oregon State University. Authorized use only.

- › Banner
- › Appworx
- › BRM
- › Nolij
- › Workflow
- › **Banner 9**

Please visit our [Banner systems page](#) for information on access, compatibility, support, and Banner documentation.

Banner 9

Administrative Applications

- [Administrative Pages](#)
- [Banner Extensibility Tools - Page Builder](#)
- [Banner Extensibility Tools - Theme Editor](#)

Self Service Applications

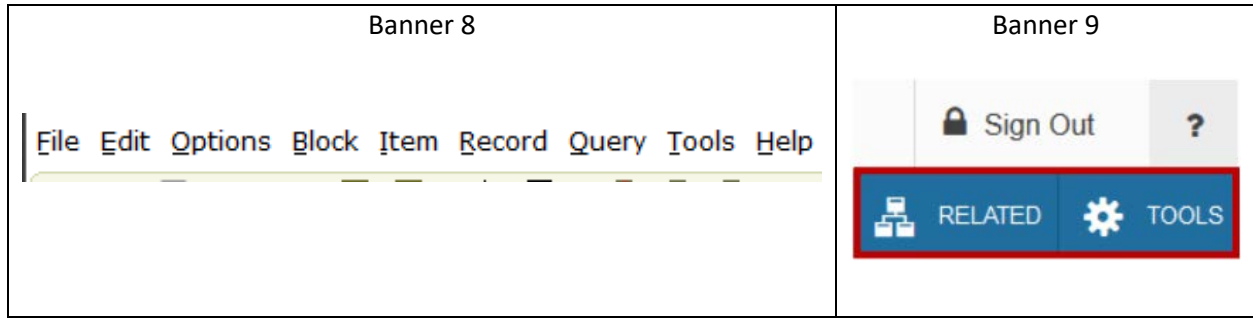
- [Event Management](#)
- [Faculty Attendance Tracking](#)
- [Faculty Grade Entry](#)
- [Student Advisor](#)
- [Student Self Service](#)

Is date entry / display changing?

Yes, because of added functionality. Dates can be entered as mmddyy or mmddyyyy. Dates display in mmddyyyy format. To enter today's date, type: T [TAB].

Have Banner menus changed?

Options and other menus have moved. Items on the menu bar in Banner 8 have moved to "Tools" (gear icon) (Alt+Shift+T) or "Related" (relationship icon) (Alt+Shift+R) in Banner 9. Both buttons are located at the top right of the screen in the new Banner version.



Example: Banner 8 Options > Next Action can now be found under Tools > Options > Next Action in Banner 9.

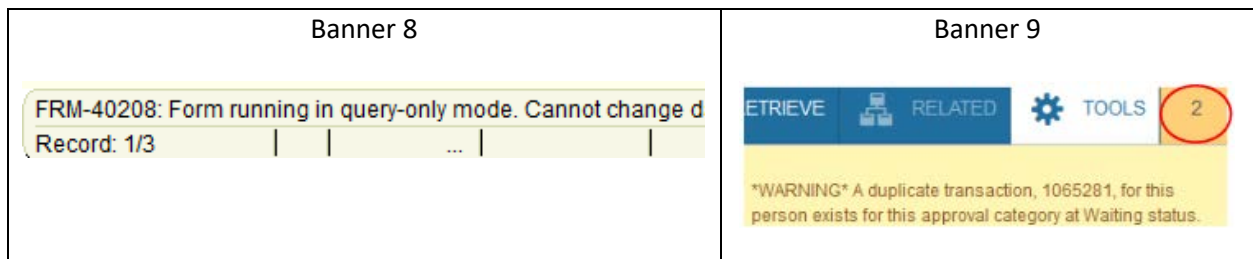
Has searching (clearing and executing searches) changed?

Yes, but not much. F7 brings up a new screen for searching/filtering in Banner 9. If you've already entered search criteria, pressing F7 in Banner 9 may leave filters you've previously entered instead of clearing everything. F8 still works to apply your search/filter criteria.

