



Banner Operational Data Store User Guide

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Overview

The User Guide includes information about how to set up database warehouse data that define aspects of how data will be loaded into the database and how it will display in reports. This guide includes information intended for use by functional end users to work with the warehouse data. It also includes information about the ODS business concepts and Cognos reports delivered with the database.

Prior to the Banner ODS 8.5 release, there was a Banner ODS Handbook that supported the Banner ODS product. The Handbook is divided into two guides: Banner ODS Administration Guide (this guide) and Banner ODS User Guide.



Note: Banner ODS 9.0 release is for 'ODS only' customers. Institutions whose environment exclusively consists of Banner ODS will be able to upgrade to Banner ODS 9.0 at this time. The sections that have references to EDW in this document are not updated with this release.

BPRA Products

The complete set of Banner Performance Reporting and Analytics (BPRA) products give your institution the ability to take full advantage of the data stored in your source system by turning it into applied knowledge in the warehouse. The BPRA solution set includes the following products:

- [Banner Operational Data Store](#) (ODS)
- [Banner Enterprise Data Warehouse](#) (EDW)
- [Advancement Performance/Advancement Analytics for Cognos](#) (AAC)
- [Banner Recruiting and Admissions Performance](#) (RAP)
- [Banner Student Retention Performance](#) (SRP)
- [Institutional Performance Management](#) (IPM)

Your institution may license some or all of these products. If you do license products in addition to the Banner ODS, it is important that you understand the relationship among all of the products as you use them. You can use the products together to help you make informed decisions, guide strategic institutional planning and forecasting based on analysis of historical trends, and enhance institutional performance.

Banner Operational Data Store

The Banner ODS enables you to extract information from your source administrative systems, reorganize the information into a simplified format, and store the information in the Banner ODS database. End users can then create and deploy operational and ad hoc reports.

Banner ODS provides an extensive and flexible data store and business-organized reporting views with fewer columns and improved performance. You can use these views alone, or in combination with other views. Banner ODS also uses the supported third party reporting metadata layers to deliver an enterprise business area with many pre-joined conditions to enhance operational and ad hoc reporting.

In the Banner ODS information from complex and normalized source tables are grouped into more simplified, denormalized tables that are grouped by concept. The following picture illustrates how data from Banner tables of person-related information are combined into one Banner ODS table named AS_PERSON.

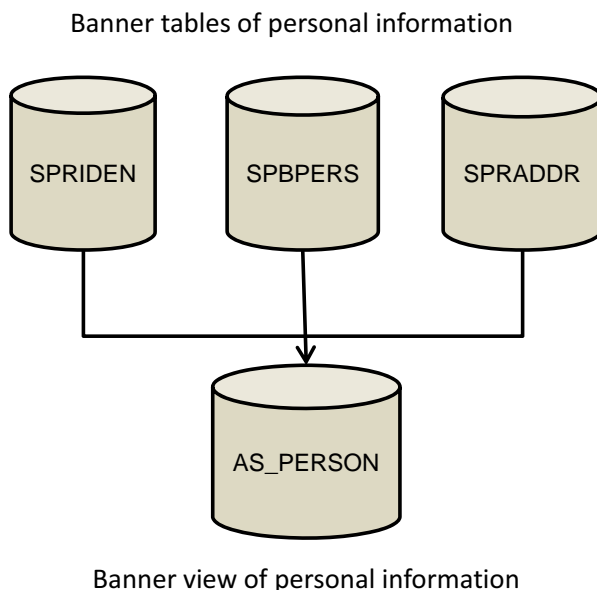


Figure 1: Banner to Banner ODS table consolidation

In Banner, to properly access the data, you need to understand the rules used to store the data in each table and the rules used to properly join the tables. In the ODS, you can access the replicated source data in the ODS without the need to understand the complexities of the data structure because you can retrieve the data from the view.

Integration of Degree Works with ODS

Institutions using Degree Works and the Banner Operational Data Store will be able to report on data from degree audit results to determine which students are ready to graduate and which students are at risk of not completing their outcomes. This is done by utilizing a percentage range of the degree requirements or credit requirements completed, or GPA range, by student classification, major, minor or concentration as well as other

student characteristics. This has been accomplished by creating a new reporting business concept, adding several new reporting views, and delivering pre-defined IBM Cognos reports.

The integration of both Degree Works and Banner XE Registration into the Banner Operational Data Store provides institutions reporting opportunities to better plan and determine what courses the institution needs to offer and how many sections/seats are needed. They will be able to count the number of students that must take or may take a specific course to satisfy a specific program requirement. This has been accomplished by creating a new reporting business concept, adding several new reporting views, and delivering pre-defined IBM Cognos reports.

Institutions using either Degree Works or Banner XE Registration with the Banner Operational Data Store will have the same reporting opportunities. For more information on the reporting business concepts and the IBM Cognos reports, refer [Banner ODS Business Concepts](#) and [Banner ODS Reports](#) chapters of this user guide.

Banner Enterprise Data Warehouse

The Banner EDW is a multi-dimensional database that gives you a complete picture of your institution's current and past business conditions. The Banner EDW offers comprehensive reporting and analysis capabilities by providing the following data objects:

- Operational/aggregate stars that you can refresh with current data on a daily basis at both summary and detail levels
- Snapshot stars that offer a historical picture of the data at institution-specific points-in-time at a summary level

This combination of current and historical data allows you to do comparative reporting and analysis. Banner EDW includes pre-built metadata integration with the IBM Cognos BI software to enable fast deployment of reports and analytics.



Note: Banner EDW includes Advancement specific components intended for use with the Advancement Analytics for Cognos product. It is possible to source these packages from both the Advance and Banner Advancement systems.

Performance Management products

The Performance Management products are a subset of BPRA products that you can license and use in conjunction with the Banner ODS and Banner EDW to monitor and manage your institutions business objectives and analyze outcomes. Following are the Performance Management products:

- [Advancement Performance/Advancement Analytics for Cognos](#) (AP/AAC)
- [Banner Recruiting and Admissions Performance](#) (RAP)
- [Banner Student Retention Performance](#) (SRP)

- [Institutional Performance Management](#) (IPM)

Each Performance Management product includes some or all of the following types of objects built using the IBM Cognos Business Intelligence application:

- **Business Concept packages** - reporting metadata layer
- **Cubes** - predefined reporting structures for quick analysis of summary measures by many attributes
- **Reports** - display trends of outcomes, summaries of current outcomes, and detailed information about students, applicants, recruits, or constituents (depending on the product)
- **Dashboards** - display several graphical performance charts for a specific business area on a single screen that you can review at a glance
- **Scorecards** - display institutional goals and objectives including Key Performance Indicators (KPIs) that monitor progress toward your goals and objectives and a set of strategic initiatives that are needed to produce desired outcomes

The data for these objects is stored in the Banner EDW. The objects are intended to illustrate the kind of analysis you can perform on the warehouse data. You can use the reports, dashboards, and scorecards as delivered or you can modify them to reflect the specific information you need to analyze and monitor your institution's progress.

The following table lists which Cognos objects are delivered with each of the Performance Management products.

| | AAC | RAP | SRP | IPM |
|-----------------------------------|-----|-----|-----|-----|
| Business concept packages | X | X | X | X |
| Cubes | X | X | X | |
| Reports | X | X | X | X |
| Dashboards and performance charts | X | X | X | |
| Scorecard | X | X | X | |

Advancement Performance/Advancement Analytics for Cognos

The Advancement Performance solution provides Advancement organizations (Advance and Banner Advancement users) with innovative ways to manage prospects and campaigns, drive fundraising, engage alumni and other constituents, and more. The Advancement Performance solution is comprised of the following products:

- Advancement Analytics for Cognos
- Enterprise Data Warehouse (Advancement data)

The Advancement Analytics for Cognos product provides the performance application content and tools and uses the Banner EDW multi-dimensional database that gives you a

complete picture of your institution's current and past business conditions. This allows your institution to report both current and historical data for summary, trend and detail reporting and analysis

Banner Recruiting and Admissions Performance

Banner Recruiting and Admissions Performance is the reporting analytics and performance portion of the Banner Relationship Management Suite. You can use RAP to report, analyze, monitor and track performance; define goals and objectives; and measure progress against key performance indicators. Banner Recruiting and Admissions Performance also lets you easily access recruitment, admissions, and selected financial aid information and use it to create reports.

RAP includes a package of operational reports. These reports display trends of outcomes, summaries of current outcomes and detailed lists of recruits and applicants. The solution also includes capabilities to configure organizational scorecards to reflect your organization's specific recruitment goals, objectives, and Key Performance Indicators (KPIs).

Banner Student Retention Performance

The Banner Student Retention Performance product provides a package of reports and analytic components that support common student retention performance goals and objectives. You can use SRP to monitor student retention, student success (performance and progress) and student engagement to satisfy institution goals and objectives; extend and modify performance monitoring capabilities; and create operational reports and ad hoc queries that meet the specific needs of your institution.

SRP uses the Banner EDW multi-dimensional database that gives you a complete picture of your institution's current and past business conditions. This permits your institution to report both current and historical data for summary, trend and detail reporting and analysis

Institutional Performance Management

The Institutional Performance Management product provides a robust set of reports that illustrate your institution's progress measured against a number of key metrics. Each report illustrates a different metric, for example, 3-, 4-, and 5-year graduation rates, progress for an advancement campaign, total expenditures at the institution, and number of applications.

Related documentation

You can refer to the following documents for more details about the Banner ODS components and the related Cognos components if you license them.

Banner ODS Administration Guide

The *Banner Operational Data Store Administration Guide* includes information about the warehouse architecture and how to maintain the warehouse using the Administrative User Interface. The Administration Guide also includes information about Cognos Business Intelligence reporting tools used with the warehouse.

Banner ODS Installation and Upgrade Guides

The *Banner Operational Data Store Installation and Upgrade Guides* include instructions for installing or upgrading the Banner EDW product.

Cognos components (Handbook available if you license that product)

If you license the Performance products that use the warehouse as the basis for reporting, you will have access to the following guides. (Each Handbook is available if you license that product.)

- *Advancement Analytics for Cognos Handbook*
- *Banner Recruiting and Admissions Performance Handbook*
- *Banner Student Retention Performance Handbook*
- *Institutional Performance Management User Guide*

Ellucian Analytics Resource Guidelines

The *Ellucian Analytics Resource Guidelines* document includes hardware and software recommendations for all of the BPRAs products. This document also includes compatibility information describing which Banner, Oracle, and Cognos product releases are compatible with each of the BPRAs products.

Banner ODS Business Concepts

Business concepts are used to organize the data available for different reporting requirements. A business concept shows the relationships between the data supporting a set of business processes. Because different business processes often require different perspectives on data, the relationships among the supporting database objects need to change based on the analysis being performed.

The Banner ODS is designed to take advantage of Cognos Framework Manager's ability to use database objects in multiple models. Each model is referred to as a namespace. In a Framework Manager namespace, database objects are defined as Cognos metadata query subjects. In that namespace, the relationships between the different query subjects focus around a central or primary fact table query subject.

All other query subjects are related to each other through the central or primary fact table. All data analysis and reporting completed using the business concept uses the central fact table to filter and determine what data to retrieve.

Banner ODS Business Concepts

The following table lists the business concept and primary reporting view or database table for each business concept within the Banner ODS. These concepts are listed by subject areas. A subject area loosely corresponds to a Banner product. When you write a report, use filters on the primary reporting view rather than the other reporting views whenever possible.

| Subject Area | Business Concept | Primary Fact Table |
|----------------------------|--|---------------------------|
| Accounts Receivable | Receivable Customer | RECEIVABLE_ACCOUNT |
| | Receivable Revenue | RECEIVABLE_ACCOUNT_DETAIL |
| Advancement | Advancement Rating | PROSPECT_INFO |
| | Advancement Rating | ADVANCEMENT_RATING |
| | Annual Giving | ANNUAL_GIVING |
| | Annual Giving Comparison | ANNUAL_GIVING |
| | Campaign Giving History | CAMPAIGN_GIVING_HISTORY |
| | Campaign Management | CAMPAIGN |
| | Constituent | CONSTITUENT |

| Subject Area | Business Concept | Primary Fact Table |
|---------------------|--|----------------------------|
| | Constituent Entity | CONSTITUENT_ENTITY |
| | Designation | DESIGNATION |
| | Designation Giving History | DESIGNATION_GIVING_HISTORY |
| | Gift | GIFT_TRANSACTION |
| | Organizational Constituent | ORGANIZATIONAL_CONSTITUENT |
| | Pledge | PLEDGE_TRANSACTION |
| | Solicitation Effort | SOLICITOR_ORGANIZATION |
| Common | Event | EVENT |
| | Institution | INSTITUTION |
| | Organization Entity | ORGANIZATION_ENTITY |
| | Person Demographic | PERSON_DETAIL |
| | Person Role | PERSON_DETAIL |
| | Person Supplemental | PERSON_DETAIL |
| | Relationship | RELATIONSHIP |
| Finance | Account Index Audit | ACCOUNT_INDEX |
| | Budget Availability Comparison | BUDGET_AVAILABILITY_LEDGER |
| | Budget Availability Ledger | BUDGET_AVAILABILITY_LEDGER |
| | Budget Detail | BUDGET_DETAIL |
| | Cashier Session Analysis | RECEIVABLE_ACCOUNT_DETAIL |
| | Encumbrance | ENCUMBRANCE_ACCOUNTING |
| | Endowment Distribution | ENDOWMENT_DISTRIBUTION |
| | Endowment Units | ENDOWMENT_UNIT |
| | Fixed Asset | FIXED_ASSET_ITEM |
| | General Ledger | GENERAL_LEDGER |
| | Grant and Project | GRANT_VIEW |
| | Grant Ledger | GRANT_LEDGER |
| | Grant-Contract and Proposal | PROPOSAL |

| Subject Area | Business Concept | Primary Fact Table |
|------------------------|--|---------------------------|
| | Invoice Payable | INVOICE_ITEM |
| | Operating Ledger | OPERATING_LEDGER |
| | Operating Ledger Comparison | OPERATING_LEDGER |
| | Operating Ledger Reconciliation | GENERAL_LEDGER |
| | Purchasing Payable | PURCHASE_ORDER_ITEM |
| | Transaction History | TRANSACTION_HISTORY |
| Financial Aid | Financial Aid Application | FINAID_APPLICANT_STATUS |
| | Financial Aid Award and Disbursement | AWARD_BY_PERSON |
| | Financial Aid Fund | AWARD_BY_FUND |
| | Loan Disbursement | STUDENT |
| Human Resources | Employee | EMPLOYEE |
| | Employee and Position | EMPLOYEE |
| | Human Resource Application | HR_APPLICATION |
| | Human Resource Faculty | FACULTY |
| | Payroll | PAYROLL_DOCUMENT |
| | Personnel Action Audit | PERSONNEL_ACTION |
| | Position | POSITION_DEFINITION |
| Student | Active Registration | ENROLLMENT |
| | Admissions Application | ADMISSIONS_APPLICATION |
| | Advisor Student List | STUDENT |
| | Audit Student | STUDENT_EXTENDED |
| | Course Catalog | COURSE_CATALOG |
| | Enrollment Management | ENROLLMENT |
| | Enrollment Management Subset | ENROLLMENT |
| | Faculty Assignment | FACULTY |
| | Faculty Subset | FACULTY |

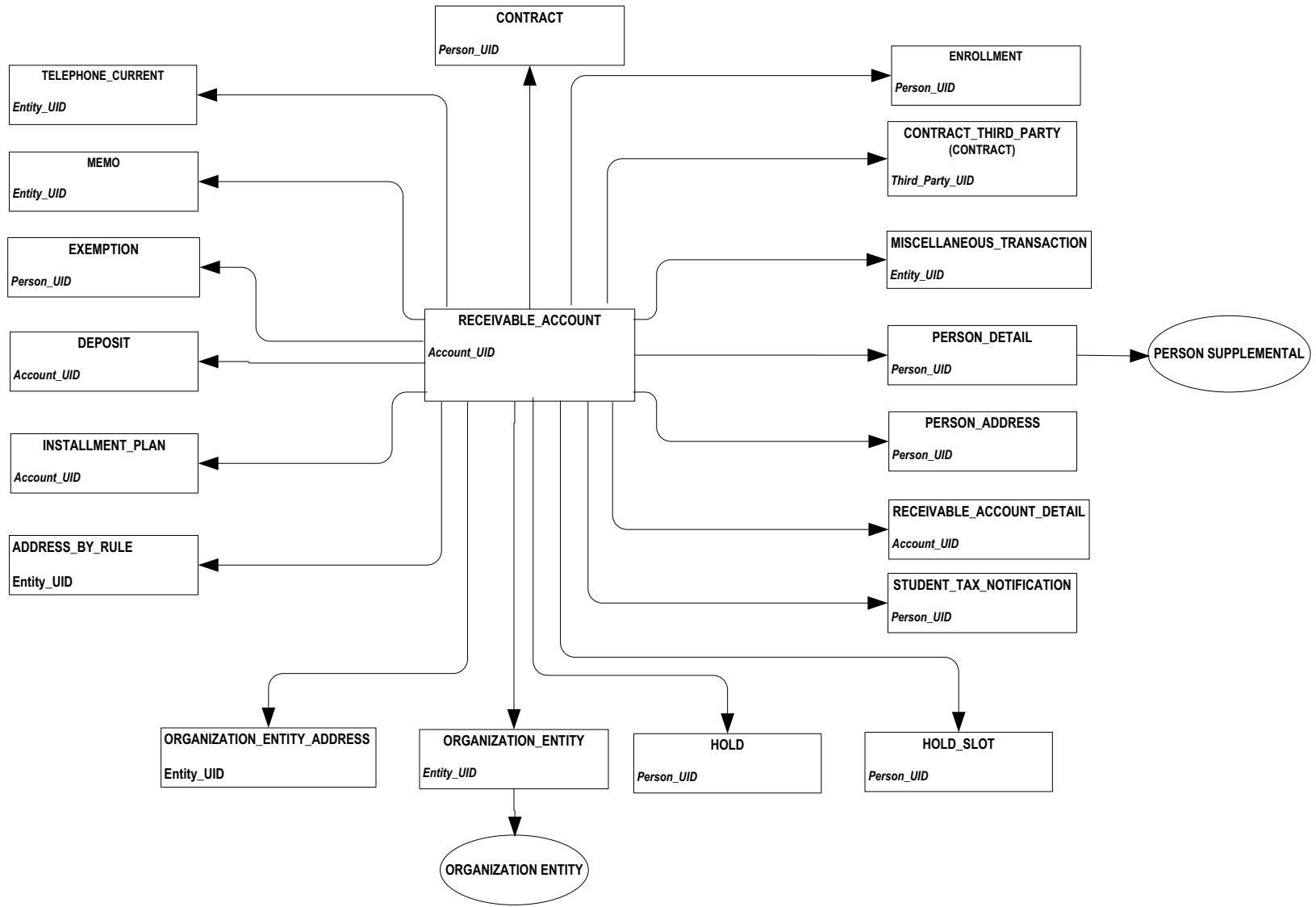
| Subject Area | Business Concept | Primary Fact Table |
|---------------------------|---|---|
| | Government Reporting | GOVERNMENT_STUDENT, GOVERNMENT_FINANCIAL_AID, GOVERNMENT_ADMISSIONS |
| | Recruitment Information | RECRUITMENT_INFORMATION |
| | Registration Plan | REGISTRATION_PLAN_COURSE |
| | Residential Life | PERSON_DETAIL |
| | Schedule Offering | SCHEDULE_OFFERING |
| | Student Detail | STUDENT |
| | Student Detail Subset | STUDENT |
| Travel and Expense | Authorization | AUTHORIZATION |
| | Reimbursement | REIMBURSEMENT |

Business Concept diagrams

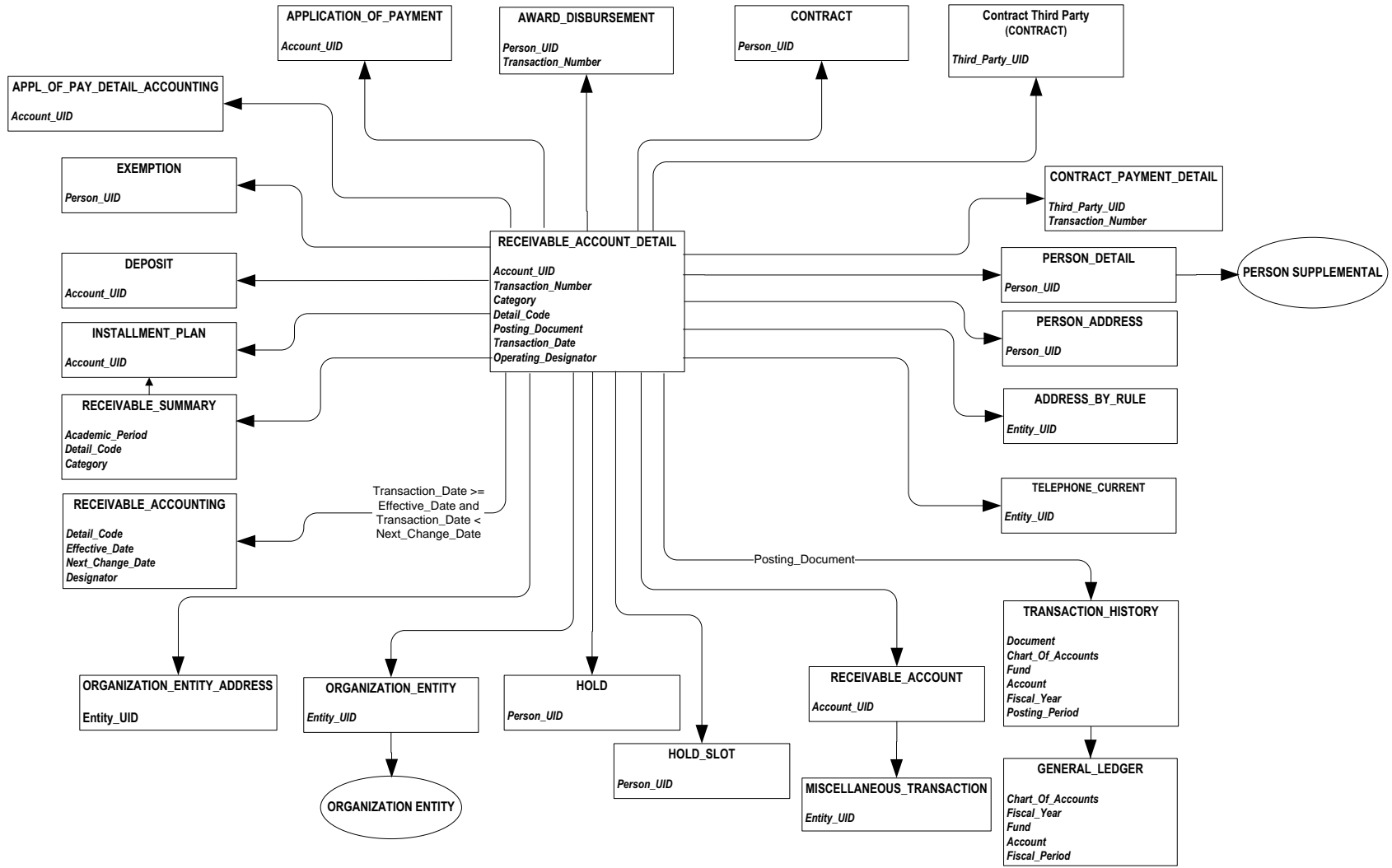
The relationships in the reporting tool meta data for Cognos Business Intelligence and Oracle Business Intelligence Discoverer are the same. Following are the diagrams that show the relationships for the business concepts defined in the Banner ODS. There is one diagram for each business concept. The diagrams are grouped by subject areas such as Accounts Receivable and Advancement. Green objects in a diagram indicate that a query subject, key column, or join was added, changed, or corrected with this release.

Accounts Receivable

Receivable Customer

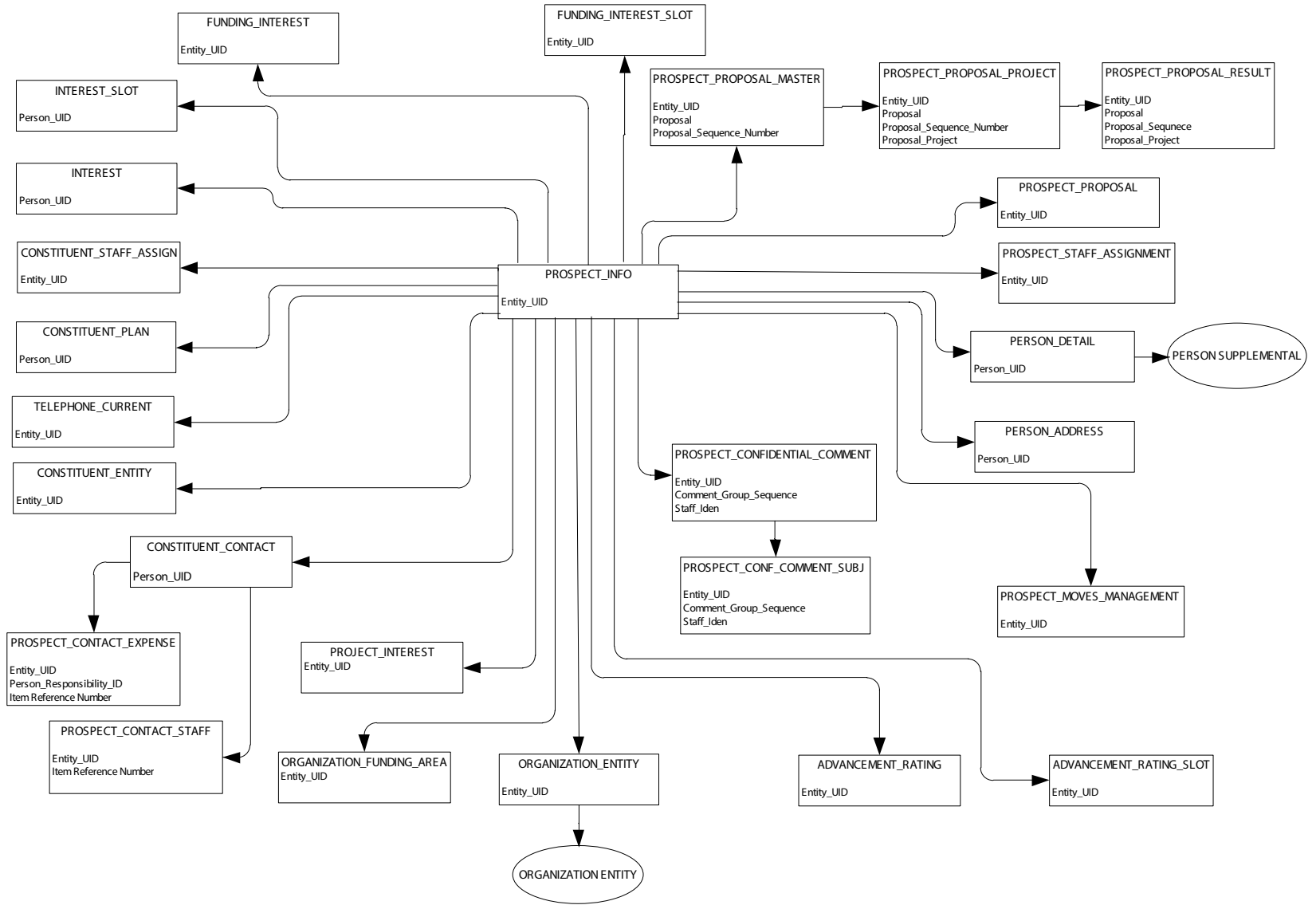


Receivable Revenue

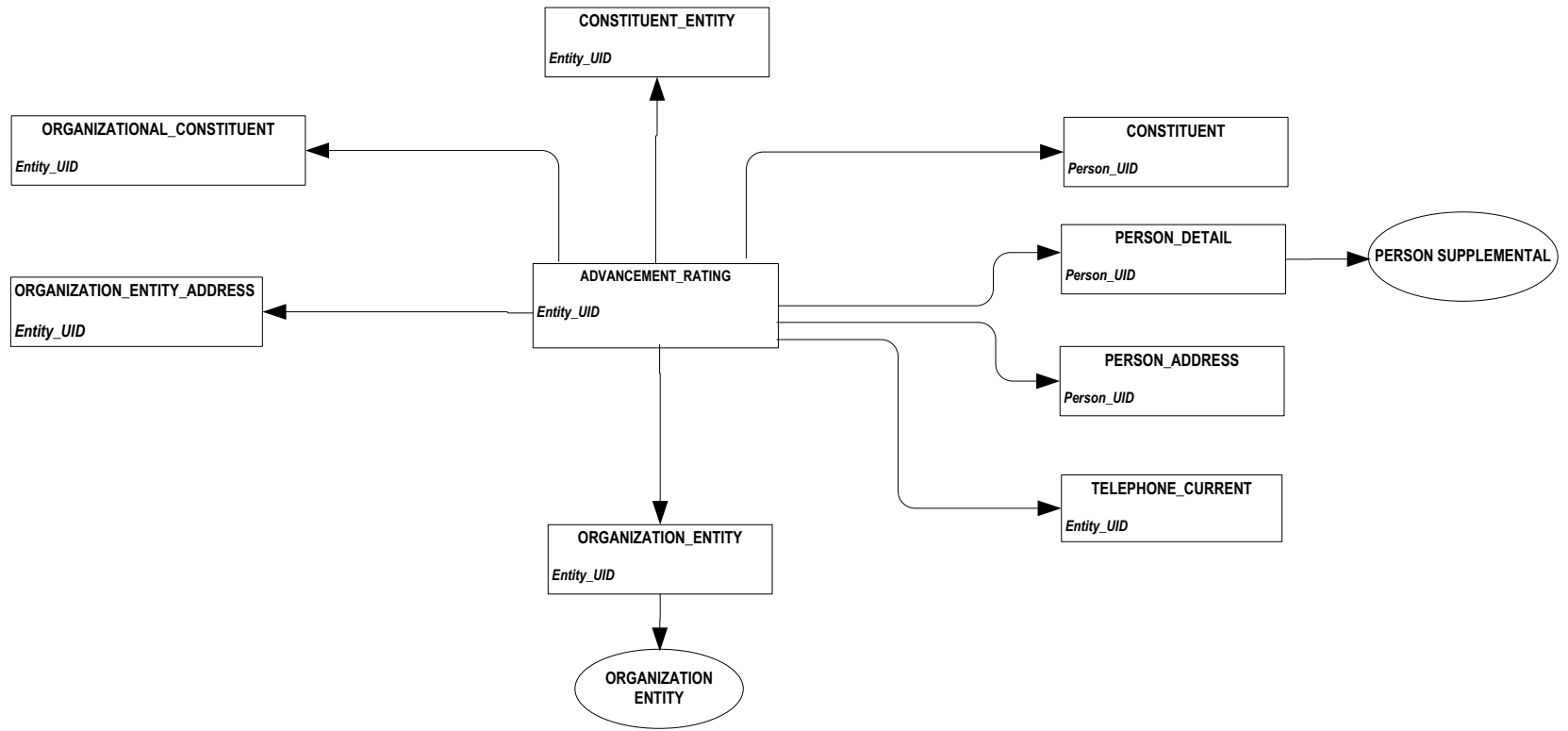


Advancement

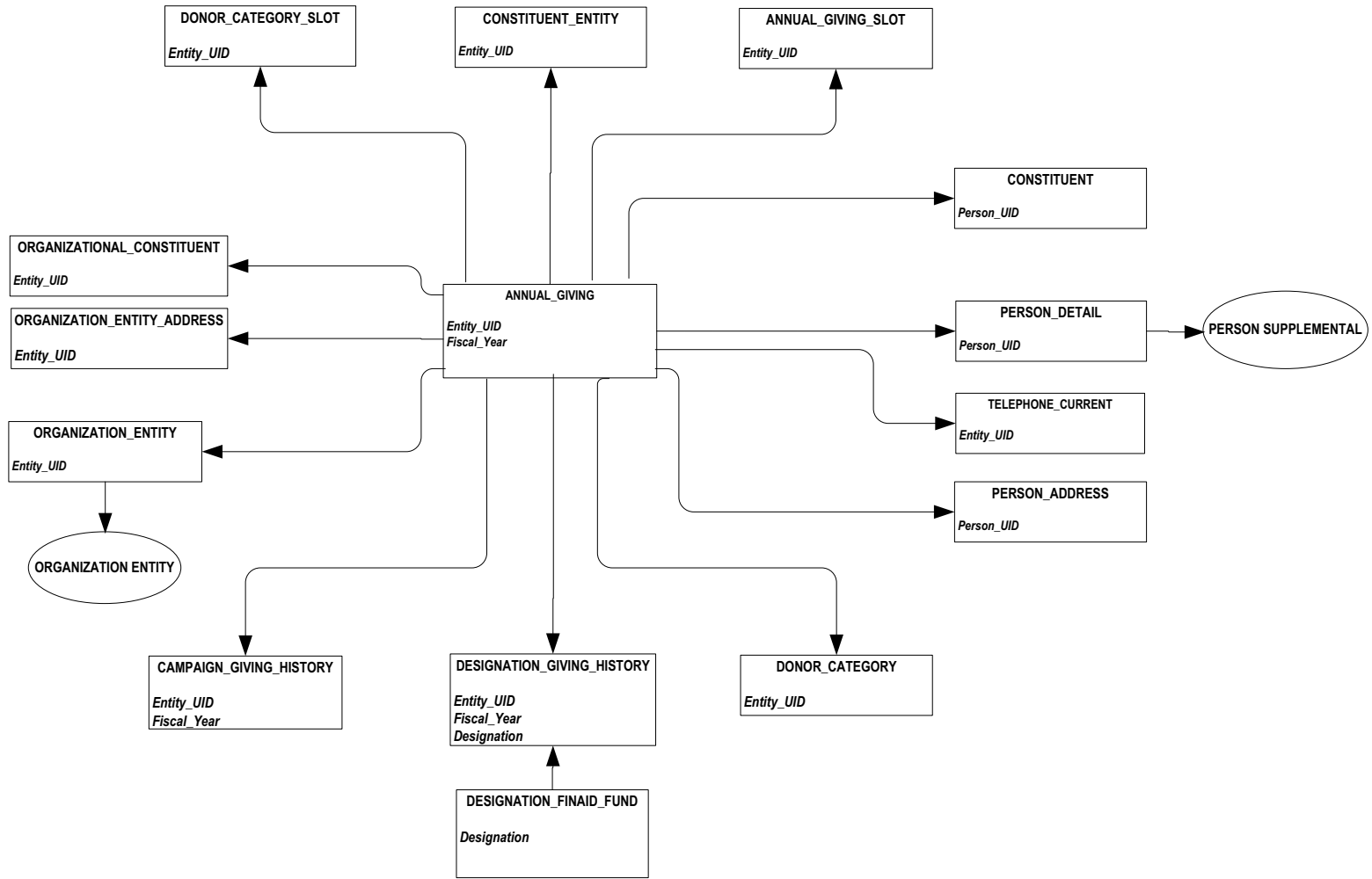
Advancement Prospect



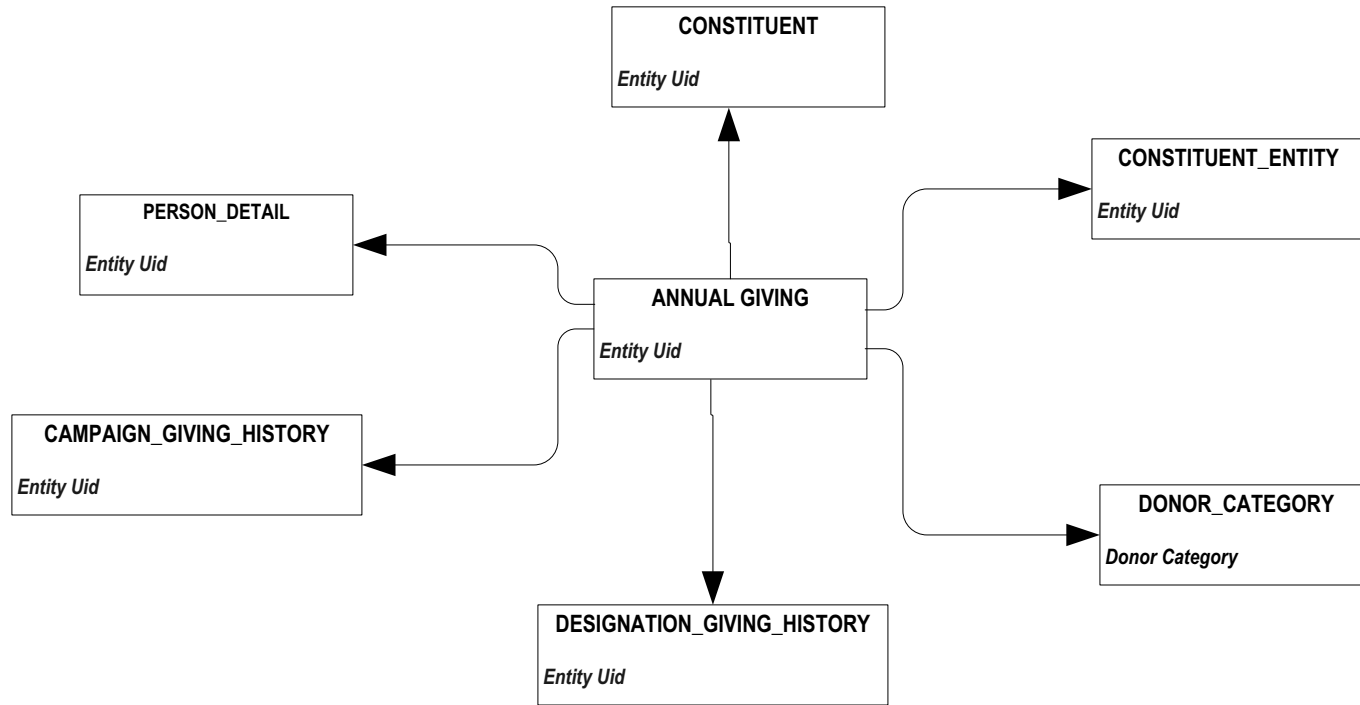
Advancement Rating



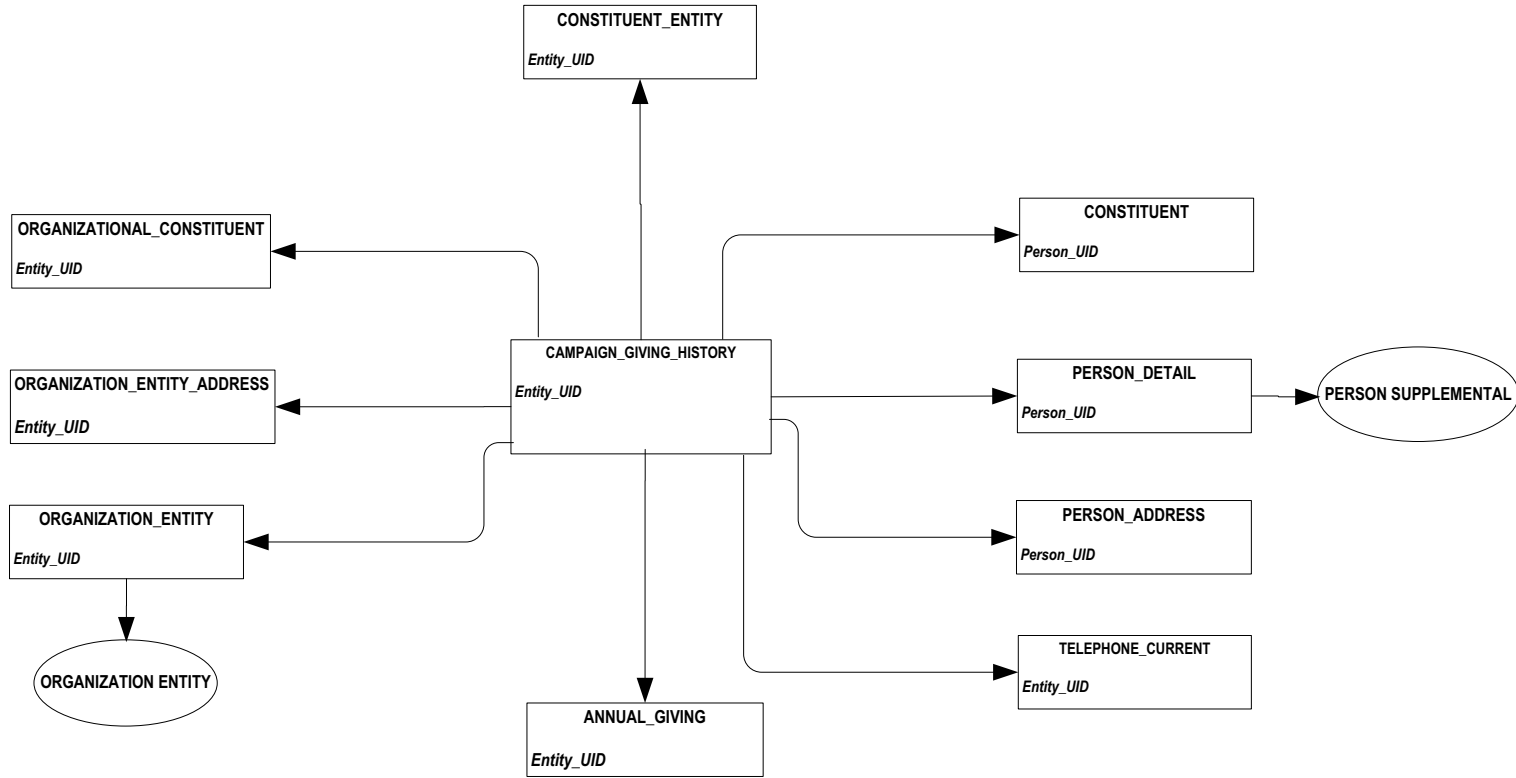
Annual Giving



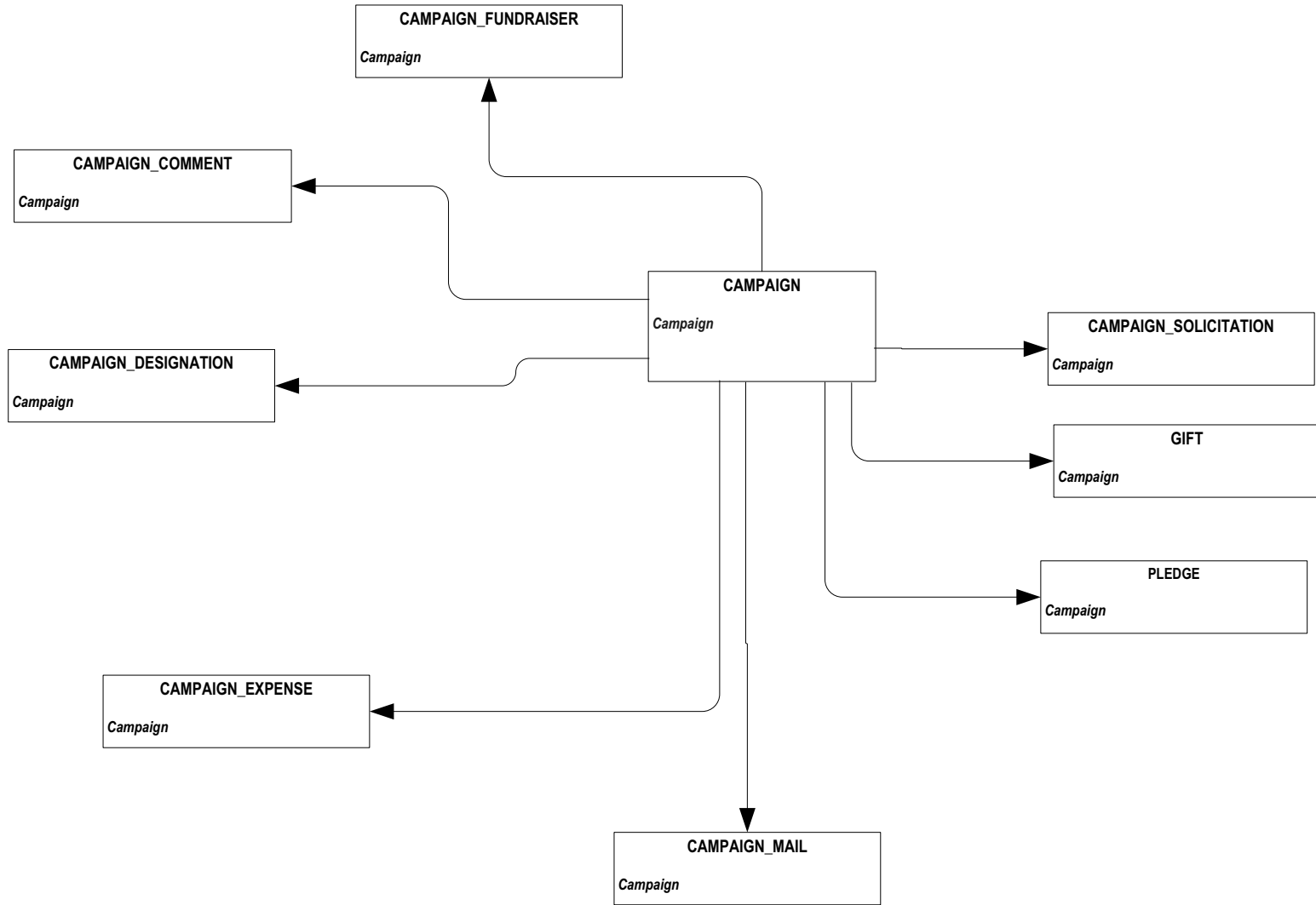
Annual Giving Comparison



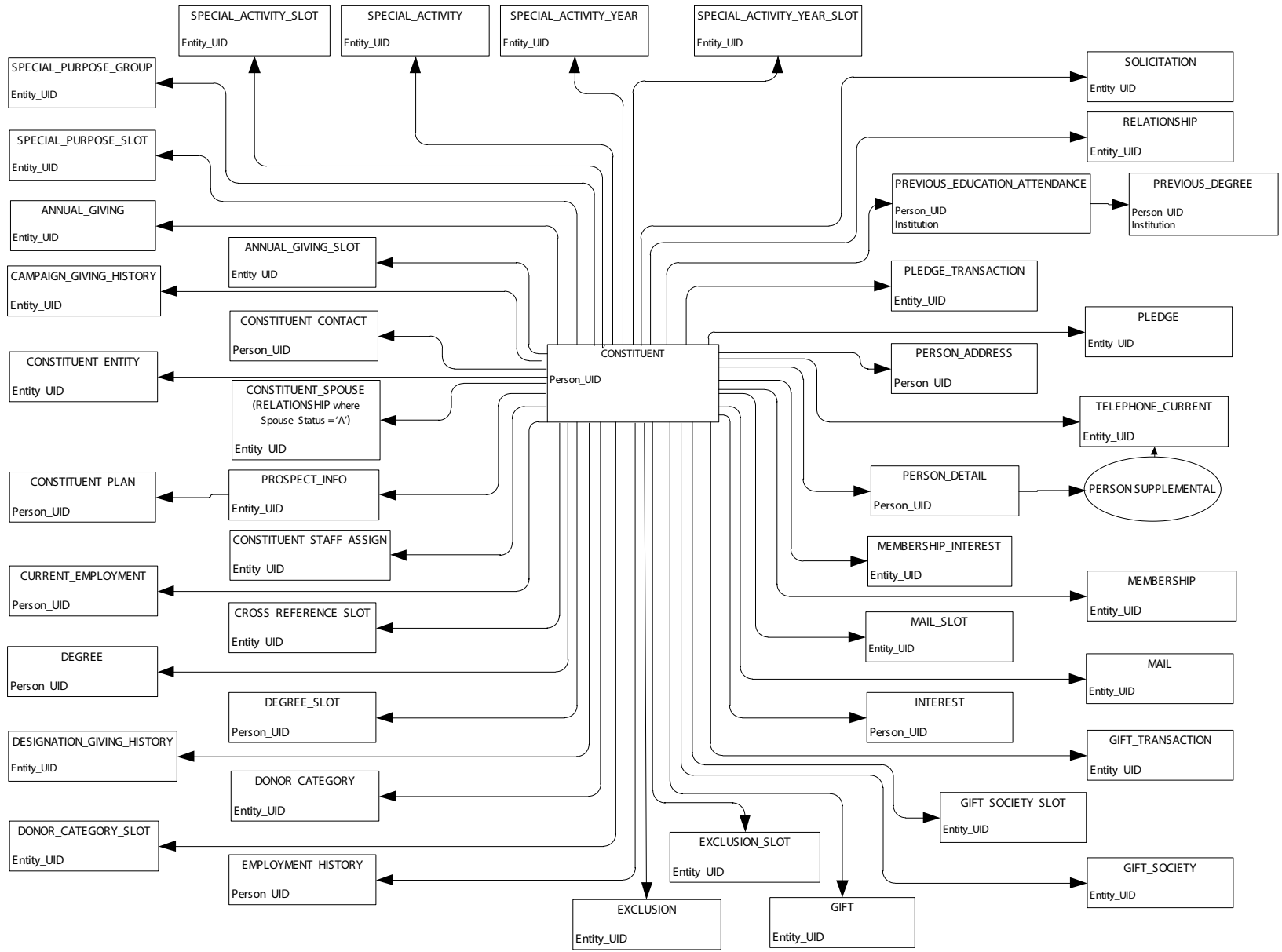
Campaign Giving History



Campaign Management



Constituent



Determinants for Constituent:

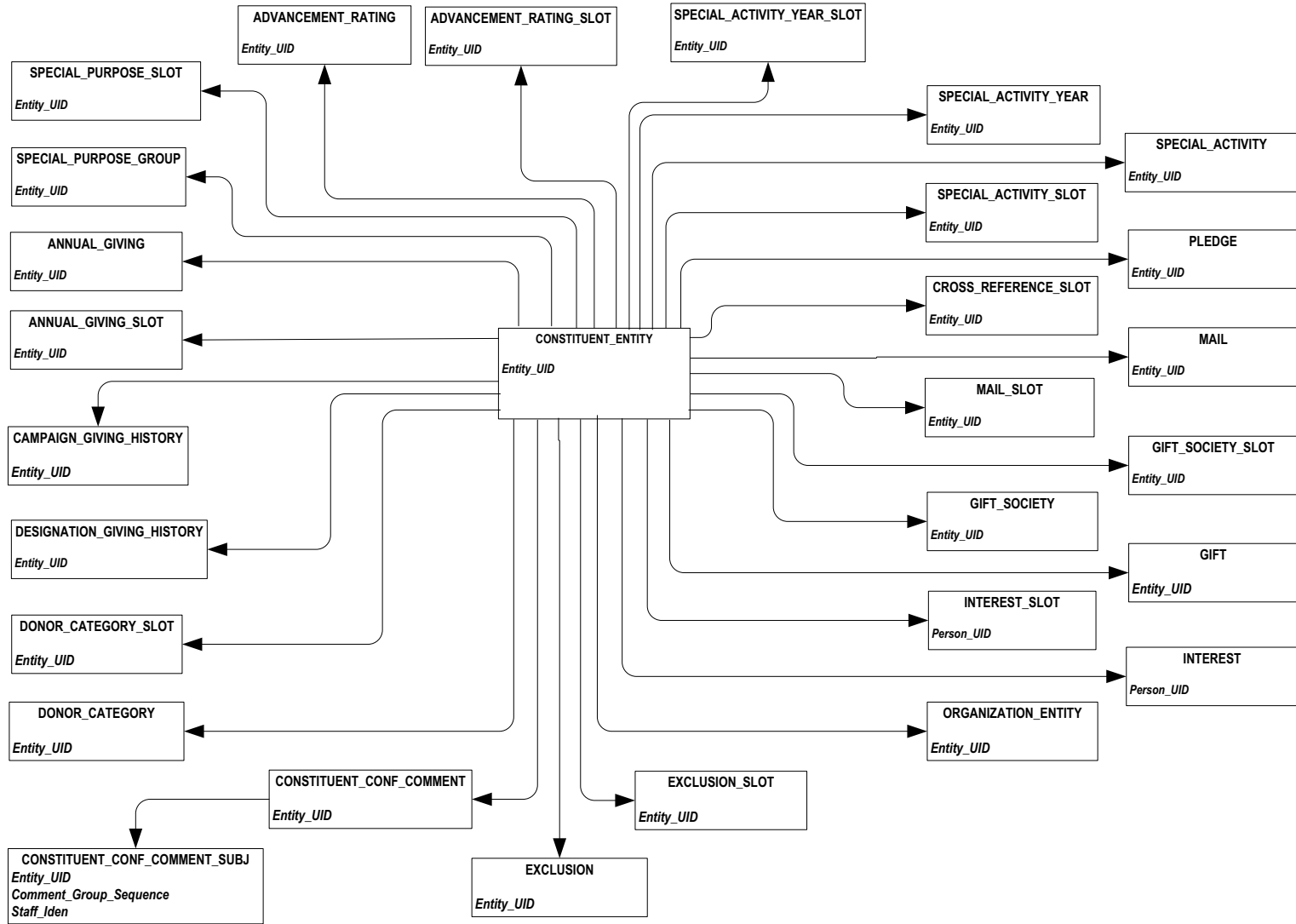
| Query Subject | Determinant Name | Determinant Columns |
|----------------------------|-------------------------------|--|
| Constituent | UK_CONSTITUENT | Person_UID |
| Annual Giving | UK_ANNUAL_GIVING | Person_UID Fiscal_Year |
| Annual Giving Slot | UK_ANNUAL_GIVING_SLOT | Person_UID |
| Campaign Giving History | UK_CAMPAIGN_GIVING_HISTORY | Entity_UID Campaign Fiscal_Year |
| Constituent Contact | UK_CONSTITUENT_CONTACT | Person_UID Item_Ref_Number |
| Constituent Entity | UK_CONSTITUENT_ENTITY | Entity_UID |
| Current Employment | UK_CONSTITUENT_ENTITY | Person_UID Employment_Order |
| Designation Giving History | UK_DESIGNATION_GIVING_HISTORY | Entity_UID Designation Fiscal_Year |

| Query Subject | Determinant Name | Determinant Columns |
|----------------------|-------------------------|---|
| Employment History | NUK_EMPLOYMENT_HISTORY | Person_UID Employment_Order Start_Date Employer_Category |
| Gift | UK_GIFT | Entity_UID Gift_Number Pledge_Number Campaign Designation |
| Gift Society | UK_GIFT_SOCIETY | Entity_UID Gift_Society_Year Gift_Society |
| Gift Society Slot | UK_GIFT_SOCIETY_SLOT | Entity_UID Profile_Code Gift_Society_Rule |
| Gift Transaction | UK_GIFT_TRANSACTION | Entity_UID Gift_Number |
| Membership | UK_MEMBERSHIP | Entity_UID Membership_Program Membership_Number |

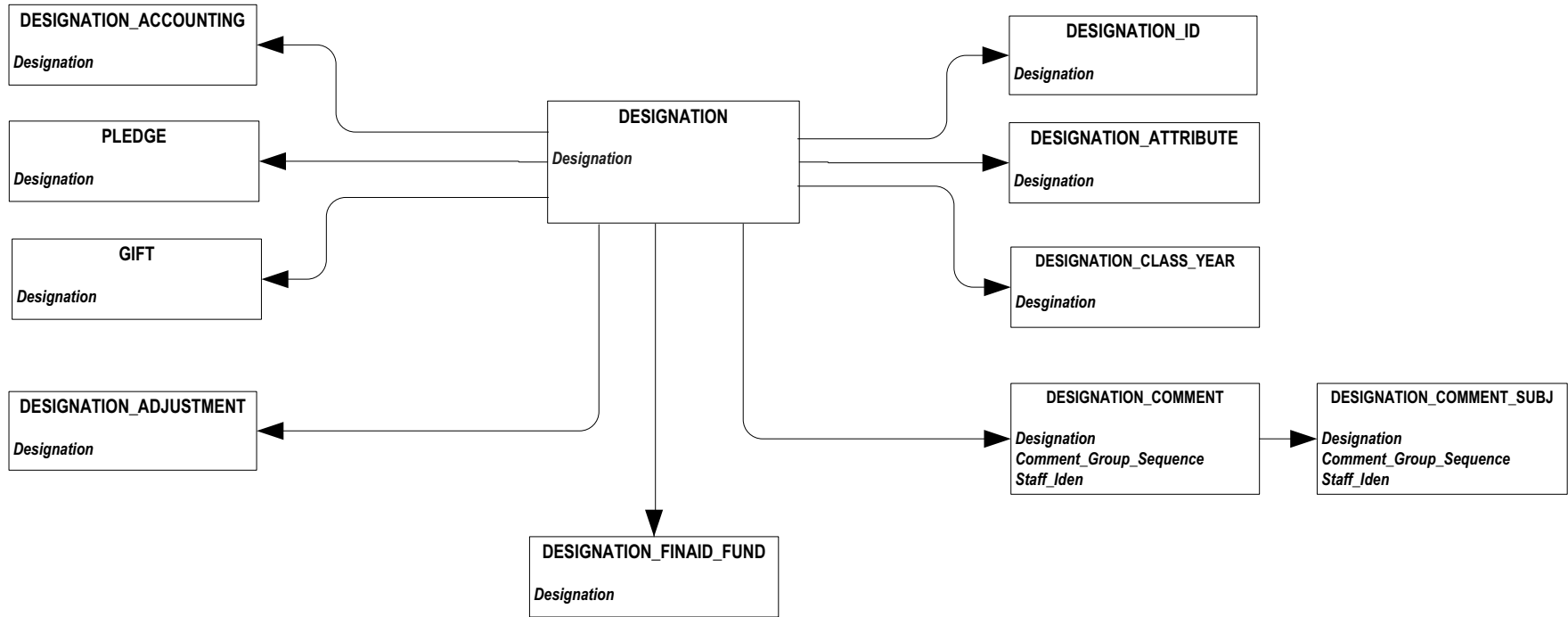
| Query Subject | Determinant Name | Determinant Columns |
|-------------------------------|----------------------------------|---|
| Membership Interest | UK_MEMBERSHIP_INTEREST | Entity_UID Membership_Program Membership_Number Interest |
| Person Detail | UK_PERSON_DETAIL | Person_UID |
| Pledge | UK_PLEDGE | Person_UID Pledge_Number Campaign Designation |
| Pledge Transaction | UK_PLEDGE_TRANSACTION | Person_UID Pledge_Number |
| Previous Degree | UK_PREVIOUS_DEGREE | Person_UID Institution Sequence_Number |
| Previous Education Attendance | UK_PREVIOUS_EDUCATION_ATTENDANCE | Person_UID Institution Sequence_Number |
| Prospect Info | UK_PROSPECT_INFO | Entity_UID |

| Query Subject | Determinant Name | Determinant Columns |
|-----------------------|--------------------------|---|
| Solicitation | UK_SOLICITATION | Entity_UID Gift_Number Pledge_Number Campaign Solicitation_Type Solicitor_Organization Solitictor_UID |
| Special Activity | NUK_SPECIAL_ACTIVITY | Entity_UID Special_Activity Leadership_Role Leadership_Activity_Begin_Date |
| Special Activity Slot | UK_SPECIAL_ACTIVITY_SLOT | Entity_UID Profile_Code Special_Activity_Rule |

