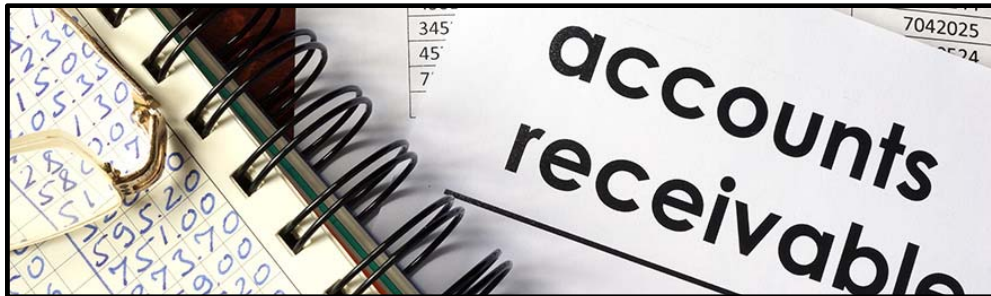


NON-STUDENT ACCOUNTS RECEIVABLE CHANGES FOR BANNER 9



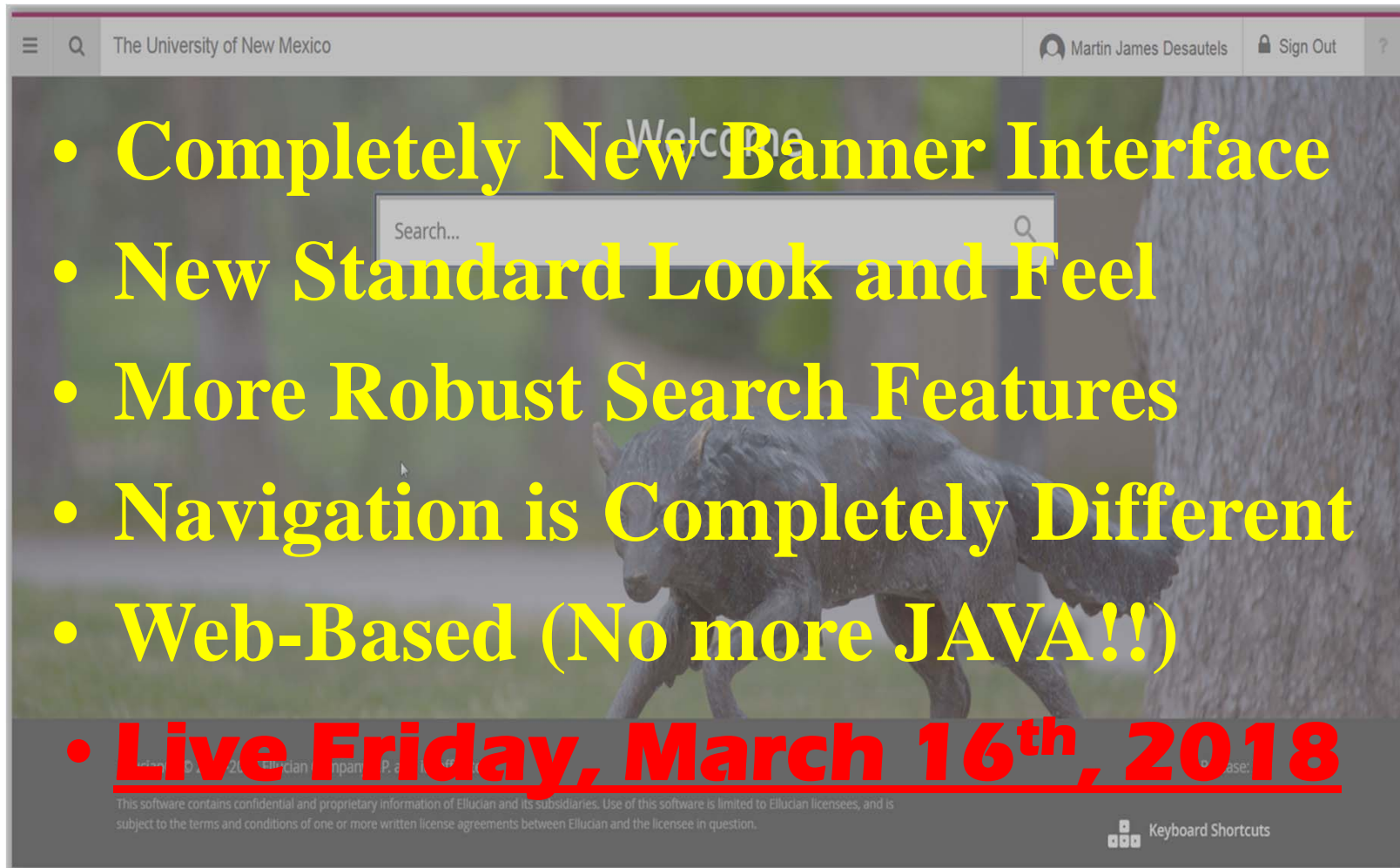
Laura Putz - HSC

Marty Desautels – Main



Financial Services Division

What is Banner 9?



The screenshot shows the Banner 9 web interface. At the top, there is a navigation bar with a search icon, the text "The University of New Mexico", a user profile icon for "Martin James Desautels", and a "Sign Out" button. Below the navigation bar is a large banner image of a bison. Overlaid on the banner are several bullet points in yellow and red text. At the bottom of the banner, there is a small copyright notice and a "Keyboard Shortcuts" icon.

- **Completely New Banner Interface**
- **New Standard Look and Feel**
- **More Robust Search Features**
- **Navigation is Completely Different**
- **Web-Based (No more JAVA!!)**
- **Live Friday, March 16th, 2018**

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Keyboard Shortcuts



Financial Services Division

Banner 8 – What you are using now

File Edit Options Block Item Record Query Tools Help

Account Detail Form TFADETL 8.5.0.1 (BANI)

ID: N01839021 Bergeron, Patrice Credit Limit: Holds: User: MDESAUTE

Charges/Payments Deposits Memos

Dates/Invoice Feed/Cashier Cross Ref

Detail Code: N013 BANI Test	Pay Num:	Effective: 20-FEB-2018	Invoice Number
Address Type: BI Sequence: 1	Doc Num:	Transaction: 20-FEB-2018	
Units: 2.000000	Trans Paid:	Bill: 20-FEB-2018	S4187326
Rate: 14.500000	Trans Num: 3	Due: 22-MAR-2018	Invoice Paid
Amount: 29.00	Receipt:	Statement: 20-FEB-2018	
Balance: 29.00	Text:	Entry: 20-FEB-2018	
Source: T			

Detail Code: N011 Tennis Club Lessons	Pay Num:	Effective: 20-FEB-2018	Invoice Number
Address Type: BI Sequence: 1	Doc Num:	Transaction: 20-FEB-2018	
Units:	Trans Paid:	Bill: 20-FEB-2018	S4187326
Rate:	Trans Num: 2	Due: 22-MAR-2018	Invoice Paid
Amount: 50.00	Receipt:	Statement: 20-FEB-2018	
Balance: 50.00	Text:	Entry: 20-FEB-2018	
Source: T			

Query Balance	Account Balance	Amount Due	Memo Balance	NSF	Receipt?
79.00	104.00	104.00	.00	0	N



Banner 9 – Beginning Friday, 3/16

The University of New Mexico

Martin James Desautels Sign Out ?

