Banner 8 to Banner 9 Essentials Orientation
Information Session

CIT – Team
November 13, 2019

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Center for Information Technology

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Agenda

- Banner Upgrade Team
- Banner 9 Upgrade – Why?
- Banner 9 Changes
  - Issues Associated with Banner 8
  - Intuitive Web-Application
  - User Friendly Messages
  - Who will be Affected
- Banner Roll-Out Strategy
- Banner Training Opportunities
  - CIT Department Led Training
  - Basic Navigation Training
  - Self Service Training

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Banner Administrative Upgrade Team

Who are the Banner Team leads for each Area?

Area	Lead
Banner - Accounts Receivable	Mrs. Denise Nichols
Banner - Advancement	Dr. Felicia Blow
Banner - Advancement Self-Service	Dr. Felicia Blow
Banner - CRM Recruit Integration Manager	Dr. Kim Luckes
Banner - CSS Profile	Mr. Martin Miles
Banner - Employee Self-Service	Ms. Rikki Thomas
Banner - Faculty and Advisor Self-Service	Ms. Rikki Thomas/Ms. Tanisha Twine
Banner - Finance	Mrs. Denise Nichols
Banner - Financial Aid	Mr. Martin Miles
Banner - Financial Aid Self-Service	Mr. Martin Miles
Banner - General	Computer Center (Mr. Darien Hawkins/Ms. Princess Lipscomb)
Banner - Human Resources	Ms. Rikki Thomas
Banner - Integration for PayNetExchange	*To be added*
Banner - Position Control	Ms. Rikki Thomas
Banner - Student	Mrs. Jorsene Cooper
Banner - Student Self-Service	Mrs. Jorsene Cooper
Banner - Web General	Ms. Rikki Thomas
Banner - Web Tailor	Computer Center (Mr. Darien Hawkins/Ms. Princess Lipscomb)
Banner - Workflow	Dr. Michelle Penn Marshall
Cross Product - SEVIS Transfer Adapter	Dean Angela Boyd
Degree Works - Degree Works	Mrs. Jorcene Cooper
Ellucian - CRM Products	Dr. Kim Luckes
Ellucian - Travel & Expense (Chrome River)	*To be added*

The Banner Upgrade Teams

- **Banner 9 Administrative Team – All POCs and CIT**
  - Works together to ensure that we have a consistent rollout across Hampton University
  - Meets bi-monthly starting November 2019

- **Communication and Training Team – CIT and Ellucian**
  - Provides info about the Banner 9 modules upgrade, develops and delivers training
  - Conducts Banner 9 upgrade testing using Functional Test Plans
  - Supports technical project Banner 9 upgrade
  - Meets bi-weekly and is a sub-set of the Banner 9 Administrative Team

- **Banner Technical Team – CIT / Computer Center**
  - Develops infrastructure to support Banner 9 upgrade
  - Prepares environment for POCs (functional users) and the Banner 9 customers

Banner 9 Upgrade - Why?

- Ellucian no longer supports versions of Banner 8x as of January 2019 without extended support ability

- Ellucian will no longer support Banner 8x as of December 2019

- Browser compatibility issues with Java

- Banner 8 has an outdated user interface

- This will be the biggest change in Banner since its installation in 1996

Banner 9 Upgrade - Why?

- Ellucian will no longer use Oracle Reports to render Banner 9 reports

- Argos Reporting System will now be purchased (Envision product) to seamlessly work with Banner 9

Banner 9 Changes

- New functionality within forms, impacts how the data can be queried and viewed
- No changes to how the data is stored or backend processes
  - ✓ Filters
  - ✓ Better warning messages
  - ✓ Adjust columns
  - ✓ Sort data within the forms
  - ✓ More intuitive look and feel
-

Banner 8	Banner 9
Roll back	Start over
Query	Filter
Block	Sections
Options	Related

Java Update Needed

Your Java version is out of date.

→ Update (recommended)
Get the latest security update from java.com.

→ Block
Block Java content from running in this browser session.

→ Later
Continue and you will be reminded to update again later.

☐ Do not ask again until the next update is available.

Old Banner login dialog box

Logon

Username:
Password:
Database:

Connect   Cancel

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Issues Associated with Banner 8

Technical icons that were not intuitive.

Banner 8 Forms have a look-and-feel from the 1990's.