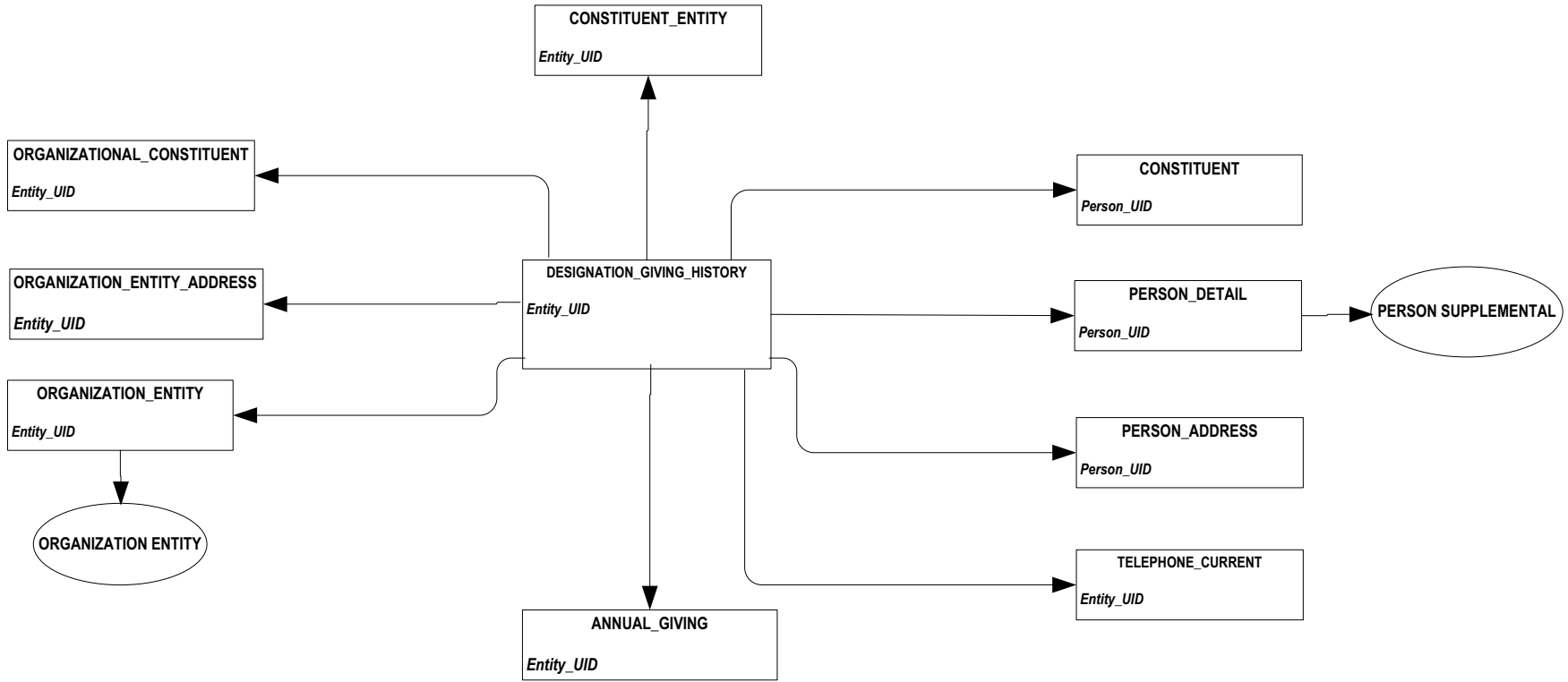
Constituent Entity



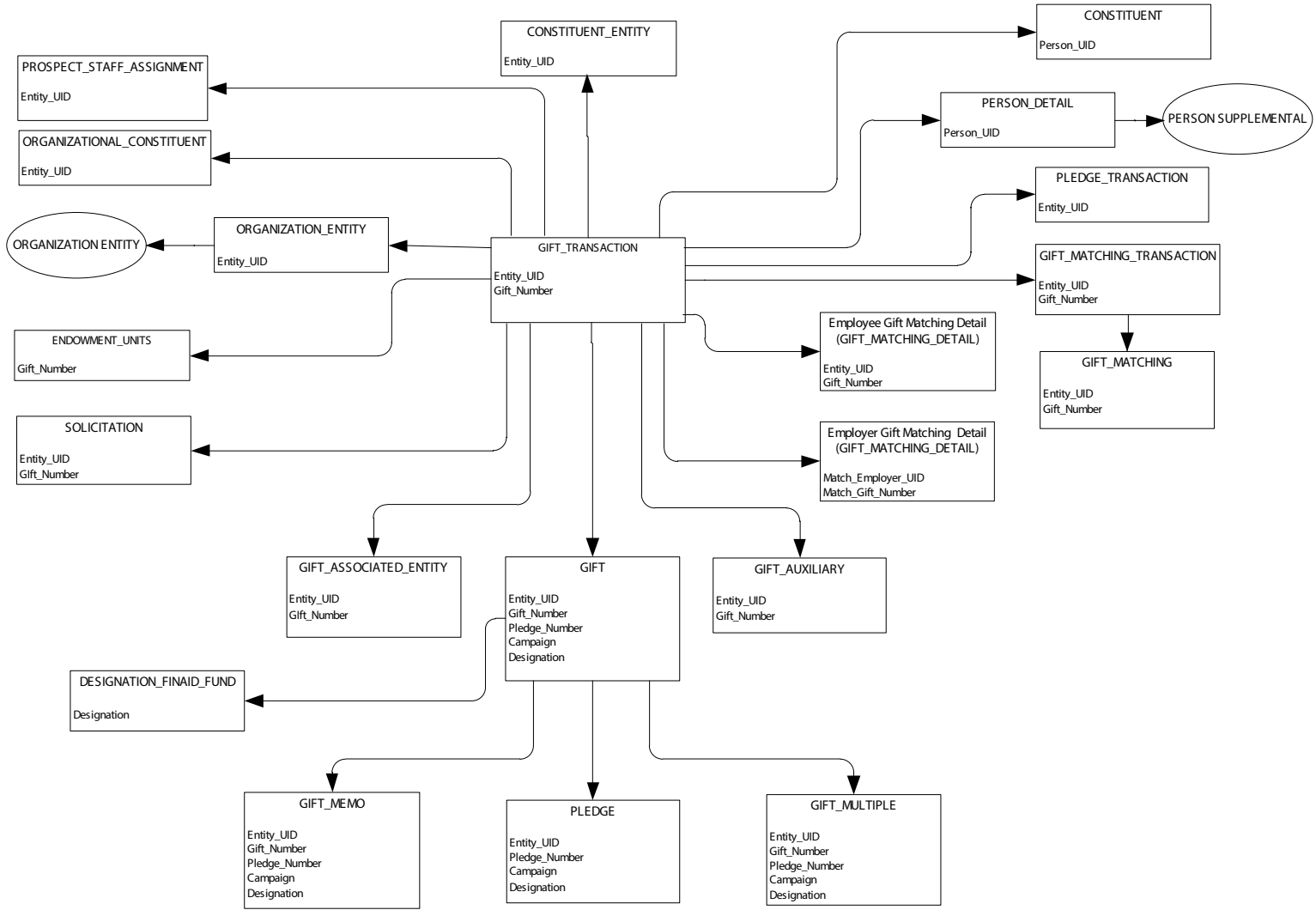
Designation



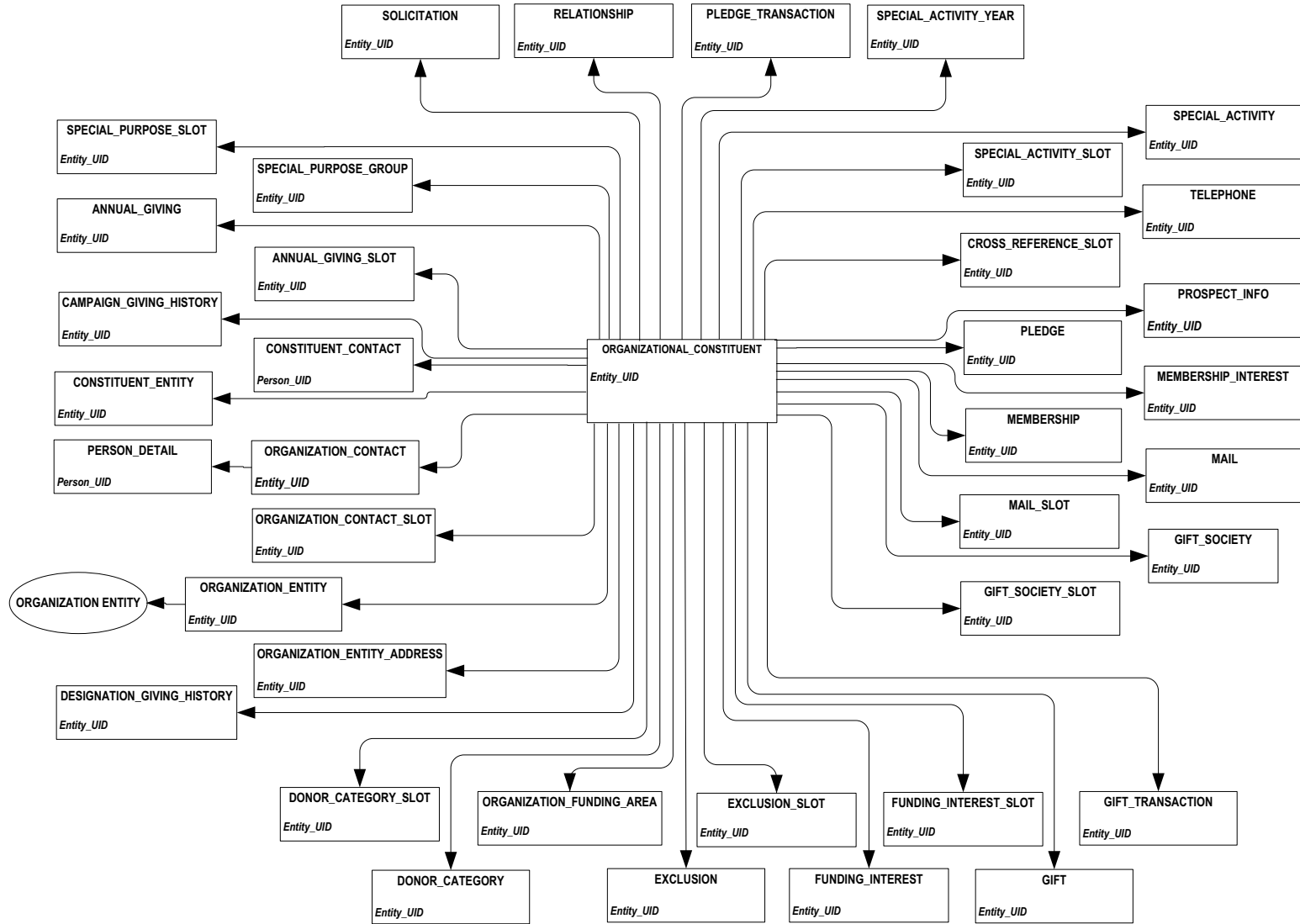
Designation Giving History



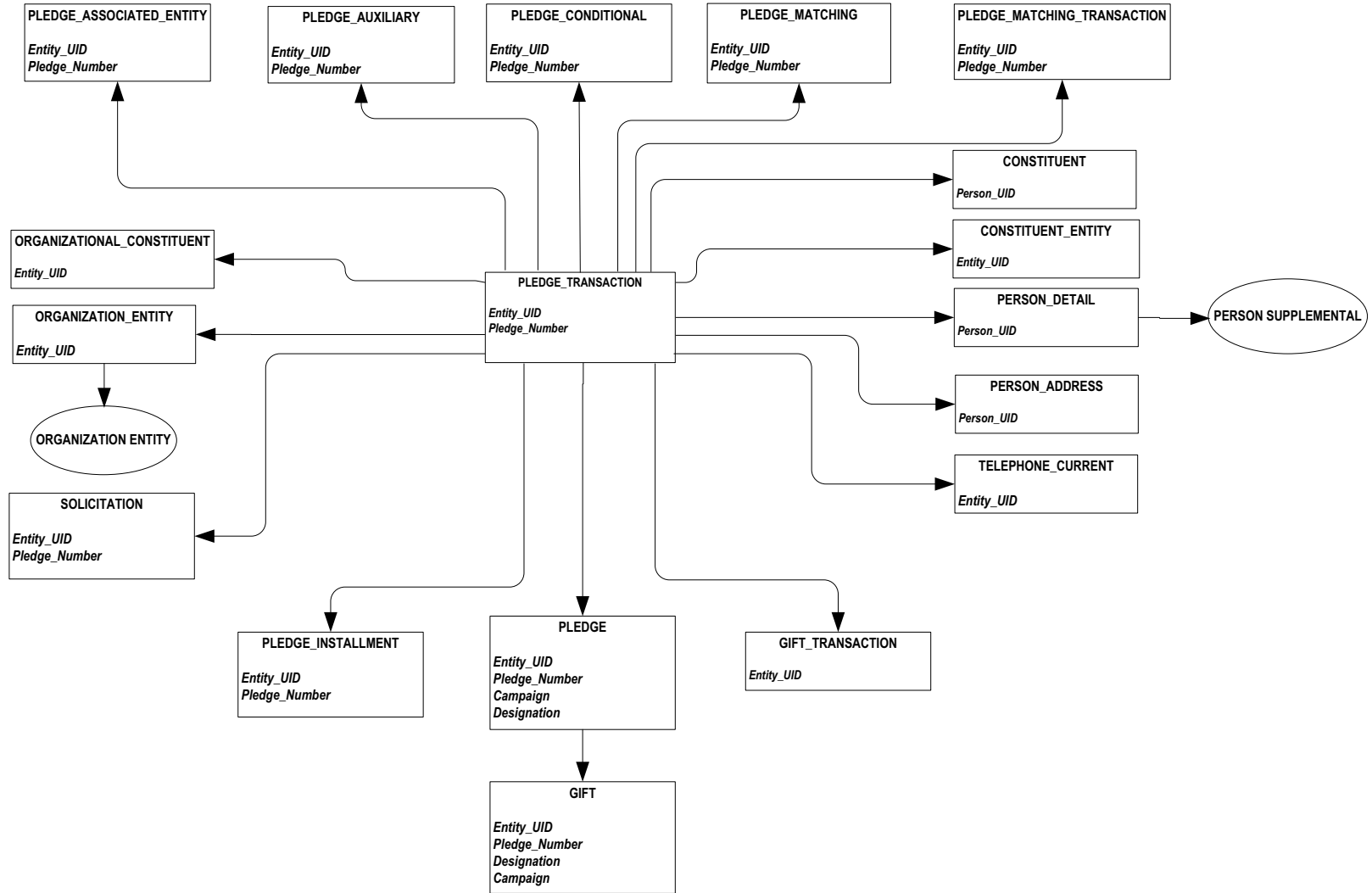
Gift



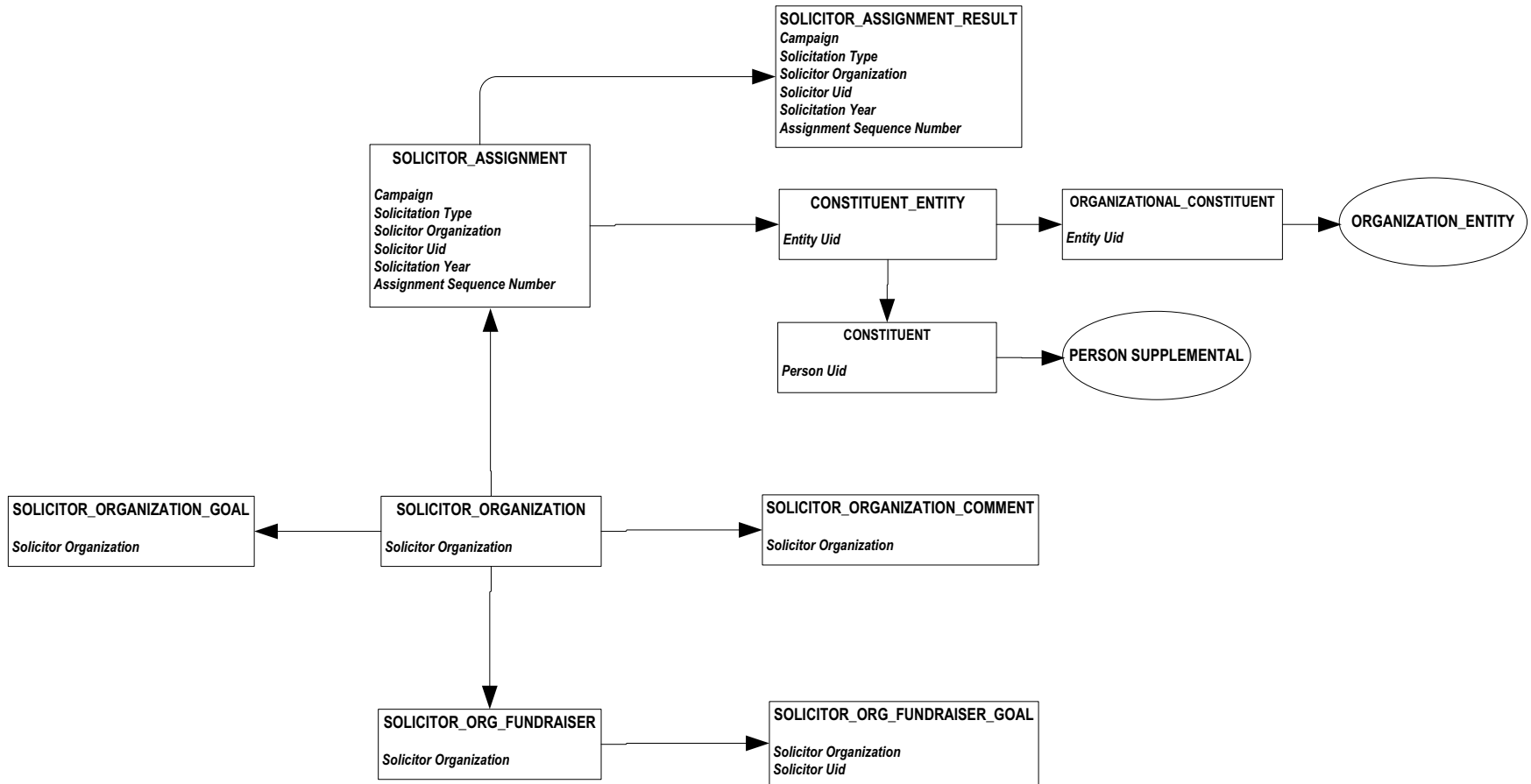
Organizational Constituent



Pledge

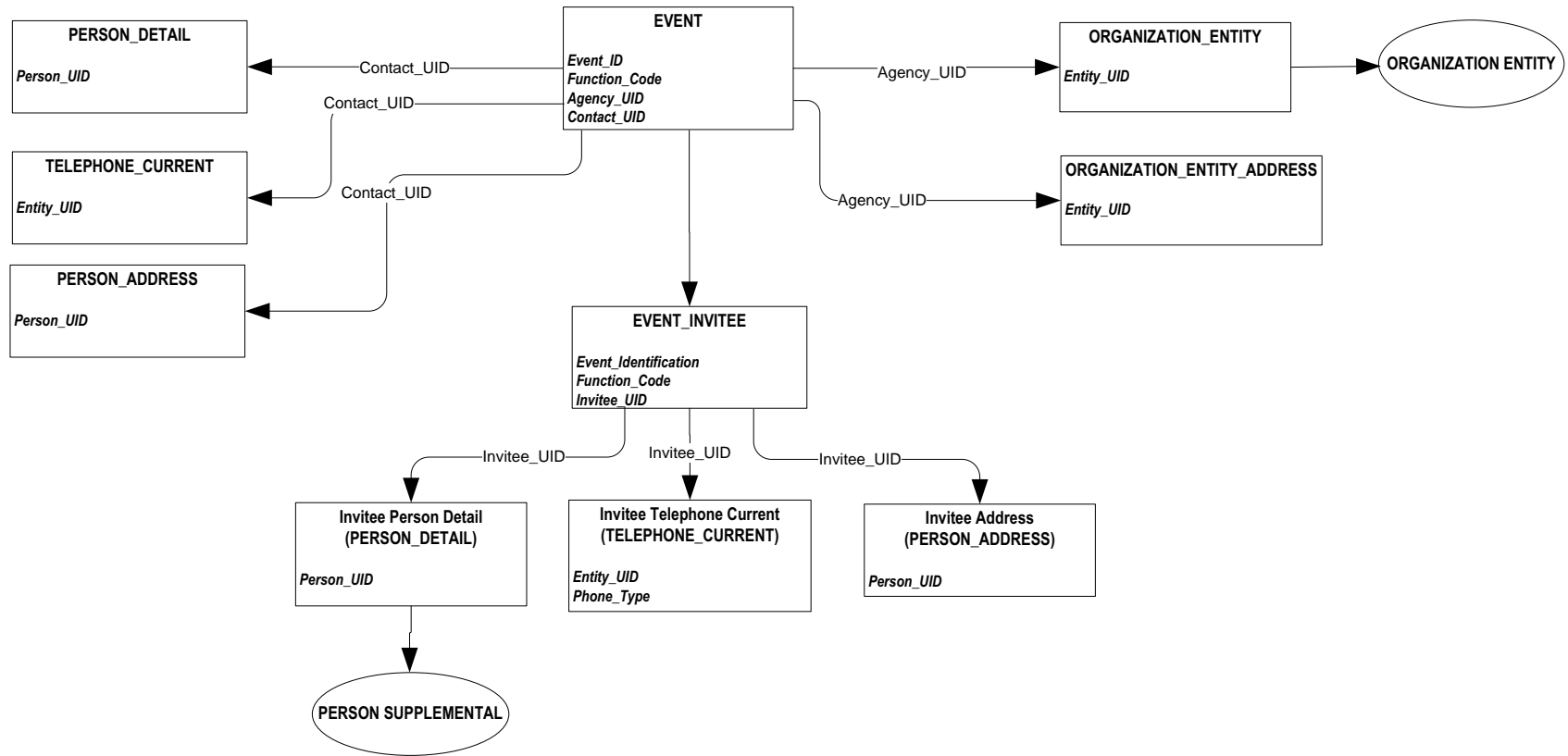


Solicitation Effort

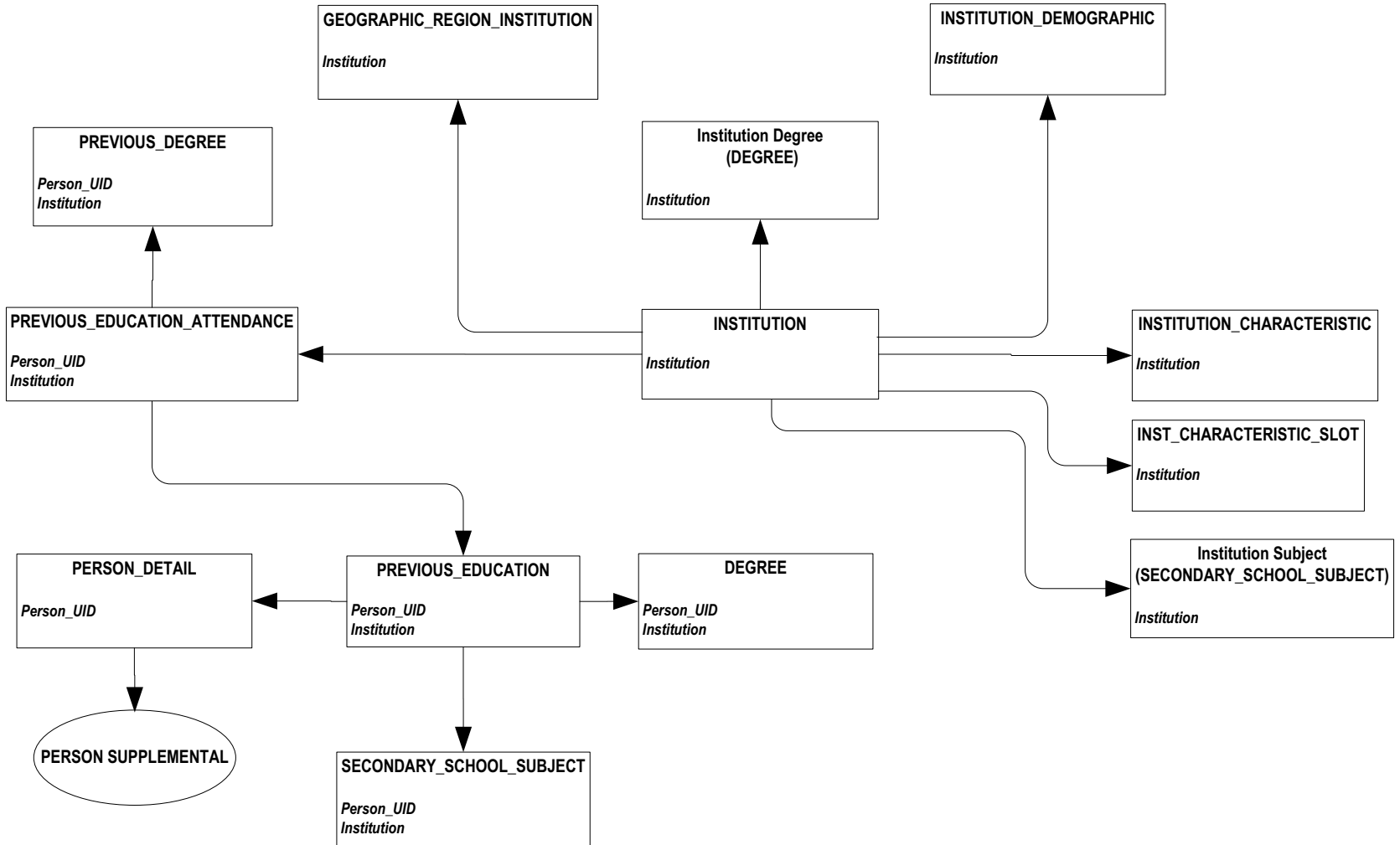


Common

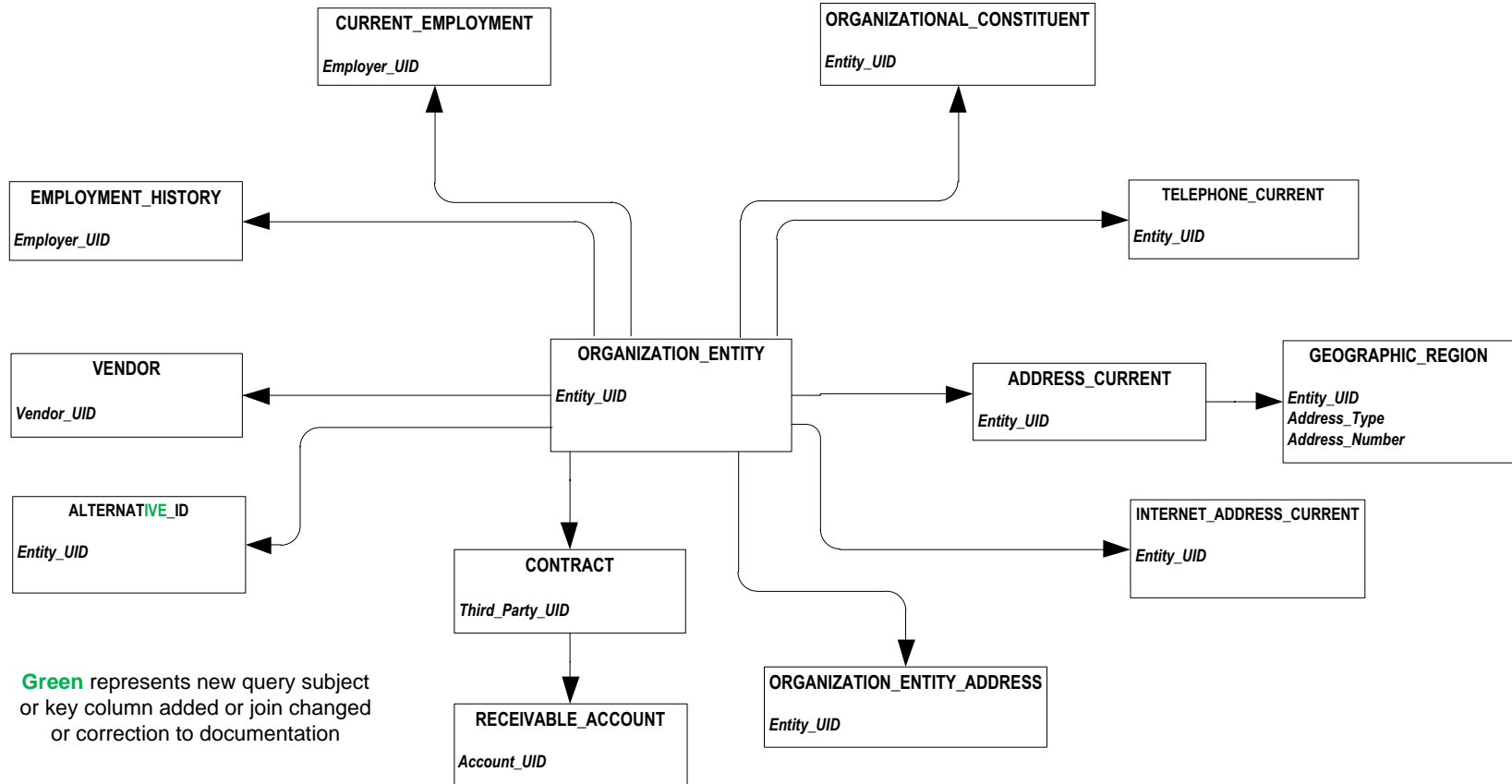
Event



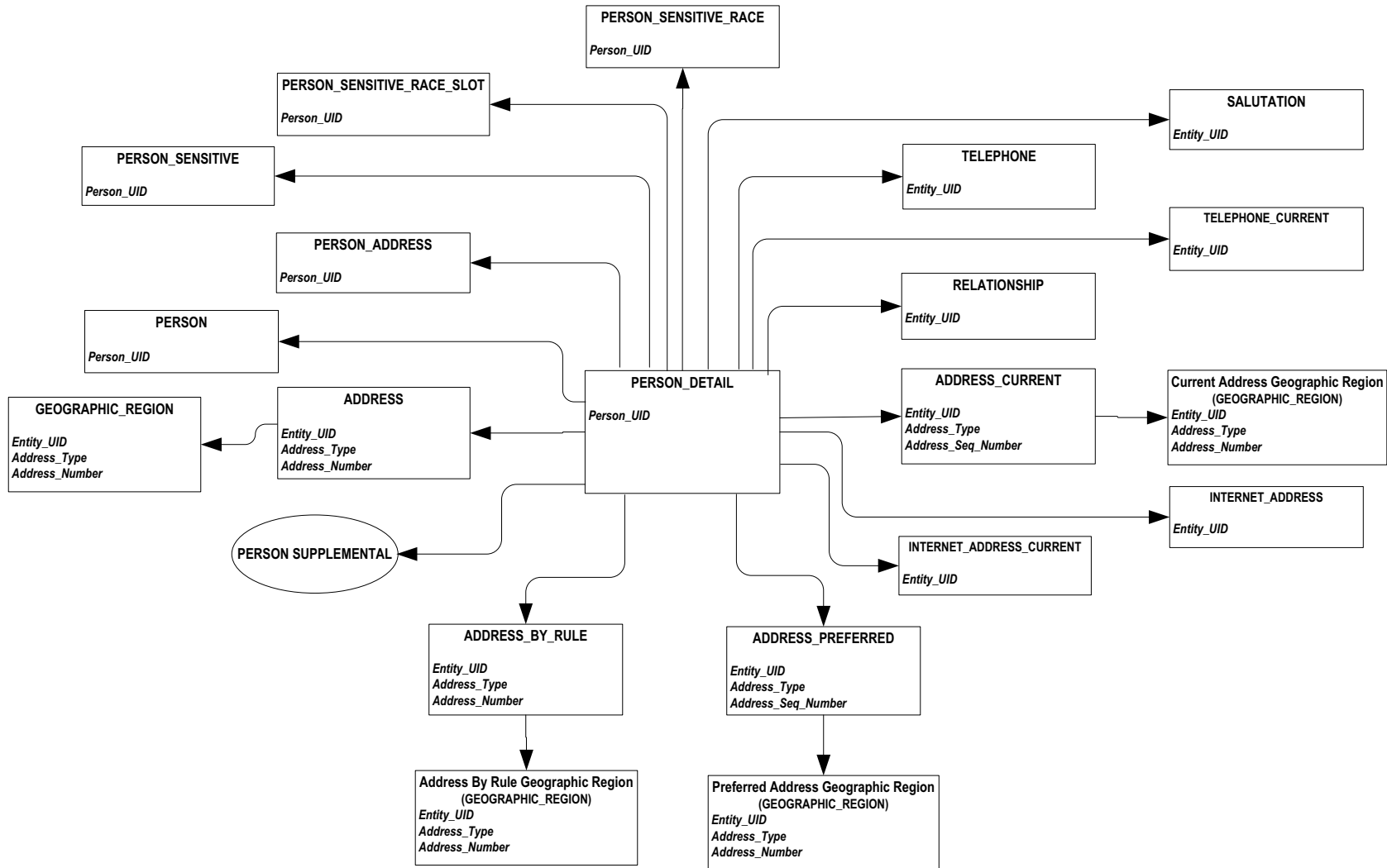
Institution



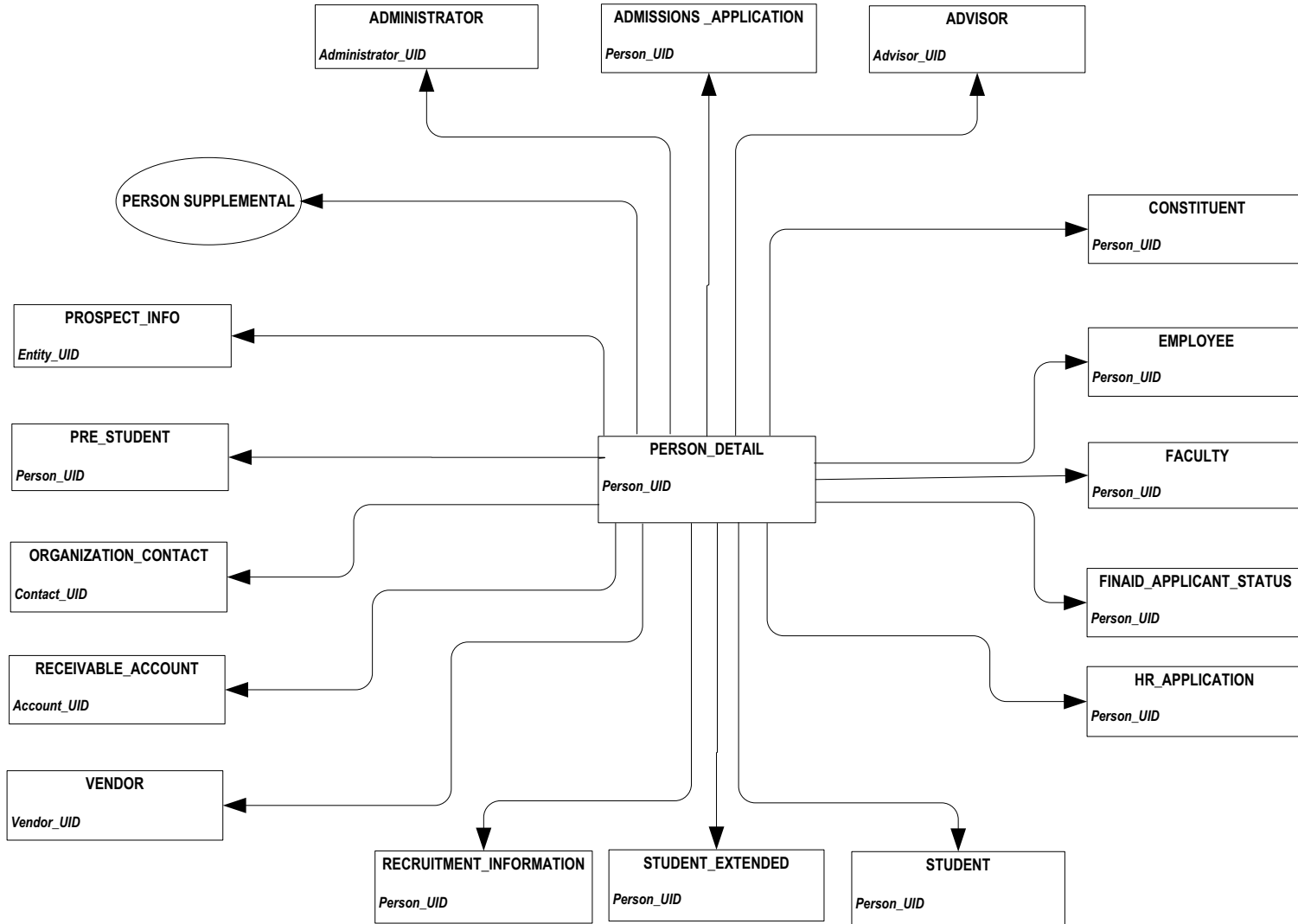
Organization Entity



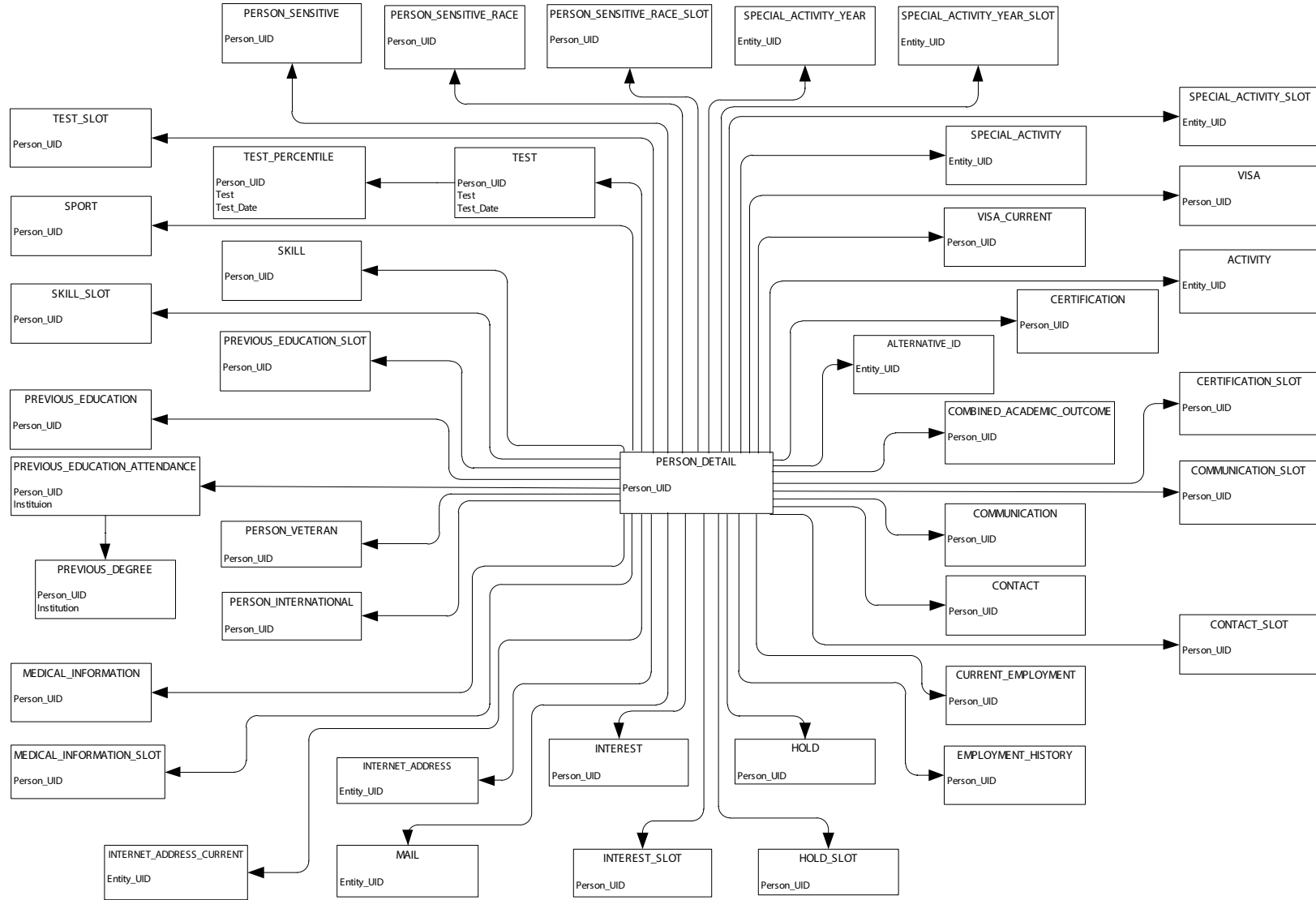
Person Demographic



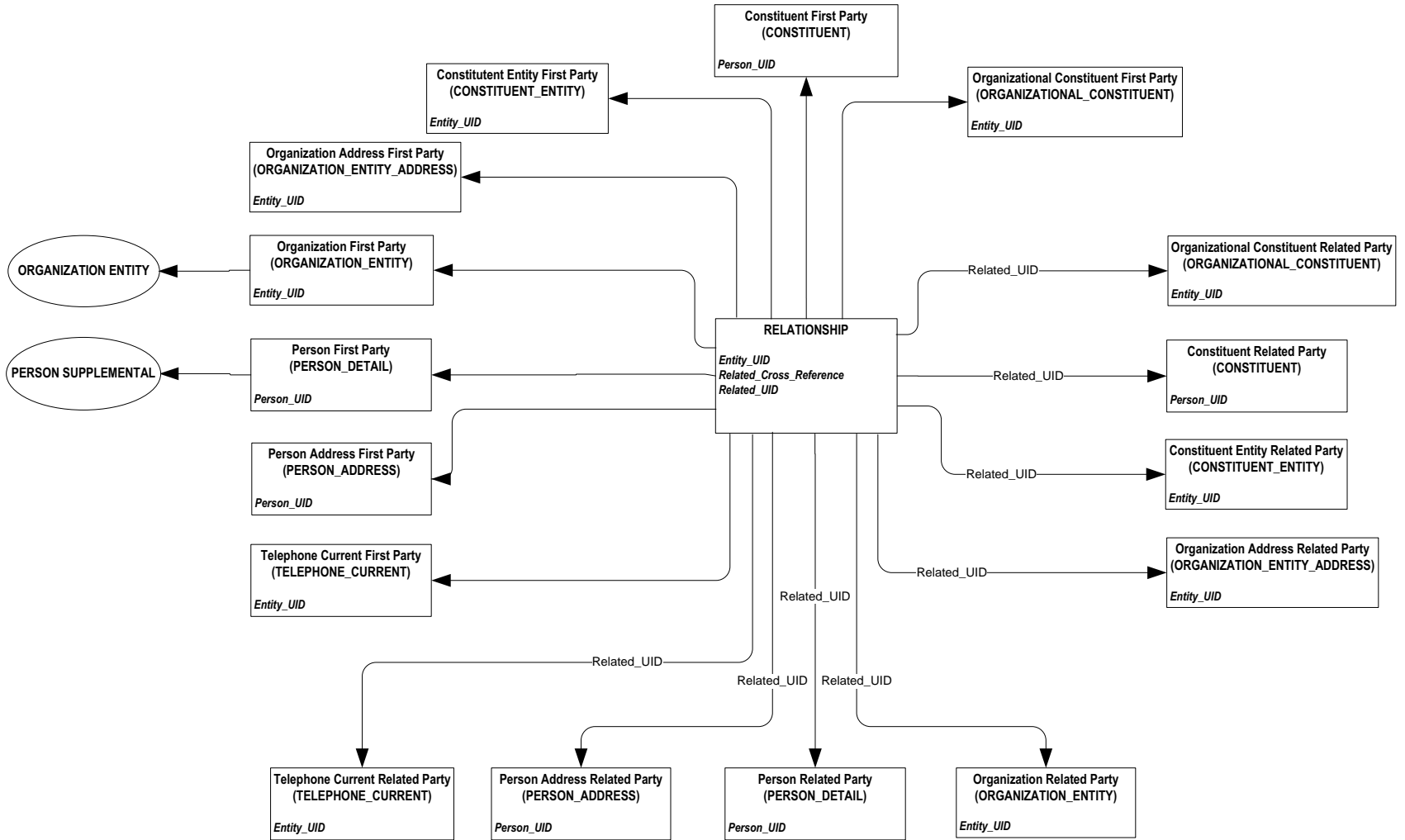
Person Role



Person Supplemental

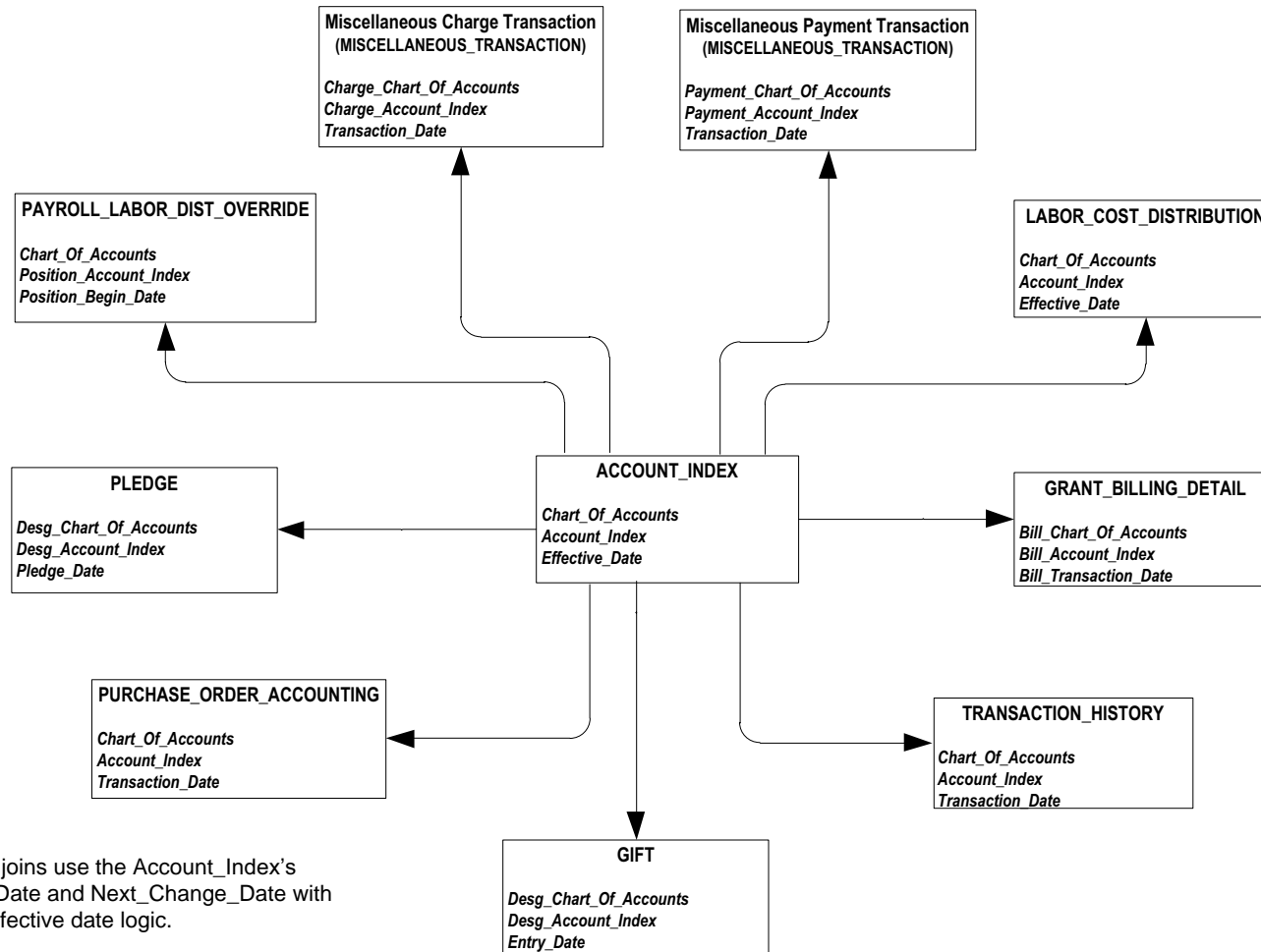


Relationship



Finance

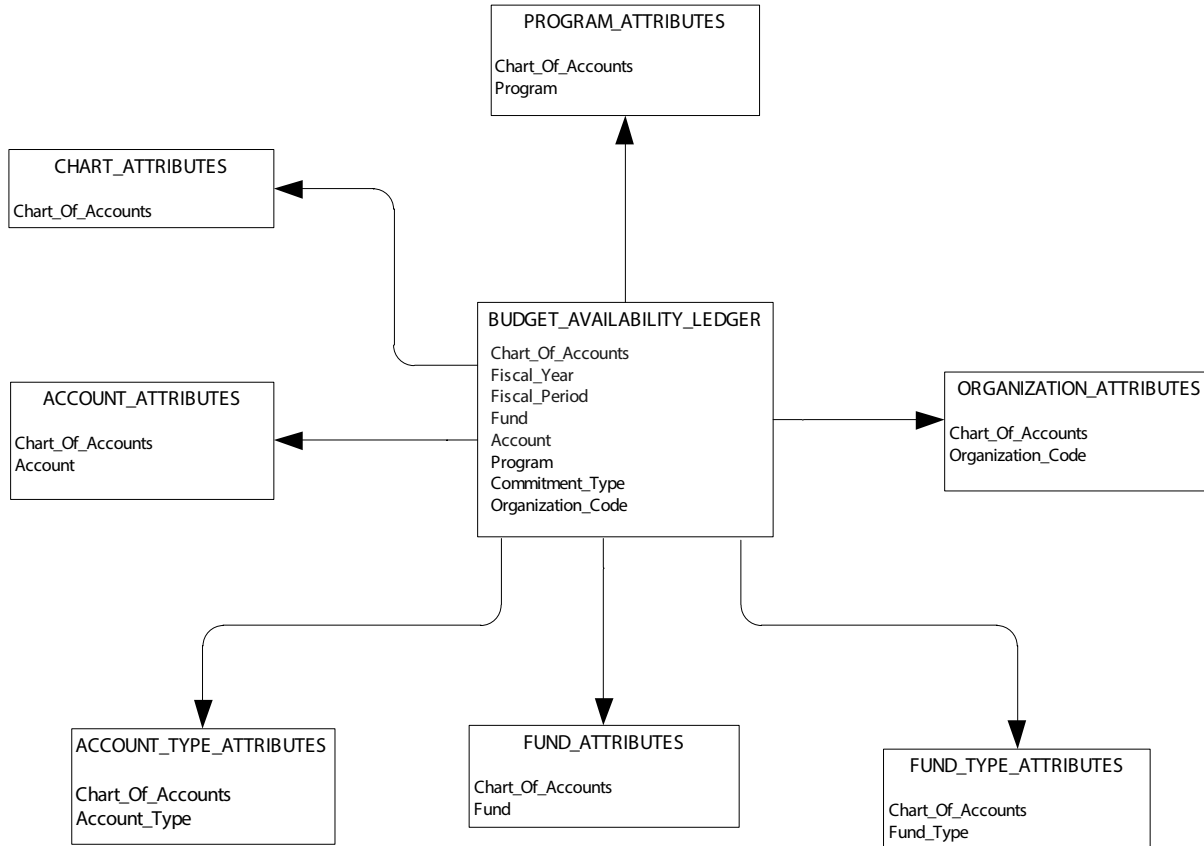
Account Index Audit



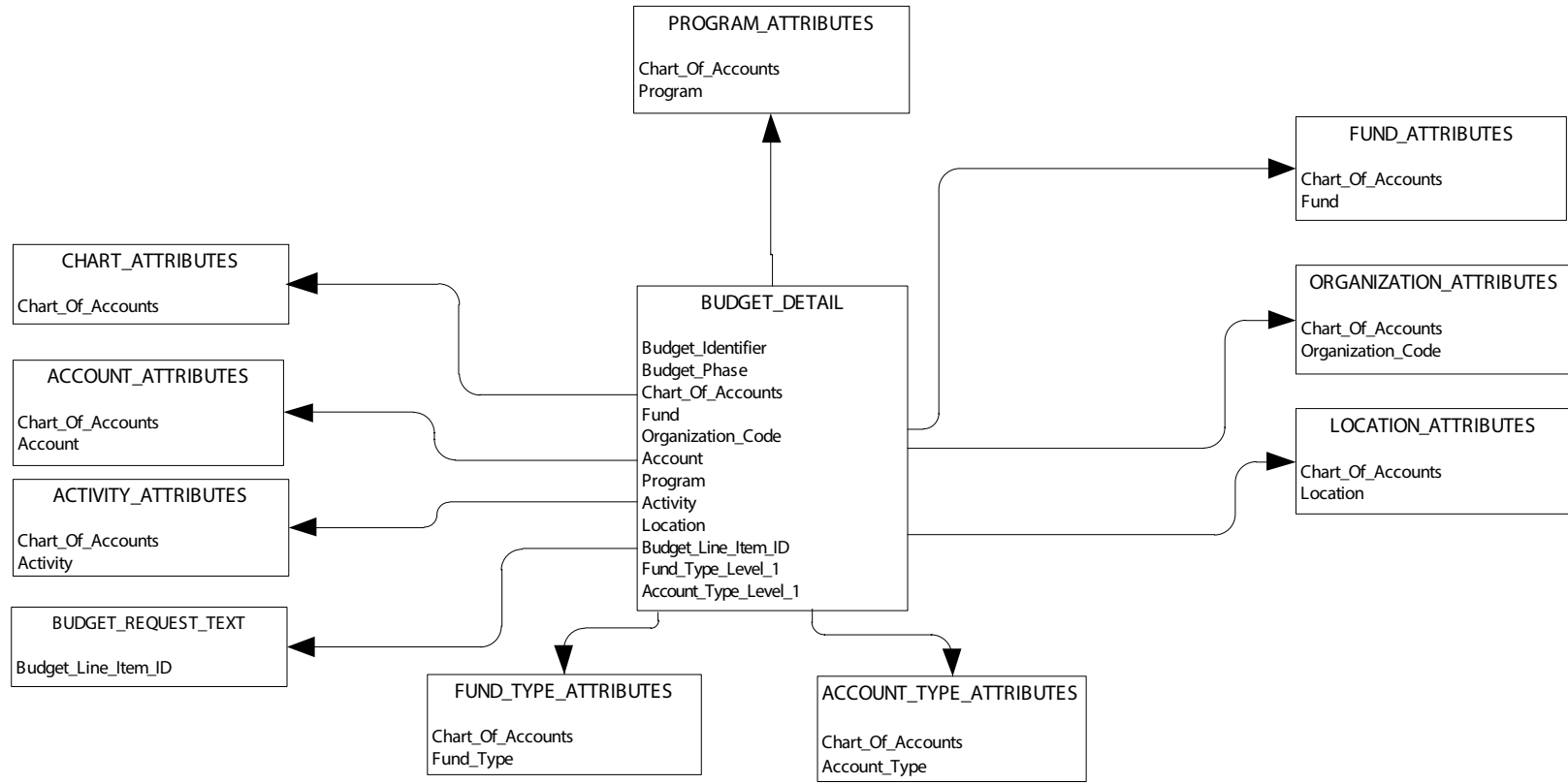
Budget Availability Comparison

| BUDGET_AVAILABILITY_LEDGER |
|-----------------------------------|
| <i>Chart Of Accounts</i> |
| <i>Fiscal Year</i> |
| <i>Fiscal Period</i> |
| <i>Fund</i> |
| <i>Organization Code</i> |
| <i>Account</i> |
| <i>Program</i> |
| <i>Commitment Type</i> |

Budget Availability Ledger



Budget Detail

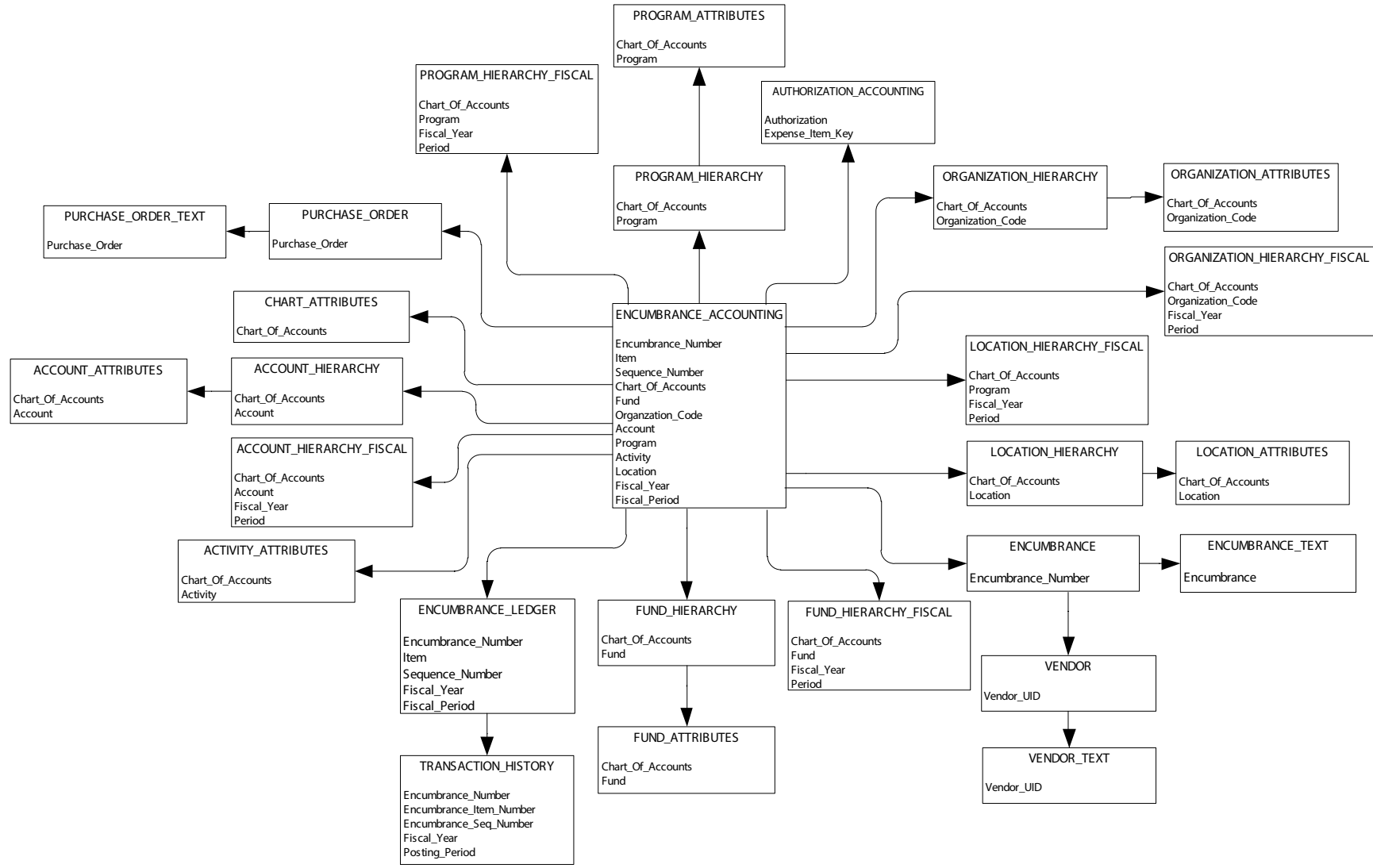


Cashier Session Analysis

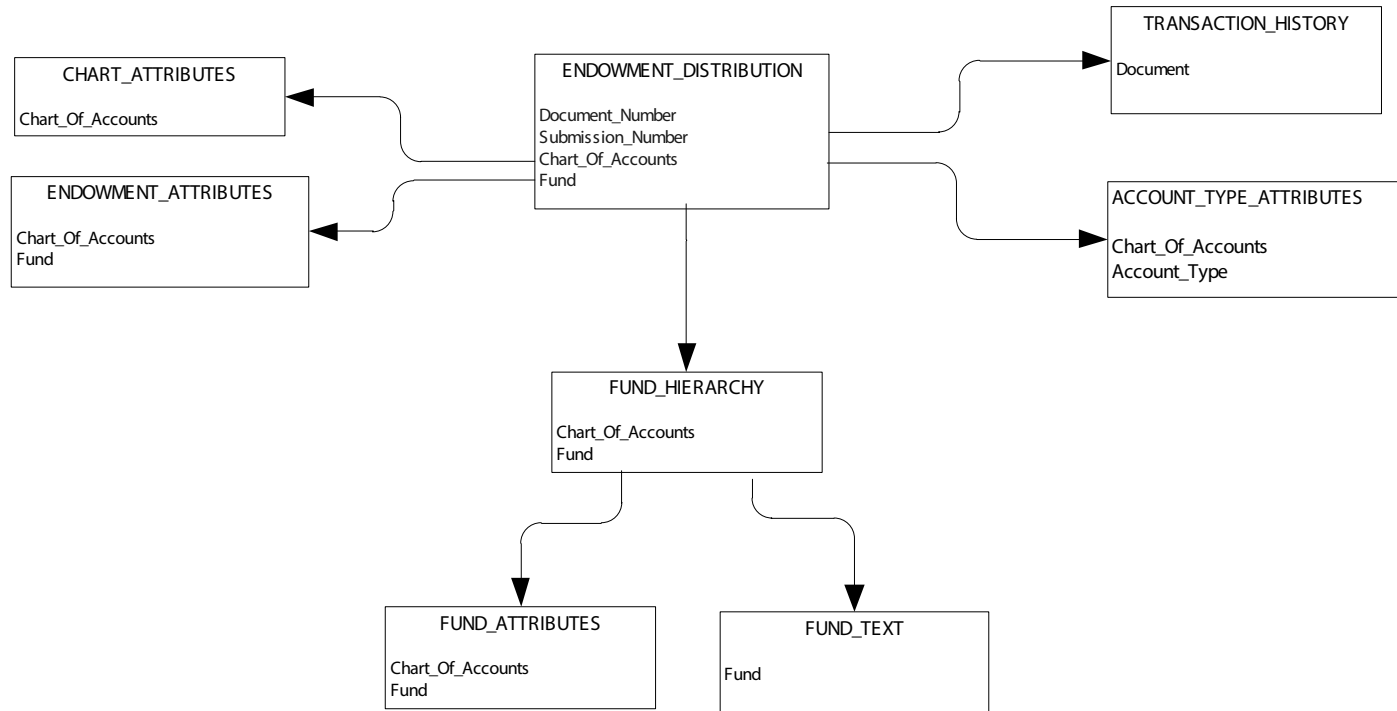
RECEIVABLE_ACCOUNT_DETAIL

Account Uid

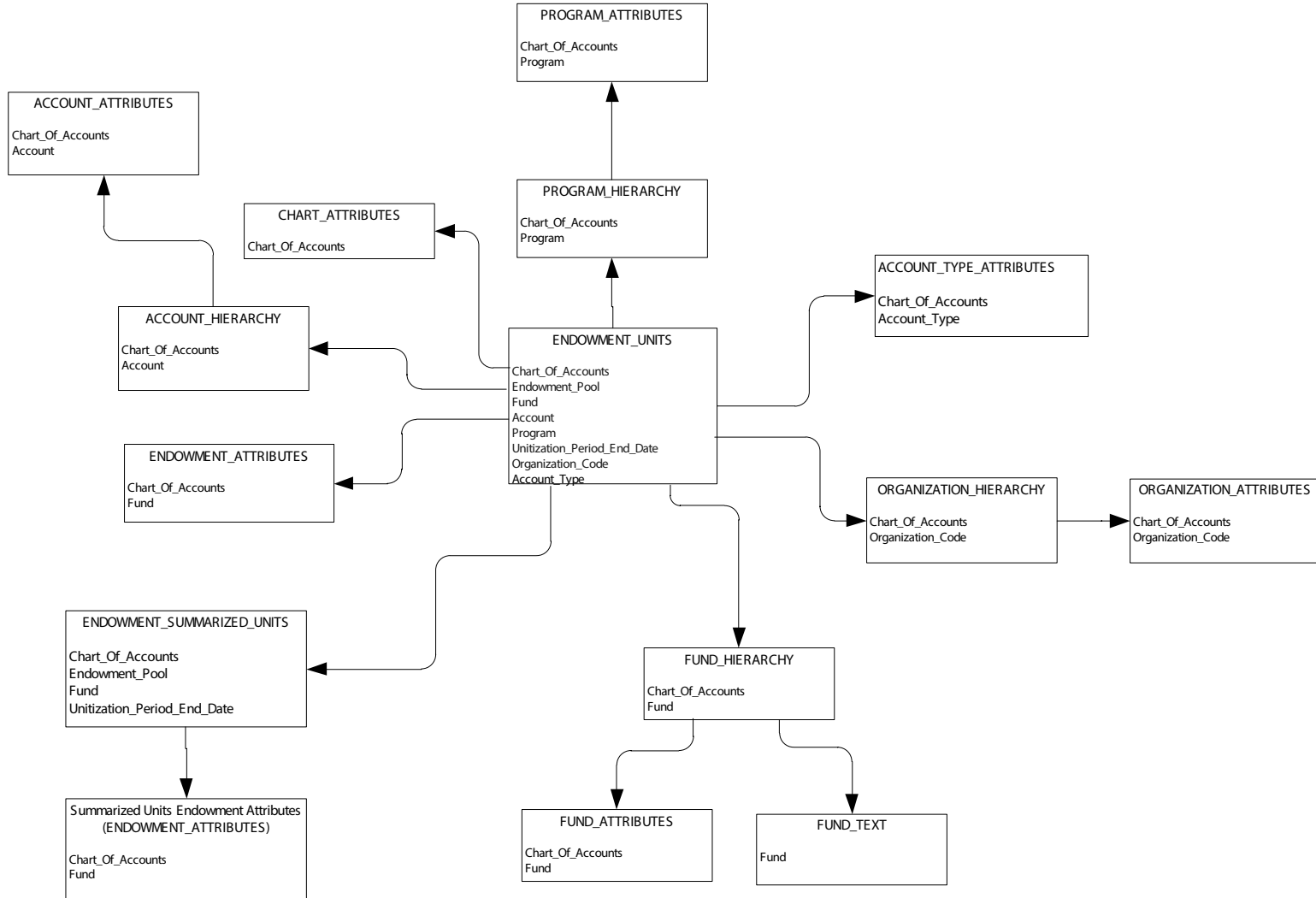
Encumbrance



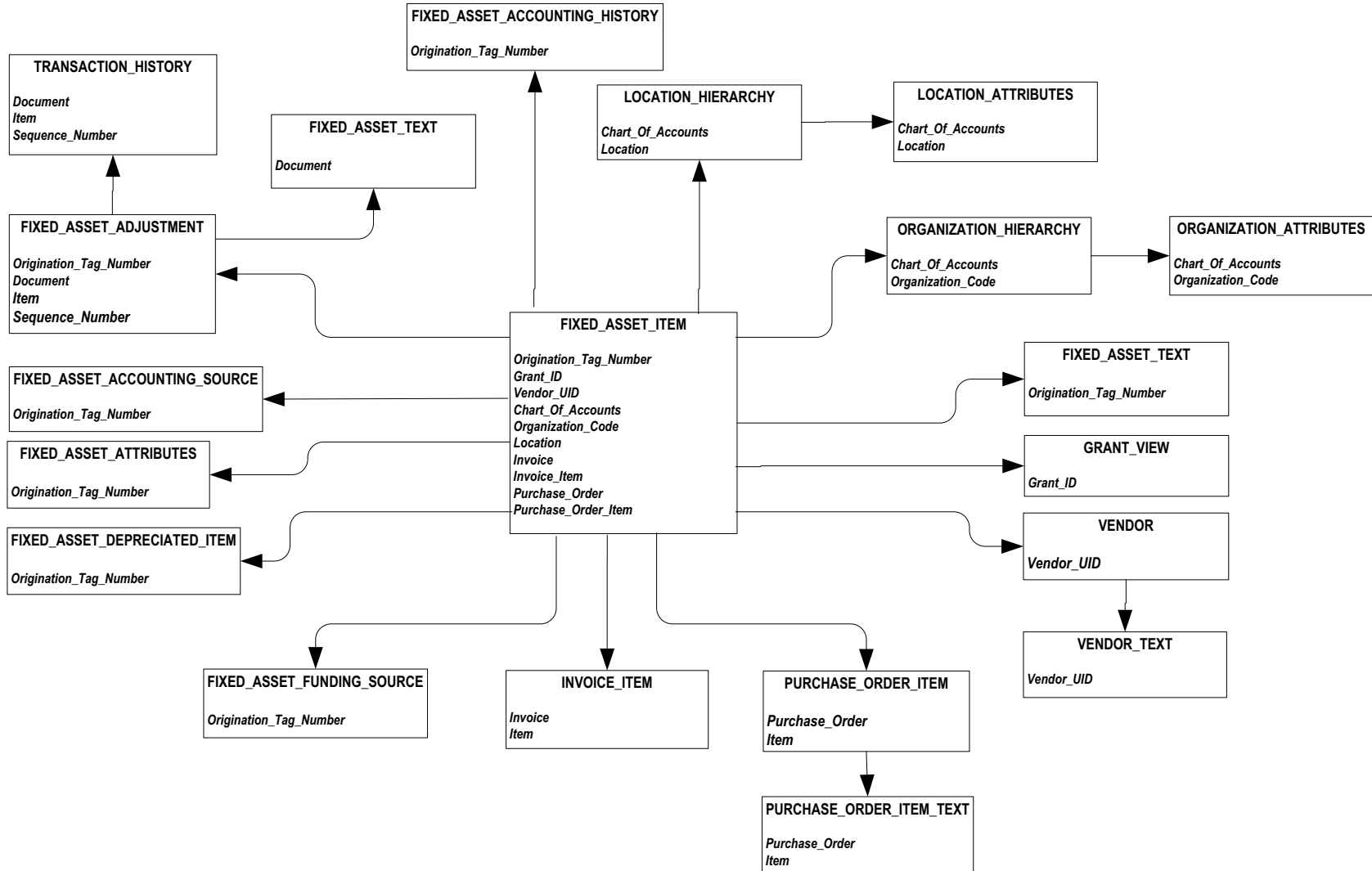
Endowment Distribution



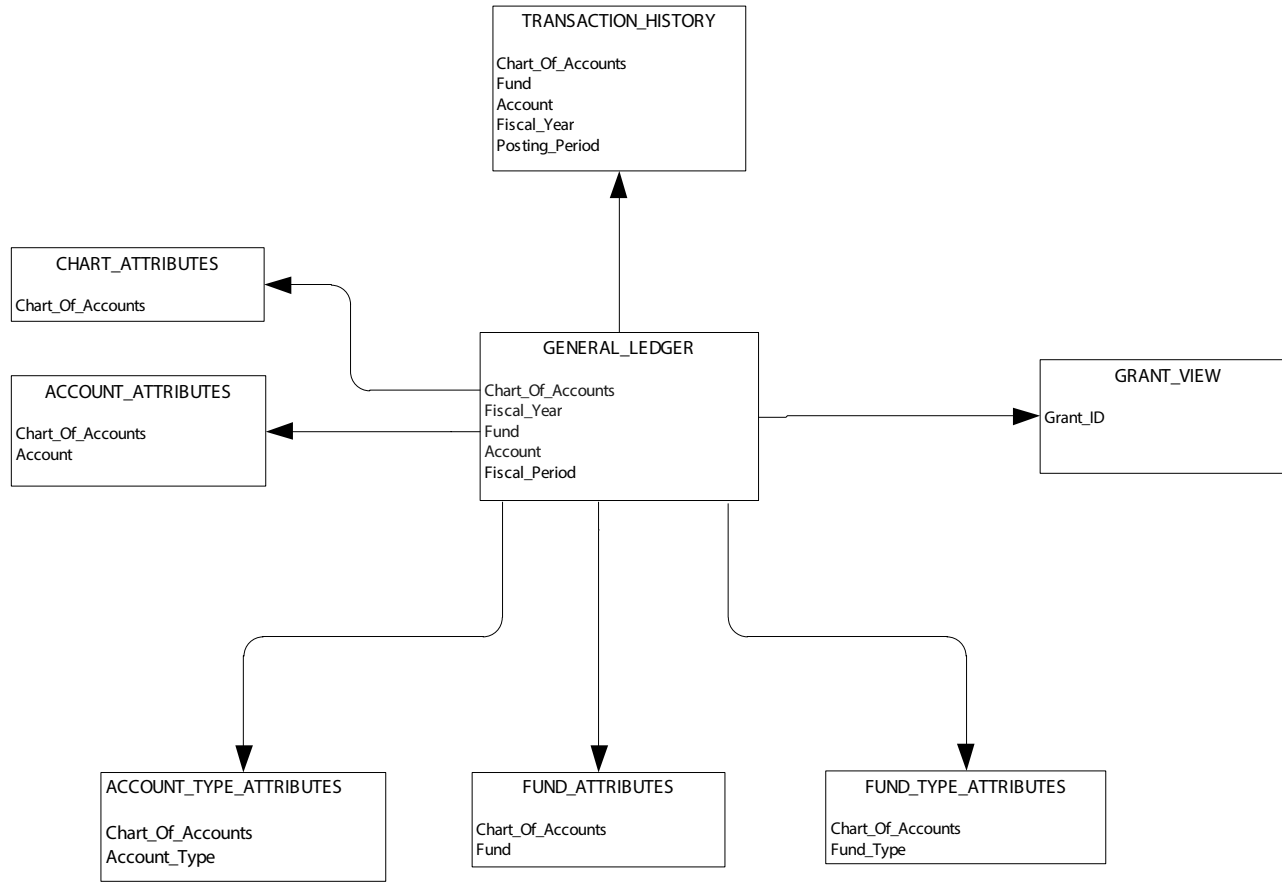
Endowment Units



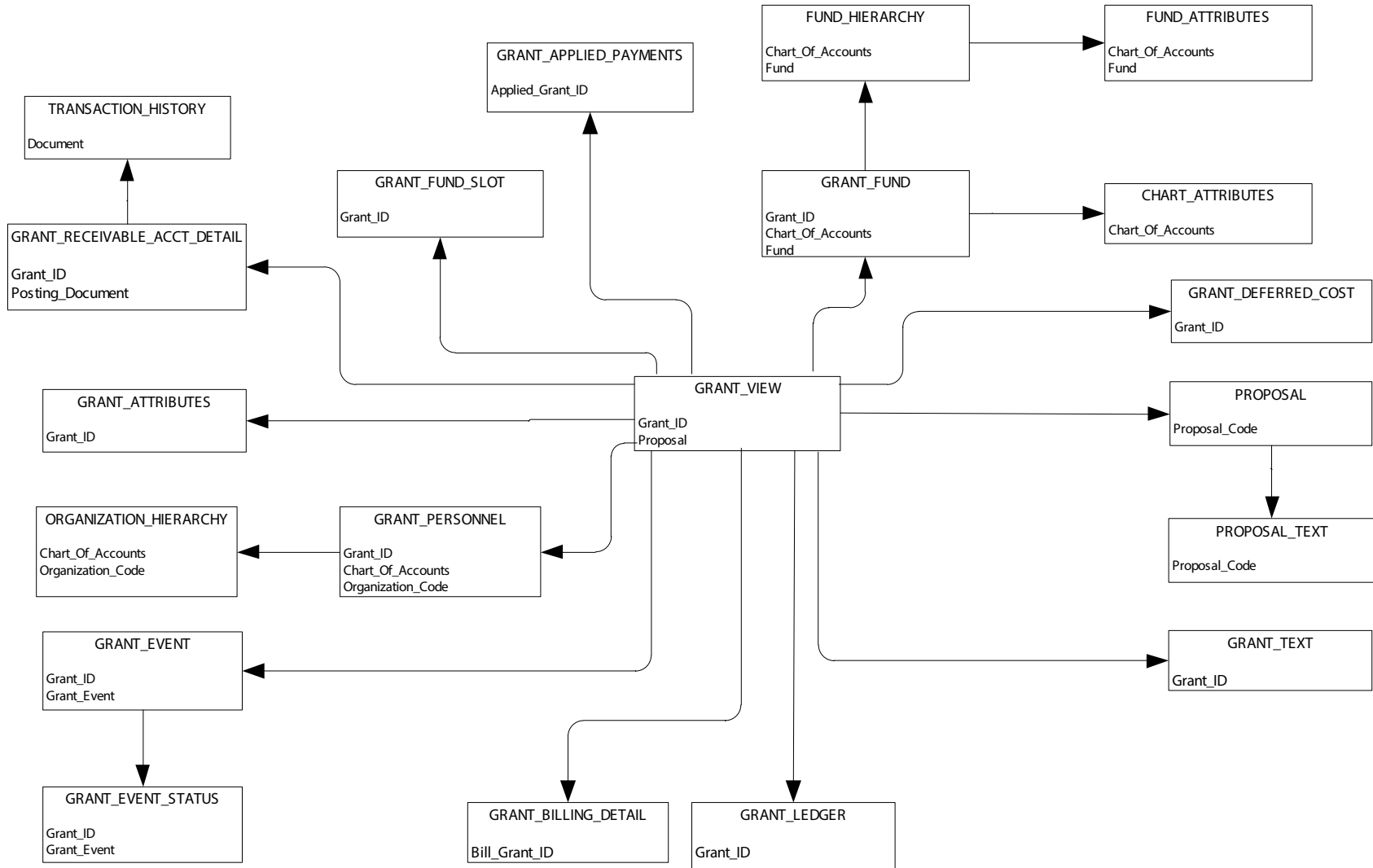
Fixed Asset



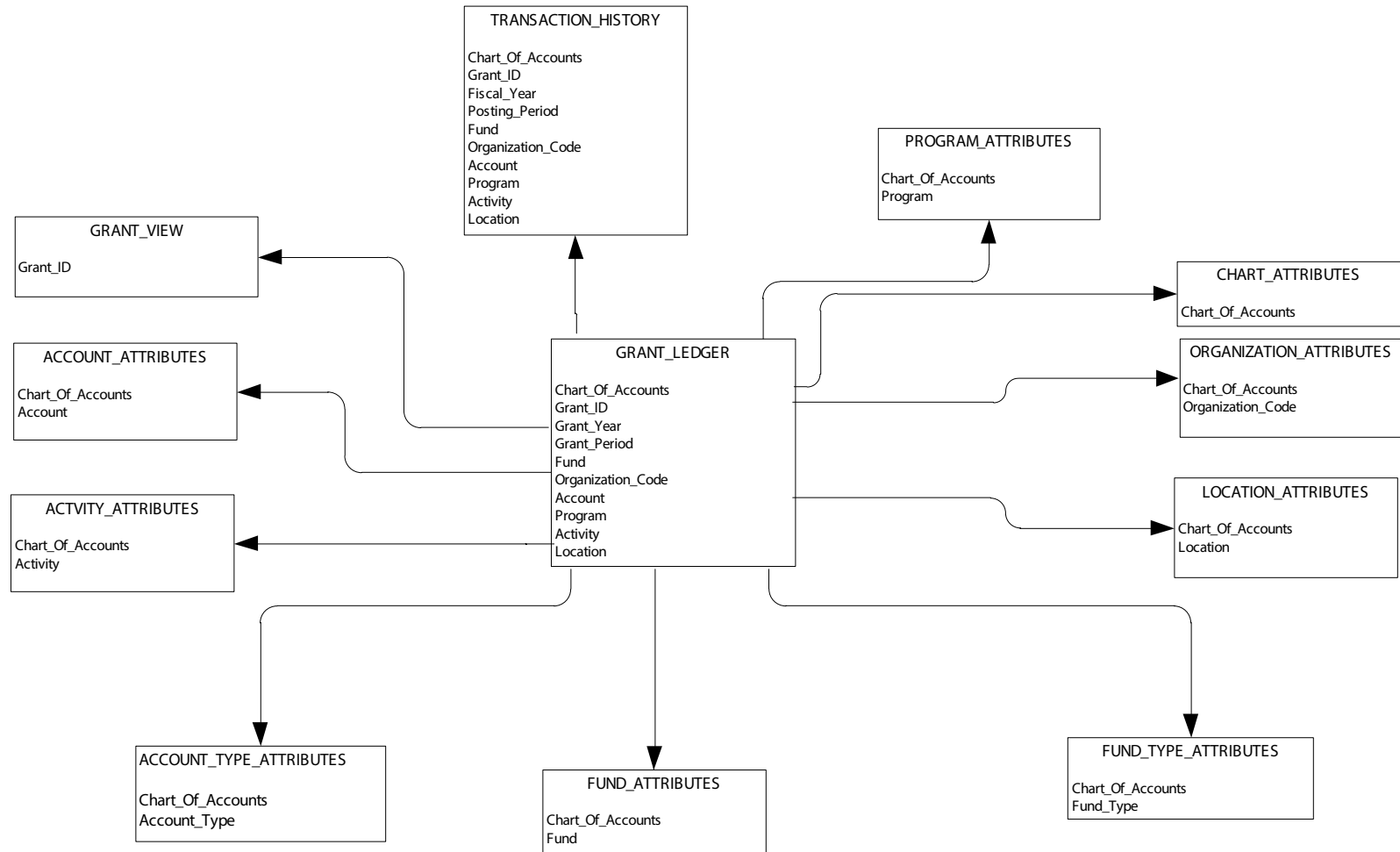
General Ledger



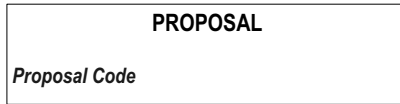
Grant and Project



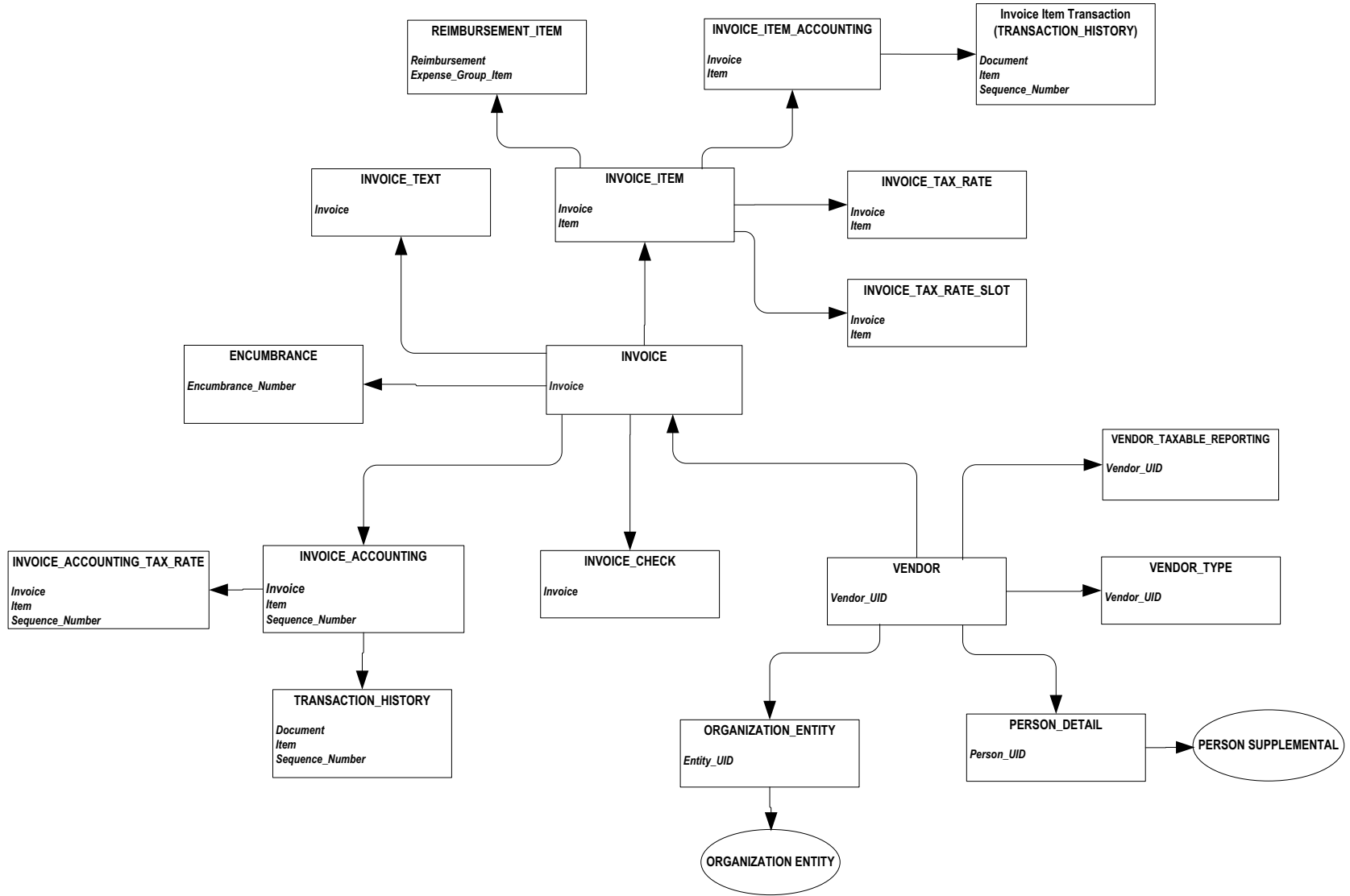
Grant Ledger



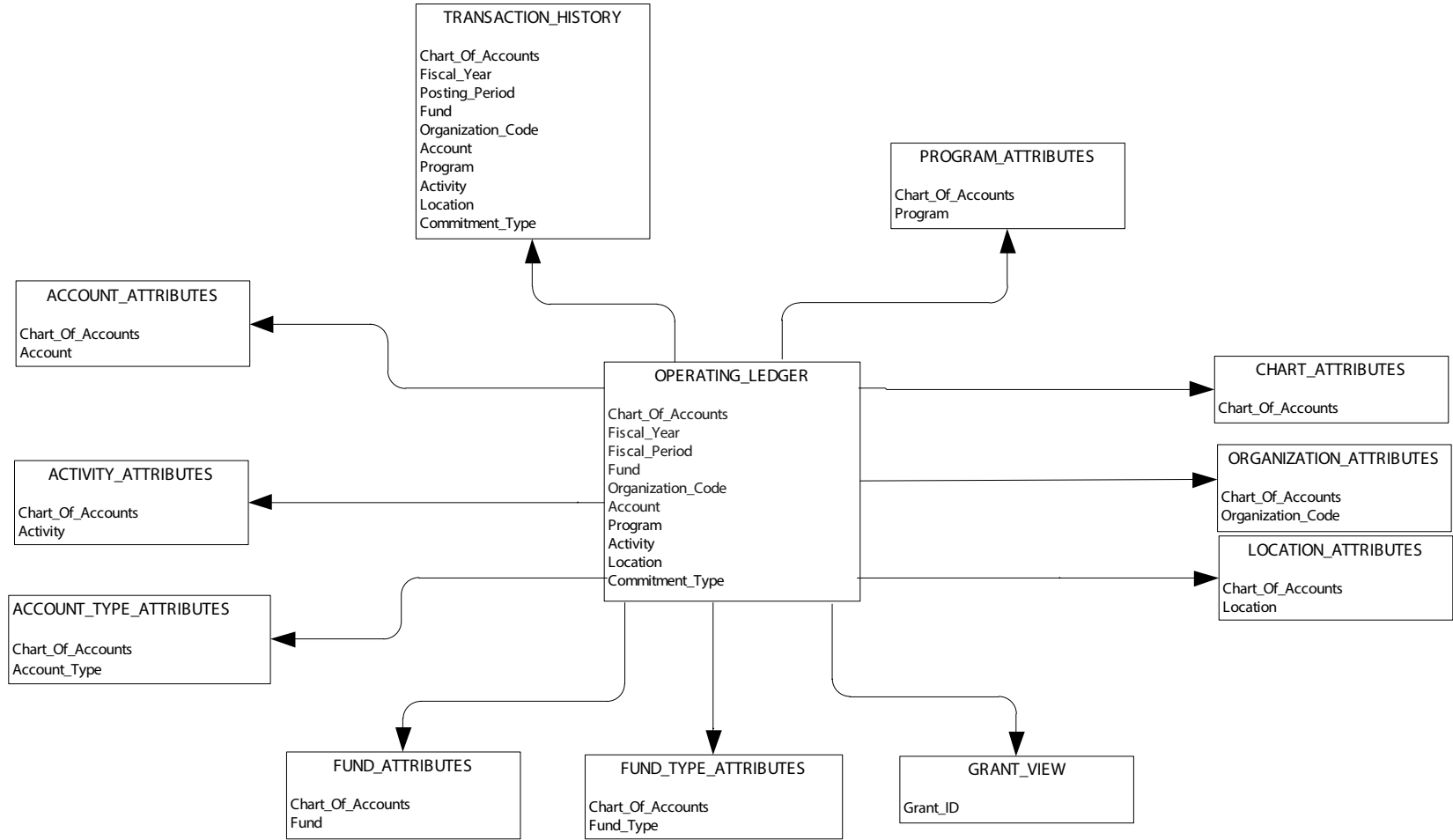
Grant-Contract and Proposal



Invoice Payable



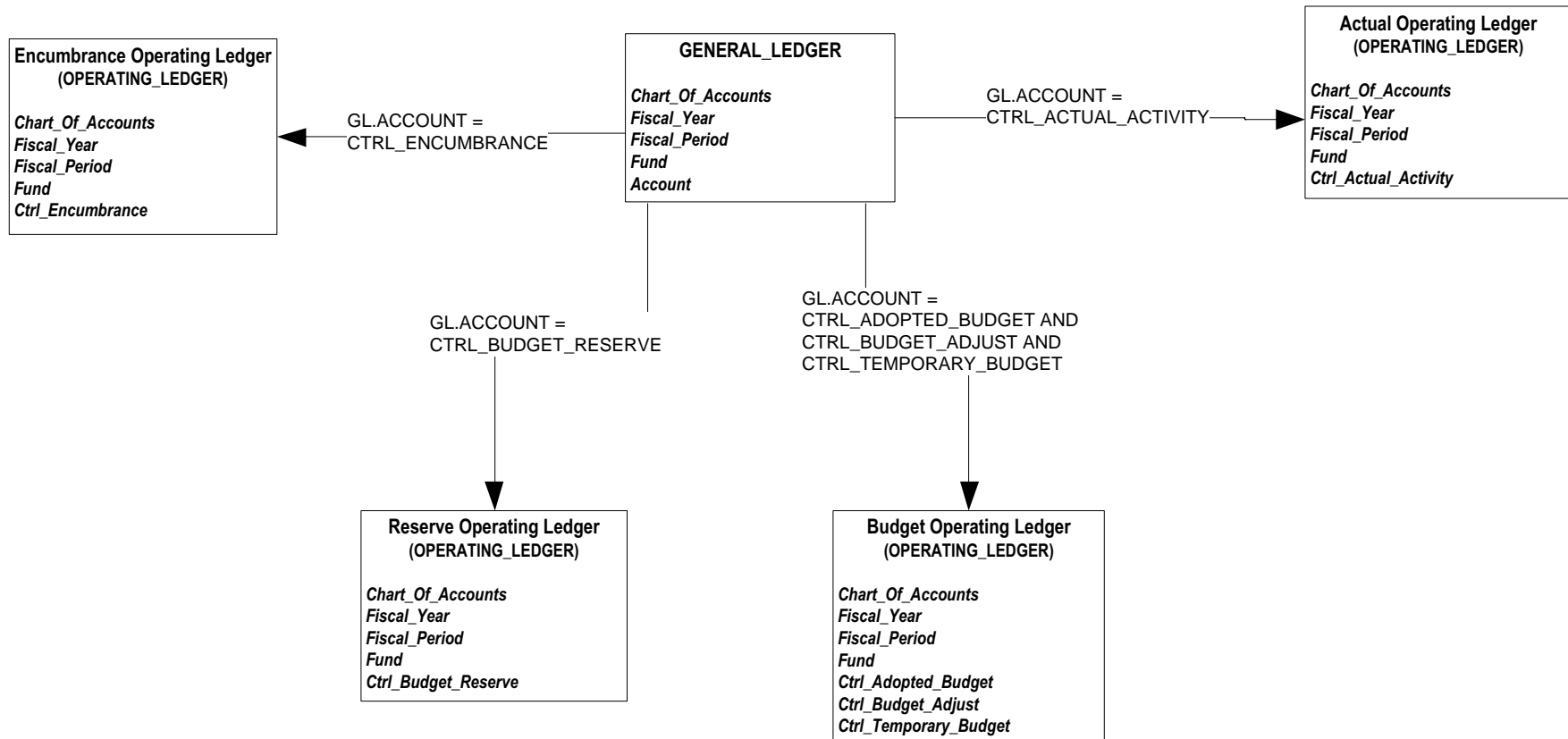
Operating Ledger



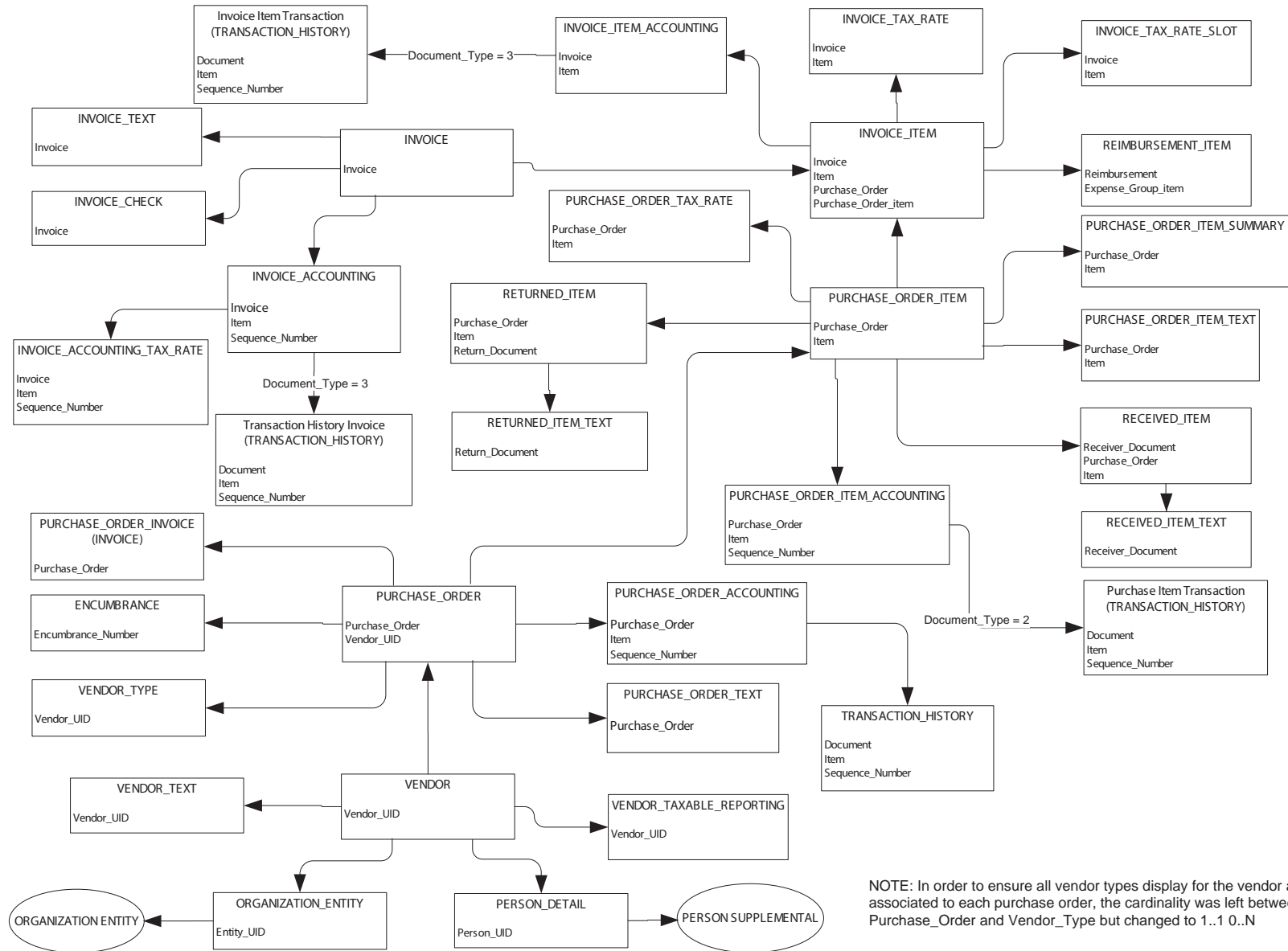
Operating Ledger Comparison

| OPERATING_LEDGER |
|--------------------------|
| <i>Chart Of Accounts</i> |
| <i>Fiscal Year</i> |
| <i>Fiscal Period</i> |
| <i>Fund</i> |
| <i>Organization Code</i> |
| <i>Account</i> |
| <i>Program</i> |
| <i>Activity</i> |
| <i>Location</i> |
| <i>Commitment Type</i> |

Operating Ledger Reconciliation

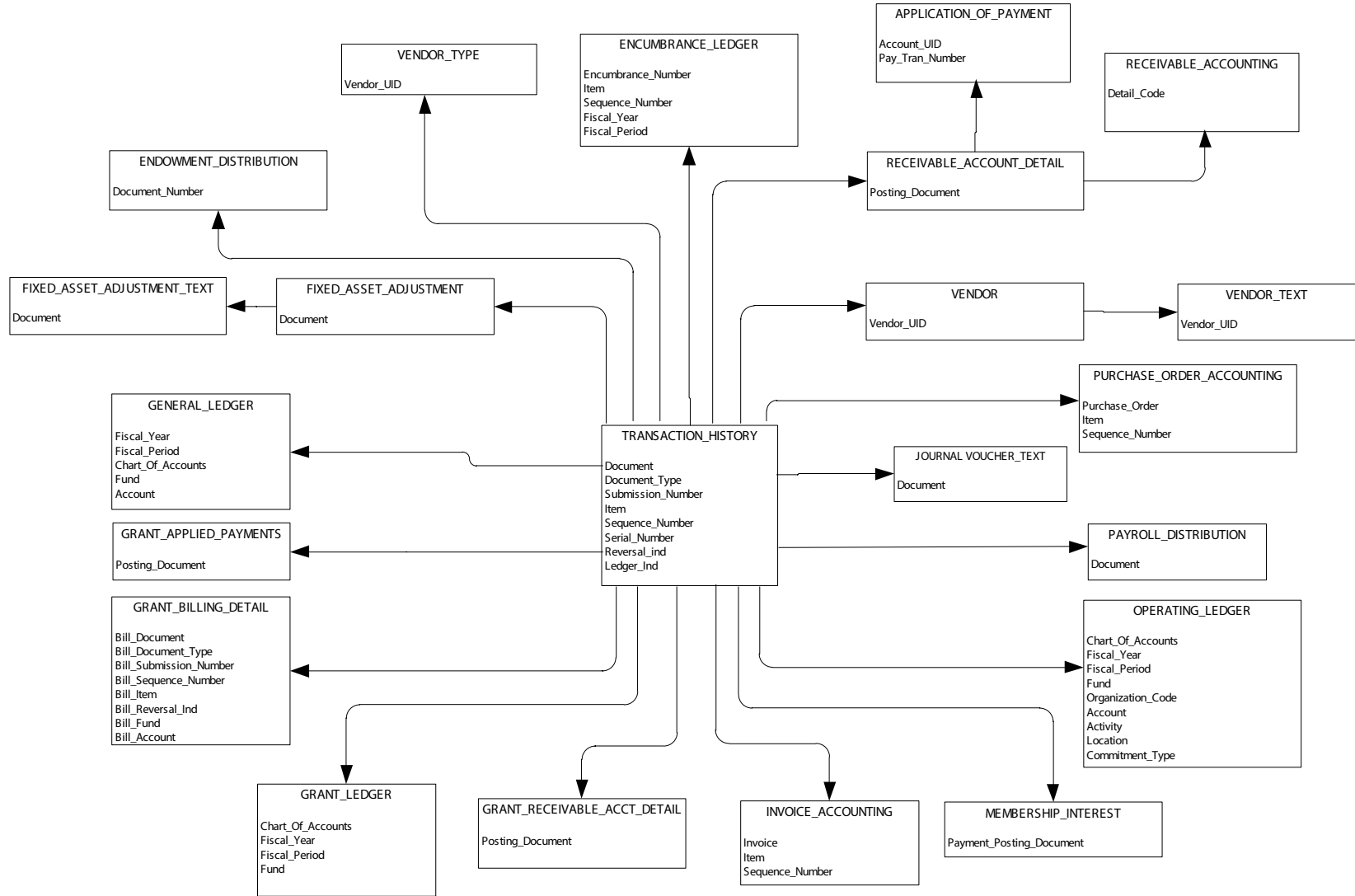


Purchasing Payable



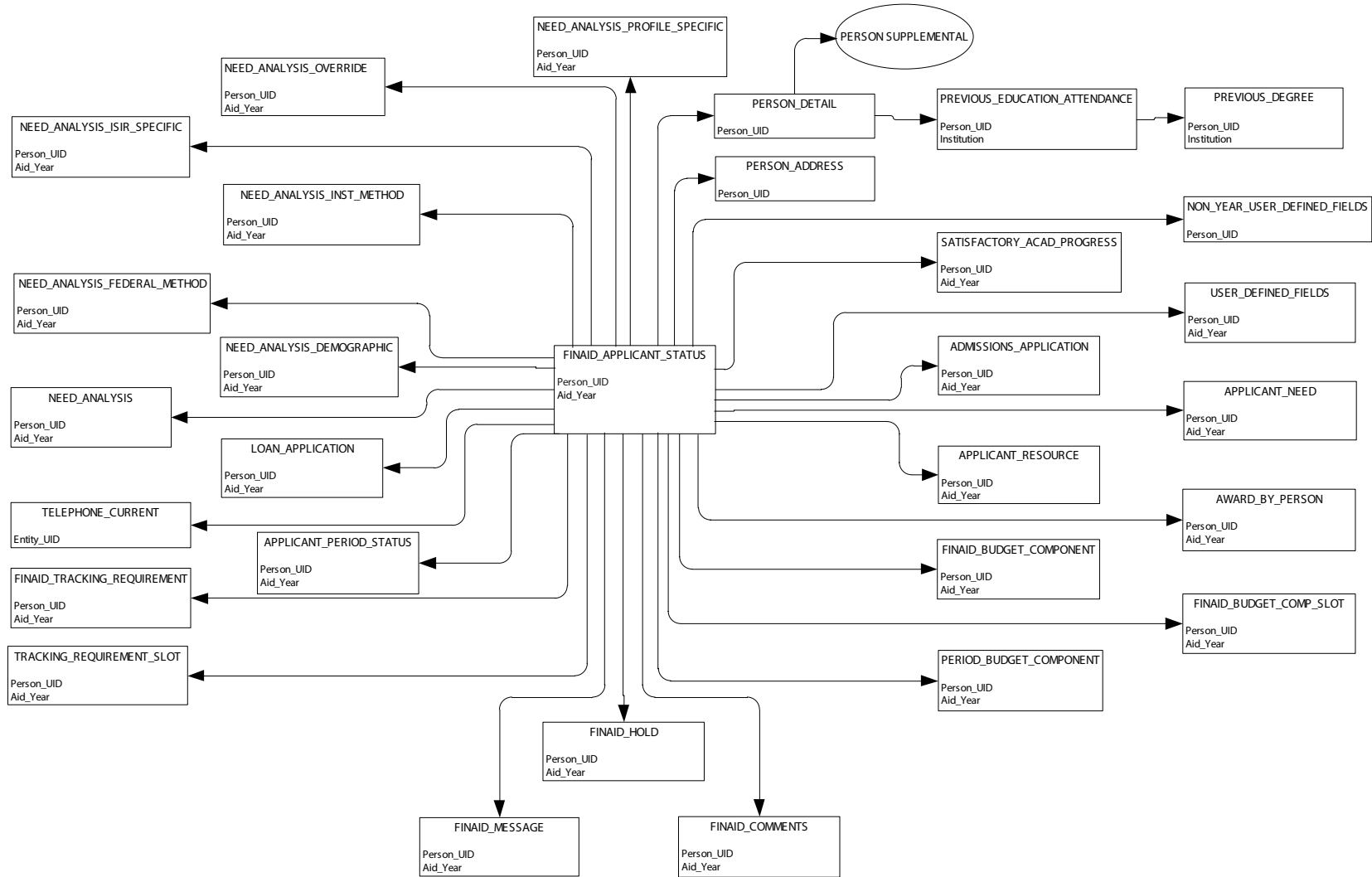
NOTE: In order to ensure all vendor types display for the vendor and associated to each purchase order, the cardinality was left between Purchase_Order and Vendor_Type but changed to 1..1 0..N

