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1 Architecture

Architecture Overview

The Banner Operational Data Store (Banner ODS) enables you to extract information from your source administrative systems and reorganize the information into a simplified set of tables 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. SunGard Higher Education also uses the supported third party reporting metadata layers to deliver an enterprise business area with many prejoined conditions to enhance operational and ad hoc reporting.

In the Banner ODS complex and normalized source tables are grouped into more simplified, denormalized tables that are grouped by concept as seen in the following Personal Demographic data example:

Banner tables of personal information

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. These tables are some of the most commonly used tables in Banner for extracting person related information.
**Examples:**

The following Banner ODS tables are commonly used for extracting person related information:

**SPRIDEN**
- Must be checked for a value of null to retrieve the most current record
- Must check ENTITY_IND for a Person or Corporation (though for Banner Advancement this is Person or Organization)
- Must be “driving table” in FROM clause

**SPBPERS**
- Must join with SPRIDEN via PIDM column.
- Must use Outer Join or be omitted based on need.

**SPRADDR**
- Join with SPRIDEN via PIDM column
- Must use Outer Join or be omitted based on need
- Must check STATUS_IND for active record
- Must check FROM_DATE and TO_DATE for current date range allowing for null values to be included
- Must use highest or lowest SEQ_NO within ADDRESS_TYPE based on need
- Must check ADDRESS_TYPE against a hierarchy of values to ensure that only one address is retrieved

You can access Banner information without understanding the complexities of the data structure because you can retrieve the data from the view. This method provides basic data access, but performance and non-Banner data integration issues are not addressed within the Banner database.
Oracle Streams Framework

All data that is brought into the Banner ODS is replicated from the source database, typically a Banner database, using Oracle Streams. Any insert, update, or delete actions performed on the source database tables are also performed on the Banner ODS tables to synchronize the source and destination databases. The existing table triggers, change tables, and packages to create change records for the Banner ODS reside in the Banner ODS database.

Data Synchronization

The following picture shows the components used to synchronize data between the source database and the Banner ODS database.

Figure 1: Data Synchronization Between Source Database and Banner ODS Database
The Banner ODS uses the following components of Oracle Streams.

<table>
<thead>
<tr>
<th>Oracle Streams Component</th>
<th>What it does...</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capture Process</td>
<td>The Streams capture process mines changes from the redo log on the Banner database whenever possible and from the archived logs if it falls behind the generated redo logs. Changes in the redo log that match specified rules are converted into messages called logical change records (LCRs), which are placed in a queue associated with the capture process.</td>
</tr>
<tr>
<td>Propagation Schedule</td>
<td>The Streams propagation schedule moves the messages from the source database queue to a queue on the Banner ODS. Each message remains in the source queue until the destination confirms that it has received it. This confirmation guarantees messages are never lost during the propagation stage.</td>
</tr>
<tr>
<td>Apply Process</td>
<td>The Streams apply process in the Banner ODS removes the messages from the queue and applies them directly to the destination tables in the Banner ODS. Any errors encountered while applying the messages are placed into an error queue. The messages in the error queue can be reprocessed once any issues have been resolved.</td>
</tr>
</tbody>
</table>

During the installation process, the system creates all the components required to set up the Oracle Streams framework, which replicates necessary Banner data in the Banner ODS staging environment. This includes setting up the Streams queues, propagation schedule, capture and apply processes, and staging the baseline Banner ODS tables with data from the source Banner tables.

Refer to the following Oracle documents for more information about maintaining and troubleshooting the Oracle Streams environment in the Banner ODS.

- “Oracle Streams Concepts and Administration Guide”
- “Oracle Streams Replication Administrator's Guide”
- “Streams Complete Reference FAQ” (MetaLink Document ID: 752871.1)
**DDL Handler**

A DDL handler is assigned to each Streams apply handler to replicate DDL statements from the source database to the staged tables in the Banner ODS. DDL statements run against a source table are replicated to the Banner ODS except for statements that include table dependencies. This means DDL statements executed on the source database that create, alter, or drop columns, non-foreign key constraints, and indexes are replicated to the Banner ODS; however, using the DDL handler allows the replication process to ignore the same types of statements for table triggers and foreign keys. These changes will not be replicated in the Banner ODS.

The user who executes a DDL statement on the source database must also exist in the Banner ODS for the change to be replicated successfully in the Banner ODS.

When a DDL command is executed on the Banner database and the object schema is not specified, then the DDL command will only be applied successfully on the Banner ODS if the Banner user who executed the command also exists in the Banner ODS.

⚠️ **Warning**

Be aware that Banner objects with system-generated names will have different names in the Banner ODS. This means that Banner DDL statements involving these objects will not be replicated successfully, and will result in DBA_APPLY_ERROR records being created. The majority of the system-generated names in Banner that may be affected are NOT NULL constraints on table columns.

**Source Oracle Database and Banner ODS Components**

The Banner tables needed to extract data are replicated into the Banner ODS staging area using Oracle Streams. From there, the OWB, triggers and change tables are used to load and incrementally refresh Banner ODS composite tables.
The ETL process is accomplished using several components. The following figure illustrates these components:

**Figure 2: Banner ODS Components**

**Extract, Transform, and Load Process (ETL)**

The Banner ODS uses the Extract, Transform, and Load (ETL) process to replicate data from the source database into an identical set of staging tables in the Banner ODS. The data is then transformed and loaded into the Banner ODS composite tables. All ETL activities are performed from within Oracle PL/SQL packages, and deployed into a Banner ODS database schema. The PL/SQL packages are created using Oracle Warehouse Builder (OWB). These packages are scheduled and run via the DBMS_JOBS queue in Oracle.

All objects are created in the Banner ODS database including all change tables, triggers, packages and composite views. All Banner tables needed to create the composite views are replicated in the Banner ODS database with the same schema name as found in the Banner schema. For example, the Banner ODS database has a SATURN schema which contains replicated Banner tables. The Oracle Streams process keeps the Banner tables and the replicated Banner ODS tables synchronized.

You can submit and monitor the ETL jobs using the Administrative User Interface. Typically referred to as ‘mappings’, the packages, when executed, delete, update and load data from the source to the composite tables based on the type of mappings executed. The
source Oracle database is the database from which the source information, such as Banner, is derived.

**Note**

Banner and Banner ODS database instances should reside on separate servers and connect through a database link.

During the initial load of Banner ODS, data is extracted from the source Oracle database using Oracle views that include specific business logic (for example, Enrolled or In State Resident indicators). The extracted data is then migrated into denormalized composite tables within Banner ODS. These composite tables represent a conceptual organizational structure (for example, Student, an Employee, or a Receivable Customer). To provide for data value security, the Administrative UI allows you to create Oracle Fine Grained Access rules and apply them to the composite tables to prevent information from being viewed without authorization.

The final layer of data access is the reporting views. These views allow calculated columns and increased flexibility in managing what data the end users can access. In select instances, such as the slotted concepts, data display rules are applied to user and institution profiles which filter out unwanted data.

To ensure that the data is current, you can incrementally refresh Banner ODS on a scheduled basis. OWB packages combine the business logic views with the change tables located in the product schemas to determine what updates are applied to Banner ODS composite tables.

You can manage all data loads and updates, fine grained access rules, meta data management, data display rules, and freeze data processing using the Administrative UI.

**Stage Tables**

Information from the source database tables is replicated in the Banner ODS stage tables.

**Database Triggers**

A single database trigger exists on each stage table, except for the validation tables. Triggers exist for all tables used in a view, including function tables. The triggers are created in the schema owner of the associated stage table.

Each trigger identifies Data Manipulation Language (DML) activity on the table. When a change is made to a Banner table, that change is replicated into the Banner ODS replicated table in the Banner ODS. The change in the staging table causes the trigger on that table to fire. The trigger calls a stored PL/SQL procedure which inserts records into the appropriate change tables to reflect the change in the replicated table. The triggers flag changes on Banner replicated tables and create records in the appropriate change tables.
Triggers are created on the actual Banner replicated tables that provide source data for Banner ODS. The triggers are not delivered with the baseline Banner applications.

**Trigger Packages**

Trigger packages manage the trigger procedures. There is one procedure for each change table with each procedure managing a unique index on the change table. There is one package per product area within Banner ODS such as Student, Human Resources, Finance, Financial Aid, Advancement. ODSSRC owns the trigger packages.

As data is entered into Banner, it is typically processed one row at a time. For each field entered, the data is verified for field syntax, such as date or numeric format. Fields requiring additional verification are verified against rule tables. After the values are properly checked, the data is committed to the database table that will house the information. During the commit action, any Oracle triggers on the database table being updated are initiated and additional, but separate, logic is executed based on the parameters of the trigger (such as Before Insert and After Insert).

Banner ODS has built and enabled triggers on all Banner replicated tables that house information that is used in Banner ODS. Therefore, when a Banner ODS trigger is fired, the trigger inserts the keys of the data being changed into the change tables along with a DML indicator. The existence of these rows in the change tables tells Banner ODS that Banner has data waiting to be retrieved.

**Note**

The change tables only maintain the most recent database activity for a row of information for a specific key. When multiple actions occur against the same Banner database table and row, only the last action is represented in the change table. This allows the replication process to work faster, and decreases the amount of data captured in the change tables.

**Change Tables**

Change tables maintain data about what tables and records have been changed, inserted, or deleted in the stage tables and the source database tables. There is not a one-to-one relationship between change tables and stage tables or between changes tables and composite tables. One change table exists for each logical group of information.

Change tables work like collector tables. They include four basic fields:

- Keys
- Table name
- Process ID
- Most recent DML.
Change tables reflect DML activity for specific Banner ODS stage tables, but are also used when multiple tables use the same key.

**Example:**

The SPRPCHG table stores DML activities for the Hold and the Person composite views.

Change tables are owned by their respective product schemas in Banner ODS, and are identified using standard Banner table naming conventions. The column names start with the seven-character prefix of the table name. All columns in each of the change tables are identical with the exception of the key columns. Here, the key columns represent the product/database tables they are accessing, and also represent the keys that Banner ODS uses when records change. All change tables are suffixed by ‘CHG’.

The columns that compose the change table are the key columns relative to the composite view(s) it supports, along with the `TABLE_NAME` and the `PROCESS_ID` columns. The last two columns allow inserts into the table with a null `PROCESS_ID` by updates to Banner that take place during Incremental Refresh. Since Banner ODS processes and deletes all rows in the change tables with a `NOT NULL PROCESS_ID`, the null value allows the row to stay until the next update. This ensures that it is not bypassed or inadvertently deleted.

Typically, a second index is created in the format of `TABLE_NAME`, `PROCESS_ID`, and `RECORD_ACTION` columns.

**Example:**

SPRPCHG – Change table for PIDM related Banner replicated tables

<table>
<thead>
<tr>
<th>Column Name</th>
<th>Data Type</th>
<th>Column Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>SPRPCHG_TABLE_NAME</td>
<td>VARCHAR2(30)</td>
<td>Used to identify which composite view (and/or Banner ODS table) is being populated by this specific row of data.</td>
</tr>
<tr>
<td>SPRPCHG_PIDM</td>
<td>NUMBER</td>
<td>The change table needs to hold as many keys as are required to manage DELETE and UPDATE of information into Banner ODS. Keys do not need to identify a unique row, but must maintain some fields for comparison.</td>
</tr>
<tr>
<td>SPRPCHG_RECORD_ACTION</td>
<td>VARCHAR2(1)</td>
<td>Stores the last DML action for the key combination (I, U, or D).</td>
</tr>
</tbody>
</table>
Banner ODS maintains triggers on all Banner replicated tables used to incrementally refresh data into the Banner ODS. Although the triggers are enabled on the actual Banner replicated tables, they are referred to as ‘change table triggers’ because they populate Banner ODS change tables with DML information. The trigger inserts rows of information in one or more change tables by invoking a procedure that packages all trigger insert actions for the Banner ODS change tables.