Account Detail Form TFADETL 9.3.5 (BANI)

ADD RETRIEVE RELATED TOOLS

ID: N01839021 Bergeron, Patrice Credit Limit: User: MDESAUTE Holds: Start Over

Charges/Payments Deposits Memos

CHARGES/PAYMENTS

Insert Delete Copy Filter

Receipt Details Additional Text

Detail Code	Detail Code Description	Address Type	Sequence	Units	Rate	Amount	Balance	Source	Pay Num	Doc Num	Trans Paid	Trans Num	Receipt	Text
N006	Racquet Stringing	BI	1			25.00	25.00	T		TEST			11	
N008	Tournaments/Miscellaneous	BI	1			250.00	250.00	T		TEST			10	
N006	Racquet Stringing	BI	1			25.00	25.00	T		TEST			9	
N007	Merchandise Sales	BI	1	3.000000	13.350000	40.05	40.05	T		TEST			8	
N009	Tournaments/Miscellaneous	BI	1			25.00	25.00	T		TEST			7	
N015	BANI Test 012618 Tennis Club	BI	1			25.00	25.00	T		TEST			6	
N014	BANI Test 9.0	BI	1			20.00	20.00	T		TEST			5	
N012	Tennis Club Late Fees	BI	1			25.00	25.00	T		TEST			4	
N013	BANI Test	BI	1	2.000000	14.500000	29.00	29.00	T		TEST			3	
N011	Tennis Club Lessons	BI	1			50.00	50.00	T		TEST			2	

1 of 2 10 Per Page Record 1 of 11

Dates/Invoice Feed/Cashier Cross Ref

Effective * 02/27/2018 Statement

Transaction * 02/27/2018 Entry 02/27/2018

SAVE



Financial Services Division

WHY are we switching to Banner 9??

- Oracle will stop supporting the forms that Banner was built on at the end of 2018.
- As a result, Ellucian, the Banner system developer, is phasing out Banner 8.
- All support for Banner 8 is expected to sunset in December 2018.
- All Banner modules are being updated this year. This one is first.



Financial Services Division



What are the Big Changes???

- **New Recommended Web Browsers**

- Use CHROME or FIREFOX



- **Look and Feel of the Forms (“Pages”)**

- **New Login, separate from Banner 8**

- **Navigation within Banner 9**

- **System Responsiveness**

- Can be Sloooooooow!!!!



What is Staying the Same?

YOU WILL CONTINUE TO USE...

- **Same Banner Forms – TFADETL, etc**
- **Same Field Names**
- **Same Detail Codes**
- **Same Customers & Customer #s**
- **Same Data Entry Information**



**NO
CHANGE**



Banner 9 Terminology Changes

BANNER 8		BANNER 9
Forms	=	Pages
Blocks	=	Sections
Next Block	=	GO Button
Rollback	=	Start Over
Query	=	Filter



Banner 9 Shortcut Key Changes



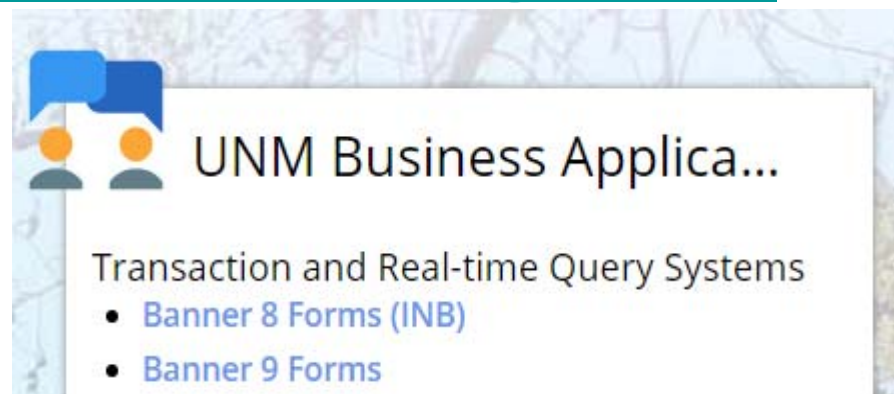
	BANNER 8		BANNER 9
Rollback/Start Over/Refresh	Shift + F7	=	F5
Next Block/Section	Ctrl + PgDn	=	Alt + PgDN
Previous Block/Section	Ctrl + PgUp	=	Alt + PgUP



Banner 9 Login



[https://lobowebapp.unm.edu/
applicationNavigator](https://lobowebapp.unm.edu/applicationNavigator)



Financial Services Division

Banner 9 Application Navigator

The screenshot displays the Oracle Fusion Middleware Forms Services Banner 9 Application Navigator. The browser window title is "Oracle Fusion Middleware Forms Services". The menu bar includes "File", "Edit", "Options", "Block", "Item", "Record", "Query", "Tools", and "Help". The address bar shows "General Menu Form GUAGMNU 8.6.4 (BANP) - Monday, February 26, 2018 - Last login Monday, February 26, 2018 08:17:18 AM". The main content area is titled "My Banner" and contains a tree view of system menus: "Student System Menu [*STUDENT]", "Alumni/Development System Menu [*ALUMNI]", "Finance System Menu [*FINANCE]", "Human Resources System Menu [*HRS]", "Financial Aid [*RESOURCE]", and "General System Menu [*GENERAL]". To the right, there is a "My Links" section with links for "Check Banner Messages" (with a green checkmark), "Banner Bookshelf", "Personal Link 2", "Personal Link 3", "Personal Link 4", "Personal Link 5", and "Personal Link 6". Below the links is a "My Institution" section with a link to "ellucian." The bottom of the page shows "Banner Broadcast Messages".



Financial Services Division

Banner 9 Application Navigator

The screenshot displays the Banner 9 Application Navigator interface. The left sidebar, highlighted with a red border, lists the following system menus:

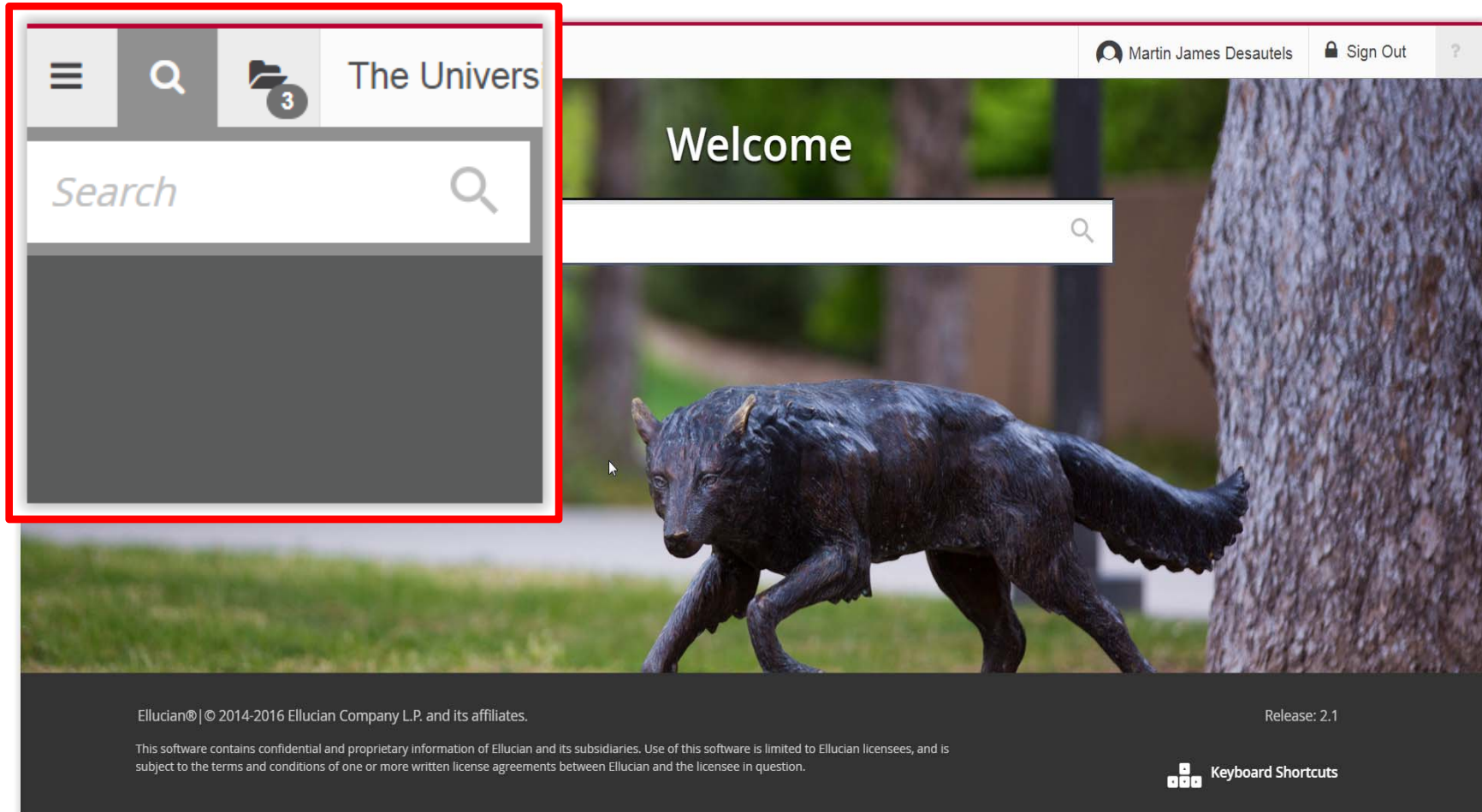
- Student System Menu (*STUDENT)
- Alumni/Development System Menu (*ALUMNI)
- Finance System Menu (*FINANCE)
- Human Resources System Menu (*HRS)
- Financial Aid (*RESOURCE)
- General System Menu (*GENERAL)

The main content area features a 'Welcome' message, a search bar, and a background image of a bronze sculpture of a wolf. The top navigation bar includes a hamburger menu, search icon, notification icon with '3', 'The Univers', user name 'Martin James Desautels', and 'Sign Out'.



Financial Services Division

Banner 9 Application Navigator



The screenshot displays the Banner 9 Application Navigator interface. A red rectangular box highlights the top-left navigation area, which includes a hamburger menu icon, a search icon, a notification icon with a '3' badge, and the text 'The Univers'. Below this is a search bar with the placeholder text 'Search' and a search icon. The main content area features a 'Welcome' message, a search bar, and a large image of a bronze sculpture of a wolf. The footer contains copyright information for Ellucian (© 2014-2016 Ellucian Company L.P. and its affiliates), a release version of 2.1, a disclaimer about confidential information, and a 'Keyboard Shortcuts' link with a keyboard icon.



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Banner 9 Application Navigator

The screenshot displays the Banner 9 Application Navigator interface. On the left, a navigation menu is highlighted with a red border, showing a list of recently opened forms:

- Account Detail Form (TFADETL)
- Account Detail Query Form (TGIACCD)
- Cashier Session Review Form (TGACREV)
- Account Printer Selection Form (TOADEST)

The main content area features a large 'Welcome' message overlaid on a background image of a bronze sculpture of a wolf. The top right corner of the interface shows the user name 'Martin James Desautels' and a 'Sign Out' button. The bottom of the screen contains a disclaimer: '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.' and a 'Keyboard Shortcuts' link.



Financial Services Division

TFADETL - Banner 8

File Edit Options Block Item Record Query Tools Help

Account Detail Form TFADETL 8.5.0.1 (BANI)

ID: N01839021 Bergeron, Patrice Credit Limit: _____

User: MDESAUTE Holds: _____

Charges/Payments Deposits Memos

Detail Code:	Address Type:	Units:	Rate:	Amount:	Balance:	Source:	Pay Num:	Doc Num:	Trans Paid:	Trans Num:	Receipt:	Text:	Effective:	Transaction:	Bill:	Due:	Statement:	Entry:	Invoice Number	Invoice Paid
N013	BI	2.000000	14.500000	29.00	29.00	T				3			20-FEB-2018	20-FEB-2018	20-FEB-2018	22-MAR-2018	20-FEB-2018	20-FEB-2018	S4187326	
N011	BI			50.00	50.00	T				2			20-FEB-2018	20-FEB-2018	20-FEB-2018	22-MAR-2018	20-FEB-2018	20-FEB-2018	S4187326	

Query Balance: 79.00 Account Balance: 104.00 Amount Due: 104.00 Memo Balance: .00 NSF: 0 Receipt?: N



TFADETL - Banner 9

The University of New Mexico

Martin James Desautels Sign Out ?

Account Detail Form TFADETL 9.3.5 (BANI)

ADD RETRIEVE RELATED TOOLS

ID: N01839021 Bergeron, Patrice Credit Limit: User: MDESAUTE Holds: Start Over

Charges/Payments Deposits Memos

CHARGES/PAYMENTS

Insert Delete Copy Filter

Receipt Details Additional Text

Detail Code *	Detail Code Description *	Address Typ...	Sequence *	Units	Rate	Amount *	Balance	Source	Pay Num	Doc Num	Trans Paid	Trans Num	Receipt	Text
N006	Racquet Stringing	BI	1			25.00	25.00	T		TEST			11	
N009	Tournaments/Miscellaneous	BI	1			250.00	250.00	T		TEST			10	
N006	Racquet Stringing	BI	1			25.00	25.00	T		TEST			9	
N007	Merchandise Sales	BI	1	3.000000	13.350000	40.05	40.05	T		TEST			8	
N009	Tournaments/Miscellaneous	BI	1			25.00	25.00	T		TEST			7	
N015	BANI Test 012618 Tennis Club	BI	1			25.00	25.00	T		TEST			6	
N014	BANI Test 9.0	BI	1			20.00	20.00	T		TEST			5	
N012	Tennis Club Late Fees	BI	1			25.00	25.00	T		TEST			4	
N013	BANI Test	BI	1	2.000000	14.500000	29.00	29.00	T		TEST			3	
N011	Tennis Club Lessons	BI	1			50.00	50.00	T		TEST			2	