Transaction History

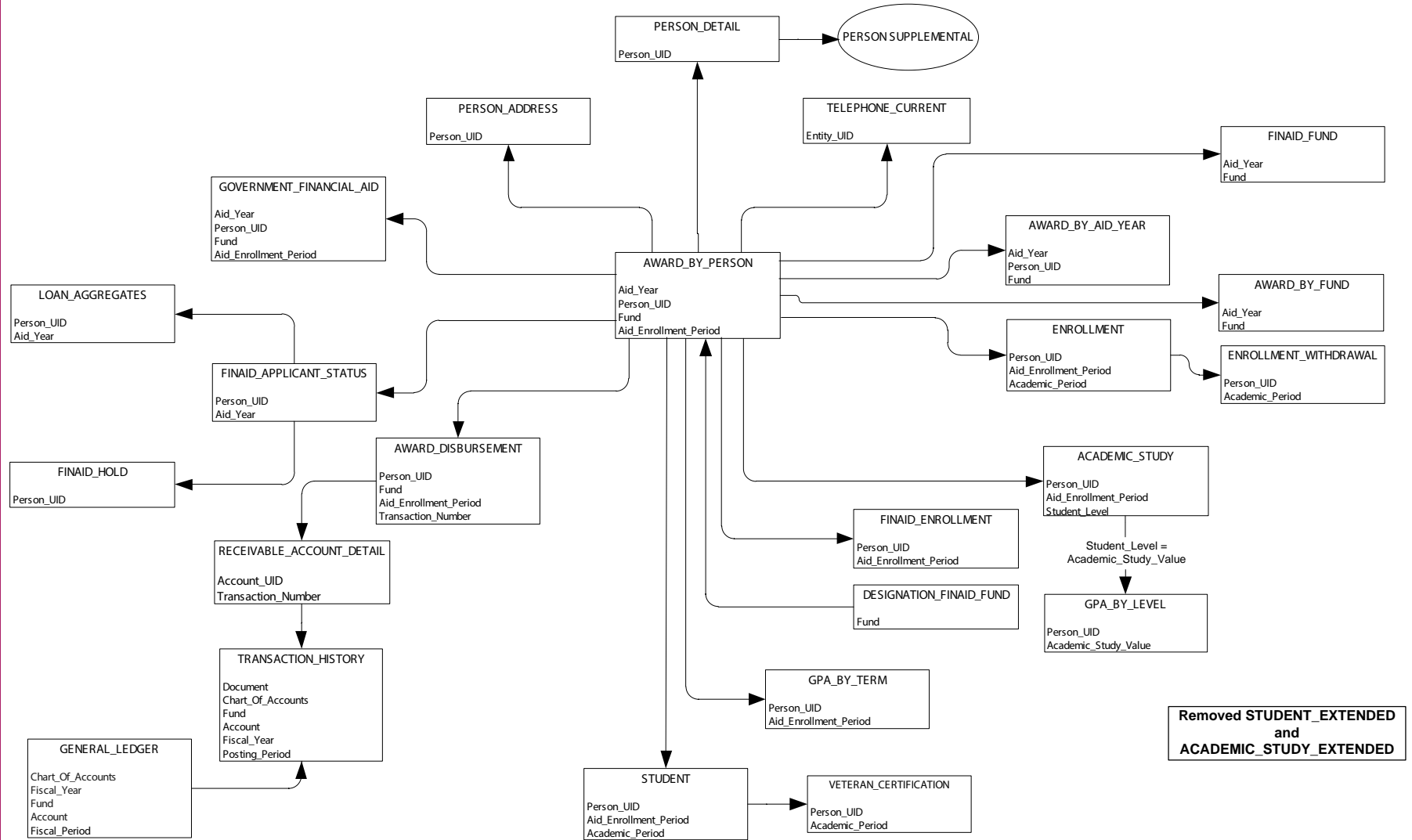


Financial Aid

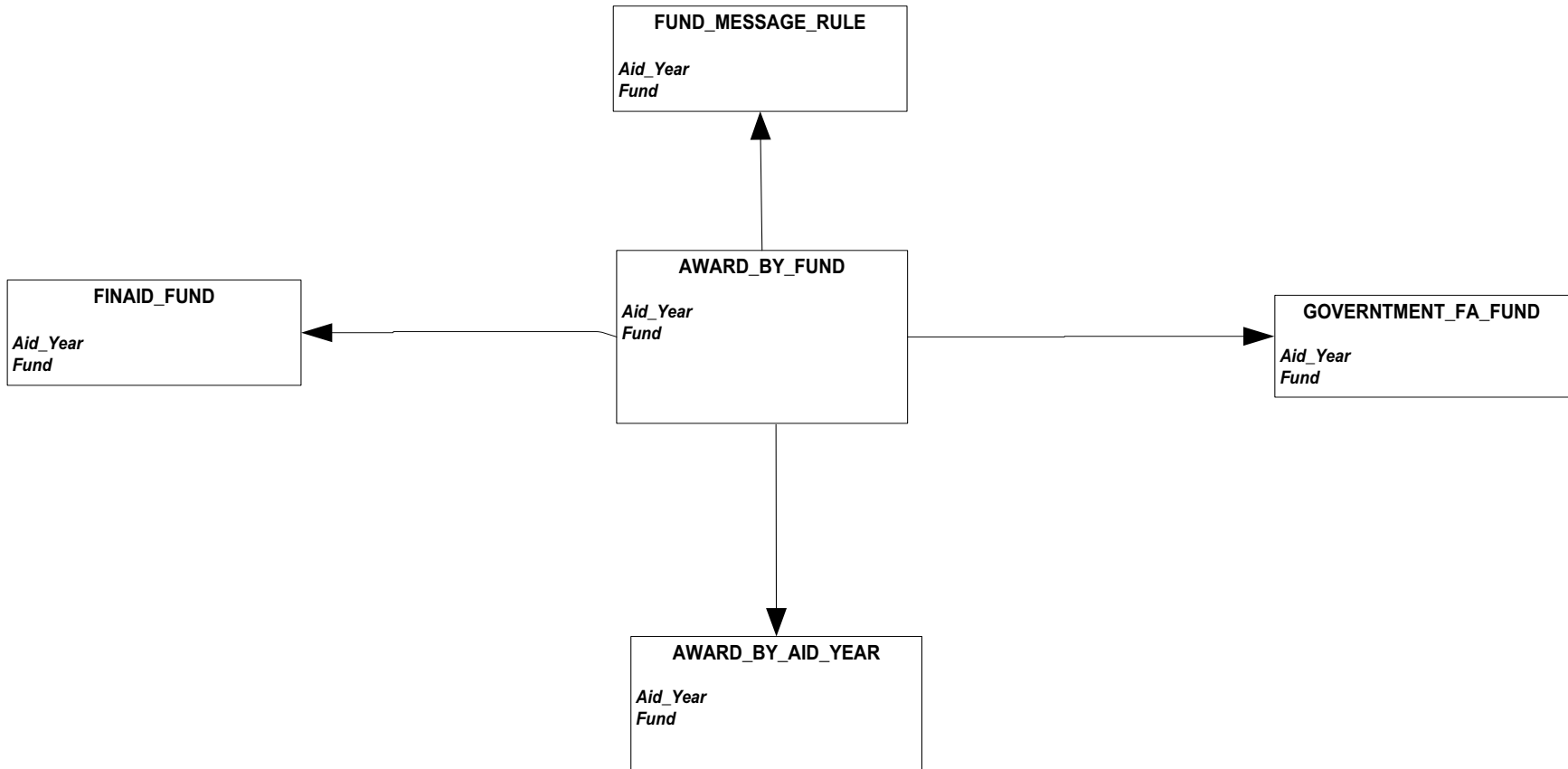
Financial Aid Application



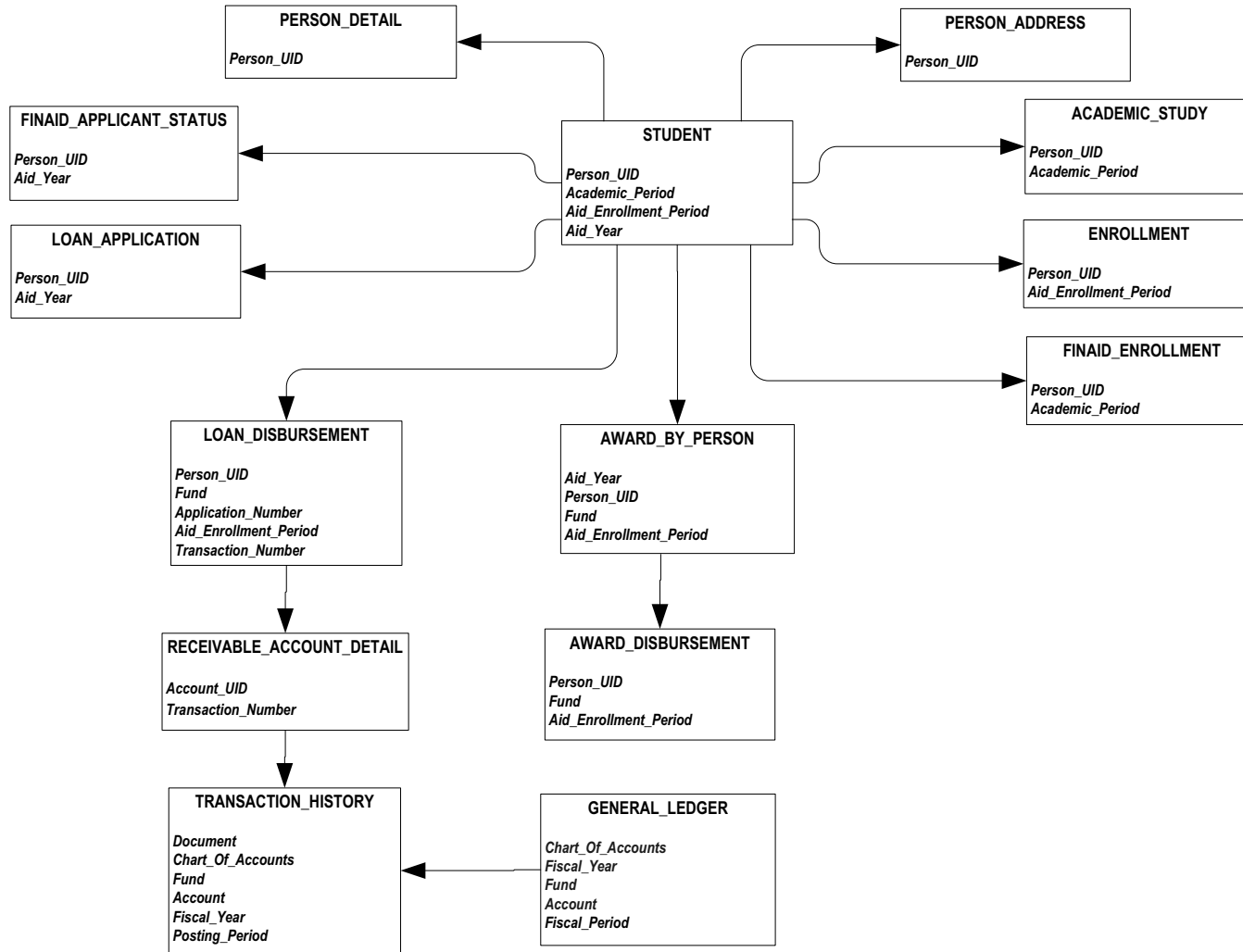
Financial Aid Award and Disbursement



Financial Aid Fund

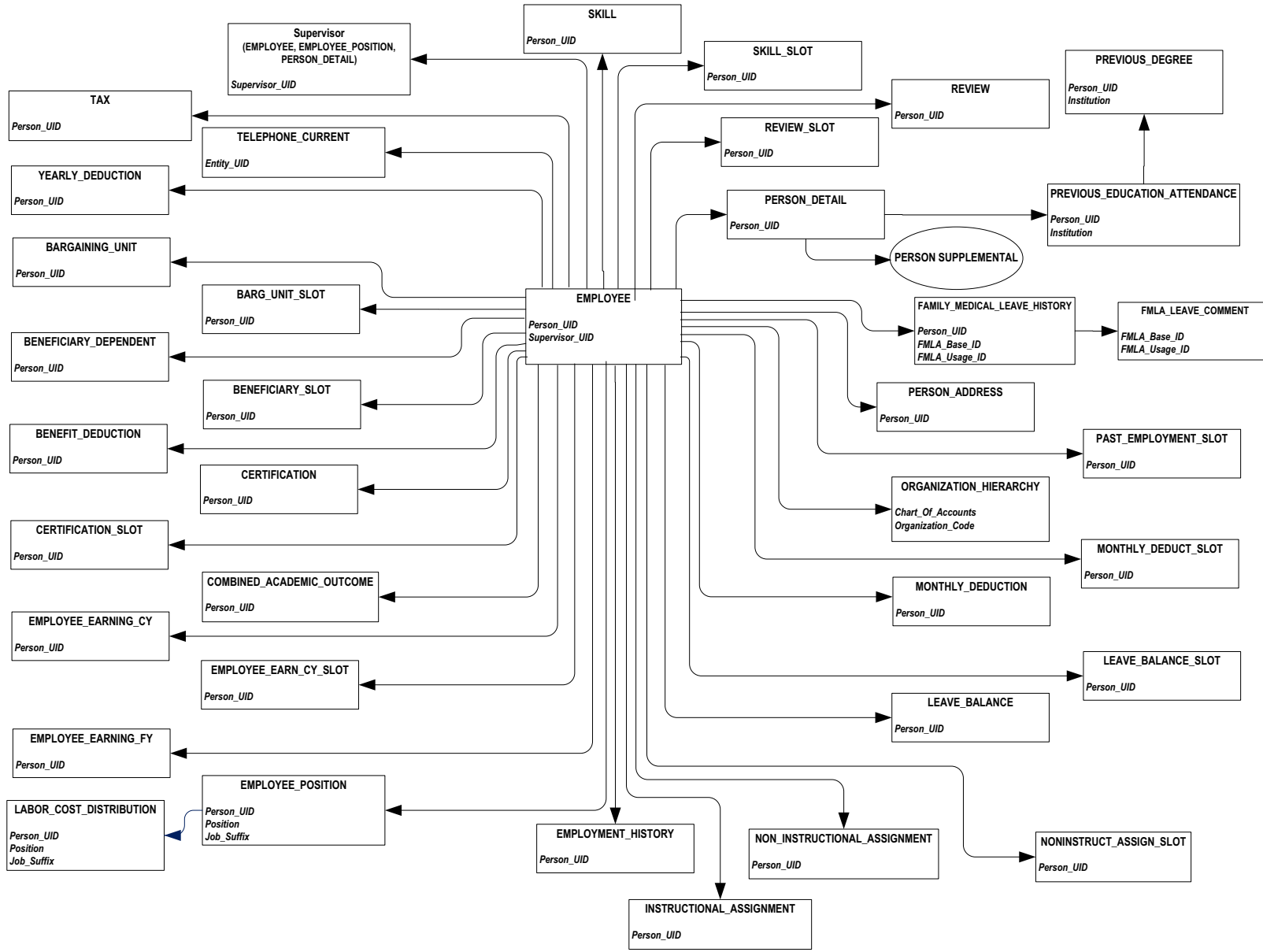


Loan Disbursement

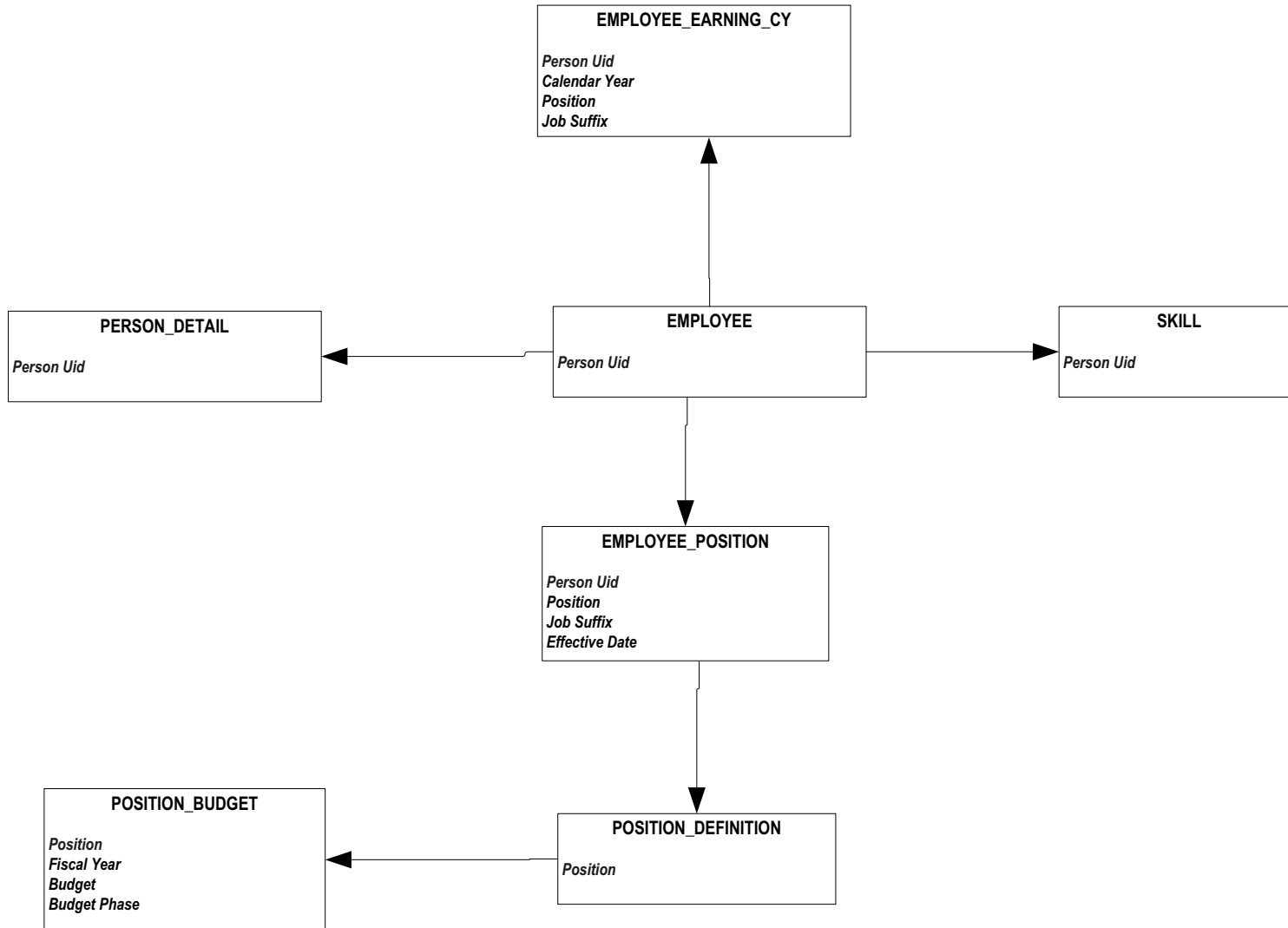


Human Resources

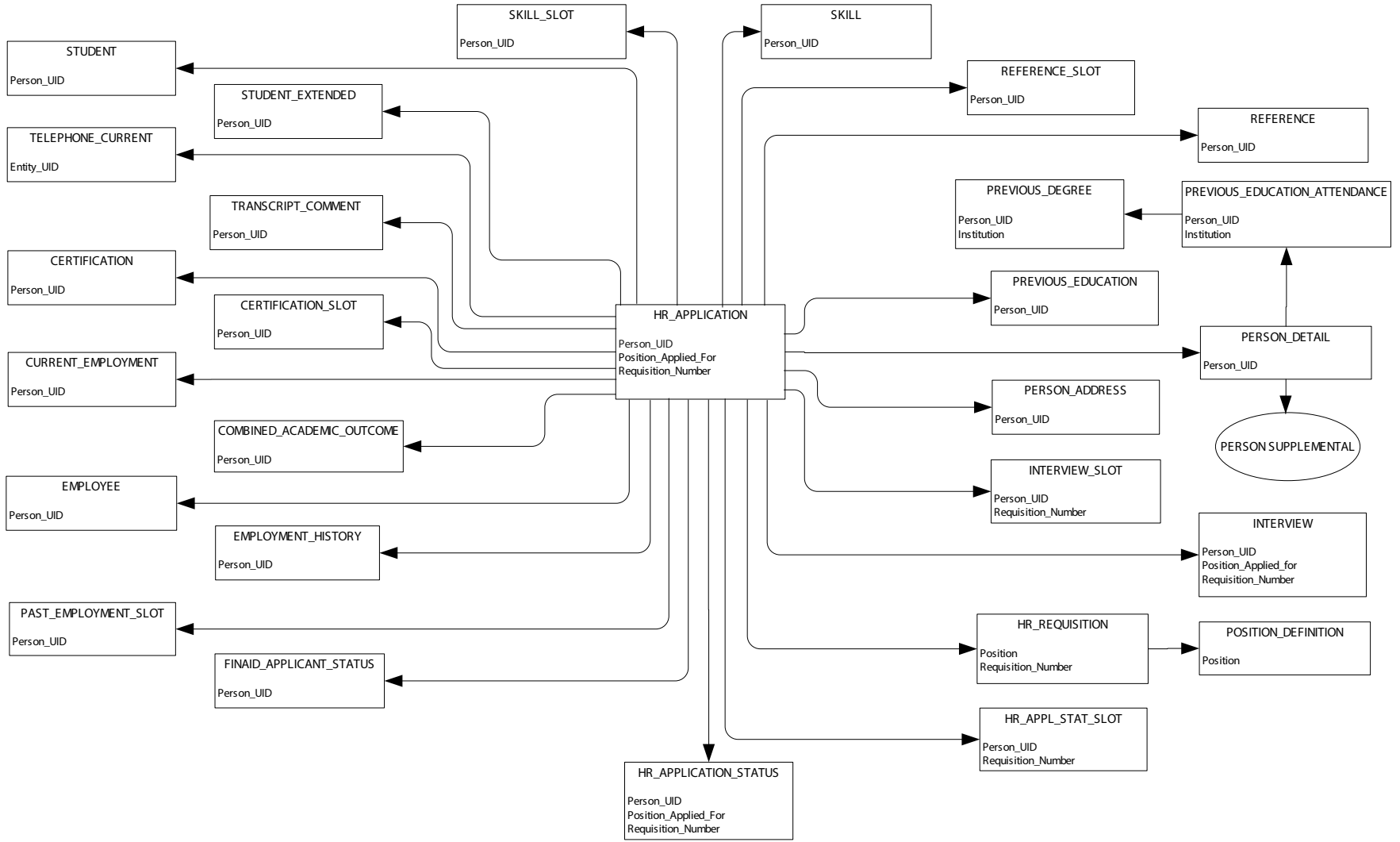
Employee



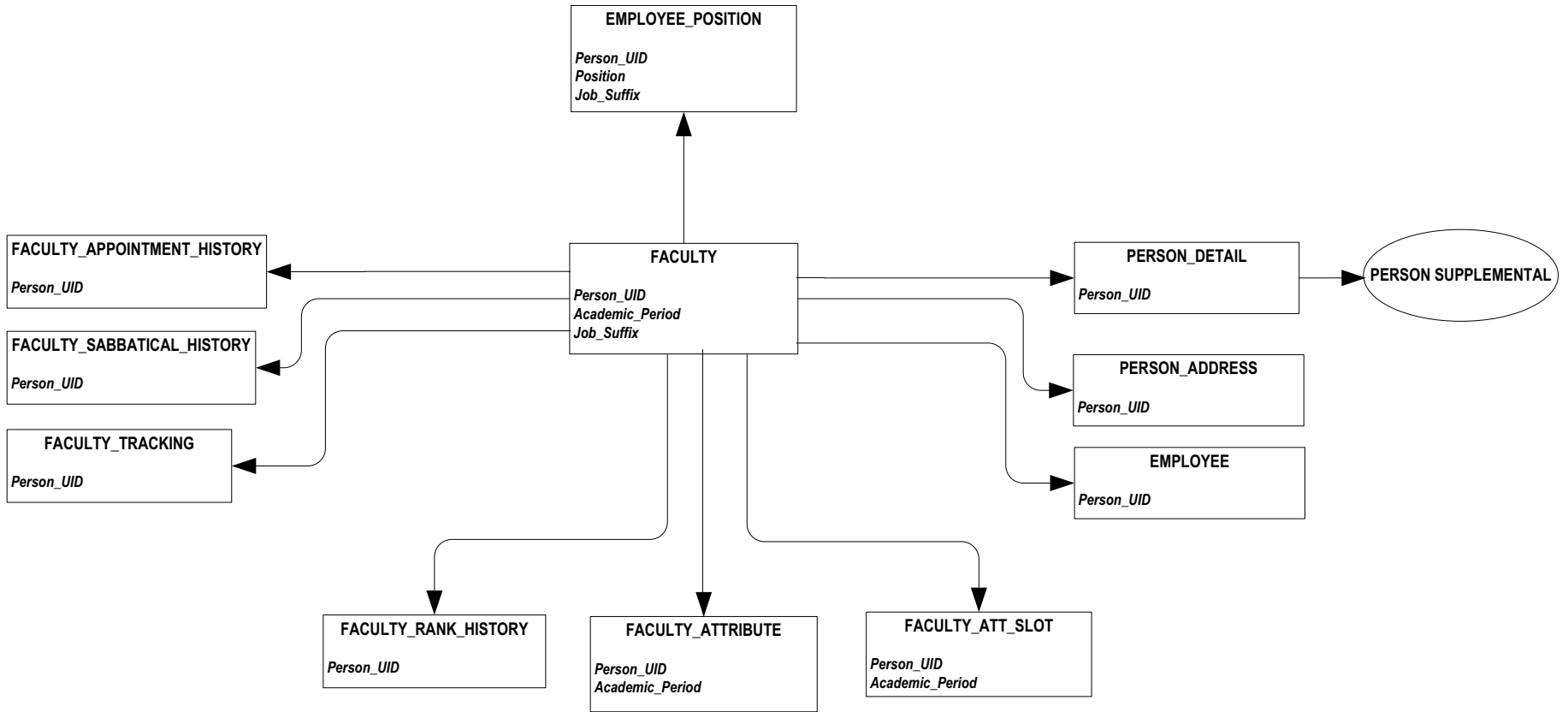
Employee and Position



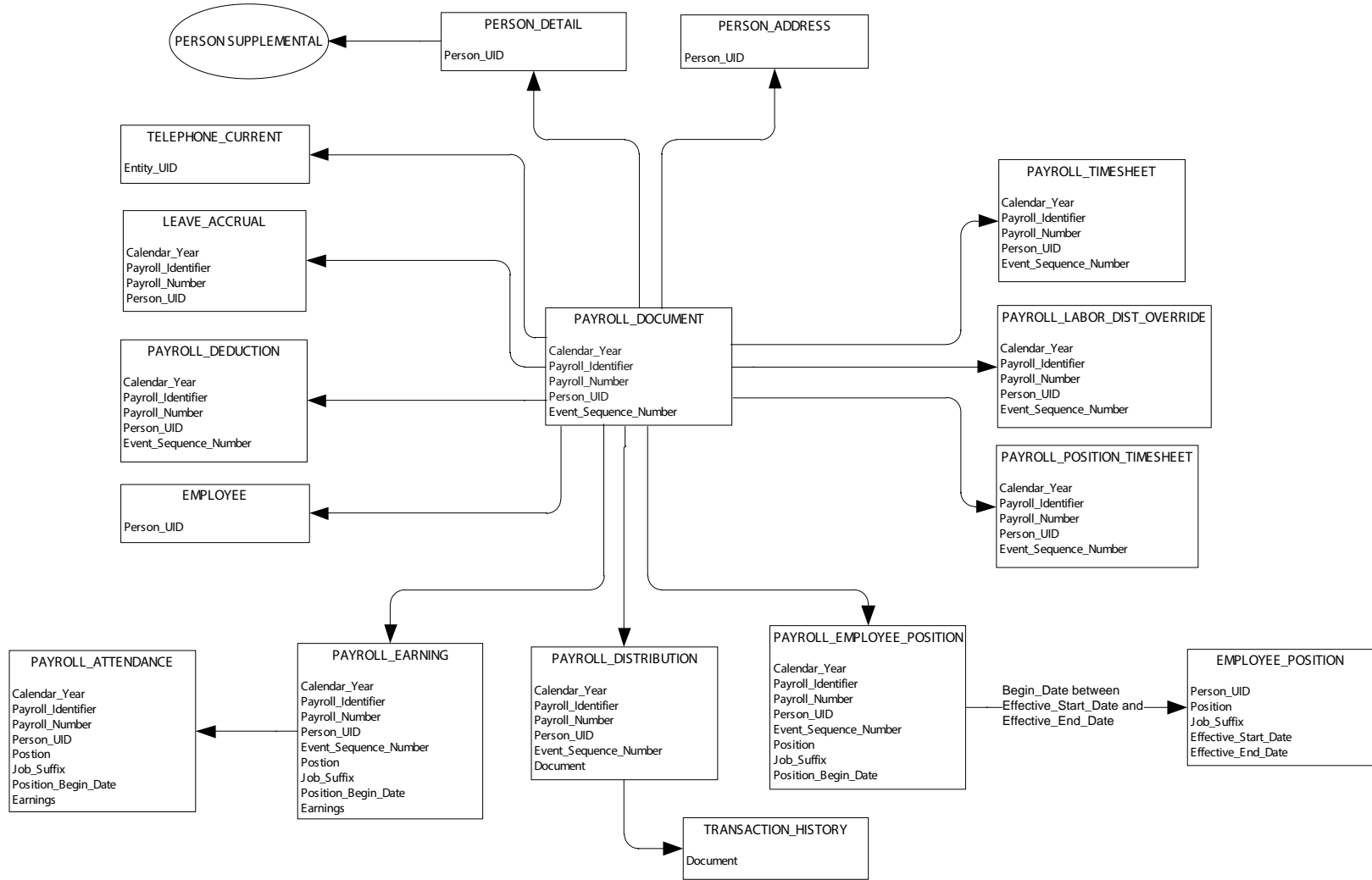
Human Resource Application



Human Resource Faculty



Payroll



Determinants for Payroll:

| Query Subject | Determinant Name | Determinant Columns |
|-------------------|----------------------|--|
| Payroll Document | UK_PAYROLL_DOCUMENT | Calendar_Year Payroll_Identifier Payroll_Number Person_UID Event_Sequence_Number Document Priority |
| Employee | UK_EMPLOYEE | Person_UID |
| Employee Position | UK_EMPLOYEE_POSITION | Person_UID Effective_Date Position Job_Suffix |

| Query Subject | Determinant Name | Determinant Columns |
|----------------------|-------------------------|--|
| Leave Accrual | UK_LEAVE_ACCRUAL | Calendar_Year Payroll_Identifier Payroll_Number Person_UID Position Job_Suffix Position_Begin_Date Leave |
| Payroll Attendance | UK_PAYROLL_ATTENDANCE | Calendar_Year Payroll_Identifier Payroll_Number Person_UID Position Job_Suffix Position_Begin_Date Earnings Absence_Date |

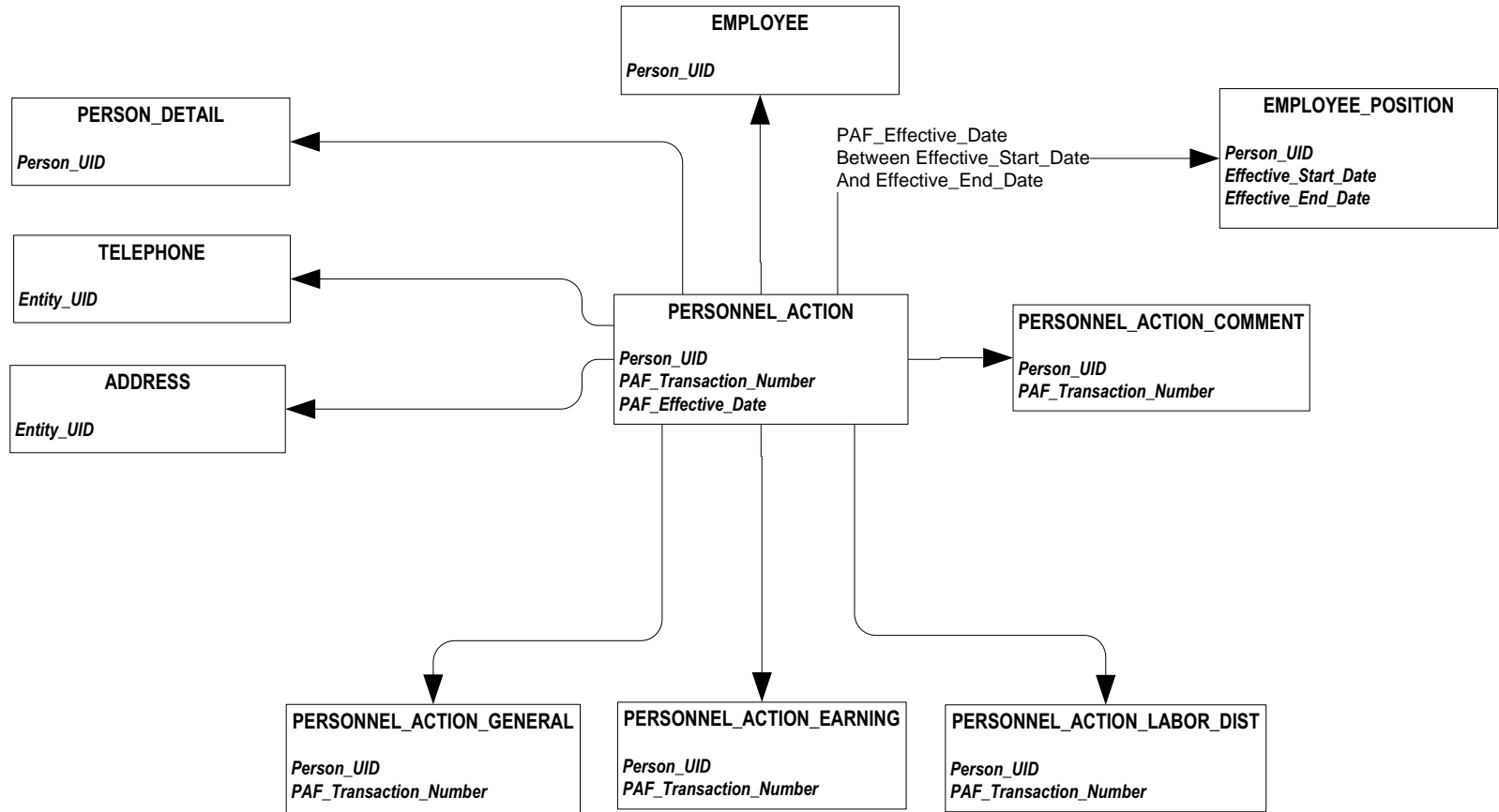
| Query Subject | Determinant Name | Determinant Columns |
|----------------------|-------------------------|--|
| Payroll Deduction | UK_PAYROLL_DEDUCTION | Calendar_Year Payroll_Identifier Payroll_Number Person_UID Event_Sequence_Number Deduction |
| Payroll Earning | UK_PAYROLL_EARNING | Calendar_Year Payroll_Identifier Payroll_Number Generated_Ind Person_UID Event_Sequence_Number Position Job_Suffix Position_Begin_Date Earnings Shift_Number |

| Query Subject | Determinant Name | Determinant Columns |
|-----------------------------|--------------------------------|---|
| Payroll Employee Position | UK_PAYROLL_EMPLOYEE_POSITION | Calendar_Year Payroll_Identifier Payroll_Number Person_UID Event_Sequence_Number Position Job_Suffix Position_Begin_Date |
| Payroll Labor Dist Override | UK_PAYROLL_LABOR_DIST_OVERRIDE | Calendar_Year Payroll_Identifier Payroll_Number System_Generated_Ind Person_UID Event_Sequence_Number Position Job_Suffix Position_Begin_Date Earnings Shift_Number |

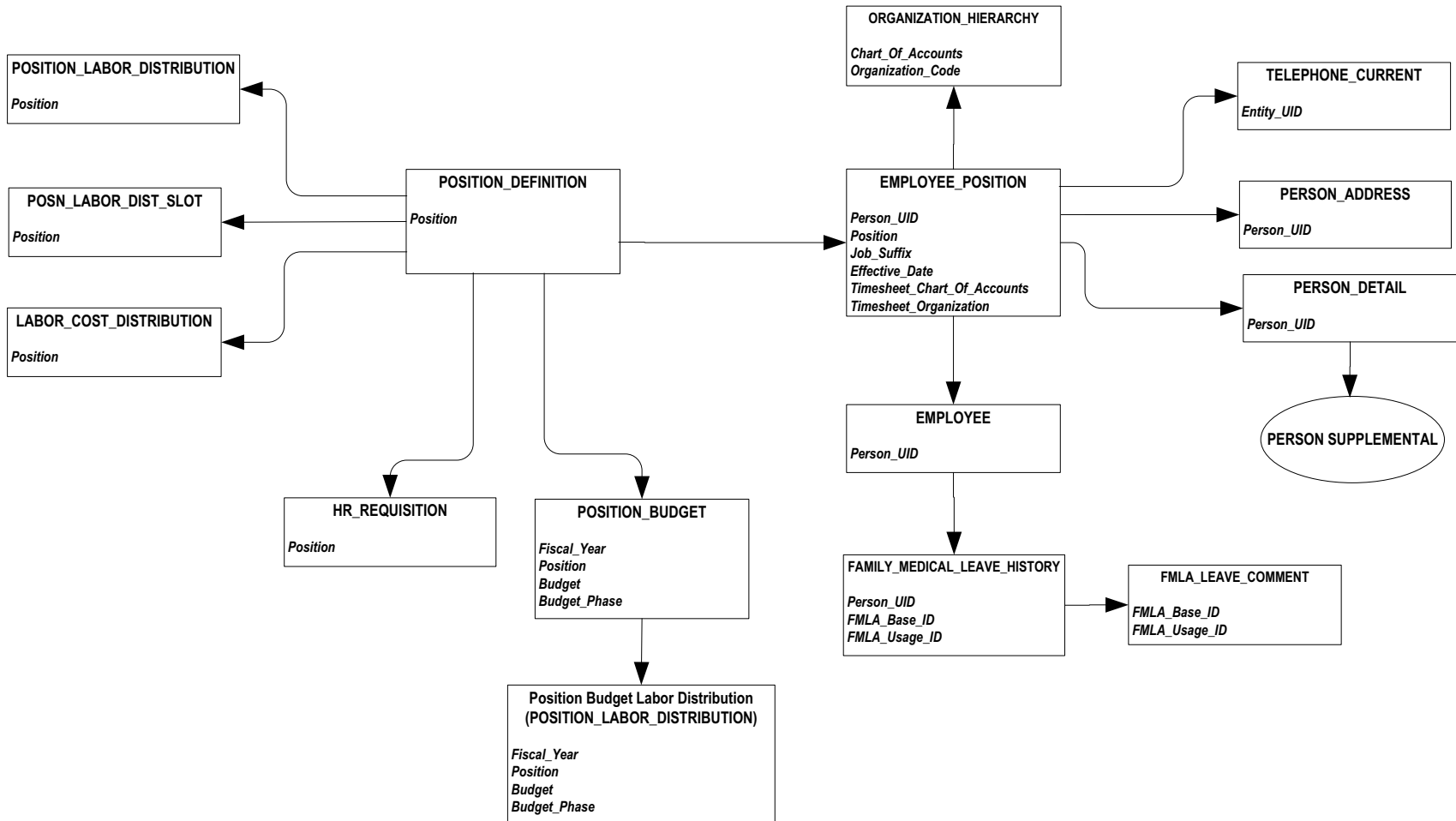
| Query Subject | Determinant Name | Determinant Columns |
|-------------------------------|-----------------------------------|---|
| Payroll Position Timesheet | UK_PAYROLL_POSITION_ TIMESHEET | Calendar_Year Payroll_Identifier Payroll_Number System_Generated_Ind Person_UID Event_Sequence_Number Position Job_Suffix Position_Begin_Date Earnings Shift_Number Time_Entry_Period_Begin_Date |

| Query Subject | Determinant Name | Determinant Columns |
|----------------------|-------------------------|--|
| Payroll Timesheet | UK_PAYROLL_TIMESHEET | Calendar_Year Payroll_Identifier Payroll_Number Person_UID Event_Sequence_Number Position Job_Suffix Effective_Date Earnings Shift_Number Time_Entry_Period_Begin_Date |
| Person Detail | UK_PERSON_DETAIL | Person_UID |

Personnel Action Audit



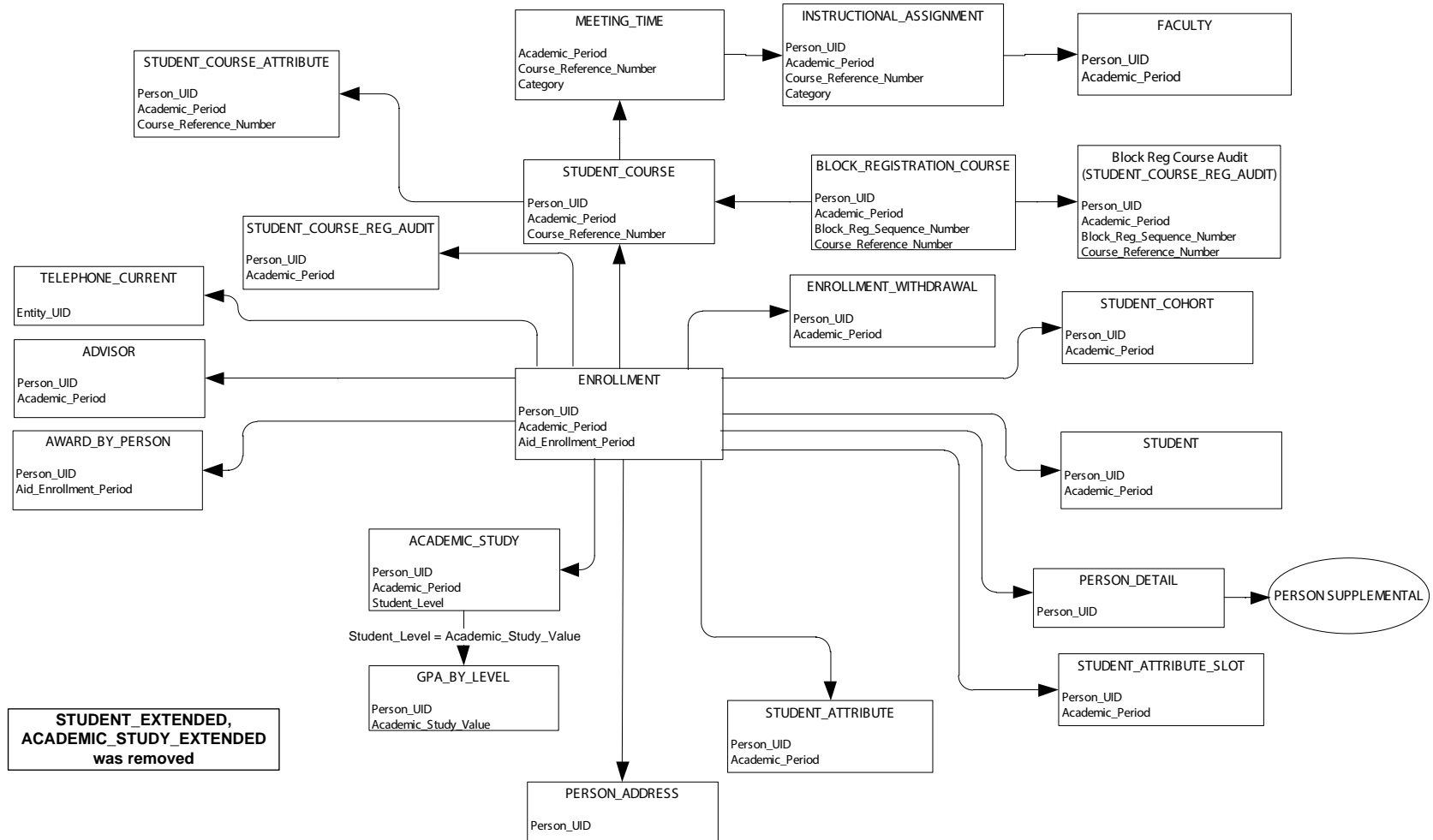
Position



Student

Active Registration

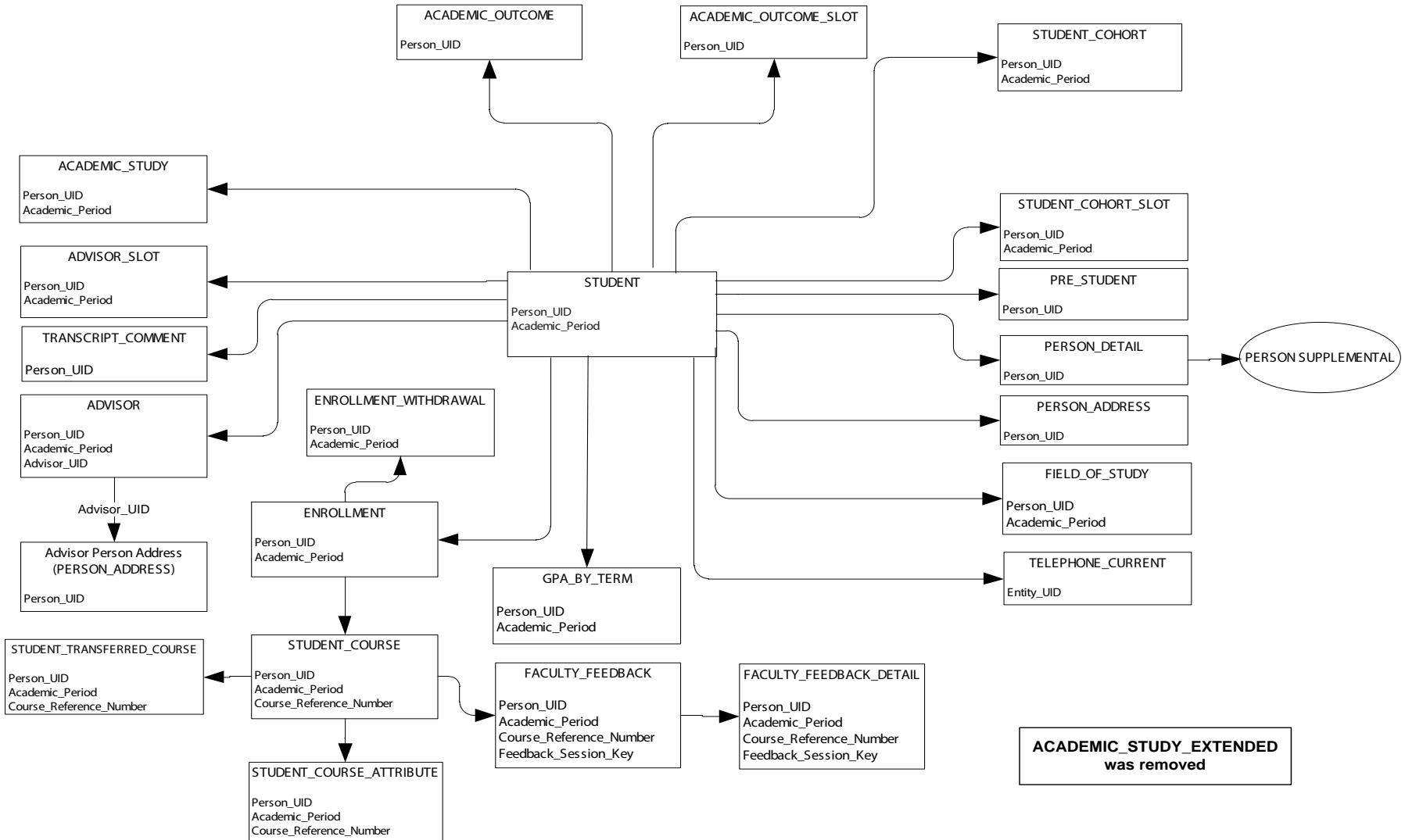
Note that Person_UID on Instructional_Assignment represents Faculty



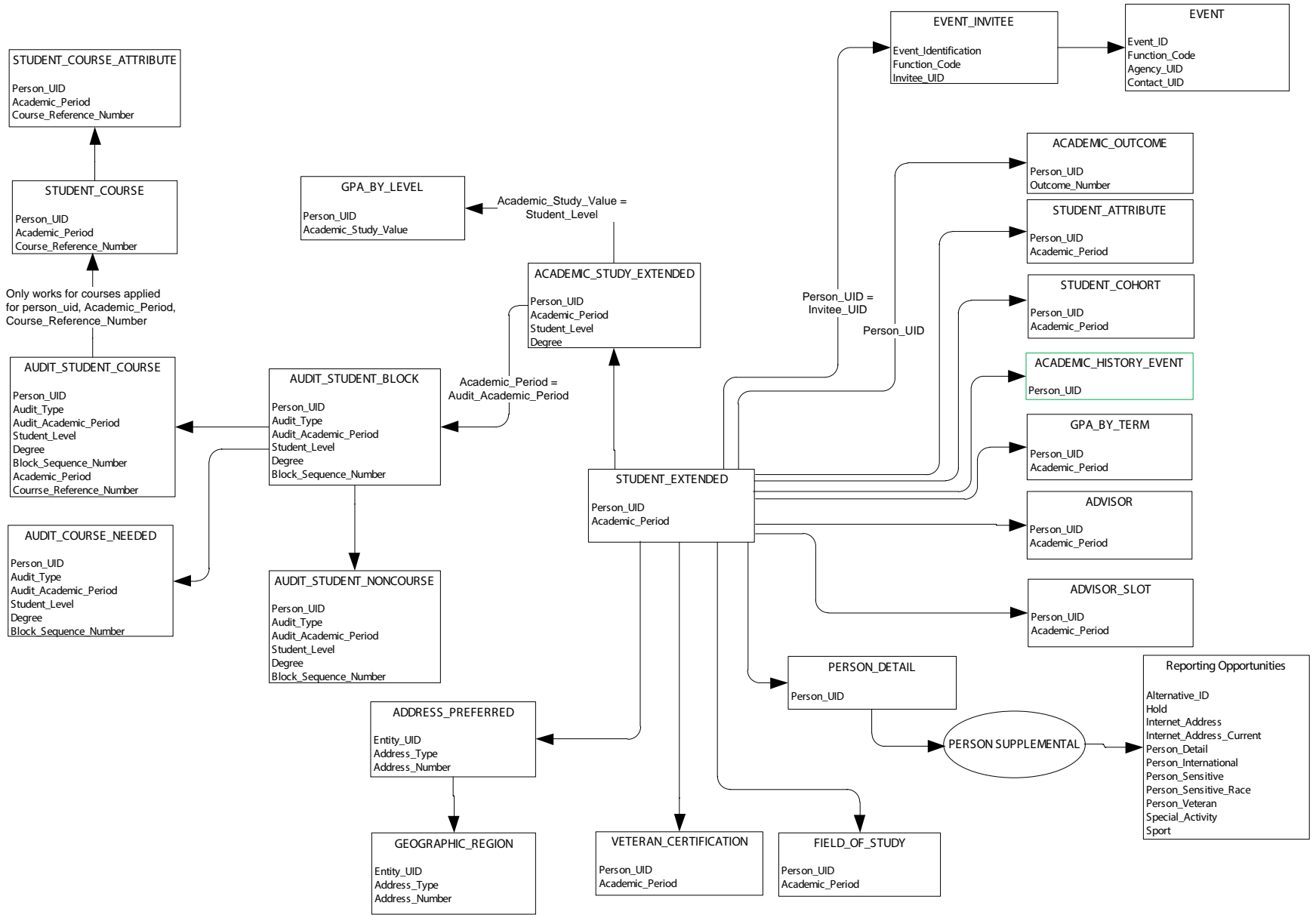
Determinants for Admissions Application:

| Query Subject | Determinant Name | Determinant Columns |
|------------------------|---------------------------|---|
| Admissions Application | UK_ADMISSIONS_APPLICATION | Person_UID Academic_Period Application_Number Curriculum_Priority_Number |

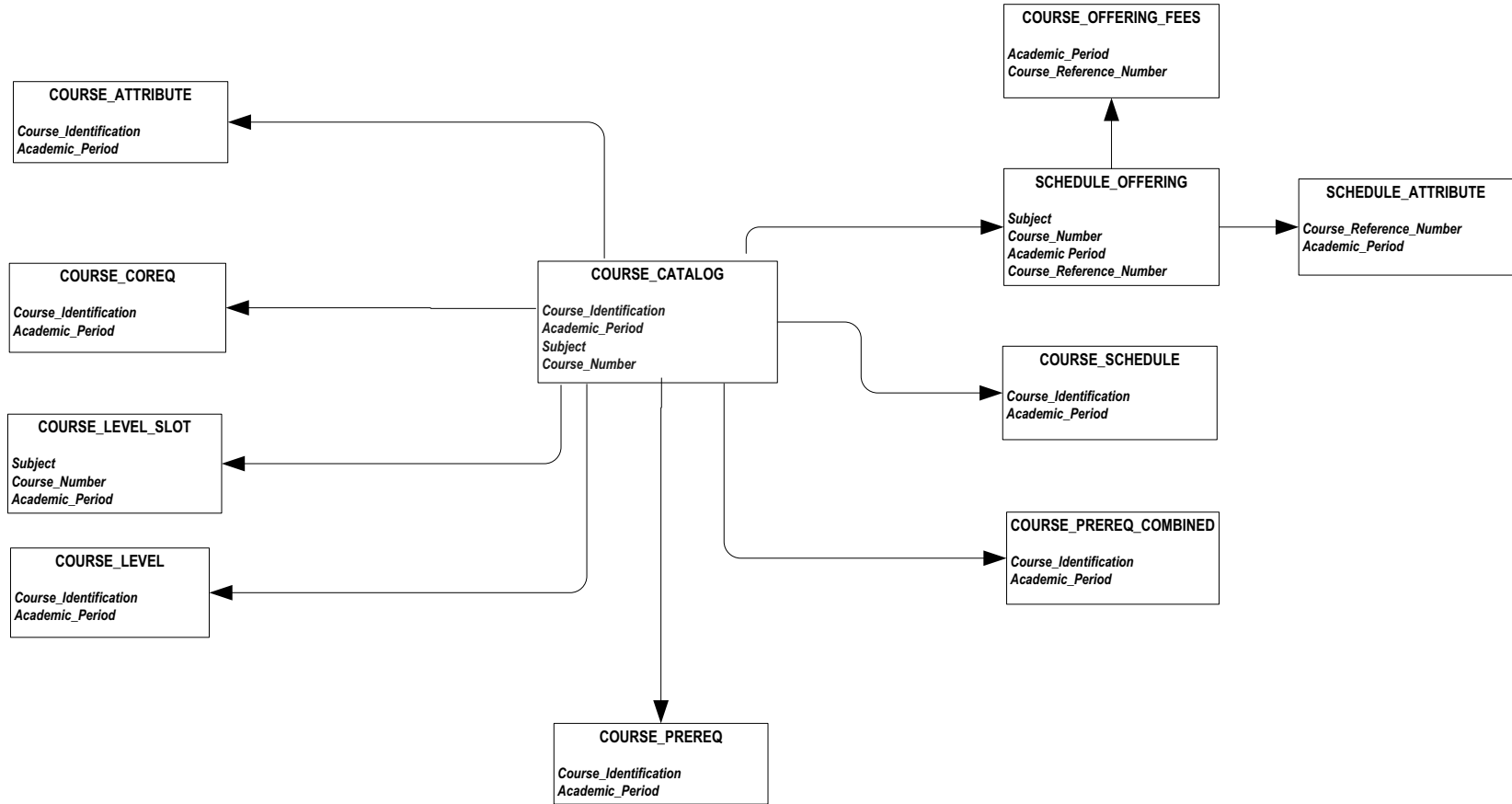
Advisor Student List



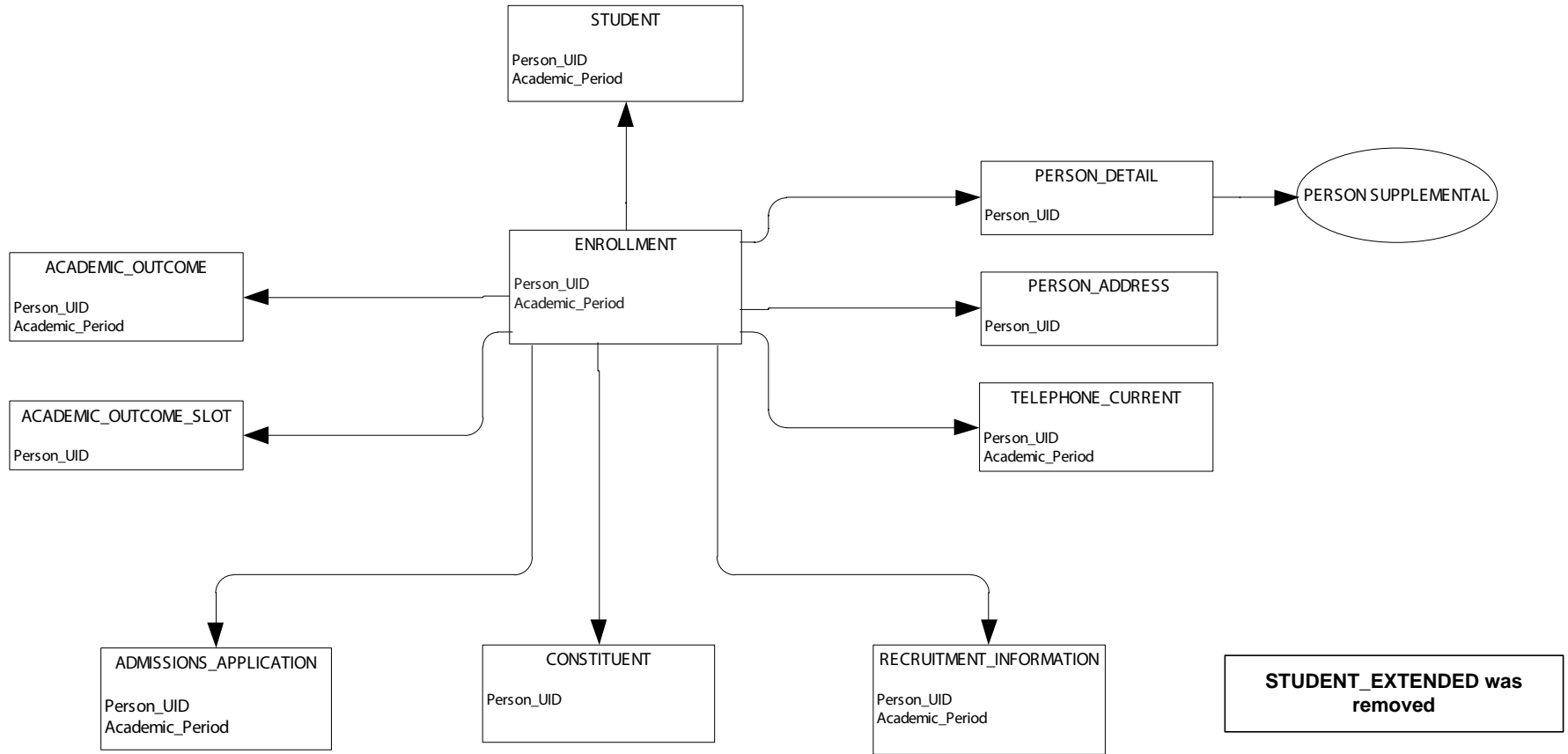
Audit Student



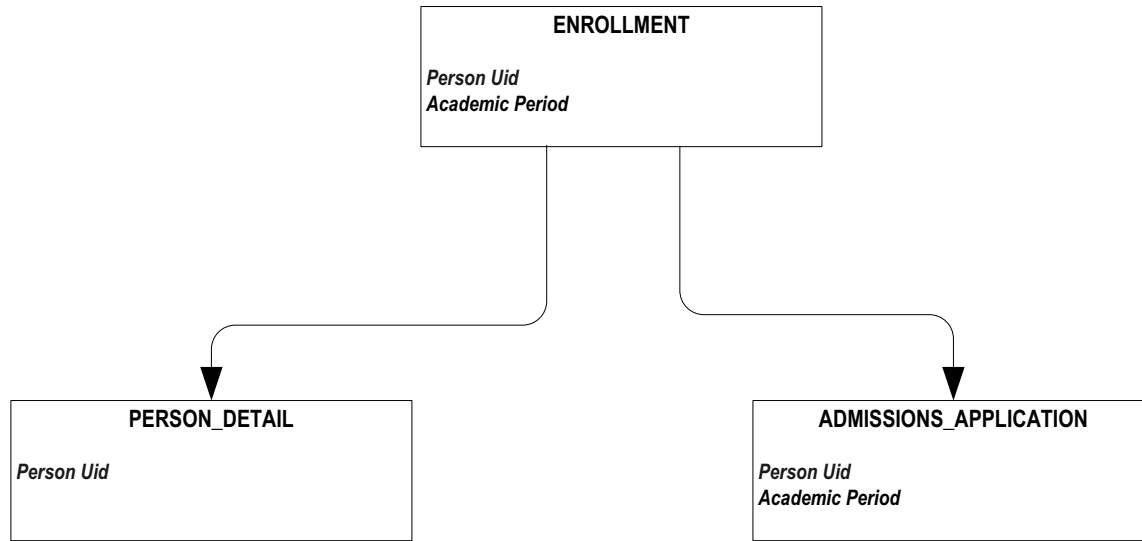
Course Catalog



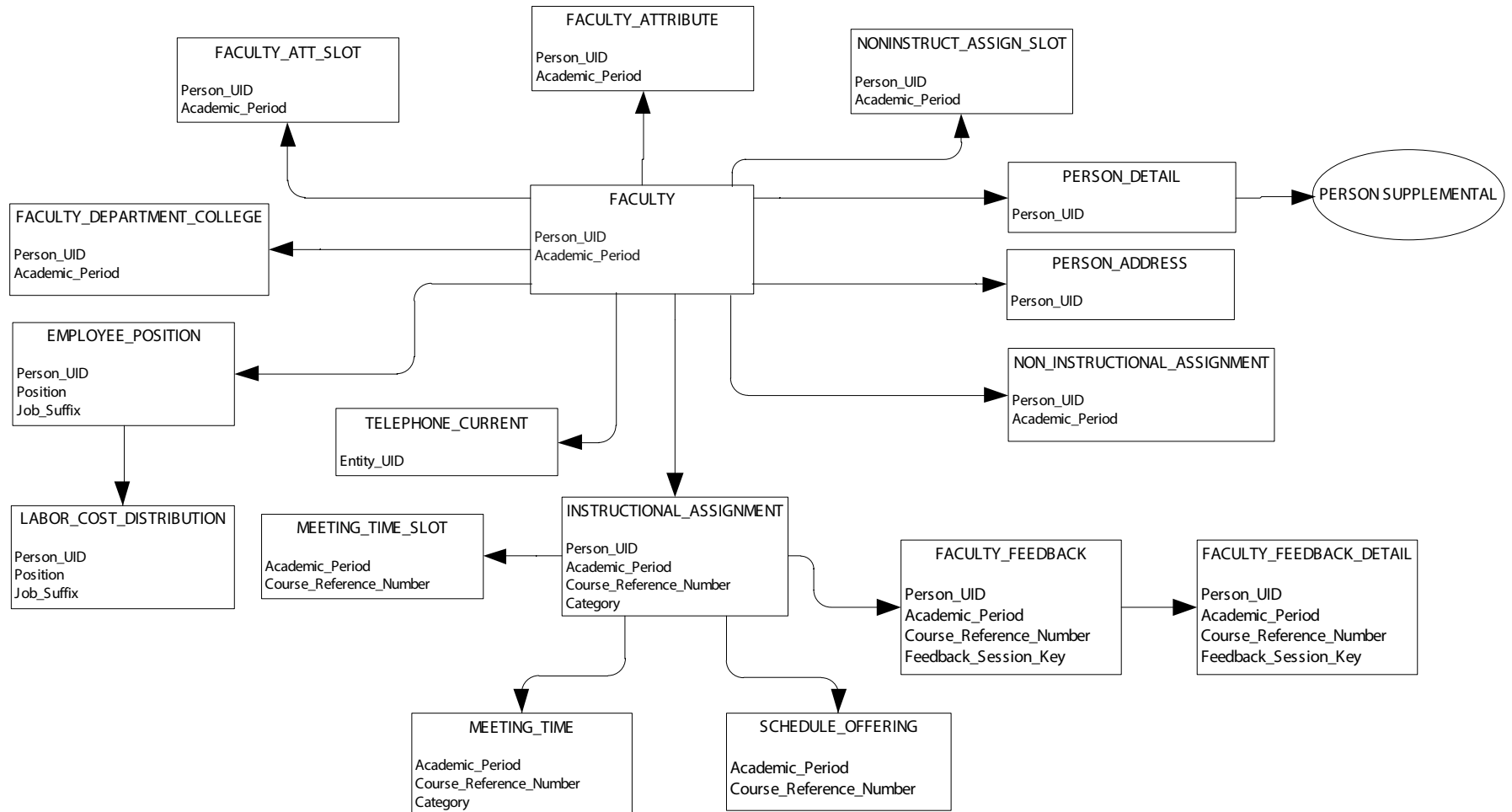
Enrollment Management



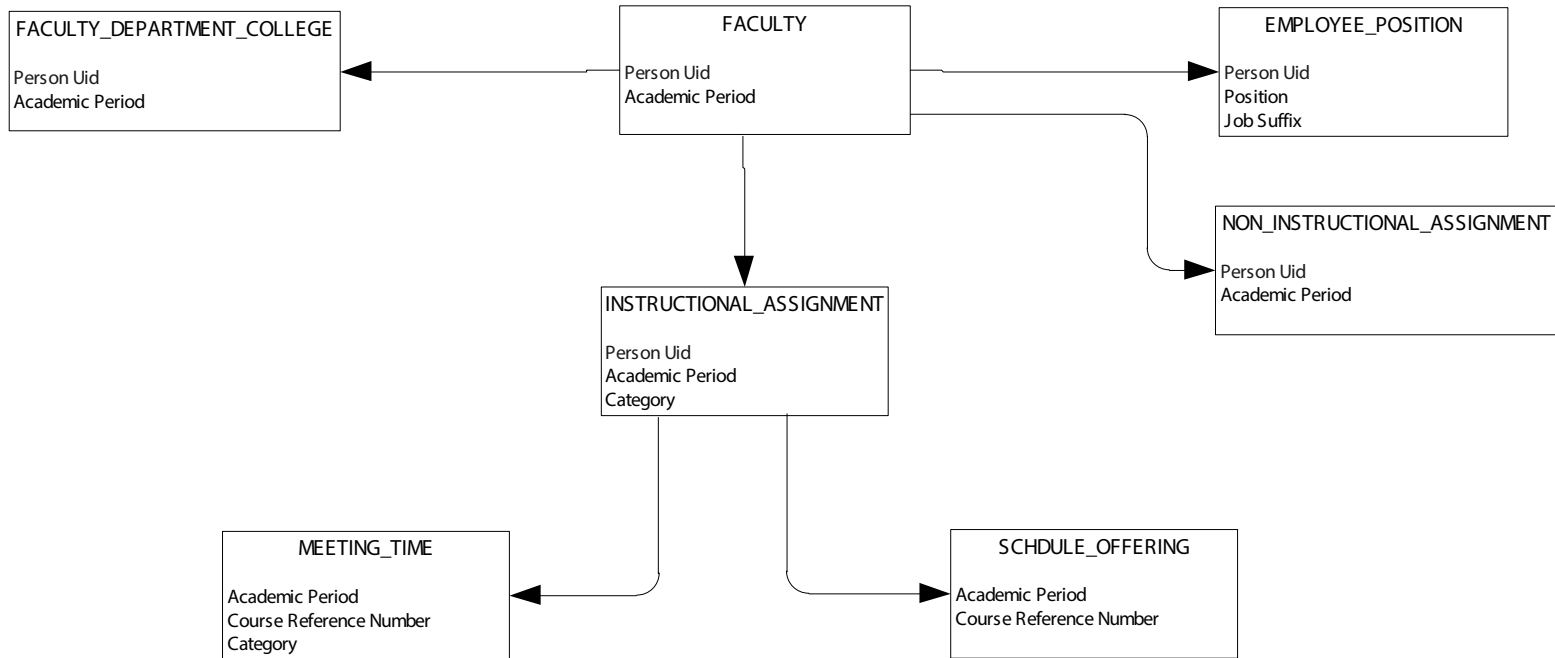
Enrollment Management Subset



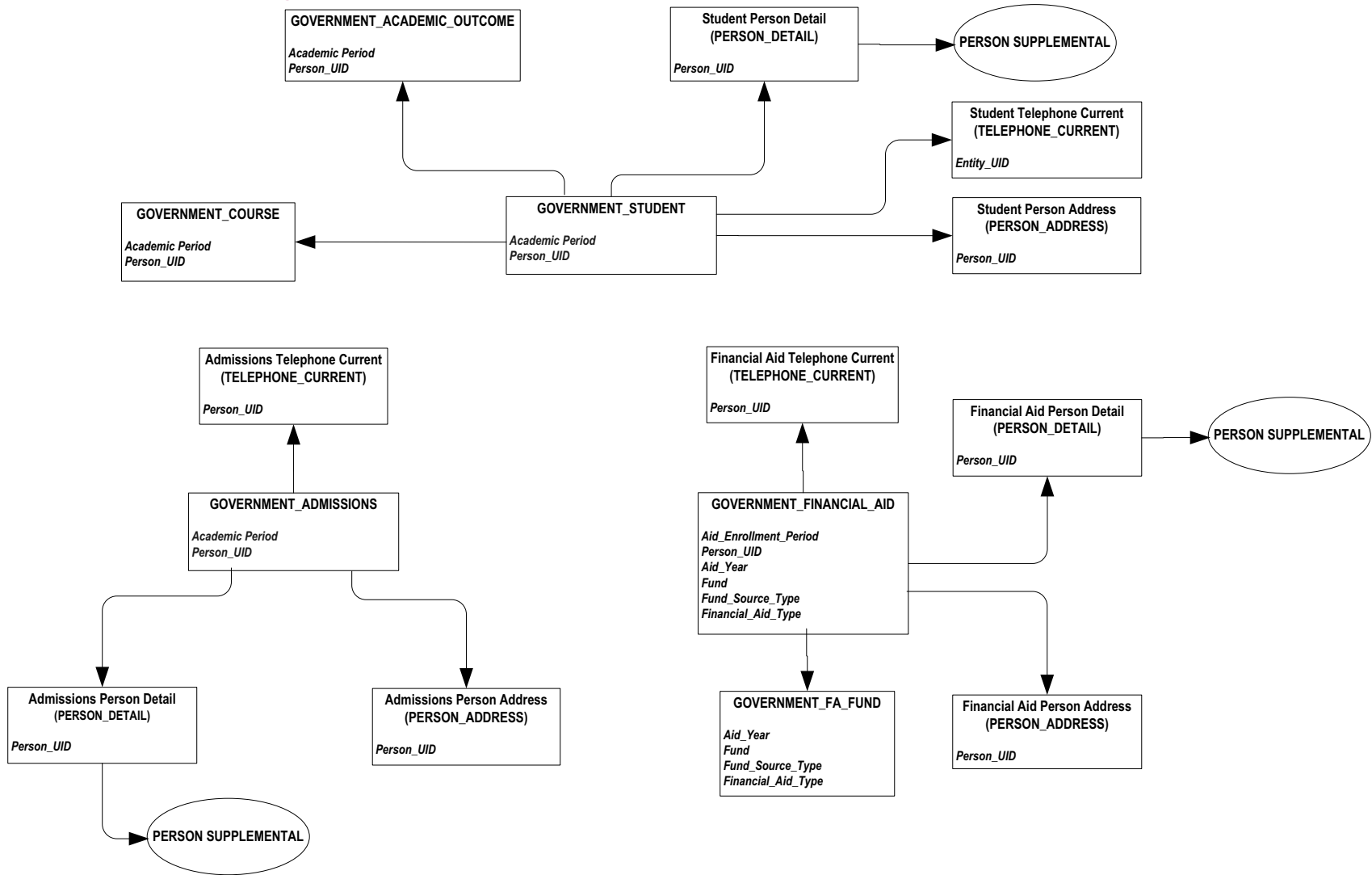
Faculty Assignment



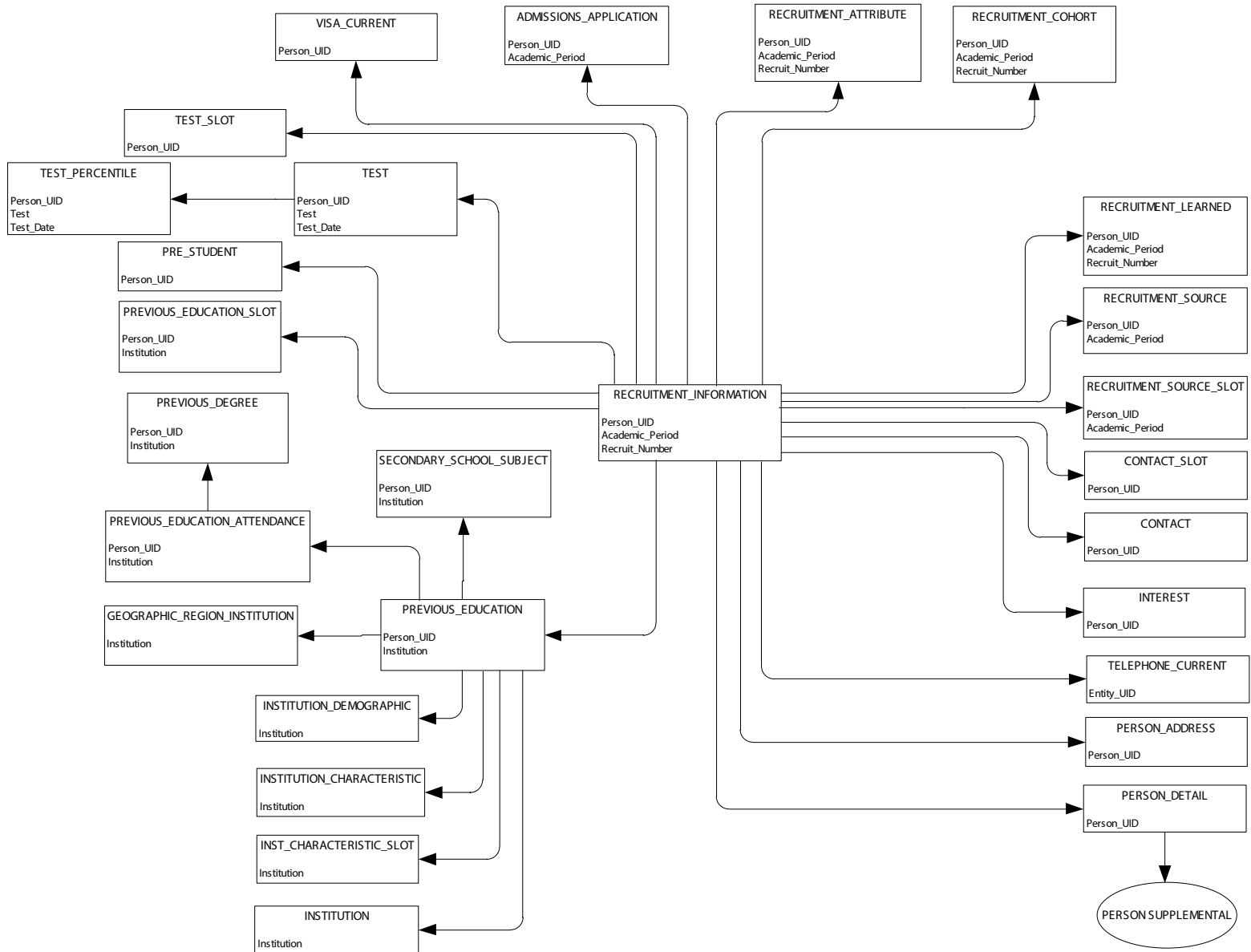
Faculty Subset



Government Reporting



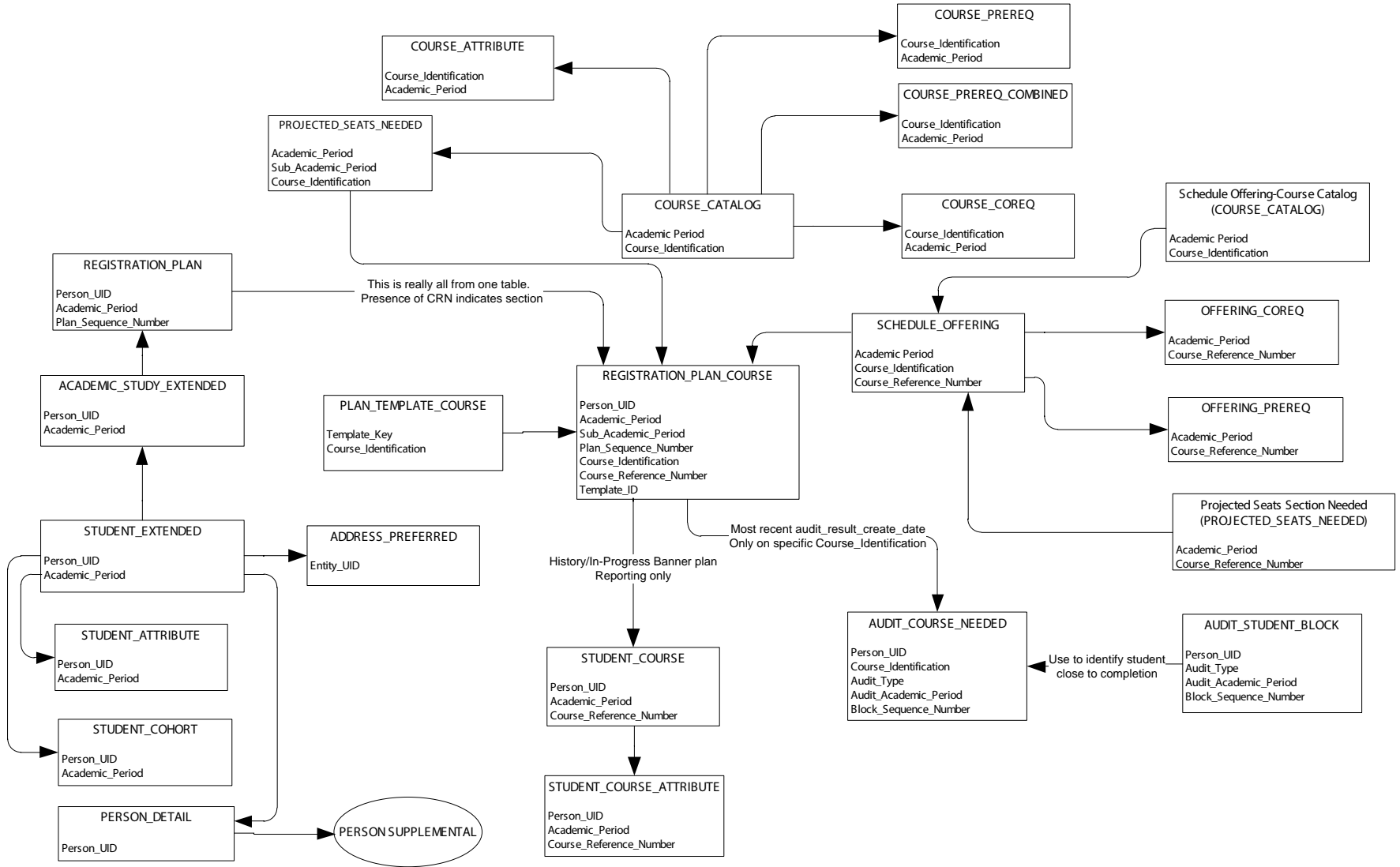
Recruitment Information



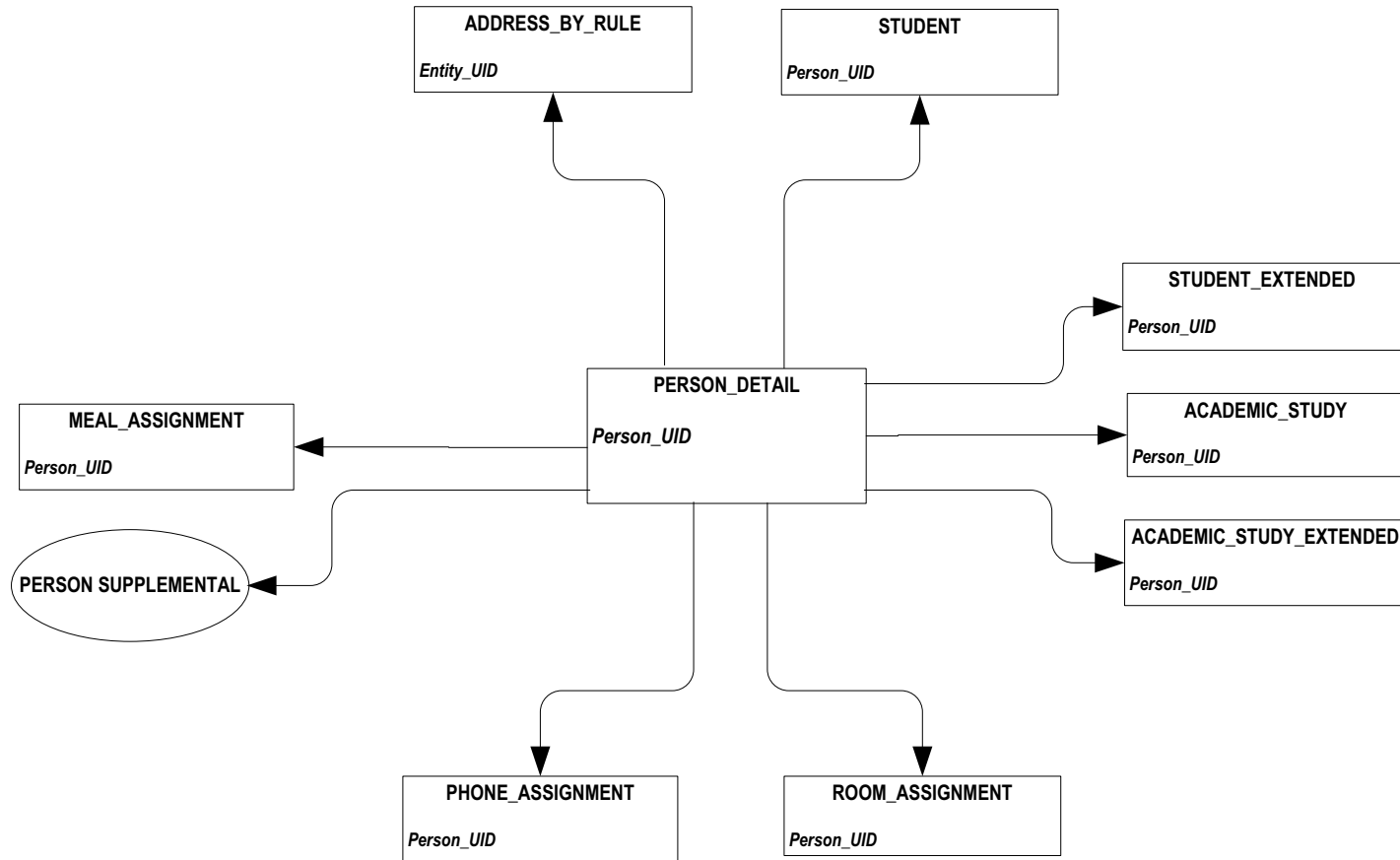
Determinants for Recruitment Information:

| Query Subject | Determinant Name | Determinant Columns |
|-------------------------|----------------------------|---|
| Recruitment Information | UK_RECRUITMENT_INFORMATION | Person_UID Academic_Period Recruit_Number Curriculum_Priority_Number |

