

Banner Naming Conventions

Banner forms, reports, jobs and tables have seven-character names with the following structure:

Position 1

Identifies the primary system owning the form, report, job or table.

A Alumni/Development	K Work Management	S Student
B Property Tax	L Occupational Tax/License	T Accounts Payable
C Courts	N Position Control	U Utilities
D Cash Drawer	O Customer Contact	V Voice Response
F Finance	P HR/Payroll/Personnel	X Records Indexing
G General	Q Electronic Work Queue	W, Y, Z Reserved for client applications that co-exist with Banner 2000
I Information Access	R Financial Aid	

Position 2

Identifies the module owning the form, report, job or table.

General (G)	Alumni/Development (A)	HR/Payroll/Personnel (P)
E Event Management	A Membership	A Application
J Job Submission	D Designation	B Budget
L Letter Generation	E Event Management	C COBRA
O Overall	F Campaign	D Benefits/Deductions
P Purge	G Pledge and Gift/Pledge Mgmt	E Employee
S Security	M Prospect Management	H Time Reporting/History
T Validation form/table	O Organization	O Overall
U Utility	P Constituent/Person	P General Person
X Cross product	S Solicitor Organization	R Electronic Approvals
Student (S)	T Validation form/table	S Security
A Admissions	U Utility	T Validation/rule table
C Catalog	X Expected Matching Gift	U Utility
E Support Services	Financial Aid (R)	X Tax Administration
F Registration/Fee Assessment	B Budgeting	Finance (F)
G General Student	C Record Creation	A Accounts Payable
H Grades/Academic History	E Electronic Data Exchange	B Budget Development
I Faculty Load	F Funds Management	C Cost Accounting
K Reserved for SCT Intl. - UK	H History and Transcripts	E Electronic Data Interchange

L Location Management	J Student Employment	F Fixed Assets
M CAPP	L Logging	G General Ledger
O Overall	N Need Analysis	I Investment Management
P Person	O Common Functions	O Operations
R Recruiting	P Packaging & Disbursements	P Purchasing/Procurement
S Schedule	R Requirements Tracking	R Research Accounting
T Validation form/table	S Student System Shared Data	S Stores Inventory
U Utility	T Validation form/table	T Validation form/table
	U Utility	U Utility
		X Archive/Purge

Accounts

Receivable (T)

- F Finance Accounts Receivable
- G General Accounts Receivable
- O Overall
- S Student Accounts Receivable
- T Validation form/table
- U Utility

Information Access

(I)

- S Student
- R Financial Aid

Position 3

Identifies the type of form, report, job or table

General (G)

- A Application Form
- B Base Table Batch COBOL process
- I Inquiry Form
- O Online COBOL process
- Q Query form
- R Rule Table /Repeating Table Report/process
- T General maintenance Temporary Table
- V Validation form/table View

Student (S)

- A Application form
- B Base table
- I Inquiry Form
- P Process
- Q Query form
- R Rule table/Repeating Table Report/Process
- V Validation form/table View

Finance (F)

- A Application form
- B Base Table
- I Inquiry form
- M Maintenance form
- Q Query form
- R Rule Table Repeating Table Report/Process
- V Validation form/table View

Financial Aid (R)

- A Application form

HR/Payroll/Personnel (P)

- A Application form

Alumni/Development (A)

- A Application form

B Base Table	B Base Table Batch COBOL process	B Base Table
I Inquiry form	I Inquiry form	C Called/list form
P Process/Report	P Process	I Inquiry form
R Rule Table /Repeating Table Report/process	R Rule Table/Repeating Table Report/process	P Process/Report
T Temporary table	V Validation form/table	R Repeating rules table
V Validation form/table View		V Validation form/table View

Accounts

Receivable (T)

A Application form	R Report
I Inquiry	
P Process	
Q Query	
R Report	
V Validation form/table	

Information Access

Position 4, 5, 6 and 7

Uniquely identify the form, report, job, or table.

Example

SPAIDEN

S	Student
P	Person
A	Application
IDEN	Identification