The triggers use basic logic except that the Exception routines allow for continued processing when encountering a `DUP_VAL_ON_INDEX` condition. This condition occurs when a row of data exists within the change table for the table’s unique index. When encountered, the procedure updates rather than inserts the information in the change table by overlaying the DML activity and the activity date. This action causes only the most recent DML activity to be stored in the change table.

All triggers are owned and maintained within the product schema of the table to which the triggers are added. For example, SATURN would own Student Triggers.

Change table Triggers comprise of the following procedures:

- Each Banner product has a procedure that manages all change table triggers for that product area. For example, GOKODST for General and SOKODST for SATURN.
- The triggers are owned by the ODSSRC schema.
- The names for each procedure follow Banner standard naming conventions.

## Composite Views and Functions or Packages

Composite views exist in Banner ODS under the ODSSRC schema. During the ETL process, when you perform a refresh of Banner ODS data, the composite views are joined with the appropriate change tables and updated with the changed information.

In some cases, functions are used to calculate new data that is created from Banner data and loaded into the Banner ODS. Packages are used to group related procedures,
functions, and cursors together. There is one package for each Banner ODS module of information; for example, Student, Finance, and Advancement. These packages are installed into the ODSSRC schema.

Composite views represent a composite (mixture) of the tables selected from Banner and allow for a single piece of data to be extracted row-by-row, with all the business logic included in the view itself. The column names are generic so that they can be used by all SunGard Higher Education product lines. Therefore, names familiar to Banner clients can appear to be more generic than the familiar Banner terminology. For example, Term becomes Academic Period, PIDM becomes UID (unique ID). The views are used for reporting in Banner. But, they are designed to become the Incremental Refresh data extraction view.

Views are created and maintained in the ODSSRC schema within Banner ODS. Since these views are accessing data directly in the various source Banner replicated tables, explicit SELECT grants are assigned to the schema when tables are staged in Banner ODS.

**Banner ODS Schemas**

The following schemas exist in the Banner ODS.

<table>
<thead>
<tr>
<th>Schema</th>
<th>Owns</th>
</tr>
</thead>
<tbody>
<tr>
<td>ODSSRC</td>
<td>All the ETL objects that used to live in the ODSMGR schema of Banner. Specifically, ODSSRC owns:</td>
</tr>
<tr>
<td></td>
<td>• All composite views</td>
</tr>
<tr>
<td></td>
<td>• Database packages that contain business logic used in the composite views and trigger logic.</td>
</tr>
<tr>
<td>ODSMGR</td>
<td>• All composite tables, and the reporting views that sit on top of the composite tables</td>
</tr>
<tr>
<td></td>
<td>• Database packages that contain business logic used in the reporting views</td>
</tr>
<tr>
<td></td>
<td>• OWB mapping packages</td>
</tr>
<tr>
<td>IA_ADMIN</td>
<td>• Metadata tables</td>
</tr>
<tr>
<td></td>
<td>• Any objects used or associated with the Administrative User Interface like the parameter table, the data display rules table, and the security tables.</td>
</tr>
<tr>
<td>ODSSTG</td>
<td>Oracle Streams objects</td>
</tr>
</tbody>
</table>

This user is created in Banner and the ODS.
Oracle Warehouse Builder (OWB) mappings, which are PL/SQL scripts, define the relationship of data between the composite views and composite tables. The Extract, Transform, and Load processes (ETL) built using OWB are the mappings that populate Banner ODS.

The OWB mappings are run during the initial load of Banner ODS and when you incrementally refresh Banner ODS. When run, the scripts load, update, or delete data in Banner ODS composite tables. Three scripts — Load, Update, and Delete — exist for each Banner ODS composite table. The different types of mappings perform the following functions:

- **LOAD mappings**: initially load Banner ODS composite tables by selecting all rows of data from the source system via the composite view.

- **DELETE mappings**: delete rows of data in Banner ODS when the change table reflects activity of any type for the key. This mapping uses the key in the change table since no data will be found in the composite view for deletes. This process also updates the `PROCESS_ID` value in the corresponding change table for all rows before any delete takes place.

- **UPDATE mappings**: insert records into Banner ODS based on keys in the composite view joined against rows in the corresponding change table.

**Note**

It is mandatory that the DELETE mapping is run before the related UPDATE mapping else, no records will process in the UPDATE mapping.

The OWB user interface contains graphical editors that enable you to design a complete logical model of your warehouse. The OWB helps you plan how to extract data from a variety of sources, transform the data, and configure the data for loading into Banner ODS. The OWB code generator lets you deploy and populate the Banner ODS without manual coding, and integrates with the Oracle database and query tools.
**Banner ODS Composite Tables**

Composite tables are the tables within Banner ODS that are loaded with data from the source system. Slotted tables store data values for a specific code related to a base table.

**Composite Tables**

The composite tables are populated during the initial install process, and are also updated during the incremental refresh process. The composite tables are used for the following purposes:

- Denormalized tables are used to store “conceptual” structures of data.
- Normalized tables are used for quick data filtering or for unlimited repeating values.
- The MGRSDAX rule table is used to load the composite tables.

**Slotted Tables**

The slotted tables have the following attributes:

- Used to denormalize Repeating Concepts (normalized tables.)
- Populated via rules from MGRSDAX.

Some GTVSDAX rules, but not values, are duplicated when MGRSDAX is initially populated. Use the Administrative UI to add or modify MGRSDAX rules' values to meet your institution’s needs.

**Understanding Composite Tables and Slotted Tables**

Banner ODS includes composite tables and slotted tables. Composite tables include the main data that is extracted from your source system and stored in Banner ODS. Slotted tables store data values for a specific code related to a base table.

**Example**

The `TEST_SCORES_SLOTTED` table in Banner ODS stores all valid Test Score values that were loaded from your source system to Banner ODS. When a report is created against Banner ODS, the system pulls data from the composite tables. The system checks codes stored on the slotted tables, as needed, and pulls the appropriate code values. If you choose to use Business Profiles, the system pulls the appropriate values for the profile with which the user is associated. The default business profile of INSTITUTION is used when specific display rules are not established.

Using slotted tables optimizes the speed queries since the system only has to check for specific code values as needed.
**Updating Slotted Tables in Banner ODS**

It is important to keep data in the slotted tables synchronized with data in the composite tables. Whenever composite tables are updated, related slotted tables should also be updated.

Both composite and slotted tables are updated when refresh jobs are run to update Banner ODS data on a regular basis.

**Banner ODS Reporting Views**

Data from each Banner ODS composite table is presented in one or more reporting views. Banner ODS reporting views are the views that your users use to create reports within Banner ODS. Users point their report writing tool at these views and build reports.

**Multi-Entity Processing**

The Multi-Entity Processing (MEP) framework is available for all Banner ODS composite views, composite tables, and reporting views. This enables all information from multiple sources (data sources, institutions, campuses, etc.) that is located in one database to be selectively assigned security access as needed in Banner ODS.

**Example:**

You can take existing data from one database for use in multiple institutions, move information into the Banner ODS, selectively restrict the user access to data by institution, and so on.

The MEP columns only appear on generated meta data reports in the Administrative UI if MEP is set up for your institution.

**Note**

To use MEP with your source system and Banner ODS, Professional Services must provide the needed analysis, subsequent product enhancements, and set up. This includes identifying source tables that require MEP, and the Banner ODS objects to be modified.

**Administrative User Interface**

The Administrative User Interface (UI) is Web-based and uses SGHE’s Banner Web Tailor. The Administrative UI is used to set up and maintain Banner ODS, including initiating and monitoring ETL processes. Administrative functions include:

- Preferences and Security - Use to manage security, set global preferences, and set up user accounts.
• Options - Use to control the processes to extract and load data into Banner ODS, schedule a process, view control reports, view and/or remove scheduled processes, and maintain information about saving (freezing) data.

• Meta Data - Use to view and manage the meta data supporting the systems.

• New Banner Web Tailor Administration - Use to customize a Web menu, procedure, graphic element, set of information text, or a set of menu items. You can also update user roles, customize a Web module, Web rules, or Banner Web Tailor parameters; customize a login return location; and customize Banner Web Tailor overrides or global user interface settings.

**Banner ODS Data Model**

SunGard Higher Education has developed a data model that includes data from a number of higher education administrative system modules. The administrative system modules supported by the Banner ODS data model include Student, Financial Aid, Advancement, Human Resources and Finance — including Accounts Receivable. Each module, or area of information, includes a number of tables in the administrative systems. The data model brings the appropriate data elements, from multiple tables in the source system, into a different table structure in the Banner ODS to support the reporting needs of the entire institution.

The data model represents the data elements that are included in Banner ODS. Banner ODS shows the individual table and the relationship with other tables stored within the model. It further includes all the data elements available in Banner ODS composite tables and/or the reporting views related to the object described.

**Load Process**

Load processes are run from the Select a Subprocess menu in the Administrative UI. When you run a process, one or more LOAD mappings extract all the data from a composite view in the source system and move it into the corresponding Banner ODS composite table. Typically, a complete load is run once, then the refresh process is run on a nightly basis to keep Banner ODS data synchronized with the source Banner data.

You can run a Load process periodically for one or more composite tables, for example, as an alternative to the Refresh process. To facilitate the use of a load at any time, the Load processes also purge the appropriate change tables that correspond to the composite tables being loaded. You can disable the purge feature on certain or all Load mappings. To disable the change table purge for a Load mapping, you need to create records in the MTVPARM table. See the section “ETL MAP PACKAGE LOAD PURGE Parameter” of the “Administrative User Interface” chapter in your Banner Operational Data Store Handbook for information about using this parameter to disable a change table purge for a Load mapping.
The following image is a process flowchart from Banner to Banner ODS:

1. Submit the Load job from the Administrative UI (Schedule a Process) to execute LOAD scripts for all mappings identified in that job.

2. PL/SQL script reads views from the ODSSRC schema in ODS.

3. Write data to Banner ODS composite tables in ODSMGR schema

4. Repeat the cycle for all jobs submitted until complete.

5. All process related information is logged in a Control Report, which is viewable via the Administrative UI. Review the associated Control Report for errors and job status messages.

**Incremental Refresh Process**

The term incremental refresh identifies how data synchronization occurs between source and target tables to ensure that accurate information is stored in Banner ODS. Data that has changed in Banner is captured and, using the ETL tool, is applied to Banner ODS. During the process, the change tables bring over only the data that has changed, and then, using an ETL mapping, the change tables are purged/deleted. This is followed by an update ETL mapping that inserts the new data. Banner ODS incremental refresh uses records in change tables to identify the records which need to be refreshed, and uses different mappings for load vs. refresh processes.
Typically, a complete load is run once, and then the Incremental Refresh process for both Banner ODS and Banner EDW is run on a nightly basis to keep the data in sync. An incremental refresh should be run if data in Banner ODS has changed since the last time a refresh was run.