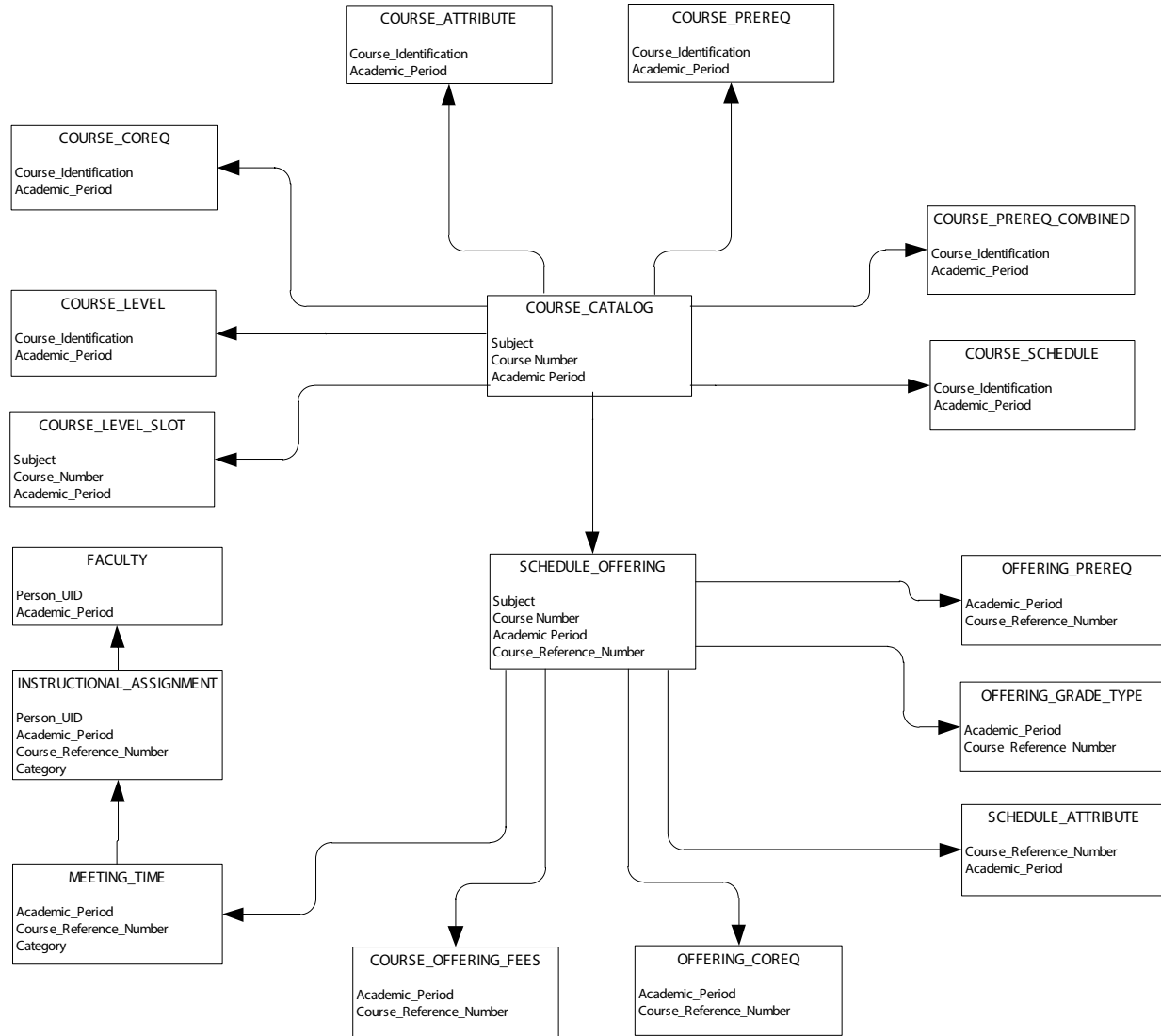
Registration Plan



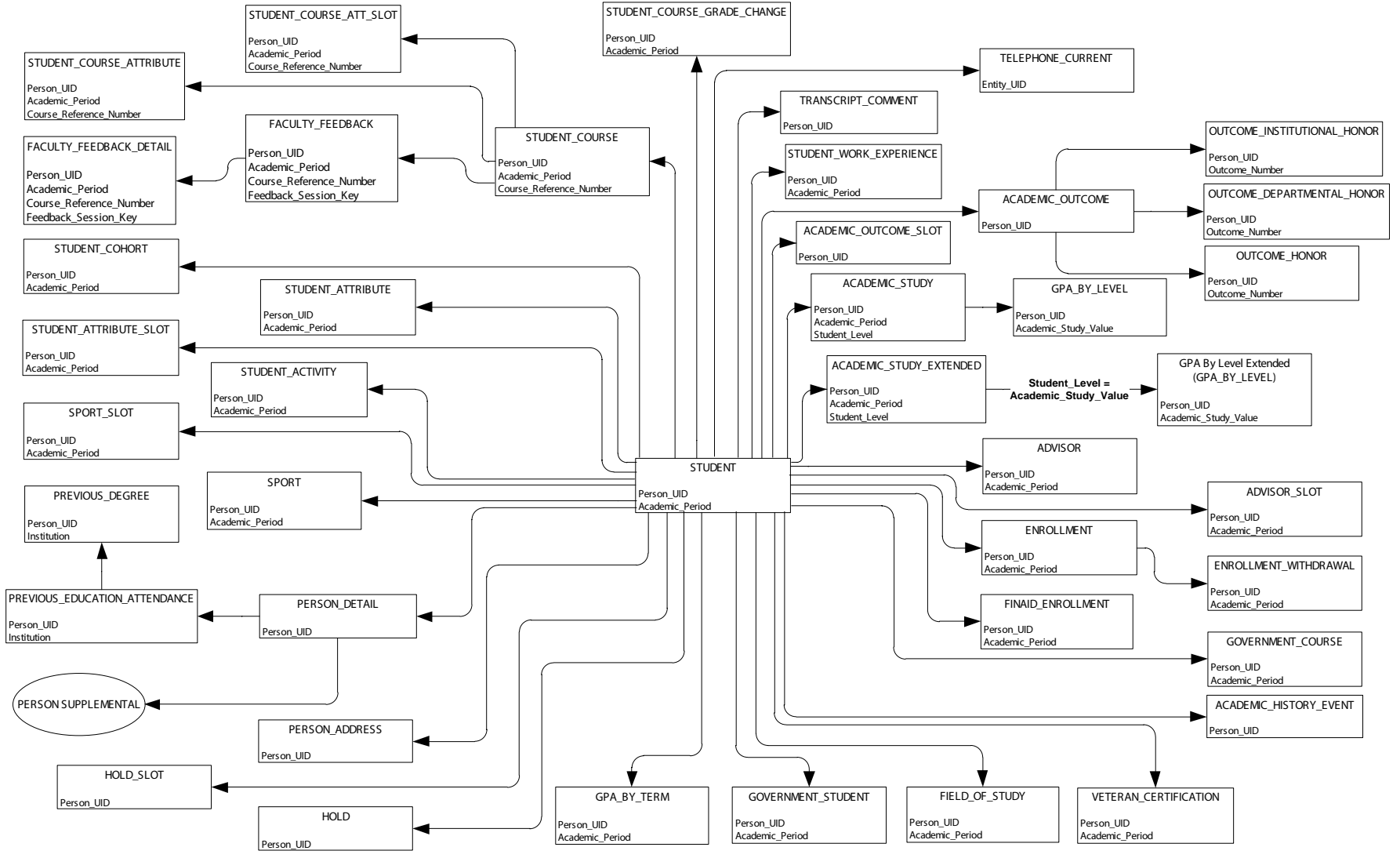
Residential Life



Schedule Offering



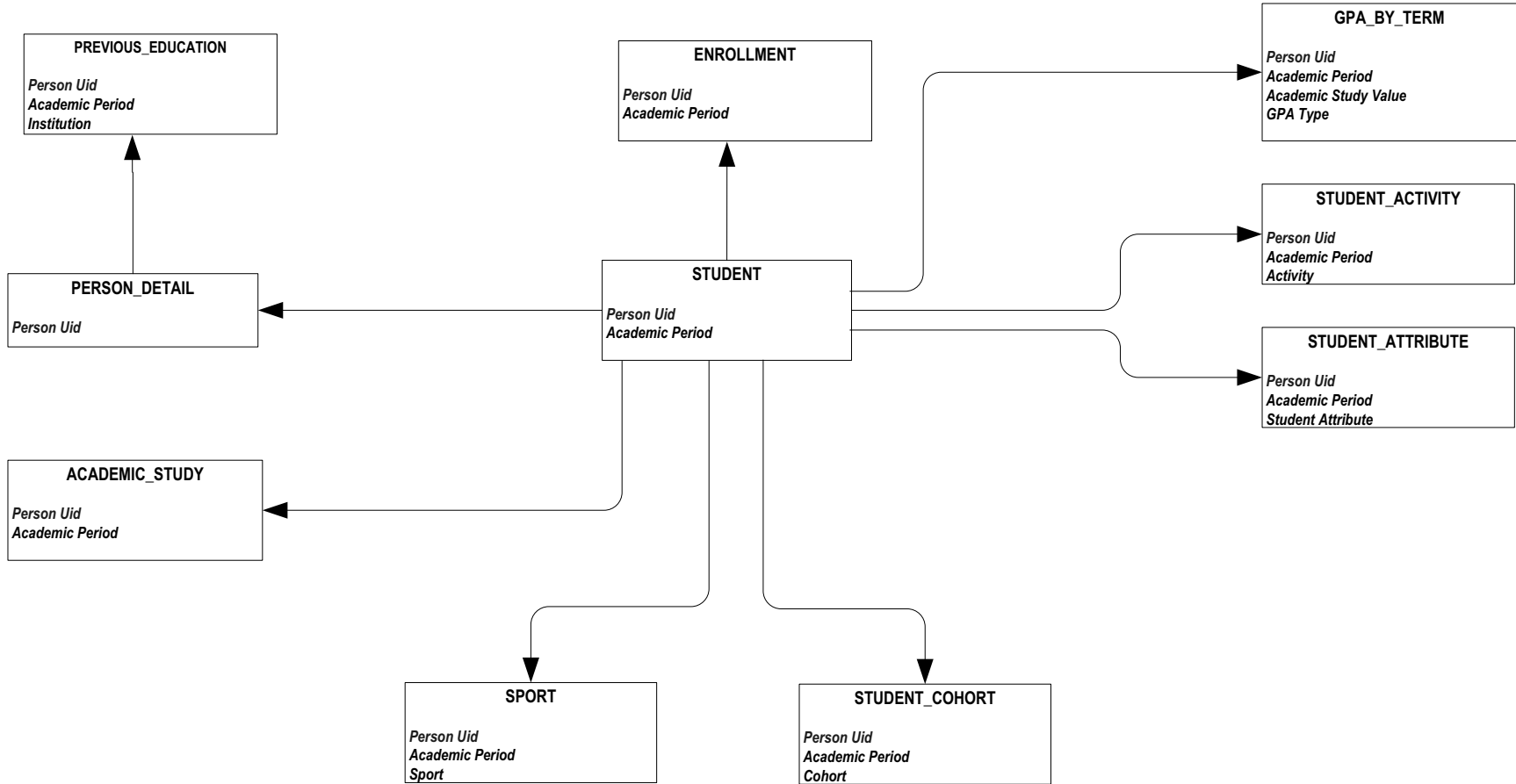
Student Detail



Determinants for Student Detail:

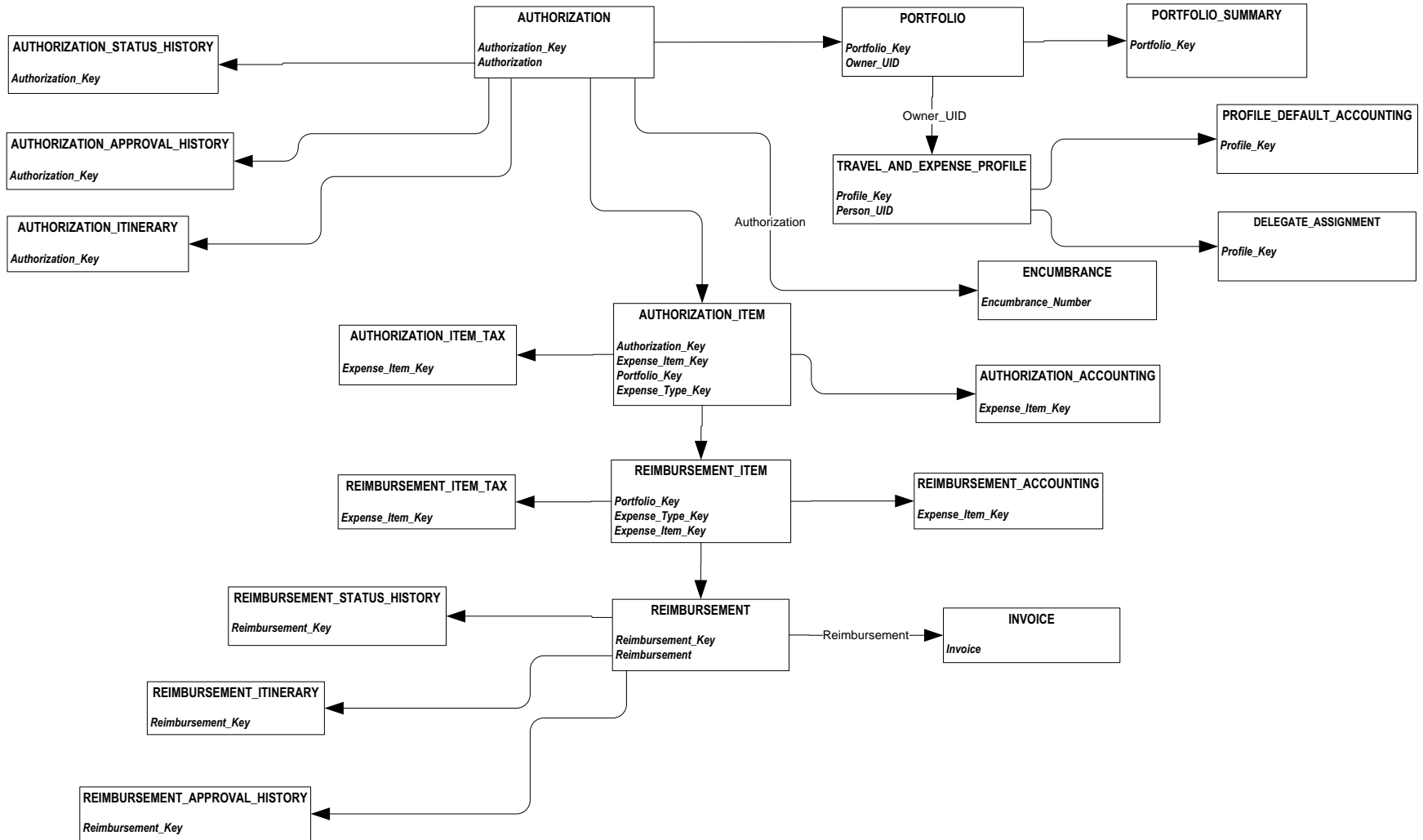
| Query Subject | Determinant Name | Determinant Columns |
|----------------------|-------------------------|-------------------------------|
| Student | UK_STUDENT | Person_UID Academic_Period |
| Student Extended | UK_STUDENT_EXTENDED | Person_UID Academic_Period |

Student Detail Subset

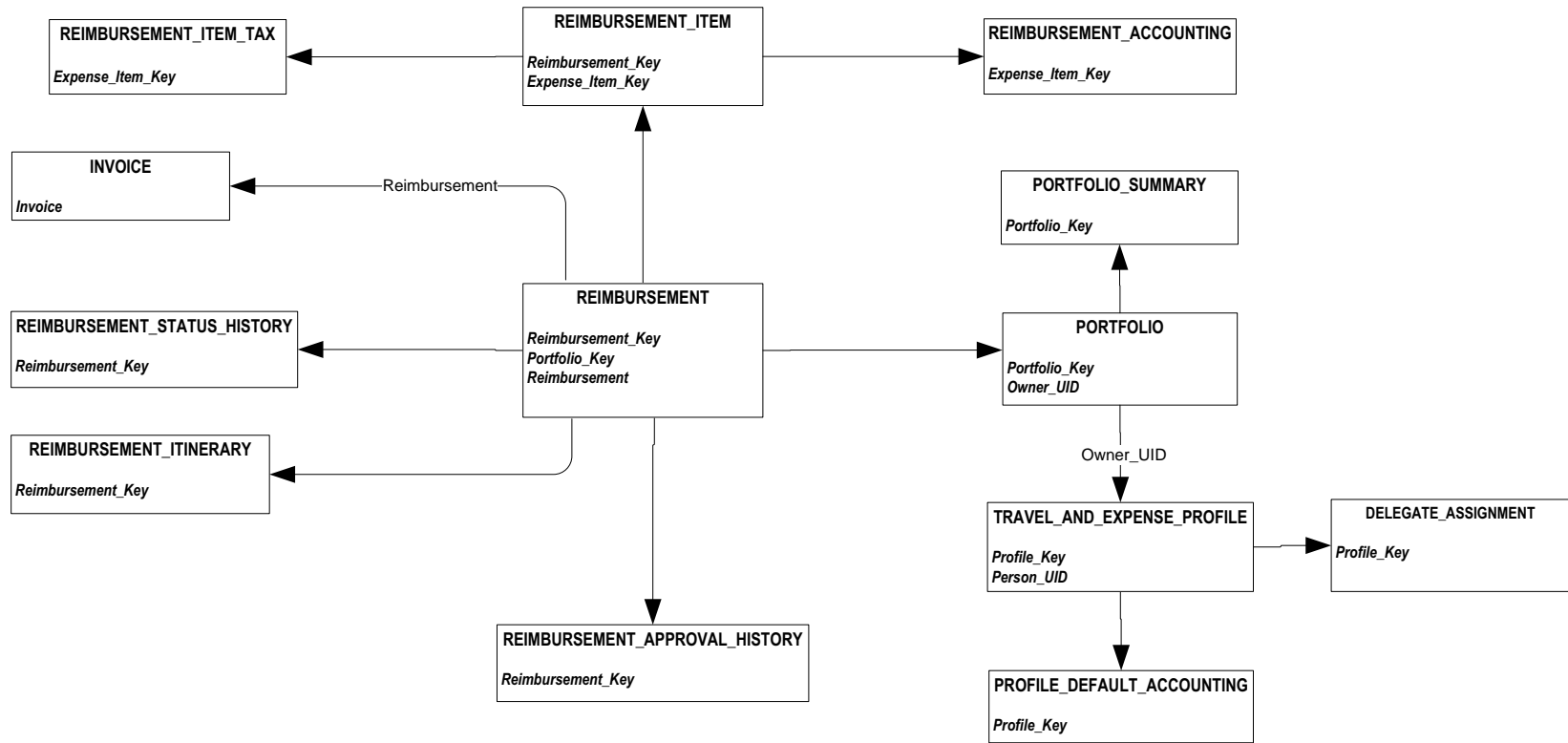


Travel and Expense

Authorization



Reimbursement



Oracle Business Intelligence Discoverer

Delivered EULs

The structure of the business areas delivered in the Oracle Discoverer EUL is designed to mimic the business concepts in the ODS meta data. The EUL contains 51 organized Business Concepts which help users identify which reporting views to use when trying to write a report in a specific business area.

The older style EUL delivered in the Banner ODS 2.0 up to the Banner ODS 3.0 was also delivered for the Banner ODS 3.1. This EUL consists of just 3 Business Area. The main Business Area being the Banner ODS – Reporting Views that comprised all of the Banner ODS Reporting Views and their logical joins to other reporting views.

This EUL has been synchronized with the subsequent Banner ODS releases and delivered so that existing reports written against this style EUL could continue to run without breaking in Banner ODS 3.1. Currently clients have the option of installing 1, both or none of these EULs.

Below are the scenarios that may help your institution decide which EUL to import moving forward:

Existing institutions that wrote reports against the EUL in Banner ODS 3.0 or earlier

- Import and continue to use the old style EUL and not import the new style EUL.
We will continue to support the old style EUL.
- Continue to use the old style EUL and also create a separate schema to import the new EUL.

In this scenario institutions can run their old reports against the older style EUL and create their new ones against the new EUL if they like the newer style EUL. In order for this scenario to happen 2 EUL schemas would need to be up and running. You cannot import both .eex files into the same EUL.

- Only import and use the new EUL.

This option would require institutions to potentially have to modify existing reports that were written against the old style EUL.

Clients new to the Banner ODS can use either EUL, but we recommend that you use the new style EUL to benefit from the additional functionality.

Lists of Values

A list of values (LOV) is a set of valid values for a column in a Banner ODS reporting view. List of value views are contained within the ODSLOV schema within the Banner ODS. The LOV views obtain their information from the Banner ODS composite table called MGT_VALIDATION. The meta data layers are shipped containing lists of values to be used for drop-down lists or filters in queries and reports. The views contained within the ODSLOV schema provide the data which populates these lists of values.

See the ODSLOV List of Values section in [List of Value Views](#) for the complete list of ODSLOV list of value views. The values also exist in Oracle Business Intelligence Discoverer and Cognos 8 Business Intelligence with the exact same names as the LOV views but without the underscores.

In Oracle Business Intelligence Discoverer, there is a business area that contains folders for each of the ODSLOV views. The business view and area are called “List of Values”.

Lists of Values – Item Classes

List of value folders in Oracle Business Intelligence Discoverer are used to create items classes in Oracle Business Intelligence Discoverer Administrator. Item classes are groups of items that share some similar properties. An item class enables you to define item properties once, and then assign the item class to other items that share similar properties.

Example

The Academic Period LOV folder includes an item called Academic Period that describes each academic period. A similar item also called Academic Period is contained in the Academic Outcome folder.

To enable both items to share common properties (for example, a list of values), we created an item class from the list of value folder to define the properties, and applied it to both items. So, the list of values only had to be defined once from the ODSLOV view.



Note: You may notice that when using this approach there may be academic periods in the Academic Period LOV folder that are not in the Academic Outcome folder. However, accessing the list from the ODSLOV view is faster than accessing one created from the reporting view.

If you need a list of values that exactly matches the values in the reporting view column, you can create an item class from a reporting view column similarly to how it was created from the ODSLOV views.

Oracle Business Intelligence Discoverer end users use lists of values to display values or enter values in parameters and conditions.

A table of Oracle Business Intelligence Discoverer item classes that have been assigned to reporting view columns displays below. There are many more item classes that can be create from the list of value views. The following table lists the ones that are currently provided:

Table 1: Item Classes

| Item Class | Item Class | Item Class |
|---|---|--|
| Lov Academic Period.Value | Lov Division.Value | Lov Native Language.Value |
| Lov Academic Period.Value Description | Lov Division.Value Description | Lov Native Language.Value Description |
| Lov Academic Standing.Value | Lov Earnings.Value | Lov Organization Level 1.Value |
| Lov Academic Standing.Value Description | Lov Earnings.Value Description | Lov Organization Level 2.Value |
| Lov Academic Title.Value | Lov Educational Goal.Value | Lov Organization Level 3.Value |
| Lov Academic Year.Value | Lov Educational Goal.Value Description | Lov Organization Level 4.Value |
| Lov Academic Year.Value Description | Lov Eeo Skill.Value | Lov Organization Level 5.Value |
| Lov Account Class.Value | Lov Eeo Skill.Value Description | Lov Organization Level 6.Value |
| Lov Account Class.Value Description | Lov Employee Class.Value | Lov Organization Level 7.Value |
| Lov Account Level 1.Value | Lov Employee Group.Value | Lov Organization Pool.Value |
| Lov Account Level 2.Value | Lov Employee Group.Value Description | Lov Organization Pool.Value Description |
| Lov Account Level 3.Value | Lov Employee Status.Value | Lov Packaging Group.Value |
| Lov Account Level 4.Value | Lov Employee Status.Value Description | Lov Packaging Group.Value Description |
| Lov Account Pool.Value | Lov Employer Category.Value | Lov Position Change Reason.Value |
| Lov Account Pool.Value Description | Lov Employer Category.Value Description | Lov Position Change Reason.Value Description |
| Lov Account Type Level 1.Value | Lov Employer Industrial Type.Value | Lov Position Class.Value |
| Lov Account Type Level 2.Value | Lov Employer.Value | Lov Position Class.Value Description |
| Lov Activity Category.Value | Lov Employer.Value Description | Lov Position Deferred Pay.Value |

Table 1: Item Classes

| Item Class | Item Class | Item Class |
|---|---|--|
| Lov Activity Category.Value Description | Lov Employment Status.Value | Lov Position Deferred Pay.Value Description |
| Lov Activity Type.Value | Lov Employment Status.Value Description | Lov Position Location.Value |
| Lov Activity Type.Value Description | Lov Enrollment Status.Value | Lov Position Location.Value Description |
| Lov Activity.Value | Lov Enrollment Status.Value Description | Lov Position Status.Value |
| Lov Activity.Value Description | Lov Fiscal Period.Value | Lov Position Status.Value Description |
| Lov Address Type.Value | Lov Fiscal Year.Value | Lov Position.Value |
| Lov Address Type.Value Description | Lov Foreign Currency.Value | Lov Pref Class.Value |
| Lov Admissions Attribute.Value | Lov Foreign Currency.Value Description | Lov Pref Class.Value Description |
| Lov Admissions Attribute.Value Description | Lov Fund Level 1.Value | Lov Prim Disability.Value |
| Lov Admissions Population.Value | Lov Fund Level 2.Value | Lov Prim Disability.Value Description |
| Lov Admissions Population.Value Description | Lov Fund Level 3.Value | Lov Program Classification.Value |
| Lov Advisor Name Lfmi.Value | Lov Fund Level 4.Value | Lov Program Classification.Value Description |
| Lov Advisor Type.Value | Lov Fund Level 5.Value | Lov Program Level 1.Value |
| Lov Advisor Type.Value Description | Lov Fund Pool.Value | Lov Program Level 2.Value |
| Lov Aid Year.Value | Lov Fund Pool.Value Description | Lov Program Level 3.Value |
| Lov Aid Year.Value Description | Lov Fund Source.Value | Lov Program Level 4.Value |
| Lov Application Status.Value | Lov Fund Source.Value Description | Lov Program.Value |
| Lov Application Status.Value Description | Lov Fund Type Level 1.Value | Lov Program.Value Description |
| Lov Assignment Grade.Value | Lov Fund Type Level 2.Value | Lov Progress Evaluation.Value |
| Lov Assignment Pay Id.Value | Lov Fund Type.Value | Lov Progress Evaluation.Value Description |

Table 1: Item Classes

| Item Class | Item Class | Item Class |
|--|--|--|
| Lov Assignment Pay Id.Value Description | Lov Fund Type.Value Description | Lov Project.Value |
| Lov Assignment Salary Group.Value | Lov Gender.Value | Lov Project.Value Description |
| Lov Assignment Salary Group.Value Description | Lov Gender.Value Description | Lov Prospect Status.Value |
| Lov Award Category.Value | Lov Grade Type.Value | Lov Rating Type.Value |
| Lov Award Category.Value Description | Lov Grade Type.Value Description | Lov Rating Type.Value Description |
| Lov Benefit Category.Value | Lov Grant.Value Description | Lov Rating.Value |
| Lov Benefit Category.Value Description | Lov Hold.Value | Lov Rating.Value Description |
| Lov Block Schedule.Value | Lov Hold.Value Description | Lov Recruiter.Value |
| Lov Block Schedule.Value Description | Lov Income Level.Value | Lov Recruiter.Value Description |
| Lov Budget Group.Value | Lov Income Level.Value Description | Lov Registration Reason.Value |
| Lov Budget Group.Value Description | Lov Installment Plan.Value | Lov Registration Reason.Value Description |
| Lov Budget Phase.Value | Lov Installment Plan.Value Description | Lov Registration Status.Value Description |
| Lov Budget Phase.Value Description | Lov Instruction Method.Value | Lov Registration Status.Value Description |
| Lov Budget.Value | Lov Instruction Method.Value Description | Lov Residency.Value |
| Lov Building.Value | Lov Instructional Method.Value | Lov Residency.Value Description |
| Lov Building.Value Description | Lov Instructional Method.Value Description | Lov Review Type.Value |
| Lov Campaign Type.Value | Lov Instructor Name.Value | Lov Review Type.Value Description |
| Lov Campaign Type.Value Description | Lov Internal Account Type.Value | Lov Schedule Type.Value |
| Lov Campaign.Value | Lov Internal Account Type.Value Description | Lov Schedule Type.Value Description |
| Lov Campus.Value | Lov Internal Fund Type.Value | Lov Secondary School.Value |

Table 1: Item Classes

| Item Class | Item Class | Item Class |
|---|---|---|
| Lov Campus.Value Description | Lov Internal Fund Type.Value Description | Lov Site.Value |
| Lov Certification.Value | Lov Job Leave Category.Value | Lov Site.Value Description |
| Lov Certification.Value Description | Lov Job Leave Category.Value Description | Lov State Province.Value |
| Lov Chart Of Accounts.Value | Lov Job Suffix.Value | Lov State Province.Value Description |
| Lov Chart Of Accounts.Value Description | Lov Leadership Role.Value | Lov Student Population.Value |
| Lov Cohort.Value | Lov Leadership Role.Value Description | Lov Student Population.Value Description |
| Lov Cohort.Value Description | Lov Leave Of Absence Reason.Value | Lov Student Status.Value |
| Lov Collection Agency Name.Value | Lov Leave Of Absence Reason.Value Description | Lov Student Status.Value Description |
| Lov College.Value | Lov Legacy.Value | Lov Sub Academic Period.Value |
| Lov College.Value Description | Lov Legacy.Value Description | Lov Sub Academic Period.Value Description |
| Lov Commodity.Value | Lov Location Level 1.Value | Lov Subject.Value |
| Lov Commodity.Value Description | Lov Location Level 2.Value | Lov Subject.Value Description |
| Lov Contract Number.Value | Lov Location Level 3.Value | Lov Termination Reason.Value |
| Lov Contract Type.Value | Lov Location Level 4.Value | Lov Termination Reason.Value Description |
| Lov Contract Type.Value Description | Lov Mail.Value | Lov Test Rule.Value |
| Lov County.Value | Lov Mail.Value Description | Lov Test.Value |
| Lov County.Value Description | Lov Major.Value | Lov Test.Value Description |
| Lov Course Attribute.Value | Lov Major.Value Description | Lov Tracking Group.Value |
| Lov Course Attribute.Value Description | Lov Marital Status.Value | Lov Tracking Group.Value Description |
| Lov Course Identification.Value | Lov Marital Status.Value Description | Lov Vendor Type.Value |
| Lov Course Reference Number.Value | Lov Meal Plan.Value | Lov Vendor Type.Value Description |

Table 1: Item Classes

| Item Class | Item Class | Item Class |
|---|------------------------------------|---|
| Lov Current Time Status.Value | Lov Meal Plan.Value Description | Lov Veteran Category.Value |
| Lov Current Time Status.Value Description | Lov Meeting Type.Value | Lov Veteran Category.Value Description |
| Lov Department.Value | Lov Meeting Type.Value Description | Lov Worker Compensation Class.Value |
| Lov Department.Value Description | Lov Nation.Value | Lov Worker Compensation Class.Value Description |
| Lov Designation.Value | Lov Nation.Value Description | |

Conditions

Information from reporting views in the Banner ODS can be filtered using objects in the reporting tool meta data layer. In Oracle Business Intelligence Discoverer, they are called conditions.

The table at the bottom of this section identifies which conditions are set up in the Oracle Business Intelligence Discoverer EUL.

Table 2: Oracle Business Intelligence Discoverer Objects and their definitions

| Oracle Business Intelligence Discoverer Object | Definition |
|--|--|
| Condition Name | A name for the condition on the reporting view. |
| Formula | An expression that is used to generate a where clause when querying the Reporting View. |
| Folder Name | An Oracle Business Intelligence Discoverer folder that represents a Banner ODS Reporting View. |
| Business Area | A logical grouping of Banner ODS Reporting Views. |
| Optional vs. Mandatory | If a condition is optional, it is visible in Oracle Business Intelligence Discoverer Plus and can be added to a workbook. If it is mandatory, it is invisible, and always applied to a folder. |

Table 3: Conditions set up in the Oracle Business Intelligence Discoverer EUL

| Condition Name | Formula | Folder Name | Business Area | Optional vs. Mandatory |
|--------------------------------------|--------------------------|---------------------|----------------------------|-------------------------------|
| Endowment Distribution Document Type | Document Type = 20 | Transaction History | Endowment Distribution | Optional |
| | | | Transaction History | Optional |
| Fixed Asset Adjustment Document Type | Document Type = 60 | Transaction History | Fixed Asset | Optional |
| | | | Transaction History | Optional |
| Invoice Document Type | Document Type = 3 | Transaction History | Invoice Payable | Optional |
| | | | Transaction History | Optional |
| Purchasing Document Type | Document Type = 2 | Transaction History | Purchasing Payable | Optional |
| | | | Transaction History | Optional |
| Encumbrance Ledger Indicator | Ledger Indicator = 'E' | Transaction History | Encumbrance | Optional |
| | | | Transaction History | Optional |
| General Ledger Indicator | Ledger Indicator = 'G' | Transaction History | General Ledger | Optional |
| | | | Receivable Revenue | Optional |
| | | | Transaction History | Optional |
| Operating Ledger Indicator | Ledger Indicator = 'O' | Transaction History | Grant Ledger | Optional |
| | | | Operating Ledger | Optional |
| | | | Transaction History | Optional |
| Status = 'A' | Status = 'A' | Employee | Benefit Deduction | Mandatory |
| Status Disposition = 'U' | Status Disposition = 'U' | Hr Application | Human Resource Application | Mandatory |
| | | | Person Role | Mandatory |

Date Hierarchies

Hierarchies are logical relationships between items that enable you to drill up and down to view more or less detail. To analyze information effectively, Oracle Business Intelligence Discoverer end users should:

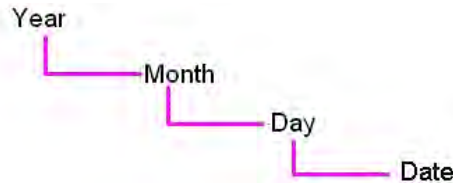
- Drill down to see more detail. The Year to Month to Day to Date, for example.
- Drill up to see how the detail contributes to information at a higher level. The Date to Day to Month to Year, for example.



Note: Oracle Business Intelligence Discoverer automatically creates default date hierarchies against date items when you import a reporting view into the End User Layer (EUL) using Oracle Business Intelligence Discoverer Administrator. However, these default date hierarchies can cause performance issues.

Oracle Business Intelligence Discoverer adds additional date items to a folder with default date hierarchies, using a function to populate the values returned for these items. This keeps queries that include these date items from using any indexes on the folder. Therefore the Ellucian date hierarchy replaces the Oracle Business Intelligence Discoverer default date hierarchies.

The EUL uses the CALENDAR_DATE_HIERARCHY reporting view to specify time periods needed for the hierarchy. Below is an example of the calendar date hierarchy used in the EUL.



A number of date folders are provided based on the CALENDAR_DATE_HIERARCHY reporting view. Each folder has a hierarchy defined on it. The table below lists the date folders in the Oracle Business Intelligence Discoverer EUL.

Table 4: List of date folders in the Oracle Business Intelligence Discoverer EUL

| Date Folder | Date Folder |
|--------------------------|-----------------------------|
| Award Status Date | Origination Tag Number Date |
| Birth Date | Package Completion Date |
| Collection Date | Pledge Date |
| Current Time Status Date | Pool Termination Date |
| Date Added Date | Position Begin Date |

Table 4: List of date folders in the Oracle Business Intelligence Discoverer EUL

| Date Folder | Date Folder |
|--------------------------|-----------------------|
| Deceased Date | Position Vacancy Date |
| Document Date | Posting Date |
| Enrollment Status Date | Profile Date |
| Function Start Date | Project Start Date |
| Highest Gift Amount Date | Purchase Order Date |
| Immigration Status Date | Rating Date |
| Income Spend End Date | Related Birth Date |
| Invoice Date | Related Deceased Date |
| Latest Decision Date | Start Date |
| Military Separation Date | Target Ask Date |
| Most Recent Gift Date | Tenure Date |
| Most Recent Pledge Date | Transaction Date |
| Operating Date | Visa Start Date |

The EUL joins a date in a folder created for a typical reporting view to the date item in the date folder. The date is then accessible along with date items for Year, Month, and Day from the date folder. Drill up or down on these items to view more detail or a more generalized view of the information. The date folders are sometimes used in more than one business area.

The table below displays the date folders in the Oracle Business Intelligence Discoverer EUL by business area:

Table 5: List of date folders in the Oracle Business Intelligence Discoverer EUL by Business area

| Business Area | Date Folder |
|------------------------|--------------------------|
| Active Registration | Current Time Status Date |
| | Enrollment Status Date |
| Admissions Application | Latest Decision Date |
| Advancement Prospect | Target Ask Date |
| Advancement Rating | Rating Date |
| Annual Giving | Highest Gift Amount Date |
| Constituent | Most Recent Gift Date |

Table 5: List of date folders in the Oracle Business Intelligence Discoverer EUL by Business area

| Business Area | Date Folder |
|--------------------------------------|-----------------------------|
| | Most Recent Pledge Date |
| Constituent Entity | Birth Date |
| Employee | Profile Date |
| Endowment Distribution | Income Spend End Date |
| Endowment Unit | Pool Termination Date |
| Enrollment Management | Current Time Status Date |
| | Enrollment Status Date |
| Event | Function Start Date |
| Faculty Assignment | Tenure Date |
| Financial Aid Application | Package Completion Date |
| Financial Aid Award and Disbursement | Award Status Date |
| Fixed Asset | Origination Tag Number Date |
| Gift | Deceased Date |
| | Posting Date |
| Government Reporting | Visa Start Date |
| Grant and Project | Project Start Date |
| Human Resource Application | Position Vacancy Date |
| Human Resource Faculty | Tenure Date |
| Invoice Payable | Invoice Date |
| Organizational Constituent | Most Recent Gift Date |
| | Most Recent Pledge Date |
| Payroll | Document Date |
| Person Demographic | Birth Date |
| | Deceased Date |
| | Immigration Status Date |
| | Military Separation Date |
| Person Role | Birth Date |
| | Deceased Date |
| | Immigration Status Date |

Table 5: List of date folders in the Oracle Business Intelligence Discoverer EUL by Business area

| Business Area | Date Folder |
|-------------------------|--------------------------|
| | Military Separation Date |
| Person Supplemental | Birth Date |
| | Deceased Date |
| | Immigration Status Date |
| | Military Separation Date |
| Pledge | Deceased Date |
| | Pledge Date |
| | Posting Date |
| Position | Position Begin Date |
| Purchasing Payable | Invoice Date |
| | Purchase Order Date |
| Receivable Customer | Collection Date |
| Receivable Revenue | Operating Date |
| Recruitment Information | Date Added Date |
| Relationship | Related Birth Date |
| | Related Deceased Date |
| Residential Life | Birth Date |
| | Deceased Date |
| | Immigration Status Date |
| | Military Separation Date |
| | Start Date |
| Schedule Offering | Start Date |
| Transaction History | Transaction Date |

Data Models

A typical data model indicates what information is in a database, how the information can be used, and how the items in the database relate to each other.

Because of the size and scope of the Banner ODS data model, reporting views are grouped into logical “Business Concepts” to better illustrate the various business uses or reporting opportunities within the Banner ODS. These data models depict the reporting views contained in each business concept and how the reporting views, and the data within these reporting views, is related to each other.

The Banner Operational Data Store (Banner ODS) is comprised of over 300 reporting views containing data across eight subject areas applicable to higher education. The Data models in this chapter are grouped into the following sections based on business areas:

- [Accounts Receivable](#)
- [Advancement](#)
- [Common](#)
- [Finance](#)
- [Financial Aid](#)
- [Human Resources](#)
- [Student](#)
- [Travel and Expense](#)

The data models (Entity Relationship Diagrams or ERDs) in this chapter incorporate most of the reporting views available in the Banner ODS, and illustrate business concepts within and across all Banner ODS subject areas. However, this is not an inclusive representation as additional business concepts could be conceived and supported by the Banner ODS. There may also be alternative associations between the reporting views within any given data model depending on the type of report you are running.

Entity Relationship Diagrams (ERD)

The most widely used method for representing a data model is the Entity Relationship Diagram (ERD). This chapter uses ERDs to represent the logical relationships between the reporting views within a given Banner ODS business concept. Each ERD represents a business concept. The entities within each ERD correspond to the reporting views associated with that business concept. They do not include all the columns in the reporting views. They only display the primary key columns.

The following legend explains the relationships used in the business concept ERDs.

ERD Relationship Legend

The legend contains three categories:

- Identifying Relationships
- Optional Non-Identifying Relationships
- Special Relationships

Identifying Relationships

Most relationships in the business concept ERDs are identifying relationships. Identifying Relationships are represented by a solid line. An Identifying Relationship is a relationship between two entities in which an instance of a child entity is identified through its association with a parent entity, which means the child entity is dependent on the parent entity for its identity and cannot exist without it.

The primary key attributes migrate from a parent entity to a child entity, so the primary key of the child has attributes from the parent entity primary key in it. These are called foreign keys, and they are marked with the characters (FK) beside them.

| Identifying Relationship | Description |
|----------------------------------|---|
| <p><i>One to Exactly One</i></p> | Each Person Detail has exactly one Person. |
| <p><i>One to Zero or One</i></p> | Each Finaid Fund has zero or one Award by Fund. |

| Identifying Relationship | Description |
|--|---|
| <p><i>One to One or More</i></p> | Each Pledge Transaction has one or more Pledges. |
| <p><i>One to Zero, One or More</i></p> | Each Person has zero, one, or more Students. This makes sense because a Student really represents a student for each academic period. |

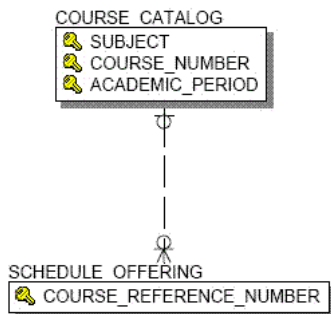
Optional Non-Identifying Relationship

Non-identifying relationships are represented by a dashed line. A Non-Identifying Relationship is a relationship between two entities in which an instance of the child entity is not identified through its association with a parent entity. This means the child entity is not dependent on the parent entity for its identity and can exist without it.

In an optional non-identifying relationship, the attributes that are migrated into the non-key area of the child entity are not required in the child entity. Therefore, nulls are allowed in the foreign key.


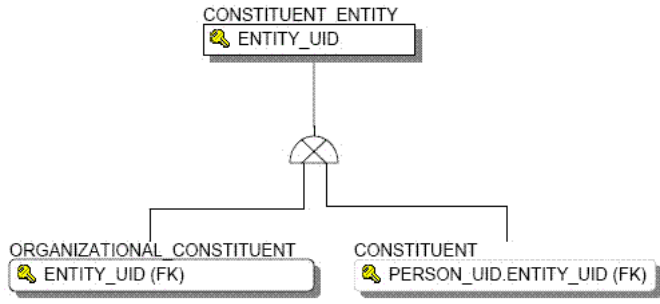
Zero or One to Zero, One, or More

Each Course Catalog entry has zero, one or more Schedule Offerings. There may be a Schedule Offering without a Course Catalog entry.



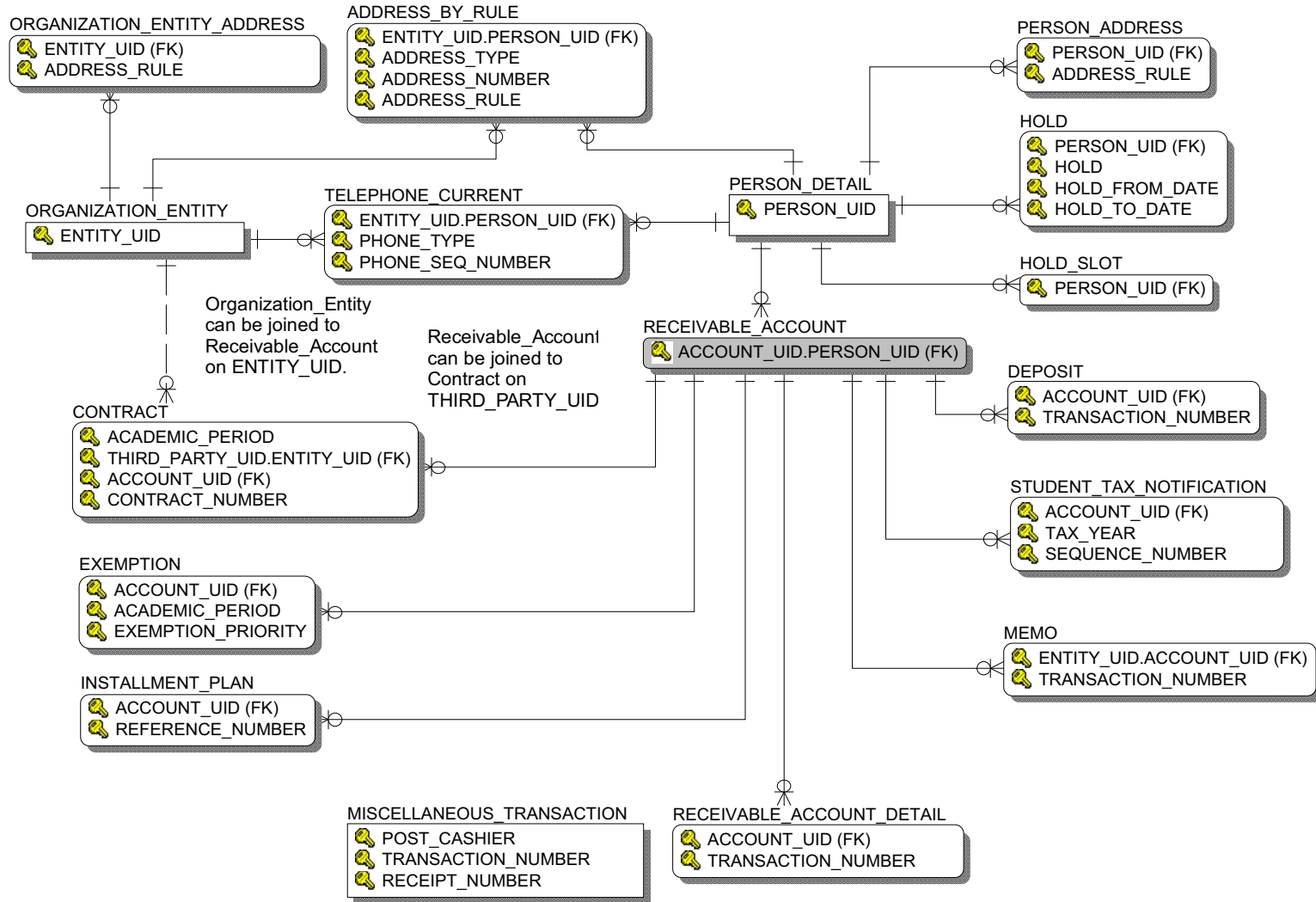
Special Relationships

Special Relationships are logical relationships that do not use foreign keys.

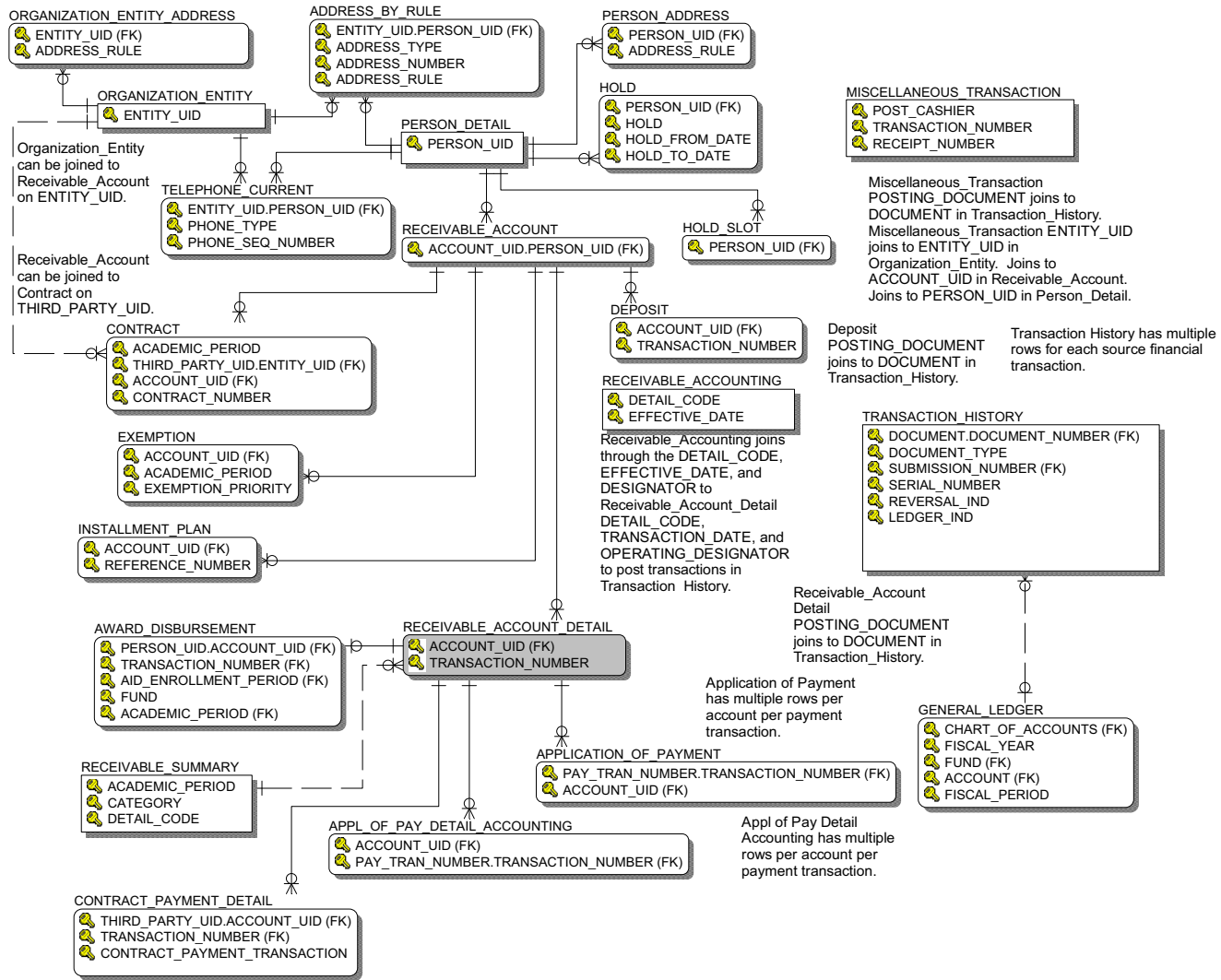
| Special Relationship | Description |
|--|---|
| <p data-bbox="201 411 370 443"><i>Many to Many</i></p>  <pre data-bbox="201 470 797 583">graph LR; PD[PERSON_DETAIL] <--> R[RELATIONSHIP];</pre> | <p data-bbox="915 411 1511 596">A relationship between two entities where instances in one entity have zero, one, or more related instances in the other entity. In the example ERD relationship, each Person can have many Relationships, and each Relationship can be related to many (actually two) Persons.</p> |
| <p data-bbox="201 621 467 653"><i>Subtype Relationships</i></p>  <pre data-bbox="201 680 857 982">graph TD; CE[CONSTITUENT_ENTITY] --- SC(()); SC --- OC[ORGANIZATIONAL_CONSTITUENT]; SC --- C[CONSTITUENT];</pre> | <p data-bbox="915 621 1511 905">In an ERD, you can show that organizational constituents and constituents are part of a larger category, Constituent Entity, by creating a subtype relationship. A subtype relationship connects an entity that defines the category and two or more additional entities that define each of the elements of the category. The parent entity of the category is considered the supertype and each child entity is considered a subtype.</p> |