Rigid blocks with very little flexibility

No obvious method of moving from block to block

Cryptic messages that were not very helpful

Frequently Asked Questions

Will all users be affected by this upgrade?

Faculty and administrative staff who currently use Banner in their respective areas will be affected by this upgrade.

Students will continue to use Banner 8 SSB..

Will I be able to continue using Banner 8 after Banner 9 is launched?

No. Banner 8 Student Module will no longer be available.

What changes can I expect to see in Banner 9?

Banner 9 has a modernized user interface with improved navigation and accessibility. While the pages look and feel are different, they contain all of the same functionalities that you are familiar with in Banner 8.

Frequently Asked Questions

Is Banner self-service changing?

No. Only the administrative pages will be changing with this upgrade.

I have been told to clear my browser cache after each upgrade. What is the easiest way to do that?

*You can hit **Ctrl+Shift+Delete** in any web browser to bring up the window that will allow you to clear your cache.*

Is Java required for Banner 9?

No, Java is not required for Banner 9. Banner 9 is web based and does not require the Java plugin like Banner 8 does.

Will there be training on Banner 9?

Yes. Functional areas across campus have been offered specific Banner 9 training.

Frequently Asked Questions

Will I use the same credentials to log into Banner 9?

Yes, you will use the same user id and password.

Will my security access change with Banner 9?

No. Your Banner form/page security will be the same in Banner 9 as it was in Banner 8.

Who do I call with questions about Banner 9 prior to go-live?

Speak with your team/area leads about questions concerning your business processes.
What is the preferred browser for using Banner 9?

Banner 9 can be used with all browsers. However, for Microsoft you should disable Compatibility View in IE 11 and upgrade Edge to version 41.

Frequently Asked Questions

Will the personalized My Banner menu I created in Banner 8 remain in Banner 9?

No, your My Banner menu will not be carried over from Banner 8 to Banner 9.

How can I add/remove links in the "My Banner" list?

You can use GUAPMNU form to add/remove banner objects on your personal menu list.

Can users change the color scheme on their personal Banner pages?

Ellucian has stated the following as of 8/16/17:

"Individual users cannot choose a personal color in the Banner 9 applications at this time. Personal color (theme) choices is on the backlog, but not yet scheduled for a particular release."

Frequently Asked Questions

How do I change between Compact and Expanded layout in Banner 9 Admin pages?

Banner 9 gives you the option of viewing the Banner 9 pages in an Expanded or Compact view. The Compact view reduces the amount of white space on a page, allowing for the visibility of more fields on a page. You can toggle between the two views in the Page Layout section of the Tools menu.

How does the Admin Navigator search field work in Banner 9?

For quick access to any Banner object, begin typing the name in the search field featured prominently in the center of the main page. As you begin typing, Banner will display suggested object names. Continue typing until the name of the object appears in the list, point and click to open that object.

How do I get more records to display on a page in Banner 9?

Banner 9 gives you the option of displaying fewer or more records on the screen for certain pages. Click on the Per Page dropdown at the bottom of the list of records on these screens to control the number of records displayed. Please note that your choice is not retained upon exiting the page.

Frequently Asked Questions

Where can I find the "related forms" list that was under "Options" on the menu bar in Banner 8?

You can find this list by clicking on "Related" in Banner 9.

How do I resize a page in Banner 9?

You can use the CTL+ to increase the size and CTL- to decrease the size.

Can you have two Banner 9 pages open at same time?

No. Two pages cannot be open at same time. You could come close to same experience by opening a second Banner 9 session.

User Experience ShortCuts WILL Change

Shortcut	Banner 8	Banner 9
Rollback/Refresh/Start Over	Shift + F7	F5
Next Block/Section	Ctl + Page Down	Alt + Page Down
Previous Block/Section	Ctl + Page Up	Alt + Page Up
Clear Page or Start Over	SHIFT+F7	F5
Open Menu Directly	F5	CTRL+M
Print	SHIFT+F8	CTRL+P

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Banner 9 Provides a More Intuitive Web Interface

Banner 8 forms example

Corresponding Banner 9 forms

Banner 9 Provides User Friendly Messages

ERROR NOTIFICATION – A red box will appear with an "!" in a circle when message is displayed

INFO NOTIFICATION – A blue box will appear with an "i" in a circle when message is displayed.