1. Click **Options** from the Administrative UI.
2. Click **Schedule a Process**.
3. Click **Schedule Banner ODS Mappings**.
4. Click **Refresh all Banner ODS Products**.
5. Enter the run date, time or interval.
6. Click **Submit**.

### Multiple Source Databases

The Banner EDW architecture supports stage tables from different source databases. The only requirement to load information from multiple sources into the Banner EDW stage tables is that the schema and table names in the source databases must be unique.

⚠️ **Note**

Because the schema and table names in the source databases must be unique, you cannot load information from two different Banner databases into the Banner EDW.

#### Source Alias

The **Source Alias** (**source_alias**) uniquely identifies each source database. You specify the **source_alias** during the installation or upgrade process. The **source_alias** is then used to create a parameter in WebTailor, which associates each **source_alias** to a database link owned by ODSSTG. This approach allows the database link to the source to be changed while minimizing the disruption to the existing Banner EDW functionality.

The Source Alias is used as a prefix when naming the various Streams components. The prefix identifies the source database and the suffix identifies the Streams component. For example, the Streams component BANNER$APP is associated with the source alias of BANNER, and is an apply process.
The following table lists the database location and suffix for each Streams component. The Source Alias is added to the beginning of each Name Suffix to uniquely identify the Streams component.

<table>
<thead>
<tr>
<th>Streams Component</th>
<th>Database location</th>
<th>Name Suffix</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capture</td>
<td>Source</td>
<td>$CAP</td>
</tr>
<tr>
<td>Capture queue</td>
<td>Source</td>
<td>$CAPQ</td>
</tr>
<tr>
<td>Capture queue table</td>
<td>Source</td>
<td>$CAPQT</td>
</tr>
<tr>
<td>Propagation</td>
<td>Source</td>
<td>$PROP</td>
</tr>
<tr>
<td>Apply queue</td>
<td>Banner ODS</td>
<td>$APPQ</td>
</tr>
<tr>
<td>Apply queue table</td>
<td>Banner ODS</td>
<td>$APPQT</td>
</tr>
<tr>
<td>Apply</td>
<td>Banner ODS</td>
<td>$APP</td>
</tr>
</tbody>
</table>

**Add A Source Database**

Use the following steps to add subsequent source databases after an initial source database has been configured.

1. Run the source install steps on the source database. Refer to the Banner ODS Installation or Upgrade Guide for the source install steps.

   This creates the ODSSTG Streams administrative user with the necessary privileges, compiles the Streams support package, and creates a database link from the ODSSTG user to the ODSSTG user on the Banner EDW.

2. Create a database link connecting the ODSSTG user on the Banner EDW instance to the ODSSTG user on the new source.

3. As the ODSSTG user on the Banner EDW, execute the following procedure from SQL*Plus.

   ```sql
   SQL> SET SERVEROUTPUT ON
   SQL> MGKSTRC.P_CREATE_LOCAL_ENV(database link, source alias);
   ```

   where you enter your institution’s values for the parameter in parentheses.

4. Create schemas in the Banner EDW.

   For each schema in the source database that includes tables that will be staged in the Banner EDW, create a schema in the Banner EDW with the same name.
5. Add the new schemas to the Banner EDW using the Administrative User Interface.
   
   5.1. Follow the steps in the section “Add a schema” in Chapter 2, “Administrative User Interface”.
   
   5.2. Repeat step 5 for each new schema you want to add to the Banner EDW.
   
   
   6.1. Follow the steps in the section “Add a Non-Baseline Staging Table to the Banner ODS” in Chapter 2, “Administrative User Interface”.
   
   6.2. Repeat step 6 for each new schema you added.
   
---

**Banner Source Systems Implementation**

This section discusses the various steps to be completed for Banner-specific source systems.

**Partition Exchange**

⚠️ Warning

The Oracle Partition Exchange option is sold under a separate license from the Banner ODS product. Be sure that your institution has the necessary licensing for Oracle Partition Exchange functionality before you use this optional Banner ODS component.

Some data load processes can take a significant amount of time to extract data from the source database and load data into the Banner ODS depending on the number of records being transferred. Transaction History, Payroll Distribution, and Student Course are three areas that can take a long time to load in the Banner ODS because there are multiple years of data that need to be loaded. You can use Oracle’s Partition Exchange option to speed the process of loading data into these areas in the Banner ODS.

The partition exchange option includes five load jobs for each of the following Banner ODS composite tables:

- MFT_TRANS_HISTORY (Transaction History)
- MPT_PAYROLL_DISTRIBUTION (Payroll Distribution)
- MST_STUDENT_COURSE (Student Course)

When you run any one of these jobs, you specify a single (fiscal, calendar, or academic) year of information to load. Depending on the hardware at your institution, you can run multiple load jobs each for a different year’s information for the same table at the same time. This can speed up the time it takes to load data into the Banner ODS in these areas.
Separating the load process into five separate jobs in these areas allows you to concurrently load up to five fiscal years of Transaction History data, up to five calendar years of Payroll History data, and up to five academic years of Student Course data. Each job inserts a fiscal, calendar, or academic year information into a temporary table, then exchanges it with its corresponding partition on the appropriate table (MFT_TRANS_HISTORY, MPT_PAYROLL_DISTRIBUTION, or MST_STUDENT_COURSE) when it is completed.

After you install the Partition Exchange option, the original jobs that load the MFT_TRANS_HISTORY, MPT_PAYROLL_DISTRIBUTION, and MST_STUDENT_COURSE tables are no longer part of the Load Finance (LOAD_FINANCE), Load Human Resources (LOAD_HR), or Load Student (LOAD_STUDENT) jobs. Because the Load All Banner ODS Products (LOAD_ALL) job includes the Finance, HR, and Student load jobs, the original load jobs are also no longer part of the LOAD_ALL job stream. To load data into these three areas of the Banner ODS, you need to run the alternate parameter based load jobs installed with the Partition Exchange option using the Banner ODS Administrative UI. See the following sections to run these jobs.

**Load Transaction History Using Partition Exchange**

In the baseline Banner ODS, transaction history information is loaded into the Banner ODS MFT_TRANS_HISTORY table by five load jobs that must run one at a time as part of the LOAD_FINANCE job.

When you install the Partition Exchange option, it installs the following five separate load jobs that you can run concurrently to load up to five fiscal years of transaction history information into the Banner ODS.

- Load Transaction History by Fiscal Year First Partition Exchange (LOAD_MFT_TRANS_HISTORY_1_PART)
- Load Transaction History by Fiscal Year Second Partition Exchange (LOAD_MFT_TRANS_HISTORY_2_PART)
- Load Transaction History by Fiscal Year Third Partition Exchange (LOAD_MFT_TRANS_HISTORY_3_PART)
- Load Transaction History by Fiscal Year Fourth Partition Exchange (LOAD_MFT_TRANS_HISTORY_4_PART)
- Load Transaction History by Fiscal Year Fifth Partition Exchange (LOAD_MFT_TRANS_HISTORY_5_PART)

Running these five load jobs concurrently can significantly decrease the time needed to load the MFT_TRANS_HISTORY table. See the section “Schedule a Load Job with the Partition Exchange Option” on page 1-22 for specific instructions on how run these jobs using the Administrative UI.
Load Payroll Distribution Using Partition Exchange

In the baseline Banner ODS, payroll distribution information is loaded into the Banner ODS MPT_PAYROLL_DISTRIBUTION table by one load job as part of the LOAD HR job.

When you install the Partition Exchange option, it installs the following five separate load jobs that you can run concurrently to load up to five calendar years of payroll distribution information into the Banner ODS.

- Load Payroll Distribution by Calendar Year First Partition Exchange (LOAD_MPT_PAYROLL_DIST_PART_1)
- Load Payroll Distribution by Calendar Year Second Partition Exchange (LOAD_MPT_PAYROLL_DIST_PART_2)
- Load Payroll Distribution by Calendar Year Third Partition Exchange (LOAD_MPT_PAYROLL_DIST_PART_3)
- Load Payroll Distribution by Calendar Year Fourth Partition Exchange (LOAD_MPT_PAYROLL_DIST_PART_4)
- Load Payroll Distribution by Calendar Year Fifth Partition Exchange (LOAD_MPT_PAYROLL_DIST_PART_5)

Running these five load jobs concurrently can significantly decrease the time needed to load the MPT_PAYROLL_DISTRIBUTION table. See the section “Schedule a Load Job with the Partition Exchange Option” on page 1-22 for specific instructions on how run these jobs using the Administrative UI.

Load Student Course Using Partition Exchange

In the baseline Banner ODS, student course information is loaded into the Banner ODS MST_STUDENT_COURSE table by three separate load jobs that must run one at a time as part of the LOAD_STUDENT job.

When you install the Partition Exchange option, it installs the following five separate load jobs that you can run concurrently to load up to five academic years of student course information into the Banner ODS.

- Load Student Course by Academic Year First Partition Exchange (LOAD_MST_STUDENT_COURSE_PART1)
- Load Student Course by Academic Year Second Partition Exchange (LOAD_MST_STUDENT_COURSE_PART2)
- Load Student Course by Academic Year Third Partition Exchange (LOAD_MST_STUDENT_COURSE_PART3)
- Load Student Course by Academic Year Fourth Partition Exchange (LOAD_MST_STUDENT_COURSE_PART4)
• Load Student Course by Academic Year Fifth Partition Exchange
  (LOAD_MST_STUDENT_COURSE_PART5)

Running these five load jobs concurrently can significantly decrease the time needed to load the MST_STUDENT_COURSE table. See the section “Schedule a Load Job with the Partition Exchange Option” on page 1-22 for specific instructions on how run these jobs using the Administrative UI.

Indexes with Partition Exchange Option

Using the Partition Exchange option renders a table’s indexes unusable. For this reason, the Rebuild Indexes? parameter is included as a process parameter when you run any of the partition exchange load jobs. This parameter lets you choose whether or not to rebuild existing indexes when you run a load job.

You should set the Rebuild Indexes? parameter to N - Do Not Rebuild Indexes until you run the last (fiscal, calendar, or academic) year load job. When you are loading the last year of information, set the parameter to Y - Rebuild Indexes. If you rebuild the indexes only on the final (fiscal, calendar, or academic) year load, you avoid rebuilding the indexes each time.

Note
The nightly refresh processing is not affected by this load process.

Schedule a Load Job with the Partition Exchange Option

Use the following steps to schedule when to run each of the partition exchange load jobs. You will need to perform these steps for each separate job that you want to run.

1. Click Options from the Administrative UI menu.

2. Click Schedule a Process.

3. Click Schedule Banner ODS Mappings.

4. Select the process you want to run. Choose one of the partition exchange load jobs:

   • Choose Load Transaction History by Fiscal Year [First - Fifth] Partition Exchange to load transaction history information.

   • Choose Load Payroll Distribution by Calendar Year [First - Fifth] Partition Exchange to load payroll distribution information.

   • Choose Load Student Course by Academic Year [First - Fifth] Partition Exchange to load student course information.

5. Choose the Fiscal Year, Calendar Year, or Academic Year of information that you want to load.
6. Choose whether or not to **Rebuild Indexes**.
   - If you will be loading more jobs using the partition exchange option, set the **Rebuild Indexes?** parameter to *N - Do Not Rebuild Indexes*.
   - If this is the last job to load using the partition exchange option, set the **Rebuild Indexes?** parameter to *Y-Rebuild Indexes*.