Accounts Receivable

Receivable Customer

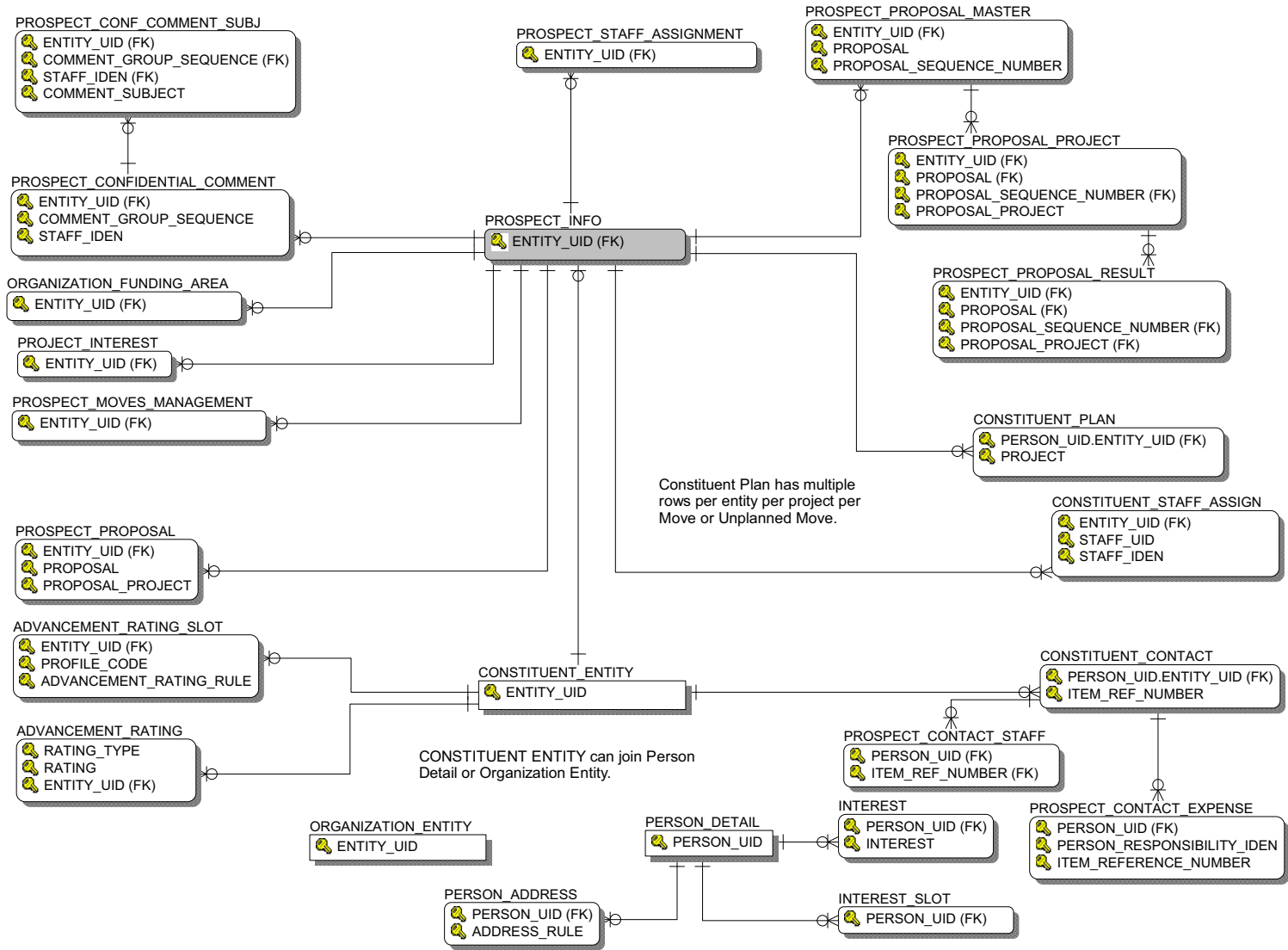


Receivable Revenue

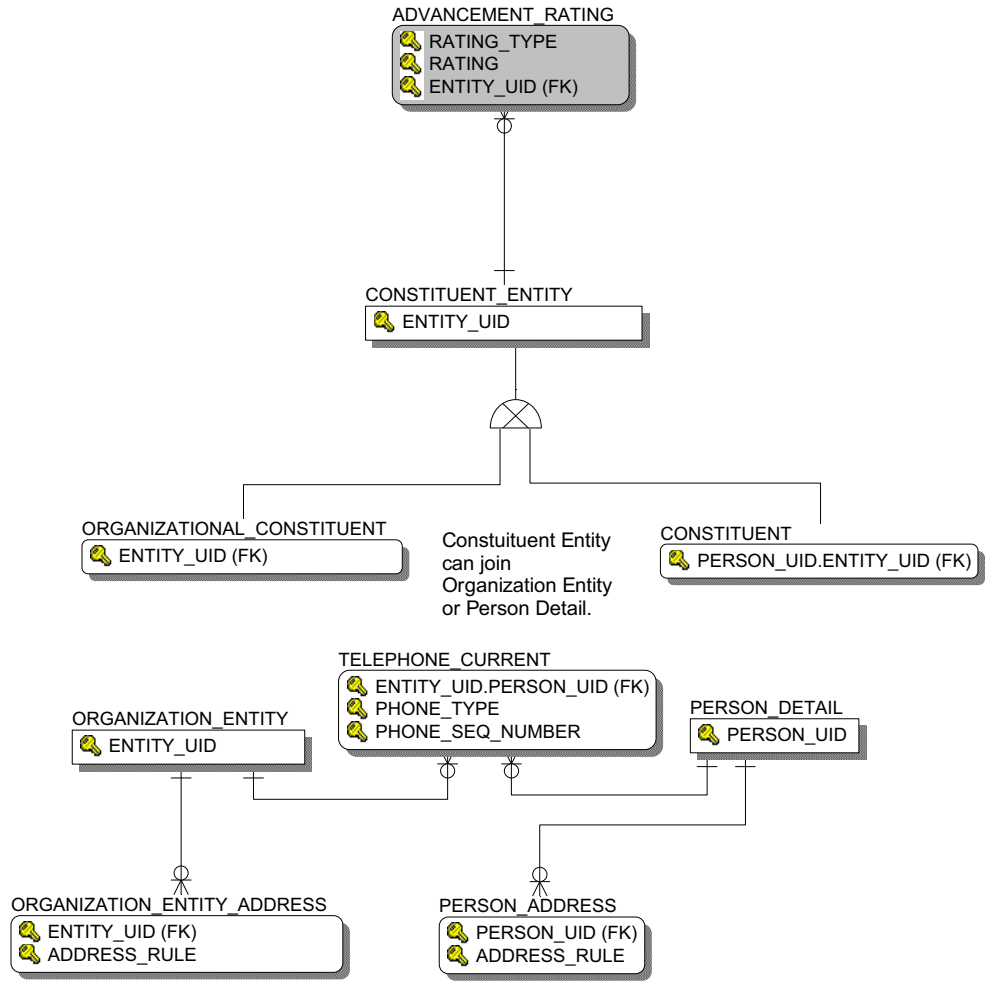


Advancement

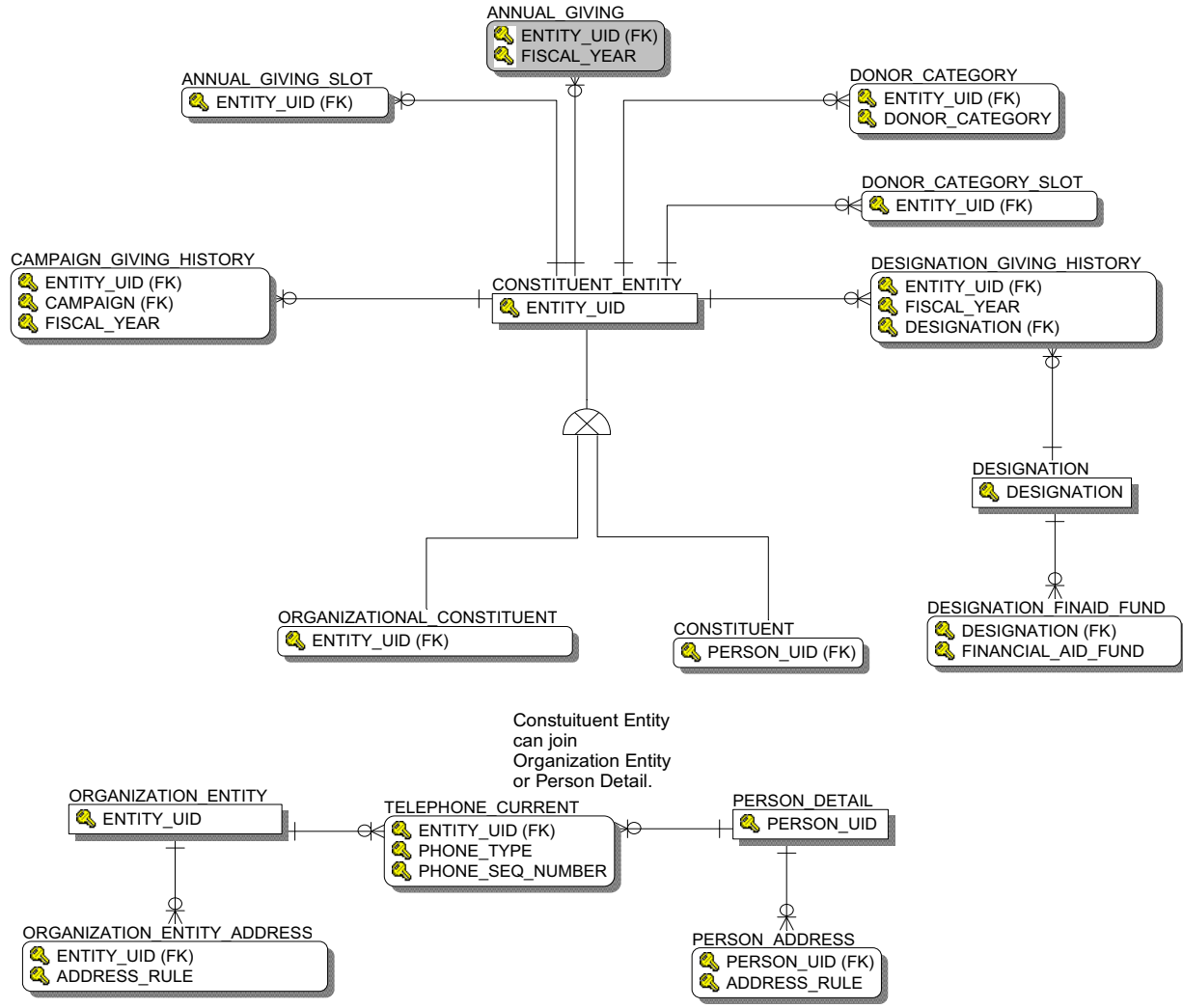
Advancement Prospect



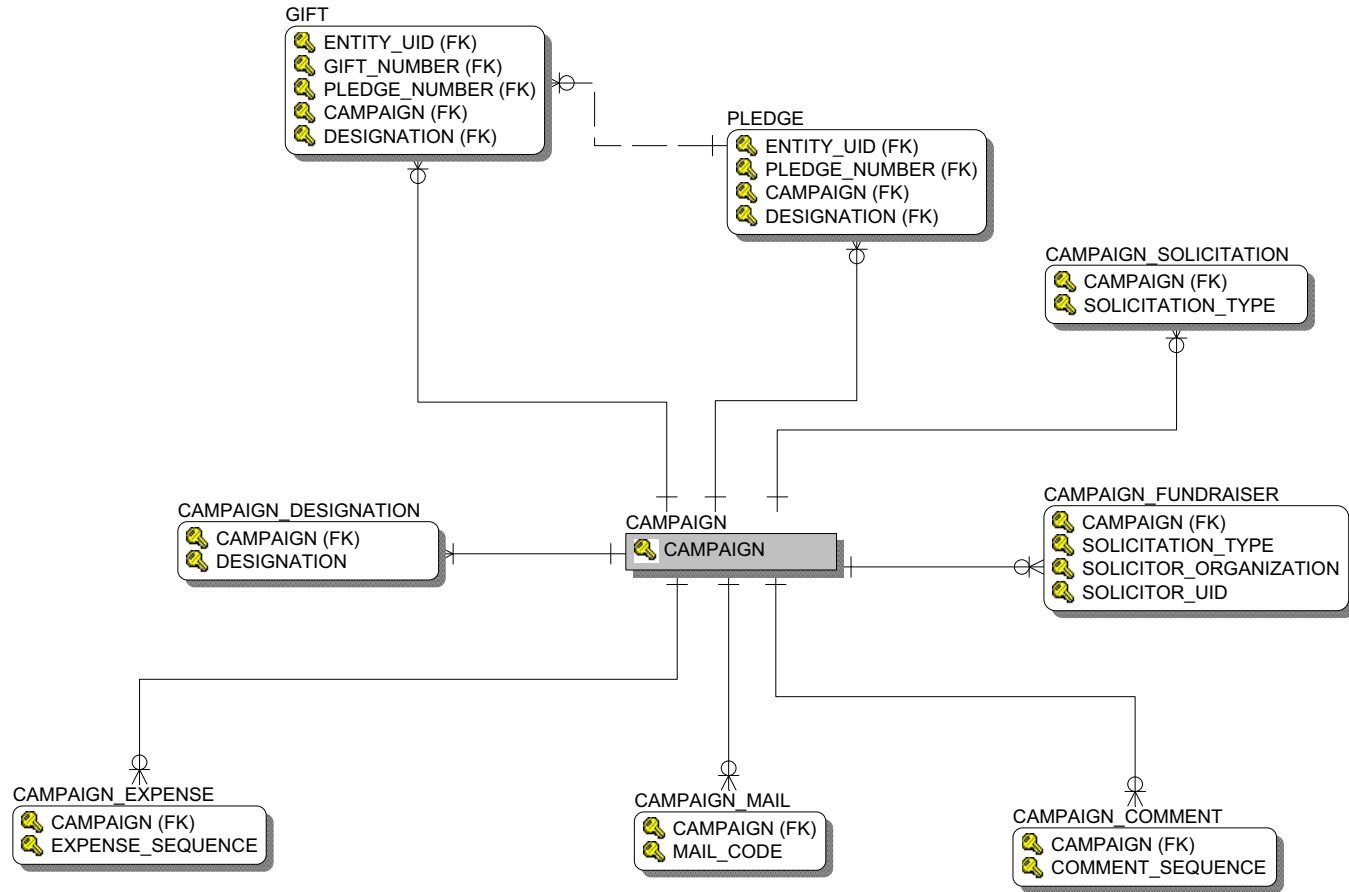
Advancement Rating



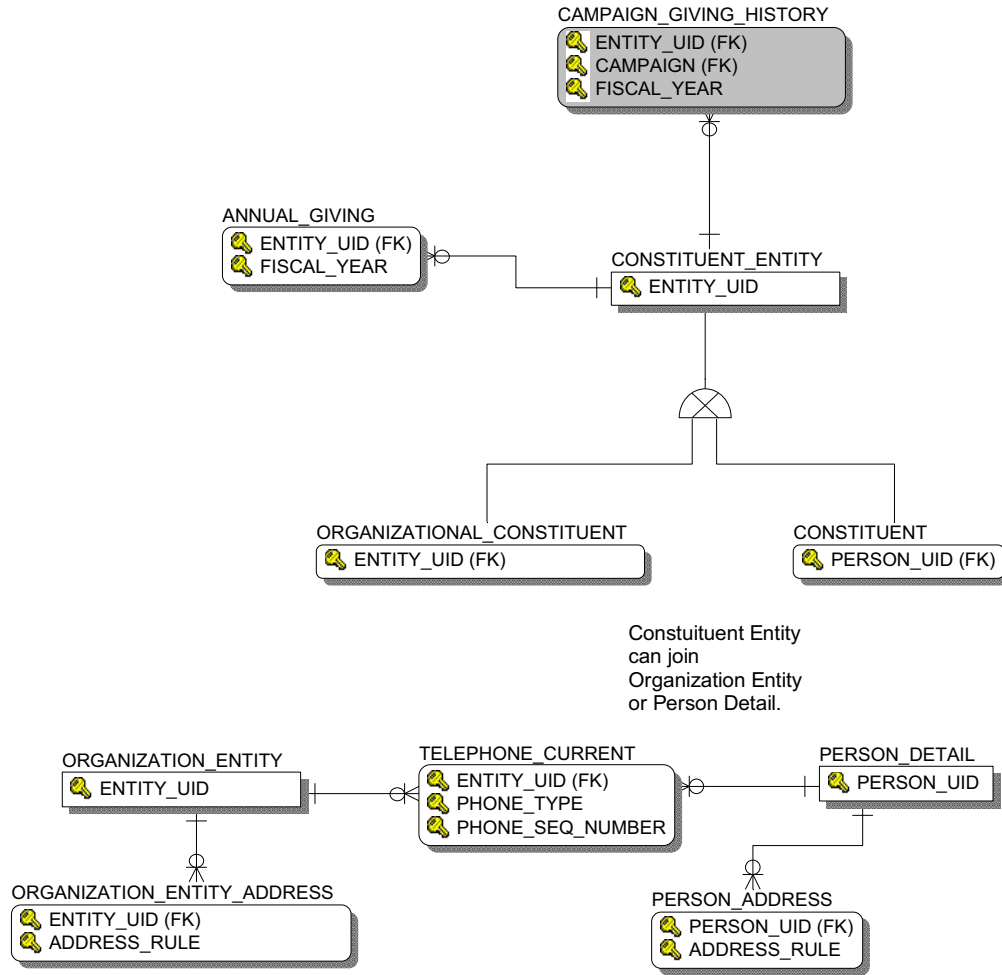
Annual Giving



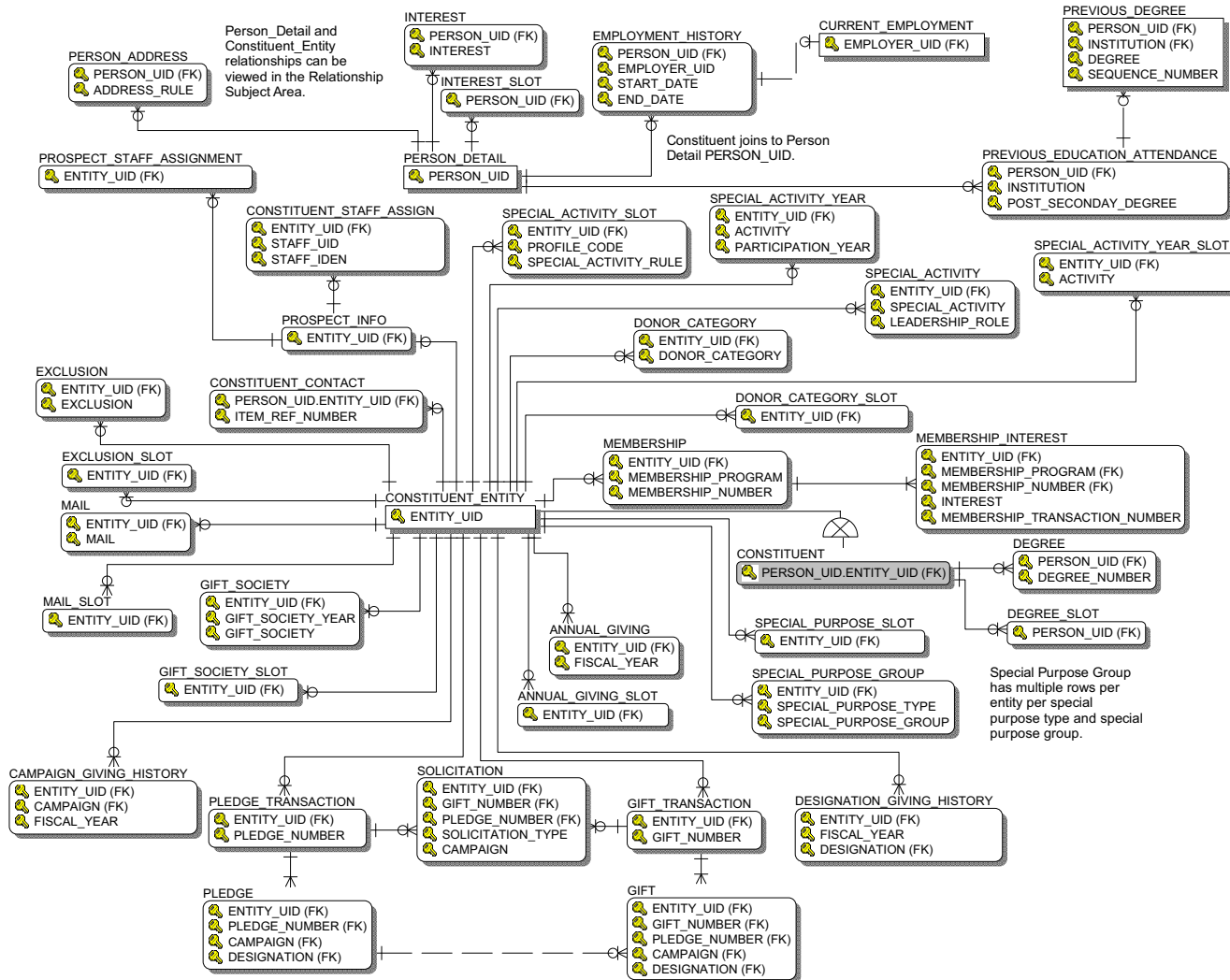
Campaign Management



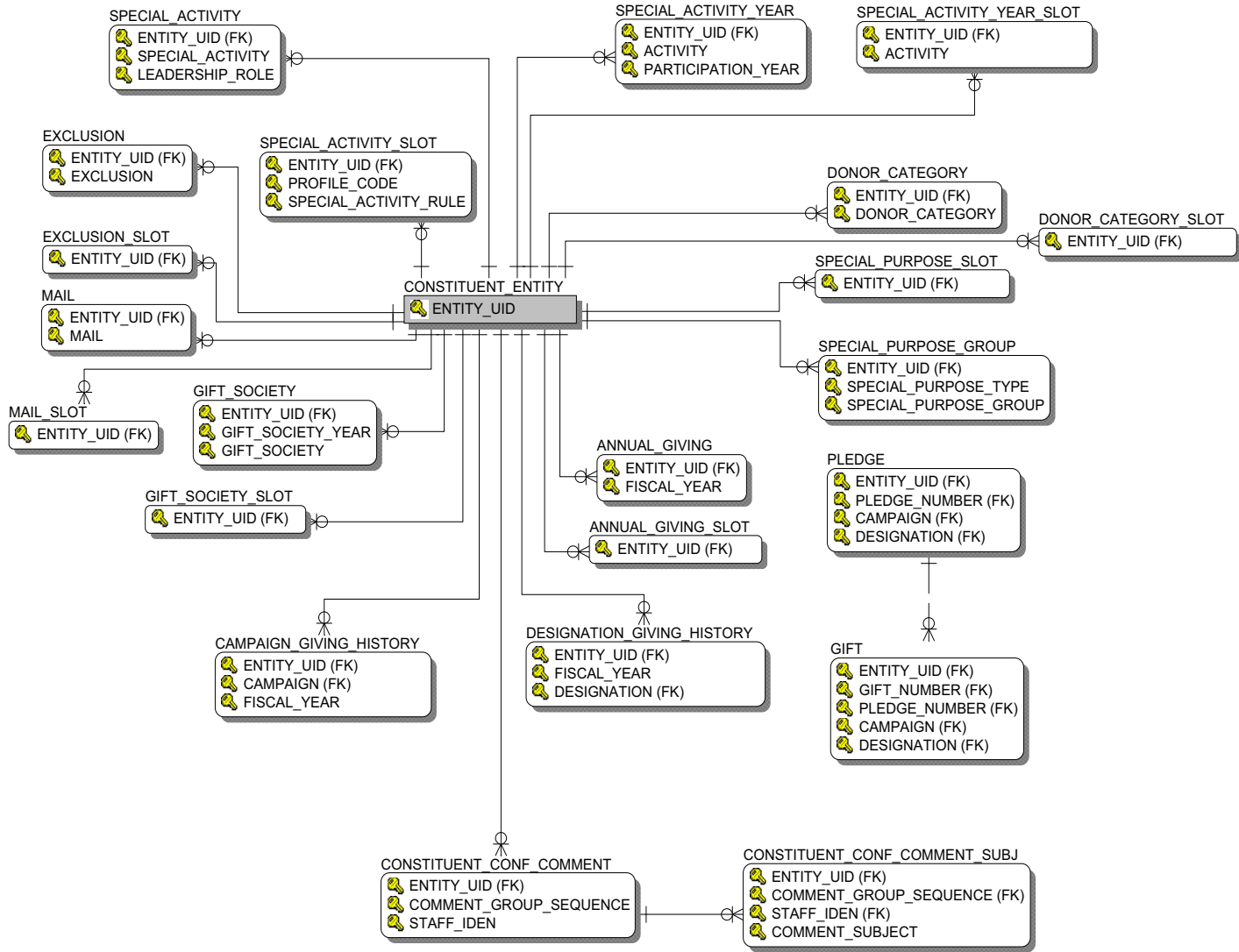
Campaign Giving History



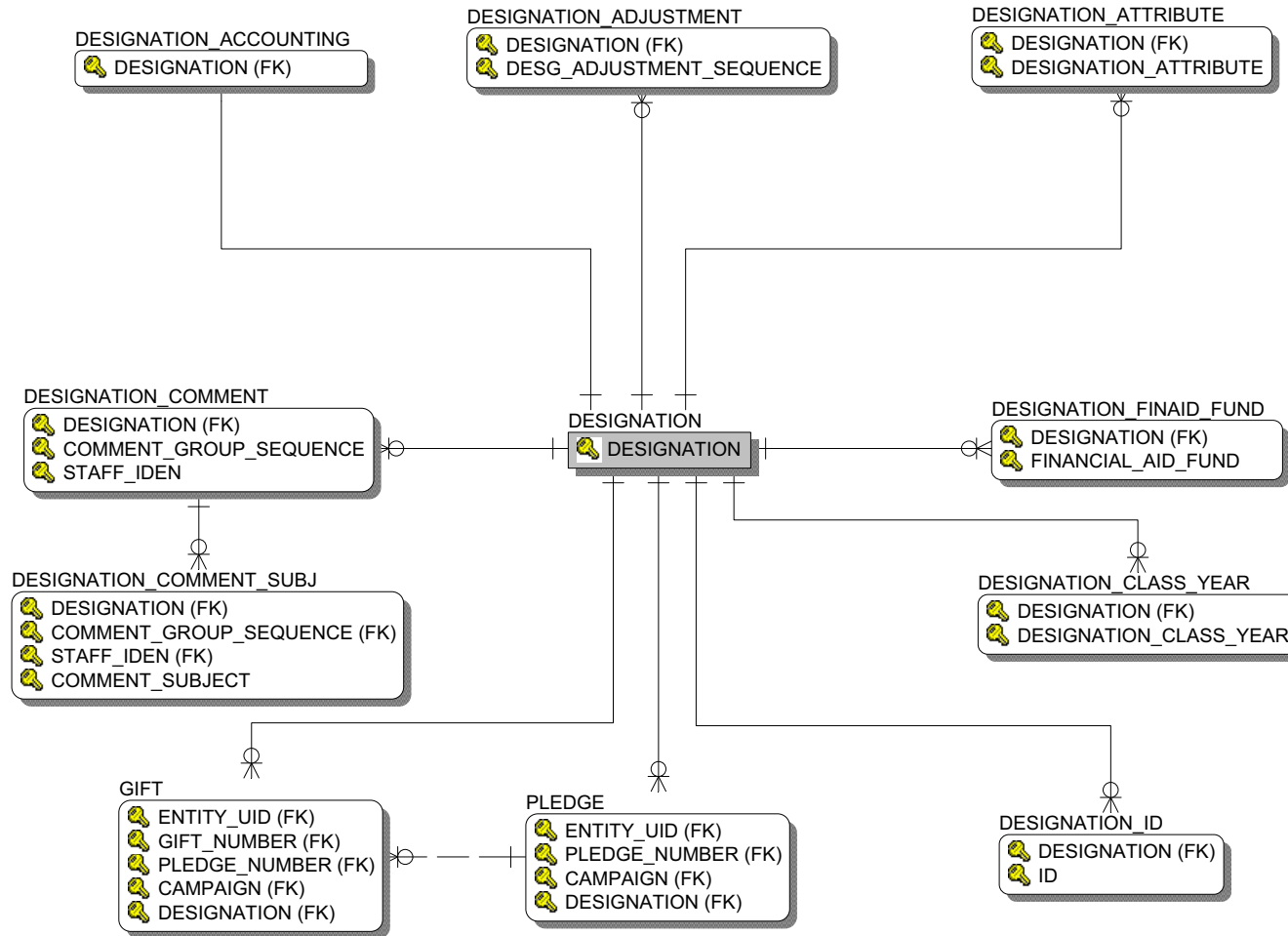
Constituent



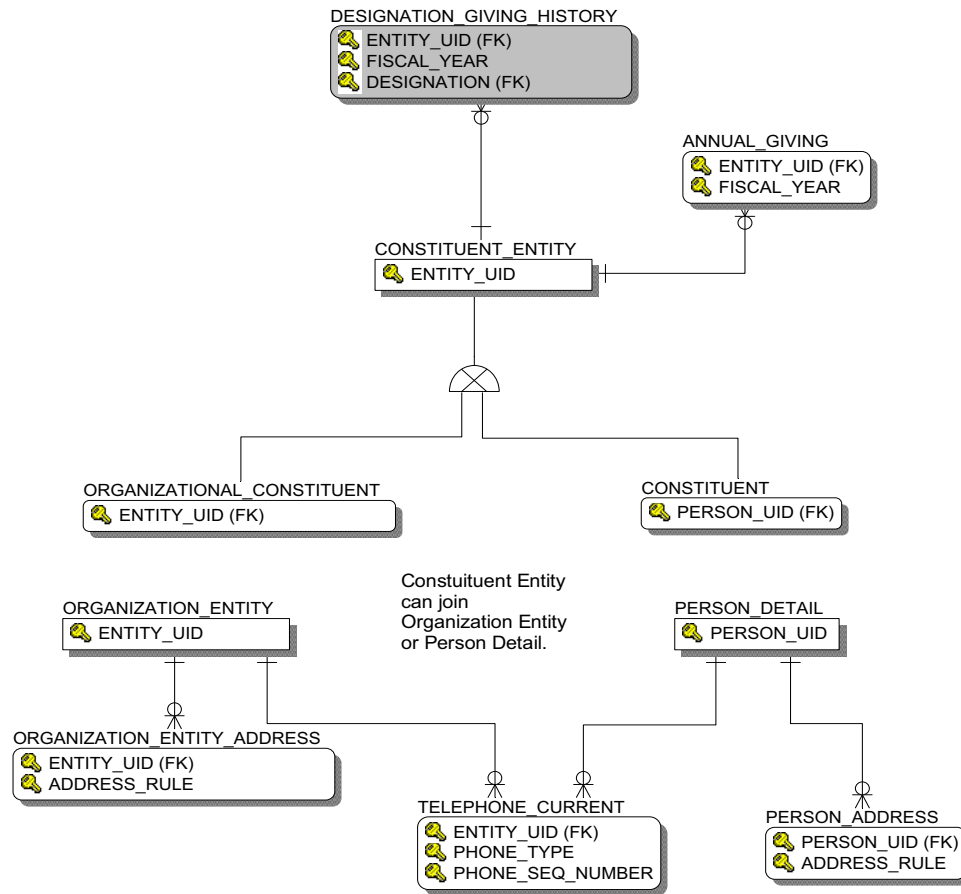
Constituent Entity



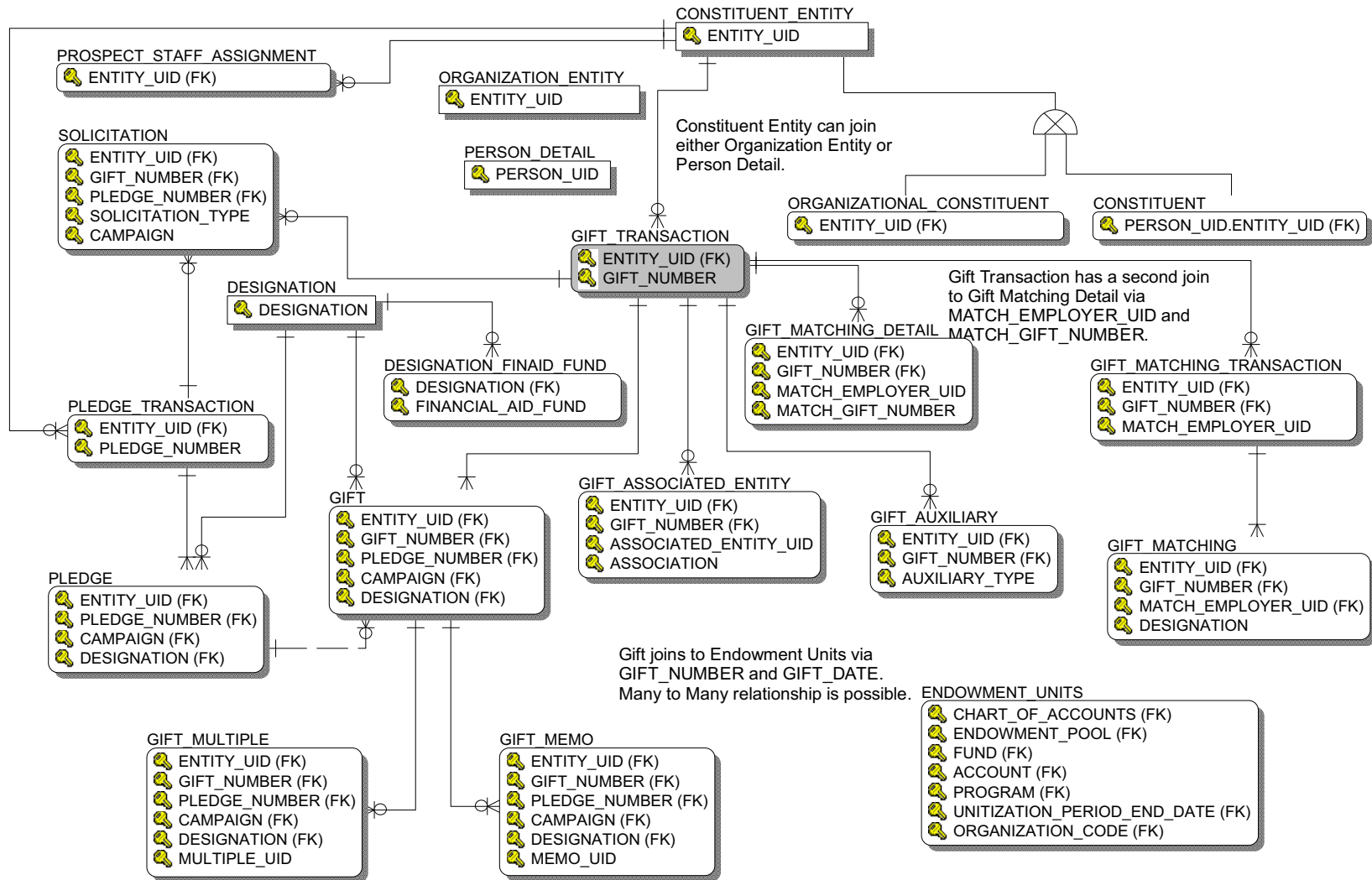
Designation



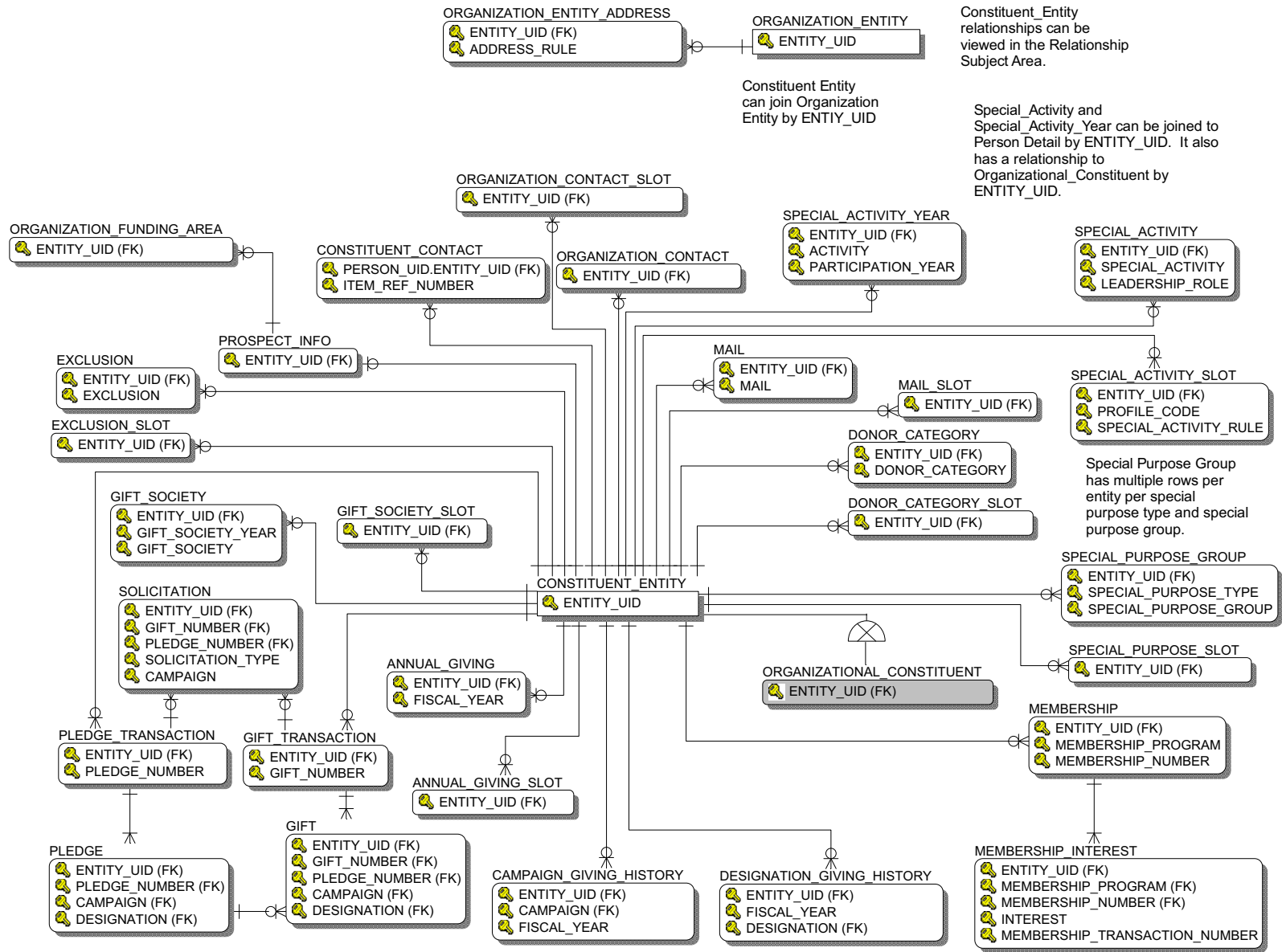
Designation Giving History



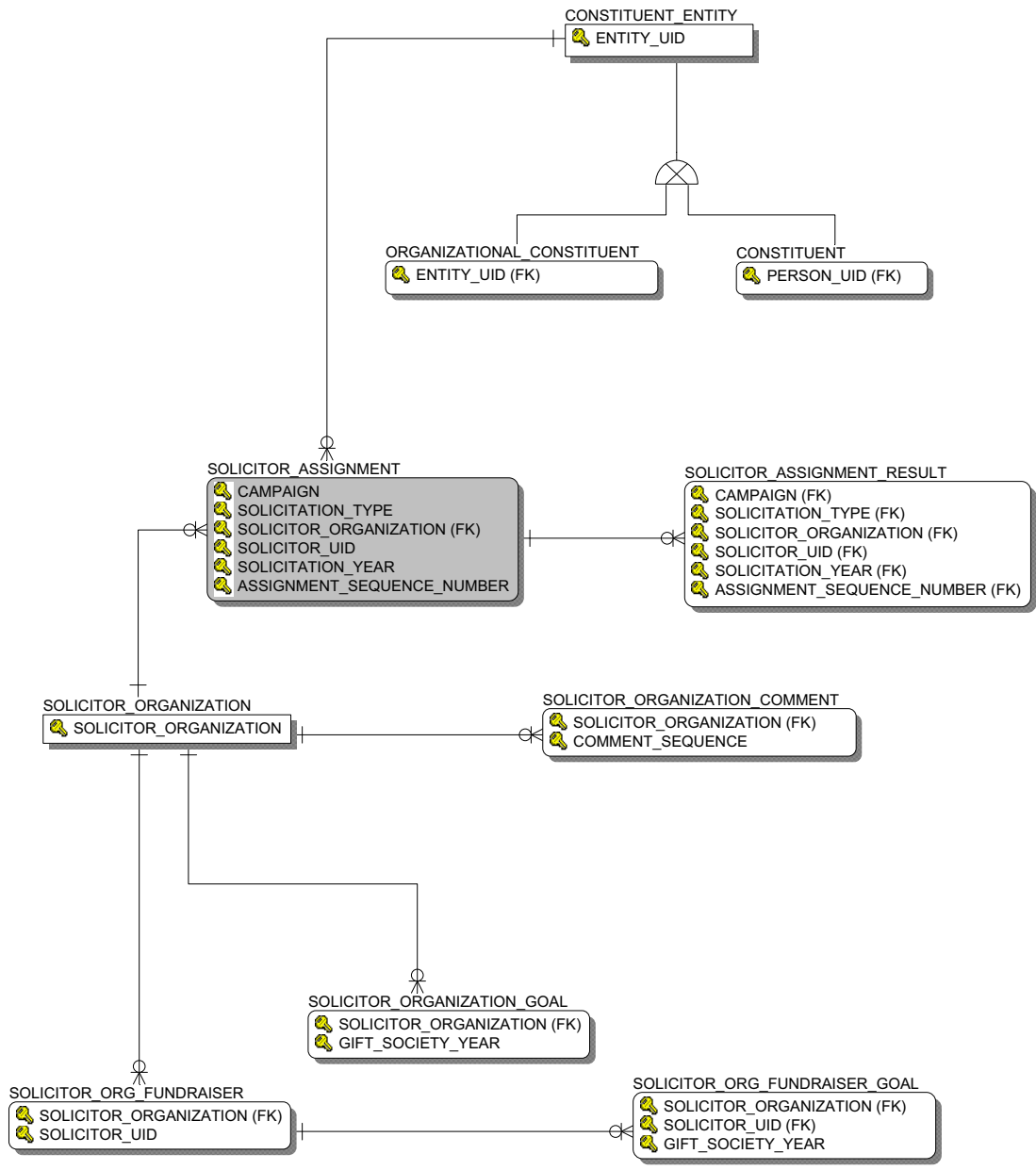
Gift



Organizational Constituent

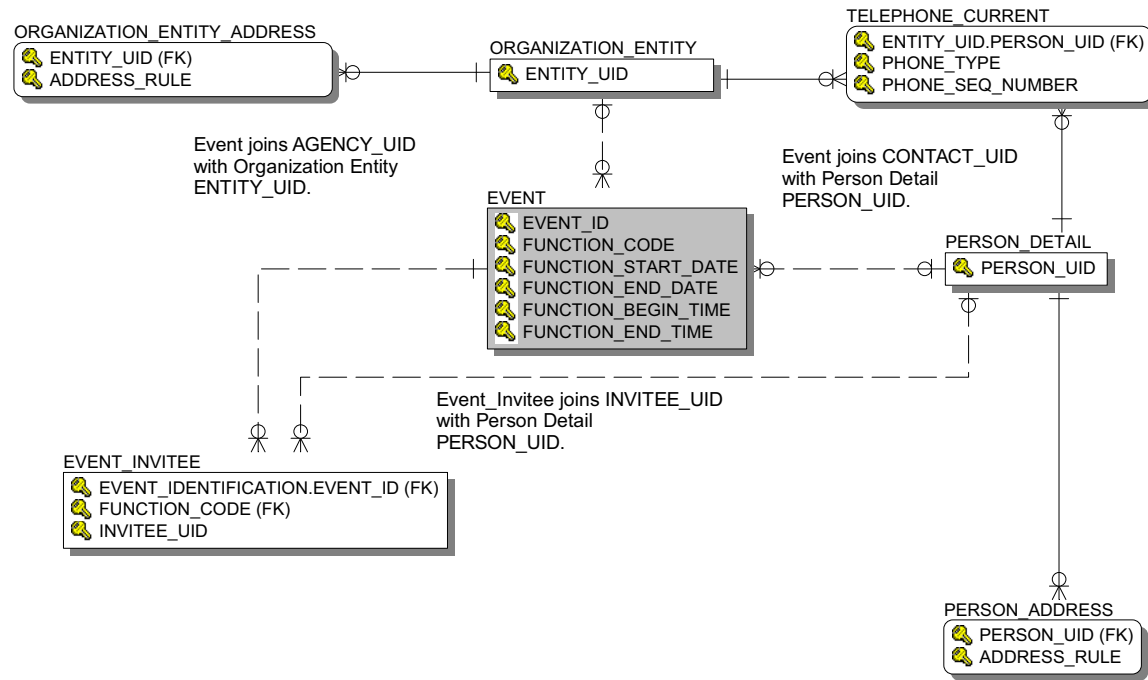


Solicitation Effort

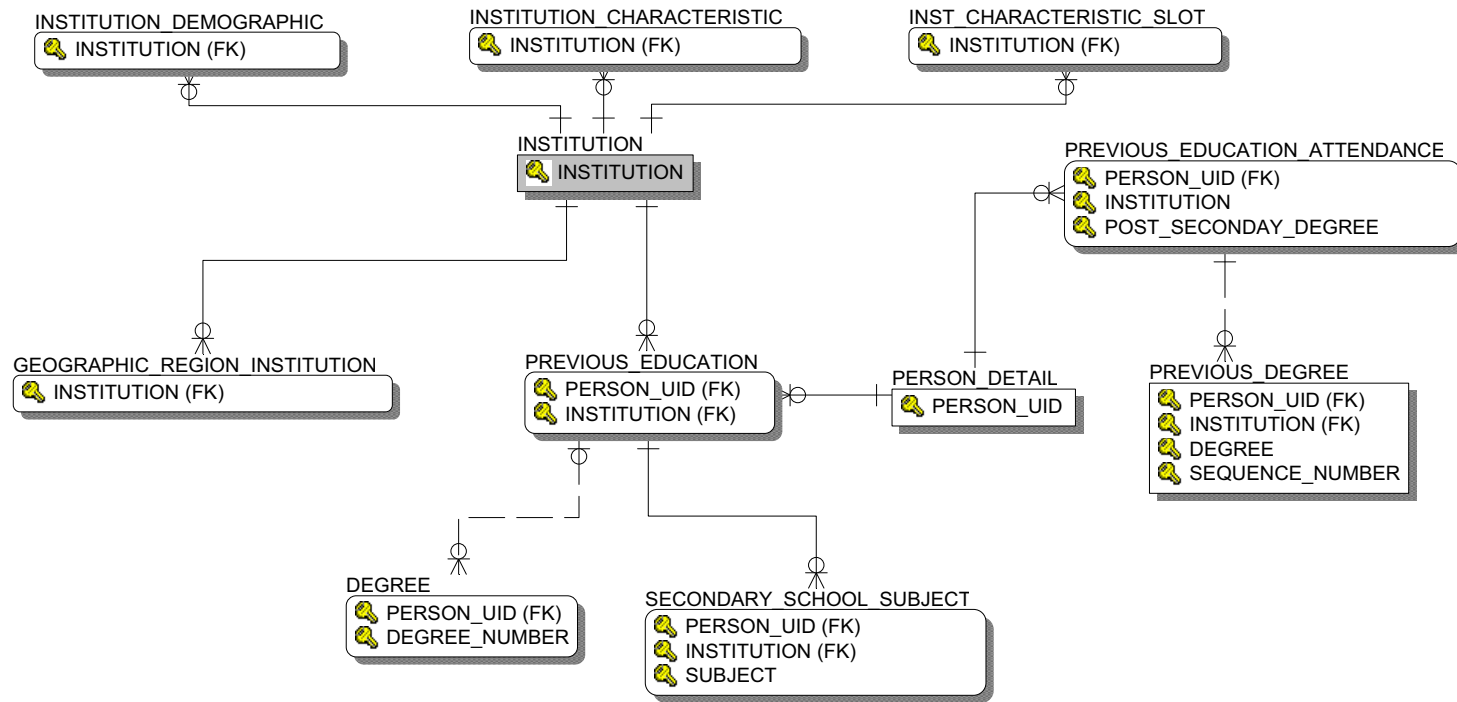


Common

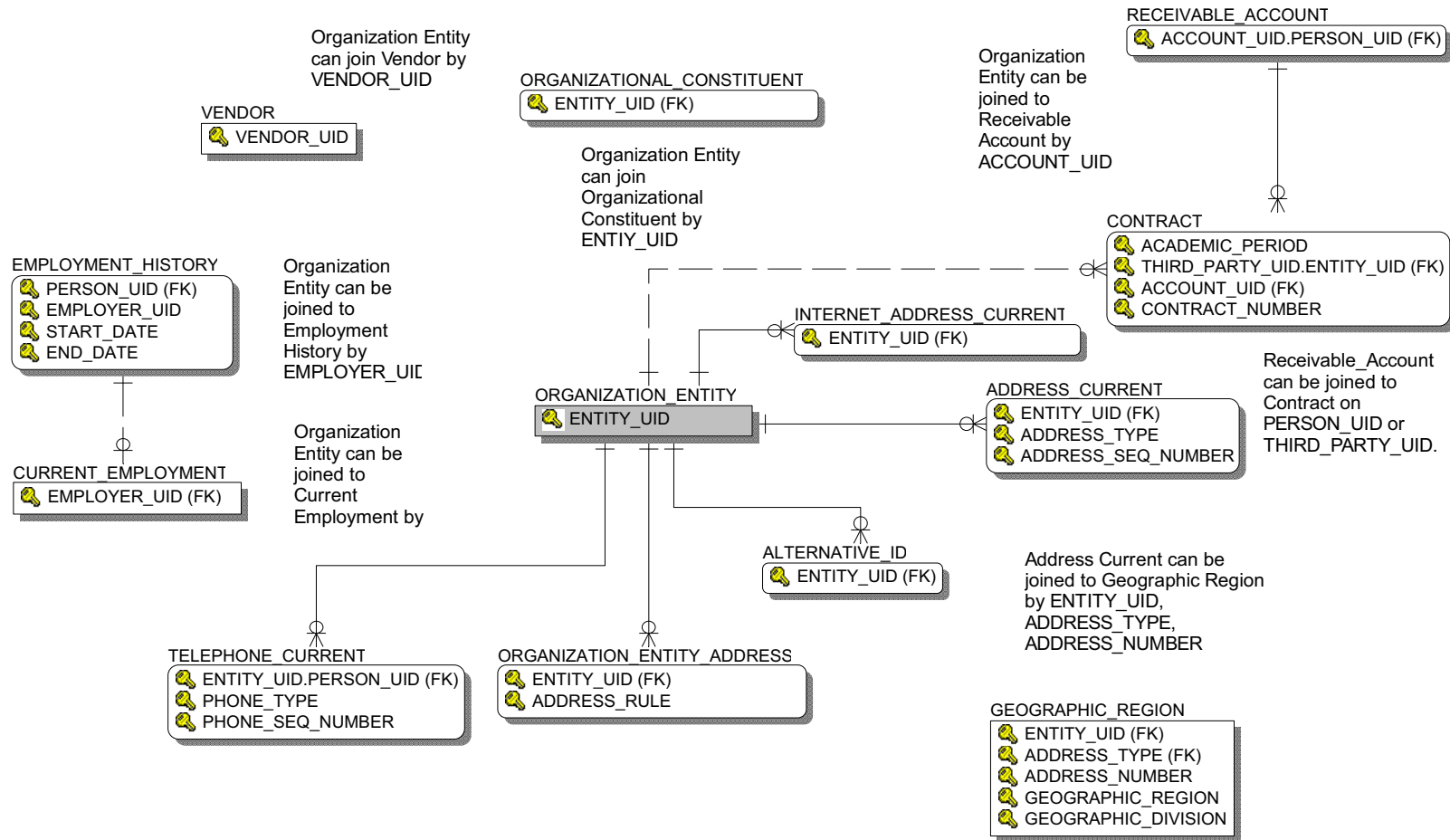
Event



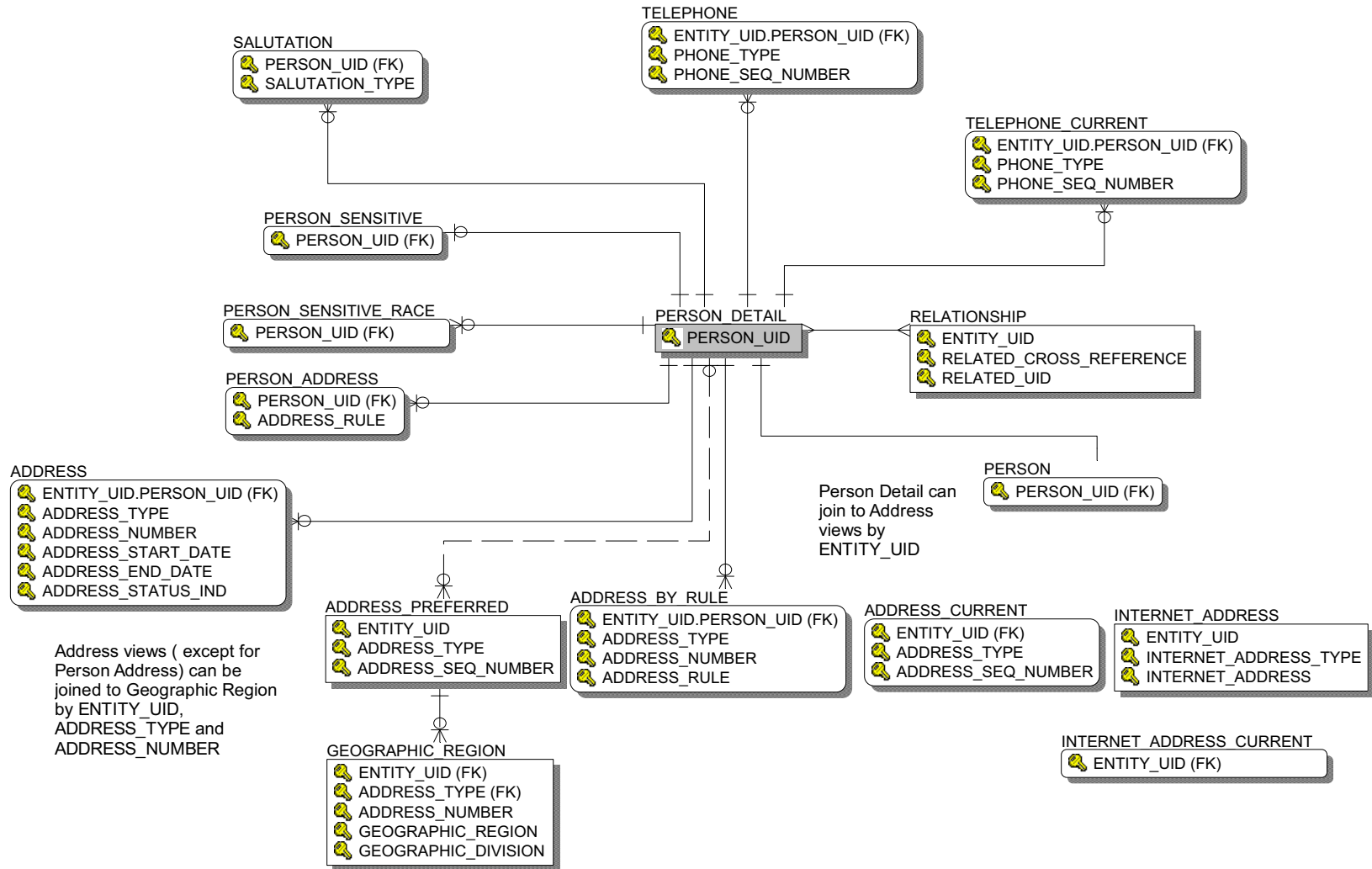
Institution



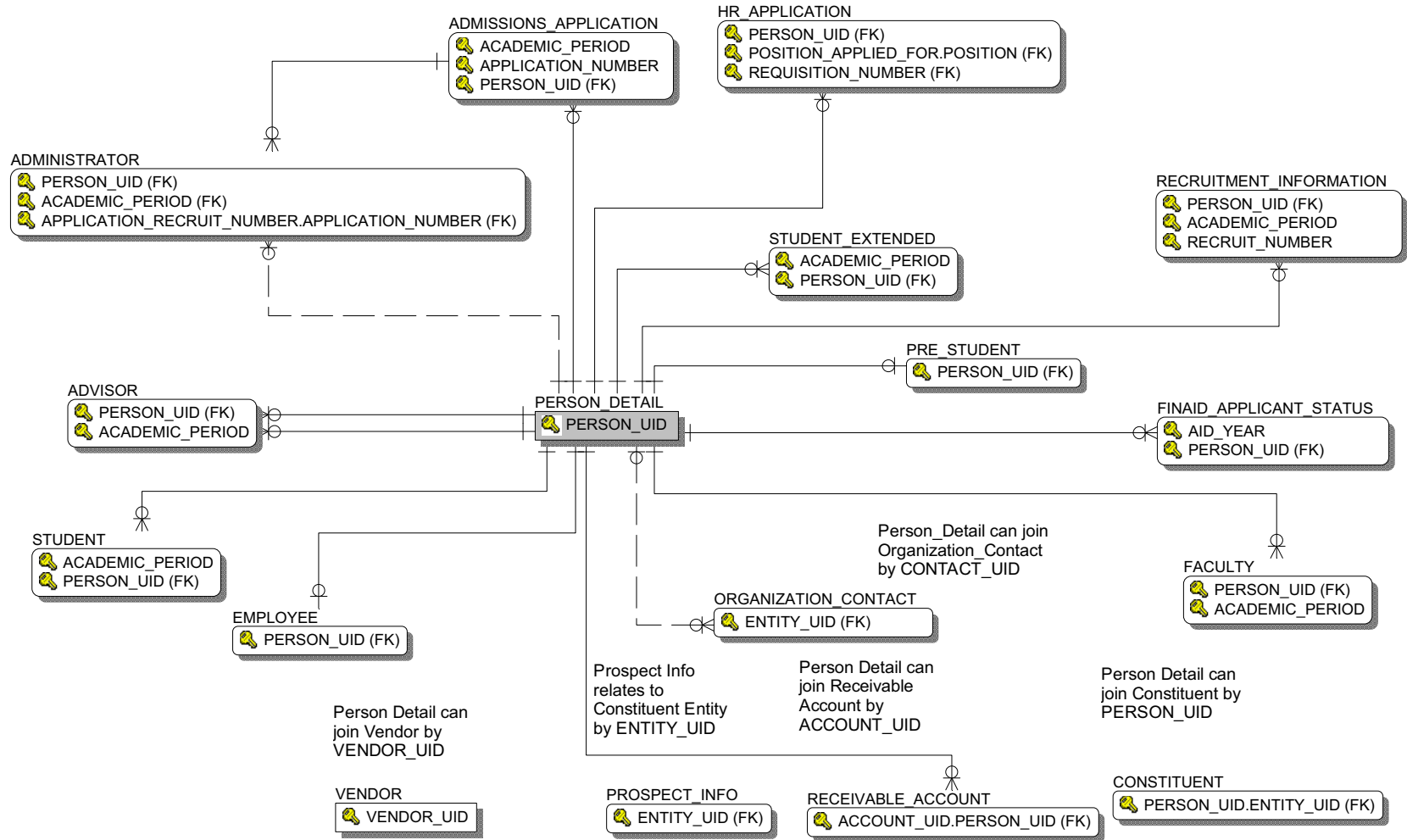
Organization Entity



Person Demographic



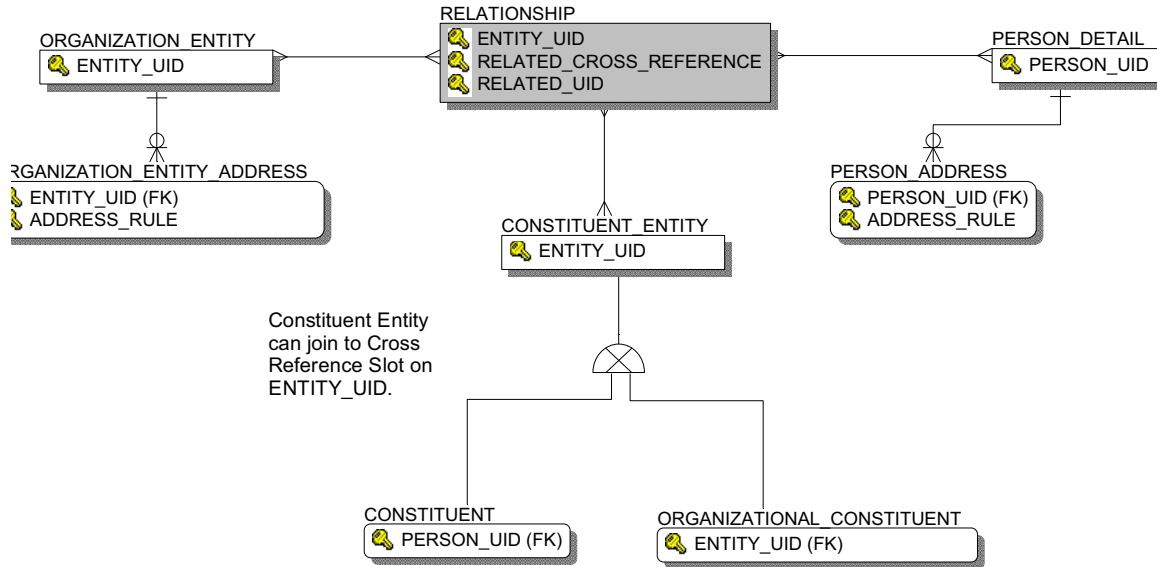
Person Role



Person Supplemental

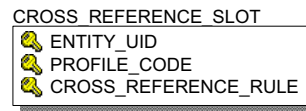
Relationship

Relationships using a Relationship Type



Relationships using a Slotted View

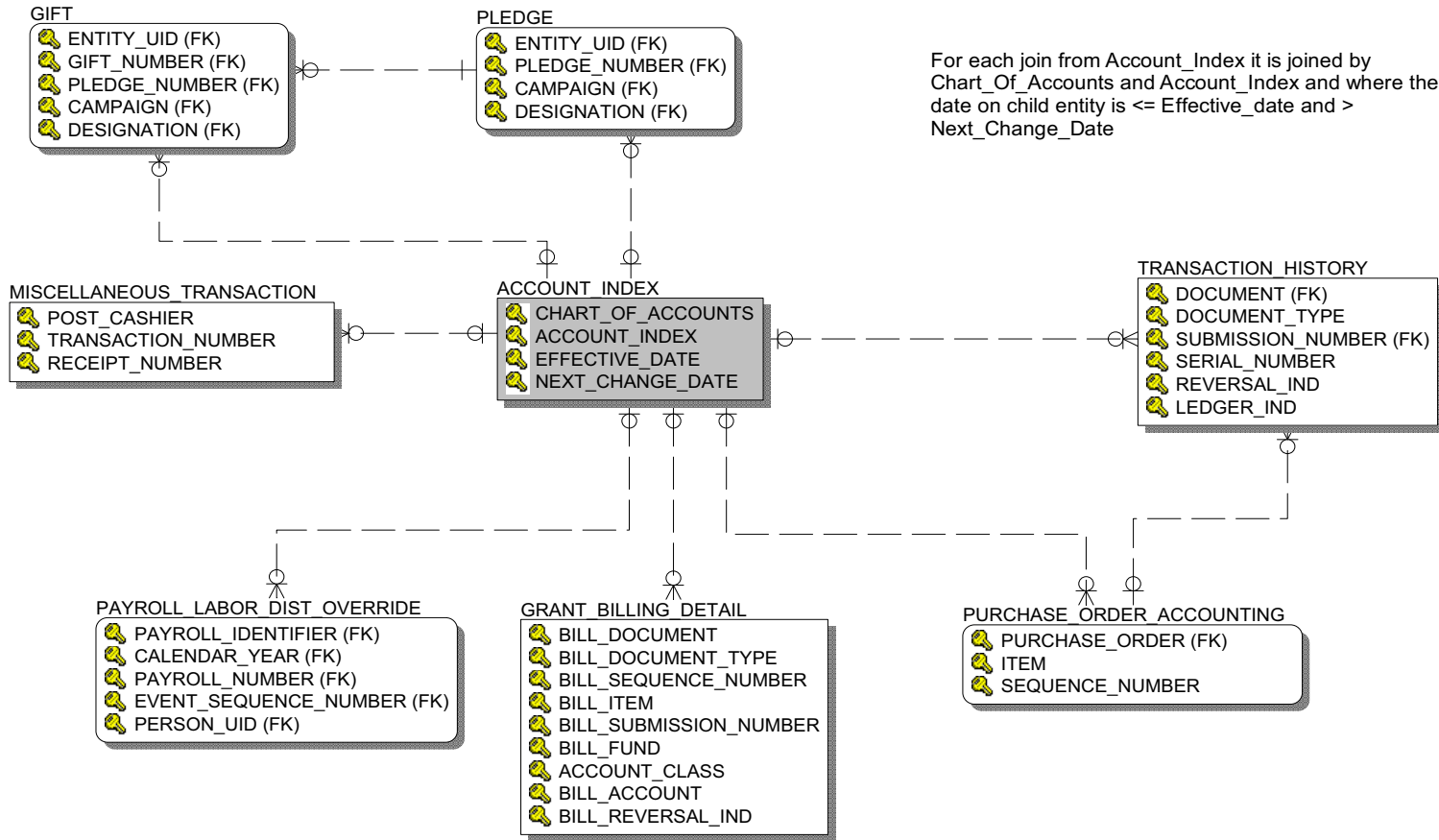
Organization Entity can join to Cross Reference Slot on ENTITY_UID.



Person Detail can join to Cross Reference Slot on PERSON_UID.

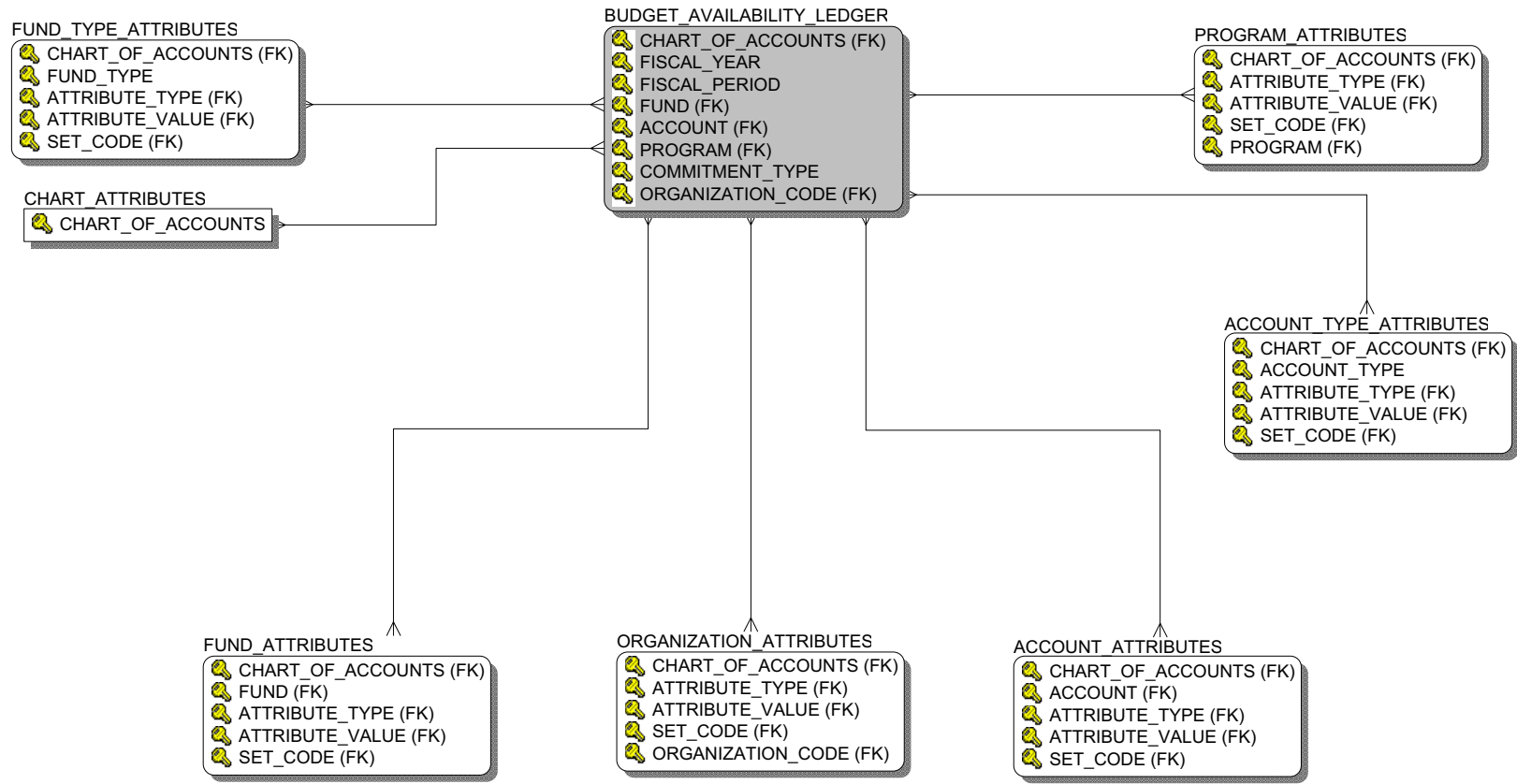
Finance

Account Index Audit

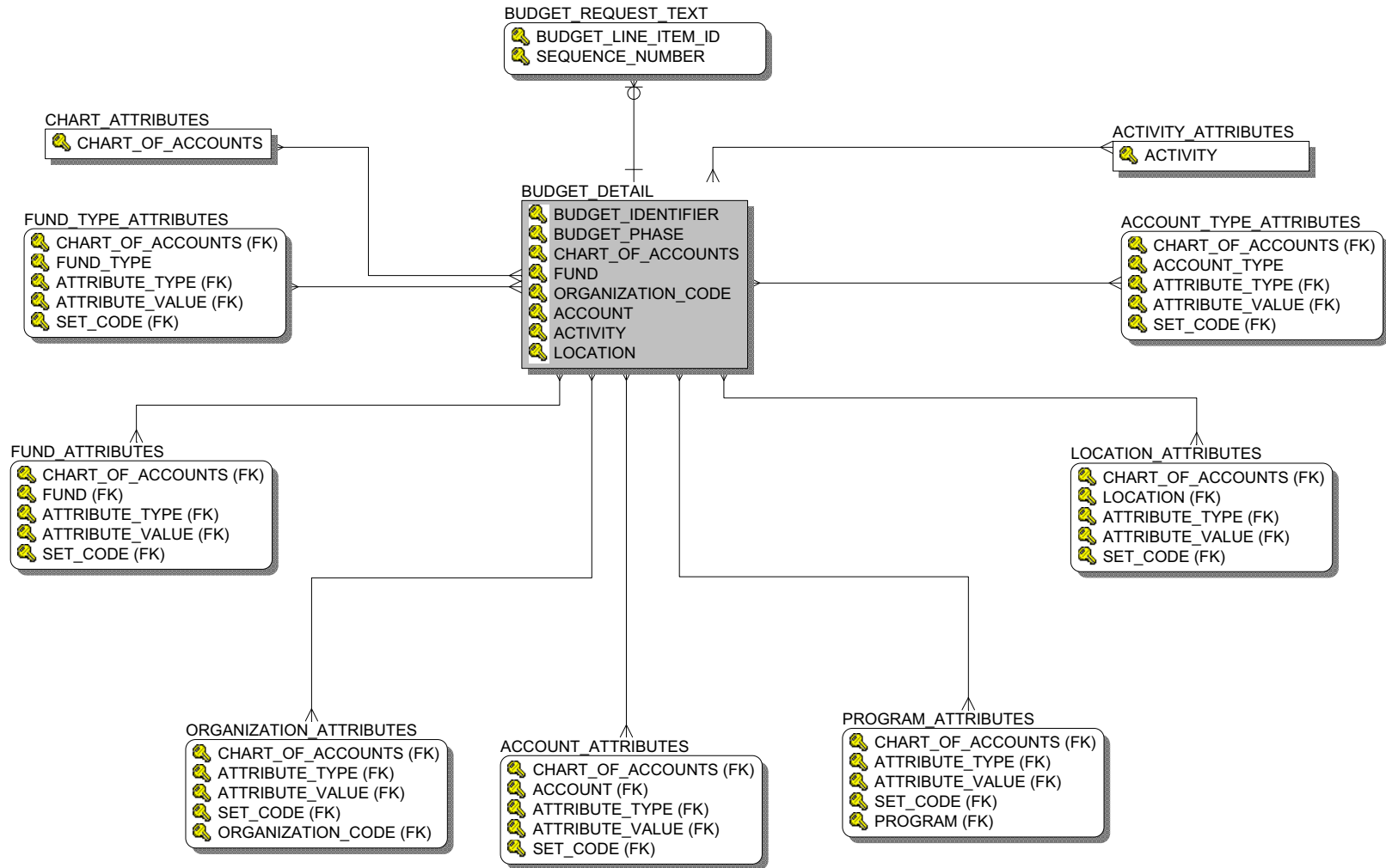


For each join from Account_Index it is joined by Chart_Of_Accounts and Account_Index and where the date on child entity is <= Effective_date and > Next_Change_Date

Budget Availability Ledger

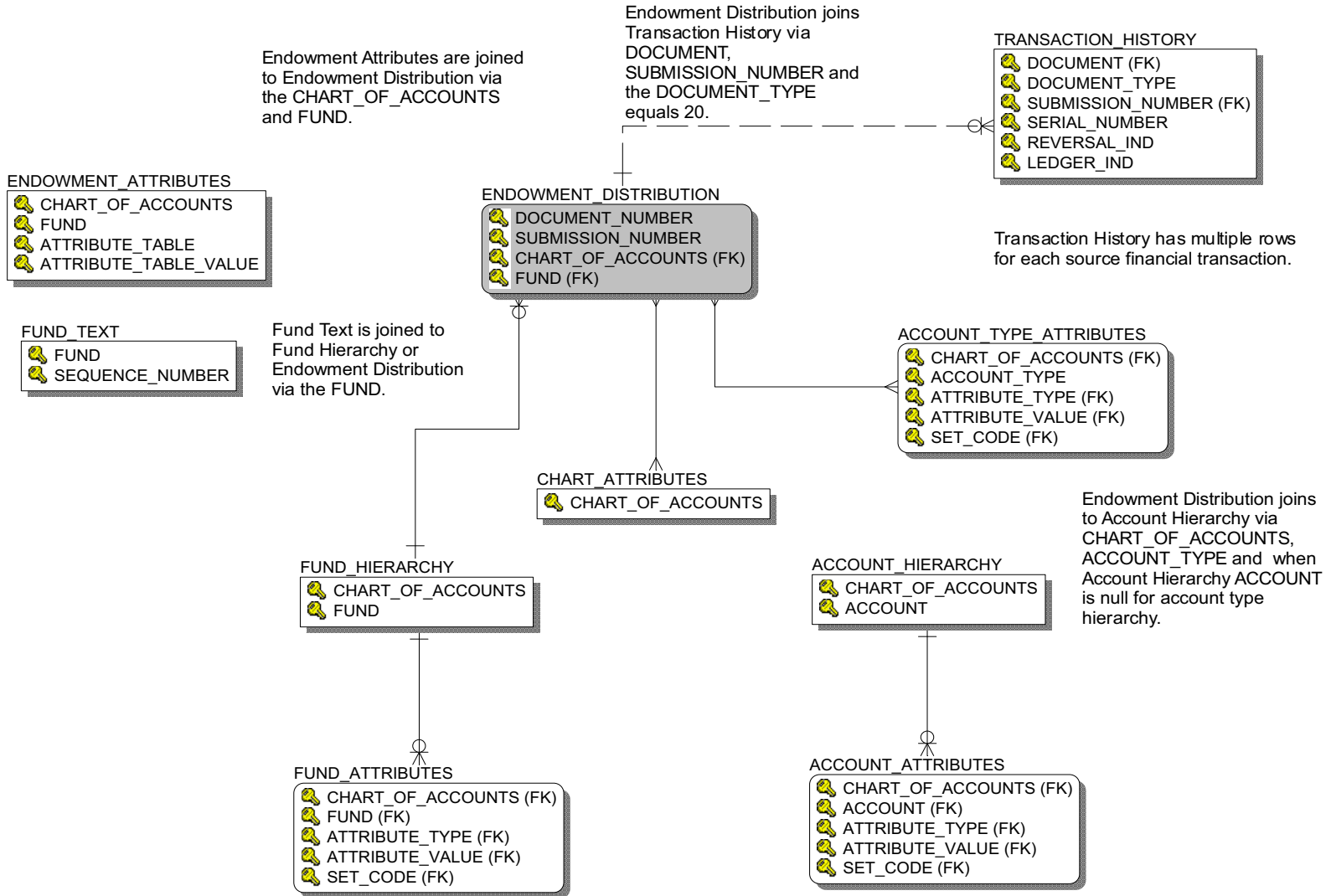


Budget Detail

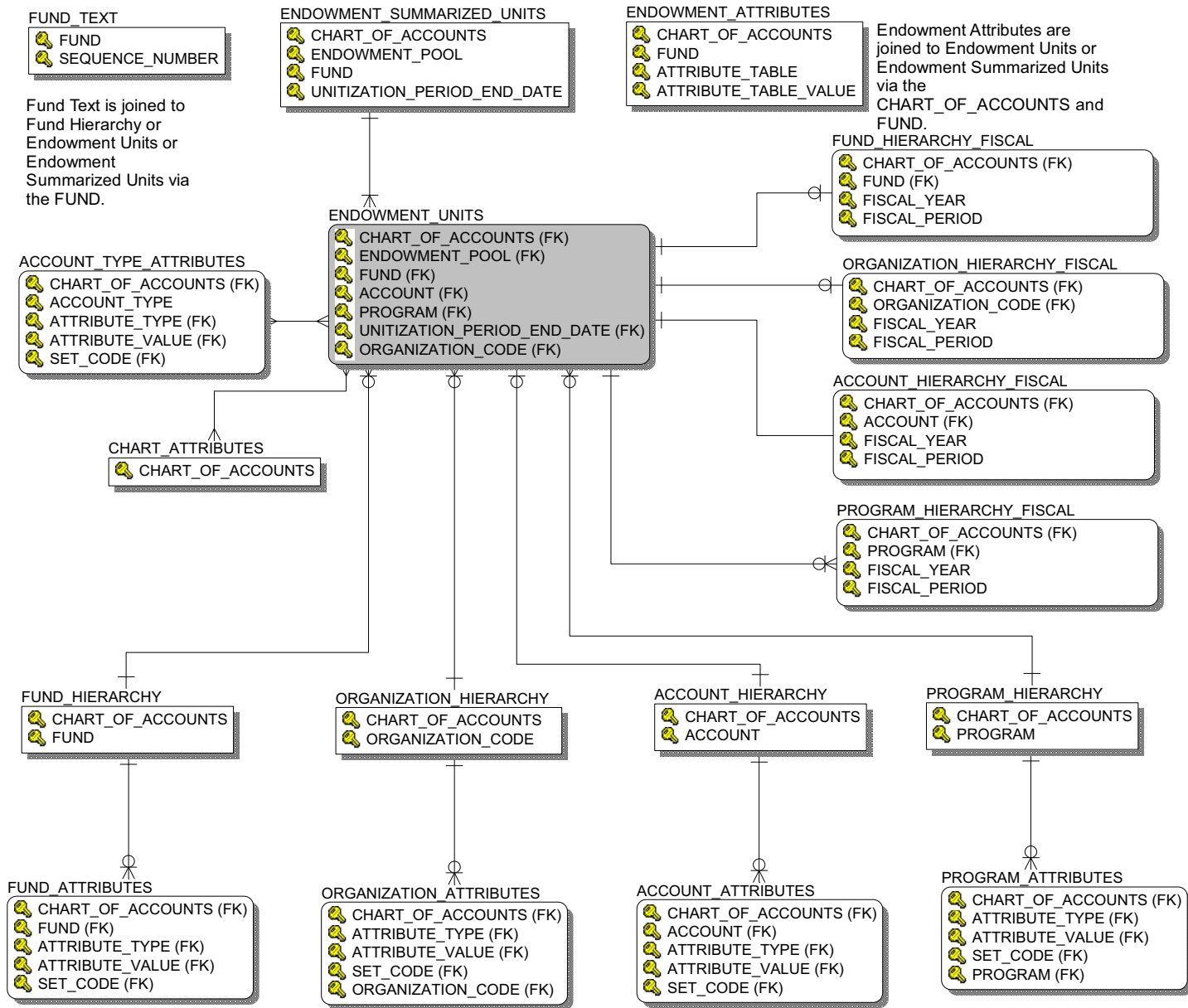


Encumbrance

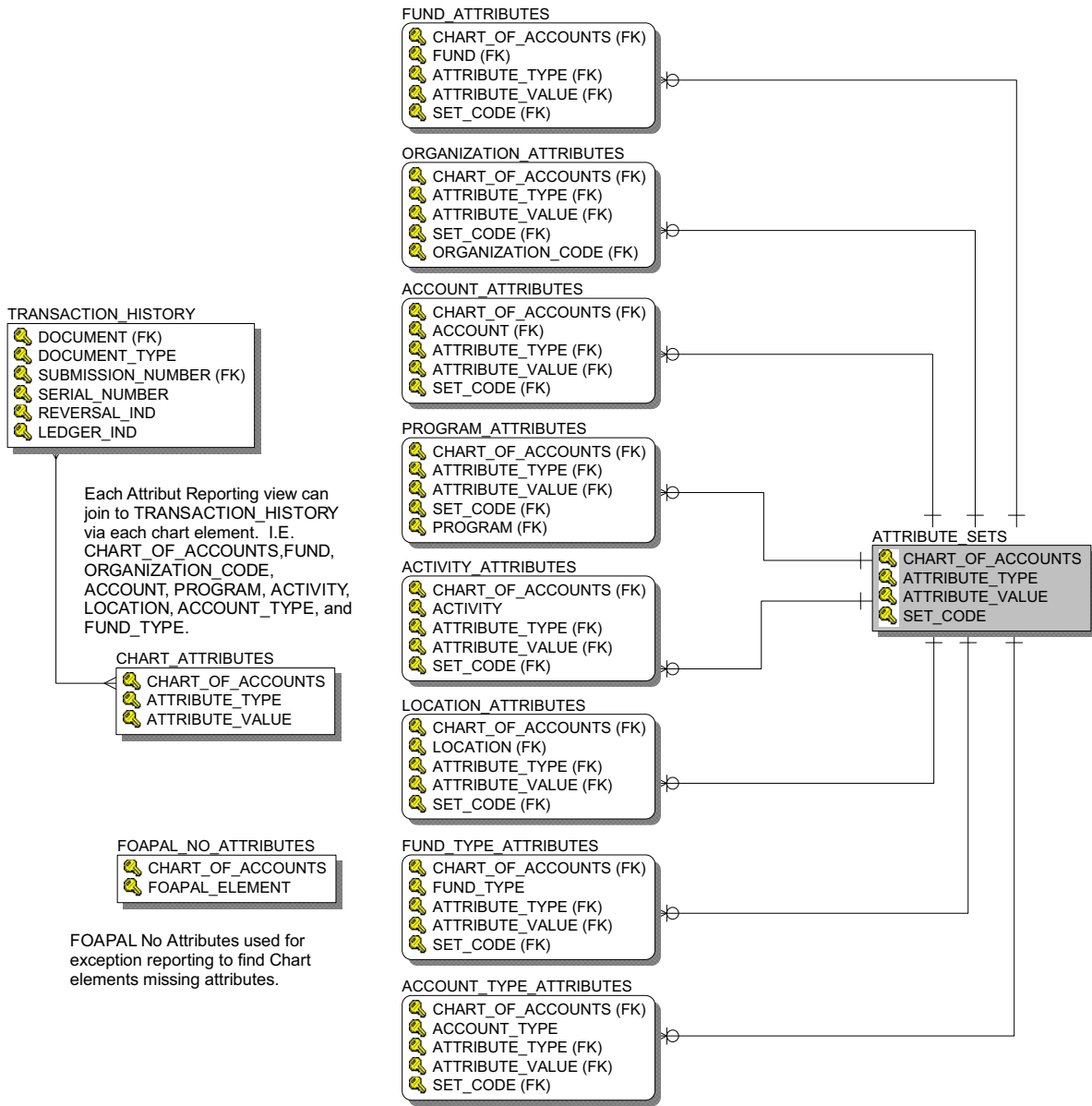
Endowment Distribution



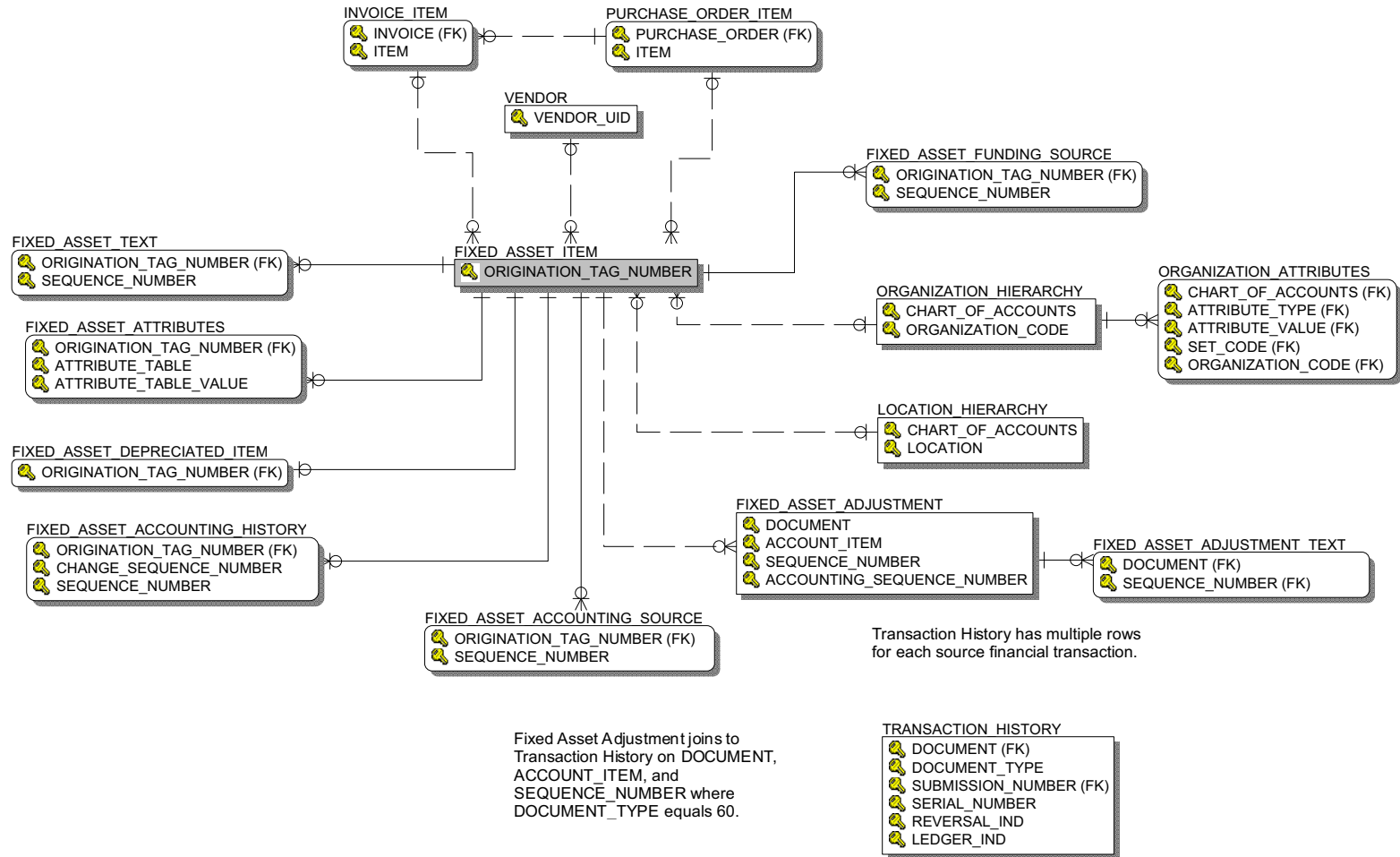
Endowment Units



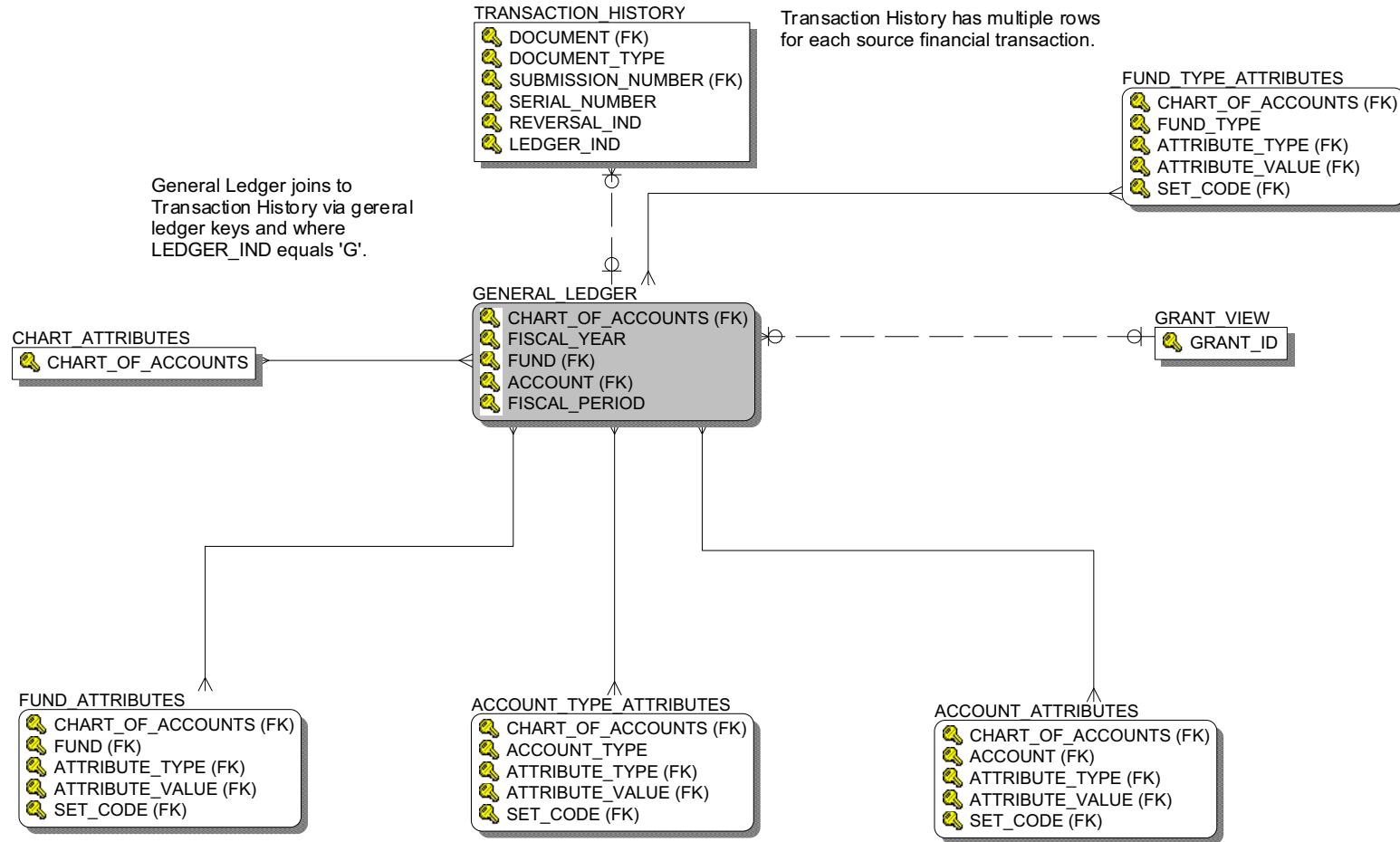
Finance Reporting Attributes



Fixed Asset

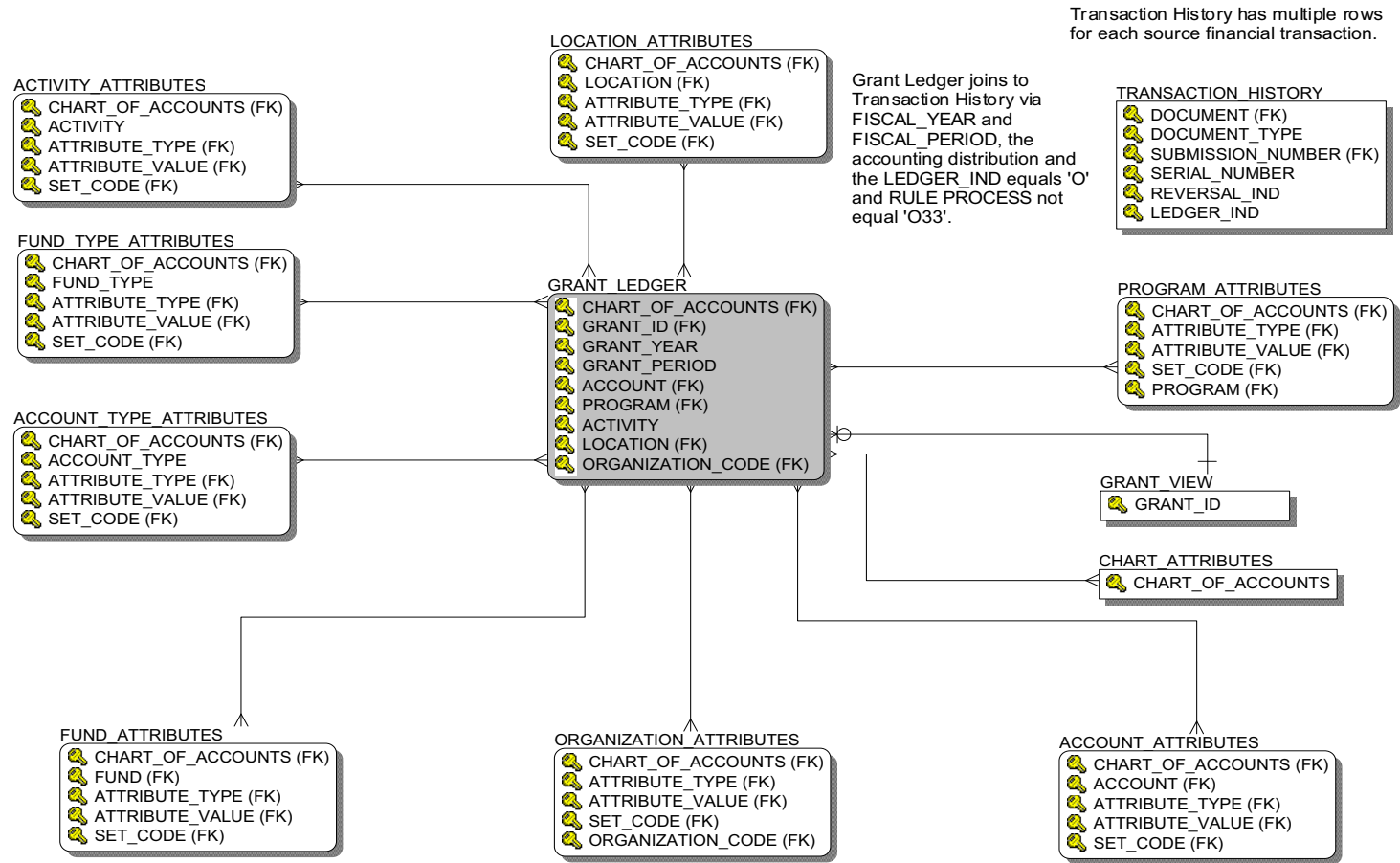


General Ledger

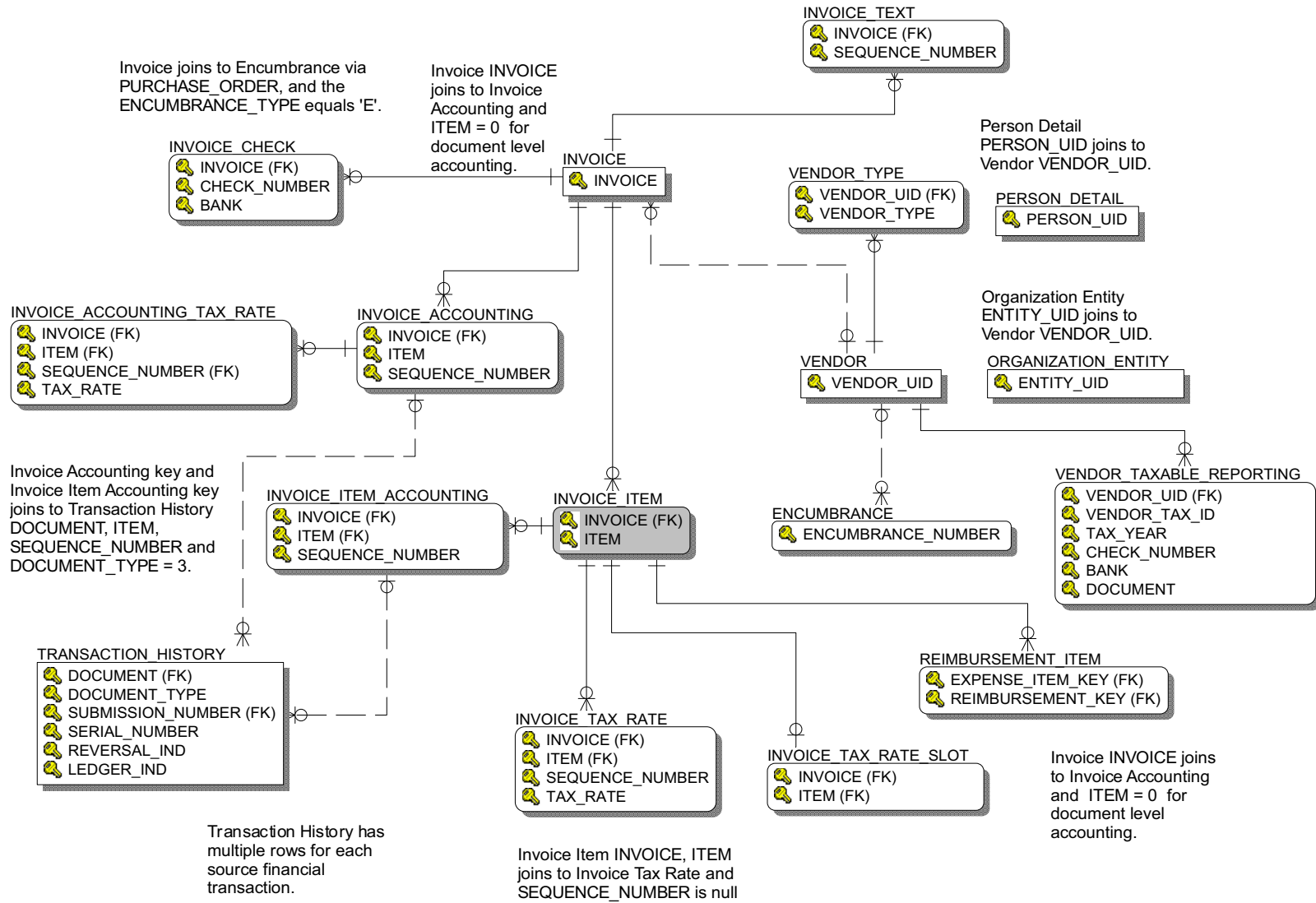


Grant and Project

Grant Ledger



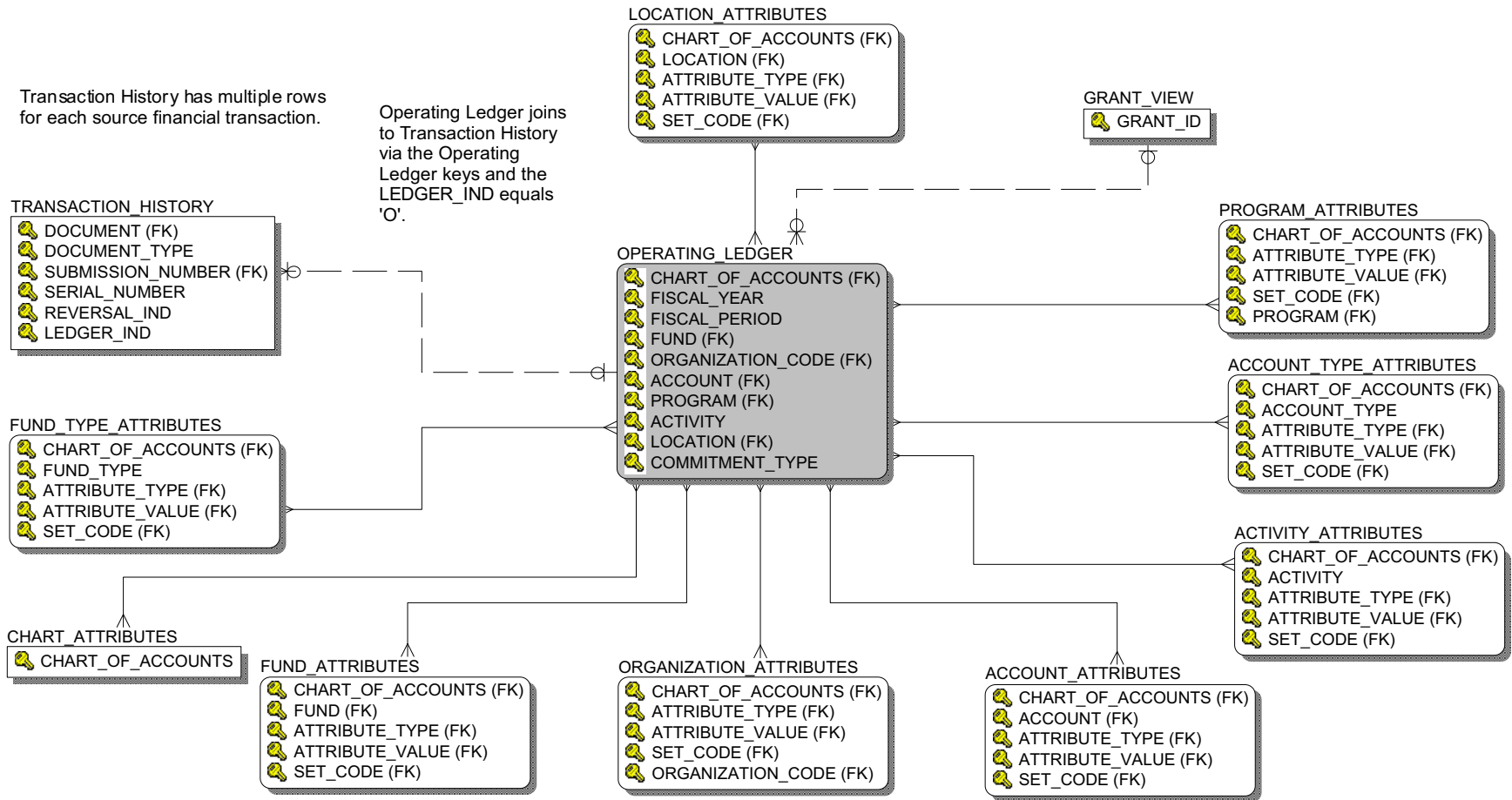
Invoice Payable



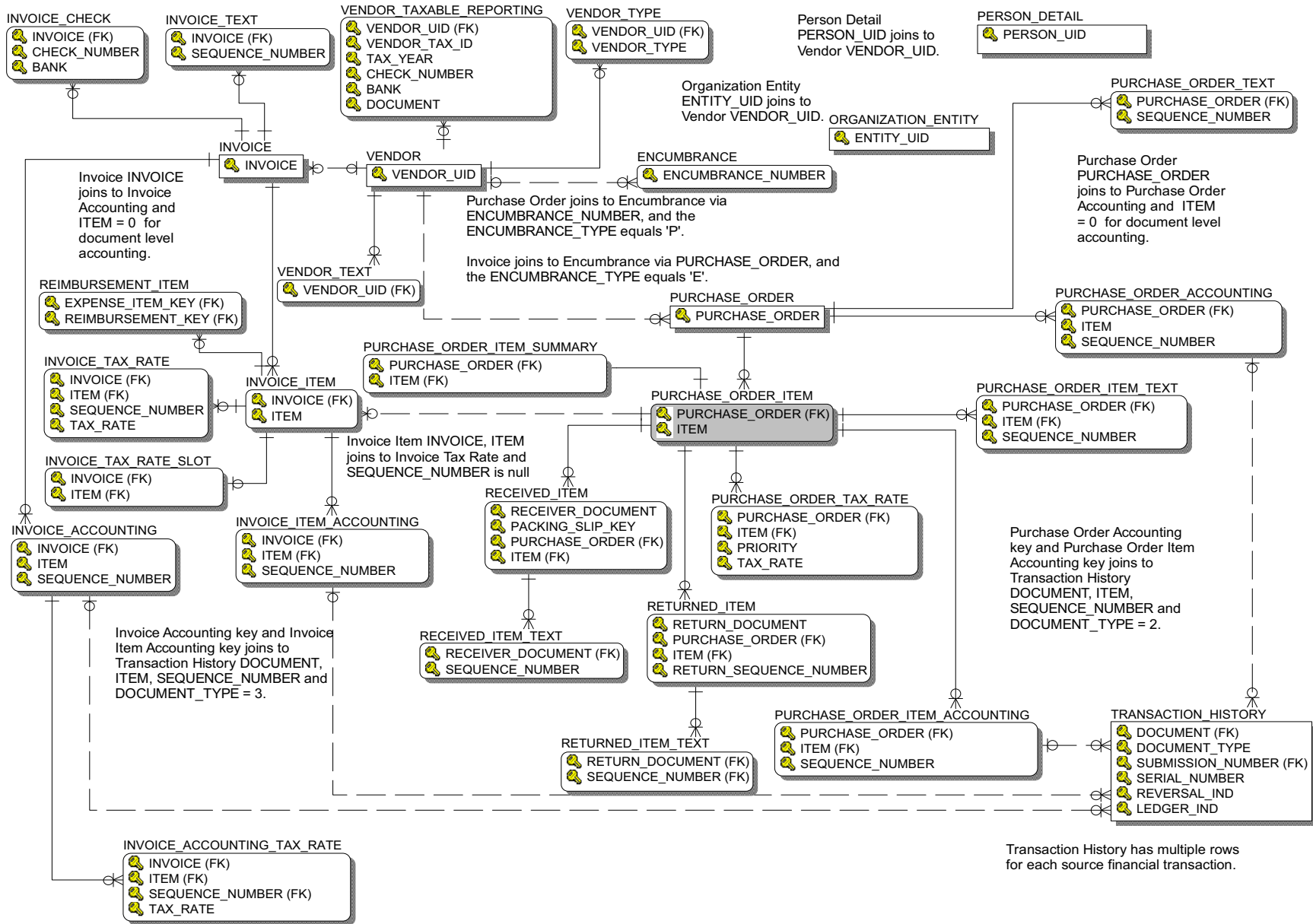
Operating Ledger

Transaction History has multiple rows for each source financial transaction.