1 of 2 10 Per Page Record 1 of 11

Dates/Invoice Feed/Cashier Cross Ref

Effective * 02/27/2018 Statement

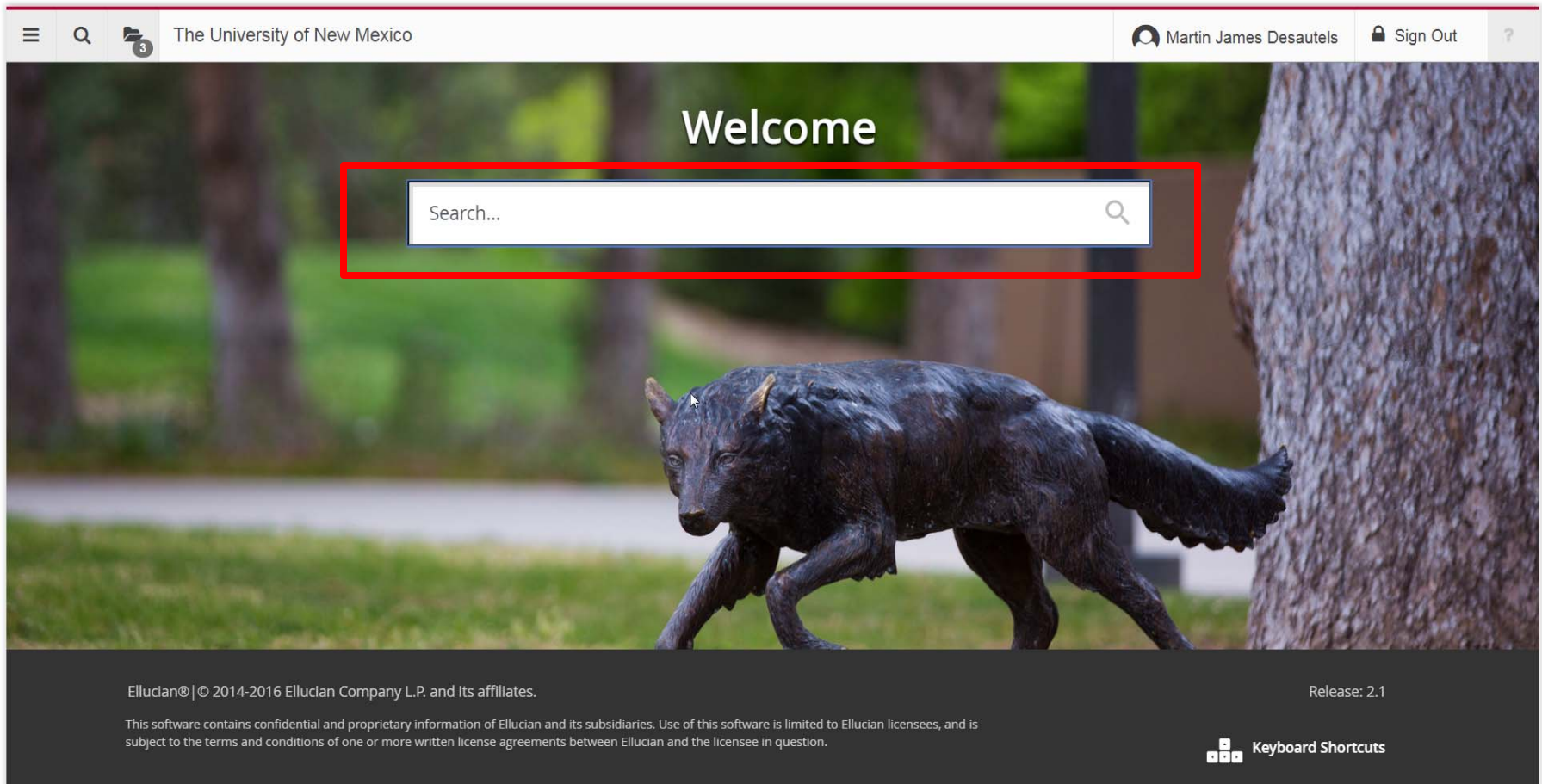
Transaction * 02/27/2018 Entry 02/27/2018

SAVE



Financial Services Division


Entering an Invoice in TFADETL



The screenshot displays the top navigation bar of the University of New Mexico website. On the left, there is a hamburger menu icon, a search icon, and a notification icon with the number '3'. The text 'The University of New Mexico' is centered in the navigation bar. On the right, there is a user profile icon for 'Martin James Desautels', a 'Sign Out' button, and a help icon. Below the navigation bar is a large banner image featuring a bronze sculpture of a wolf in a natural setting. The word 'Welcome' is centered in white text above the search bar. The search bar is a white rectangular input field with a magnifying glass icon on the right, and it is highlighted with a red border. At the bottom of the page, there is a dark grey footer containing copyright information, a release version '2.1', a disclaimer, and a 'Keyboard Shortcuts' link with a keyboard icon.

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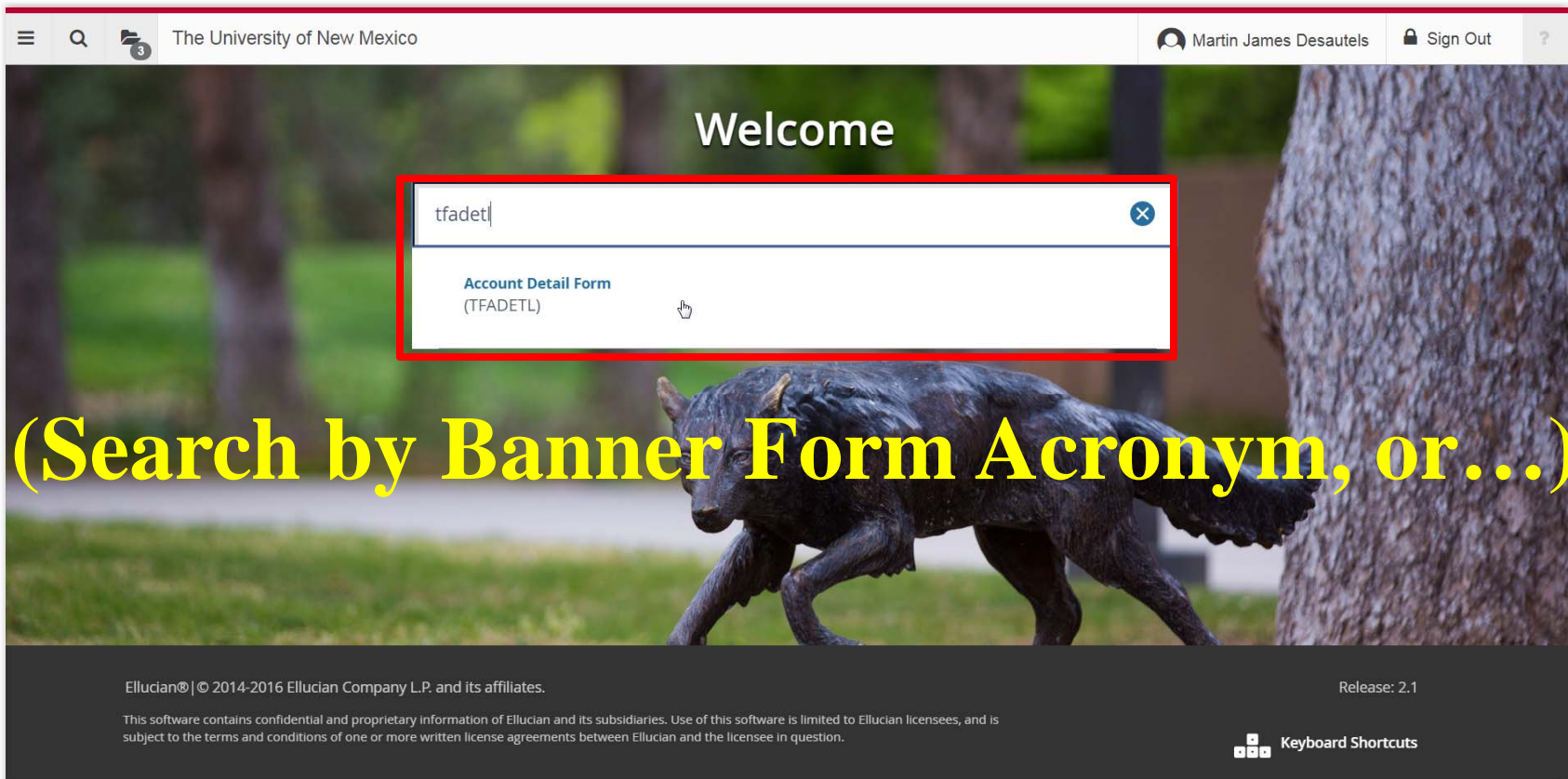
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 Keyboard Shortcuts



Financial Services Division

Entering an Invoice in TFADETL



The screenshot shows the TFADETL web application interface. At the top, the browser address bar displays 'The University of New Mexico' and the user is logged in as 'Martin James Desautels'. The main content area features a 'Welcome' message and a search bar containing the text 'tfadetl'. Below the search bar, a search result is displayed: 'Account Detail Form (TFADETL)'. A red box highlights the search bar and the search result. The background of the page is a photograph of a bronze sculpture of a bison. At the bottom of the page, there is a footer with copyright information and a 'Keyboard Shortcuts' link.