WARNING NOTIFICATION – A box will appear in yellow with a "!" in a yield sign when message is displayed and include two buttons, Yes/No, that must be selected to continue.
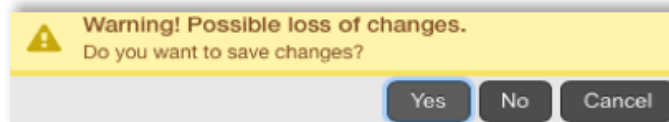
SUCCESS NOTIFICATION – A box will appear in green with a checkmark in a circle when message is displayed.
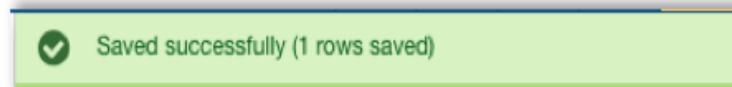
Who will be Affected by the move to Banner 9?

- This upgrade will be done in a phased release to various populations across campus

- Phase one will affect Hampton staff users (not students or faculty)

- Every Banner user will ultimately be impacted by this change including faculty, students and staff

- Self Service will remain Banner 8 (separate upgrade)

Banner Rollout Strategy

Jan 2019	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan 2020

Phase One

Phase Two

Phase Three

Phase One: Jan – May 2019
- Involves only the Banner administrative users
- Impacts anyone currently using Banner Forms
- Schedules Go-live for Banner 9 pages for December 2019
- Enhances search capability
- Reorganizes the Banner Self-Service Administrative menu (organized by school)
- Offers a more modern look and feel

Phase Two: June – Oct 2019
- Enhances student and faculty apps
- Supports chosen name
- Improves usability for students and faculty
- Includes more specific info in future

Phase Three: Oct – Jan 2019
- Adds more (new) Banner 9 Self-Service apps
- Introduces a better look and feel for existing Banner 8 Self-Service apps

Who is Affected by Phase one?

Anyone who uses Banner forms

Phase 2: Affects users who use Banner Self-Service

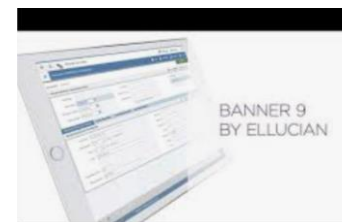# User Experience of Tomorrow – Banner App Navigator
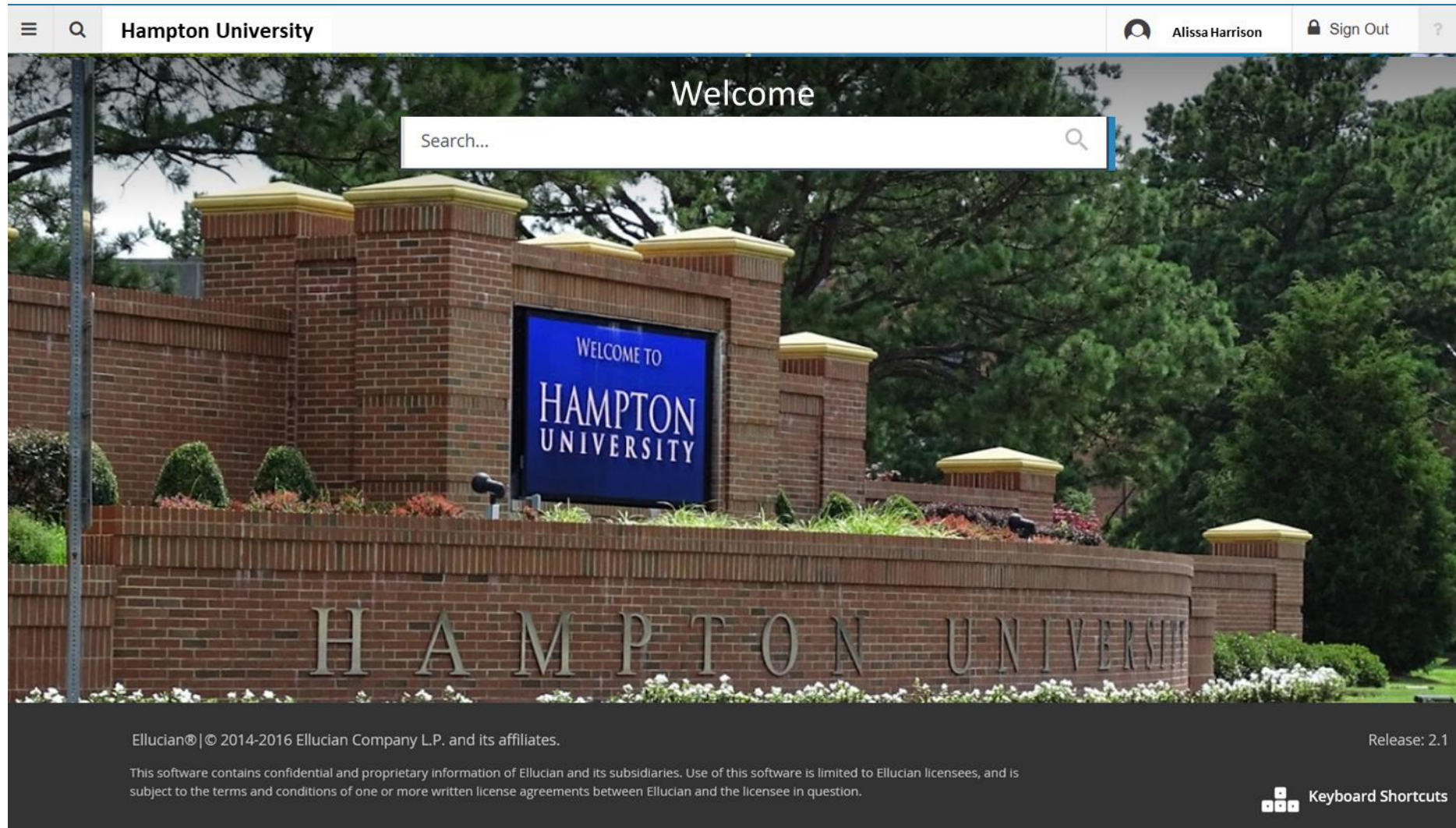
Banner Training Opportunities