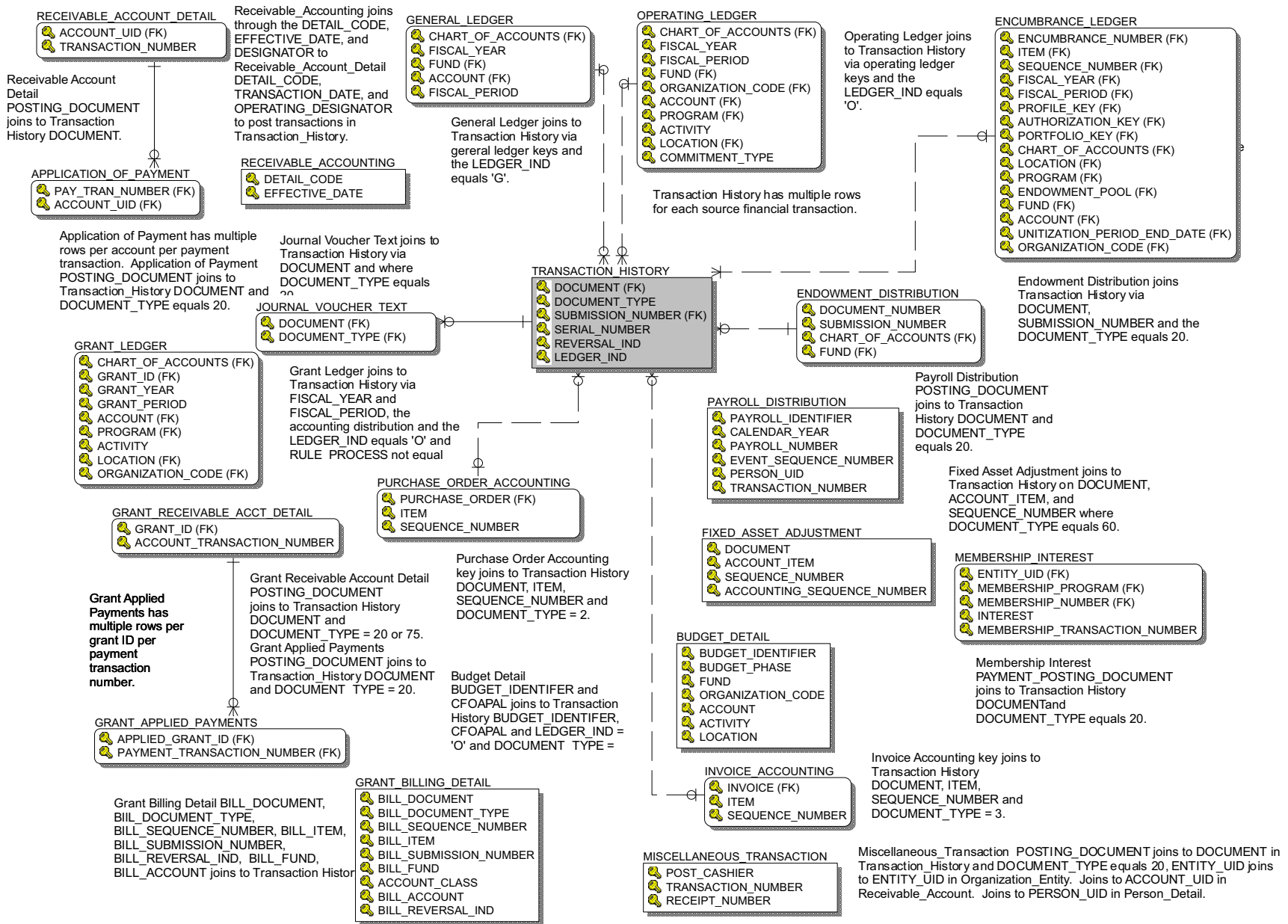
Operating Ledger joins to Transaction History via the Operating Ledger keys and the LEDGER_IND equals 'O'.



Purchasing Payable



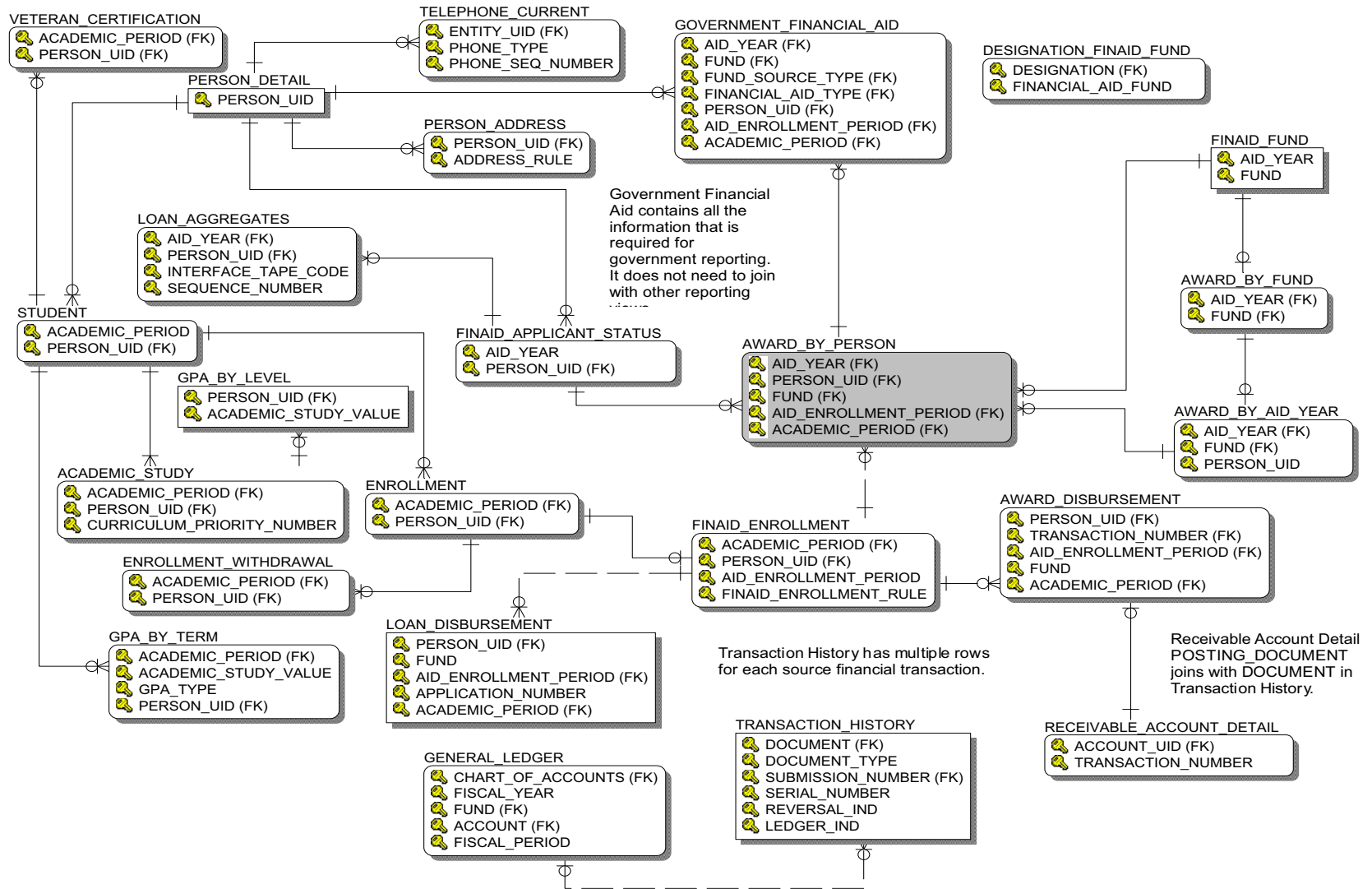
Transaction History



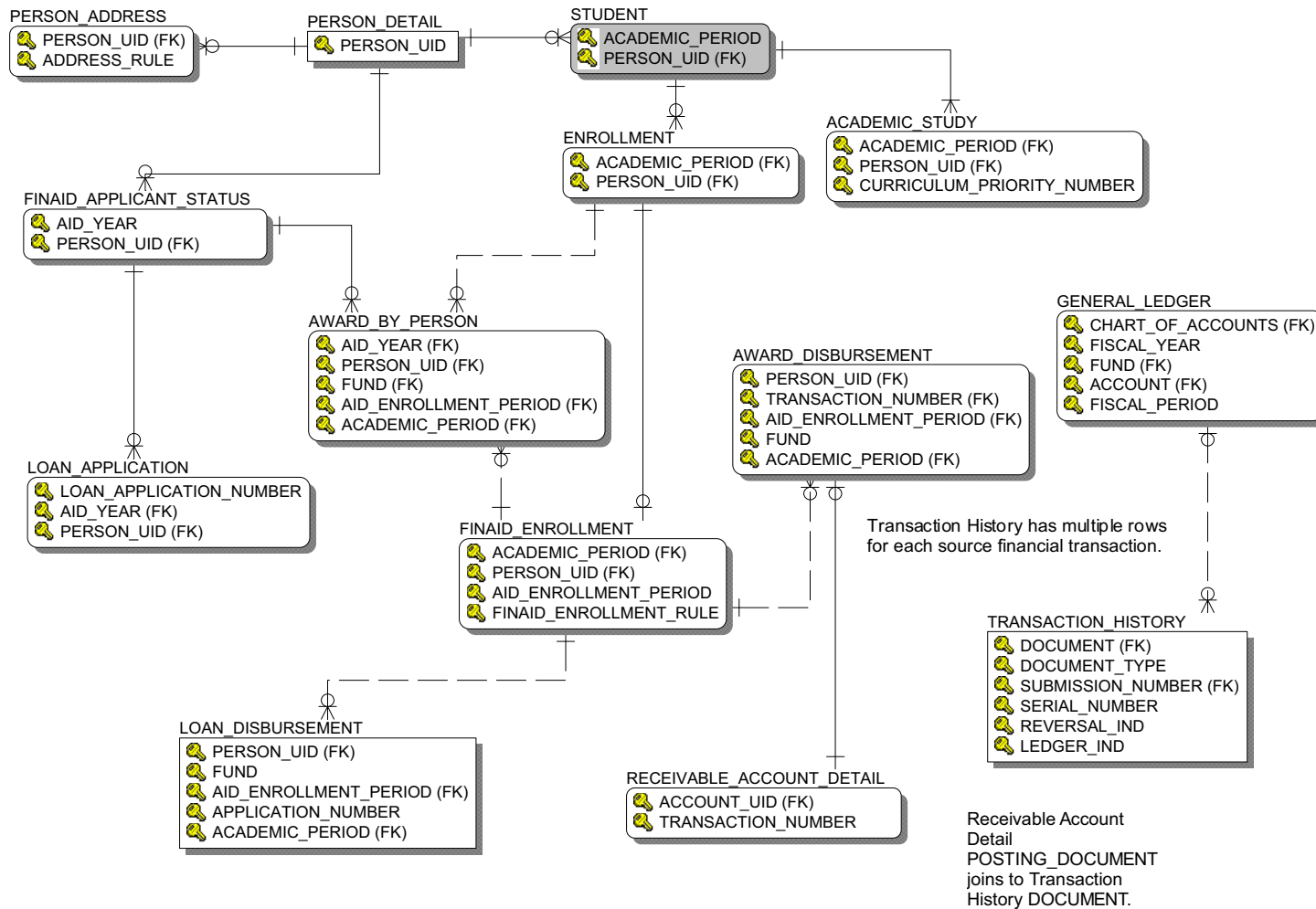
Financial Aid

Financial Aid Application

Financial Aid Award and Disbursement

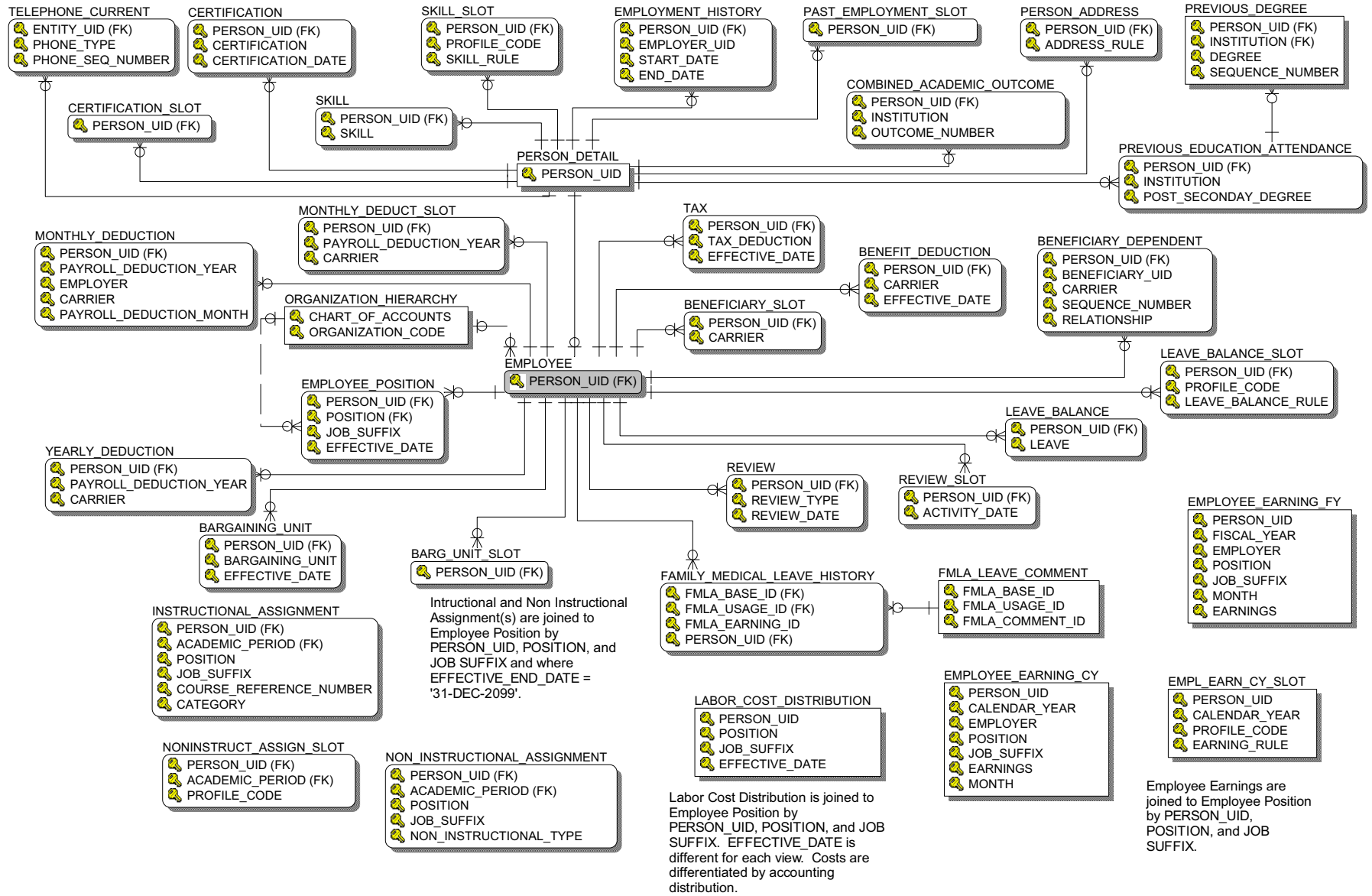


Loan Disbursement

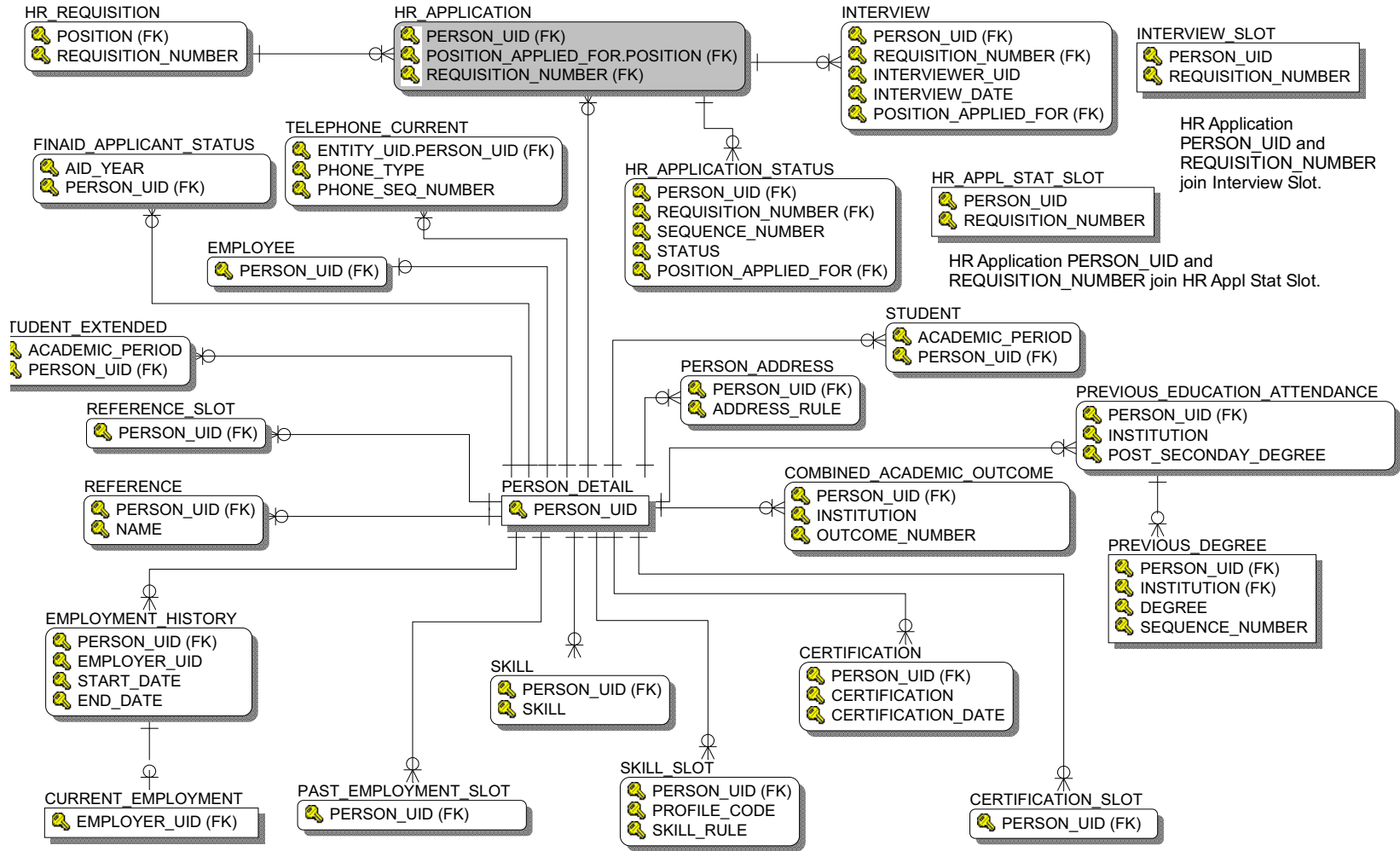


Human Resources

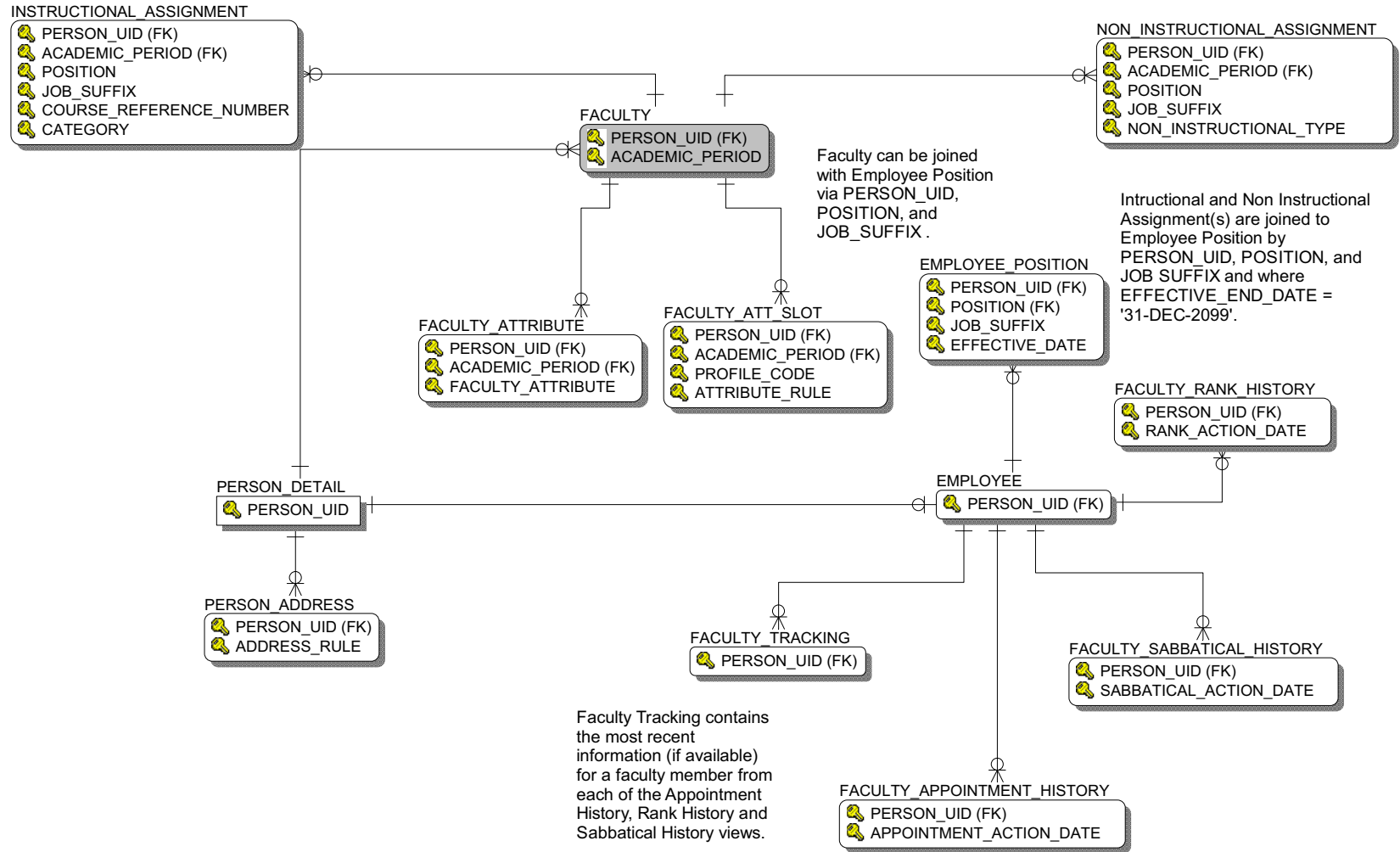
Employee



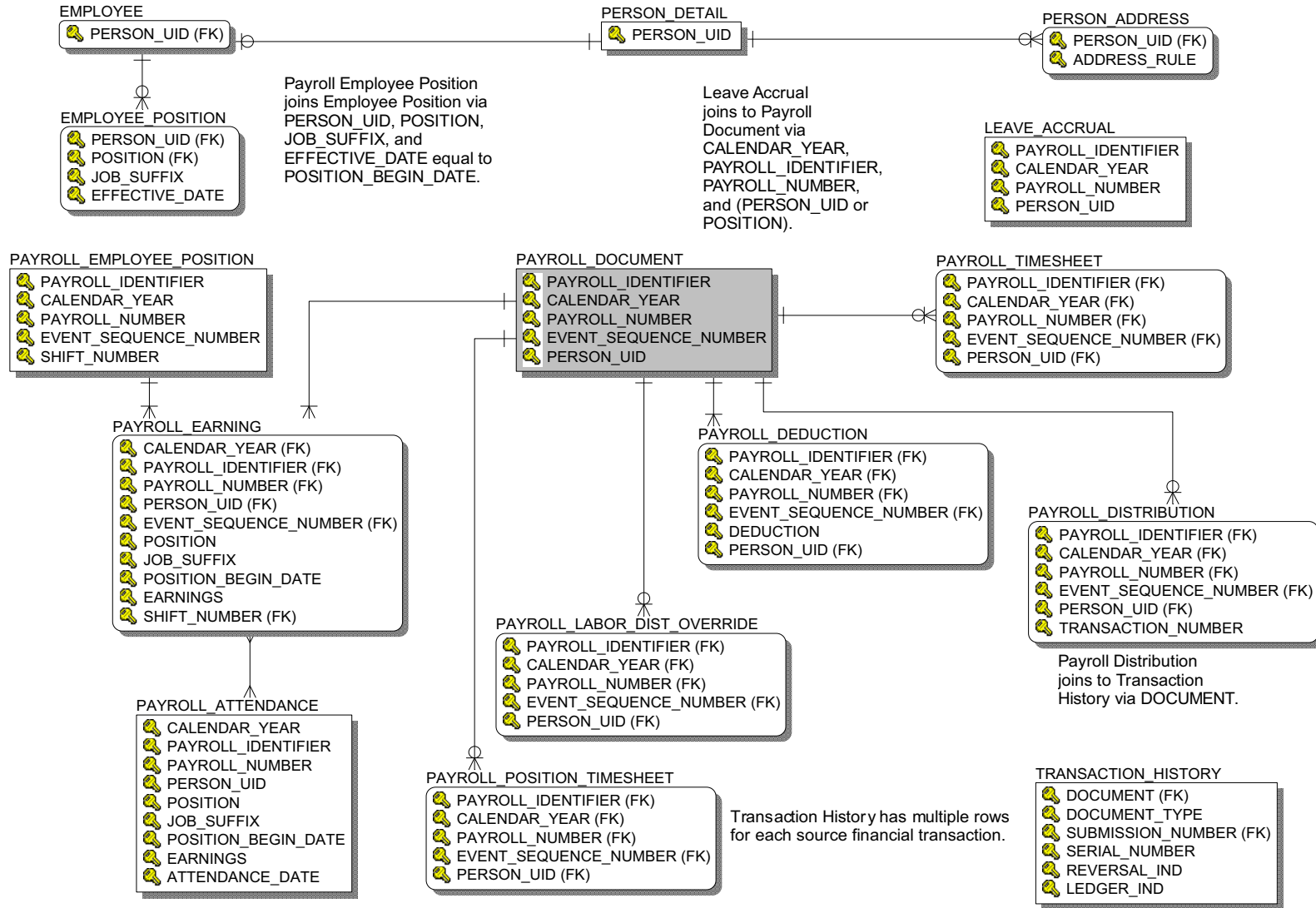
Human Resource Application



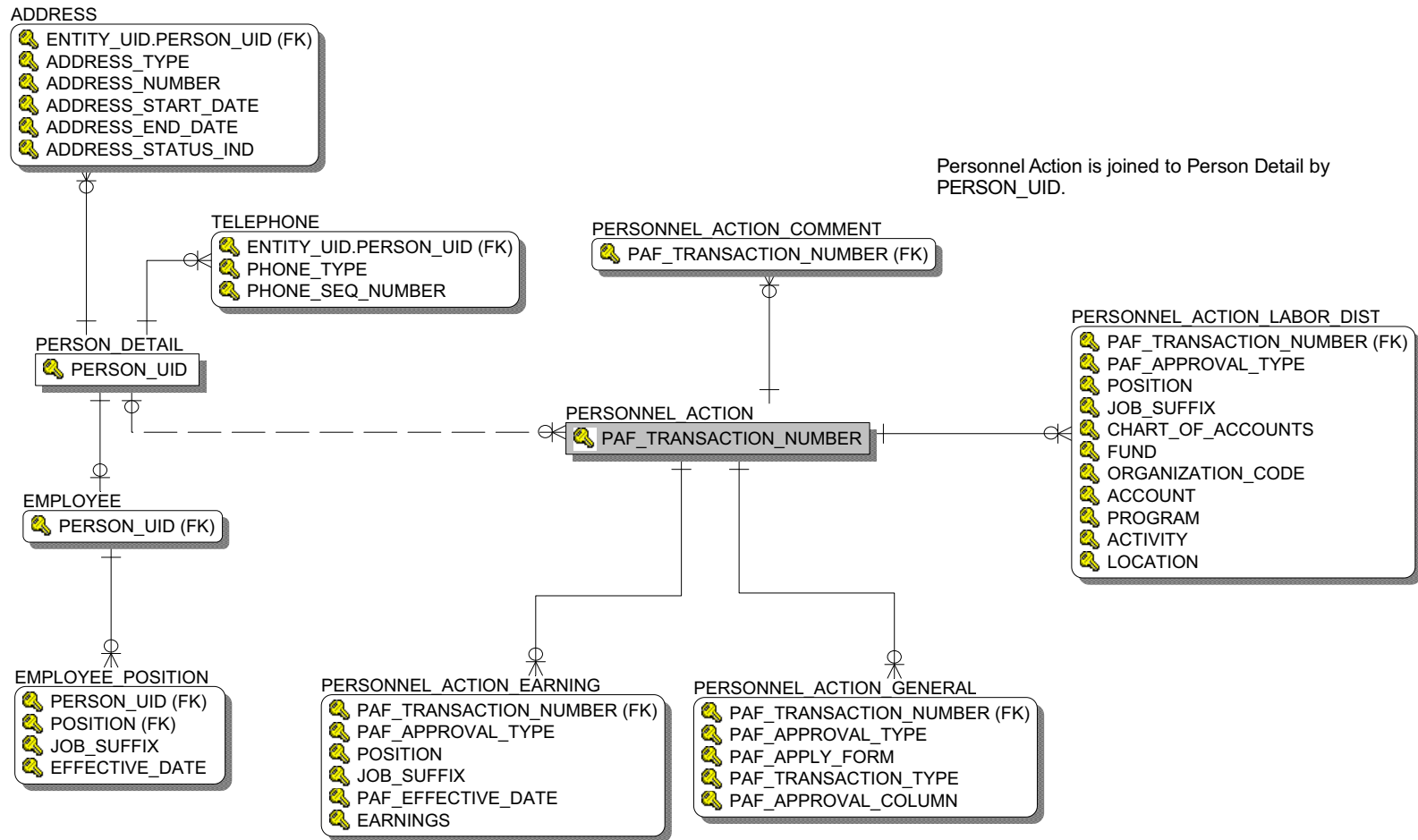
Human Resource Faculty



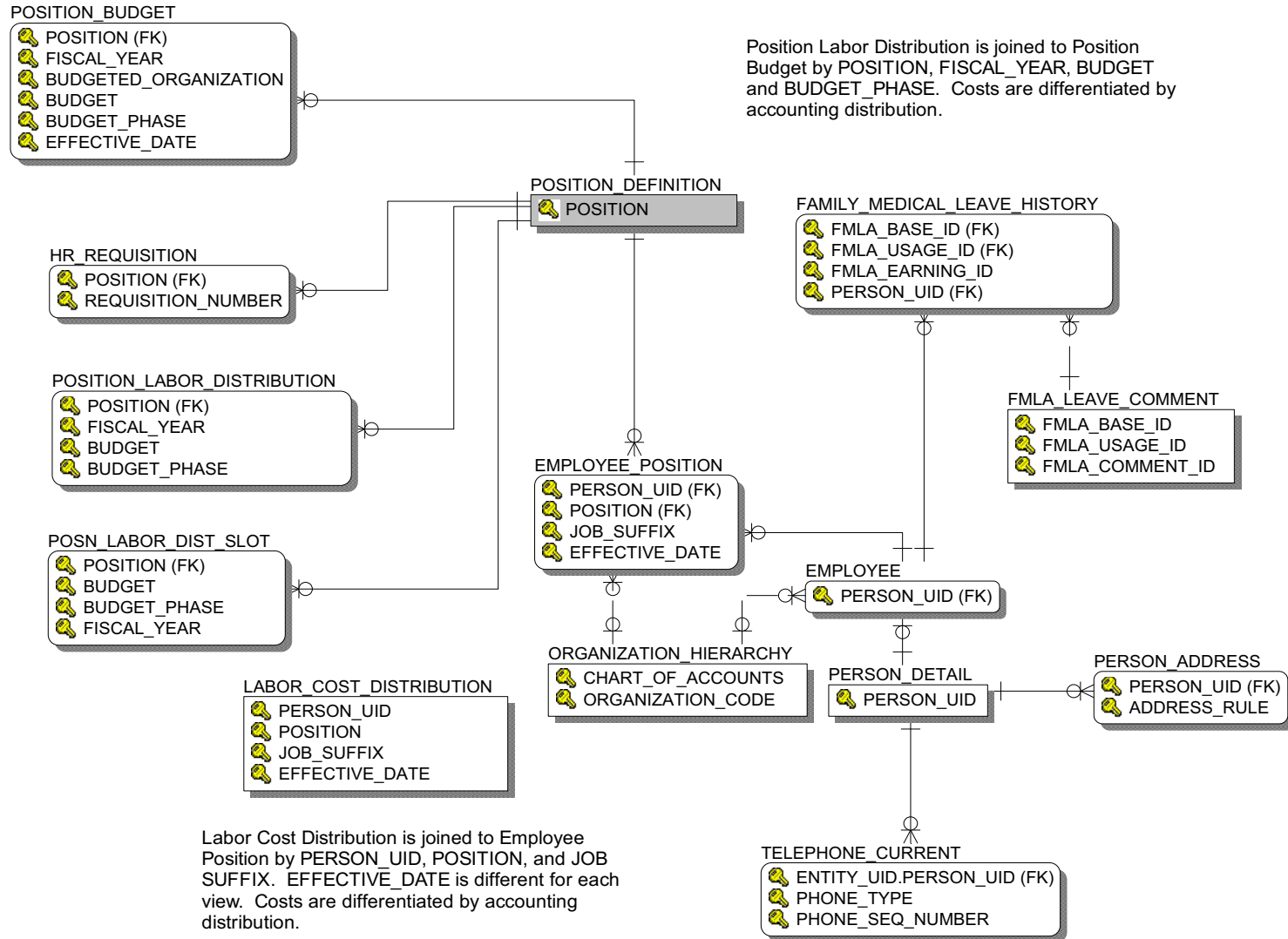
Payroll



Personnel Action Audit



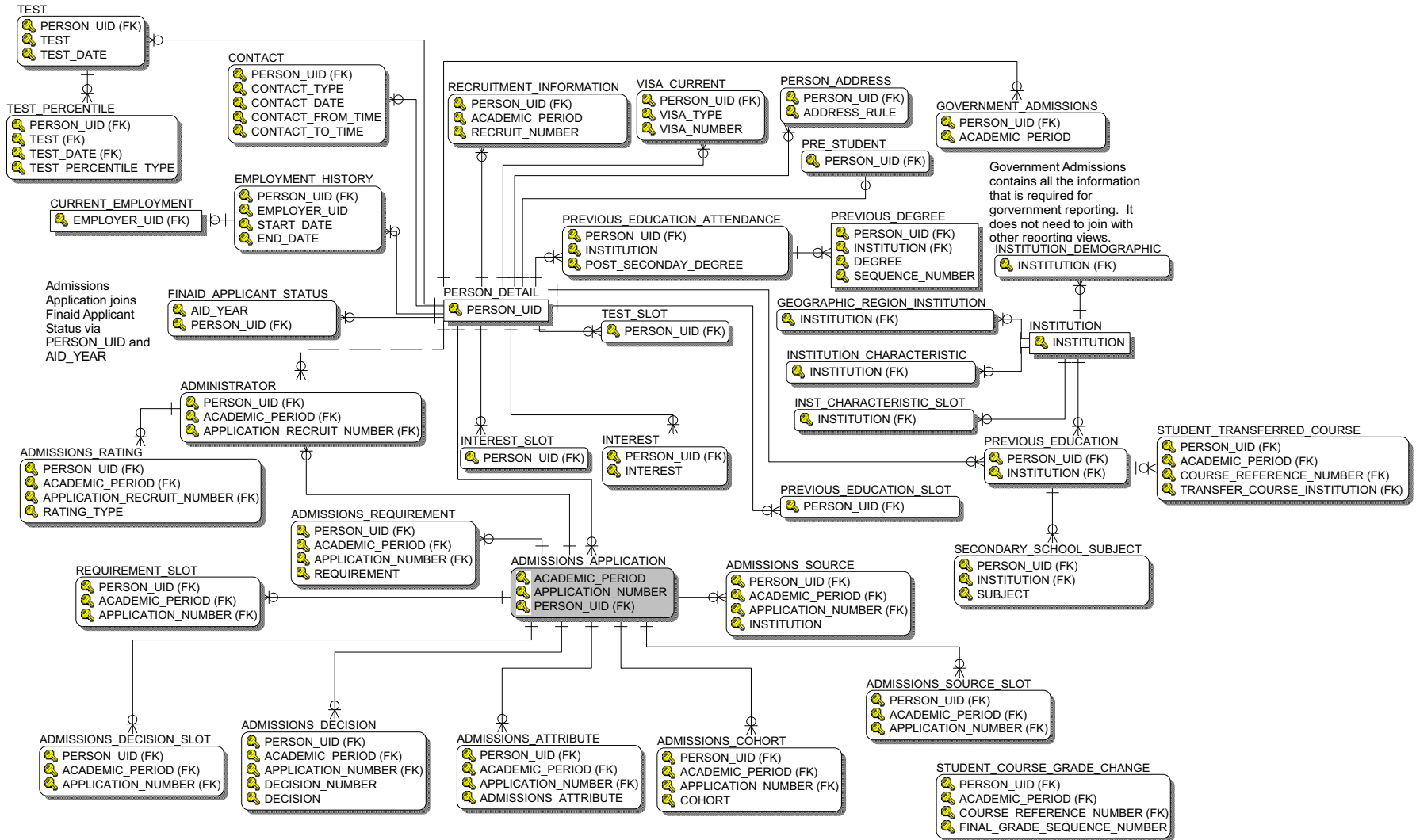
Position



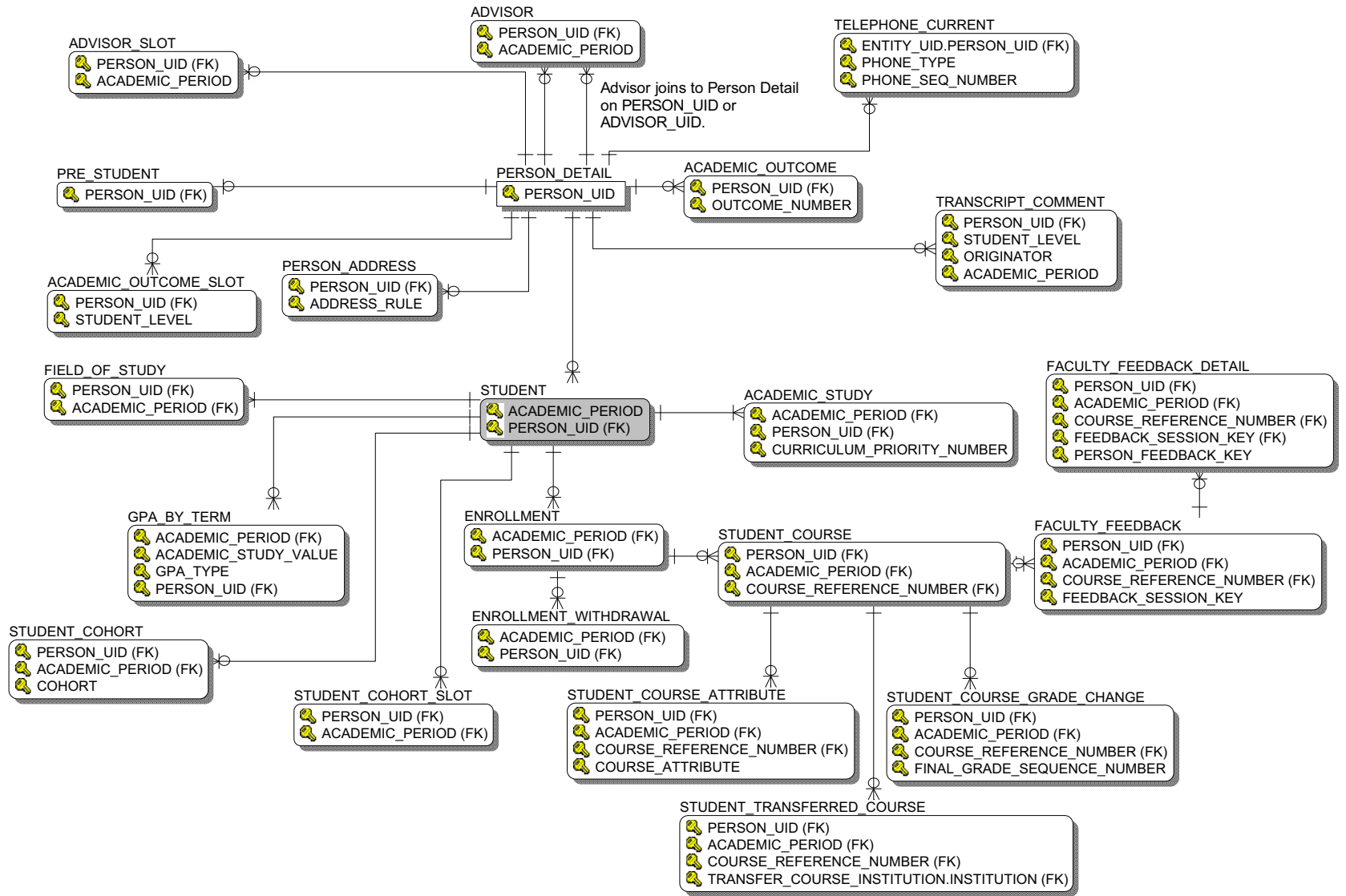
Student

Active Registration

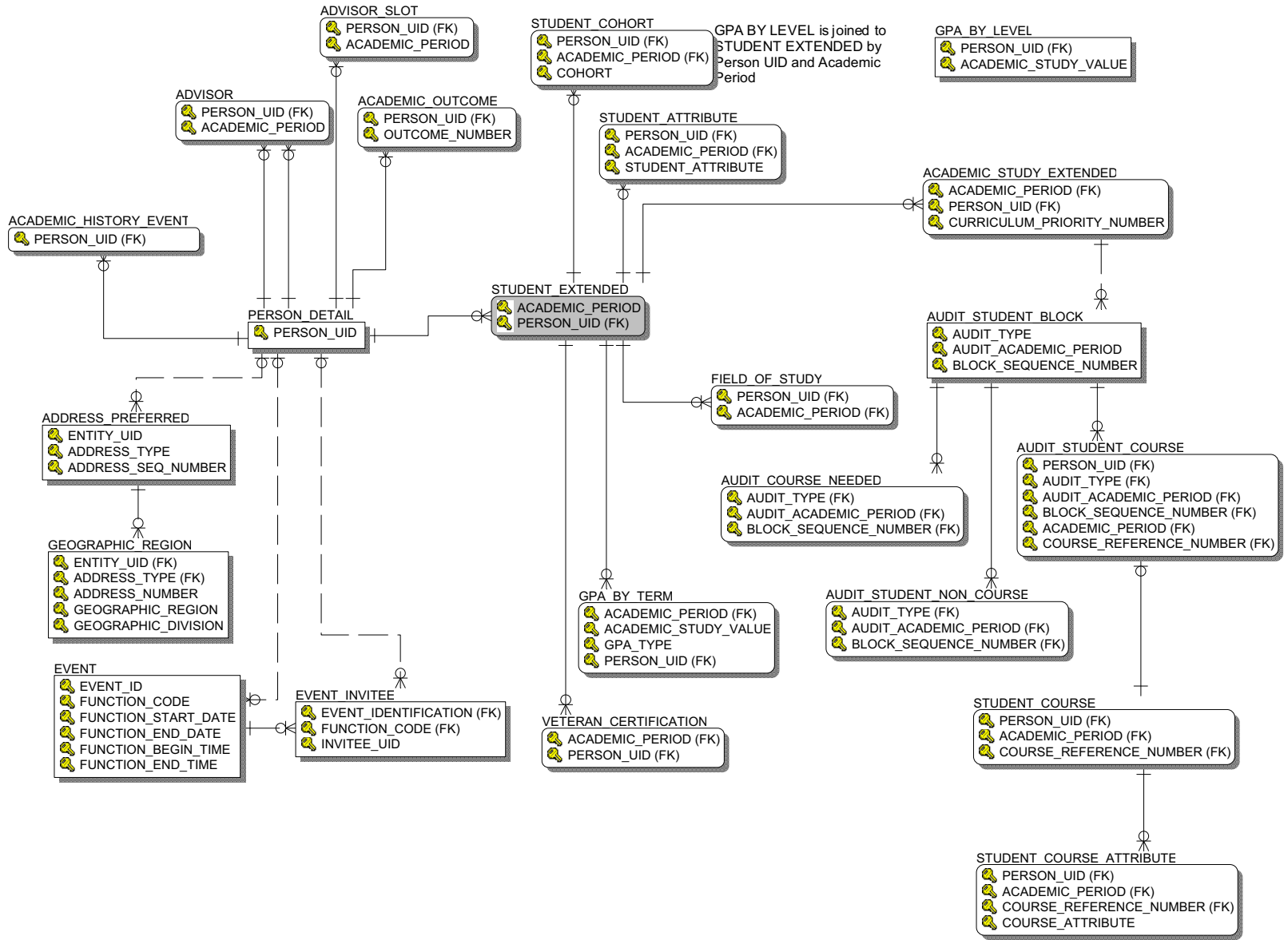
Admissions Application



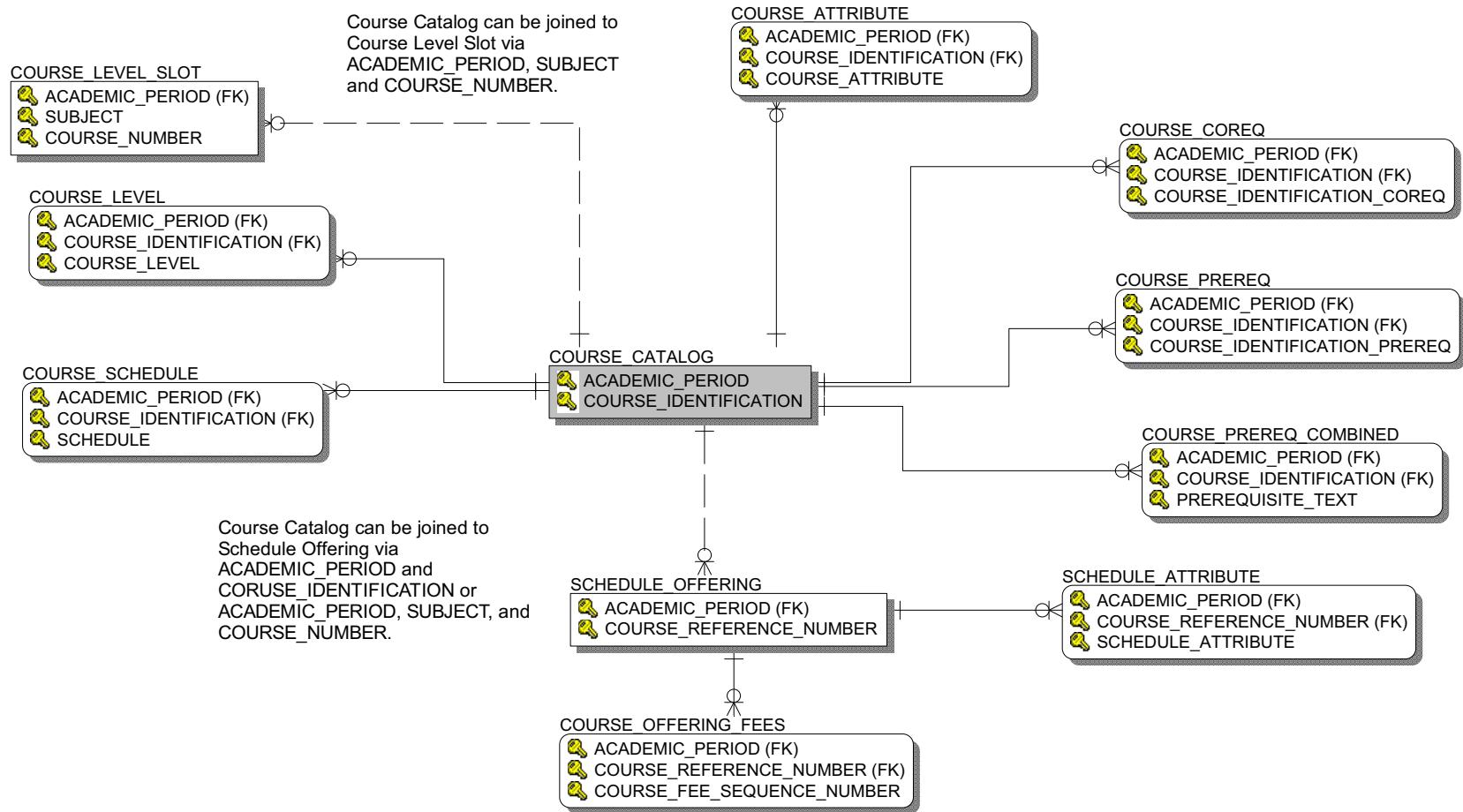
Advisor Student List



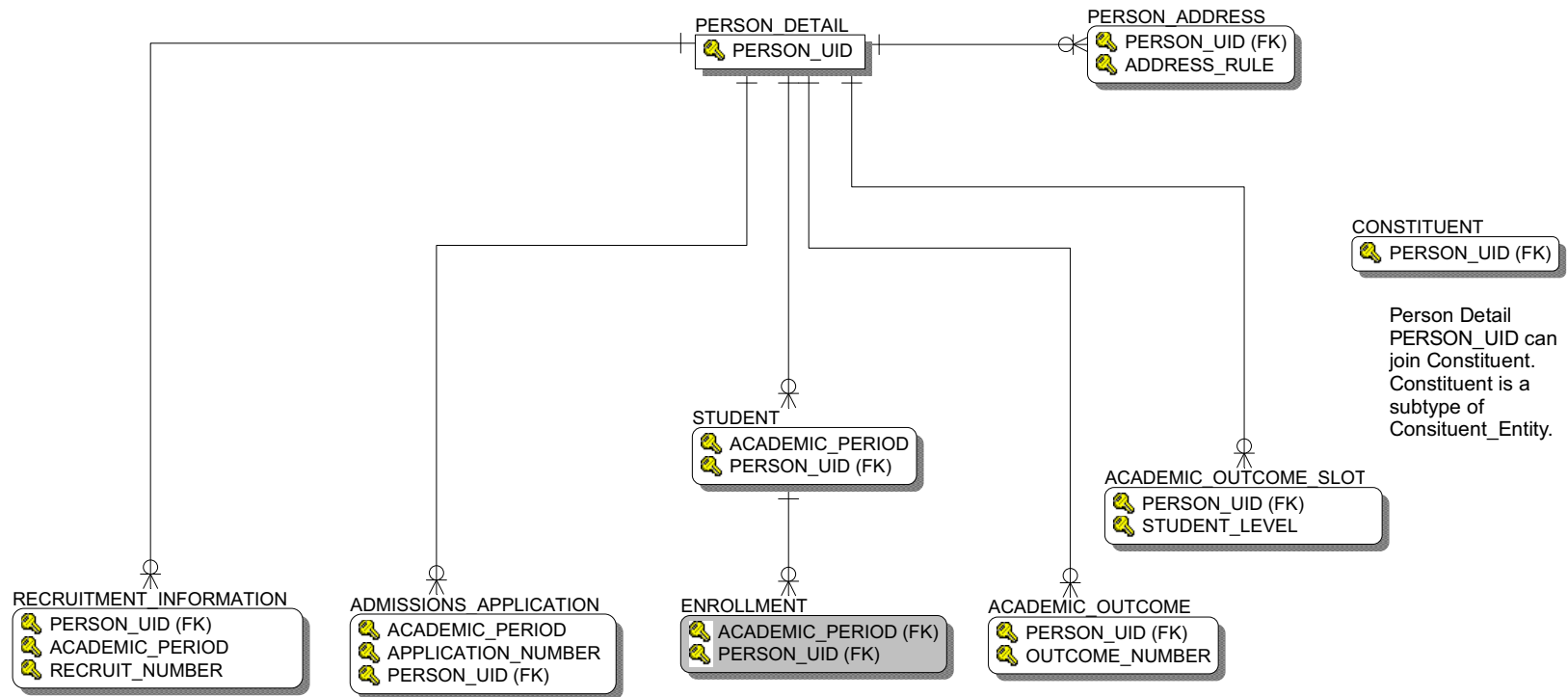
Audit Student



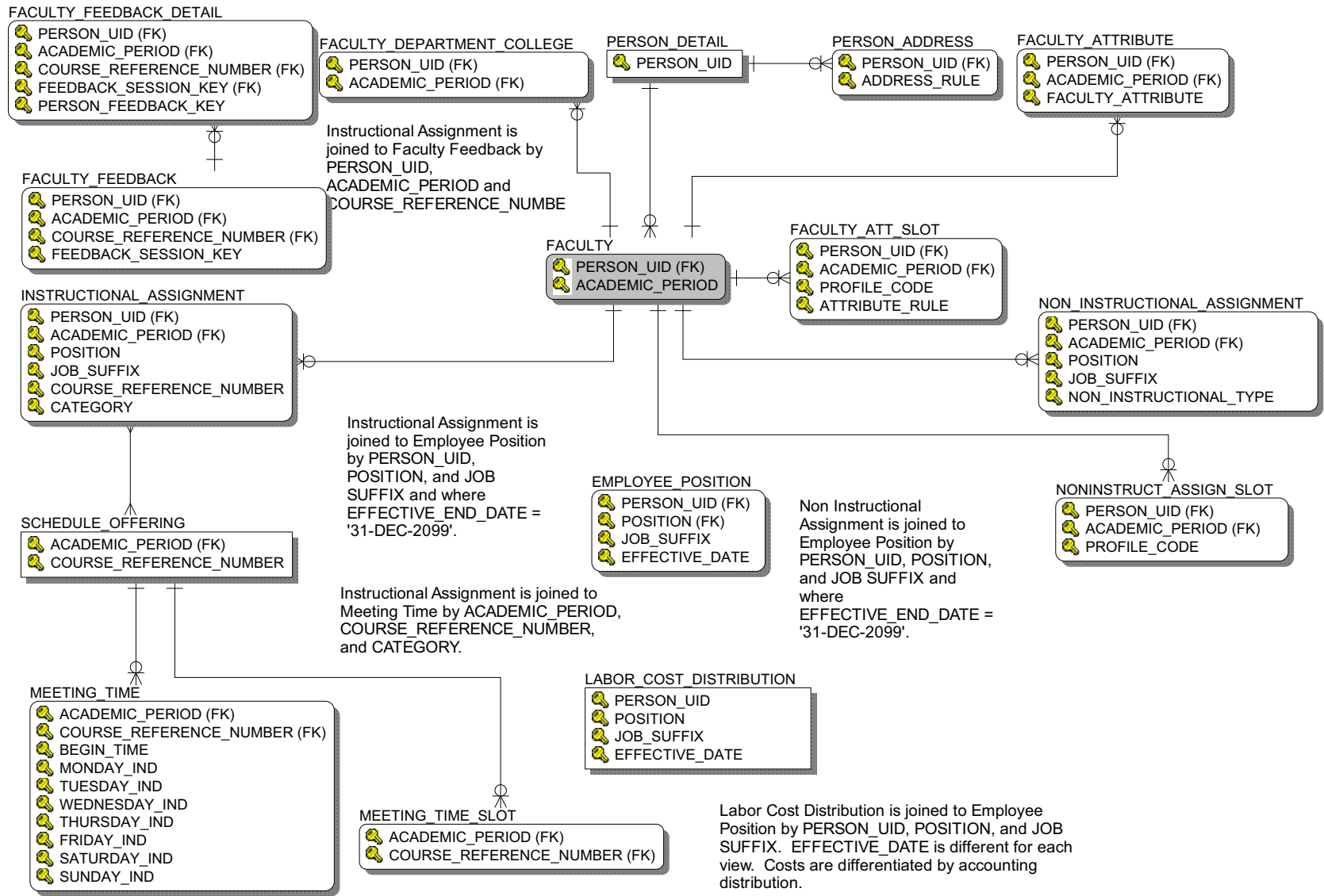
Course Catalog



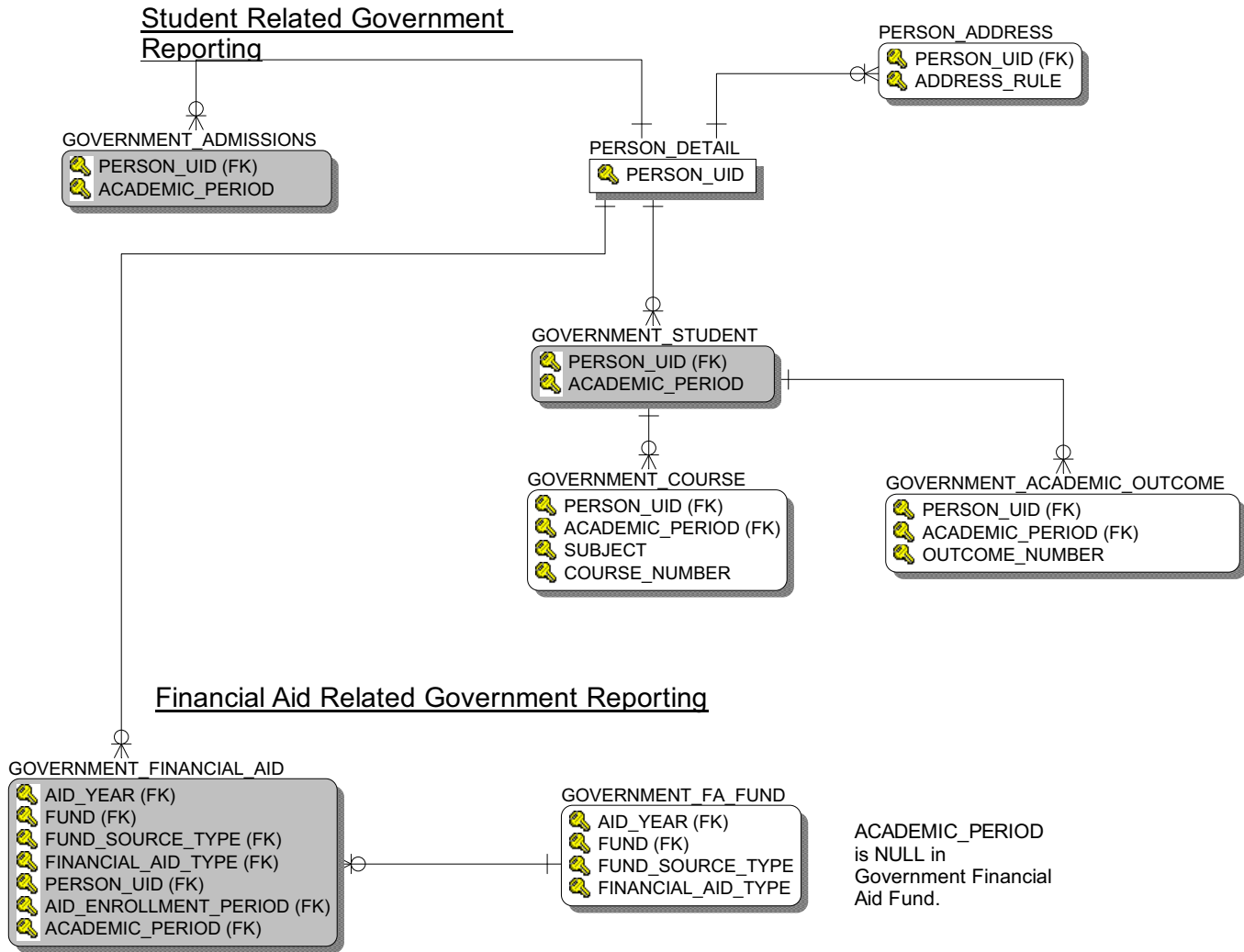
Enrollment Management



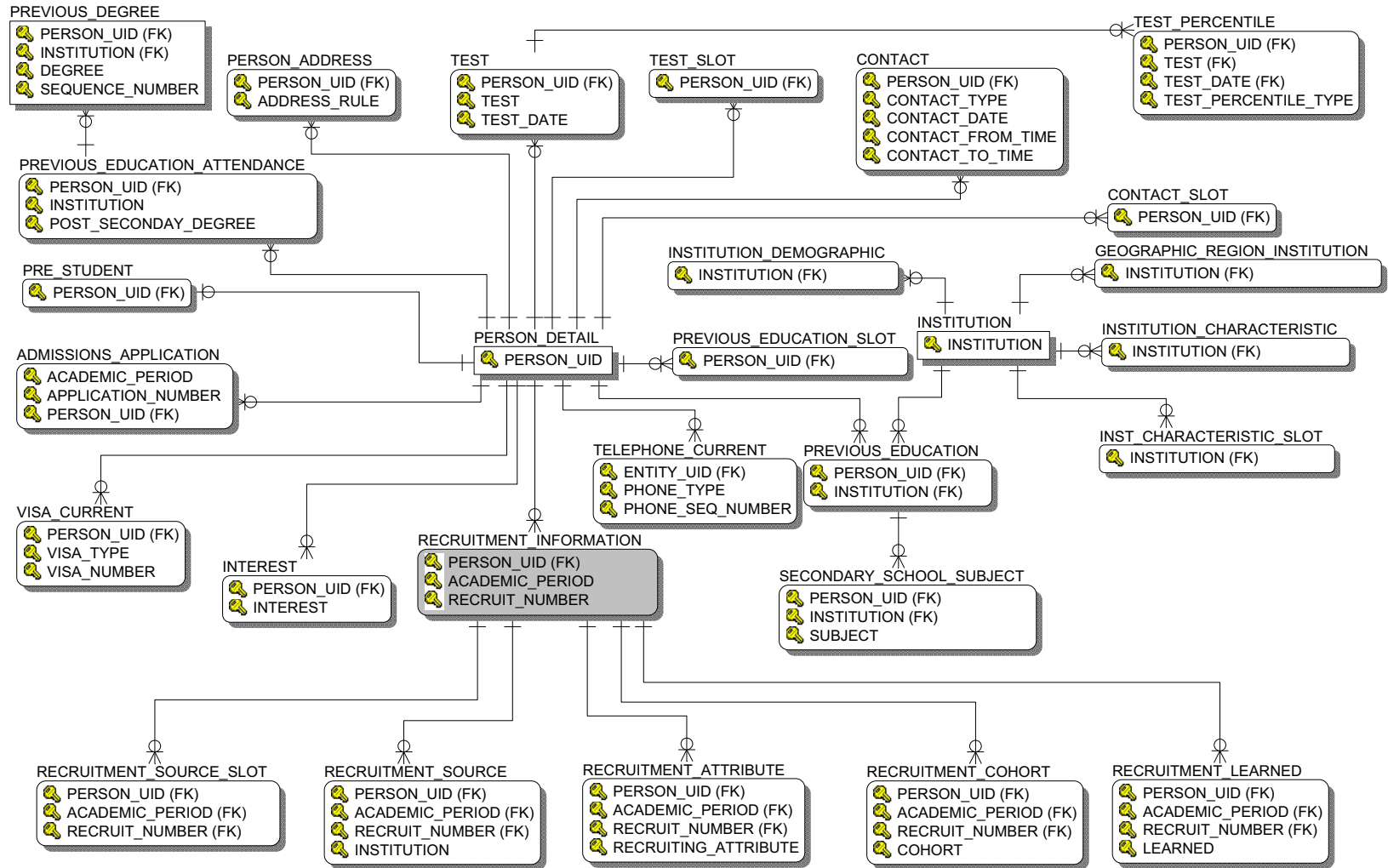
Faculty Assignment



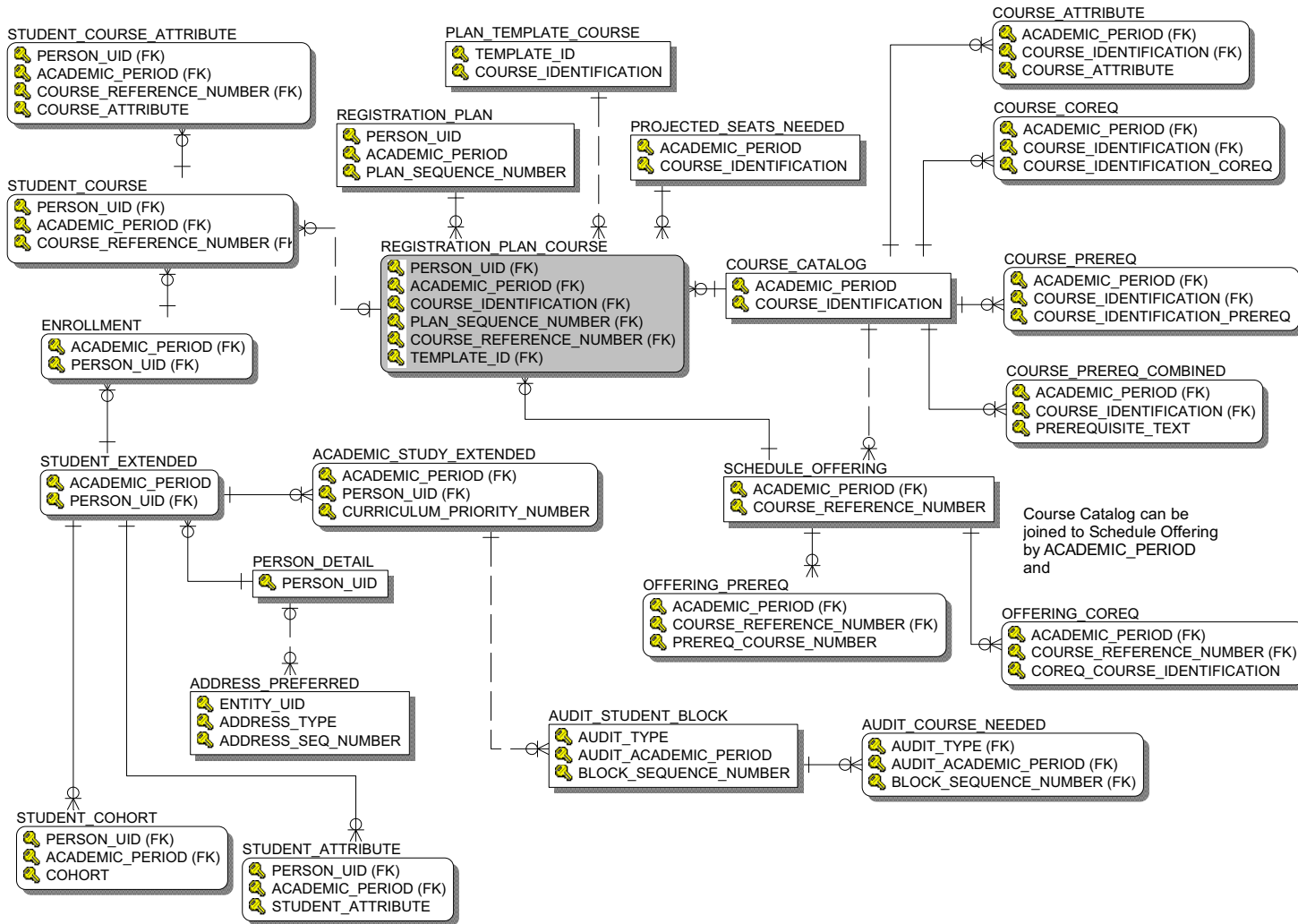
Government Reporting



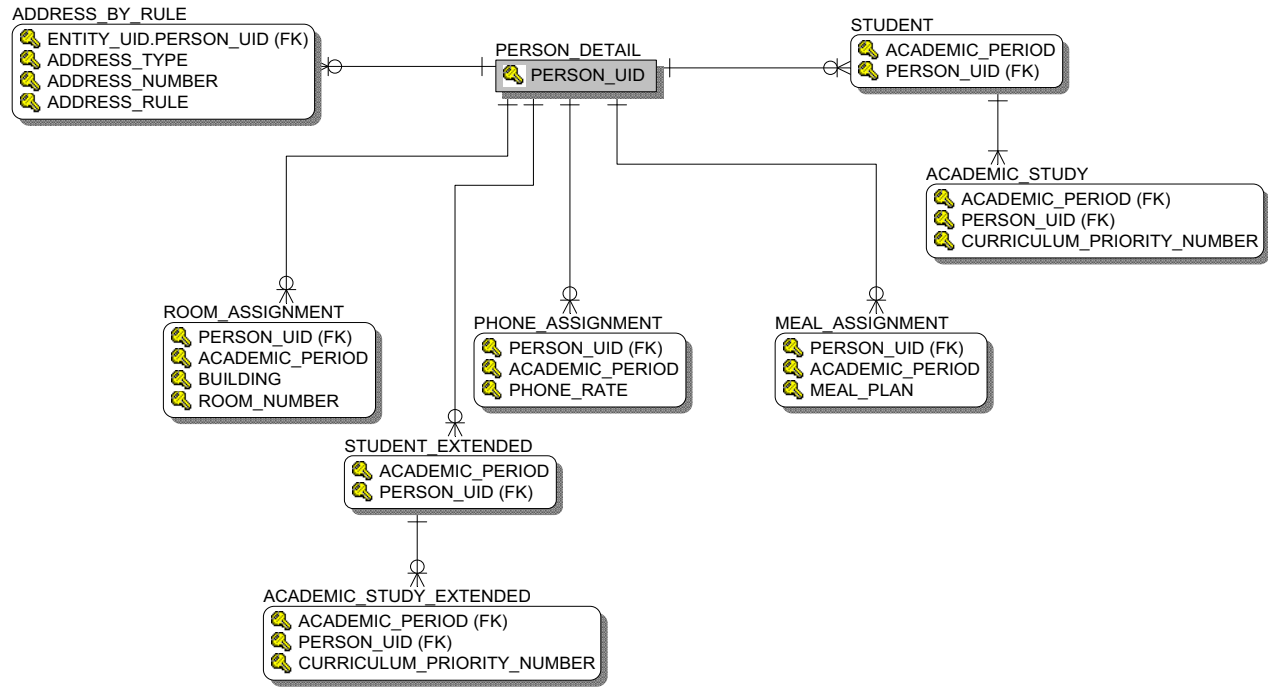
Recruitment Information



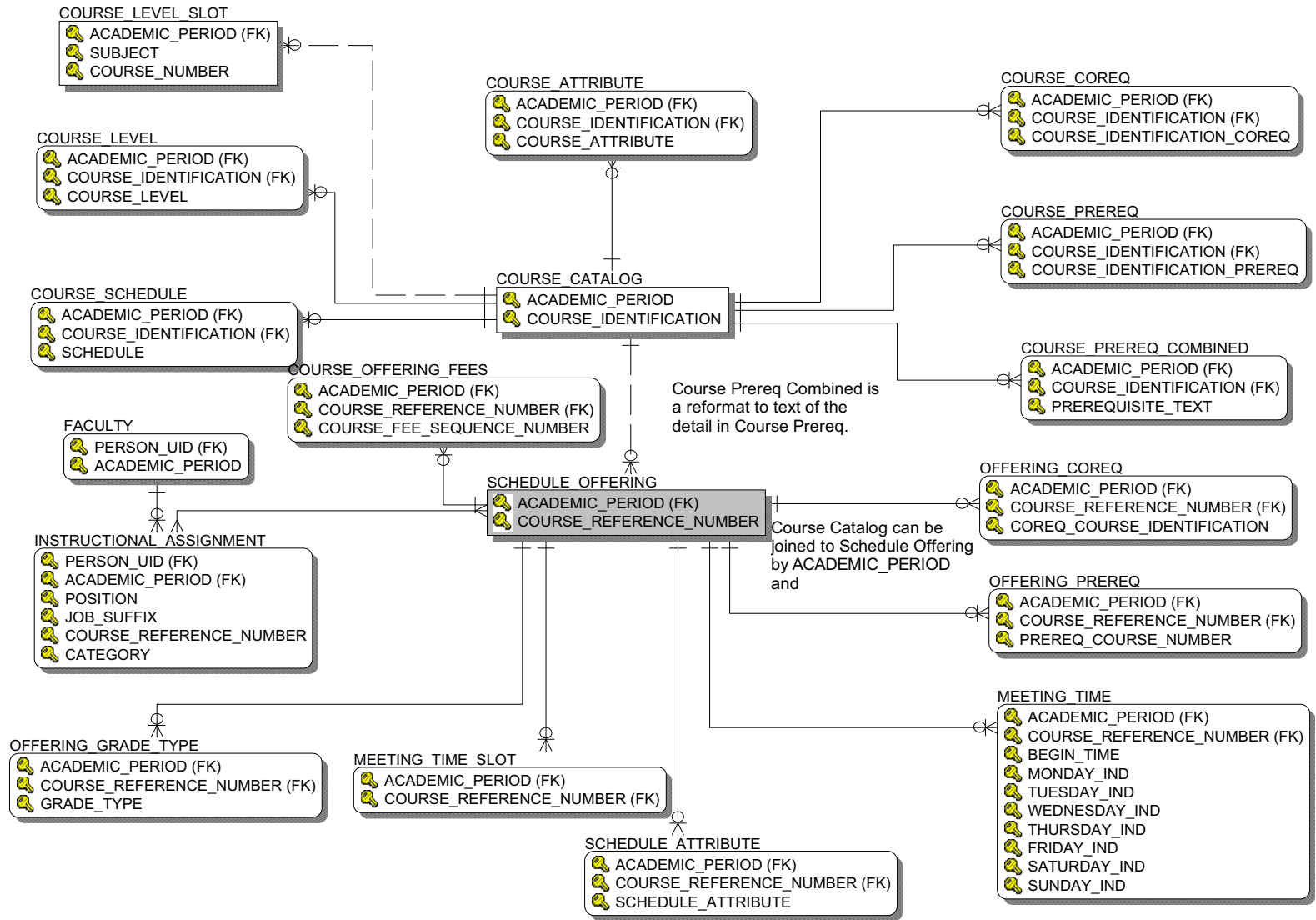
Registration Plan



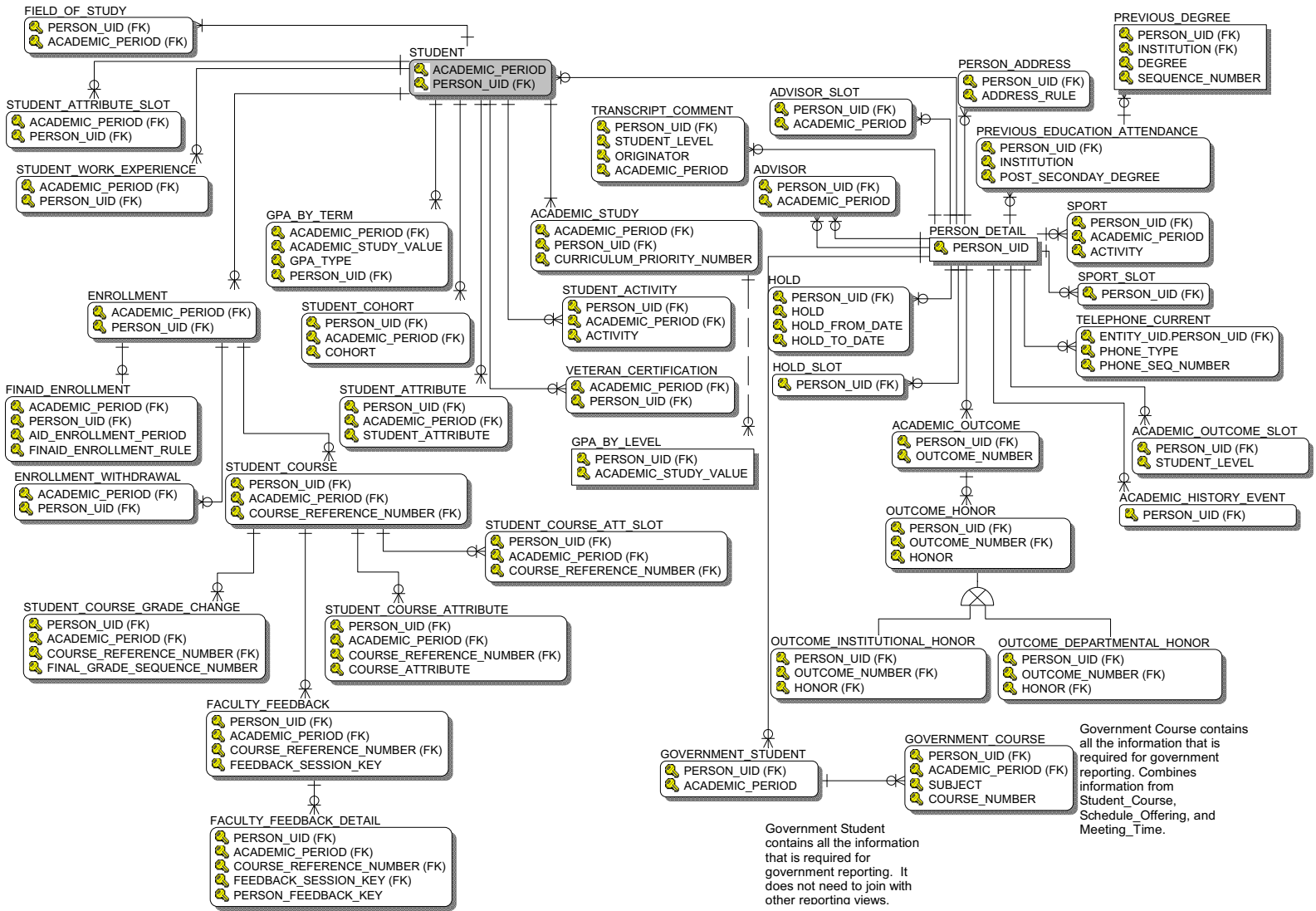
Residential Life



Schedule Offering

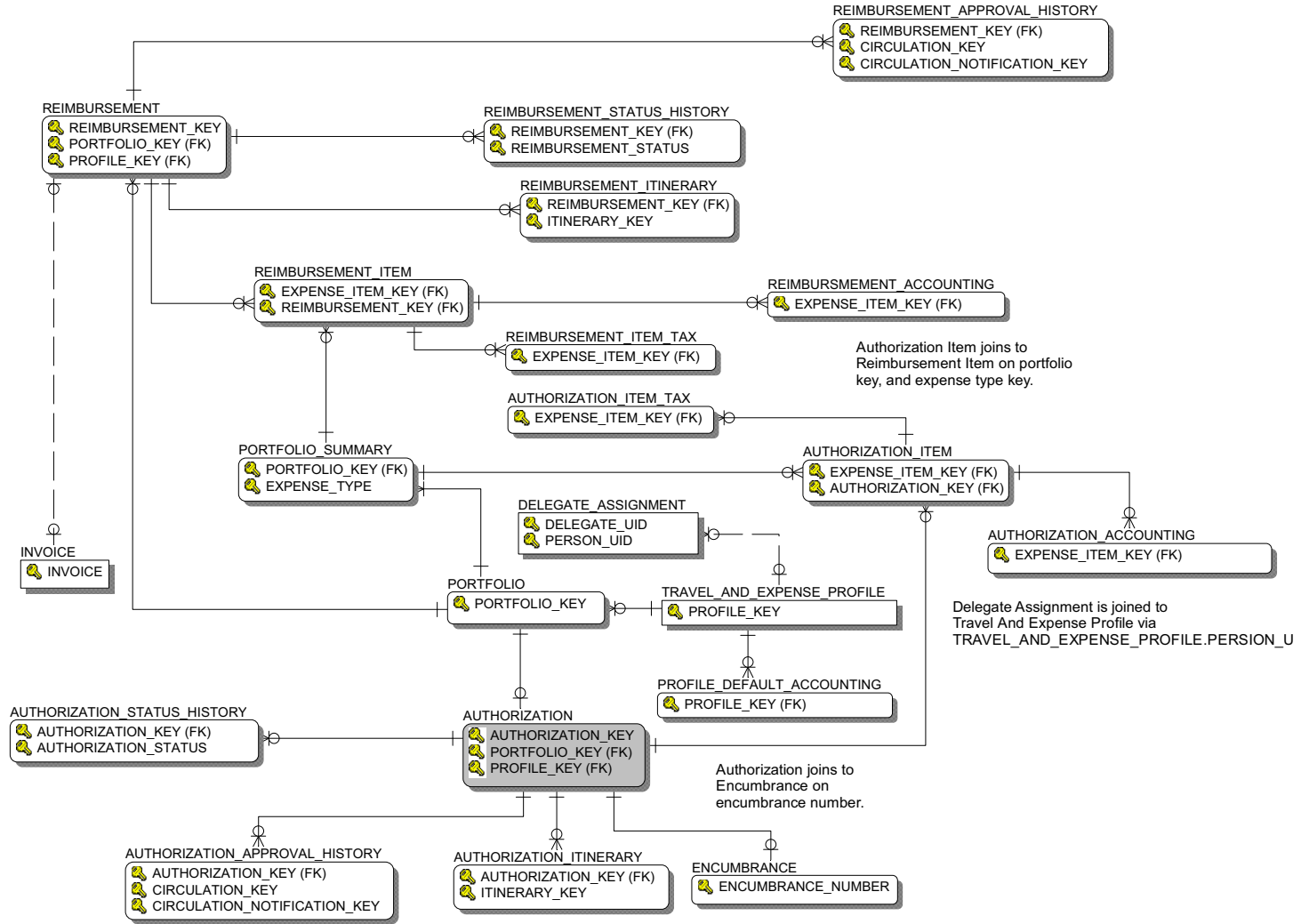


Student Detail

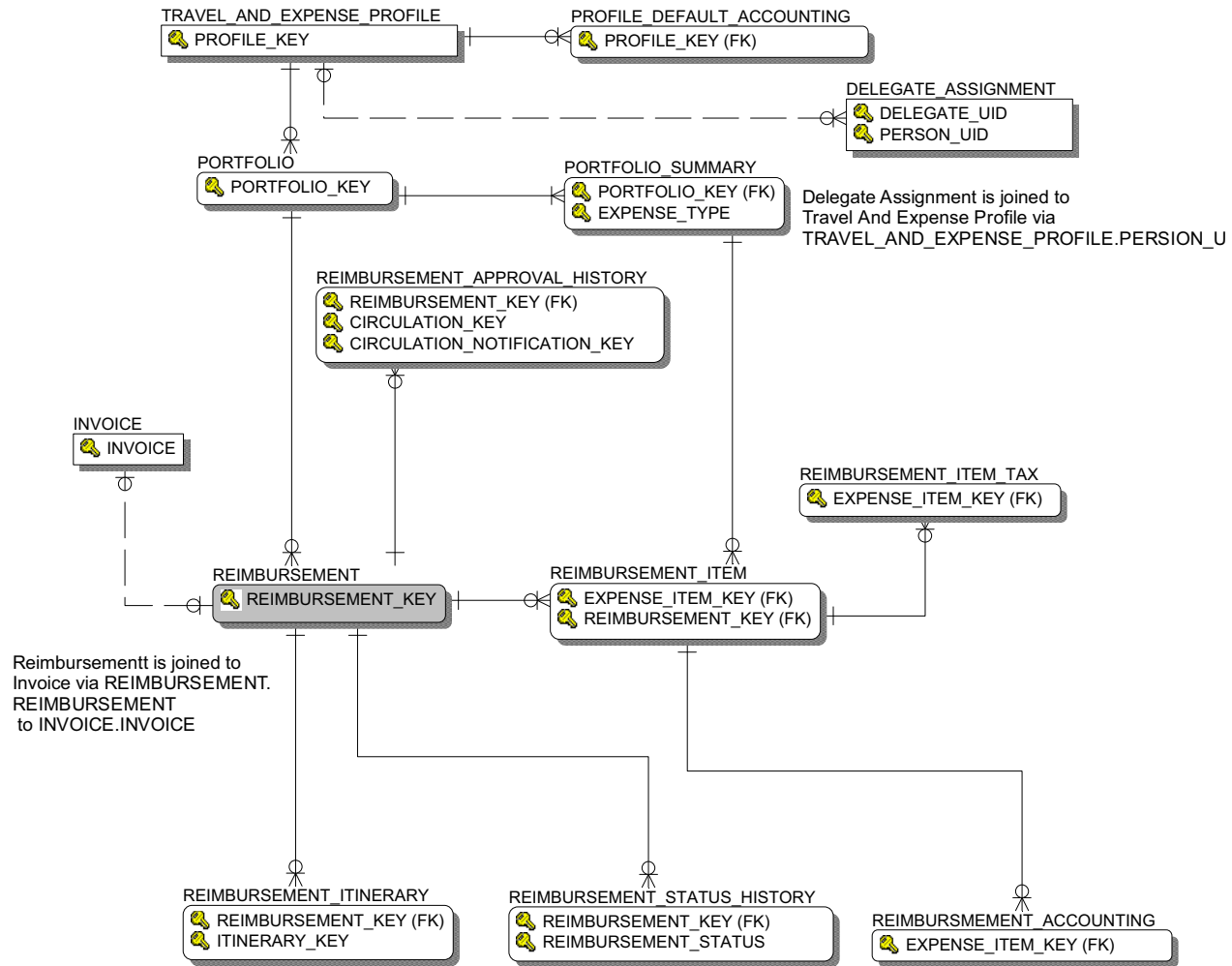


Travel and Expense

Authorization



Reimbursement



Travel and Expense Reporting Views

The following reporting views enable you to report on the Travel and Expense product.

| Reporting View | Description |
|--------------------------------|---|
| AUTHORIZATION | <p>Reports on expense report authorization requests from travel and expense. This enables reporting by authorization status and contains information about the request for an authorization, its current status, expense owner information, and summary authorization amounts for reimbursable and non-reimbursable expenses.</p> <p>If the authorization has associated reimbursements, then this also contains summary amounts for the reimbursements as reimbursable and non-reimbursable.</p> |
| AUTHORIZATION_ACCOUNTING | <p>Reports on an expense authorization request's accounting distribution. This enables reporting of expense amounts by department and contains general expense accounting data including, fiscal year/period, accounting distribution, and approved amount.</p> <p>Additional reporting can be by financial manager or the various hierarchy levels of the fund, organization code, account, program, and location.</p> |
| AUTHORIZATION_APPROVAL_HISTORY | <p>Reports on the approval cycle and notifications for authorization requests from travel and expense.</p> <p>This contains approval history information for the authorization for each change in notification, including the person who is approving the document, what action was taken and when, and when email notification was sent.</p> |

| Reporting View | Description |
|------------------------------|--|
| AUTHORIZATION_ITEM | <p>Reports on expense authorization request details from travel and expense. This enables reporting of requested expenses at a detail level for each authorization containing what the expense description is, expected expense date, the expense type, unit rate for distance calculations or per diem calculations, payment method.</p> <p>It also has details if the expense is reimbursable or not, the calculated amount for the expense, and if the expense is to be paid for by personal credit card or institution card.</p> |
| AUTHORIZATION_ITINERARY | <p>Reports on a travel itinerary associated with an authorization. This contains information about a person's or group's plans for traveling with the start and end dates of travel as well as each starting and ending locations.</p> <p>The itinerary can be created at the time of the authorization request. This enables reporting to determine where and when a person may be at any one point in time while traveling.</p> |
| AUTHORIZATION_STATUS_HISTORY | <p>Reports on the various statuses of an expense authorization request as it migrates through various stages of completion. This enables reporting to determine how long the life cycle of an authorization may take as well as the history; if it was returned for corrections, denied, or approved.</p> <p>This contains each status change, the date it changed, the time in hours since the prior change, and the time in hours from inception to current status.</p> |
| PORTFOLIO | <p>Reports on the portfolio information from travel and expense. This enables reporting on travel and non-travel related expenses, travel start and end date, expense owner, business purpose, and various summarized amounts for the authorization and reimbursements within the portfolio.</p> <p>The portfolio is used to associate reimbursements with an authorization.</p> |
| PORTFOLIO_SUMMARY | <p>Reports on summarized amounts by expense type within a portfolio for the authorization and the reimbursement. This enables management to verify the reimbursements against the authorization.</p> |

| Reporting View | Description |
|--------------------------------|---|
| PROFILE_DEFAULT_ACCOUNTING | <p>Reports on default accounting information for a travel and expense owner profile. This contains one or more accounting distributions and can be used to audit what accounting was actually used for reimbursements versus what account distributions were set up as defaults.</p> |
| REIMBURSEMENT | <p>Reports on expense report reimbursement requests from travel and expense. This enables reporting by reimbursement status and contains information about the request for a reimbursement, its current status, expense owner and payee information, and summary reimbursement amounts for reimbursable and non-reimbursable expenses.</p> <p>If the reimbursement is associated with an authorization, then this also contains summary amounts for the authorization as reimbursable and non-reimbursable.</p> |
| REIMBURSEMENT_ACCOUNTING | <p>Reports on an expense reimbursement request's accounting distribution. This enables reporting of expense amounts by department and contains general expense reimbursement accounting data including, fiscal year/period, accounting distribution, and approved amount.</p> <p>Additional reporting can be by bank, and financial manager or the various hierarchy levels of the fund, organization code, account, program, and location.</p> |
| REIMBURSEMENT_APPROVAL_HISTORY | <p>Reports on the approval cycle and notifications for reimbursement requests from travel and expense.</p> <p>This contains approval history information for the reimbursement for each change in notification, including the person who is approving the document, what action was taken and when, and when email notification was sent.</p> |
| REIMBURSEMENT_ITEM | <p>Reports on expense reimbursement request details from travel and expense.</p> <p>This enables expenses to be reported at a detail level for each reimbursement. It contains the expense description, receipt date, the expense type, unit rate for distance calculations or per diem calculations, payment method, if the expense is reimbursable or not, the calculated amount for the expense, and if the expense was paid for by personal credit card or institution card.</p> |

| Reporting View | Description |
|------------------------------|---|
| REIMBURSEMENT_ITINERARY | <p>Reports on a travel itinerary associated with a reimbursement. This contains information about a person's or group's plans for traveling with the start and end dates of travel as well as each starting and ending locations.</p> <p>The itinerary may be created at the time of a reimbursement request. This enables reporting to determine where and when a person was at any one point in time while traveling.</p> |
| REIMBURSEMENT_STATUS_HISTORY | <p>Reports on the various statuses of an expense reimbursement request as it migrates through various stages of completion. This enables reporting to determine how long the life cycle of a reimbursement may take as well as the status history; if it was returned for corrections, denied, approved and when it was paid.</p> <p>This contains each status change, the date it changed, the time in hours since the prior change, and the time in hours from inception to the current status.</p> |
| TRAVEL_AND_EXPENSE_PROFILE | <p>Reports on current and default information for a travel and expense owner profile. This contains the approver for the expense owner, address type for check payment, email address, profile ID and name, workflow logon if the profile is for an approver, and the total amount reimbursed for the expense owner.</p> |

Reporting Views

Data from your source system database (for example, Student, Human Resources, Finance, etc.) is used to populate Banner ODS composite tables, and can be retrieved in reports using the Banner ODS reporting views. Use the Administrative UI to maintain and view meta data reports for each composite view (data on the source system used as an intermediate step to produce the composite tables and reporting views) and reporting view. The meta data reports enable you to look at the information about the composite or reporting view definition, and the column business definitions by either target, composite or reporting view, or by source administrative system sources.