7. Enter the required Scheduling Parameters information.
   7.1. Enter a **Run Date** (format dd-mon-yyyy) and **Runtime** (format hh24:mi:ss). Enter NOW in each field to run the job immediately.
   7.2. If you want to run the process on a recurring basis, enter an **Interval**.
       - Select the link next to the **Interval** field. A sample Interval window opens. Select the link under the **Interval Expression** column for the interval in which you want to schedule a process. For example, to run a process every day at the same time select *SYSDATE+1*.

8. Click **Submit** to save the information about this job. The job is entered into the job queue to run at the specified day and time.

**Prerequisite Tasks**

The prerequisites below *must* be completed for Banner General and Banner Finance products before Banner ODS tables are loaded initially. No prerequisites are required for the remaining Banner products.

**Step 1  Define General Preferences Address Type**

The MST_ADDRESS composite table stores a person's preferred address information from the Banner SPRADDR table. Since this information is rule based, the Address Type value needs to be defined in the Banner GTVSDAX form so that Banner view AS_PERSON knows which value to use when selecting the address records. All values entered into the GTVSDAX form should stay exactly as listed below except for the external code. This value should be changed to match the client specific address type from the STVATYP table that defines a preferred address.

> **Note**
> Only one address type can be specified for the preferred address.
**Example:**

<table>
<thead>
<tr>
<th>External Code</th>
<th>Internal Code</th>
<th>Internal Code Sequence Number</th>
<th>Internal Code Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>PR</td>
<td>PREFADDR</td>
<td>1</td>
<td>ADDRESS</td>
</tr>
</tbody>
</table>

**Warning**

*You must* alter or enter your institution’s preferred address type before starting Banner ODS load and incremental refresh process. If this parameter is not set up, null values will appear in the preferred address fields.

**Step 2 Define Fiscal Years for Baseline Transaction History Loads in Banner Finance**

**Note**

This applies only to the baseline Transaction History Load. This is not required if you are using Partition Exchange.

The MFT_TRANSACTION_HISTORY composite table in Banner ODS stores detailed history information from Banner Finance transaction tables FGBTRND and FGBTRNH. These tables are typically very large and take a long time to load. To improve the performance and allow intermittent commits, the load process is ‘staged’ into five separate load processes. This allows the process to restart if any problems occur during the load. These load processes are driven by fiscal years. The fiscal year loading and their load mappings are defined on the Set Up Parameters page of the Administrative UI.

There can be more than one fiscal year defined for each of the load mappings. Therefore, you can define fiscal year groupings that best suit your system resources.

To view SunGard Higher Education delivered data, plus any data from your last Banner implementation, you need to set up the parameters starting with 1995. See the example below:
Step 3  Load Finance into Banner ODS

Note
This does not apply to Partition Exchange.

Loading Banner ODS composite table, MFT_TRANS_HISTORY, is broken into five separate load mappings. These mappings use the fiscal year parameter values you defined in the previous step. These five load mappings are part of the LOAD_FINANCE job and the LOAD_ALL_ODS_PRODUCTS job, and run when either job is scheduled. The Load Finance Transaction History process in Banner ODS Administrative User Interface runs these five load mappings separately. This allows you to load or reload the MFT_TRANS_HISTORY table without running each of the MFT_TRANS_HISTORY Load mappings separately, and without having to load or reload all of the other Banner Finance tables. The Load Finance Transaction History process is located on the Schedule Banner ODS Mappings Web page, and runs the following mappings in the following order:

- LOAD_MFT_TRANS_HISTORY_1
- LOAD_MFT_TRANS_HISTORY_2
- LOAD_MFT_TRANS_HISTORY_3
- LOAD_MFT_TRANS_HISTORY_4
- LOAD_MFT_TRANS_HISTORY_5

Because of the amount of time required to load the Transaction History table, you can choose to remove the loading of the MFT_TRANS_HISTORY table from the LOAD_FINANCE job, and load your table using this new LOAD_FINANCE_TRANSACTION_HISTORY job. Your Systems Administrator can
remove these load mappings from the LOAD_FINANCE job in the MTVPARM table under the IA_ADMIN schema in Banner ODS.

**Validation Table Data and Incremental Refresh**

The Banner Operational Data Store (Banner ODS) was designed with validation table codes and descriptions stored on each individual data record. This design expedites the display of information as it eliminates the need for excessive joins of as many as ten or fifteen additional tables. During the design phase of Banner ODS, several methodologies on managing validation table change requirements were discussed with institutions. The consensus was that it is preferable to build internal institutional policies and procedures to ensure that the descriptions are not changed, but new codes are added.

This is similar to the way in which Banner Course Catalog process works. If the title of the course changes, the institution creates a new catalog record with the new title for the new effective term.

**Example**

If a description such as “Bowling Basics” changes to “Bowling Fundamentals”, it is assigned a new code so that Banner ODS reflects the past data for “Bowling Basics” and the new values are reflected for “Bowling Fundamentals”.

To change a column description, the institution policy requires to either initiate a reload of all affected tables (time intensive) or create a script to update all columns in Banner ODS to alter the old value to the new value.

**Note**

To ensure data integrity, do not apply updates to existing values in the validation tables once Banner ODS is in production and the incremental refresh cycle is implemented. Else, there will be inconsistencies in the information displayed between the source system and Banner ODS.

To further explain the difficulty in incrementally refreshing tables based on coded description changes and not the result of data value changes, it is necessary to understand the efforts required to implement a validation to data table refresh. First, the source system would have to be enhanced to maintain triggers on each validation table to track all DML activity. While it is possible to apply triggers to each of these tables, the trigger event is likely to have performance impact on the source system. This is because it requires the trigger to populate an entry into a change table for every row in each source data table that is populated with the altered validation table value. This requires a full table scan of every affected source table as the source system does not maintain keyed links between the validation tables and the data tables.
For example, the validation table STVDEPT is used enterprise wide in Banner Student, Banner Advancement, and Banner HR systems in eighty four (84) different tables. If a value were to be changed in the STVDEPT table, then the trigger on the STVDEPT table would have to read all 84 of the source tables to identify the key(s) of each row that contained the altered DEPT value, and then populate that key into the change table. Given the size of many of these data tables, the commit time required for the end users to wait on the change of the validation table in Banner would freeze their Banner session until the change table population took place.

Table indexes

Indexes are added based on the reporting needs of the Banner ODS tables as well as performance for the incremental refresh process. The IA_ADMIN.MGBINDX table stores a list of the delivered indexes for tracking and documentation purposes. You populate his table using the following query for a release:

```sql
SELECT &sysid, x.table_name, x.index_name, column_name, uniqueness, descend, column_position,&relno, 'NO',SYSDATE, 1
FROM user_indexes x, user_ind_columns y
WHERE x.table_name = y.table_name AND
  x.index_name = y.index_name AND
  x.table_name LIKE 'M%'
  AND
  x.table_name NOT IN
  (SELECT DISTINCT table_name
   FROM all_tab_columns
   WHERE column_name LIKE '%FREEZE_EVENT%')
ORDER BY x.table_name, x.index_name, column_position;
```

The MGBINDX table is used in the Banner ODS Checks and Balances process to verify that baseline indexes are valid and present. If your institution has created additional indexes, the differences are reported in the control report as warnings. To include the additional indexes in the Banner ODS Checks and Balances process, insert the new index information into the IA_ADMIN.MGBINDX table using SQL. Refer to the MGBINDX_DATA_ODS.SQL script in the dbscripts directory for a syntax example. Set the LOCAL_IND = 'YES' to identify this as your institution’s index. The local records in this table will be preserved with future upgrades. We recommend that you do not delete baseline rows from the MGBINDX table.

The Banner ODS metadata also uses the delivered indexes when documenting the Recommended Search Columns. The script update_recsearchconds.sql (located in the dbscripts/utility_scripts directory) is used to generate that information based on the actual indexes in the database. If you add local indexes, it is recommended that you run the script (from the IA_ADMIN account) so the list of Recommended Search Columns accurately reflects the database.
Product-Specific Information

This section discusses the Banner ODS information unique to individual Banner products.

Banner Common

The VALIDATION reporting view provides a pull-down list of values (LOV) for parameters used by various reporting tools. Performing a select distinct on a code within a reporting view is a valid solution to generate a list of values. However, this method would likely cause a performance impact on the system. The VALIDATION reporting view can be used instead of the pull-down list. It provides the appropriate Banner table name as a filter for VALIDATION.TABLE_NAME. The MGT_VALIDATION table is also used to build the LOV views that reside in the ODSLOV schema.

The information on the List and Detail Reports pages can be viewed online or exported to a CSV file (Microsoft Excel format) or XML file for printing or additional manipulation. Following are the composite views:

- AA_VALIDATION
- AF_VALIDATION
- AG_VALIDATION
- AN_VALIDATION
- AP_VALIDATION
- AR_VALIDATION
- AS_VALIDATION
- AT_VALIDATION

Each of these Banner composite views extracts values from validation tables in their respective Banner product areas. Also included are the status indicators, effective dates, and sometimes the qualifiers.

Within Banner Finance, there are several groups of values stored within the FTVSDAT System Data Maintenance table. To properly represent some of these values, they have been pulled into the AF_VALIDATION composite view with the TABLE_NAME as follows:

- GRANT_CATEGORY represents all grant categories stored within FTVSDAT.
- GRANT_SUBCATEGORY represents all grant sub categories stored within FTVSDAT.
- GRANT_TYPE represents all grant types stored within FTVSDAT.
Values have been added to table FTVFSPD to represent beginning and ending periods. The added values are ‘00’, ‘13’, and ‘14’. The FTVFSYR table has for its description, the Fiscal Year converted to a four-digit year.

In specific situations, Banner source tables were not used. The following is a compiled list of data element names used in place of Banner specific tables names.