(Search by Banner Form Acronym, or...)



Financial Services Division

Entering an Invoice in TFADETL

The screenshot displays the top navigation bar of the University of New Mexico TFADETL system. On the left, there are three icons: a menu icon (highlighted with a red box), a search icon (highlighted with a blue box), and a notification icon (highlighted with a blue box). The text "The University of New Mexico" is visible in the center of the navigation bar. On the right, the user name "Martin James Desautels" and a "Sign Out" button are present. Below the navigation bar, the main content area features a "Welcome" message. A search box is active, containing the text "Account Detail F". Below the search box, two search results are displayed: "Account Detail Form (TFADETL)" and "Student Account Detail Form (TSADETL)". A red box highlights the search box and the search results. Below the search results, the text "(...Search by Name of Form)" is written in yellow. At the bottom of the page, there is a footer with copyright information, a release version of 2.1, and a "Keyboard Shortcuts" link.

Account Detail F

Account Detail Form
(TFADETL)

Student Account Detail Form
(TSADETL)

(...Search by Name of Form)

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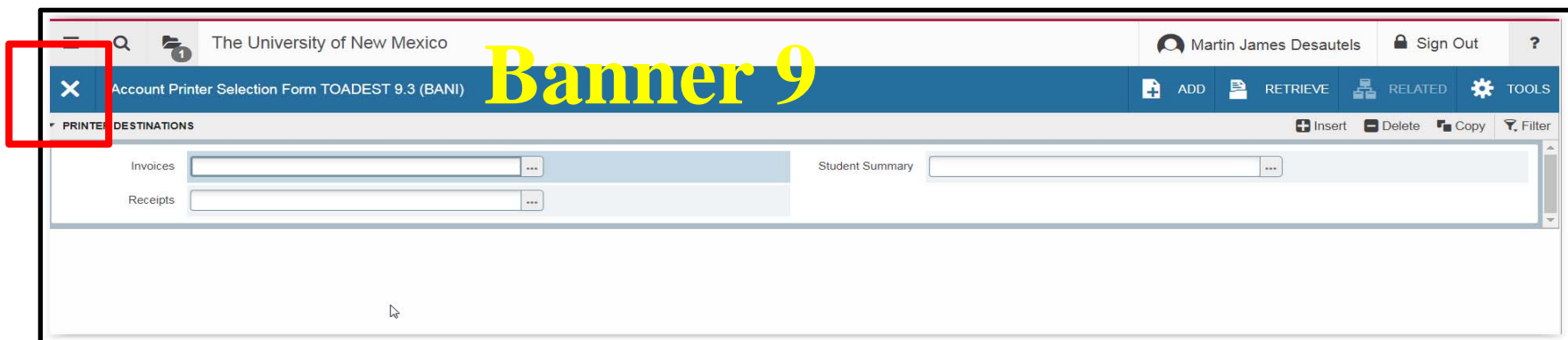
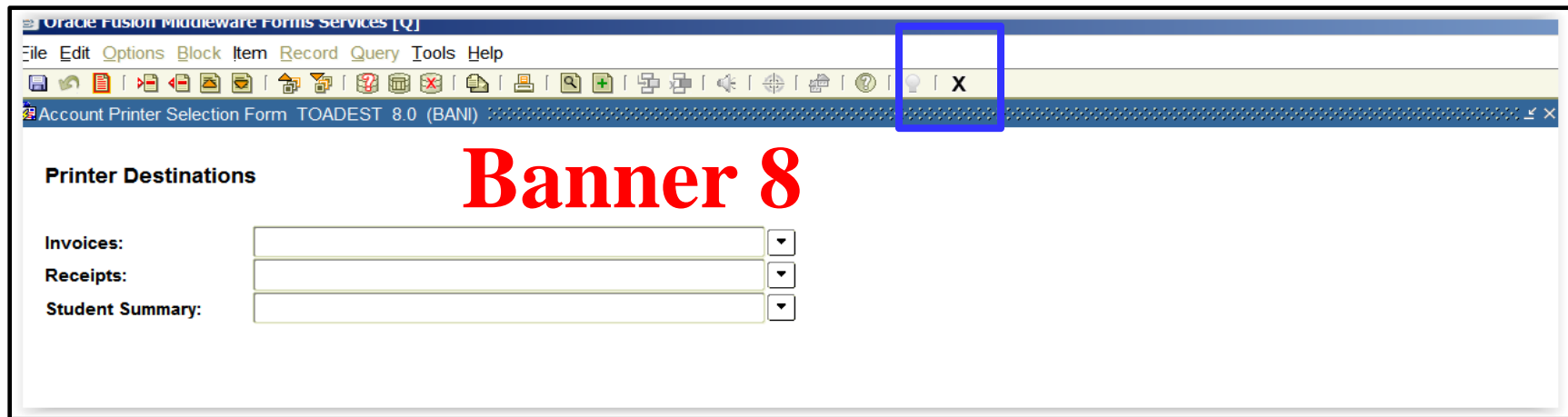
Keyboard Shortcuts



Financial Services Division

Annoying Pop-up Screen!!!

(Yes, you still have to exit out here)



Financial Services Division

Entering an Invoice in TFADETL

The screenshot displays the TFADETL web application interface. At the top, the header includes the University of New Mexico logo, a search icon, and the user name 'Martin James Desautels' with a 'Sign Out' link. Below the header, the main navigation bar contains 'Account Detail Form TFADETL 9.3.5 (BANI)' and several action buttons: 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS'. A 'Go' button is also visible on the right side of the main form area.

The main form area contains several input fields: 'ID:' (with a dropdown menu icon), 'Credit Limit:', 'User: MDESAUTE', and 'Holds:'. A red box highlights the 'ID:' field and its dropdown menu icon.

An 'Option List' modal window is open in the center of the screen. It contains three search options: 'Person Search (FOIDEN)', 'Non-Person Search (FOICOMP)', and 'Alternate ID Search (GUIALT)'. The 'Non-Person Search (FOICOMP)' option is highlighted with a red box. A 'Cancel' button is located at the bottom of the modal.

At the bottom of the screen, there is a status bar with 'EDIT', 'Record: 1/1', 'KEY_BLOCK.ID [1]', and the 'ellucian' logo.



Financial Services Division

Entering an Invoice – Customer Search

File Edit Options Block Item Record Query Tools Help

Finance Non-Person Search Form FOICOMP 8.4 (BANI)

Banner 8

ID	Name	Change Type	Activity Date	Name Type
N%	%Bergeron%			

The University of New Mexico

Martin James Desautels Sign Out ?