For additional information on how to view meta data for the composite views or reporting views, refer to the *Administrative User Interface* chapter, “Composite View Meta Data” section. For additional information on how to maintain meta data for the composite or reporting views, and to maintain sources and source columns, refer to the *Administrative User Interface* chapter, “Meta Data” section.

List of Value Views

A list of values (LOV) contains a list of predefined values for a reporting view column in a report. For example, a list of values for Academic Period might contain the values Fall 2006, Spring 2007, and Summer 2007. You use lists of values in parameters or conditions for a report. When used in parameters or conditions, lists of values enable you to select predefined values rather than enter arbitrary values in a text field.

The Banner ODS has a database schema called ODSLOV that owns the list of value views. Most, but not all, of the views are based on the MGT_VALIDATION composite table. (At least one view is based on an MGRSDAX rule.) MGT_VALIDATION is loaded using Oracle Warehouse Builder (OWB) from validation tables (or in some cases static lists of values) in Banner.

Validation tables loaded into MGT_VALIDATION from Banner have been identified as lists of values that have views assigned to them. (Not all the MGT_VALIDATION validation tables have been created as LOV views.) Each view has the columns TABLE_NAME, VALUE, and VALUE_DESC. TABLE_NAME is the name of Banner validation table. VALUE and VALUE_DESC are values, or codes, and descriptions for the values. Some of the views also have QUALIFIER, and QUALIFIER_DESC. QUALIFIER is used to group values by a common attribute.

For example, it can be Chart of Accounts, Academic Period, or a Banner PIDM. QUALIFIER_DESC is a description for the QUALIFIER. Qualifier description is only populated when the qualifier is an Academic Period. For example, it can be Chart of Accounts, Academic Period or a Banner PIDM. QUALIFIER_DESC is a description for the QUALIFIER.

The list of value view provides one place to define the predefined values for a column in reporting views. For example, the LOV_ACADEMIC_PERIOD view contains a list of values that is used by Academic Period columns in many reporting views - such as ACADEMIC_OUTCOME, ACADEMIC_STUDY, etc.

By creating the predefined list in one view and using it for all the columns in the reporting views that require a predefined list of Academic Periods, the Banner ODS provides a simple to understand and use mechanism for creating parameters and conditions. If there were a different list of Academic Periods for every Academic Period column in every reporting view in the Banner ODS, there would be hundreds of different predefined lists of values that would be difficult for end users to understand and information technology departments to maintain.

The list of value view also provides fast access when producing the predefined values. If lists of values were created by selecting distinct values from the reporting views, more rows would be read to produce the list. This can result in unacceptable query times in reports when generating lists for parameter prompts and conditions.

ODSLOV list of value views are used in Self Service Reporting (SSR), the Banner ODS Cognos ReportNet model and Oracle Discoverer End User Layer. How these views are used is described in the SSR and Third Party Reporting Tools chapters.

The following table provides information about the list of value views in the ODSLOV schema for Banner or Degree Works.

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|-----------------------------|-------------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_ACADEMIC_PERIOD | STVTERM | STVTERM | | | | | |
| LOV_ACADEMIC_STANDING | STVASTD | STVASTD | | | | | |
| LOV_ACADEMIC_TITLE | ACADEMIC_TITLE | PERBFAC | | | | | |
| LOV_ACADEMIC_YEAR | STVACYR | STVACYR | | | | | |
| LOV_ACCOUNT_ATTRIBUTE_SET | ACCOUNT_SET_CODE | FTVATTS, FTRACTA | x | | | | |
| LOV_ACCOUNT_ATTRIBUTE_TYPE | ACCOUNT_ATTRIBUTE_TYPE | FTVATTT, FTRACTA | x | | | | |
| LOV_ACCOUNT_ATTRIBUTE_VALUE | ACCOUNT_ATTRIBUTE_VALUE | FTRATTV, FTRACTA | x | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|-----------------------------|-------------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_ACCOUNT_CLASS | ACCOUNT_CLASS | FTVSDAT | x | | | x | |
| LOV_ACCOUNT_LEVEL_1 | ACCOUNT_LEVEL_1 | FTVACCT | x | | | | |
| LOV_ACCOUNT_LEVEL_2 | ACCOUNT_LEVEL_2 | FTVACCT | x | | | | |
| LOV_ACCOUNT_LEVEL_3 | ACCOUNT_LEVEL_3 | FTVACCT | x | | | | |
| LOV_ACCOUNT_LEVEL_4 | ACCOUNT_LEVEL_4 | FTVACCT | x | | | | |
| LOV_ACCOUNT_POOL | ACCOUNT_POOL | FTVACCT | x | | | | |
| LOV_ACCOUNT_TYPE_ATTR_SET | ACCOUNT_TYPE_SET_CODE | FTRATYA, FTVATTS | x | | | | |
| LOV_ACCOUNT_TYPE_ATTR_TYPE | ACCOUNT_TYPE_ATTR_TYPE | FTVATTT, FTRATYA | x | | | | |
| LOV_ACCOUNT_TYPE_ATTR_VALUE | ACCOUNT_TYPE_ATTR_VALUE | FTRATTV, FTRATYA | x | | | | |
| LOV_ACCOUNT_TYPE_LEVEL_1 | ACCOUNT_TYPE_LEVEL_1 | FTVATYP | x | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|----------------------------|----------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_ACCOUNT_TYPE_LEVEL_2 | ACCOUNT_TYPE_LEVEL_2 | FTVATYP | x | | | | |
| LOV_ACTIVITY | STVACTC | STVACTC | | | | | |
| LOV_ACTIVITY_CATEGORY | STVACCG | STVACCG | | | | | |
| LOV_ACTIVITY_TYPE | STVACTP | STVACTP | | | | | |
| LOV_ADDRESS_TYPE | STVATYP | STVATYP | | | | | |
| LOV_ADMISSIONS_ATTRIBUTE | STVATTS | STVATTS | | | | | |
| LOV_ADMISSIONS_POPULATION | STVADMT | STVADMT | | | | | |
| LOV_ADMISSIONS_RATING_TYPE | STVRATP | STVRATP | | | | | |
| LOV_ADVANCEMENT_FUND | ATVFUND | ATVFUND | | | | | |
| LOV_ADVISOR_NAME_LFMI | ADVISOR_NAME_LFMI | SGRADVR | | | | | x |
| LOV_ADVISOR_TYPE | STVADVR | STVADVR | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|-----------------------------|-------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_AID_FUND | RFRBASE | RFRBASE | | | | | |
| LOV_AID_YEAR | ROBINST | ROBINST | | | | | |
| LOV_APPLICATION_DECISION | STVAPDC | STVAPDC | | | | | |
| LOV_APPLICATION_STATUS | STVAPST | STVAPST | | | | | |
| LOV_ASSIGNMENT_GRADE | ASSIGNMENT_GRADE | NBBPOSN | | | | | |
| LOV_ASSIGNMENT_PAY_ID | PTRPICT | PTRPICT | | | | | |
| LOV_ASSIGNMENT_SALARY_GROUP | NTRSGRP | NTRSGRP | | | | | |
| LOV_AUDIT_TYPE | AUDIT_TYPE | | | | | | |
| LOV_AUDIT_RESULT_TYPE | AUDIT_RESULT_TYPE | | | | | | |
| LOV_AWARD_CATEGORY | STVACAT | STVACAT | | | | | |
| LOV_BENEFIT_CATEGORY | PTRBCAT | PTRBCAT | | | | | |
| LOV_BENEFIT_DEDUCTION | PTRBDCA | PTRBDCA | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|-------------------------|----------------|--|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_BLOCK_SCHEDULE | STVBLCK | STVBLCK | | | | | |
| LOV_BLOCK_TYPE | BLOCK_TYPE | UCX_AUD047 | | | | | |
| LOV_BLOCK_VALUE | BLOCK_VALUE | UCX_SCR004 | | | | | |
| LOV_BUDGET | FTVOBUD | FTVOBUD | x | | | | |
| LOV_BUDGET_GROUP | RTVBGRP | RTVBGRP | | | | | |
| LOV_BUDGET_PHASE | FTVOBPH | FTVOBPH | x | | | | |
| LOV_BUILDING | STVBLDG | STVBLDG | | | | | |
| LOV_CALENDAR_MONTH | CALENDAR_MONTH | STATIC (01,02,03,04, 05,06,07,08, 09,10,11,12)) | | | | | |
| LOV_CAMPAIGN | AFBCAMP | AFBCAMP | | | | | |
| LOV_CAMPAIGN_TYPE | ATVCMTPT | ATVCMTPT | | | | | |
| LOV_CAMPUS | STVCAMP | STVCAMP | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|----------------------------|------------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_CERTIFICATION | PTRCERT | PTRCERT | | | | | |
| LOV_CHART_OF_ACCOUNTS | FTVCOAS | FTVCOAS | | | | x | |
| LOV_CITIZEN_TYPE | STVCITZ | | | | | | |
| LOV_COHORT | STVCHRT | STVCHRT | | | | | |
| LOV_COLLECTION_AGENCY_NAME | COLLECTION_AGENCY_NAME | TBRCOLC | | | | | x |
| LOV_COLLEGE | STVCOLL | STVCOLL | | | | | |
| LOV_COMMODITY | FTVCOMM | FTVCOMM | | | | start date term date | |
| LOV_CONCENTRATION | STVMAJR | STVMAJR | x | | | | |
| LOV_CONTRACT_NUMBER | CONTRACT_NUMBER | NBRJOBS | | | | | |
| LOV_CONTRACT_TYPE | CONTRACT_TYPE | STATIC (P,S,O) | | | | | |
| LOV_COUNTY | STVCNTY | STVCNTY | | | | | |
| LOV_COURSE_ATTRIBUTE | STVATTR | STVATTR | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|-----------------------------|-------------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_COURSE_CREDIT_TYPE | COURSE_CREDIT_TYPE | | | | | | |
| LOV_COURSE_IDENTIFICATION | COURSE_IDENTIFICATION | STVTERM, SCBCRSE | | | x | | |
| LOV_COURSE_REFERENCE_NUMBER | COURSE_REFERENCE_NUMBER | STVTERM, SSBSECT | | | x | | |
| LOV_COURSE_STATUS | COURSE_STATUS | | | | | | |
| LOV_COURSE_TAKE_TYPE | COURSE_TAKE_TYPE | | | | | | |
| LOV_CURRENT_TIME_STATUS | STVTMST | STVTMST | | | | | |
| LOV_DEPARTMENT | STVDEPT | STVDEPT | | | | | |
| LOV_DESIGNATION | ADBDESG | ADBDESG | | | | | |
| LOV_DISTRICT_DIVISION | GTVDICD | GTVDICD | | | | | |
| LOV_DIVISION | STVDIVS | STVDIVS | | | | | |
| LOV_DONOR | ATVDONR | ATVDONR | | | | | |
| LOV_EARNINGS | PTREARN | PTREARN | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|------------------------------|-----------------|-----------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_EDUCATIONAL_GOAL | STVEGOL | STVEGOL | | | | | |
| LOV_EDUCATIONAL_LEVEL | STVEDLV | STVEDLV | | | | | |
| LOV_EEO_SKILL | PTVESKL | PTVESKL | | | | | |
| LOV_EMPLOYEE_CLASS | PTRECLS | PTRECLS | | | | | |
| LOV_EMPLOYEE_GROUP | PTVEGRP | PTVEGRP | | | | | |
| LOV_EMPLOYEE_STATUS | EMPLOYEE_STATUS | STATIC (A,B,L, F,P,T) | | | | | |
| LOV_EMPLOYER | PTREMPR | PTREMPR | | | | | |
| LOV_EMPLOYER_CATEGORY | ATVJOBC | ATVJOBC | | | | | |
| LOV_EMPLOYER_INDUSTRIAL_TYPE | ATVSICC | ATVSICC | | | | | |
| LOV_EMPLOYMENT_STATUS | ATVEMPS | ATVEMPS | | | | | |
| LOV_ENROLLMENT_STATUS | STVESTS | STVESTS | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|--------------------------|-------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_ETHNICITY | STVETHN | STVETHN | | | | | |
| LOV_FINANCE_ACCOUNT | FTVACCT | FTVACCT | x | | | x | |
| LOV_FINANCE_ACCOUNT_TYPE | FTVATYP | FTVATYP | x | | | x | |
| LOV_FINANCE_ACTIVITY | FTVACTV | FTVACTV | x | | | x | |
| LOV_FINANCE_FUND | FTVFUND | FTVFUND | x | | | x | |
| LOV_FINANCE_FUND_TYPE | FTVFTYP | FTVFTYP | x | | | x | |
| LOV_FINANCE_LOCATION | FTVLOCN | FTVLOCN | x | | | x | |
| LOV_FINANCE_ORGANIZATION | FTVORGN | FTVORGN | x | | | x | |
| LOV_FINANCE_PROGRAM | FTVPROG | FTVPROG | x | | | x | |
| LOV_FINANCIAL_MANAGER | FINANCIAL_MANAGER | FTVFUND | | x | | | |
| LOV_FISCAL_PERIOD | FTVFSPD | FTVFSPD | x | | | start date | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|--------------------------|----------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_FISCAL_YEAR | FTVFSYR | FTVFSYR | x | | | start date | |
| LOV_FOREIGN_CURRENCY | GTVCURR | GTVCURR | | | | x | |
| LOV_FUND_ATTRIBUTE_SET | FUND_SET_CODE | FTVATTS, FTRFNDA | x | | | | |
| LOV_FUND_ATTRIBUTE_TYPE | FUND_ATTRIBUTE_TYPE | FTVATTT, FTRFNDA | x | | | | |
| LOV_FUND_ATTRIBUTE_VALUE | FUND_ATTRIBUTE_VALUE | FTRATTV, FTRFNDA | x | | | | |
| LOV_FUND_LEVEL_1 | FUND_LEVEL_1 | FTVFUND | x | | | | |
| LOV_FUND_LEVEL_2 | FUND_LEVEL_2 | FTVFUND | x | | | | |
| LOV_FUND_LEVEL_3 | FUND_LEVEL_3 | FTVFUND | x | | | | |
| LOV_FUND_LEVEL_4 | FUND_LEVEL_4 | FTVFUND | x | | | | |
| LOV_FUND_LEVEL_5 | FUND_LEVEL_5 | FTVFUND | x | | | | |
| LOV_FUND_POOL | FUND_POOL | FTVFUND | x | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|--------------------------|----------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_FUND_SOURCE | RTVFSRC | RTVFSRC | | | | | |
| LOV_FUND_TYPE | RTVFTYP | RTVFTYP | | | | | |
| LOV_FUND_TYPE_ATTR_SET | FUND_TYPE_SET_CODE | FTVATTS, FTRFTYA | x | | | | |
| LOV_FUND_TYPE_ATTR_TYPE | FUND_TYPE_ATTR_TYPE | FTVATTT, FTRFTYA | x | | | | |
| LOV_FUND_TYPE_ATTR_VALUE | FUND_TYPE_ATTR_VALUE | FTRATTV, FTRFTYA | x | | | | |
| LOV_FUND_TYPE_LEVEL_1 | FUND_TYPE_LEVEL_1 | FTVATYP | | x | | | |
| LOV_FUND_TYPE_LEVEL_2 | FUND_TYPE_LEVEL_2 | FTVATYP | | x | | | |
| LOV_GENDER | GENDER | STATIC (M,F,N) | | | | | |
| LOV_GEOGRAPHIC_AREA | STVGEOR | STVGEOR | | | | | |
| LOV_GRADE_TYPE | STVGMOD | STVGMOD | | | | | |
| LOV_GRANT | FRBGRNT | FRBGRNT | x | | | term date | |
| LOV_HOLD | STVHLDD | STVHLDD | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|---------------------------|-----------------------|---------------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_HR_APPLICATION_STATUS | PTRAPPS | PTRAPPS | | | | | |
| LOV_INCOME_LEVEL | ATVINCM | ATVINCM | | | | | |
| LOV_INSTALLMENT_PLAN | INSTALLMENT_PLAN | TBBISTC | | | | | |
| LOV_INSTRUCTIONAL_METHOD | GTVINSM | GTVINSM | | | | | |
| LOV_INSTRUCTOR_NAME | INSTRUCTOR_NAME | STVTERM, SPRIDEN, SIRASGN | | x | | x | |
| LOV_INSUFFICIENT_REASON | INSUFFICIENT_REASON | | | | | | |
| LOV_INTERNAL_ACCOUNT_TYPE | INTERNAL_ACCOUNT_TYPE | FTVSDAT | x | | | x | |
| LOV_INTERNAL_FUND_TYPE | INTERNAL_FUND_TYPE | FTVSDAT | x | | | x | |
| LOV_INTERVIEW_STATUS | STVINTV | STVINTV | | | | | |
| LOV_JOB_LEAVE_CATEGORY | PTRLEAV | PTRLEAV | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|-----------------------------|------------------|---------------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_JOB_SUFFIX | JOB_SUFFIX | STATIC (0,00,01,02,03) | | | | | |
| LOV_LEADERSHIP_ROLE | STVLEAD | STVLEAD | | | | | |
| LOV_LEAVE_OF_ABSENCE_REASON | PTRLREA | PTRLREA | | | | | |
| LOV_LEGACY | STVLGCY | STVLGCY | | | | | |
| LOV_LEVEL | STVLEVL | STVLEVL | | | | | |
| LOV_LOCATION_LEVEL_1 | LOCATION_LEVEL_1 | FTVLOCN | x | | | | |
| LOV_LOCATION_LEVEL_2 | LOCATION_LEVEL_2 | FTVLOCN | x | | | | |
| LOV_LOCATION_LEVEL_3 | LOCATION_LEVEL_3 | FTVLOCN | x | | | | |
| LOV_LOCATION_LEVEL_4 | LOCATION_LEVEL_4 | FTVLOCN | x | | | | |
| LOV_MAIL | GTVMAIL | GTVMAIL | | | | | |
| LOV_MAJOR | STVMAJR | STVMAJR | | | | | |
| LOV_MARITAL_STATUS | STVMRTL | STVMRTL | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|-----------------------------|-------------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_MEAL_PLAN | STVMRCD | STVMRCD | | | | | |
| LOV_MEETING_TYPE | GTVMTYP | GTVMTYP | | | | | |
| LOV_MINOR | STVMAJR | STVMAJR | x | | | | |
| LOV_NATION | STVNATN | STVNATN | | | | | |
| LOV_NATIVE_LANGUAGE | STVLANG | STVLANG | | | | | |
| LOV_ORGANIZATION_ATTR_SET | ORGANIZATION_SET_CODE | FTVATTS, FTRORGA | x | | | | |
| LOV_ORGANIZATION_ATTR_TYPE | ORGANIZATION_ATTR_TYPE | FTVATTT, FTRORGA | x | | | | |
| LOV_ORGANIZATION_ATTR_VALUE | ORGANIZATION_ATTR_VALUE | FTRATTV, FTRORGA | x | | | | |
| LOV_ORGANIZATION_LEVEL_1 | ORGANIZATION_LEVEL_1 | FTVORGN | x | | | | |
| LOV_ORGANIZATION_LEVEL_2 | ORGANIZATION_LEVEL_2 | FTVORGN | x | | | | |
| LOV_ORGANIZATION_LEVEL_3 | ORGANIZATION_LEVEL_3 | FTVORGN | x | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|----------------------------|-----------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_ORGANIZATION_LEVEL_4 | ORGANIZATION_LEVEL_4 | FTVORGN | x | | | | |
| LOV_ORGANIZATION_LEVEL_5 | ORGANIZATION_LEVEL_5 | FTVORGN | x | | | | |
| LOV_ORGANIZATION_LEVEL_6 | ORGANIZATION_LEVEL_6 | FTVORGN | x | | | | |
| LOV_ORGANIZATION_LEVEL_7 | ORGANIZATION_LEVEL_7 | FTVORGN | x | | | | |
| LOV_ORGANIZATION_POOL | ORGANIZATION_POOL | FTVORGN | x | | | | |
| LOV_ORG_FINANCIAL_MANAGER | ORG_FINANCIAL_MANAGER | SPRIDEN, FTVORGN | | x | | | |
| LOV_OUTCOME | STVDEGC | STVDEGC | | | | | |
| LOV_OUTCOME_STATUS | STVDEGS | STVDEGS | | | | | |
| LOV_PACKAGING_GROUP | RTVPGRP | RTVPGRP | | | | | |
| LOV_POSITION | NBBPOSN | NBBPOSN | | | | | |
| LOV_POSITION_CHANGE_REASON | PTRJCRE | PTRJCRE | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|----------------------------|------------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_POSITION_CLASS | NTRPCLS | NTRPCLS | | | | | |
| LOV_POSITION_DEFERRED_PAY | PTRDFPR | PTRDFPR | | | | | |
| LOV_POSITION_LOCATION | PTRJBLN | PTRJBLN | | | | | |
| LOV_POSITION_STATUS | POSITION_STATUS | STATIC (A,C,F,I) | | | | | |
| LOV_POST_CODE | GTVZIPC | GTVZIPC | | | | | |
| LOV_POST_SECONDARY_SCHOOL | POST_SECONDARY_SCHOOL | STVSBGI | | | | | |
| LOV_PREF_CLASS | PREF_CLAS | APBCONS | | | | | |
| LOV_PRIM_DISABILITY | STVDISA | STVDISA | | | | | |
| LOV_PRINCIPAL_INVESTIGATOR | PRINCIPAL_INVESTIGATOR | FRBGRNT | | x | | | |
| LOV_PROGRAM | SMRPRLE | SMRPRLE | | | | | |
| LOV_PROGRAM_ATTR_SET | PROGRAM_SET_CODE | FTVATTS, FTRPRGA | x | | | | |
| LOV_PROGRAM_ATTR_TYPE | PROGRAM_ATTR_TYPE | FTVATTR, FTRPRGA | x | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|----------------------------|--------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_PROGRAM_ATTR_VALUE | PROGRAM_ATTR_VALUE | FTRATTV, FTRPRGA | x | | | | |
| LOV_PROGRAM_CLASSIFICATION | STVCIPC | STVCIPC | | | | | |
| LOV_PROGRAM_LEVEL_1 | PROGRAM_LEVEL_1 | FTVPROG | x | | | | |
| LOV_PROGRAM_LEVEL_2 | PROGRAM_LEVEL_2 | FTVPROG | x | | | | |
| LOV_PROGRAM_LEVEL_3 | PROGRAM_LEVEL_3 | FTVPROG | x | | | | |
| LOV_PROGRAM_LEVEL_4 | PROGRAM_LEVEL_4 | FTVPROG | x | | | | |
| LOV_PROGRESS_EVALUATION | STVPREV | STVPREV | | | | | |
| LOV_PROJECT | ATVPROJ | ATVPROJ | | | | | |
| LOV_PROSPECT_STATUS | ATVPRST | ATVPRST | | | | | |
| LOV_RACE_CATEGORY | GTVRRAC | | | | | | |
| LOV_RATING | ATVRATE | ATVRATE | | | | | |
| LOV_RATING_TYPE | ATVRTGT | ATVRTGT | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|-----------------------------|----------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_RECEIVABLE_CATEGORY | TTVDCAT | TTVDCAT | | | | | |
| LOV_RECEIVABLE_CONTRACT | RECEIVABLE_CONTRACT | STVTERM, TBBCONT | | | x | | |
| LOV_RECEIVABLE_DELIQUENCY | TTVDELI | TTVDELI, TBBACCT | | | | | |
| LOV_RECEIVABLE_DETAIL_CODE | TBBDETC | TBBDETC | | | | | |
| LOV_RECEIVABLE_EXEMPTION | RECEIVABLE_EXEMPTION | STVTERM, TBBEXPT | | | x | | |
| LOV_RECEIVABLE_SOURCE | TTVSRCE | TTVSRCE | | | | | |
| LOV_RECRUITER | STVRECR | STVRECR | | | | | |
| LOV_REGISTRATIO N_REASON | STVRGRE | STVRGRE | | | | | |
| LOV_REGISTRATIO N_STATUS | STVRSTS | STVRSTS | | | | | |
| LOV_RESIDENCY | STVRESD | STVRESD | | | | | |
| LOV_REVIEW_TYPE | PTVREVT | PTVREVT | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|-------------------------|------------------|-------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_SCHEDULE_TYPE | STVSCHD | STVSCHD | | | | | |
| LOV_SECONDARY_SCHOOL | SECONDARY_SCHOOL | STVSBGI | | | | | |
| LOV_SITE | STVSITE | STVSITE | | | | | |
| LOV_SOLICITATION_TYPE | ATVSOLC | ATVSOLC | | | | | |
| LOV_SOLICITOR_TYPE | ATVSOLT | ATVSOLT | | | | | |
| LOV_SOURCE_BACKGROUND | STVSBGI | STVSBGI | | | | | |
| LOV_SPORT | SPORTS | | | | | | |
| LOV_SPORT_ELIGIBILITY | STVELIG | | | | | | |
| LOV_STATE_PROVINCE | STVSTAT | STVSTAT | | | | | |
| LOV_STUDENT_CLASS | STVCLAS | STVCLAS | | | | | |
| LOV_STUDENT_POPULATION | STVSTYP | STVSTYP | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|-------------------------|----------------|-----------------------------|---------------------------------|--------------------|-------------------------------|--|--------------------|
| LOV_STUDENT_STATUS | STVSTST | STVSTST | | | | | |
| LOV_SUBJECT | STVSUBJ | STVSUBJ | | | | | |
| LOV_SUB_ACADEMIC_PERIOD | STVPTRM | STVPTRM | | | | | |
| LOV_TERMINATION_REASON | PTRTREA | PTRTREA | | | | | |
| LOV_TEST | STVTESE | STVTESE | | | | | |
| LOV_TEST_RULE | TEST | MGRSDAX_INTERNAL_CODE_GROUP | | | | | |
| LOV_TRACKING_GROUP | RTVTGRP | RTVTGRP | | | | | |
| LOV_VENDOR_TYPE | FTVVTYP | FTVVTYP | | | | start date term date | |
| LOV_VETERAN_CATEGORY | STVVETC | STVVETC | | | | | |
| LOV_VISA | STVVTYP | STVVTYP | | | | | |
| LOV_WITHDRAW_REASON | STVWRSN | STVWRSN | | | | | |

| List of Value View Name | ODS Table Name | Source Table Name | Has Chart of Accounts Qualifier | Has PIDM Qualifier | Has Academic Period Qualifier | Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic | Uses PIDM as Value |
|--------------------------------|-----------------------|--------------------------|--|---------------------------|--------------------------------------|---|---------------------------|
| LOV_WORKER_COMPENSATION_CLASS | PTVWKCP | PTVWKCP | | | | | |

Banner ODS Reports

You can use Cognos to generate and view illustrative reports shipped with the Banner Operational Data Store product. A System Administrator should copy the reports to your institution's folder so that you can adapt them to your institution's needs.

These reports are created using Cognos Report Studio. You can create simple, ad hoc queries and reports using Query Studio. You have the ability to create more complex reports using Report Studio. In Report Studio, you also gain the ability to define a report using a package created from a data model.

All reports include interactive prompts that allow you to use the same report multiple times for different target populations.

Materialized view cascading report prompts

With the ODS 8.5 release, Ellucian introduced a solution using Materialized views for cascading report prompts. This enables institutions to get a distinct list of values for a set of codes in report prompts and greatly improves the performance when using the prompts in the reports. These materialized views can also be leveraged for any other reports that users might create.



Note: This solution will not be available with reports that use the Oracle Discoverer reporting tool.

Refer “Administrative User Interface” chapter in *Banner ODS Administration Guide* for a list of these materialized views and more details on them.

Reports for Banner Operational Data Store

ODS Reports are located in a folder on the “Public Folder” page labeled “Operational Data Store Reports”. The delivered reports are in a “Reports” folder grouped in folders based on the name of the package used for the data in the report. There are two packages:

- Audit Student
- Registration Plan

Audit Student reports

The reports based on the Audit Student package/business concept are used to identify students close to graduation and which students may be at risk of not completing their outcomes based upon various filters by program, major, minor, and concentration. These

reports can also identify students receiving degrees or certificates and receiving Financial Aid.

The following Report Studio reports are delivered in the **Banner Operational Data Store Reports > Reports > Audit Student** folder under the Public Folders tab:

- Audit Student by Range Summary
- Audit Student List Detail
- Audit Student Course List Detail
- Audit Student Non-Course List Detail

Audit Student by Range Summary report

The Audit Student by Range Summary report provides a head count of students audited within institution-specified predefined ranges based upon selected population filters to determine students close to graduation based upon credits or courses and students that may be at risk of not completing their outcomes.

The ranges provided are:

- Percent Requirements Completed
- Percent Credits Completed
- Credits Needed
- Courses Needed
- Credits Applied
- Courses Applied
- GPA

The ranges can be filtered by the following characteristics:

- Audit block type
- Academic study characteristics (College, Concentration, Degree, Department, Major, Minor, or Program)
- Student characteristics (Holds, Sport, Sport eligibility, Student attribute, Student classification, Cohort, or Student population)
- Demographic characteristics (Citizenship, Gender, Race category, or Veteran category)

This report would be used by an Advisor or the Registrar to identify populations of students who may require assistance to be successful in their program based upon percentage of requirements completed or credits completed. These populations may be identified as follows:

- Populations of students identified as close to or below their minimum GPA.
- Populations of students identified as close to graduation and receiving financial aid.

You can drill on various range headcount values in the Audit Student by Range Summary report to access the Audit Student List Detail report for further analysis at the student level and obtain the list of students to contact.

Audit Student by Range Summary Fall 2006 for Undergraduate Degree Academic Audit

Selected Prompts

Audit Block Groupings

Range Type

- Percent Requirements Completed
- Percent Credits Completed Range
- Credits Needed Range
- Courses Needed Range
- Credits Applied Range

Block Type

- Degree
- Major
- Custom block
- Fall-through courses
- Over-the-limit courses
- Insufficient courses

[Deselect](#)

| Headcount | | | Percent Requirements Completed Range | |
|------------------|------------------------|---------|--------------------------------------|-----------|
| Degree | Student Classification | Gender | 0 - 19.99 | Totals |
| Bachelor of Arts | Freshman | Female | 38 | 38 |
| | | Male | 3 | 3 |
| | | No Data | 4 | 4 |
| | Junior | Female | 2 | 2 |
| | Senior | Male | 1 | 1 |

Report package

This report was built in Report Studio and is based on data in the Audit Student package/business concept. The delivered Audit Student package includes all the data elements in the Audit Student business concept data model.

Business Questions / Goals

This report answers the following business questions:

1. What is the total number of students broken down within each percent credits completed range by student classification, degree, major, concentration or minor?
Goal: Identify students close to graduation based upon the percent of credits completed.
2. What is the total number of students broken down within each percent requirements completed range by student classification, degree, major, concentration or minor?
Goal: Identify students close to graduation based upon degree requirements completed.
3. What is the total number of students at risk of not meeting minimum GPA applicable to their degree or within their major, minor, or concentration?

Goal: Identify students below minimum GPA.

Audit Student by Range Summary - report prompts

When executing a report, you must first identify the selection values for the data to be displayed on the report. These desired selection values are input on the prompt page which is the first page displayed when a report is chosen to be run.

Selection prompts

Selection prompts provide the ability to filter and refine your report output. Selection prompts can include both required and optional prompts. An (*) indicates a required value.

| Prompt | Description | Parameter |
|----------------------------------|---|-------------------|
| Audit Academic Period (*) | Select Audit Academic Period to specify which creation audit time period to use when selecting the data to display in the report. | p_Academic Period |
| Student Level (*) | Select a student level to specify the level associated with the students selected to be displayed in the report. | p_Student Level |
| Audit Type (*) | Select Audit Type to specify which audit data to display in the report. A number of different audit types may be available depending on your institution's use of Degree Works. | p_Audit Type |



Note: Audit Type (*): Academic Audit is the most common and will be the default selection value. However, the report can utilize the 'Plan Audit' filter if the plan audit was run. Choose the audit type of 'Plan Audit'. This takes into consideration courses planned as courses applied to obtain a better understanding of courses that will be completed towards the student's outcome.

Audit Block Groupings

The Audit Block Groupings prompts let you filter the report based on a predetermined set of ranges that have institution specified values loaded into the ODS via ODS Extract Parameters to determine student progress toward satisfying different sets of outcome requirements.

The report may run with the default values or the user may change the values to report the desired data.

| Prompt | Description | Parameter |
|-------------------|---|--------------|
| Range Type | There are 7 different types of ranges the report can display student head counts for. One must be chosen. This field will display <i>Percent Requirements Completed</i> as the default Range Type for this report. | p_Range Type |
| Block Type | Select Block Type to specify which scribed audit block to display. This field will display <i>Degree</i> as the default Block Type for this report. | p_Block Type |

Academic Study prompts

The Academic Study prompts are prompts that you can use to group and filter the students by their academic study characteristics. For this report you may select up to two categories of Academic Study characteristic grouping prompts:

- Academic Study Category 1 (required prompt)
- Academic Study Category 2 (optional prompt)

| Prompt | Description | Parameter |
|----------------------------------|--|----------------------------|
| Academic Study Category 1 | Select any one of the preferred Academic Study Characteristic values. Each academic study prompt selected will display a second box with corresponding options for that value. | p_Academic Study Category1 |
| Academic Study Category 2 | | p_Academic Study Category2 |

Each Academic Study category has a list of Academic Study Characteristic values from which you can choose one that you want to filter your report on. Select one of the values to obtain a second box with corresponding options for that value. For example, if you select Degree in the first box, it displays a second box with options for all the available degrees. You can select one Academic Study Characteristic value from each category to obtain a filtered result for your report.

The following table shows the list of Academic Study Characteristic Prompt values under Academic Study Category 1 and Academic Study Category 2:

| Prompt | Description | Parameter |
|----------------|---|-----------|
| College | Select one or more colleges to display in the report. | p_College |

| Prompt | Description | Parameter |
|----------------------|---|-----------------|
| Concentration | Select one or more major areas of concentration to display in the report. | p_Concentration |
| Degree | Select one or more degrees to display in the report. | p_Degree |
| Department | Select one or more departments to display in the report. | p_Department |
| Major | Select one or more major subjects of study to display in the report. | p_Major |
| Minor | Select one or more minor subjects of study to display in the report. | p_Minor |
| Program | Select one or more programs to display in the report. | p_Program |

Student Group prompts

The Student Group prompts are optional prompts that you can use to filter the report based on the student's population, cohort, attribute and/or classification for the selected academic period and level. There are two categories of Student Group prompts:

- Student Group Category 1
- Student Group Category 2

| Prompt | Description | Parameter |
|---------------------------------|---|---------------------------|
| Student Group Category 1 | Select any one of the preferred Student Characteristic values. | p_Student Group Category1 |
| Student Group Category 2 | This will display a second box with corresponding options for that value. | p_Student Group Category2 |

| Prompt | Description | Parameter |
|--------------------------|---|---------------------|
| Hold | Select one or more reasons for which the students may have a hold on their account. | p_Hold |
| Sport | Select one or more sports to display in the report. | p_Sport |
| Sport Eligibility | Select one or more sports eligibility codes to display in the report. | p_Sport Eligibility |

| Prompt | Description | Parameter |
|-------------------------------|--|--------------------------|
| Student Attribute | Select one or more student attributes to display in the report. | p_Student Attribute |
| Student Classification | Select one or more student classifications to display in the report. | p_Student Classification |
| Student Cohort | Select one or more student cohorts to display in the report. | p_Student Cohort |
| Student Population | Select one or more student populations to display in the report. | p_Student Population |

Demographic Group Category prompts

The Demographic prompts are optional prompts that you can use to filter the report based on certain personal characteristics of a student.

| Prompt | Description | Parameter |
|-------------------------|---|--------------------|
| Citizenship | Select one or more citizenship types to display in the report. | p_Citizenship Type |
| Gender | Select one or more genders to display in the report. | p_Gender |
| Race Category | Select one or more race categories to display in the report. | p_Race Category |
| Veteran Category | Select one or more veteran categories to display in the report. | p_Veteran Category |

Audit Student by Range Summary - report composition overview

The report composition overview provides a high level introduction to features used by Ellucian to build this report. Use this information in combination with the Cognos documentation when making report modifications to meet an institution specific need.

Drill-through definitions

From this report, you can click on some of the values to drill through to the Audit Student List Detail report. The following table specifies the drill-through parameter values for the Audit Student List Detail report. These are the parameter values that need to be passed

from the Audit Student by Range Summary report to the Audit Student List Detail report for the drill-through to work properly.

| Parameter | Required | Method | Value |
|--------------------------------------|-----------------|----------------------|---------------------------------------|
| p_Academic Period | Yes | Pass parameter value | p_Academic Period |
| p_Student Level | Yes | Pass parameter value | p_Student Level |
| drill1_College | | Pass data item value | College ASC1 for Drill |
| drill1_Concentration | | Pass data item value | First Concentration ASC1 for Drill |
| drill1_Degree | | Pass data item value | Degree ASC1 for Drill |
| drill1_Department | | Pass data item value | Department ASC1 for Drill |
| drill1_Hold | | Pass data item value | Hold SGC1 for Drill |
| drill1_Major | | Pass data item value | Major ASC1 for Drill |
| drill1_Minor | | Pass data item value | First Minor ASC1 for Drill |
| drill1_Program | | Pass data item value | Program ASC1 for Drill |
| drill1_Sport | | Pass data item value | Activity SGC1 for Drill |
| drill1_Sport Eligibility | | Pass data item value | Eligibility SGC1 for Drill |
| drill1_Student Attribute | | Pass data item value | Student Attribute SGC1 for Drill |
| drill1_Student Classification | | Pass data item value | Student Classification SGC1 for Drill |
| drill1_Student Cohort | | Pass data item value | Cohort SGC1 for Drill |
| drill1_Student Population | | Pass data item value | Student Population SGC1 for Drill |
| drill2_College | | Pass data item value | College ASC2 for Drill |
| drill2_Concentration | | Pass data item value | First Concentration ASC2 for Drill |
| drill2_Degree | | Pass data item value | Degree ASC2 for Drill |
| drill2_Department | | Pass data item value | Department ASC2 for Drill |
| drill2_Hold | | Pass data item value | Hold SGC2 for Drill |
| drill2_Major | | Pass data item value | Major ASC2 for Drill |

| Parameter | Required | Method | Value |
|---|-----------------|----------------------|---------------------------------------|
| drill2_Minor | | Pass data item value | First Minor ASC2 for Drill |
| drill2_Program | | Pass data item value | Program ASC2 for Drill |
| drill2_Sport | | Pass data item value | Activity SGC2 for Drill |
| drill2_Sport Eligibility | | Pass data item value | Eligibility SGC2 for Drill |
| drill2_Student Attribute | | Pass data item value | Student Attribute SGC2 for Drill |
| drill2_Student Classification | | Pass data item value | Student Classification SGC2 for Drill |
| drill2_Student Cohort | | Pass data item value | Cohort SGC2 for Drill |
| drill2_Student Population | | Pass data item value | Student Population SGC2 for Drill |
| drill_Academic Study Category1 | | Pass parameter value | p_Academic Study Category1 |
| drill_Academic Study Category2 | | Pass parameter value | p_Academic Study Category2 |
| drill_Citizenship | | Pass data item value | Citizenship Type for Drill |
| drill_Courses Applied Range | | Pass data item value | Courses Applied Range |
| drill_Courses Needed Range | | Pass data item value | Courses Needed Range |
| drill_Credits Applied Range | | Pass data item value | Credits Applied Range |
| drill_Credits Needed Range | | Pass data item value | Credits Needed Range |
| drill_Credits Percent Complete | | Pass data item value | Credits PCT Complete Range |
| drill_Demographic Group Category | | Pass parameter value | p_Demographic Group Category |
| drill_GPA Range | | Pass data item value | GPA Range |
| drill_Gender | | Pass data item value | Gender for Drill |
| drill_Race Category | | Pass data item value | Race Category for Drill |
| drill_Range Type | | Pass data item value | p_Range Type |

| Parameter | Required | Method | Value |
|---------------------------------------|----------|----------------------|----------------------------|
| drill_Require Percent Complete | | Pass data item value | Require PCT Complete Range |
| drill_Student Group Category1 | | Pass data item value | p_Student Group Category1 |
| drill_Student Group Category2 | | Pass data item value | p_Student Group Category2 |
| drill_Veteran Category | | Pass data item value | Veteran Category for Drill |
| p_Audit Type | Yes | Pass parameter value | p_Audit Type |
| p_Block Type | | Pass parameter value | p_Block Type |

Audit Student List Detail report

The Audit Student List Detail report lists information about the student based upon audited block requirements. It can be filtered on a variety of student characteristics, academic study characteristics, academic performance characteristics, audited block requirements, demographics, advisor, or financial aid indicators.

This report would be used by the Advisor, Registrar, or Department Dean to review groups of student based on selection criteria specified on where they are in satisfying defined audit block requirements.

You can drill on various headcount values in the Audit Student List Detail report to access the Audit Student Course List Detail report of a student to obtain a list of courses applied for a student by selecting the number in the Courses Applied column.



Note: Selecting the number for the Degree or Program (block sequence number = 1) will display a count that includes all courses applied in any block that is referenced by that block. Typically that is all the blocks except the Out-of-Limit and Insufficient blocks which meet no requirement. Other blocks with block sequence numbers = 2 - 89 will not be available to drill. Blocks Fall-through (90), Out-of-Limit (91), and Insufficient (92) will permit drill through.

Audit Student List Detail
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| Student | | | | Academic Study | | | | | | | | | | Academic Performance | | | | | | | | |
|----------------------------|------------------------|-----------------|--------------|----------------------|-------------------------|-------------|------------|--------------|------------------|---------------------------|---------|------------|---------|----------------------|--------------------|--------|---------|----------------------------------|-----------------------|-----------------------|------------------------|----------------|
| Name | Student Classification | Email | Phone Number | Student Cohort Count | Student Attribute Count | Spart Count | Hold Count | Program | Degree | College | Major | Department | Minor | Concentration | Student Population | Campus | Site | Graduation Alert Period Interval | Academic Standing End | Academic Standing End | Cumulative Overall GPA | Credits Earned |
| Abdul Bahi, Nely-200607710 | Freshman | nbahid@act.com | | 0 | 0 | 0 | 0 | S.A. History | Bachelor of Arts | College of Arts & Science | History | No Data | No Data | No Data | New First Time | Main | No Data | No Data | Good Standing | Good Standing | 3.500 | 6.00 |
| Bishop, Shann-200607920 | Freshman | sbishop@act.com | 4197354761 | 0 | 0 | 0 | 0 | S.A. History | Bachelor of Arts | College of Arts & Science | History | No Data | No Data | No Data | New First Time | Main | No Data | No Data | Good Standing | Good Standing | 3.500 | 6.00 |

| Academic Performance | | | | Academic Block | | | | | | | | | | Demographic | | | | Financial Aid | | | Primary Advisor | | | |
|----------------------|-----------------------|------------------------|----------------|------------------------|-----------------------------|-------------|-----------|--------------------------------|---------------------------|------------------|-----------------|----------------|------------------|-----------------|----------------|--------|---------------|------------------|-------------------------|-----------------------|-------------------------|--------------------|-------------------|----------------------|
| Academic Standing | Academic Standing End | Cumulative Overall GPA | Credits Earned | Block Type | Block Value | Minimum GPA | Block GPA | Percent Requirements Completed | Percent Credits Completed | Credits Required | Credits Applied | Credits Needed | Courses Required | Courses Applied | Courses Needed | Gender | Race Category | Veteran Category | Geographic Region Count | Financial Aid Awarded | Financial Aid Disbursed | Financial Aid Loan | Advisor Name | Advisor Type |
| Good Standing | Good Standing | 3.500 | 6.00 | Degree | BA block for ODS testing | 0.000 | 3.500 | 3.00 | 0.05 | 126.00 | 6.00 | 120.00 | 0 | 2 | 0 | Female | 0 | | 3 | No | No | No | Instructor, Staff | At-Risk Dept Advisor |
| | | | | Major | Major HIST for ODS testing | 2.000 | 0.000 | 0.00 | 0.00 | 60.00 | 0.00 | 60.00 | 0 | 0 | 0 | | | | | | | | | |
| | | | | Custom block | OTHER GENED for ODS testing | 2.000 | 4.000 | 10.00 | 0.10 | 30.00 | 3.00 | 27.00 | 0 | 1 | 0 | | | | | | | | | |
| | | | | Full-through courses | Full-through courses | 0.000 | 0.000 | 0.00 | 0.00 | 0.00 | 3.00 | 0.00 | 0 | 1 | 0 | | | | | | | | | |
| | | | | Over-the-limit courses | Over-the-limit courses | 0.000 | 0.000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 | 0 | 0 | | | | | | | | | |
| | | | | Insufficient courses | Insufficient courses | 0.000 | 0.000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 | 0 | 0 | | | | | | | | | |
| Good Standing | Good Standing | 3.500 | 6.00 | Degree | BA block for ODS testing | 0.000 | 3.500 | 3.00 | 0.05 | 126.00 | 6.00 | 120.00 | 0 | 2 | 0 | Female | 0 | | 6 | Yes | Yes | No | Instructor, Staff | Biology Advisor |
| | | | | Major | Major HIST for ODS testing | 2.000 | 0.000 | 0.00 | 0.00 | 60.00 | 0.00 | 60.00 | 0 | 0 | 0 | | | | | | | | | |
| | | | | Custom block | OTHER GENED for ODS testing | 2.000 | 4.000 | 10.00 | 0.10 | 30.00 | 3.00 | 27.00 | 0 | 1 | 0 | | | | | | | | | |
| | | | | Full-through courses | Full-through courses | 0.000 | 0.000 | 0.00 | 0.00 | 0.00 | 3.00 | 0.00 | 0 | 1 | 0 | | | | | | | | | |
| | | | | Over-the-limit courses | Over-the-limit courses | 0.000 | 0.000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 | 0 | 0 | | | | | | | | | |
| | | | | Insufficient courses | Insufficient courses | 0.000 | 0.000 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 | 0 | 0 | | | | | | | | | |

Report package

This report was built in Report Studio and is based on data in the Audit Student package/business concept. The delivered Audit Student package includes all the data elements in the Audit Student business concept data model.

Business Questions / Goals

This report answers the following business questions or goals:

1. Identify students close to graduation.

It will assist in identifying students close to completing their outcome requirements in the next academic period.

2. Identify student in jeopardy of not meeting minimum GPA for courses applicable to their major, minor, or concentration by identifying students within a defined minimum GPA range, as they are at risk of not completing their degree.

As an example, if the student has a minimum GPA requirement of 3.0 and their current GPA is 2.5 and they are in their last semester at school, they could be at risk of not meeting their minimum GPA with the few classes they have left to take.


3. Identify which students are ready to graduate and which students are at risk of not completing their outcomes that need to take a specific course this next academic period.
4. Identify students that may lose financial aid who are close to completing their outcome requirements.

Audit Student List Detail - report prompts

When executing a report, you must first identify the selection values for the data to be displayed on the report. These desired selection values are input on the prompt page which is the first page displayed when a report is chosen to be run.

Selection prompts

Selection prompts provide the ability to filter and refine your report output. Selection prompts can include both required and optional prompts. An (*) indicates a required value.

Some prompts are used to determine the values in other prompts. These are identified as cascading prompts. To cascade values, select values in the cascading prompt and click the  icon. When other prompts are displayed, select desired values from those cascaded and click Finish.


| Prompt | Description | Parameter |
|----------------------------------|---|-------------------|
| Audit Academic Period (*) | Select Audit Academic Period to specify which creation audit time period to use when selecting the data to display in the report. | p_Academic Period |
| Student Level (*) | Select a student level to specify the level associated with the students selected to be displayed in the report. | p_Student Level |

| Prompt | Description | Parameter |
|-----------------------|---|--------------|
| Audit Type (*) | Select Audit Type to specify which audit data to display in the report. A number of different audit types may be available depending on your institution's use of Degree Works. Academic Audit is the most common and will be the default selection value. | p_Audit Type |

Academic Study prompts


The Academic Study prompts are optional prompts that you can use to filter the report based on the student's course of study.

The following table shows the list of Prompt values under Academic Study:

| Prompt | Description | Parameter |
|--|--|-----------------------------|
| Program | Select one or more programs to display in the report. Click  to cascade values to other prompts. | p_Program |
| College | Select one or more colleges to display in the report. | p_College |
| Department | Select one or more departments of study to display in the report. | p_Department |
| Degree | Select one or more degrees to display in the report. | p_Degree |
| Major | Select one or more major subjects of study to display in the report. | p_Major |
| Minor | Select one or more minor subjects of study to display in the report. | p_Minor |
| Concentration | Select one or more major areas of concentration to display in the report. | p_Concentration |
| Campus | Select one or more campuses to display in the report. | p_Campus |
| Site | Select one or more sites to display in the report. | p_Site |
| Graduation Academic Period Intended | Select one or more intended graduation academic periods to display in the report. | p_Grad Acad Period Intended |

Audit Block Groupings


The Audit Block Groupings prompts let you filter the report based on a predetermined set of ranges that have institution specified values loaded into the ODS to determine student progress toward satisfying different sets of outcome requirements. An (*) indicates a required value.

| Prompt | Description | Parameter |
|---------------------------------------|---|----------------------------|
| Block Type | Select one or more block types to display in the report. Click  to cascade values to other prompts. | p_Block Type |
| Block Value | Select one or more block values to display in the report. | p_Block Value |
| Range % Requirements Completed | Select one or more percentage of requirements completed range to display in the report. | p_Require Percent Complete |
| Credits Needed Range | Select one or more ranges of credits needed to display in the report. | p_Credits Needed Range |
| Courses Needed Range | Select one or more ranges of courses needed to display in the report. | p_Courses Needed Range |
| Range % Credits Completed | Select one or more range percentage of credits completed to display in the report. | p_Credits Percent Complete |
| Credits Applied Range | Select one or more ranges of credits applied to display in the report. | p_Credits Applied Range |
| Courses Applied Range | Select one or more range of courses applied to display in the report. | p_Courses Applied Range |
| GPA Range | Select one or more GPA ranges to display in the report. | p_GPA Range |

Demographic prompts

The Demographic prompts are optional prompts that you can use to filter the report based on certain personal characteristics of a student.

| Prompt | Description | Parameter |
|---------------|--|-----------|
| Gender | Select one or more genders to display in the report. | p_Gender |

| Prompt | Description | Parameter |
|----------------------------|--|-----------------------|
| Race Category | Select one or more race categories to display in the report. | p_Race Category |
| Citizenship Type | Select one or more citizenship types to display in the report. | p_Citizenship Type |
| Geographic Division | Select one or more geographic divisions to display in the report. Click  to cascade values to other prompts. | p_Geographic Division |
| Geographic Region | Select one or more geographic regions to display in the report. | p_Geographic Region |
| Veteran Category | Select one or more veteran categories to display in the report. | p_Veteran Category |

Academic Performance prompts

The Academic Performance prompts are optional prompts that you can use to filter the report based on characteristics of a student's academic performance such as cumulative overall GPA, total credits earned, and academic standing.

| Prompt | Description | Parameter |
|--------------------------------|--|---------------------------|
| Cum Overall GPA | Select a low and high value to identify the cumulative GPA values a student should have to display on the report. | p_Cum Overall GPA |
| Total Credits Earned | Select a low and high value to identify the total cumulative credits earned values a student should have to display on the report. | p_Total Credits Earned |
| Academic Standing Begin | Select one or more academic period begin academic standing values to display in the report. | p_Academic Standing Begin |
| Academic Standing End | Select one or more academic period end academic standing values to display in the report. | p_Academic Standing End |

Student Groupings prompts

The Student Groupings prompts are optional prompts that you can use to filter the report based on the student's primary advisor, population, cohort, attribute and/or classification for the selected academic period and level.

The following table shows the list of Prompt values under Student Groupings:

| Prompt | Description | Parameter |
|-------------------------------|---|--------------------------|
| Student Classification | Select one or more student classifications to display in the report. | p_Student Classification |
| Student Cohort | Select one or more student cohorts to display in the report. | p_Student Cohort |
| Student Attribute | Select one or more student attributes to display in the report. | p_Student Attribute |
| Student Population | Select one or more student populations to display in the report. | p_Student Population |
| Primary Advisor | Select one or more primary advisors to display in the report. | p_Primary Advisor |
| Sport | Select one or more sports to display in the report. | p_Sport |
| Sport Eligibility | Select one or more sports eligibility values to display in the report. | p_Sport Eligibility |
| Hold | Specify one or more hold reasons that may be assigned to a student to select the students to display on the report. | p_Hold |

Financial Aid prompts

The Financial Aid prompts are optional prompts that you can use to filter the report based on the student's primary advisor, population, cohort, attribute and/or classification for the selected academic period and level.

| Prompt | Description | Parameter |
|------------------------------------|--------------------|-------------------------------|
| Financial Aid Awarded Ind | | p_Financial Aid Awarded Ind |
| Financial Aid Disbursed Ind | | p_Financial Aid Disbursed Ind |

| Prompt | Description | Parameter |
|------------------------|-------------|--------------------------|
| Financial Aid Loan Ind | | p_Financial Aid Loan Ind |

Audit Student List Detail - report composition overview

The report composition overview provides a high level introduction to features used by Ellucian to build this report. Use this information in combination with the Cognos documentation when making report modifications to meet an institution specific need.

Drill-through definitions

From this report, you can click on some of the values to drill through to the Audit Student Course List Detail report. The following table specifies the drill-through parameter values for the Audit Student List Detail report. These are the parameter values that need to be passed from the Audit Student List Detail report to the Audit Student Course List Detail report for the drill-through to work properly.

| Parameter | Required | Method | Value |
|---------------------------|----------|----------------------|-------------------------|
| p_Academic Period | Yes | Pass parameter value | p_Activity Category |
| p_Student Level | Yes | Pass parameter value | p_Student Level |
| drill_Fall Through Counts | | Pass parameter value | p_Fall Through Counts |
| drill_Person UID | | Pass data item value | Person UID |
| p_Academic Standing Begin | | Pass data item value | Academic Standing |
| p_Academic Standing End | | Pass data item value | Academic Standing End |
| p_Audit Type | Yes | Pass parameter value | p_Audit Type |
| p_Block Type | | Pass data item value | Block Type |
| p_Block Value | | Pass data item value | Block Value |
| p_Campus | | Pass data item value | Campus |
| p_College | | Pass data item value | College |
| p_Concentration | | Pass data item value | First Concentration |
| p_Courses Applied Range | | Pass parameter value | p_Courses Applied Range |
| p_Courses Needed Range | | Pass parameter value | p_Courses Needed Range |

| Parameter | Required | Method | Value |
|---------------------------------|----------|----------------------|-------------------------------|
| p_Credits Applied Range | | Pass parameter value | p_Credits Applied Range |
| p_Credits Needed Range | | Pass parameter value | p_Credits Needed Range |
| p_Credits Percent Complete | | Pass parameter value | p_Credits Percent Complete |
| p_Cum Overall GPA | | Pass parameter value | p_Cum Overall GPA |
| p_Degree | | Pass data item value | Degree |
| p_Department | | Pass data item value | Department |
| p_GPA Range | | Pass parameter value | p_GPA Range |
| p_Grad Academic Period Intended | | Pass data item value | Grad Academic Period Intended |
| p_Hold | | Pass parameter value | p_Hold |
| p_Major | | Pass data item value | Major |
| p_Minor | | Pass data item value | First Minor |
| p_Primary Advisor | | Pass data item value | Advisor Name LFMI |
| p_Program | | Pass data item value | Program |
| p_Require Percent Complete | | Pass parameter value | p_Require Percent Complete |
| p_Sport | | Pass parameter value | p_Sport |
| p_Sport Eligibility | | Pass parameter value | p_Sport Eligibility |
| p_Student Attribute | | Pass parameter value | p_Student Attribute |
| p_Student Classification | | Pass data item value | Student Classification |
| p_Student Cohort | | Pass parameter value | p_Student Cohort |
| p_Student Population | | Pass data item value | Student Population |
| p_Total Credits Earned | | Pass parameter value | p_Total Credits Earned |

Audit Student Course List Detail report

The Audit Student Course List Detail report lists courses for each student that have been taken based upon auditing block requirements for an audit academic period. It can be filtered by academic study characteristics, academic performance characteristics, audit block requirements, audit course, and student characteristics. This report would be used

by the Advisor or Registrar to review courses applied or needed to satisfy outcome requirements as of an audit academic period for students based on the selection criteria specified.

Audit Student Course List Detail report does not drill on to any reports.

Audit Student Course List Detail
Fall 2006 for Undergraduate Academic Audit

| Student | | | | Academic Study | | | | | | | | | | |
|--------------------------|------------------------|-------------------------|--------------|--------------------|------------------|-----------------|---------|------------|---------|---------------|--------------------|--------|---------|---------------------------------|
| Name | Student Classification | Email | Phone Number | Program | Degree | College | Major | Department | Minor | Concentration | Student Population | Campus | Site | Graduation Acad Period Intended |
| Hill, Craig P.-N00010099 | Senior | chill@vsbuniversity.com | 01744730902 | BA Theatre Studies | Bachelor of Arts | Faculty of Arts | Theatre | Theatre | No Data | No Data | Continuing | Main | No Data | Session 2006-07 |
| Hill, Craig P.-N00010099 | Senior | chill@vsbuniversity.com | 01744730902 | BA Theatre Studies | Bachelor of Arts | Faculty of Arts | Theatre | Theatre | No Data | No Data | Continuing | Main | No Data | Session 2006-07 |
| Hill, Craig P.-N00010099 | Senior | chill@vsbuniversity.com | 01744730902 | BA Theatre Studies | Bachelor of Arts | Faculty of Arts | Theatre | Theatre | No Data | No Data | Continuing | Main | No Data | Session 2006-07 |
| Hill, Craig P.-N00010099 | Senior | chill@vsbuniversity.com | 01744730902 | BA Theatre Studies | Bachelor of Arts | Faculty of Arts | Theatre | Theatre | No Data | No Data | Continuing | Main | No Data | Session 2006-07 |
| Hill, Craig P.-N00010099 | Senior | chill@vsbuniversity.com | 01744730902 | BA Theatre Studies | Bachelor of Arts | Faculty of Arts | Theatre | Theatre | No Data | No Data | Continuing | Main | No Data | Session 2006-07 |
| Hill, Craig P.-N00010099 | Senior | chill@vsbuniversity.com | 01744730902 | BA Theatre Studies | Bachelor of Arts | Faculty of Arts | Theatre | Theatre | No Data | No Data | Continuing | Main | No Data | Session 2006-07 |
| Hill, Craig P.-N00010099 | Senior | chill@vsbuniversity.com | 01744730902 | BA Theatre Studies | Bachelor of Arts | Faculty of Arts | Theatre | Theatre | No Data | No Data | Continuing | Main | No Data | Session 2006-07 |

| Audit Course | | | | | | | | | | | | | | | | | Primary Advisor | | | |
|----------------------|-----------------------------|-------------------|-----------------|-------------------------|-----------------------|---------------------------------|---------------|--------------------|----------------------|-------------------------------|----------------|-------------------|-------------|-------------|--------------------|-------------------|----------------------|----------------------------|---------------|--------------|
| Block Type | Block Value | Audit Result Type | Academic Period | Course Reference Number | Course Identification | Student Course Attributes Count | Schedule Type | Instruction Method | Course Take Type | Block Rule Label | Course Credits | Course Credits DW | Final Grade | GPA Credits | GPA Quality Points | Course Passed Ind | Incomplete Grade Ind | Course Source | Advisor Name | Advisor Type |
| | ODS testing | | | | | | | | be taken | | | | | | | | | | | |
| Custom block | OTHER GENED for ODS testing | Needed | | | WRLD101@ | | No Data | No Data | Course must be taken | Red Other World Civilizations | | | | | | | | Not applicable | Brobyn, Tracy | Tutor |
| Fall-through courses | Fall-through courses | Fall-through | Session 2004-05 | | THEA100 | | No Data | No Data | | NA | 15 | 15 | 63 | 15 | 945 | Y | N | Institution history course | Brobyn, Tracy | Tutor |
| Fall-through courses | Fall-through courses | Fall-through | Session 2004-05 | | THEA102 | | No Data | No Data | | NA | 15 | 15 | 66 | 15 | 990 | Y | N | Institution history course | Brobyn, Tracy | Tutor |
| Fall-through courses | Fall-through courses | Fall-through | Session 2004-05 | | THEA103 | | No Data | No Data | | NA | 15 | 15 | 65 | 15 | 975 | Y | N | Institution history course | Brobyn, Tracy | Tutor |
| Fall-through courses | Fall-through courses | Fall-through | Session 2004-05 | | THEA104 | | No Data | No Data | | NA | 15 | 15 | 66 | 15 | 990 | Y | N | Institution history course | Brobyn, Tracy | Tutor |
| Fall-through courses | Fall-through courses | Fall-through | Session 2004-05 | | THEA107 | | No Data | No Data | | NA | 15 | 15 | 66 | 15 | 990 | Y | N | Institution history course | Brobyn, Tracy | Tutor |
| Fall-through courses | Fall-through courses | Fall-through | Session 2004-05 | | THEA108 | | No Data | No Data | | NA | 15 | 15 | 63 | 15 | 945 | Y | N | Institution history course | Brobyn, Tracy | Tutor |

Report package

This report was built in Report Studio and is based on data in the Audit Student package/business concept. The delivered Audit Student package includes all the data elements in the Audit Student business concept data model.

Goals

This report achieves the following goals:

1. Identify students close to graduation.

What courses must the student take in order to complete their outcome requirements? The advisor or registrar will then ensure the student has planned appropriately for these classes in their schedule.

Audit Student Course List Detail - report prompts

When executing a report, you must first identify the selection values for the data to be displayed on the report. These desired selection values are input on the prompt page which is the first page displayed when a report is chosen to be run.

Selection prompts

Selection prompts provide the ability to filter and refine your report output. Selection prompts can include both required and optional prompts. An (*) indicates a required value.

Some prompts are used to determine the values in other prompts. These are identified as cascading prompts. To cascade values, select values in the cascading prompt and click


the  icon. When other prompts are displayed, select desired values from those cascaded and click Finish.

| Prompt | Description | Parameter |
|----------------------------------|---|-------------------|
| Audit Academic Period (*) | Select Audit Academic Period to specify which creation audit time period to use when selecting the data to display in the report. | p_Academic Period |
| Student Level (*) | Select a student level to specify the level associated with the students selected to be displayed in the report. | p_Student Level |
| Audit Type (*) | Select 'Audit Type' to specify which audit data to display in the report. A number of different audit types may be available depending on your institution's use of Degree Works. Academic Audit is the most common and will be the default selection value. | p_Audit Type |

Academic Study prompts


The Academic Study prompts are optional prompts that you can use to filter the report based on the student's course of study.

The following table shows the list of Prompt values under Academic Study:

| Prompt | Description | Parameter |
|--|--|-----------------------------|
| Program | Select one or more programs to display in the report. Click  to cascade values to other prompts. | p_Program |
| College | Select one or more colleges to display in the report. | p_College |
| Department | Select one or more departments of study to display in the report. | p_Department |
| Degree | Select one or more degrees to display in the report. | p_Degree |
| Major | Select one or more major subjects of study to display in the report. | p_Major |
| Minor | Select one or more minor subjects of study to display in the report. | p_Minor |
| Concentration | Select one or more major areas of concentration to display in the report. | p_Concentration |
| Campus | Select one or more campuses to display in the report. | p_Campus |
| Site | Select one or more sites to display in the report. | p_Site |
| Graduation Academic Period Intended | Select one or more intended graduation academic periods to display in the report. | p_Grad Acad Period Intended |

Audit Block Groupings prompts


The Audit Block Groupings prompts let you filter the report based on specific activities a student is involved in. An (*) indicates a required value.

| Prompt | Description | Parameter |
|--------------------|---|---------------|
| Block Type | Select one or more block types to display in the report. Click  to cascade values to other prompts. | p_Block Type |
| Block Value | Select one or more block values to display in the report. | p_Block Value |

| Prompt | Description | Parameter |
|---------------------------------------|---|----------------------------|
| Range % Requirements Completed | Select one or more percentage of requirements completed range to display in the report. | p_Require Percent Complete |
| Credits Needed Range | Select one or more ranges of credits needed to display in the report. | p_Credits Needed Range |
| Courses Needed Range | Select one or more ranges of courses needed to display in the report. | p_Courses Needed Range |
| Range % Credits Completed | Select one or more range percentage of credits completed to display in the report. | p_Credits Percent Complete |
| Credits Applied Range | Select one or more ranges of credits applied to display in the report. | p_Credits Applied Range |
| Courses Applied Range | Select one or more range of courses applied to display in the report. | p_Courses Applied Range |
| GPA Range | Select one or more GPA ranges to display in the report. | p_GPA Range |

Audit Course Groupings prompts

The Audit Course Groupings prompts are optional prompts that you can use to filter the report based on characteristics of a student course.

| Prompt | Description | Parameter |
|---------------------------------|--|-------------------------|
| Block Rule Label | Select one or more block rule label values to display in the report. | p_Block Rule Label |
| Audit Result Type | Select one or more audit result type values to display in the report. | p_Audit Result Type |
| Course Take Type | Select one or more course take type values to display courses in the report. | p_Course Take Type |
| Course Identification | Select one or more course identification values to identify the courses required by the students to be displayed in the report. Click  to cascade values to other prompts. | p_Course Identification |
| Student Course Attribute | Select one or more course attributes to display in the report. | p_Course Attribute |

| Prompt | Description | Parameter |
|---------------------------|--|----------------------|
| Schedule Type | Select one or more schedule types to display in the report. | p_Schedule Type |
| Instruction Method | Select one or more instruction methods to display in the report. | p_Instruction Method |

Academic Performance prompts

The Academic Performance prompts are optional prompts that you can use to filter the report based on certain personal characteristics of a student.

| Prompt | Description | Parameter |
|--------------------------------|--|---------------------------|
| Cum Overall GPA | Select a low and high value to identify the cumulative GPA values a student should have to display on the report. | p_Cum Overall GPA |
| Total Credits Earned | Select a low and high value to identify the total cumulative credits earned values a student should have to display on the report. | p_Total Credits Earned |
| Academic Standing Begin | Select one or more academic period begin academic standing values to display in the report. | p_Academic Standing Begin |
| Academic Standing End | Select one or more academic period end academic standing values to display in the report. | p_Academic Standing End |

Student Groupings prompts

The Student Groupings prompts are optional prompts that you can use to filter the report based on the student's population, cohort, attribute and/or classification for the selected term and level.

The following table shows the list of Prompt values under Student Groupings:

| Prompt | Description | Parameter |
|-------------------------------|--|--------------------------|
| Student Classification | Select one or more student classifications to display in the report. | p_Student Classification |
| Student Cohort | Select one or more student cohorts to display in the report. | p_Student Cohort |

| Prompt | Description | Parameter |
|---------------------------|---|----------------------|
| Student Attribute | Select one or more student attributes to display in the report. | p_Student Attribute |
| Student Population | Select one or more student populations to display in the report. | p_Student Population |
| Primary Advisor | Select one or more primary advisors to display in the report. | p_Primary Advisor |
| Sport | Select one or more sports to display in the report. | p_Sport |
| Sport Eligibility | Select one or more sports eligibility values to display in the report. | p_Sport Eligibility |
| Hold | Specify one or more hold reasons that may be assigned to a student to select the students to display on the report. | p_Hold |

Audit Student Non-Course List Detail report

The Audit Student Non-Course List Detail report lists non-courses requirements defined for each student selected for the report based on auditing block requirements that are not academic course work. It can be filtered by academic study characteristics, academic performance characteristics, audit block requirements, non-course characteristics, and student information characteristics.

This report would be used by the Advisor or Registrar to identify students who have a requirement to complete an outcome that does not include academic class participation.

Audit Student Non-Course List Detail report does not drill through to any reports.

Selected Prompts

Show/Hide Categories

Academic Study
 Audit Non-Course
 Advisor

Audit Student Non-Course List Detail
 Fall 2006 for Undergraduate Academic Audit

| Student | | | | Academic Study | | | | | | | | | | |
|------------|------------------------|------------|--------------|----------------|------------------|---------------------------|---------|------------|-------|---------------|--------------------|--------|------|---------------------------------|
| Name | Student Classification | Email | Phone Number | Program | Degree | College | Major | Department | Minor | Concentration | Student Population | Campus | Site | Graduation Acad Period Intended |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | B.A. History | Bachelor of Arts | College of Arts & Science | History | | | | New First Time | Main | | |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | B.A. History | Bachelor of Arts | College of Arts & Science | History | | | | New First Time | Main | | |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | B.A. History | Bachelor of Arts | College of Arts & Science | History | | | | New First Time | Main | | |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | B.A. History | Bachelor of Arts | College of Arts & Science | History | | | | New First Time | Main | | |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | B.A. History | Bachelor of Arts | College of Arts & Science | History | | | | New First Time | Main | | |
| [REDACTED] | [REDACTED] | [REDACTED] | [REDACTED] | | | | | | | | | | | |

| Audit Non-Course | | | | | | | Primary Advisor | | |
|------------------|--------------------------|-------------------|-----------------|-------------------------------|-------------------|----------------------|------------------------------------|-------------------|-----------------------|
| Block Type | Block Value | Audit Result Type | Academic Period | Non-Course | Non-Course Status | Course Take Type | Block Rule Label | Advisor Name | Advisor Type |
| Degree | BA block for ODS testing | Needed | | Life issues/community service | | Course must be taken | Life Issues or Community Service | Instructor, Steve | Athletic Dept Advisor |
| Degree | BA block for ODS testing | Needed | | One year contracting | | Course must be taken | Life Issues or Community Service | Instructor, Steve | Athletic Dept Advisor |
| Degree | BA block for ODS testing | Needed | | Chapel (50 times or more) | | Course must be taken | Chapel Attendance 50 times or more | Instructor, Steve | Athletic Dept Advisor |
| Degree | BA block for ODS testing | Needed | | Medical Clearance | | Course must be taken | Human Services | Instructor, Steve | Athletic Dept Advisor |
| Degree | BA block for ODS testing | Needed | | Comprehensive Examination | | Course must be taken | Human Services | Instructor, Steve | Athletic Dept Advisor |

Report package

This report was built in Report Studio and is based on data in the Audit Student package/business concept. The delivered Audit Student package includes all the data elements in the Audit Student business concept data model.

Business Questions / Goals

This report answers the following business question or goal:

1. What non-courses have been fulfilled by the student and must the student take in order to complete their outcome requirements? The advisor or the registrar will then ensure the student has planned appropriately.


Goal: Identify students close to graduation.

Audit Student Non-Course List Detail - report prompts

When executing a report, you must first identify the selection values for the data to be displayed on the report. These desired selection values are input on the prompt page which is the first page displayed when a report is chosen to be run.

Selection prompts

Selection prompts provide the ability to filter and refine your report output. Selection prompts can include both required and optional prompts. An (*) indicates a required value.


Some prompts are used to determine the values in other prompts. These are identified as cascading prompts. To cascade values, select values in the cascading prompt and click the  icon. When other prompts are displayed, select desired values from those cascaded and click Finish.

| Prompt | Description | Parameter |
|------------------------------|---|-------------------|
| Audit Academic Period | Select Audit Academic Period to specify which creation audit time period to use when selecting the data to display in the report. | p_Academic Period |
| Student Level | Select a student level to specify the level associated with the students selected to be displayed in the report. | p_Student Level |
| Audit Type | Select Audit Type to specify which audit data to display in the report. A number of different audit types may be available depending on your institution's use of Degree Works. Academic Audit is the most common and will be the default selection value. | p_Audit Type |

Academic Study prompts


The Academic Study prompts are optional prompts that you can use to filter the report based on the student's course of study.