The hard coded TABLE NAMES are as follows:

- ACADEMIC_TITLE
- ACCOUNT_ATTRIBUTE_TYPE
- ACCOUNT_ATTRIBUTE_VALUE
- ACCOUNT_CLASS
- ACCOUNT_LEVEL_1
- ACCOUNT_LEVEL_2
- ACCOUNT_LEVEL_3
- ACCOUNT_LEVEL_4
- ACCOUNT_POOL
- ACCOUNT_SET_CODE
- ACCOUNT_TYPE_ATTR_TYPE
- ACCOUNT_TYPE_ATTR_VALUE
- ACCOUNT_TYPE_LEVEL_1
- ACCOUNT_TYPE_LEVEL_2
- ACCOUNT_TYPE_SET_CODE
- ADVISOR_NAME_LFMI
- ASSIGNMENT GRADE
- CALENDAR_MONTH
- CALENDAR_YEAR
- COLLECTION_AGENCY_NAME
- CONTRACT_NUMBER
- CONTRACT_TYPE
- COURSE_IDENTIFICATION
- COURSE_REFERENCE_NUMBER
- EMPLOYEE_STATUS
• EMPLOYEE_TIME_STATUS
• ENDOWMENT_FUND
• ENTITY_TYPE
• FINANCIAL_AID_SOURCE_TYPE
• FINANCIAL_AID_TYPE
• FINANCIAL_MANAGER
• FISCAL_QUARTER
• FUND_ATTRIBUTE_TYPE
• FUND_ATTRIBUTE_VALUE
• FUND_LEVEL_1
• FUND_LEVEL_2
• FUND_LEVEL_3
• FUND_LEVEL_4
• FUND_LEVEL_5
• FUND_POOL
• FUND_SET_CODE
• FUND_TYPE_ATTR_TYPE
• FUND_TYPE_ATTR_VALUE
• FUND_TYPE_LEVEL_1
• FUND_TYPE_LEVEL_2
• FUND_TYPE_SET_CODE
• GENDER
• INSTALLMENT_PLAN
• INSTRUCTOR_NAME
• INTENDED_TIME_STATUS
• INTERNAL_ACCOUNT_TYPE
• INTERNAL_FUND_TYPE
• LOCATION_LEVEL_1
• LOCATION_LEVEL_2
• LOCATION_LEVEL_3
- LOCATION_LEVEL_4
- LOCATION_LEVEL_5
- ORGANIZATION_ATTR_TYPE
- ORGANIZATION_ATTR_VALUE
- ORGANIZATION_LEVEL_1
- ORGANIZATION_LEVEL_2
- ORGANIZATION_LEVEL_3
- ORGANIZATION_LEVEL_4
- ORGANIZATION_LEVEL_5
- ORGANIZATION_LEVEL_6
- ORGANIZATION_LEVEL_7
- ORGANIZATION_LEVEL_8
- ORGANIZATION_POOL
- ORGANIZATION_SET_CODE
- ORG_FINANCIAL_MANAGER
- POSITION_STATUS
- POST_SECONDARY_SCHOOL
- PREF_CLAS
- PRINCIPAL_INVESTIGATOR
- PROGRAM_ATTR_TYPE
- PROGRAM_ATTR_VALUE
- PROGRAM_LEVEL_1
- PROGRAM_LEVEL_2
- PROGRAM_LEVEL_3
- PROGRAM_LEVEL_4
- PROGRAM_LEVEL_5
- PROGRAM_SET_CODE
- RECEIVABLE_CONTRACT
- RECEIVABLE_DELINQUENCY
- RECEIVABLE_EXEMPTION
• SECONDARY_SCHOOL
• SPORTS

**Banner Finance**

The following table explains the use for FIELD_CODE and LEDGER_IND within the TRANSACTION_HISTORY reporting view for Banner Finance. The LEDGER_IND and FIELD_CODE work together to drive what ledger amount field was updated.

<table>
<thead>
<tr>
<th>LEDGER_IND</th>
<th>Ledger</th>
<th>FIELD_CODE</th>
<th>Amount Field Updated</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>G</td>
<td>General</td>
<td>01</td>
<td>Sum_Periodic_Debits</td>
<td>Debits</td>
</tr>
<tr>
<td></td>
<td></td>
<td>02</td>
<td>Sum_Periodic_Credits</td>
<td>Credits</td>
</tr>
<tr>
<td>O</td>
<td>Operating</td>
<td>01</td>
<td>Curr_Adopted_Budget</td>
<td>Current Period Original Budget</td>
</tr>
<tr>
<td></td>
<td></td>
<td>02</td>
<td>Curr_Budget_Adjustments</td>
<td>Current Period Budget Adjustment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>03</td>
<td>Curr_Year_To_Date_Activity</td>
<td>Current Period Activity</td>
</tr>
<tr>
<td></td>
<td></td>
<td>04</td>
<td>Curr_Encumbrances</td>
<td>Current Period Purchase Order and General Encumbrance</td>
</tr>
<tr>
<td></td>
<td></td>
<td>05</td>
<td>Curr_Budget_Reservation</td>
<td>Current Period Requisition Budget Reservation</td>
</tr>
<tr>
<td></td>
<td></td>
<td>06</td>
<td>Curr_Accumulated_Budget</td>
<td>Current Period Accounted Budget</td>
</tr>
<tr>
<td></td>
<td></td>
<td>07</td>
<td>Curr_Temporary_Budget</td>
<td>Current Period Temporary Budget</td>
</tr>
<tr>
<td></td>
<td></td>
<td>08</td>
<td>Curr_Grant_Activity</td>
<td>Obsolete</td>
</tr>
<tr>
<td>E</td>
<td>Encumbrance</td>
<td>01</td>
<td>Original_Amount</td>
<td>Original Encumbrance Amount</td>
</tr>
<tr>
<td></td>
<td></td>
<td>02</td>
<td>Curr_Adjustments</td>
<td>Encumbrance Adjustments</td>
</tr>
<tr>
<td></td>
<td></td>
<td>03</td>
<td>Curr_Liquidations</td>
<td>Encumbrance Liquidations</td>
</tr>
</tbody>
</table>

**Banner Student**

When a new base student record is created in Banner, a new record is created in the Banner ODS table MST_BASE_STUDENT. Each record in this table contains a range of academic periods in which the student status allows the student to register. If the status prevents the student from registering, then the beginning and ending academic periods in the Banner ODS record are the same and match the Banner effective term.
Additionally, the MST_BASE_STUDENT table contains information on each student's program of study. This table contains one record per student per effective term per.

**Banner Student Data Extraction for the MST_GENERAL_STUDENT Composite Table**

Creating a new record within one of a number of Banner tables indicates to the Banner ODS that the student has activity within a specific term. As a result, a new record is created in the MST_GENERAL_STUDENT table for the student and term when the Banner ODS is loaded or refreshed.

Following is a list of Banner tables that define student activity in the Banner ODS:

- SGBSTDN - student base table
- SFBETRM - student registration table
- SHRTTRM - institutional course maintenance term header table
- SHRTRAM - attendance period by transfer institution table
- SHRDGMR - degree table
- SGRCHRT - student cohort table
- SGRSPRT - sport table
- SGRSATT - student attribute table
- SGRSACT - student activity table
- SGRCOOP - cooperative education table
- RPRATRM - applicant award by term table
- RORSTAT - applicant status table
- TBRACCD - account charge/payment detail table
- TBBCSTU - contract student authorization table

The MST_GENERAL_STUDENT table also contains information about each student's program of study. This table contains one record per student per academic period with student activity per curricula.

**Additional 'Zero' Record in the Banner ODS Tables**

In Banner, the values for student classification and academic standing are specific for a student, academic period, and their primary program level only. In the Banner ODS, many reports require student classification and academic standing data for all student curricula, regardless of the level value. To create comprehensive reports while limiting the number of outer-joins used, a single record with a value of zero for the key fields (person_uid, student_level, and academic_period) is inserted into the MST_STUDENT_CLASSIFICATION and MST_ACADEMIC_STANDING composite tables as a step in the load mappings. Existing
student classification and academic standing values are displayed if they exist for a specified student, level, and academic period. Otherwise, the NULL values from this new record are displayed.

**Key Banner Student Views Architecture**

Due to the complex architecture of some Banner Student views, the following flow charts illustrate how those Banner Student reporting views are built from Banner to the Banner ODS.

⚠️ **Note**

These diagrams only refer to key views and key tables used within the reporting views.
Academic Outcome and Academic Outcome Slot reporting view flow

- SORLCUR
- SORLFOS
- SHRDGMR

- AS_CURRICULUM_FOS
  - MST_CURRICULUM_FOS
  - MST_CURR_ACADEMIC_OUTCOME
  - MST_ACADEMIC_OUTCOME_SLOT
  - ACADEMIC_OUTCOME_SLOT
  - MST_ACADEMIC_OUTCOME
  - ACADEMIC_OUTCOME

- AS_ACADEMIC_OUTCOME

Table
View
Admissions Application reporting view flow

SORLCUR → AS_CURRICULUM_FOS → MST_CURRICULUM_FOS → MST_CURR_ADMISSIONS_APPL → MST_ADMISSIONS_APPLICATION → ADMISSIONS_APPLICATION

SORLFOS → AS_ADMISSIONS_APPLICATION

SARADAP

SGRADVR → AS_ADVISOR → MST_ADVISOR
Combined Academic Outcome reporting view flow

- SORLCUR
- SORLFOS
- SHRDGMR
- APRADEG
- SORHSCH
- SORPCOL

- AS_CURRICULUM_FOS
- MST_CURRICULUM_FOS
- MST_CURR_ACADEMIC_OUTCOME
- AS_ACADEMIC_OUTCOME
- MST_ACADEMIC_OUTCOME
- COMBINED_ACADEMIC_OUTCOME

- AS_PREVIOUS_EDUCATION_HSCH
- AS_PREVIOUS_EDUCATION_PCOL
- MST_PREVIOUS_EDUCATION

- AS_DEGREE
- MAT_DEGREE
Field of Study reporting view flow
Government Academic Outcome reporting view flow
Government Admissions reporting view flow
Government Financial Aid reporting view flow
Recruitment Information reporting view flow

- SORLCUR
- SORLFOS
- SRBRECR

- AS_CURRICULUM_FOS
- MST_CURRICULUM_FOS
- MST_CURR_RECRUITMENT_INFO
- AS_RECRUITMENT_INFORMATION
- MST_RECRUITMENT_INFORMATION
- RECRUITMENT_INFORMATION
Student reporting view flow

Diagram showing the flow of data through different tables and views in Banner Operational Data Store 8.3 as of April 2011.
Composite Views and Meta Data

The composite views gather Banner source data necessary to populate and maintain the information stored in the Banner Operational Data Store (Banner ODS). This source information then updates the information that resides in the Banner ODS database.

Note

Any institution change to a composite view impacts the Banner ODS maintenance processes.

The Banner ODS composite view meta data is also available as published meta data. Use the following steps to view published composite view meta data reports using the Administrative UI.

1. Select Meta Data from the Administrative menu.

2. Select Banner Operational Data Store.

3. Select the Banner ODS Composite View Meta Data Reports link located at the top right-hand corner of the page.

4. Select a subject area.

The Composite View Meta Data Reports page opens listing the view name and description.

5. To display the column details associated with the selected composite view, select one of the composite views. A description of each field on the report appears below:

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>Business description of the composite view target, including the key and frequency of data returned by the view.</td>
</tr>
<tr>
<td>Target Column</td>
<td>Name of the column in the composite view target.</td>
</tr>
<tr>
<td>Business Definition</td>
<td>Definition of the target column in business terms.</td>
</tr>
<tr>
<td>Database Data Type</td>
<td>Used for formatting purposes when writing reports.</td>
</tr>
<tr>
<td>Business Data Type</td>
<td>Used to store client-specific data about a given column. This field is empty by default.</td>
</tr>
<tr>
<td>Domain Value</td>
<td>Used to store client-specific data about a given column. This field is empty by default.</td>
</tr>
</tbody>
</table>
Naming Conventions

This section describes the naming conventions and standards applied to scripts and database objects used to create and maintain the BPRA solutions.

Banner ODS Standards (ODSMGR Schema)

Front-End Views: Reporting Style

Object name

Natural language naming conventions are acceptable. Maximum length is 30 characters.

Examples:

PERSON, STUDENT_COURSE, CONSTITUENT

Additional Detail

Script names must follow unique, 7-character naming standards. The first three characters are System Descriptor, Product ID, and Object_ID. The next four characters are free form.
**Front-End Views: Object: Access Style**

**Object name**

Maximum length is 30 characters. See the table below.