Banner 9

Finance Non-Person Search Form FOICOMP 9.0 (BANI)

ADD RETRIEVE RELATED TOOLS 1

NON-PERSON SEARCH

Enter a query; press F8 to execute.

Add Another Field ...

Clear All Go



Financial Services Division

Entering an Invoice – Customer Search

The screenshot shows a web-based search interface. At the top, the user is identified as 'Martin James Desautels' with a 'Sign Out' link. Below this is a navigation bar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons. The main search area contains two rows of search criteria: 'ID' with the operator 'Contains' and the value 'N', and 'Name' with the operator 'Contains' and the value 'Bergeron'. A third row is labeled 'Add Another Field ...'. A dropdown menu is open under the 'Name' operator, listing various search operators: 'Contains', 'Like', 'Starts With', 'Ends With', 'Equals', 'Not Equal', 'Not Equal or IS NULL', 'IS NULL', and 'IS NOT NULL'. A red box highlights a 'Go' button on the right side of the search area. At the bottom of the interface, there are 'CANCEL' and 'SELECT' buttons.



Entering an Invoice – Customer Search

The screenshot displays a web application interface for customer search. The top navigation bar includes the University of New Mexico logo, a search icon, and the user name 'Martin James Desautels' with a 'Sign Out' option. The main header shows the current page title 'Finance Non-Person Search Form FOICOMP 9.0 (BANI)' and a toolbar with 'ADD', 'RETRIEVE', 'RELATED', and 'TOOLS' buttons. Below the header, a 'NON-PERSON SEARCH' section contains a table with one record. The table has columns for 'ID', 'Name', 'Change Type', and 'Name Type'. The record shows ID 'N01839021' and Name 'Bergeron, Patrice'. A 'Filter Again' button is located to the right of the table. At the bottom of the interface, there are 'CANCEL' and 'SELECT' buttons, with the 'SELECT' button highlighted by a red box. The footer includes the 'elucian' logo and the text 'Record: 1/1' and 'SPRIDEN.SPRIDEN_ID [1]'.

ID	Name	Change Type	Name Type
N01839021	Bergeron, Patrice		



Financial Services Division

Entering an Invoice in TFADETL

The screenshot displays the TFADETL web application interface. At the top, there is a navigation bar with the University of New Mexico logo, a search icon, and the user name "Martin James Desautels" with a "Sign Out" link. Below this is a blue header bar with the title "Account Detail Form TFADETL 9.3.5 (BANI)" and several action buttons: "ADD", "RETRIEVE", "RELATED", and "TOOLS".

The main form area contains the following fields:

- ID:** A text input field containing "N01839021" and a dropdown menu showing "Bergeron, Patrice".
- Credit Limit:** A text input field.
- User:** A text input field containing "MDESAUTE".
- Holds:** A text input field.

A green "Go" button is highlighted with a red box in the top right corner of the form area. Below the form fields, a grey box contains the text: "Get Started: Fill out the fields above and press Go." At the bottom left of the form, there are two small navigation arrows.



Entering an Invoice in TFADETL

The University of New Mexico

Martin James Desautels Sign Out ?

Account Detail Form TFADETL 9.3.5 (BANI)

ADD RETRIEVE RELATED TOOLS

ID: N01839021 Bergeron, Patrice Credit Limit: User: MDESAUTE Holds: **Start Over**

Charges/Payments Deposits Memos

CHARGES/PAYMENTS

Receipt Details Additional Text

Detail Code *	Detail Code Description *	Address Type *	Sequence *	Units	Rate	Amount *	Balance	Source *	Pay	Receipt Num	Receipt	Text
N006	Racquet Stringing	BI	1			25.00	25.00	T		11		
N009	Tournaments/Miscellaneous	BI	1			250.00	250.00	T		10		
N006	Racquet Stringing	BI	1			25.00	25.00	T		9		
N007	Merchandise Sales	BI	1	3.000000	13.350000	40.05	40.05	T		8		
N009	Tournaments/Miscellaneous	BI	1			25.00	25.00	T		7		
N015	BANI Test 012618 Tennis Club	BI	1			25.00	25.00	T		6		
N014	BANI Test 9.0	BI	1			20.00	20.00	T		5		
N012	Tennis Club Late Fees	BI	1			25.00	25.00	T		4		
N013	BANI Test	BI	1	2.000000	14.500000	29.00	29.00	T		3		
N011	Tennis Club Lessons	BI	1			50.00	50.00	T		2		

1 of 2 10 Per Page Record 1 of 11

Dates/Invoice Feed/Cashier Cross Ref

Effective * 02/27/2018 Statement

+ Insert

SAVE



Financial Services Division

Entering an Invoice in TFADETL

The University of New Mexico

Martin James Desautels Sign Out ?

Account Detail Form TFADETL 9.3.5 (BANI)

ADD RETRIEVE RELATED TOOLS

ID: N01839021 Bergeron, Patrice Credit Limit: User: MDESAUTE Holds: Start Over

Charges/Payments Deposits Memos

CHARGES/PAYMENTS Insert Delete Copy Filter

Receipt Details Additional Text

Detail Code *	Detail Code Description *	Address Type *	Sequence *	Units	Rate	Amount *	Balance	Source *	Pay Num	Doc Num	Trans Paid	Trans Num	Receipt	Text
N008	Racquet Stringing	BI	1			25.00	25.00	T		TEST		11		
N011	Tennis Club Lessons	BI	1					T						
N009	Tournaments/Miscellaneous	BI	1			250.00	250.00	T		TEST		10		
N006	Racquet Stringing	BI	1			25.00	25.00	T		TEST		9		
N007	Merchandise Sales	BI	1	3.000000	13.350000	40.05	40.05	T		TEST		8		
N009	Tournaments/Miscellaneous	BI	1			25.00	25.00	T		TEST		7		
N015	BANI Test 012618 Tennis Club	BI	1			25.00	25.00	T		TEST		6		
N014	BANI Test 9.0	BI	1			20.00	20.00	T		TEST		5		
N012	Tennis Club Late Fees	BI	1			25.00	25.00	T		TEST		4		
N013	BANI Test	BI	1	2.000000	14.500000	29.00	29.00	T				3		
N011	Tennis Club Lessons	BI	1			50.00	50.00	T				2		

Effective * 02/27/2018 Statement

SAVE

EDIT Record: 2/12 TBRACCD.TBRACCD_DESC [2] ellucian



Financial Services Division

Entering an Invoice in TFADETL

The screenshot displays the TFADETL software interface for 'The University of New Mexico'. The user is logged in as Martin James Desautels. The main window shows the 'Account Detail Form TFADETL 9.3.5 (BANI)' with a table of invoice entries. A green notification box at the top right states 'Saved successfully (1 rows saved)'. Below the table, the 'Invoice Number' field contains the text 'NEXT'. At the bottom right, a 'SAVE' button is highlighted with a red box. The 'BALANCE DETAILS' section shows a Query Balance of 539.05 and a Memo Balance of 0.00.

