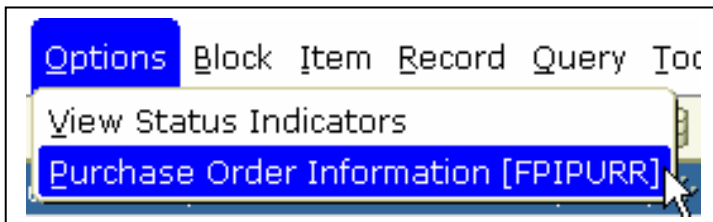## Banner 6.0 vs. Banner 7.0

In a few weeks, Banner 7.0+ proudly rolls out to the campus users. Naturally, users will wonder if the new Banner is different from the old Banner, and if so, in what way(s). Many inquiring minds asked the same question about the new Peter Jackson *King Kong* film, that is to say, how could you improve an 800-ton gorilla? ☺ The answer is very carefully…

But let's not talk about Kong's huge spiders and dinosaurs, let's discuss Banner 7.0's new features. The latest Banner introduces a very cool "right click" Options menu. What do we mean by that? Well, let us assume you are in FOIDOCH, and you want to look for purchase order information. Your normal Banner 6.0+ procedure would be to pull down the Options menu on the toolbar and select FPIPURR:

In Banner 6.0, the Options menu can only be accessed through the pull-down menu at the top of the window. However, Banner 7.0 adds a new wrinkle. In Banner 7.0, you can access the Options menu by "right clicking" anywhere on the FOIDOCH canvas where there are no fields:
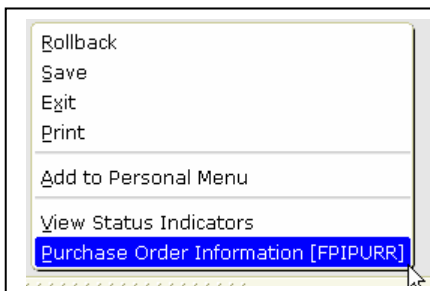

As you can see, the right click reveals an Options Menu. It is much faster to right click for this Purchase Order information than "pulling down" a toolbar menu.


I'm GOING APE because I just called George and scheduled a Banner 7.0 Finance Forms & Reports training!

Tabbed Interfaces is another major improvement. In the old Banner, if you were in a particular screen (let's say GWISTAT), you would need to hit Ctrl-PgDn to toggle between the job submission status and the job's report parameters. However, now there is a nifty tabbed interface:
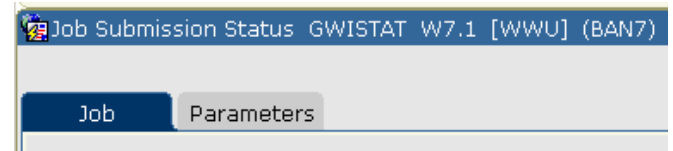
A list of the tabs presented is available by hitting F2.

Another new feature is using the "down arrow" to access the previous forms or reports which you used in the same Banner session:
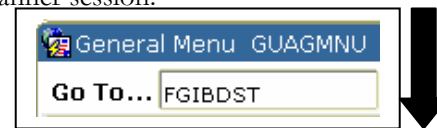
All you need to do is place your cursor inside the "Go To" box and hit the down arrow.

The User Preference Form GUAUPRF was enhanced to provide additional user preferences, for example, the customization of colors on your Banner screen. If you have an overwhelming desire to "go Ape" and view your Banner data displayed in lime green, banana yellow, mango, and apricot, you may certainly do that! ("Why would you?" is an entirely different question. ☺)

Vic Kiel offers a wonderful, hands on course in Banner 7.0 navigation called Banner 7: First Look. The course will be offered so long as enough campus staff are interested in attending. If you are interested in Vic's course, simply go to the WWU Training & Development website. On the other hand, if you are interested in the Banner Finance 7.0+ Forms and Reports training, please email George at **george.edward@wwu.edu** or call him at X/5890 (or else just follow the Gorilla). ☺

Topics This Issue

Questions and Answers

Question: Whom can I talk to about setting up some invoices for our billings?

Answer: You probably should speak with Dede Clark in Student Accounts.

Accounts Payable Fiscal Tech Alpha Reassignments

We have reassigned our Alpha vendors to our Fiscal Technicians. Below is the new assignment scheme. Techs will be responsible for contacting departments and resolving problem invoices per assigned Alpha vendor. If you have a question on a vendor's invoice, you may contact the appropriate Fiscal Technician. Thank you.

Vendor Name Begins With	Fiscal Technician	Phone
A-D also Work Study & PWCC Invoices	*Van Ho*	**X/6847**
E-I also Group Honorariums/Stipends, General Refunds, PCard	*Ellen Yang*	**X/6868**
J-R also Foreign Drafts, Travel Advances	*Becky Fitzpatrick*	**X/2220**
S-Z also Foreign Vendor Creates, Banner Duplicate IDs	*Gretchen Kulpa*	**X/3492**

Mileage Rate Decreases $.485 to $.445 per mile

Effective January 01, 2006, the reimbursement mileage rate for privately owned vehicles has decreased from **$.485** to **$.445** per mile. The ESign Mileage and Day Trip Expense Voucher form has been revised to reflect this decrease. Questions may be directed to the Travel Desk (Debbi Baughn X/3341 or Donna Foley X/6815). Any forms already submitted for mileage since January 1st will be corrected for the new rate. For more info, please go to the Travel web at www.acadweb.wwu.edu/BFA/BusinessServices/TravelDesk.htm. Thank you.

"Married men live longer than single men. But married men are a lot more willing to die."

— **Johnny Carson**

CREDIT CARD SECURITY

There is a fraudulent email being sent to some of our cardholders that appears to be from Chase Card Services, with a subject line that says "Important Account Notice!" This message might be sent to PCard or Corporate Travel cardholders.

The email contains a very authentic looking Chase logo at the top. The message states that they suspect your account has been accessed by an unauthorized third party and directs you to click a Login button to "verify your details". It also threatens to deactivate your account if you do not respond immediately. **DO NOT CLICK ON THE LINK OR RESPOND TO THE MESSAGE!** Our credit card issuer will never send you an email asking for this type of information.

Here are a few common items in many of these Internet scams:

- Generic greetings
- Misspelled words or incorrect grammar
- Threats to close your account
- A link to click on to verify your account

If you have any questions about the validity of a request for information about your credit card, call the PCard Help Desk (X/2080) or the Travel Desk (X/3341).

2006 PCARD DOWNLOAD SCHEDULE

Scheduled Download Date * at 3 pm	Date Range (Post Date)	Download Type **
Jan 13, 06	Dec 1-31, 2005	Monthly
Feb 10, 06	Jan 1-31, 2006	Monthly
Mar 10, 06	Feb 1-28, 2006	Monthly
Apr 14, 06	Mar 1-31, 2006	Monthly
May 12, 06	Apr 1-30, 2006	Monthly
Jun 09, 06	May 1-31, 2006	Monthly
Jul 14, 06	Jun 1-30, 2006	Monthly
Aug 11, 06	Jul 1-31, 2006	Monthly
Sep 08, 06	Aug 1-31, 2006	Monthly
Oct 13, 06	Sep 1-30, 2006	Monthly
Nov 10, 06	Oct 1-31, 2006	Monthly
Dec 08, 06	Nov 1-30, 2006	Monthly
Jan 12, 07	Dec 1-31, 2006	Monthly

* Downloads are scheduled for the 2nd Friday of each month.
** Monthly downloads capture all transactions, weekly downloads capture only approved transactions.