<table>
<thead>
<tr>
<th>1st Character</th>
<th>2nd Character</th>
<th>3rd Character</th>
<th>5th-30th Characters</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td></td>
<td>_</td>
<td>Unique Descriptor</td>
</tr>
<tr>
<td>A - Advancement</td>
<td>F - Finance</td>
<td>A: View Indicator</td>
<td></td>
</tr>
<tr>
<td>F - Finance</td>
<td>P - Payroll</td>
<td>Product Identifier</td>
<td></td>
</tr>
<tr>
<td>P - Payroll</td>
<td>R - Financial Aid</td>
<td></td>
<td></td>
</tr>
<tr>
<td>R - Financial Aid</td>
<td>S - Student</td>
<td></td>
<td></td>
</tr>
<tr>
<td>S - Student</td>
<td>T - Accounts Receivable or Billing Receivable</td>
<td></td>
<td></td>
</tr>
<tr>
<td>T - Accounts Receivable or Billing Receivable</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Examples:*

AS_STUDENT_DATA, AA_GIVING

**Additional Detail**

Script names are the same as the object name.

**Front-End Composite Tables**

**Object name**

Maximum length is 30 characters. See the table below.

<table>
<thead>
<tr>
<th>1st Character</th>
<th>2nd Character</th>
<th>3rd Character</th>
<th>4th Character</th>
<th>5th-30th Characters</th>
</tr>
</thead>
<tbody>
<tr>
<td>M</td>
<td></td>
<td>T</td>
<td></td>
<td>Unique Descriptor</td>
</tr>
<tr>
<td>M - Mart</td>
<td></td>
<td></td>
<td>_</td>
<td>Object Identifier</td>
</tr>
<tr>
<td>A</td>
<td></td>
<td>_</td>
<td>(underscore)</td>
<td></td>
</tr>
<tr>
<td>A - Advancement</td>
<td>G - General</td>
<td>A: View Indicator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>F - Finance</td>
<td>P - Payroll</td>
<td>Product Identifier</td>
<td></td>
<td></td>
</tr>
<tr>
<td>P - Payroll</td>
<td>R - Financial Aid</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>R - Financial Aid</td>
<td>S - Student</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>S - Student</td>
<td>T - Accounts Receivable or Billing Receivable</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T - Accounts Receivable or Billing Receivable</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>T - Table or V - View</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*Examples:*
Examples:

MAT_GIFT, MGT_VALIDATION

Additional Detail

Script names must follow unique 7-character naming standards. The first three characters are System Descriptor, Product ID, and Object ID. The next four characters are free form.

Indexes

Primary Key Indexes

Object name:

PK_{table_name}  (For front-end tables, omit the first three identifiers). Maximum length is 30 characters.

Additional Indexes

Object name

Index is either table name or abbreviation suffixed by “_INDEX_nn” where nn is a one-up number. Maximum length is 30 characters.

Administrative Standards (IA_ADMIN Schema)

Administrative Tables

Object name

Maximum length is 30 characters. See the table below.

<table>
<thead>
<tr>
<th>1st Character</th>
<th>M- Mart</th>
<th>System Descriptor</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd Character</td>
<td>D - Control Reports</td>
<td>Table Purpose</td>
</tr>
<tr>
<td></td>
<td>G, T - General Purpose</td>
<td></td>
</tr>
<tr>
<td>3rd Character</td>
<td>B - Base</td>
<td>Table Type</td>
</tr>
<tr>
<td></td>
<td>R - Repeating</td>
<td></td>
</tr>
<tr>
<td></td>
<td>T - Temporary</td>
<td></td>
</tr>
<tr>
<td></td>
<td>V - Validation</td>
<td></td>
</tr>
<tr>
<td>4th-7th Characters</td>
<td>Unique Descriptor</td>
<td></td>
</tr>
</tbody>
</table>

Examples:

MDBLOGH, MTVPARM
**Additional Detail**

Script names *must* follow unique 7-character naming standards. Script names are the same as the object name.

**Administrative Packages**

**Object name**

Maximum length is 30 characters. See the table below.

<table>
<thead>
<tr>
<th>1st Character</th>
<th>M - Mart</th>
<th>System Descriptor</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd Character</td>
<td>G - General Purpose</td>
<td>Product Identifier</td>
</tr>
<tr>
<td>3rd Character</td>
<td>K - Package</td>
<td>Object Identifier</td>
</tr>
<tr>
<td>4th-7th Characters</td>
<td>Unique Descriptor</td>
<td></td>
</tr>
</tbody>
</table>

**Examples:**

MGKSECR, MGKPARM

**Additional Detail**

Script names *must* follow unique 7-character naming standards. Script names are the same as the object name.

**Meta Data Tables and Views**

**Object name**

Maximum length is 30 characters. See the table below.

<table>
<thead>
<tr>
<th>1st Character</th>
<th>W - Warehouse</th>
<th>System Descriptor</th>
</tr>
</thead>
<tbody>
<tr>
<td>2nd Character</td>
<td>M - Meta Data</td>
<td>Table Purpose</td>
</tr>
<tr>
<td>3rd Character</td>
<td>T - Table or V - View</td>
<td>Object Identifier</td>
</tr>
<tr>
<td>4th Character</td>
<td>_ (underscore)</td>
<td></td>
</tr>
<tr>
<td>5th-30th Characters</td>
<td>Unique Descriptor</td>
<td></td>
</tr>
</tbody>
</table>

**Examples:**

WMT_SOURCE, WMV_TARGET_OBJECT

**Additional Detail**

Script names are the same as the object name.
**Sequences**

**Object name**

See the table below.

<table>
<thead>
<tr>
<th>1st Character</th>
<th>2nd Character</th>
<th>3rd Character</th>
<th>4th-7th Characters</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>M</td>
<td>G</td>
<td>S</td>
<td>Unique Descriptor</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Examples:**

MGSHOST, MGSPARM, MGSPIDM, MGSSDAX

**Additional Detail**

Script names *must* follow unique 7-character naming standards. Script names are the same as the object name.

<table>
<thead>
<tr>
<th>1st Character</th>
<th>2nd Character</th>
<th>3rd Character</th>
<th>4th Characters</th>
</tr>
</thead>
<tbody>
<tr>
<td>W</td>
<td>D</td>
<td>T</td>
<td>(underscore)</td>
</tr>
<tr>
<td>W</td>
<td>D</td>
<td>T</td>
<td>Unique Descriptor</td>
</tr>
</tbody>
</table>

**Star Schema Table Type**

<table>
<thead>
<tr>
<th>1st Character</th>
<th>2nd Character</th>
<th>3rd Character</th>
<th>4th Characters</th>
</tr>
</thead>
<tbody>
<tr>
<td>W</td>
<td>T</td>
<td>T</td>
<td>_INPUT, _CLEAN, _ERROR, _WKEYS</td>
</tr>
</tbody>
</table>

**Warehouse Table Type**

<table>
<thead>
<tr>
<th>1st Character</th>
<th>2nd Character</th>
<th>3rd Character</th>
<th>4th Characters</th>
</tr>
</thead>
<tbody>
<tr>
<td>W</td>
<td>T</td>
<td>T</td>
<td>Unique Descriptor, ending in any:</td>
</tr>
</tbody>
</table>

```
<table>
<thead>
<tr>
<th>1st Character</th>
<th>2nd Character</th>
<th>3rd Character</th>
<th>4th Characters</th>
<th>5-50th Characters</th>
<th>1st Character</th>
<th>4th-30th Characters</th>
<th>1st - 2nd Character</th>
<th>3rd Character</th>
<th>4th Characters</th>
<th>5th-30th Characters</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>W - Warehouse</td>
<td>S - Sequence</td>
<td>(underscore)</td>
<td>Unique Descriptor, ending with _SEQ</td>
<td></td>
<td>Table Name or Abbreviation (includes the first 4 characters, e.g., WFT_)</td>
<td>FK</td>
<td>n</td>
<td>(underscore)</td>
<td>Child Table Name (omits the first 4 characters, e.g., WFT_)</td>
</tr>
</tbody>
</table>
2 Administrative User Interface

The Administrative User Interface (UI) enables you to easily perform the tasks required to set up and maintain the Banner Operational Data Store (Banner ODS) at your institution. Your institution may licence either one or both products. This chapter includes information about using the Administrative UI to maintain both the Banner ODS and Banner EDW. You can reference the information that is appropriate for your institution’s environment. Review the map below to become familiar with the location of the options on the Administrative UI menus.

<table>
<thead>
<tr>
<th>Preferences and Security</th>
<th>Meta Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>Institutional Preferences</td>
<td>Banner Operational Data Store</td>
</tr>
<tr>
<td>Set Up Users &amp; PIN</td>
<td></td>
</tr>
<tr>
<td>Set Up Data Display Rules</td>
<td>Maintain Banner ODS Meta Data</td>
</tr>
<tr>
<td>Set Up Banner ODS Security Rules</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Options</th>
<th>New Web Tailor Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Set Up Parameters</td>
<td>Customize a Web Menu or Procedure</td>
</tr>
<tr>
<td>Schedule a Process</td>
<td>Customize a Graphic Element</td>
</tr>
<tr>
<td>View Control Reports</td>
<td>Customize a Set of Information Text</td>
</tr>
<tr>
<td>View and/or Remove Scheduled Processes</td>
<td>Customize a Set of Menu Items</td>
</tr>
<tr>
<td>Freeze Data Maintenance</td>
<td>Update User Roles</td>
</tr>
<tr>
<td></td>
<td>Customize a Web Module</td>
</tr>
<tr>
<td></td>
<td>Customize Web Rules</td>
</tr>
<tr>
<td></td>
<td>Customize Web Tailor Parameters</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Staging</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintain Stage Tables</td>
<td>Customize a Login Return Location</td>
</tr>
<tr>
<td>Report Staging Area Status</td>
<td>Customize Web Tailor Overrides</td>
</tr>
<tr>
<td></td>
<td>Customize Global User Interface Settings</td>
</tr>
</tbody>
</table>
There are a number of tasks involved in setting up and maintaining Banner ODS. Some tasks are performed one time when you initially install and implement Banner ODS. Other tasks are performed during implementation and on an ongoing basis. Each task is listed below, and is described in detail in later sections of this guide.

- Set up institutional preferences
- “Set up Users and PINS” on page 2-3
- “Data Display Rules” on page 2-6
- “Set up Fine-Grained Access Security” on page 2-16
- “Set up and Synchronize Data” on page 2-53
- “Set up Parameters” on page 2-54
- “Schedule a Process” on page 2-60
- “Freeze Data Maintenance” on page 2-121
- Review and maintain “Meta Data” on page 2-133

You can also use Web Tailor to perform some security functions and set some security-related preferences. In addition, Web Tailor gives you some options for customizing the appearance and behavior. For more information on using Web Tailor, see the “Web Tailor User Guide.”

⚠️ **Warning**

Because Banner ODS contains sensitive business information, you should take standard precautions to prevent unauthorized access. User IDs and PINs should, of course, be kept secret, since anyone with a valid ID and PIN, and URL, can gain access to the system.

This section outlines all the tasks, and offers suggestions about when you want to perform them.

**Administrative User Interface URL**

Type the following URL into the address line of your browser to access the Administrative User Interface.

