



Customizing My Banner

Job Aid

◀ Jump to TOC

My Banner

General Menu GUAGMNU 7.2 - Wednesday December 07, 2005

Go To... Welcome, SAISUSR

- My Banner
 - General Person Identification [SPAIDEN]
 - Recruit Prospect Information [SRARECR]
 - Quick Recruit [SRAQUIK]
 - Admissions Application [SAAADMS]
 - Quick Entry [SAAQUIK]
 - Organize My Banner [GUAPMNU]
- SCT Banner
 - Student [*STUDENT]
 - Advancement [*ALUMNI]
 - Financial [*FINANCE]
 - Human Resources [*HRS]
 - Financial Aid [*RESOURCE]
 - General [*GENERAL]
 - Banner XtenderSolutions [*BXS]

Procedure

Follow these steps to customize personal links for Admissions.

Step	Action
1	Double-click to open the My Banner menu.
2	Double-click to open the Empty Select to build (GUAPMNU).
3	Enter <i>SPAIDEN</i> in the Object field.
4	Press Down.
5	Enter <i>SRARECR</i> in the Object field.
6	Press Down.
7	Enter <i>SRAQUIK</i> in the Object field.
8	Press Down.
9	Enter <i>SAAADMS</i> in the Object field.
10	Press Down.
11	Enter <i>SAAQUIK</i> in the Object field.
12	Press Down.
13	Click the Save icon.
14	Close SCT Banner.
15	Log into SCT Banner.
<u>Result:</u> The My Banner links you created are available.	