ID	Description	Type	Quantity	Amount	Balance	Due Date	Status	Comments	Row
N006	Racquet Stringing	BI	1	25.00					2
N007	Merchandise Sales	BI	1	40.05	3.000000	13.350000			4
N009	Tournaments/Miscellaneous	BI	1	25.00			25.00 T	TEST	7
N015	BANI Test 012618 Tennis Club	BI	1	25.00			25.00 T	TEST	6
N014	BANI Test 9.0	BI	1	20.00			20.00 T	TEST	5
N012	Tennis Club Late Fees	BI	1	25.00			25.00 T	TEST	4
N013	BANI Test	BI	1	29.00	2.000000	14.500000	29.00 T		3
N011	Tennis Club Lessons	BI	1	50.00			50.00 T		2



Financial Services Division

Entering an Invoice in TFADETL

The screenshot displays the TFADETL software interface. At the top, the user is identified as Laura J Putz, with a 'Sign Out' option. The main header shows 'Account Detail Form TFADETL 9.3.5 (BANI)'. A 'TOOLS' menu is highlighted with a red box, containing options like 'Export', 'Print', 'Clear Record', 'Clear Data', 'Item Properties', 'Display ID Image', 'Exit Quickflow', 'About Banner', 'OPTIONS', 'Create Deposits', 'Create Memos', 'Create Additional Text', 'Print Receipt', and 'Apply Transactions'. The 'Create Additional Text' option is also highlighted with a red box. Below the menu, a table lists charges with columns for Detail Code, Description, Address Type, Sequence, Units, Rate, Amount, Balance, Source, Pay Num, and Doc N.

Detail Code *	Detail Code Description *	Address Type *	Sequence *	Units	Rate	Amount *	Balance	Source *	Pay Num	Doc N
N015	BANI Test 012618 Tennis Club	BI		1		25.00	25.00	T		TEST
N011	Tennis Club Lessons	BI		1	2.000000	65.000000	130.00	130.00	T	TEST
N006	Racquet Stringing	BI		1		25.00	25.00	T		TEST
N009	Tournaments/Miscellaneous	BI		1		250.00	250.00	T		TEST
N006	Racquet Stringing	BI		1		25.00	25.00	T		TEST
N007	Merchandise Sales	BI		1	3.000000	13.350000	40.05	40.05	T	TEST
N009	Tournaments/Miscellaneous	BI		1		25.00	25.00	T		TEST
N015	BANI Test 012618 Tennis Club	BI		1		25.00	25.00	T		TEST
N014	BANI Test 9.0	BI		1		20.00	20.00	T		TEST
N012	Tennis Club Late Fees	BI		1		25.00	25.00	T		TEST



Entering an Invoice in TFADETL

The University of New Mexico

Laura J Putz Sign Out ?

Account Detail Form TFADETL 9.3.5 (BANI) ADD RETRIEVE RELATED TOOLS

ID: N01839021 Bergeron, Patrice Credit Limit: User: LPUTZ Holds: Start Over

ADDITIONAL TEXT CONTROL + Insert - Delete Copy Filter

Detail Code N011 Tennis Club Lessons Transaction Number 12

ADDITIONAL TEXT + Insert - Delete Copy Filter

Return

Additional Text

Backhand workshop for seven students
Schedule for May 1, 2017

Record 2 of 2

SAVE



Financial Services Division

Entering an Invoice in TFADETL

Questions???



Financial Services Division

Closing Your Session - TGACREV

The University of New Mexico

Martin James Desautels Sign Out ?

Cashier Session Review Form TGACREV 9.3.5.1 (BANI)

ADD RETRIEVE RELATED TOOLS

CASHIER SESSION REVIEW

Session Use * Session Number *

SESSION DETAIL SELECTION

Payment/Charge Category

CASHIER SESSION SUMMARY

Detail Code	Payment/Charge	Source	Description	Base Amount	Currency Code	Foreign Amount
Record 1 of 1						

10 Per Page

SAVE

Saved successfully (1 rows saved)



Closing Your Session - TGACREV

The screenshot displays the TGACREV web application interface. At the top, the header includes the University of New Mexico logo, a search bar, and the user name 'Martin James Desau'. The main navigation bar shows 'Cashier Session Review Form TGACREV 9.3.5.1 (BANI)' and buttons for 'ADD' and 'RETRIEVE'. A 'TOOLS' menu is open, listing various options. The 'Close Session' option is highlighted with a red box. The main content area shows a 'CASHIER SESSION REVIEW' form with fields for 'Session User *' (MDESAUTE) and 'Session Number *'. Below this is a 'SESSION DETAIL SELECTION' section with 'Payment/Charge' and 'Category' fields. A 'CASHIER SESSION SUMMARY' table is visible, with columns for 'Detail Code', 'Payment/Charge', 'Source', 'Description', and 'Base Amount'. The table is currently empty. The 'TOOLS' menu options include: Display ID Image, Exit Quickflow, About Banner, OPTIONS: Display Totals, Review Cashier Session Detail, Display User Sessions, Close Session (highlighted), BANNER DOCUMENT MANAGEMENT: Retrieve Documents (Alt+R), Count Matched Documents, and Add Documents.

Detail Code	Payment/Charge	Source	Description	Base Amount
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EXTRACTING DATA

The University of New Mexico

Account Detail Query Form TGIACCD 9.3 (BANI)

ADD RETRIEVE RELATED TOOLS

ACCOUNT DETAIL QUERY

ID	Name	Detail Code	Description	Amount	Balance	Term	Aid Year	Period
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	5,238,677.67	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	6,429,898.55	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	6,111,216.57	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	63,355,580.43	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	907.00	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	5,863,678.79	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	2,049,595.60	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	20,420,649.64	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	774,898.00	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	295,063.75	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	350,459.33	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	1,706,750.16	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	6,830,749.20	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	2,332,832.66	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	161,593.11	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	2,289,179.55	0.00	ARTERM		
Y00000193	UH General Receivables	YP00	Payment - HSC UH ACH	10,471,355.09	0.00	ARTERM		

Search

ACTIONS

- Refresh F5
- Export Shift+F1
- Print Ctrl+P
- Clear Record Shift+F4
- Clear Data Shift+F5
- Item Properties
- Display ID Image
- Exit Quickflow
- About Banner

OPTIONS

- View Totals

BANNER DOCUMENT MANAGEMENT



Financial Services Division

Xtender Data

The University of New Mexico

Laura J Putz Sign Out ?

Account Detail Form TFADETL 9.3.5 (BANI) ADD RETRIEVE RELATED TOOLS

ID: Y00000195 UH Childrens Psychiatric Center Credit Limit: User: LPUTZ Holds: Start Over

Charges/Payments Deposits Memos

CHARGES/PAYMENTS Insert Delete Copy Filter

Receipt Details Additional Text

Detail Code *	Detail Code Description *	Address Type *	Sequence *	Units	Rate	Amount *	Balance	Source *	Pay Num	Doc Num	Trans Paid	1
YA30	UH-PPD-BP Energy Gas	BI	1			500.00	500.00	T				
YP01	Payment - HSC	BI	1			1,000.00	0.00	T	TEST		6704	
YP08	Payment - HSC-Unidentified	BI	1			250.00	0.00	T			6729	
YA30	UH-PPD-BP Energy Gas	BI	1	1.000000	250.000000	250.00	250.00	T				
YP08	Payment - HSC-Unidentified	BI	1			-250.00	0.00	T				
YP01	Payment - HSC	BI	1			9,925.25	0.00	T	TEST			
YP01	Payment - HSC	BI	1			1,026.00	0.00	T	TEST	TEST		
Y080	UH-TE Cellular Chgs Gen	BI	1			-15.00	0.00	T			6713	
YP08	Payment - HSC-Unidentified	BI	1			-250.00	0.00	T			6723	
YA30	UH-PPD-BP Energy Gas	BI	1	10.000000	100.000000	1,000.00	0.00	T	TEST	TEST	6727	