- ❑ CIT Department Led Training
  - o Weekly information / Hands- on Sessions
  - o Weekly Zoom Session (Q & A)
- ❑ Basic Navigation Training
  - o CIT Navigation Sessions
  - o Banner Trainings
- ❑ Self Service Training
  - o Eullician Webinars
  - o Opportunities for Ellucian Training
  - o Handouts and Guides
    - • FAQs
    - • Banner 9 Resources

Banner by Ellucian: Frequently…

BANNER 8 VS. BANNER 9 NAVIGATION

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Banner 9 puzzle

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But its Still just an Upgrade

- While this is a substantial upgrade: It is still just an upgrade

- Your data is still there: Just the way you access it has been improved
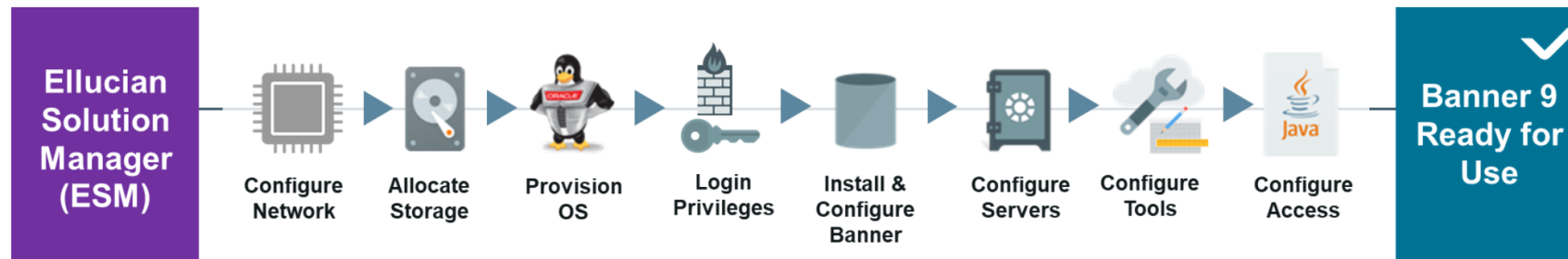
Next Steps

- Visit our website - - regular information updates and video training (cit.hamptonu.edu)

  NOTE: Banner 9 Upgrade information will be updated weekly on both the CIT Website AND via HU News

- Hands-on training sessions for each business area (contact team leads)

- Play in the pre production environment

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Questions

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