```
http://yourWebServer.yourDomain:yourPort/yourDAD/twbkwbis.P_WWWLogin
```
Set up Users and PINS

Anybody using a reporting tool to access Banner ODS must be defined as an Oracle User. Use your normal Oracle processes procedures to create user accounts.

After a user account is created, that user can report against Banner ODS. Each user is listed in the Administrative UI on the View Banner ODS Business Profile and User Associations page. From that page, you can assign security rules for each user using a Business Profile. See “Set up Fine-Grained Access Security” on page 2-16 for more information.

You should set up user accounts for Banner ODS users at your institution based on how each user needs to use Banner ODS. Banner ODS includes two types of users:

- Administrative Users—who require a user account so they can use the Administrative UI to set up and maintain Banner ODS.
- Oracle Users—who require an Oracle user account (set up in your source system) so that they can use a reporting tool to access Banner ODS and build reports.

Some users may be both Administrative and Oracle users, in which case they need a user account of both types. In these cases, you can use the same user ID in both systems (Administrative UI and Oracle).

PINs are disabled if the number of login attempts is exceeded (set on Web Tailor “Customize Web Rules” screen). They can be easily enabled on the Update a User Account screen using this checkbox.

Create Users and PINs

Administrative UI users set up and maintain Banner ODS at your institution. Each Administrative user must have a unique ID and PIN created for them in order to gain access to the Administrative UI.

1. Click Preferences & Security from the Administrative menu.

2. Click Set Up Users & PIN.

3. Click Create a New User Account from the Set Up User and PIN page. The Create a New User Account page opens.

4. Enter a User ID.

   A User ID can be one to nine characters, is limited to numbers and upper case letters, and may not contain spaces. (If you enter lower case letters, they will be converted to upper case letters.)
5. Enter First, Middle, and Last Names (only Last Name is required.)

6. Enter a PIN (It must be exactly six numbers; it cannot contain letters or special characters.)

7. Indicate whether the PIN is enabled or disabled.

8. Click Create.

**Update Existing Users**

Use this option to update misspelled or changed names, or to enable or disable a PIN.

If a user’s login attempts are exceeded (as set up in Web Tailor, Customize Web Rules page), their PIN is disabled. Use this page to enable their PIN.

1. Click Preferences & Security from the Administrative menu.

2. Click Set Up Users & PIN.

3. Click an entry from the Name column on the Set Up Users and PIN page.

4. Change the fields. Only the Last Name field is required.

    **Note**

    The PIN must be exactly six numbers, and cannot contain letters or special characters.

5. Click Update to save. Or, click Delete to remove the User Account.

**Update User Roles**

User roles define which tabs of the Administrative UI a user can access. In turn, the roles permit or restrict a user to perform various tasks within the Administrative UI. When you create an Administrative user, the user is assigned the following user roles in Web Tailor: BPRA Meta Data, BPRA Options, BPRA Security, and Web Tailor Administration. This gives the user access to all options within both Banner ODS, except for Banner ODS Staging, and New Web Tailor Administration menus. You may want to change a user’s access, for example, to disable a user’s ability to change security settings.

Perform the following steps within the Administrative UI to assign roles to a user by changing the user’s defined roles in WebTailor.

1. Click New Web Tailor Administration from the Administrative UI menu.

2. Click Update User Roles.
3. Enter or select the **User ID** to which you want to assign roles.

4. Click **Submit**.

5. Check which roles to assign to the user. Refer to the “**User Roles**” descriptions to determine which roles to assign to each user.

6. Click **Submit Changes**.

**User Roles**

The following table defines each of the User Roles available within the Administrative User Interface.

<table>
<thead>
<tr>
<th>User Role</th>
<th>Description</th>
</tr>
</thead>
</table>
| BPRA Meta Data                     | Allows a user to access the Meta Data tab within the Administrative User Interface where the user can:  
  - View the published Banner ODS meta data.  
  - Update, edit, and publish the Banner ODS meta data.  
  - View and recover baseline records marked for deletion. |
| BPRA Options (Jobs, Parameters, FreezeData) | Allows a user to access the Options tab within the Administrative User Interface where the user can:  
  - Define internal system parameters.  
  - Run jobs to load and update data in the Banner ODS.  
  - Manage aspects of freezing data in the Banner ODS.  
  - Define and maintain data cleansing translation rules.  
| BPRA Security                       | Allows a user to access the Preferences & Security tab within the Administrative User Interface where the user can:  
  - Set institutional preferences.  
  - Create and delete users and reset user’s PINs.  
  - Create and maintain data display rules  
  - Create and maintain fine-grained access security rules defining which values a user can view in the Banner ODS. |
Display rules enable you to control and customize how data stored in your Banner ODS composite tables is displayed in your Reporting views. Display rules determine the positional location of data in a view, or the hierarchical order in which a particular type of data should be retrieved. “Positional” display rules are required for all Slotted views while “hierarchical” display rules are required for a sub-set of (non-slotted) Reporting views. There are also a number of display rules used to determine a value stored in either a Banner ODS composite table or displayed in a Banner ODS Reporting view. All display rules are stored in Banner ODS database table - MGRSDAX.

Example - Positional Display Rules (for Slotted views)

The TEST view in Banner ODS displays all valid test score values loaded from your source system to Banner ODS. This data is stored in a vertical presentation as “one row per person per test”. The corresponding TEST_SLOT view provides an alternative horizontal presentation, that ‘flattens’ the data to “one row per person with the details of (up to) seven test scores.” Positional display rules are required to define what seven test scores will be included, and in what position or order they will appear within this “slotted” presentation. These Display rules will be used to build the underlying MST_TEST_SLOT table.

Example – Hierarchical Display Rules (for applicable non-slotted views)

The PERSON_ADDRESS and ADDRESS_ BY_RULE view displays one address per entity per ADDRESS_RULE (stored in MGRSDAX as an Internal Code under the Internal Group of ADDRESS, and must end in ADDR) to be used for mailing purposes.

The mailing address displayed is based upon the hierarchical display rules created to determine which address types should be retrieved for the mailing address. Users can create a series of hierarchical display rules based on priority, so that if “address type 1” does not exist, fetch “address type 2,” etc.
To invoke the ADDRESS_BY_RULE reporting view rule, add a Filter/WHERE clause that states “where ADDRESS_RULE = IC_REG_ADDR.” This will retrieve the first current address found in the source system for the hierarchy you created.

When Banner ODS is first installed, MGRSDAX (Banner ODS table that stores display rules) is populated with specific rules from your source system, as well as suggested SunGard Higher Education delivered rules. The records (or display rules) in MGRSDAX match external codes (institution specific values) with internal codes (SunGard Higher Education defined values). After Banner ODS system is installed, you must then use the Administrative UI Preferences and Security option and Set Up a Display Rule to review and update the display rules in MGRSDAX. This ensures that display rules match your criteria, and are set up to meet your reporting needs.

Multiple display rules can also be managed, or assigned, using business profiles. (See “Set up a Display Rule” on page 2-11 for information on setting up business profiles.)

**Note**

Business profiles are only used when more than one Oracle user is used to access the data from your institution supported report writer.

If business profiles are used, then the system pulls the appropriate values for the profile with which the user is associated, if a rule exists for that profile.

**Warning**

If multiple profiles exist for that user, then the first profile with a matching display rule is used.

**Note**

If no display rules are found for any profiles assigned to the user, the display rule for the default profile (INSTITUTION) is used.

For reporting views such as the TEST_SLOT view, use business profiles to designate unique sets of test score data and the positional order of that data within the view for different business offices and users at the institution.

For hierarchical reporting views such as the PERSON_ADDRESS view, business profiles enable you to designate unique sets of (mailing) address type hierarchies for different business offices and users.

**Example:**

A display rule consists of one or more related records in MGRSDAX. Records that share the same Profile Code, Internal Group and Internal Code values make up a single display rule. The display rule also includes the Business PROFILE_CODE that defaults to INSTITUTION or is set to an institution defined value.

MGRSDAX is delivered with the following records that all have an Internal Group value of ADDRESS, and the business profile of INSTITUTION.
The first four records also share the same Internal Code value of ALUMMAIL. These four records make up the Display Rule that defines which Mail codes to retrieve for Advancement-related reporting views. The last five records share the Internal Code value RECRLETR. These five records make up the display rule that defines which MAIL internal codes to retrieve for the COMMUNICATION_SLOT and Recruiting-related reporting views.

By editing the above values to reflect the Advancement and Recruiting Mail internal code values used by your institution, your users can then report on the desired data. Before your users begin creating reports, you need to review all of the delivered display rules, and edit them to reflect your institution’s specific values.

Note

After changing display rules for views that work from slotted database tables, the corresponding slotted tables must be reloaded before the updated values will display in the reporting views seen by your users. By default, this happens during the incremental refresh cycle, which typically occurs nightly. However, if you want to see more immediate results, reload the corresponding slotted table(s) manually via the Schedule a Process page. See “Schedule a Single Process” on page 2-62.

Note

Also note that there are few reporting views, like the PERSON_ADDRESS and ADDRESS_BY_RULE, that go directly against the rules in the MGRSDAX database table and do not need to be reloaded for you to view the changes.
Display Rule Information in Published Meta Data

Meta Data includes a business definition for each reporting view. When the reporting view being defined uses display rule entries from Banner ODS MGRSDAX database table, the required rule code, INTERNAL_GROUP and INTERNAL_CODE values are explained as part of the business definition. Most reporting views that require MGRSDAX rules have a column labeled PROFILE_CODE, and a column with the name of the view and XXXXXXXXXX_RULE that are used as the INTERNAL_GROUP for that set of display values.

When the reporting view has a column that uses the MGRSDAX database table, that is explained in the column business definition.

Display Rule Cross-Reference Chart

Display rules are defined by a set of records stored in Banner ODS database table, MGRSDAX. You can use the Display Rule Cross-Reference Chart to identify display rule value combinations as they are delivered.

The Display Rule Cross-Reference Chart lists all views, tables, procedures or packages that use the MGRSDAX table. The chart enables you to see the rule values that are set up to retrieve the data, and how your solution is impacted if changes are made to the display rules on MGRSDAX. The codes on the chart followed by an asterisk (*) indicate user defined rules that can be changed to fetch the EXTERNAL_CODE or REPORTING_DATE.

To open the Display Rule Cross-Reference Chart, access the displayRulesXREF.csv file delivered with the product documentation.

You can open the file in Microsoft Excel or a similar spreadsheet application. You can reorganize the columns as needed. A description of each column on the chart follows.

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORTING_VIEWS</td>
<td>The view that is directly affected by a change to an MGRSDAX value in Banner ODS.</td>
</tr>
<tr>
<td>INTERNAL_GROUP</td>
<td>Value Banner ODS is using to connect the set of display rules with the reporting view and/or column that are to use them. These values are coded within Banner ODS and must be used for the purpose specified.</td>
</tr>
<tr>
<td>INTERNAL_CODE</td>
<td>Institutions may define any values as required to represent the business rules of the institution. Some values are extracted from Banner GTVSDAX rules for institutions that use the O:A views.</td>
</tr>
</tbody>
</table>
Records with the same Profile Code, Internal Group and Internal Code combination make up one display rule. The display rules that are delivered have a default business profile code of INSTITUTION.

**Note**

When more than one Internal Code is listed, there are multiple display rules for the value in the Internal Group. For example, there are several ADDRESS rules listed for different departments like Admissions (Internal...
Code = ADMSADDR), Faculty (Internal Code = FACADDR), Recruiting (Internal Code = RECRADDR), etc.

Note
When more than one Profile Code is listed, there are multiple display rules for the value in the Internal Group.

The example below will help you tie together one use of the chart with the Administrative UI.