The following table shows the list of Prompt values under Academic Study:

| Prompt | Description | Parameter |
|--|--|-----------------------------|
| Program | Select one or more programs to display in the report. Click  to cascade values to other prompts. | p_Program |
| College | Select one or more colleges to display in the report. | p_College |
| Department | Select one or more departments of study to display in the report. | p_Department |
| Degree | Select one or more degrees to display in the report. | p_Degree |
| Major | Select one or more major subjects of study to display in the report. | p_Major |
| Minor | Select one or more minor subjects of study to display in the report. | p_Minor |
| Concentration | Select one or more major areas of concentration to display in the report. | p_Concentration |
| Campus | Select one or more campuses to display in the report. | p_Campus |
| Site | Select one or more sites to display in the report. | p_Site |
| Graduation Academic Period Intended | Select one or more intended graduation academic periods to display in the report. | p_Grad Acad Period Intended |

Audit Block Groupings prompts

The Audit Block Groupings prompts let you filter the report based on specific activities a student is involved in. An (*) indicates a required value.

| Prompt | Description | Parameter |
|--------------------|---|---------------|
| Block Type | Select one or more block types to display in the report. Click  to cascade values to other prompts. | p_Block Type |
| Block Value | Select one or more block values to display in the report. | p_Block Value |

| Prompt | Description | Parameter |
|---------------------------------------|---|----------------------------|
| Range % Requirements Completed | Select one or more percentage of requirements completed range to display in the report. | p_Require Percent Complete |
| Credits Needed Range | Select one or more ranges of credits needed to display in the report. | p_Credits Needed Range |
| Courses Needed Range | Select one or more ranges of courses needed to display in the report. | p_Courses Needed Range |
| Range % Credits Completed | Select one or more range percentage of credits completed to display in the report. | p_Credits Percent Complete |
| Credits Applied Range | Select one or more ranges of credits applied to display in the report. | p_Credits Applied Range |
| Courses Applied Range | Select one or more range of courses applied to display in the report. | p_Courses Applied Range |
| GPA Range | Select one or more GPA ranges to display in the report. | p_GPA Range |

Audit Non-Course Groupings prompts

The Audit Non-Course Groupings prompts are optional prompts that you can use to filter the report based on certain non-course characteristics.

| Prompt | Description | Parameter |
|--------------------------|--|---------------------|
| Block Rule Label | Select one or more block rule label values to display in the report. | p_Block Rule Label |
| Audit Result Type | Select one or more audit result type values to display in the report. | p_Audit Result Type |
| Non-Course | Select one or more non-course values to display in the report. | p_Non-Course |
| Course Take Type | Select one or more course take type values to display the type of courses taken in the report. | p_Course Take Type |

Academic Performance prompts

The Academic Performance prompts are optional prompts that you can use to filter the report based on certain personal characteristics of a student.

| Prompt | Description | Parameter |
|--------------------------------|--|---------------------------|
| Cum Overall GPA | Select a low and high value to identify the cumulative GPA values a student should have to display on the report. | p_Cum Overall GPA |
| Total Credits Earned | Select a low and high value to identify the total cumulative credits earned values a student should have to display on the report. | p_Total Credits Earned |
| Academic Standing Begin | Select one or more academic period begin academic standing values to display in the report. | p_Academic Standing Begin |
| Academic Standing End | Select one or more academic period end academic standing values to display in the report. | p_Academic Standing End |

Student Groupings prompts

The Student Groupings prompts are optional prompts that you can use to filter the report based on the student's population, cohort, attribute and/or classification for the selected term and level.

The following table shows the list of Prompt values under Student Groupings:

| Prompt | Description | Parameter |
|-------------------------------|--|--------------------------|
| Student Classification | Select one or more student classifications to display in the report. | p_Student Classification |
| Student Cohort | Select one or more student cohorts to display in the report. | p_Student Cohort |
| Student Attribute | Select one or more student attributes to display in the report. | p_Student Attribute |
| Student Population | Select one or more student populations to display in the report. | p_Student Population |
| Primary Advisor | Select one or more primary advisors to display in the report. | p_Primary Advisor |

| Prompt | Description | Parameter |
|--------------------------|---|---------------------|
| Sport | Select one or more sports to display in the report. | p_Sport |
| Sport Eligibility | Select one or more sports eligibility values to display in the report. | p_Sport Eligibility |
| Hold | Specify one or more hold reasons that may be assigned to a student to select the students to display on the report. | p_Hold |

Registration Plan reports

The reports based on the Registration Plan package/Business concept provide information that may be used in determining schedule of classes or timetable for an academic period based on registration plans developed by the student and student advisor to satisfy outcome audit requirements.

The following Report Studio reports are delivered in the **Banner Operational Data Store > Operational Data Store Reports > Reports > Registration Plan** folder under the **Public Folders** tab:

- Projected Plan Seat Count Summary
- Projected Plan Course List Detail

Projected Plan Seat Count Summary report

The Projected Plan Seat Count Summary report lists information about the courses defined in all student's registration plans for an academic period. It can be filtered on a variety of plan types, plan indicators, course administration characteristics as well as some student academic study and student group characteristics.

This report would be used by the Registrar or Department Dean to determine if the correct number of sections and seats are available for the student demand identified in the student registration plans.

From the Projected Plan Seat Count Summary report, you can drill into a specific course and the students who are requesting that course in the Projected Plan Course List Detail report.

Projected Plan Seat Count Summary For Fall 2013

Selected Prompts

Display Course Reference Number if exists

| Course Identification | Course Reference Number | Course Department | Course Level | Student Classification | Student Level | Seat Count | | | | |
|-----------------------|-------------------------|-------------------|---------------|------------------------|---------------|------------|-----------|-----------|-----------|-----------|
| | | | | | | Projected | Maximum | Actual | Available | Prior |
| ACCT014A | No Data | No Data | No Data | Freshman | Undergraduate | 0 | | | | |
| ANTH194 | No Data | No Data | No Data | Freshman | Undergraduate | 0 | | | | |
| | | Not Applicable | Undergraduate | Freshman | Undergraduate | 2 | | | | |
| ANTH2010 | No Data | Not Applicable | Undergraduate | Freshman | Undergraduate | 6 | | | | |
| | | | | Senior | Undergraduate | 1 | | | | |
| | | No Data | No Data | Senior | Undergraduate | 0 | | | | |
| | | | | Freshman | Undergraduate | 0 | | | | |
| 14007 | No Data | No Data | Freshman | Undergraduate | 1 | 35 | 5 | 30 | 26 | |
| MATH105 | No Data | Not Applicable | Undergraduate | Freshman | Undergraduate | 1 | | | | |
| MATH110 | 14001 | No Data | No Data | Freshman | Undergraduate | 1 | 30 | 21 | 9 | 22 |
| SPAN083S | No Data | No Data | No Data | Freshman | Undergraduate | 0 | | | | |
| SPAN101 | No Data | No Data | No Data | Freshman | Undergraduate | 0 | | | | |
| THEA100 | No Data | Not Applicable | Undergraduate | Senior | Undergraduate | 1 | | | | |
| | | No Data | No Data | Senior | Undergraduate | 0 | | | | |
| THEA101 | No Data | Not Applicable | Undergraduate | Senior | Undergraduate | 1 | | | | |
| Total | | | | | | 33 | 65 | 26 | 39 | 48 |

Report package

This report was built in Report Studio and is based on data in the Registration Plan package/business concept. The delivered Registration Plan package includes all the data elements in the Registration Plan business concept data model.

Business Questions / Goals

This report answers the following business questions:


1. How many students have this course identification (Subject/Course Number) listed for this academic period in their registration plan?
2. What courses and how many seats are required to allow students to meet graduation requirements based on their year of study?

Projected Plan Seat Count Summary - report prompts

When executing a report, you must first identify the selection values for the data to be displayed on the report. These desired selection values are input on the prompt page which is the first page displayed when a report is chosen to be run.

Selection prompts

Selection prompts provide the ability to filter and refine your report output. Selection prompts can include both required and optional prompts. An (*) indicates a required value.

Some prompts are used to determine the values in other prompts. These are identified as cascading prompts. To cascade values, select values in the cascading prompt and click the  icon. When other prompts are displayed, select desired values from those cascaded and click Finish.

| Prompt | Description | Parameter |
|-----------------------------|--|--------------------|
| Academic Period (*) | Select a single academic period to use when selecting the course data to display in the report. | p_Academic Period |
| Preferred Plan (*) | Select the plans identified as preferred or those that are not. Default is set to preferred plan. | p_Preferred Plan |
| Course Critical (*) | Select courses identified as critical and must complete within the academic period. | p_Course Critical |
| Locked (*) | Select only registration plans that are locked or are not locked to display data in the report. Default will be set to yes for locked. | p_Locked |
| Plan Data Origin (*) | Source system that created or updated data. Values permit the report to be run for Banner or Degree Works data or optionally both. Default will be set to Both. | p_Plan Data Origin |

Course Category prompts

The Course Category prompts let you filter the report based on the prompt values entered. An (*) indicates a required value.

The following table shows the list of prompts under Course Category 1:.

| Prompt | Description | Parameter |
|------------------------------|--|-----------------------|
| Course Identification | Select one or more course subject and course number combinations to determine the data to display on the report. | Course Identification |
| Course Subject | Select one or more main instructional subject area(s) display on the report. | p_Course Subject |
| Course Number | Select one or many course number associated with the subject area(s) selected in the previous prompt. | p_Course Number |

Optionally, you may also select an option in the following course category. The following table shows the list of prompts under Course Category 2 of which two may be selected:

| Prompt | Description | Parameter |
|--------------------------|--|-------------------------|
| Course Campus | Select one or more campus values to display on the report. | Drill Course Campus |
| Course College | Select one or more College, School, or Faculty responsible for the instruction of this course or section to display on the report. | Drill Course College |
| Course Department | Select one or more department values responsible for the instruction in the course or course offering to display in the report. | Drill Course Department |

The following table shows the list of prompts under Course Category 3, optional selection of one prompt for each category is permitted, but all values within the selected will display on the report. Individual values within a prompt selection are not permitted on this summary report:

| Prompt | Description | Parameter |
|---------------------------|--|----------------------|
| Course Attribute | Select one or more course attributes to display in the report. | p_Course Attribute |
| Course Level | Select one or more course levels to display in the report. | Drill Course Level |
| Instruction Method | Select one or more instruction methods to display in the report. | p_Instruction Method |
| Schedule Type | Select one or more schedule types to display in the report. | p_Schedule Type |

Student Groupings prompts

The Student Groupings prompts are optional prompts that you can use to filter the report based on the student's population, cohort, attribute and/or classification for the selected term and level. There are two categories of Student Groupings prompts:

- Student Groupings Category 1

- Student Groupings Category 2

| Prompt | Description | Parameter |
|---------------|--|-----------------|
| Student Group | Select any one of the preferred Student Characteristic values. This will display a second box with corresponding options for that value. | p_Student Group |

The following table shows the list of prompts under Student Groupings Category 1 and 2. Optional selection of one prompt for each category is permitted but all values within the selected will display on the report. Individual values within a prompt selection are not permitted on this summary report.:

| Prompt | Description | Parameter |
|-------------------------------|--|--------------------------|
| Student Attribute | Select one or more student attributes to display in the report. | p_Student Attribute |
| Student Classification | Select one or more student classifications to display in the report. | p_Student Classification |
| Student Cohort | Select one or more student cohorts to display in the report. | p_Student Cohort |
| Student Level | Select a student level to specify the level associated with the students selected to be displayed in the report. | p_Student Level |

Projected Plan Seat Count Summary - report composition overview

The report composition overview provides a high level introduction to features used by Ellucian to build this report. Use this information in combination with the Cognos documentation when making report modifications to meet an institution specific need.

Drill-through definitions

From this report, you can click on some of the values to drill through to the Projected Plan Course List Detail report. The following table specifies the drill-through parameter values for the Projected Plan Course List Detail report. These are the parameter values that need to be passed from the Projected Seat Count Summary report to the Projected Plan Course List Detail report for the drill-through to work properly.

| Parameter | Required | Method | Value |
|-------------------------|----------|----------------------|------------------|
| p_Course Subject | Yes | Pass parameter value | p_Course Subject |

| Parameter | Required | Method | Value |
|--|-----------------|----------------------|-----------------------------------|
| drill_Course Category2 | Yes | Pass parameter value | p_Course Category2 |
| drill_Course Category3 | | Pass parameter value | p_Course Category3 |
| drill_Course Reference Number | | Pass data item value | Course Reference Number |
| drill_SGC1_Student Attribute | | Pass data item value | Drill SGC1 Student Attribute |
| drill_SGC1_Student Classification | | Pass data item value | Drill SGC1 Student Classification |
| drill_SGC1_Student Cohort | | Pass data item value | Drill SGC1 Student Cohort |
| drill_SGC1_Student Level | | Pass data item value | Drill SGC1 Student Level |
| drill_SGC2_Student Attribute | | Pass data item value | Drill SGC2 Student Attribute |
| drill_SGC2_Student Classification | | Pass data item value | Drill SGC2 Student Classification |
| drill_SGC2_Student Cohort | | Pass data item value | Drill SGC2 Student Cohort |
| drill_SGC2_Student Level | | Pass data item value | Drill SGC2 Student Level |
| drill_Student Group Category1 | | Pass parameter value | p_Student Group Category1 |
| drill_Student Group Category2 | | Pass parameter value | p_Student Group Category2 |
| p_Academic Period | | Pass parameter value | p_Academic Period |
| p_Course Attribute | | Pass data item value | Drill Course Attribute |
| p_Course Campus | | Pass data item value | Drill Course Campus |
| p_Course College | | Pass data item value | Drill Course College |
| p_Course Critical | | Pass parameter value | p_Course Critical |
| p_Course Department | | Pass data item value | Drill Course Department |
| p_Course Identification | | Pass data item value | Course Identification |

| Parameter | Required | Method | Value |
|-----------------------------|-----------------|----------------------|--------------------------|
| p_Course Level | | Pass data item value | Drill Course Level |
| p_Course Number | | Pass parameter value | p_Course Number |
| p_Instruction Method | | Pass data item value | Drill Instruction Method |
| p_Locked | | Pass parameter value | p_Locked |
| p_Plan From | Yes | Pass parameter value | p_Plan From |
| p_Prefered Plan | | Pass parameter value | p_Prefered Plan |
| p_Scheduled Type | | Pass data item value | Drill Scheduled Type |
| p_Course Category1 | Yes | Pass parameter value | p_Course Category1 |

Projected Plan Course List Detail report

The Projected Plan Course List Detail report provides the ability to list all students intending to take a course based upon their plan.

This report would be used by the Registrar or the Department Dean in planning the course offerings for the academic period.

Projected Plan Course List Detail report does not drill on to any reports.

Projected Plan Course List Detail

| Planned Course | | | | Course Information | | | | | | | | | Student | | | Academic Study | | | | | | |
|-----------------------|---------------|------------------|---------------|--------------------|-------------------|---------------|----------------|----------------|---------------|---------------|-----------------|--------------------|---------|------------------------|-------|--------------------|------------------|---------------------------|--------------------|--------|---------|---------------------------------|
| Course Identification | Course Level | Course Attribute | Schedule Type | Course College | Course Department | Course Campus | Course Credits | Grade Type | Course Active | Course Locked | Course Critical | Plan Group Type | Name | Student Classification | Email | Program | Degree | College | Student Population | Campus | Site | Graduation Acid Period Intended |
| ANTH194 | Undergraduate | No Data | No Data | Not Applicable | Not Applicable | No Data | 3 | Not Applicable | Y | Y | N | Union within group | | | | Anthropology | Bachelor of Arts | College of Arts & Science | Returning | Main | No Data | No Data |
| ANTH2010 | Undergraduate | No Data | No Data | Not Applicable | Not Applicable | No Data | 3 | Not Applicable | Y | N | N | Union within group | | | | Anthropology | Bachelor of Arts | College of Arts & Science | New First Time | Main | No Data | No Data |
| | Undergraduate | No Data | No Data | Not Applicable | Not Applicable | No Data | 3 | Not Applicable | Y | N | N | Union within group | | | | BA Theatre Studies | Bachelor of Arts | Faculty of Arts | New First Time | Main | No Data | No Data |
| | Undergraduate | No Data | No Data | Not Applicable | Not Applicable | No Data | 3 | Not Applicable | Y | N | N | Union within group | | | | BA Theatre Studies | Bachelor of Arts | Faculty of Arts | New First Time | Main | No Data | No Data |
| | Undergraduate | No Data | No Data | Not Applicable | Not Applicable | No Data | 3 | Not Applicable | Y | Y | N | Union within group | | | | Anthropology | Bachelor of Arts | College of Arts & Science | Returning | Main | No Data | No Data |
| ANTH2020 | Undergraduate | No Data | No Data | Not Applicable | Not Applicable | No Data | 3 | Not Applicable | Y | N | N | Union within group | | | | Anthropology | Bachelor of Arts | College of Arts & Science | New First Time | Main | No Data | No Data |

| Academic Study - Concentrations | | | | | | | | | Academic Study - Minors | | | | Primary Advisor | | Student Information | | | | |
|---------------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|-------------------------|---------|---------|---------|------------------|--------------|---------------------|---------------------|---------|-------------------|-------------------|
| 1st Major Concentration 1 | 1st Major Concentration 2 | 1st Major Concentration 3 | 2nd Major Concentration 1 | 2nd Major Concentration 2 | 2nd Major Concentration 3 | 3rd Major Concentration 1 | 3rd Major Concentration 2 | 3rd Major Concentration 3 | Minor 1 | Minor 2 | Minor 3 | Minor 4 | Advisor Name | Advisor Type | Hold Type | Hold Origin | Sport | Student Attribute | Student Cohort |
| No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | Harvey, Campbell | Major | No Data | No Data | No Data | No Data | No Data |
| No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | Harvey, Campbell | Major | Balance Due | No Data | No Data | No Data | 1998 New Freshmen |
| No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | Brobyn, Tracy | Tutor | Balance Due | No Data | No Data | No Data | No Data |
| No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | Brobyn, Tracy | Tutor | Graduation Hold | Finance and Billing | No Data | No Data | No Data |
| No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | Harvey, Campbell | Major | No Data | No Data | No Data | No Data | No Data |
| No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | No Data | Harvey, Campbell | Major | Balance Due | No Data | No Data | No Data | 1998 New Freshmen |

Report package

This report was built in Report Studio and is based on data in the Registration Plan package/business concept. The delivered Registration Plan package includes all the data elements in the Registration Plan business concept data model.

Goals

This report answers the following business questions or goals:

1. How many students have this course identification (Subject/Course Number) listed for this academic period in their registration plan?
2. Determine the total number of seats required for each course as requested by either a Banner XE Registration Plan or a Degree Works Plan.
3. Determine the total number of seats required for each course based upon the number of students by program and student classification (by year of study). In particular what courses and how many seats are required to allow students to meet graduation requirements based on their year of study?


- Which students have a plan that needs to be updated because it is not locked or approved? Or older than the acceptable time frame?

Projected Plan Course List Detail - report prompts

When executing a report, you must first identify the selection values for the data to be displayed on the report. These desired selection values are input on the prompt page which is the first page displayed when a report is chosen to be run.

Selection prompts

Selection prompts provide the ability to filter and refine your report output. Selection prompts can include both required and optional prompts. An (*) indicates a required value.

Some prompts are used to determine the values in other prompts. These are identified as cascading prompts. To cascade values, select values in the cascading prompt and click the  icon. When other prompts are displayed, select desired values from those cascaded and click Finish.

| Prompt | Description | Parameter |
|-----------------------------|--|--------------------|
| Academic Period (*) | Select a single academic period to use when selecting the course data to display in the report. | p_Academic Period |
| Preferred Plan (*) | Select the plans identified as preferred or those that are not. | p_PREFERRED Plan |
| Course Critical (*) | Select courses identified as critical and must complete within the academic period. | p_Course Critical |
| Locked (*) | Select only registration plans that are locked or are not locked to display data in the report. | p_Locked |
| Plan Data Origin (*) | Source system that created or updated data. Values permit the report to be run for Banner or Degree Works data or optionally both. | p_Plan Data Origin |

Course Groupings prompts

The Course Groupings prompts let you filter the report based on the course categories a student is part of. An (*) indicates a required value.

| Prompt | Description | Parameter |
|------------------------------|---|-----------------------|
| Course Identification | Select one or more course identifications to display in the report. | Course Identification |

| Prompt | Description | Parameter |
|-----------------------|--|------------------|
| Course Subject | Select one or more subject areas to display on the report. | p_Course Subject |

Course Administrative Grouping prompts

The Course Administrative Groupings prompts let you filter the report based on the course categories a student is part of. An (*) indicates a required value.


| Prompt | Description | Parameter |
|---------------------------|---|----------------------|
| Course Number | Select one or more course numbers within the subject areas selected to display on the report. | p_Course Number |
| Course Campus | Select one or more course campuses to display in the report. | Course Campus |
| Course College | Select one or more course colleges to display in the report. | Course College |
| Course Department | Select one or more course departments to display in the report. | Course Department |
| Course Attribute | Select one or more course attributes to display in the report. | p_Course Attribute |
| Course Level | Select one or more course levels to display in the report. | Course Level |
| Instruction Method | Select one or more instruction methods to display in the report. | p_Instruction Method |
| Schedule Type | Select one or more schedule types to display in the report. | p_Schedule Type |

Academic Study prompts

The Academic Study prompts are prompts that you can use to filter the report based on the student's course of study.

| Prompt | Description | Parameter |
|-----------------------|---|------------------|
| Academic Study | Select any one of the preferred Academic Study Characteristic values. This will display a second box with corresponding options for that value. | p_Academic Study |

The following table shows the list of prompts under Academic Study:

| Prompt | Description | Parameter |
|--|--|-----------------------------|
| Primary Program (*) | Select one or more programs to display in the report. Click  to cascade values to other prompts. | p_Program |
| Program | Select one or more programs to display in the report. | p_Program |
| College | Select one or more colleges to display in the report. | p_College |
| Department | Select one or more departments of study to display in the report. | p_Department |
| Degree | Select one or more degrees to display in the report. | p_Degree |
| Major | Select one or more major subjects of study to display in the report. | p_Major |
| Minor | Select one or more minor subjects of study to display in the report. | p_Minor |
| Concentration | Select one or more major areas of concentration to display in the report. | p_Concentration |
| Campus | Select one or more campuses to display in the report. | p_Campus |
| Site | Select one or more sites to display in the report. | p_Site |
| Graduation Academic Period Intended | Select one or more intended graduation academic periods to display in the report. | p_Grad Acad Period Intended |

Student Groupings prompts

The Student Groupings prompts are optional prompts that you can use to filter the report based on the student's population, cohort, attribute and/or classification for the selected term and level.

| Prompt | Description | Parameter |
|----------------------|--|-----------------|
| Student Group | Select any one of the preferred Student Characteristic values. This will display a second box with corresponding options for that value. | p_Student Group |

| Prompt | Description | Parameter |
|-------------------------------|--|--------------------------|
| Student Classification | Select one or more student classifications to display in the report. | p_Student Classification |
| Student Cohort | Select one or more student cohorts to display in the report. | p_Student Cohort |
| Student Attribute | Select one or more student attributes to display in the report. | p_Student Attribute |
| Primary Advisor | Select one or more primary advisors to display in the report. | p_Primary Advisor |
| Student Level | Select a student level to specify the level associated with the students selected to be displayed in the report. | p_Student Level |
| Sport | Select one or more sports to display in the report. | p_Sport |
| Sport Eligibility | Select one or more sports eligibility codes to display in the report. | p_Sport Eligibility |

Self-Service Reporting

Self-Service Reporting (SSR) provides simple, ad hoc access to information within Banner ODS.

SSR is delivered with report templates that provide examples of various common data retrieval needs across your institution. Each report template is based on the functional data relationships set forth in the Business Concept Diagrams found in Banner ODS published meta data. The template design for SSR uses a Filter - List - Detail approach.

This approach includes a Search Criteria page where you select the various filters for executing a query, a List page that displays the results of that query, and a Detail Reports page where you access additional information specific to any individual result on the List page.

The information on the List and Detail Reports pages can be viewed online or exported to a .csv file (Microsoft Excel format, for example) or XML file for printing or additional manipulation. The Email icon enables you to send email to everyone on the List page. If you select an individual address from the List page, you can send email to that individual. Optionally, the search criteria may be saved as a Search Rule.

You can save a set of defined search criteria filters for a report template as a search rule for future use. For select templates, you can also save the unique primary identifier(s) for your List page results to Banner ODS as a population to use in custom reports developed with your third party reporting tool.

The following tasks are available to help you create a self-service report:

- View, select and execute search criteria
- View, sort, email or export the List results
- View, sort, or export Detail reports
- Create, view, rename, change criteria for, or delete a Search Rule

For a Search Rule, optionally save the unique primary identifier(s) for a result set to Banner ODS using Population Selection

Before you can use the SSR, you *must* set up security. SSR requires authentication and authorization access to your Oracle database security. See the [“Security” on page 324](#) section at the end of this chapter for additional information.




Note: By default, SSR uses Oracle user accounts for authentication and authorization. If you choose to use this default, then SSR will adhere to all Business Profiles and Fine Grain Access Security rules established for your Banner ODS users. Therefore, the data results returned for any SSR report template mirror the accessible data as defined for that SSR/Banner ODS user.

If an SSR report template uses a particular Banner ODS Reporting view to which a user has been denied access via your Oracle Access Controls, then the entire report template is not accessible to the user.

Navigation Quick Reference

All SSR web pages use the same basic navigation techniques. The following table describes each navigation feature. You may want to print this page until you become familiar with how to navigate throughout the web pages.

| This navigation. . . | Does this . . . |
|----------------------|-----------------|
|----------------------|-----------------|

| | |
|---|--|
|  View this Population Selection icon | Used to maintain Banner ODS populations. |
|---|--|

- When selected from the top right corner of the home page: Opens the View Search Rules window showing all search rules with existing Banner ODS populations, for all templates.
- When selected from the View Search Rules window, it opens the Population Detail window for the specified search rule.

| | |
|------------------|-------------------------------|
| Home link | Returns you to the Home page. |
|------------------|-------------------------------|

| | |
|------------------|-----------------------|
| Help link | Opens the help pages. |
|------------------|-----------------------|

| | |
|-------------|---|
| Breadcrumbs | Located at the top of the page, below the tabs. These indicate the levels you passed through to arrive at the current page. |
|-------------|---|

Example


Home>Student Templates>Advisor's Student Search Criteria>Advisor's Student List


Select any breadcrumb level to return to that level.

| | |
|------------------------------|---|
| Subject Area tabs at the top | To access a different subject area, select that tab at the top of the page. |
|------------------------------|---|

| | |
|------------------------------|--|
| Headings that are underlined | On the Search Criteria page, select any headings that are underlined (for example, any of the individual search criteria filter headings) to open the online help window. The help contains either instructional or meta data related information. |
|------------------------------|--|


On the List and Detail Reports pages, any underlined column headings can be selected to resort the results in ascending or descending order.

| | |
|--|--|
|  Go to Search Rule icon | Select to load, view or maintain an existing search rule. Opens the View Search Rules window showing all existing search rules for the report template in context. |
|--|--|

| | |
|--|--|
|  Save Search Rule and Run Population Selection icon | Select to save a new, or resave an existing search rule. Opens the Save Search Rule window with optional save/refresh Banner ODS population functionality. |
|--|--|

This navigation . . .

Does this . . .

| | |
|--|---|
| Search button | Executes a query based on the selected search criteria filters. |
| Reset Search button | Resets all search criteria filters to their default state. |
| Show link | Displays filters for any search criteria category. |
| Hide link | Hides all sets of grouped search criteria categories. |
| > | Shows or hides an individual set of grouped search criteria filters for a report template. |
| Show SQL button | Select to view the actual SQL used to execute a query on the Search Criteria page. Select from the Detail Reports page to view the actual SQL used to generate the detail reports on the Detail Reports page. This button only appears if you have been granted access. See the “Customize Parameters” section of the SSR Installation Guide to allow or deny access for all users or individual users. |
|  View Detail icon | Opens the Detail Reports page for the displayed list results or the Search Rule Detail window. |

Search Criteria Page

The Search Criteria page is the filter portion of a report template. You can use this page to review and select the filters or search criteria on which to report.

Filters are grouped into logical search criteria categories. Each filter label is hyperlinked to Banner ODS meta data providing reporting view and column source information for each filter.

When you access a report template, it opens in its default state with a Search Rule setting of none. You can create a new query by selecting the desired search criteria filters, or load a previously saved query (see [“Search Rules” on page 298](#) section). When finished, select the **Search** button to execute the query.

The Search Criteria page retains all defined filters as long as the report template is within a current session (moving between Search Criteria, List and Detail Reports pages). This allows you to easily alter or add search criteria. If you want to execute a different query, select the **Reset Search** button to clear all filter selections and return the Search Criteria page to its default settings or load a different Search Rule.



Note: To select multiple, random values from a list box, select the first value, then hold down the **Ctrl** key while selecting the remaining values.

To select multiple values in sequence from a list box, select the first criteria then hold down the **Shift** key and select the last criteria.

A list box with a (defaulted) value of 'ALL' means the filter is ignored, unless a value/values are selected.

For Range filters, leaving either range blank acts as a wildcard.

The following options are available from the Search Criteria pages:

- View and select the desired search criteria filters and execute a query
- Save, load, modify or delete search rules and optionally save, refresh or delete Banner ODS Populations for the template in context (See the [“Search Rules” on page 298](#) section)
- View the SQL used to execute a defined query and generate the List Page report

Recommended and Required Search Criteria

Some report templates include a Recommended Search Criteria category that contains the filters most commonly selected when using a particular template. These may also include one or more 'required' filters. A required filter must be selected to execute a query. Examples of required filters are Academic Periods or Chart of Accounts.



Note: Required filters are preceded with an asterisk.

Dependant Search Criteria Filters

Several report templates contain one or more list of values (LOV) filters that must be manually populated after you select a required filter. To load these filters for use in your query, choose your value(s) for the required filter and select the **Populate Search Criteria for...** button. You need to reload these filters any time you change the corresponding required filter for a new query. See the [“Report Templates” on page 306](#) section for additional information.



Note: In their default state, dependant filters will display the following: “Select [required filter name] and Populate.”

List of Values Search Criteria Filters

The list of values (LOV) search criteria filters found in the various SSR reporting templates contain a set of valid values for a corresponding column in a Banner ODS reporting view. These filters are generated from a series of LOV views contained within the ODSLOV schema within Banner ODS. The ODSLOV views obtain their information from Banner

ODS composite table called MGT_VALIDATION, which in turn is populated with validation table values found in your Banner database.

Since these LOV filters are sourced from your Banner validation tables, querying on certain values may produce no results, if those value(s) are not currently associated with any records in your Banner ODS database.

Show SQL

Select the **Show SQL** button to view the actual SQL used to execute a query on the Search Criteria page, and to display the SQL in a pop-up window. This button only appears if you have been granted access. See the “Customize Parameters” section of the SSR Installation Guide to allow or deny access for all users or individual users.

List Page

The List page shows the results of the query that was executed on the Search Criteria page, and includes a predefined set of information for each result. The following procedures can be performed from this page:

- View and sort the results
- Export the List page report as a .csv file (Microsoft Excel format, for example) or an .xml file (except for the Employee List page)
- Send emails
- Save, load, modify or delete search rules and optionally save, refresh or delete Banner ODS Populations for the template in context (See the [“Search Rules” on page 298](#) section)
- Change the ‘Records Per Page’ display setting
- Display the Search Criteria used to generate the List page results
- Access the Detail Reports page

Export

List results can be saved to format, print or further manipulate in another reporting tool by exporting the results as a .csv file (Microsoft Excel format, for example) or an .xml file. Select the **Excel** icon (for a .csv file) or the **XML** icon (for another application). The File Download window opens. Indicate whether you want to save or open the file.



Note: Some List page reports contain significantly more columns of information when they are exported to .csv and .xml files than are

viewable on the web page. Review the “Report Templates” section for information specific to each template.

Email

The email option enables you to send an email message to any individual on the List page, or to send an email to the entire list. Each option is explained below:

Individual

To send an email to an individual on the List page, select the email address link in the **Email Address** column for that person. Your local email program opens with the individual’s email address already entered.

Entire List

To send an email to the entire list, select the envelope icon at the top of the List page. The SSR email utility opens. All recipient email addresses (the individuals on the list report) load into the **Blind Copy** field to ensure that recipients’ cannot see the other email addresses on the distribution list. If you have set up each SSR user as an APEX user, then the user’s email address loads into the **To** field. If you are not using the APEX user accounts, the user must manually enter (their) email address in the **To** field.

Sort

Any underlined column in the list report can be used to toggle between sorting the results in ascending or descending order. Select the column name by which you want to sort. An up arrow appears if the column is sorting in ascending order. A down arrow appears if the column is sorting in descending order.

Records Per Page (Display Setting)

The List page displays the total count of all records found for any given query as well as a “Records Per Page” display setting. This setting indicates the maximum number of records to be displayed on the List page.


If the total records returned for a query exceeds the Records Per Page display setting, a sequence of pagination links appear above the List results page. You must select the pagination link to retrieve the (next) set of results. If the total records returned for a query is less than the Records Per Page display setting, all records appear in the List results page.

This feature helps query performance, or more specifically, the amount of time it takes to render the results for HTML display. The delivered default display setting is 100 records per page. This default setting can be changed at the institution level. You may also change the display setting for your current session by selecting the **Records Per Page** hyperlink.



Note: This display setting applies to the HTML List page only. The .csv/.xml export and Banner ODS Population features save all results, as applicable.

Access Detail Reports

Each report template provides detail reports for all results displayed on the List page. To drill to the Detail Reports page, select  in the left column for any result on the list report.



Note: For the Finance templates (in addition to the View Detail icon) you can also drill into the respective detail reports by clicking the hyperlinked amount totals in the result set.

Detail Reports Page

The Detail Reports page displays all reports for the result selected from the List page. The following procedures can be performed from this page:

- Review the detail reports for the result selected from the List page and select a different detail report
- Export a detail report as a .csv file (Microsoft Excel format, for example)
- View the SQL used to generate the detail reports

Detail Reports Drop-down List

The Detail Reports page has a drop-down list located at the top of the page. Use this list to select and display any individual detail report.

Sort

Any underlined column in a detail report can be used to toggle between sorting the results in ascending or descending order. Select the column name by which you want to sort. An up arrow appears if the column is sorting in ascending order. A down arrow appears if the column is sorting in descending order.

Export

Detail reports can be saved as a .csv file to format, print or further manipulate in another reporting tool. Select the **Excel** icon. The File Download window opens. Indicate whether you want to save or open the file.



Note: On the Detail Reports page, only reports with an Excel icon can be exported. This option is provided for any report that can display more than one row of information.

Some Detail reports may contain more columns of information when they are exported than are viewable on the web page. Review the [“Report Templates” on page 306](#) section for details about each template.

Query Search Criteria

Self-Service Reporting (SSR) provides ad hoc access to information within Banner ODS. You can use the report templates to access commonly retrieved data from across your institution. Each report template is based on the functional data relationships set forth in the Business Concept Diagrams found in Banner ODS published meta data.

You can query search criteria on a one time basis or saved as a search rule for future reuse. See [“Search Rules” on page 298](#) [“Search Rules” on page 298](#) for additional information.

1. Select a business area from the Home page.
2. Select a template.
3. Select your search criteria filters From the Search Criteria page.

The Search Criteria page opens. Use this page to review and select the filters or search criteria on which to report.

For additional information on how to move throughout the SSR pages, see the [“Navigation Quick Reference” on page 291](#).

4. Click **Search**.

The List page opens showing the results of the query that was executed on the Search Criteria page. It includes a predefined set of information for each result. From this point, you can continue to:

- View, select and execute search criteria
- View, sort, email or export the List results
- View, sort or export Detail reports

Search Rules

Self-Service Reporting (SSR) enables you to select information that you frequently search on within a template (called search criteria filters), then name and save the filters as a search rule under a user-defined name. This makes it easy to reuse sets of search criteria filters.




Note: You can only access the search rules that are saved under your user name.

You also have the option to indicate whether to create/refresh Banner ODS populations each time you save a search rule. See [“Banner ODS Populations” on page 301](#) for additional information.

Create and Save a Search Rule

Use this procedure to save groups of search criteria that you want to reuse. Search rules can be created from the Search Criteria page or from the List page.

Populations can also be created for search rules. See [“Banner ODS Populations” on page 301](#) for additional information on Banner ODS populations.

1. Select a business area from the Home page.
2. Select a template.
3. Select your search criteria filters from the Search Criteria page.
4. Click . (The Save Search Rule and Run Population Selection icon is also available from the List page.)
5. Enter the name of the search rule,
6. (optional) Select the **Create/Refresh Banner ODS Population** check box to save the Banner ODS population for this search rule.

See [“Banner ODS Populations” on page 301](#) for additional information on Banner ODS populations.




Note: Populations cannot be saved for the Finance templates.

7. Click **Save**.

Load a Search Rule

Use this procedure to load and display a different search rule. Search rules can be loaded from the Search Criteria page or from the List page. (If a population exists for the search rule, then the page can also be accessed using the View this Population Selection


icon  on the Home page. See [“Banner ODS Populations” on page 301](#) for additional information.)

1. Select a business area from the Home page.
2. Select a template.
3. Click  from the Search Criteria page. (The Go to Search Rule icon is also available from the List page.)
4. Select the search rule to load.


The Search Criteria page returns automatically with the search rule loaded.

Update a Search Rule

Update a search rule after you have changed or added search criteria filters for an existing rule, and want to save those changes.

1. Select a business area from the Home page.
2. Select a template.
3. Click  from the Search Criteria page. (The Go to Search Rule icon is also available from the List page.)
4. Select the search rule you want to update.

The screen returns to the Search Criteria page with the rule loaded.

5. Change the search criteria filters.
6. Click . (The Save Search Rule and Run Population Selection icon is also available from the List page.)
The Save a Search Rule window opens.
7. (optional) Select the **Create/Refresh Banner ODS Population** check box. See [“Banner ODS Populations” on page 301](#) for additional information on Banner ODS populations.



Note: If the existing search rule has a population saved to Banner ODS, you *must* select the **Create/Refresh Banner ODS Population** check box to update and refresh the population. If this box is not selected for an existing search rule, any previously saved population is deleted. See [“Banner ODS Populations” on page 301](#) for additional information on Banner ODS populations.




Note: Populations cannot be saved for the Finance templates.


8. Click **Save**.

Save as Another Search Rule (Save As)

Use this procedure to create a new search rule with the same search criteria as an existing search rule, but with a different name.

1. Select a business area from the Home page.
2. Select a template.
3. Click  from the Search Criteria page. (The Go to Search Rule icon is also available from the List page.)
4. Select the search rule you want to load and save under a different name.

The screen returns to the Search Criteria page with the rule loaded.

5. Click . (The Save Search Rule and Run Population Selection icon is also available from the List page.)

The Save a Search Rule window opens.

6. Enter the new name.
7. (optional) Select the **Create/Refresh Banner ODS Population** check box. See [“Banner ODS Populations” on page 301](#) for additional information on Banner ODS populations.



Note: If the existing search rule has a population saved to Banner ODS, you *must* select the **Create/Refresh Banner ODS Population** check box to also save a population for this rule. See [“Banner ODS Populations” on page 301](#) for additional information on Banner ODS populations.




Note: Populations cannot be saved for the Finance template.

8. Click **Save**.

Rename a Search Rule


Use this procedure to change the name of an existing search rule. You do not have to load the search rule to rename it.

Search rules are renamed from the Search Rule Detail window which can be accessed from the View Search Rules window. If a population exists for the search rule, then the page can also be accessed from the Home page. (See [“Banner ODS Populations” on page 301](#) for additional information.)

1. Select a business area from the Home page.
2. Select a template.
3. Click  from the Search Criteria page. (The Go to Search Rule icon is also available on the List page.)

4. Click  to open the Search Rule Detail window.



Note: If the rule has a population, you can also click the  from the Home page to open the View Search Rules window. See [“Banner ODS Populations” on page 301](#) for additional information.



5. Enter the new name in the **Rule Name** field.
6. Click **Rename**.
The search rule is saved under the new name.

Delete a Search Rule

Use this procedure to delete an existing search rule. Search rules are deleted from the View Search Rules window or from the Search Rule Detail window. (If a population exists for the search rule, then the page can also be accessed from the Home page. See [“Banner ODS Populations” on page 301](#) for additional information.)



Note: If you delete a search rule with Banner ODS a Banner ODS population, you also delete the populations.

1. Select a business area from the Home page.
2. Select a template.
3. Click  from the Search Criteria page. (The Go to Search Rule icon is also available from the List page.)
4. Use any of the following methods from the View Search Rules window:
 - Click **Delete** to remove the search rule
 - Click  to delete the search rule from the Search Rule Detail window
5. From the corresponding Detail window, click **Delete** and indicate that you want to delete the rule.

The search rule is deleted.


Banner ODS Populations

Banner ODS populations are predefined primary identifier(s) found within List page results that can be saved to Banner ODS to populate reports developed using a third party reporting tool. (See [“Use Populations with Banner ODS” on page 305](#) for information on retrieving population detail from the ODS_Population reporting view in Banner ODS.)

Below is a list of Banner ODS population characteristics:

- Finance report templates cannot save populations.
- Banner ODS population is optional, and can be disabled when SSR is installed
- Populations are associated with a search rule.
- A search rule must be created before you can create a Banner ODS population for that rule. (See [“Create and Save a Search Rule” on page 298](#) for additional information.)
- Only one population is allowed per search rule
- Populations can be used for custom reporting with other reporting tools against the Banner ODS.
- Populations cannot be reused within SSR.


Create Banner ODS Populations

Use this procedure to create populations for a search rule. You can create populations while you are creating the search rule, or from any page or window that contains a  icon.


Prerequisites

A search rule must be created before you can create Banner ODS populations for that rule. See [“Create and Save a Search Rule” on page 298](#) for additional information.

Create a Population with a Search Rule Loaded

1. Select a business area from the Home page.
2. Select a template.
3. Click  from the Search Criteria page. (The Go to Search Rule icon is also available from the List page.)
4. Select the search rule to load.



The Search Criteria page returns automatically with the search rule loaded.


5. Click  on the Search Criteria page. (The Save Search Rule and Run Population Selection icon is also available from the List page.)
6. Select the **Create/Refresh Banner ODS Population** check box.
7. Click **Save**.

The population is added to the selected search rule.

Create a Population without a Search Rule Loaded

1. Select a business area from the Home page.
2. Select a template.

3. Click  from the Search Criteria page. (The Go to Search Rule icon is also available from the List page.)
4. Select  in the **Populations Details** column that corresponds to the search rule for which you want to create a population.

The number next to the  indicates the number of rows of populations available for that search rule. If this number is zero, then a **Create** button displays on the Banner ODS Population Detail window. (If rows are available, then the displayed buttons are **Refresh**, **Delete** and **SQL** display.)

5. Click **Create**.

A population is created for the search rule.


Refresh (Update) Banner ODS Populations

Use this procedure to refresh a population because information has been added or removed (for example, alumni were added). Three possible ways to refresh your populations appear below.


Prerequisites

At least one population must exist for a search rule. See [“Create Banner ODS Populations” on page 302](#) for additional information.

Refresh with a Search Rule Loaded

1. Select a business area from the Home page.
2. Select a template.
3. Click  from the Search Criteria page. (The Go to Search Rule icon is also available from the List page.)
4. Select the search rule to load.



The Search Criteria page returns automatically with the search rule loaded.

5. Click  on the Search Criteria page. (The Save Search Rule and Run Population Selection icon is also available from the List page.)
6. Select the **Create/Refresh Banner ODS Population** check box.
7. Click **Save**.



The population is refreshed for the selected search rule.

Refresh without a Search Rule Loaded

1. Select a business area from the Home page.
2. Select a template.

3. Click  from the Search Criteria page. (The Go to Search Rule icon is also available from the List page.)
4. Click the  that corresponds to the search rule whose population you want to refresh.
5. Click **Refresh**.
The population is refreshed (updated).

Refresh from the Home page

1. Click  in the upper right hand corner of the page.
2. Click the  that corresponds to the search rule whose population you want to refresh.
3. Click **Refresh**.
The population is refreshed (updated).

Delete a Banner ODS Population



Use this procedure to delete a population associated with a search rule.





Note: Deleting the population does not delete the associated search rule.

Two possible methods of deleting a population appear below.

Delete with a Search Rule not Loaded

1. Select a business area from the Home page.
2. Select a template.
3. Click  from the Search Criteria page. (The Go to Search Rule icon is also available from the List page.)
4. Click the  that corresponds to the search rule whose population you want to delete.
5. Click **Delete**.
The population is deleted.

Delete from the Home page

1. Click  in the upper right hand corner of the Home page.
2. Click the  that corresponds to the search rule whose population you want to delete.
3. Click **Delete**.
The population is deleted.

Use Populations with Banner ODS

Banner ODS populations contain the predefined primary identifier(s) for the List page results of any given report template query. These populations can be saved to Banner ODS and used for generating reports developed using a third party reporting tool. (See [“Banner ODS Populations” on page 301](#) for additional information.)



Banner ODS contains a schema called SSRMGR. The tables in this schema store search rule and population data. A view in this schema, called ODS_POPULATION, contains the unique identifiers for each saved population along with the distinguishing characteristics of the corresponding search rule and user.

The search rule parameters below are required to retrieve a population from the ODS_POPULATION view for reporting purposes. They are used in the sql statement to retrieve the desired population.

- TEMPLATE_NAME
- RULE_NAME
- USER_ID



The **SQL** button in the Banner ODS Population Detail window generates a SQL statement containing these parameters that can be used to retrieve a saved population from the ODS_POPULATION reporting view.

Access from the View Search Rules Page

1. Select a business area from the Home page.
2. Select a template.
3. Click  from the Search Criteria page. (The Go to Search Rule icon is also available from the List page.)
4. Click the  link that corresponds to the search rule whose population you want to select.
5. Click **SQL**.

The unique identifiers for the saved population and the characteristics of the corresponding search rule and user display. You can use this information to create additional reports.

Access from the Home page

1. Click  in the upper right hand corner of the Home page.
2. Click the  that corresponds to the search rule whose population you want to select.
3. Click **SQL**.

The unique identifiers for the saved population and the characteristics of the corresponding search rule and user display. You can use this information to create additional reports.

Report Templates

This section contains the following information for each delivered report template:

- Search criteria
- List reports
- Detail reports
- Notes

Accounts Receivable Report Templates

Use the Accounts Receivable report template to obtain reports from Receivable Customer.

Receivable Customer

Use this report template to:

- Obtain a list of students or organizations and their current balances
- Obtain a list of students or organizations that have transactions that meet a specific transaction category within an academic period
- Determine which students that have holds on their accounts or have bills due within a specific date range
- Obtain a list of students or organizations that have a range of current amounts dues on their account
- Determine current balances of accounts where students are in specific programs, departments, degrees and majors
- Determine the contracts or exemptions with which a student is associated or an organization is associated
- Review all charges and payments on a students or organization's account
- Review the accounting information sent to Finance for all charges, payments, and application of payments for a selected student or organization

Search Criteria

Required Search filters: At least one Academic Period

Recommended Search filters: Category Detail Code, or Source

Search Criteria Notes

Certain list of values (LOV) search criteria filters in this template require the selection of one or more Academic Periods to display a specific list of values for that filter. To load these filters to use in your query, choose the desired Academic Period(s) and select the **Populate Search Criteria for Academic Period(s) Selected** button. You need to reload these filters any time you change the Academic Period(s) for a new query.

List

This list report provides one set of results based on the entered search criteria. Data includes ID, name, current amount due, account balance, delinquency, hold count, non-sufficient funds count, collection agency count and city, state/province, postal code, county, nation, telephone, and address type for a preferred address.

Additional information applicable to the List page for this report template is available using the following:

- Export Options: More fields of information are provided with the exportable .csv and .xml files than are viewable on the List page.
- Banner ODS Population: A population saved for this template includes the distinct Entity UIDs for your query result set.

Detail Reports

The following detail information can be accessed for any student or organization on the list report as appropriate:

- Current Addresses
- Other Phone Numbers
- Current Internet Address
- Receivable Summary By Category
- Receivable Summary
- Customer Account Details
- Customer Account Detail Accounting
- Customer Accounting Summary
- Application of Payment Detail Accounting
- Application of Payment Detail Accounting Summary
- Receivable Tax Detail History
- Receivable Tax Detail History Summary
- Deposit History
- Deposit History Summary

- Contract History
- Exemption History
- Installment Plan History
- Collection Agency Assignment
- Holds

Notes

The Receivable Customer reporting template provides a broad array of query opportunities. Performance, or the time it takes to retrieve a list of results, may vary based on the complexity of your query or the size of a potential result set.

Advancement Report Templates

Use the Advancement report template to obtain reports from Advancement Person.

Advancement Person

Use this report template to:

- Locate constituents in a particular geographic area
- Analyze participation or giving trends
- Profile or segment your constituent population

Search Criteria

Required Search filters: None

Recommended Search filters: None

List

This list report provides one set of results based on the entered search criteria. Data includes ID, name, spouse name, various constituent indicators, email address and the city, state/province, postal code, county, nation, telephone, and address type for a preferred address.

Additional information applicable to the list page for this report template is available using the following:

- Export Options: More fields of information are provided with the exportable .csv and .xml files than are viewable on the List page. These include the Entity UID and formatted (preferred) mailing address.

- Banner ODS Population: A population saved for this template includes the distinct Entity UIDs for your query result set.

Detail Reports

Access the following detail information for any individual on the list report:

- Constituent Detail
- Current Addresses
- Other Phone Numbers
- Current Internet Address
- Demographics
- Medical Information
- Veteran Status
- Employment History
- Relationships
- Degree Summary
- Activities and Leadership Roles
- Donor Categories
- Giving History
- Membership
- Mailings
- Exclusions

Notes

The Advancement Person reporting template provides a broad array of query opportunities. Performance, or the time it takes to retrieve a list of results, may vary based on the complexity of your query or the size of a potential result set.

Finance Report Templates

Use the Finance report templates to obtain financial reports from the General Ledger or Operating Ledger.

General Ledger

Use this report template to:

- Quickly determine if your fund is in balance
- Obtain an asset balance at any fund level
- Obtain fund reports by financial manager or principal investigator
- Create a general ledger report by specific reporting attributes
- Roll up general ledger balances to a higher level within fund and/or account hierarchy

Search Criteria

Required Search filters: At least one Chart of Accounts and at least one Fiscal Year

Recommended Search filters: Fiscal Period

Search Criteria Notes

Certain list of values (LOV) search Criteria filters in this template require you to select one or more charts to display a specific list of values for that filter. To load these filters to use in your query, choose the desired Chart(s) and select the **Populate Search Criteria for Chart(s) Selected** button. You need to reload these filters any time you change the Chart(s) for a new query.

When including fund, fund type, account or account type attributes, and not selecting specific attributes as a filter, the lines displayed on the List Page may occur more than once for each unique combination of fund and account. This is based on the number of attributes assigned to each fund, fund type, account, and/or account type within the source system. When the lines are not unique for each fund and account, this affects the total of the amounts displayed in the General Ledger List Summary Report. To avoid duplicate lines, select the specific attributes on which you wish to report.

Working with Roll Fund or Roll Account Search Criteria

Leave the radio button defaulted to **E** and select a specific level value to report on all funds that report to a specific level fund or fund type, as well as to report on all accounts that report to a specific level account or account type.

If you choose one of the level radio buttons, the list report totals the amounts to that level and displays it at that level. The lower levels no longer display as columns in the list report.

Example for level 1

You might choose to list amounts for all level 1 fund types with all their level 2 account types.

If you choose one of the level radio buttons and choose specific fund level values, fund type level values, account level values, or account type level values, the list report displays the selected values with the amounts totaled for that unique combination of selected filters.

Example for level 2

You might choose **Restricted** for a fund type level 2. Select the radio button of 1 for Roll Fund Type and choose Roll Account Type Level 2 with the values. This

generates a list report of amounts totaled to the Restricted Fund Level 1 for all account type level 2 values.

If you select the roll radio button for any level other than E, the fund and account being rolled to will display in the fund and account column in the General Ledger list report.

List

The General Ledger List report is dynamically built according to selected search criteria to support reporting attributes and roll-up features. This prevents the normal sort feature from being used. Thus, you will not see any underlined columns in the List report for sorting.

This list report provides two sets of results based on the entered search criteria:

General Ledger List: Data includes beginning balance, current actual and ending balance for each fund and account or selected levels of fund and account and /or reporting attributes.

General Ledger List Summary: Provides a summary of all fund and account amounts displayed in the General Ledger List with a beginning balance, current actual, and an ending balance.

Additional information applicable to the list page for this report template is available using the following:

- **Export Options:** More fields of information are provided with the exportable .csv and .xml files than are viewable on the List page.

Additionally, when a List report is generated using the roll-up feature, more rows are exported with the CSV or XML file than what is viewable online. This is because the online version summarizes information such as chart columns from the general ledger for display on the List page. The data in the export file is not summarized; but instead includes each detail line that meets the queried search criteria.

- **Banner ODS Population:** Not available for finance report templates.

Detail Reports

These reports provide full access to supporting detail for any general ledger line on the list report:

- **General Ledger Line:** detail report includes one or more detail general ledger lines with report totals. Multiple detail general ledger lines may exist if a search was performed for a report roll-up.
- **Transaction Detail:** report lists information supporting the general ledger line(s). This data includes the fund, organization, account, program, activity, and location as well as field code, journal type, journal description, and source document key information.
- **Transaction Detail Total**

More fields of information are provided with the exportable .csv file detail reports than are viewable on the web page.

Notes

- The General Ledger reporting template provides a broad array of query opportunities. Performance, or the time it takes to retrieve a list of results, may vary based on the complexity of your query or the size of a potential result set.
- The only transaction detail lines that currently display are those that directly update the general ledger. Thus, operating ledger transaction detail and encumbrance ledger transaction detail do not display within this report.

Operating Ledger

Use this report template to:

- Obtain departmental reports by department financial manager
- Obtain reports by financial manager or principal investigator
- Quickly determine departmental budget available balance
- Create a departmental report by reporting attributes
- Roll up operating ledger available balances to a higher level within organization, fund, account, and program and/or location hierarchy
- Obtain a list of all expense or revenue transactions

Search Criteria

Required Search filters: At least one Chart of Accounts and one Fiscal Year

Recommended Search filters: Fiscal Period

Search Criteria Notes

Certain list of values (LOV) search Criteria filters in this template require the selection of one (or more) Charts to display a specific list of values for that filter. To load these filters to use in your query, choose the desired Chart(s) and select the **Populate Search Criteria for Chart(s) Selected** button. You need to reload these filters any time you change the Chart(s) for a new query.

When including fund, fund type, account, account type, organization, or program attributes, and not selecting specific attributes as a filter, the lines displayed on the List Page may occur more than once for each unique combination of organization, fund, account, program, activity and location. This is based on the number of attributes assigned to each accounting distribution element within the source system. When the lines are not unique for each FOAPAL combination, this affects the total of the amounts displayed in the Organization Budget Status Summary Report. To avoid duplicate lines, select the specific attributes on which you wish to report.

Working with Roll Search Criteria

Leave the radio button defaulted to **All**, and select a specific level value to report on all organizations that report to a specific level organization, specific level fund or fund type, specific level account or account type, specific level program, as well as to report on all locations that report to a specific level location.

If you select one of the level radio buttons, the list report totals the amounts to that level and displays it at that level. The lower levels no longer display as columns in the list report.

Example

You might choose to list amounts for all level 1 organizations with all their level 2 account types.

If you choose one of the level radio buttons and choose specific organization level values, fund level values, fund type level values, account level values, account type level values, program level values, or location level values, the list report displays the selected values with the amounts totaled for that unique combination of selected filters.

Example

You might choose **Restricted** for a fund type level 2. Select the radio button of **1** for Roll Fund Type and choose **Roll Account Type Level 2** with the values. This generates a list report of amounts totaled to the **Restricted Fund Level 1** for all account type level 2 values.

If you select the roll radio button for any level other than **All**, the organization, and/or fund, and/or account, and/or program, and/or location being rolled to displays in their respective columns in the Organization Budget Status list report.

List

This list report provides results based on the entered search criteria:

Organization Budget Status List: Current Period Activity. Year-to-date remaining balance, year-to-date adjusted budget, year-to-date activity, and year-to-date commitments for each accounting distribution or selected levels of the accounting distribution and/or reporting attributes.

Organization Budget Status Summary: Provides a summary by organization only of the chart, fiscal year and period, current period activity, year-to-date remaining balance, year-to-date adjusted budget, year-to-date activity, and year-to-date commitments displayed in the Organization Budget Status List. The report total takes into consideration the normal balance of the account summarized within the department. If the normal balance of an account is a C for credit, the amount is multiplied by a -1, and then added into the summary total.

Suppress Zero Activity Detail Report Lines: To control the number of lines that appear in the Operating Ledger Lines Detail Reports page, select **Yes** from the **Suppress Zero Activity Detail Report Lines** drop-down list. The operating ledger lines that do not have current activity are not listed on the Detail Reports page. If you select **No**, then all operating ledger lines that support the selected List line display regardless of activity. This feature is useful when a List report was requested at a roll-up level, then listing the

supporting operating ledger lines on the Detail Reports page. There may be hundreds of departments that had no activity for the period. Reporting to a higher level organization and listing them on the Detail Report page makes it difficult to view the organizations that did have activity.

Additional information applicable to the list page for this report template is available using the following:

- **Export Options:** More fields of information are provided with the exportable .csv and .xml files than are viewable on the List page.

Additionally, when a List report is generated using the roll-up feature, more rows are exported with the CSV or XML file than what is viewable online. This is because the online version summarizes information such as chart columns from the operating ledger for display on the List page. The data in the export file is not summarized; but instead includes each detail line that meets the queried search criteria.

- **Banner ODS Population:** Not available for finance report templates.

Selecting Current Period Detail or Fiscal Year to-date Detail: A detail report can only be created for the current period selected by selecting the bolded amount under the **Curr Prd Activity** column. To obtain a detail report of all fiscal periods up to and including the current period, select the bolded amount under the **YTD Remaining Balance** column. If you select the latter amount, the number of lines in your detail report will increase. This is another reason why the **Suppress Zero Activity Detail Report Lines** drop-down list defaults to *Yes*.



Note: The Organization Budget Status List report is dynamically built according to selected search criteria in order to support reporting attributes and roll-up features. This prevents the normal sort feature from being used. Thus, you will not see any underlined columns in the List report for sorting.

Detail Reports

These reports provide full access to supporting detail for any Organization Budget Status line on the list report:

- The Operating Ledger Lines detail report includes one or more detail operating ledger lines with current period activity and report totals. If the normal balance of the line's account is a Credit, the amount displayed is multiplied by a -1. Thus a positive amount may display in the List Report, but that same amount may display as a negative in the Detail Report. This is to ensure the Report Totals are correct by considering the normal balance of the various accounts.
- The Transaction Detail report lists information supporting the operating ledger line(s). This data includes the fund, organization, account, program, activity, and location as well as journal type, journal description, and source document key information. The amount of the transaction is multiplied by a -1 if the normal balance of the account is a Credit. To allow for improved reconciliation between the transaction detail and the operating ledger lines, the field code is broken out into respective amount columns that updated the operating ledger. Thus, if the transaction had a **field_code** value of 04, the amount is displayed in the **Curr Prd Encumbrances** column. The breakdown of field code is as follows:

- 01 = Curr Prd Adopted Budget
- 02 = Curr Prd Budget Adjustments
- 03 = Curr Prd Activity
- 04 = Curr Prd Encumbrances
- 05 = Curr Prd Budget Reservations
- 06 = Curr Prd Accumulated Budget
- 07 = Curr Prd Temporary Budget

Notes

- The Operating Ledger reporting template provides a broad array of query opportunities. Performance, or the time it takes to retrieve a list of results, may vary based on the complexity of your query or the size of a potential result set.
- The only transaction detail lines that currently display are those that directly update the operating ledger. Thus, general ledger transaction detail and encumbrance transaction detail do not display within this report. If an Operating Ledger line was selected that did not have any current activity, no transaction detail lines will display.

Financial Aid Report Templates

Use the Financial Aid report template to obtain Financial Aid Award and Disbursement reports.

Financial Aid Awards

Use this report template to:

- Determine who has been awarded a specific Financial Aid fund (or group of funds) during a particular Academic Period (or group of Academic Periods)
- Determine who has had financial aid disbursed during a particular academic period (or group of academic periods)
- Determine the status of a particular award (or group of awards) during a particular academic period (or group of academic periods)
- Answer demographic questions about the populations of students awarded financial aid during a particular academic period (or group of academic periods)

Search Criteria

Required Search filters: At least one Academic Period

Recommended Search filters: Fund, Fund Source Type, Financial Aid Type

List

This list report provides one set of results based on the entered search criteria. Data includes ID, name, academic period, financial aid information, student status information email address and the city, state/province, postal code, county, nation, telephone, and address type for a preferred address.

Additional information applicable to the list page for this report template is available using the following:

- **Export Options:** More fields of information are provided with the exportable .csv and .xml files than are viewable on the List page. These include the Entity UID and formatted (preferred) mailing address.
- **Banner ODS Population:** A population saved for this template will include the distinct combinations of Entity UIDs and Academic Periods for your query result set.

Detail Reports

The following detail information can be accessed for any student on the list report:

- Current Addresses
- Other Phone Numbers
- Current Internet Address
- Applicant Status
- Award By Person
- Award Disbursement
- Academic Study
- Enrollment Information
- Financial Aid Enrollment
- Academic Information
- Academic Standing
- Satisfactory Academic Progress
- Holds
- Demographics
- Medical Information
- Veteran Status
- International Details

Notes

The Financial Aid Awards reporting template provides a broad array of query opportunities. Performance, or the time it takes to retrieve a list of results, may vary based on the complexity of your query or the size of a potential result set.

Human Resources Report Templates

Use the Human Resources report template to obtain employee reports.

Employee

Use this report template to:

- Analyze employee demographics
- Download contact, demographic and primary position information about an employee
- Look up detailed information about a particular employee

Search Criteria

Required Search filters: None

Recommended Search filters: Employee Status, Employee Class, Leave Category, and Benefit Category.

List

This list report provides one set of results based on the entered search criteria. Data includes ID, name, demographic and employee status information, email address and the city, state/province, postal code, county, nation, telephone, and address type for a preferred address.

Additional information applicable to the list page for this report template is available using the following:

- Export Options: More fields of information are provided with the exportable .csv and .xml files than are viewable on the List page.
- Banner ODS Population: A population saved for this template will include the distinct Entity UIDs for your query result set.

Detail Reports

The following detail information can be accessed for any employee on the list report:

- Current Addresses
- Other Phone Numbers

- Current Internet Addresses
- Benefits (Current Year)
- Beneficiaries
- Leave Balances
- Bargaining Units
- Certifications
- Skills
- Tax Deductions (Current Year)
- Review History
- Position History
- Earning History
- Demographics
- Medical Information
- Veteran Status
- International Details
- Employment History

Notes

- The Human Resources reporting template provides a broad array of query opportunities. Performance, or the time it takes to retrieve a list of results, may vary based on the complexity of your query or the size of a potential result set.
- Do not use this report template if you expect to retrieve information pertaining to an employee's secondary position(s).

Student Report Templates

Use the Student report templates to obtain reports relating students to Advisors, students applying for admission or student enrollment.

Advisor's Students

Use this report template to:

- Retrieve information for specific advisees when meeting with a group of advisees
- Identify a group of students that fit a set of criteria to contact that group of students, such as:

- Students within an advising type responsibility
- Students from a geographic region (Nation, State/Province)
- Students who are international students
- Students in academic difficulty
- Students receiving financial assistance
- Review the assignments made to a group of advisors

Search Criteria

Required Search filters: At least one Academic Period and the student grouping you wish to see. This will be the group of students currently assigned to an advisor, the group that has never been assigned to an advisor or the group that does not have a current advisor assignment.

Recommended Search filters: Varies based on the group to be reviewed by the advisor.

Search Criteria Notes

Certain list of values (LOV) search criteria filters in this template require the selection of one (or more) Academic Periods to display a specific list of values for that filter. To load these filters to use in your query, choose the desired Academic Period(s) and select the Populate Search Criteria for Academic Period(s) Selected button. You will need to reload these filters any time you change the Academic Period(s) for a new query.

List

This list report provides one set of results based on the entered search criteria. Data includes ID, name, academic period, assigned advisor, summary student information, email address and the city, state/province, postal code, county, nation, telephone, and address type for a preferred address.

Additional information applicable to the list page for this report template is available using the following:

- Export Options: More fields of information are provided with the exportable .csv and .xml files than are viewable on the List page. These include the Entity UID, formatted (preferred) mailing address and Advisor UID.
- Banner ODS Population: A population saved for this template will include the distinct combinations of Entity UIDs and Academic Periods for your query result set.

Detail Reports

The following detail information can be accessed for any student on the list report:

- Current Addresses
- Other Phone Numbers
- Current Internet Address

- Student Advisor(s)
- Academic Study
- Enrollment Information
- Academic Information
- Academic Standing
- Holds
- Student Courses
- Student Course Grades
- Student Course Attributes
- Student Course Meeting Times
- Demographics
- Medical Information
- Veteran Status
- International Details
- Activities
- Latest Secondary School
- Latest Post Secondary School
- Test Scores
- Employment History

Notes

- The Advisor's Students reporting template provides a broad array of query opportunities. Performance, or the time it takes to retrieve a list of results, may vary based on the complexity of your query or the size of a potential result set.
- The Advisor's Students List can be used to download the contact and summary information for the selected group of students advised.
- The Advisor's Students List is designed to retrieve the students being advised for a specified academic period. Therefore, you would not use this to retrieve all the students ever advised by a specific advisor.
- Selection must include one of the following groups of students:
 - Currently assigned to an advisor
 - Never been assigned to an advisor
 - Does not have a current advisor assigned.

- Search Criteria filters in this template require an Academic Period to display a specific list of values for that filter. To load these filters to use in your query, select or change to the desired Academic Period and select the Populate Search **Criteria** button.
- Detail reports display data for the students selected for all academic period independent of the academic period in the selection criteria.

Admissions Application

Use this report template to:

- Identifying admissions applications that are complete and ready for review
- Monitor application status and review admission application details
- Compile details of applicants matching a set of criteria for further review
- Track admissions application decisions by college and or department

Search Criteria

Required Search filters: At least one Academic Period

Recommended Search filters: None

List

This list report provides one set of results based on the entered search criteria. Data includes ID, name, academic period, student level, application complete indicator, program, degree, college, major, department, campus, site, enrolled indicator, latest decision, email address and the city, state/province, postal code, county, nation, telephone, and address type for a preferred address.

Additional information applicable to the list page for this report template is available using the following:

- Export Options: More fields of information are provided with the exportable .csv and .xml files than are viewable on the List page. These include the Entity UID and formatted (preferred) mailing address.
- Banner ODS Population: A population saved for this template will include the distinct combinations of Entity UIDs and Academic Periods for your query result set.

Detail Reports

The following detail information can be accessed for any student on the list report:

- Current Addresses
- Other Phone Numbers
- Current Internet Address
- Admissions Application

- Application Academic Study
- Admissions Rating
- Admissions Decisions
- Application Deposit Detail
- Financial Aid Information
- Admissions Attributes
- Admissions Cohorts
- Admissions Requirements
- Additional Information Counts
- Recruitment Information Detail
- Application Additional Information
- Demographics
- Medical Information
- Veteran Status
- International Details
- Latest Secondary School
- Latest Post Secondary School
- Test Scores
- Employment History

Notes

- The Admission's Application reporting template provides a broad array of query opportunities. Performance, or the time it takes to retrieve a list of results, may vary based on the complexity of your query or the size of a potential result set.
- Multiple persons at the institution will need to review the data supplied by an applicant for admission and this report template is primarily to pull together for that administrator, reviewer, rater, all the data stored in the system for the applicant into a concise report of the information.
- While multiple academic periods may be used for selection criteria, it is recommended that the admissions applications be looked at for a single academic period at a time. This would correspond to normal application business processing.

Enrolled Students

Use this report template to:

- Review student enrollments by academic period and program attributes
- Track student course registration activity
- Retrieve a list of students registered in courses with missing scheduling details

Search Criteria

Required Search filters: At least one Academic Period

Recommended Search filters: None

Search Criteria Notes

Certain list of values (LOV) search criteria filters in this template require the selection of one (or more) Academic Periods to display a specific list of values for that filter. To load these filters to use in your query, choose the desired Academic Period(s) and select the Populate Search Criteria for Academic Period(s) Selected button. You will need to reload these filters any time you change the Academic Period(s) for a new query.

The Student Course Search Criteria filters are for course registrations at your institution only. Transfer courses are excluded from queries.

List

This list report provides one set of results based on the entered search criteria. Data includes ID, name, academic period, sub-academic period, enrollment status, current time status, total credits, enrolled, registered and deceased indicators, email address and the city, state/province, postal code, county, nation, telephone, and address type for a preferred address.

Additional information applicable to the list page for this report template is available using the following:

- Export Options: More fields of information are provided with the exportable .csv and .xml files than are viewable on the List page. These include the Entity UID and formatted (preferred) mailing address.
- Banner ODS Population: A population saved for this template will include the distinct combinations of Entity UIDs and Academic Periods for your query result set.

Detail Reports

The following detail information can be accessed for any student on the list report:

- Current Addresses
- Other Phone Numbers
- Current Internet Address
- Academic Study
- Enrollment Information

- Academic Information
- Academic Standing
- Holds
- Student Courses
- Student Course Meeting Times
- Demographics
- Medical Information
- Veteran Status
- International Details

Notes

- The Student Course reporting template provides a broad array of query opportunities. Performance, or the time it takes to retrieve a list of results, may vary based on the complexity of your query or the size of a potential result set.
- Search Criteria filters in this template require an Academic Period to display a specific list of values for that filter. To load these filters to use in your query, select or change to the desired Academic Period(s) and select the Populate Search Criteria button.
- The Student Course Search Criteria filters and the Registered Courses Detail report do not include transfer course information (STUDENT_COURSE records where TRANSFER_COURSE_IND = Y are excluded).
- Detail reports containing Academic Period based information are for the Academic Period in context for the row selected from the List page.

Self-Service Reporting Configuration Parameters

See the “Customize Parameters” section of the *Self-Service Reporting Installation Guide* for steps on how to set up Administrative User Interface parameters used within SSR.

Security

There are various security options available for SSR. This section discusses authentication and authorization access to your Oracle database. It does not cover security configuration such as firewall placement or securing your application server. Information on those topics is available from Oracle at the Oracle Application Express (APEX) home page:

<http://www.oracle.com/technetwork/developer-tools/apex/overview/index.html>.

APEX first performs application authentication. This determines whether a user has access to an application, such as SSR. To determine which components a user has access to, APEX performs authorization.

APEX provides several methods for authentication. You can choose from a series of preconfigured authentication schemes, copy an existing scheme from another APEX application that you have already developed, or create your own custom authentication scheme. A description of the various methods appears below:

- Oracle Account Security

The default SSR security method uses Oracle accounts. If you are already using Oracle accounts for security at your reporting layer, particularly if you have implemented Fine Grained Access in Banner ODS, this option may be the simplest way to implement SSR, and would allow you to bring up SSR without adding to your security maintenance.

- APEX Built-in Authentication

If you have already set up security in Banner ODS for a reporting tool such as Oracle Business Intelligence Discoverer or ReportNet, you may want to establish a similar security scheme for SSR. User accounts for SSR are created and maintained using the APEX Administrative User Interface.

- Use an Existing Security Scheme

If you have already created your own APEX application and have devised your security scheme to govern it, you may be able to use that same security scheme for SSR.

- Create Your Own Custom Authentication Scheme

APEX provides a wizard creates an authentication scheme from scratch.

- Other Security Options

APEX enables you to integrate SSR with an LDAP server or with Oracle's Single Sign-On technology.

For more information on authentication, refer to the *Oracle Application Express User's Guide* (available in Oracle online documentation).

Oracle Account Security

Authentication

The default SSR security method uses Oracle accounts. If you are already using Oracle accounts for security at your reporting layer, particularly if you have implemented Fine Grained Access in Banner ODS, this may be the simplest way to implement SSR, and would allow you to bring up Self-Service Reporting (SSR) without adding to your security maintenance.

APEX runs on the PL/SQL module of Oracle's Application Server. The PL/SQL module uses a database access descriptor (DAD) and a SQL*Net connection to log into your

Oracle database. The APEX DAD stores a username and password with which to log into the database. However, to use Oracle account security you need to configure the DAD so that it does not store a user name and password. The user is prompted for these values. The user name is then made available in the APEX substitution variable called APP_USER.

Authorization

The SSRMGR.SCK_COMMON package includes the F_getSSRPermissions function which uses the Oracle User ID to determine which SSR reporting templates that each user is authorized to access.

The function call for F_getSSRPermissions is located in the SSR application on Page 1 for all report templates, then again in a Branch on each report template page to prevent access to the page via a bookmark or URL manipulation.

Navigate to Page 1:

1. Log into APEX as an *SSR Workspace Administrator*.
2. Select **Application Builder**.
3. Select the **SSR** application.
4. Navigate to the Page Definition for page 1.
5. The call to F_getSSRPermissions is located in SET_PERMISSIONS under *Processes* in the Page Rendering column. Each call to F_getSSRPermissions sets permission for a single report template. F_getSSRPermissions calls F_getSSRPermissionsViewList to retrieve the list of views for which a user must be granted SELECT permission in order to run a given report template.

If you add or delete a report template or add or delete any views for a report template, you *must* change SSRMGR.SCK_COMMON.F_getSSRPermissions and/or F_getSSRPermissionsViewList.

SSR is delivered with scripts which can be used to issue the grants that are required to access each of the SSR report templates. These scripts are located in the *ssr/security* install directory.

Add Security for a New Report Template

1. Log into APEX as an *SSR Workspace Administrator* using the following URL format as an example:

```
http://hostname:port/pls/database_access_descriptor/f?p=4550:1
```

 - *hostname* is the name of the system where Oracle HTTP Server is installed.
 - *port* is the is the port number assigned to Oracle HTTP Server. In a default installation, this number is 7777. For more information, see “Accessing the Oracle Application Express Login Page” in the *APEX Installation Guide*.
 - *database_access_descriptor* describes how Oracle HTTP Server connects to the database server so that it can fulfill an HTTP request. The default value is *apex*.

- The remainder of the URL indicates to display the login page for a Workspace Administrator.
2. You will now be presented with the APEX Login page. Login using *SSR* as the Workspace and use the administrator ID and password.
 3. Select Application Builder.
 4. Select the SSR application.
 5. Navigate to the Page Definition for page 1.
 6. In the *Items* section, add a new Item for the new report template. For example, an existing security Item is P1_STU_ADVISOR_STUDENT.
 7. In the *Processes* section at the bottom of the Page Rendering column, select **SET_PERMISSIONS**.
 8. Using the existing code as an example, add the code to set the value of the new Item you just created. Note that permissions are set for each template and for each menu group, i.e., Student, Advancement, etc. and that you need to add code to set the permission for the new report template and add code to set the permission for the menu where your new report template will appear.
 9. Edit the function SSRMGR.SCK_COMMON. F_getSSRPermissionsViewList, using the existing code as an example, add the new report template name and associated list of views. Compile SSRMGR.SCK_COMMON.

Delete Security for a Report Template

1. To login to SSR and locate page 1, follow the first 5 instructions in the above section, [Add Security for a New Report Template](#).
2. In the *Processes* section at the bottom of the Page Rendering column, select **SET_PERMISSIONS**.
3. Comment out references to the item associated with the report template.
4. Navigate to the Page Definition for the Search Criteria page in the Report Template for which you are modifying security. In the *Branches* section at the bottom of the Page Processing column, delete the security Branch to page 1 from the report template.

Change the List of Views for a Report Template

1. Edit the function SSRMGR.SCK_COMMON. F_getSSRPermissionsViewList.
2. Change the list of views associated with the template(s) you are changing.
3. Compile SSRMGR.SCK_COMMON.

APEX Built-in Authentication

If you have already set up security in Banner ODS for a reporting tool such as Oracle Business Intelligence Discoverer or ReportNet, you may want to establish a similar security scheme for SSR. This is accomplished using the APEX Administrative User Interface.

Change the Authentication Scheme

1. Log into APEX as an *SSR Workspace Administrator* using the following URL format as an example:
`http://hostname:port/pls/database_access_descriptor/f?p=4550:1`
 - 1.1. *hostname* is the name of the system where Oracle HTTP Server is installed.
 - 1.2. *port* is the is the port number assigned to Oracle HTTP Server. In a default installation, this number is 7777. For more information, see “Accessing the Oracle Application Express Login Page” in the *APEX Installation Guide*.
 - 1.3. *database_access_descriptor* describes how Oracle HTTP Server connects to the database server so that it can fulfill an HTTP request. The default value is *apex*.
 - 1.4. The remainder of the URL indicates to display the login page for a Workspace Administrator.
2. You will now be presented with the APEX Login page. Login using *SSR* as the Workspace and use the administrator ID and password.
3. Select **Application Builder**.
4. Select the **SSR** application.
5. Select **Edit Attributes**.
6. Select **Security**.
7. Select **Define Authentication Schemes**.
8. On the right side of the page, select **Change Current**.
9. Change the value of **Available Authentication Schemes** to `Application Express`.
10. On the confirmation page, select **Make Current**.

Application Express User Account Authentication

APEX performs authentication and authorization using information stored in its own tables. The user accounts are those that are created in the SSR workspace. You can set up user accounts one of two ways.

1. Create a user account through the APEX Administrator interface:
 - 1.1. Login to APEX as an APEX Administrator.
 - 1.2. Select **Manage Workspaces**.
 - 1.3. Select **Manage Developers and Users**.
 - 1.4. Select **Create**.
 - 1.5. Enter the required information and when done select either the **Create** button or the **Create and Create Another** button.
2. Create a user account through the APEX Workspace Administrator interface:
 - 2.1. Login to APEX as an *SSR Workspace Administrator*.

- 2.2. On the Home page, select the link **Manage Application Express Users** in the Administration box on the right side of the page.
- 2.3. Select **Create End User**.
- 2.4. Enter the information except for User Groups and when done select either the **Create** button or the **Create and Create Another** button.

Create User Groups

Authorization is accomplished by assigning end users to User Groups. Create a User Group for each SSR Report Template:

1. Login to APEX as an *SSR Workspace Administrator*.
2. On the Home page, select the link **Manage Application Express Users** in the Administration box on the right side of the page.
3. Select **Create Group** and create a group for each of the following Report Templates. Be sure to *enter each name exactly as listed below*:
 - Admissions Application
 - Advancement Person
 - Advisor Student Listing
 - Employee
 - Enrolled Students
 - Financial Aid Awards
 - General Ledger
 - Operating Ledger
 - Receivable Customer

Application Express User Account Authorization

Authorization is accomplished by assigning end users to User Groups. SSR is delivered with a User Group defined for each Report Template. To assign end users to SSR User Groups:

1. Login to APEX as an *SSR Workspace Administrator*.
2. On the Home page, select the link **Manage Application Express Users** in the Administration box on the right side of the page.
3. Select **Existing Users**.
4. Select a user from the list.
5. Under User Groups, select the appropriate User Groups for that user and select **Apply Changes**.



Note: Be certain to assign all User Groups to all users who are listed as Developers and/or Workspace Administrators.

Change the Authentication Scheme application item

An APEX application item, or global variable, called F1_SECURITY_TYPE has been created to direct the SSR permissions function, SCK_COMMON.F_getSSRPermissions, to use either Oracle User Account Security or Application Express User Account Security. To change the value of this item:

1. From the SSR Workspace Administrator Home page, select **Application Builder**.
2. Select the **SSR** application.
3. Select **Shared Components**.
4. In the Logic section, select **Application Items**.
5. At the bottom of the page, select the arrow next to **Existing Application Level Computations**. That will display the list of application items.
6. Select the edit icon in column 1 to edit F1_SECURITY_TYPE.
7. In the Computation attribute change the value of ORACLE to APEX and select **Apply Changes**.

Refer to the *Oracle Application Express User's Guide release 2.0* (Oracle document B16373-01) for additional details.

Other Security Options

Oracle allows you to configure the SSR application as a partner application with the Single Sign-on (SSO) infrastructure using Oracle Internet Directory (OID). To learn more about this option, visit the Oracle APEX Home Page URL (noted at the beginning of this section), select the link to *How-To's*, then select from the various papers available in the "Security" section.

Any LDAP server can be used for APEX authentication. In the Shared Components section of the SSR application, APEX provides a wizard which allows you to define the access parameters to your LDAP server. The wizard assumes that the server already exists and that it can respond to a SIMPLE_BIND_S call for credentials verification. Refer to the same above-mentioned "Security" section at the Oracle Web site.

APEX also allows you to use an existing authentication scheme of your own, or to create a new one. To implement a custom scheme, you must provide a PL/SQL function returning a Boolean value that APEX will execute before processing each page request. As with the setup for an LDAP server, APEX provides a wizard in the Shared Components of the SSR application with which to define a custom authentication scheme.