



Banner 8 to Banner 9 **Essentials**




New Look

Information Session

CIT – Team

November 22, 2019

Session Rules of Etiquette

- Please turn off your cell phone/pager 
- If you must leave the session early, please do so as discreetly as possible 
- Please avoid side conversation during the session 

Thank you for your cooperation!

Topics to Discussion

- Session I – New Look
 - Communication Avenues
 - Verify Browsers
 - Banner 9 Essentials screens – New Look
- Session II – Banner 9 Essentials Team Meeting
 - SPII
 - Test Plan Samples
 - Report Regeneration
 - Email Group – Banner9EssentialsGroup
 - Directory for Banner 8 to Banner 9 Essentials Team items
 - HU Trackit Ticketing – Self Service Access and email creation

Communication Avenues

- HU Website - cit.hamptonu.edu - regular information updates and video training
- HU News – weekly updates
- Training sessions for each business areas
- Banner9EssentialsGroup email
- Directory Location for Banner 9 Essentials Team members

Banner 8 to Banner 9 Essentials Team Session II

New Session for those who are
part of our Banner 9 Testing Team

Sensitive Personal Identifiable Information (SPII)

Personally Identifiable Information (PII) is any information that can be used to distinguish or trace an individual's identity. Examples include but are not limited to:

- Name
- Social security number (SSN)
- Date of birth
- Address: Home address, home phone number,
- Personal e-mail address
- Financial information
- Fingerprints
- Photograph
- Medical information

Sensitive Personal Identifiable Information (SPII) - Business Profile

- Screens' SPII data will be masked if user is not part of a business profile. Fine grain security level.
- Reports need to be protected from going outside HU community without authorization. Document will be considered "FOR OFFICIAL HAMPTON UNIVERSITY USE ONLY - PRIVACY SENSITIVE"

Banner 8 to Banner 9 Essentials Testing

- Prepare the Test Plans by using current Banner 8
- Verify all your areas of responsibility are listed in Test Plan
- “Walk the Dog” – Go into Banner 8 to ensure Test Plan is correct
- Mark as READY for Banner 9 Essentials Testing in Test Environment
- Test in Banner 9 Essentials
- Regression Testing in Banner 9 Essentials

Core Functional Banner Testing Leads

- Each Functional Area will need to identify Area of Responsibility Core Test Lead
 - Identify what to test
 - Prioritize defects
- Characteristics of Test Lead
 - Highly knowledgeable
 - Very organized
 - Detail oriented

Functional Banner 8 to Banner 9 Essentials Test Plan Areas

- Accounts Receivable
- Admissions
- Advancement
- Alumni
- Athletics
- Finance
- Financial Aid
- General
- Graduate Studies
- Health Services
- Housing
- HU Online
- Human Resources
- HUPD
- OAR
- Pre College
- Position Control
- Student

Self Service will not be included in this project – remains Banner 8

Core Functional Banner Testing Leads' Responsibility

- Finish writing or updating test plans for Test environment
- Execute test plans
 - Identify problems areas
 - Rewrite test plans
- After or between projects
 - Review test plans and update as needed for Production verification.

Putting it all together - Testing

- Plan
 - How we will go about Testing?
 - Who will be testing?
- Write
 - Revise existing test plans
 - Write new test plans
- Execute
 - Test, test some more
 - Regression test (if changes are needed)
- Track success and rework

Reports Regeneration for Banner 9 Essentials Use

- Over 1000+ Deployed Reports (includes those that should have been deployed but moratorium due to Banner 9) will be recreated for use with Banner 9 Essentials
- In addition, all SQL that has been used for reoccurring requests will now be deployable. HU Community will not need to request Computer Center assistance once SQL for those reports are deployed.
- HU Community will be able to “at will” run those same reports based on their Banner Permissions.
- Separate meeting to discuss Reports

Note: Data generated from these reports are the property of HU and will only be used in conjunction with their job duties.

Email Group

- Banner9EssentialsGroup

Designated POCs

Technical Teams

Dissemination of communication, tasks, and progress

Directory to obtain Banner 8 to Banner 9 Essentials Information: Working Folders

- HUTrackit Ticketing System
 - Email templates and attachments
- PresentationsandMeetingInfo
- Sensitive Personal Identifiable Information (SPII)
- Reports Recreation
- Regression Testing
- Test Plans' Samples
- Testing Banner 9 Essentials

Note: Limited access on Directory to only those on Team

HU Trackit Ticketing – Self Service Access

- Banner 8 to Banner 9 Essentials – Using HU Trackit to submit issues
- Go to HU Trackit to submit a HU Banner 9 Essentials ticket
 - FireFox <http://hutrackit.hamptonu.edu>
 - Chrome and IE
<http://hutrackit.hamptonu.edu/TrackIt/SelfService/Account/Login>
- Instructions on how to Access and submit a Ticket

Questions