If you use your mouse and the query icons in Banner 8 , you will use "Filter" in Banner 9.

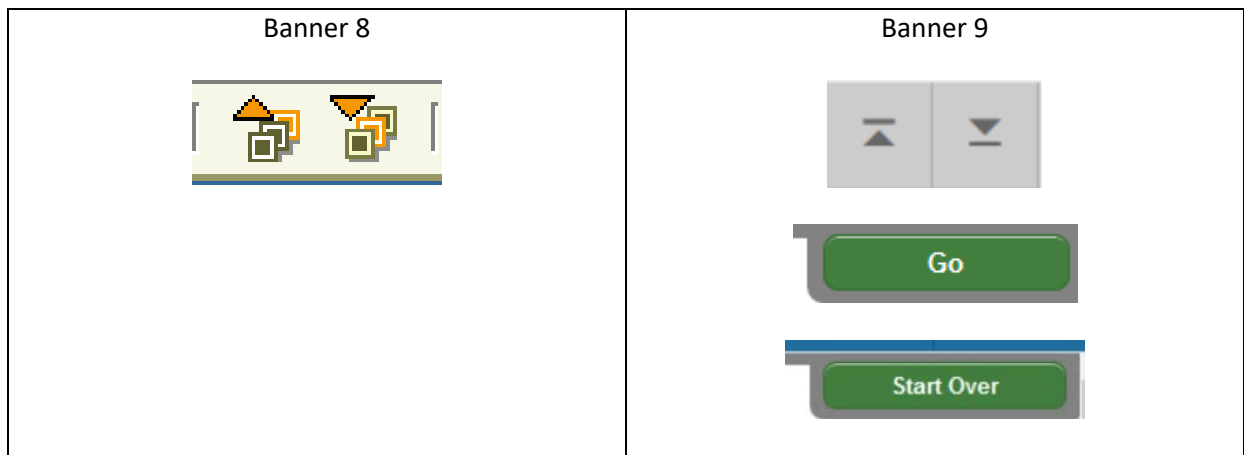
Have error messages/notifications changed?

Yes. Warnings and errors in Banner 9 pop up in the top right corner of the screen rather than the bottom left. Be aware that they will cover the "Start Over" and "Go" buttons until you dismiss them. To dismiss, click the number in the top right corner.



Has moving through several blocks on a form changed?

Yes. Keyboard users will use Alt+PgDn instead of Ctrl+PgDn. Mouse users will use the buttons located at the bottom left of the window in Banner 9.



A note about the “Go” button: If you previously hit “Next Block” or Ctrl+PgDn *only once* on a form, you can use the green “Go” button near the top right (or Alt+PgDn). If you used to hit “Next Block” multiple times, please note that “Go” will only work for the first “Next Block” action. Beyond that, you will need to use Alt+PgDn or the buttons at the bottom left of the window. After going into the record(s), the “Go” button changes to “Start Over” (F5) which functions like the old “Rollback.”

Has right clicking to find information still the same (as in PHICHEK > Earnings Information)?

Yes. Instead, you will click on Tools found at the top right of the page and then choose from the drop down menu.

Banner 8 doesn’t have a sign out option. Do I have to sign out of Banner 9?

It is imperative to SIGN OUT of Banner 9 when finished with your session (button located at the top right) instead of just closing the browser window. In Banner 8, closing the browser closes your session, but in Banner 9 it does NOT. If you close the browser window without signing out, you will still be in your Banner 9 session but you won’t be able to access it. Log in again (or multiple times) and you risk being locked out of Banner due to a multiple session error. *The best way to avoid this is to sign out when finished with your Banner 9 session.*

I typically leave Banner open all day. Will this cause a problem in Banner 9?

No. If you’re in Banner 9 all day and it happens to time out, it will just sign you out. This closes your session. You can log back in again and still only have the one session, which will not put you at risk for a multiple session error.