1 of 674 10 Per Page Record 1 of 6733

Dates/Invoice Feed/Cashier Cross Ref SAVE



Financial Services Division

Xtender Data

EMC ApplicationXtender - BANI LPUTZ

Query Results

B-F-NSAR > New Search > Query Results

ID	PIDM	DOCUMENT TYPE	LAST NAME	FIRST NAME	SSN	REFERENCE ID	BILLING CYCLE	BILLING MONTH	BILLING YEAR	MISC
<input type="checkbox"/> Y00000193	228	INVOICES	AL RECEIVABLES			TEST	TEST	JAN	2018	
<input type="checkbox"/> Y00000193			AL RECEIVABLES							

Documents 1 - 2 of 2 ◀ Previous | 1 | Next ▶ Items per page: 25 ▼

- OPEN
- PRINT
- EMAIL
- DELETE
- EXPORT COLD
- SUBMIT OCR JOB



A Few Reminders

- **Remember to Close your Sessions!**
- **Enter “NEXT” for invoice before saving**
- **Credit entries must reference the original Transaction Number**



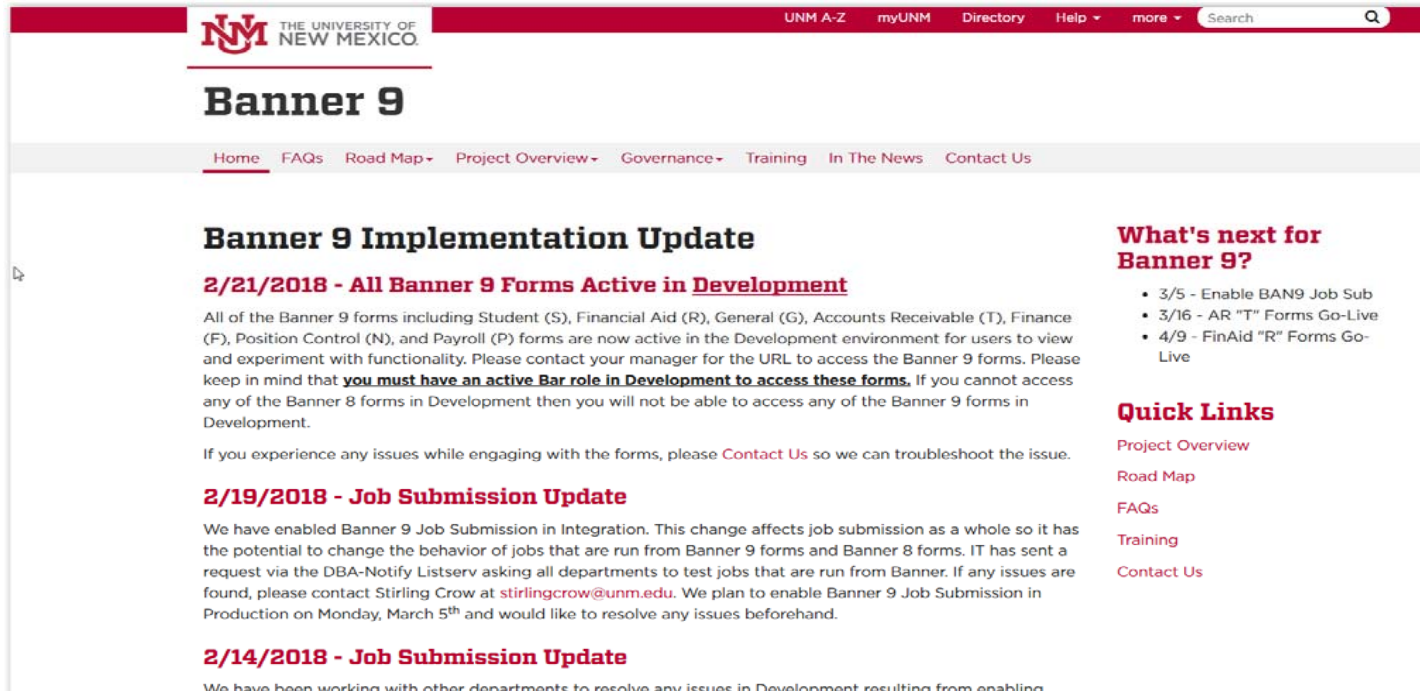
A Few Reminders

- **Unrestricted Accounting offices can serve as temporary back up for crisis situations**
- **Banner 8 NSAR forms expected to sunset April 16, 2018 – can no longer be used**
- **Xtender will continue to be used to store copies of invoices, etc. for NSAR**



UNM IT Banner 9 Website

- <https://banner9.unm.edu/index.html>



The screenshot shows the UNM IT Banner 9 website. The header includes the UNM logo and navigation links: UNM A-Z, myUNM, Directory, Help, more, and a search bar. The main heading is "Banner 9". Below it is a navigation menu with links: Home, FAQs, Road Map, Project Overview, Governance, Training, In The News, and Contact Us. The main content area features three updates:

- 2/21/2018 - All Banner 9 Forms Active in Development**

All of the Banner 9 forms including Student (S), Financial Aid (R), General (G), Accounts Receivable (T), Finance (F), Position Control (N), and Payroll (P) forms are now active in the Development environment for users to view and experiment with functionality. Please contact your manager for the URL to access the Banner 9 forms. Please keep in mind that **you must have an active Bar role in Development to access these forms**. If you cannot access any of the Banner 8 forms in Development then you will not be able to access any of the Banner 9 forms in Development.

If you experience any issues while engaging with the forms, please [Contact Us](#) so we can troubleshoot the issue.
- 2/19/2018 - Job Submission Update**

We have enabled Banner 9 Job Submission in Integration. This change affects job submission as a whole so it has the potential to change the behavior of jobs that are run from Banner 9 forms and Banner 8 forms. IT has sent a request via the DBA-Notify Listserv asking all departments to test jobs that are run from Banner. If any issues are found, please contact Stirling Crow at stirlingcrow@unm.edu. We plan to enable Banner 9 Job Submission in Production on Monday, March 5th and would like to resolve any issues beforehand.
- 2/14/2018 - Job Submission Update**

We have been working with other departments to resolve any issues in Development resulting from enabling

On the right side, there is a section titled "What's next for Banner 9?" with a bulleted list:

- 3/5 - Enable BAN9 Job Sub
- 3/16 - AR "T" Forms Go-Live
- 4/9 - FinAid "R" Forms Go-Live

Below that is a "Quick Links" section with links to: Project Overview, Road Map, FAQs, Training, and Contact Us.



Financial Services Division



UNM Information Technologies

Report Banner 9 System Issues to Information Technologies

277-5757



Financial Services Division

Post Go-Live Support

Walk in labs

- Main Campus – Business Center EOD 1007
 - March 27, 2018 from 9:00 – 11:00
 - March 29, 2018 from 2:00 – 4:00
- HSC Campus – Med II Computer Lab
 - March 26, 2018 from 10:00 to 12:00
 - March 28, 2018 from 1:00 to 3:00



Unrestricted Accounting Contacts

MAIN CAMPUS:

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John & Judy Petrovich Business Center, 3rd Floor

HEALTH SCIENCES CENTER:

Brock Nunn BANunn@salud.unm.edu 272-5460

HSC Business & Communication Center, 2nd Floor



Financial Services Division

Banner 9 NSAR

Questions???



Financial Services Division