

FIRST DAY WITH BANNER 9 ADMIN PAGES

WHAT TO EXPECT?

Banner INB (Internet Native Banner) has been upgraded to Banner Administrative Pages. This does not affect Banner Self Service applications.

After logging in, you will notice major changes to the look and feel. A modern web architecture is featured and a Java applet is no longer required. Because Banner Admin Pages is completely internet-based, a number of the short cut keys had to change because they were already in use.

While the look and feel has changed; there have been no changes to the functionality. The way you enter data, the use of a seven character form name and your security access to pages (formerly called forms) has not changed.

WHAT WEB BROWSERS SHOULD I USE?

Using Chrome, Firefox, or Safari web browsers will bring the best results. Do not use Internet Explorer or Edge as some functionality will not be available.

HOW DO I ACCESS BANNER 9 ADMIN PAGES?

From on campus, login to myWings and click the grey tile that says "Banner Admin Pages". This launches the application for you.

To access Banner Admin Pages from off-campus, you will need to use UNF's VPN solution called AnyConnect. View the instructions for connecting here: http://www.unf.edu/its/vpn/_Home_VPN.aspx. When you connect, select the option in the drop-down that says "Travel." VPN stands for virtual private network and is a method of connecting to UNF's network by way of the Internet in a secure manner.

WHERE TO LEARN MORE

Visit the Banner web page to see a user's guide, list of short cut keys, and other helpful documents and information. Go to tinyurl.com/BannerUNF

BENEFITS

- Keeping up with current technology industry standard
- Moving away from reliance on the Java plug-in on workstations
- Consistent look and use across Banner pages (formerly called forms)
- Banner pages support mobile devices
- Single sign on

TRAINING

Register for a "Banner Admin Pages" class on CPDT's registration site in myWings.

NEED HELP?

If you experience issues using the new application, reach out to the Banner contact for your department. For other technical issues, contact the ITS Help Desk at 904-620-4357 (HELP), helpdesk@unf.edu, <http://help.unf.edu> or at the Carpenter Library.