**Example:**

You want to see what display rules exist for (or are impacted by) the VENDOR reporting view because you want to change the external code for that reporting view. Follow the steps below:

1. The copy of the chart is already sorted in alphabetical order by Reporting View. Look in the Reporting View column (the first column) of the chart. Find VENDOR. It is near the end of the list.

You will find that the assigned Profile Code is INSTITUTION, the Internal Group is ADDRESS and the Internal Code is VENDADDR for VENDOR.

2. Open the Set Up a Display Rule web page in your Administrative UI.

3. Select the Profile Code (INSTITUTION), Internal Group (ADDRESS) and Internal Code (VENDADDR) from the drop-down lists.

4. Click **Search**. The Select an Existing Display Rule page opens. This page shows the display rule for the reporting view VENDOR.

5. To change the External Code, click **BU** under the External Code column.

The Update an Existing Display Rule page opens. You can change the external code from this page.

6. Click **Save**.

**Set up a Display Rule**

You may want to create new display rules by adding new internal codes for a business purpose, or by adding additional external codes not currently defined.

Note
You may want to set up your business profiles before you set up display rules.
To create a new rule, follow the steps below:

1. From the Administrative menu, Click **Preferences & Security**.

2. Click **Set Up Data Display Rules**. The Set Up a Display Rule page opens.

   **Note**
   If a PROFILE_CODE is to be used in the display rule, it must be set up first. See “Set up Fine-Grained Access Security” on page 2-16 for information on setting up business profiles.

3. Click **Create** from the Set Up a Display Rule page. The Create a New Display Rule page opens.

4. Enter the information for the new display rule, or click an existing code from one of the drop-down lists. Each field is described below:

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Profile Code</td>
<td>Business Profile for which you want to set up display rules. You can create additional Business Profiles from the Create a Banner ODS Business Profile web page. INSTITUTION is the default code for users for whom no other business profile is defined.</td>
</tr>
<tr>
<td>Internal Group</td>
<td>High-level group of rows of data (Internal Codes) that are categorized together to provide multiple entries for a single concept. The value is predefined by SunGard Higher Education. It should not be changed, but new internal groups can be added for client specific processing. (Click the appropriate value from the Internal Group list.)</td>
</tr>
<tr>
<td>Internal Code 1</td>
<td>Specific code relationships for source system concepts. This field is used internally within PL/SQL functions and procedures to determine which row(s) to retrieve from the MGRSDAX table. You can add new internal codes to be used for business purposes, and then click the appropriate code when writing a report. (Click the appropriate value from the Internal Code list.)</td>
</tr>
<tr>
<td>Field</td>
<td>Description</td>
</tr>
<tr>
<td>--------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| Internal Code            | **Hierarchy identifier**  
Order in which to retrieve display rule driven data (such as the Address Type for a designated mailing address in the PERSON_ADDRESS view). Each sequence number should be a single numeric value. Give the most important code value a sequence number of 1, and number each subsequent value consecutively (such as 2, 3, 4).  
**Positional identifier**  
Position within a slotted view where a repeating group should appear. The sequence number entered by the user must correspond to the slotting concept applicable to the slotted view for which the display rule is being created (such sequence numbers 1-7 for the seven available test score slots in the TEST_SLOT view).  |
| Sequence Number          | **External Code**  
Institution-specific values that usually come from rules and validation tables in the transactional or administrative source system. Enter the values used by your institution to define either the hierarchy or the positional value for the particular display rule.  
**Note:** Change this value so that the external codes match your institution’s code value for each display rule value. |
| Field Description        | **Note**  
After changing display rules the corresponding slotted tables must be reloaded for those changes to take effect. By default, this happens during the incremental refresh cycle, which typically occurs nightly. However, if you want to see more immediate results, reload the corresponding slotted table(s) manually via the Schedule a Process page. See “Schedule a Single Process” on page 2-62. |

5. Click **Save**. The Update an Existing Display Rule page opens.
**Update Display Rules**

You may want to display different types of test scores, address information, etc. If the display rule already exists, then you can use the steps below to add, update, duplicate or delete display rules.

**Note**
You can use these steps for every Profile Code, Internal Group and Internal Code combination listed in the table in the “Display Rule Cross-Reference Chart” section.

1. From the Administrative menu, click **Preferences & Security**.

2. Click **Set Up Data Display Rules**. The Set Up a Display Rule page opens.

3. Choose a Business Profile, Internal Group, and Internal Code combination from the drop-down lists on the Set Up a Display Rule page. Or, you can show all groups and codes.

4. Click **Search**. The Select an Existing Display Rule page opens.

**Note**
Use the Meta Data reporting view business definition and the Display Rule Cross Reference chart, available from the **Help** button in the Administration UI, to identify Internal Group and Internal Code combinations that make up a Display Rule. Information about this chart is available in the “Display Rule Cross-Reference Chart” section.

5. Review all information for the selected combination. Determine the data on which your users want to report (it may be different from what is delivered). Create a list of the data you want to use in place of the data that was delivered.


7. Make your change

8. Click **Save** to save the display rule. Click **Delete** to remove the display rule.

**Note**
After changing display rules, the corresponding slotted tables must be reloaded for those changes to take effect. By default, this happens during the incremental refresh cycle, which typically occurs nightly. However, if you want to see more immediate results, reload the corresponding slotted table(s) manually via the Schedule a Process page. See “Schedule a Single Process” on page 2-62.
Duplicate Display Rules

To save time, you can copy the settings from an existing display rule and use it to create a new display rule.

1. From the Administrative menu, Click Preferences & Security.

2. Click Set Up Data Display Rules. The Set Up a Display Rule page opens.

3. Choose a Business Profile, Internal Group and Internal Code combination from the drop-down lists on the Set Up a Display Rule page. Or, choose to show all groups and codes.

4. Click Search. The Select an Existing Display Rule page opens.

5. Choose an external code link from the External Code column. The Update an Existing Display Rule page opens.

6. Enter the External Code information or select it from the drop-down list.

7. Click the Duplicate. The Create a New Display Rule page opens.

8. Replace the information for the existing display rule with the information for the new display rule.

9. Click Save to save your settings.

Note

After changing display rules, the corresponding slotted tables must be reloaded for those changes to take effect. By default, this happens during the incremental refresh cycle, which typically occurs nightly. However, if you want to see more immediate results, reload the corresponding slotted table(s) manually via the Schedule a Process page. See “Schedule a Single Process” on page 2-62.

Reload using a Single Extract Transform and Load (ETL) Slot Process

Changes made to a display rule affect all associated slotted tables and reporting views. The ETL slot process must be rerun before any changes made to slotted tables or display rules can be viewed in the slotted reporting views. If only one slotted table was changed, then this process enables you to quickly run a single slot process. Use the following steps to schedule when you want to run a slot process job.

1. Click Options from the Administrative UI menu.

2. Click Schedule a Process. The Select a Process page opens.
3. Click **Schedule Banner ODS Mappings**. The Select a Subprocess page opens.


5. Choose the table from the Slotted Table to Reload drop-down list.

6. Enter the required Scheduling Parameters information.
   - 6.1. Enter a Run Date (format dd-mon-yyyy) and Runtime (format hh24:mi:ss).
   - 6.2. If you want to run the process on a recurring basis, enter an Interval.

   Click the link next to the Interval field. A sample Interval window opens. Click the link under the Interval Expression column for the interval in which you want to schedule a process. For example, to run a process every day at the same time click SYSDATE+1.

7. Click **Save** to save the information about this job. The job is entered into the job queue to run at the specified day and time.

---

**Set up Fine-Grained Access Security**

Banner ODS includes two types of users:

- Oracle users who require an Oracle user account in your source system so they can access Banner ODS to build reports

- Administrative users who require a user account in the Administrative UI so they can use the UI to maintain Banner ODS.

This section explains how fine-grained access security applies to the first type of users - Oracle users when they access Banner ODS for reporting.

Fine-grained access security lets you selectively restrict an Oracle user's access to rows of Banner ODS data based on the value of a specific data element. For example, you might allow a user to see data only from their own department. After you set up security rules and assign them to Oracle users, the rules are applied when the user searches for information within Banner ODS.

**Note**

This security applies to the rows of data returned, not the columns. To 'mask' columns of data for a given reporting view, create a copy of the view with those columns removed that contain sensitive data.

Secured access to data is controlled by Oracle Policies, in conjunction with the security rules set up in the Administrative UI. A policy is an Oracle construct that applies a
WHERE clause predicate to any queries made against a table. A security rule is simply data in Banner ODS security tables that determine what that WHERE predicate should look like for a given user.

By default, Banner ODS is delivered with no Policies (no security restrictions) on any tables. Therefore, you can set up data access values (security rules) for given users without affecting any user’s ability to access Banner ODS data. However, once Policies are defined for the tables, users can only access data to which they have been granted permission.

Once a policy is set up on a Banner ODS table, Oracle calls the MGKSECR package to create a WHERE clause predicate any time that the database table is accessed, such as using a SELECT query. The MGKSECR package, in turn, uses the security rules data to generate the appropriate WHERE clause predicate for the current Oracle User ID. For users with access set to “all” (either All Banner ODS Data, All Data for that Area, or All Data for all columns and rules in the table), MGKSECR does not generate a predicate, thereby allowing those users full access to that data. For rules that list access to particular values, for example campus codes of A, B, or C, MGKSECR generates a corresponding WHERE clause code with the appropriate level of restriction.

Note

Security rules are cumulative -- they are joined with an AND clause. Users must be granted access rights for each rule in a table in order to gain access. For example, if a table has three security rules defined, and two of the rules give all access, but the third rule gives the user access to none, that user will not have access to any data in that table.

You can manage users by grouping similar users together as business profiles. You can also manage Security and Display Rule assignments as a group rather than at the individual user account level.

Use Banner ODS menu selections in the order below to set up your security:

1. Set up Organizational Areas.
   - Set up one or many organizational areas by grouping similar areas together. See “Set up and Maintain Organizational Areas” on page 2-18 for additional information.

2. Set up and Maintain User ID Translations, and Set up Business Profiles
   - These menu options can be completed in any order.
     - User ID Translations
       - Bring Banner data into Banner ODS fine-grained access. See “Banner User ID Translations” on page 2-20 for additional information.
     - Business Profiles
       - Group similar users together. See “Set up Business Profiles” on page 2-23 for additional information.
3. Security Rules

Defines the data that each user can access. See “Set up and Maintain Security Rules” on page 2-26 for additional information.

4. (optional) Security Predicates

Review the code that generates the predicate in MGKSECR to determine if it is aligned correctly with your business rules. Also, verify the code that is generated for a security predicate. See “Security Predicates” on page 2-47 for additional information.

5. Assign Security Rules

Enables security rules to work. Policies are either turned on or turned off. See “Policy Management” on page 2-48 for additional information.


This process transfers data for Finance Fund, Fund Type, and Organizations, and for Human Resources Organizations, and Employee Class from Banner to Banner ODS. To transfer additional data you need to set up additional rules. See “Transfer Banner Fine-Grained Access” on page 2-97 for additional information.

Set up and Maintain Organizational Areas

Organizational Areas are used to set up and group organizational areas together, and to help simplify the implementation of Banner ODS fine-grained access.

Example

If you have users in the Human Resources area that should have access to all of the Human Resources tables. Instead of granting access for each user to each individual Human Resources table, you can define an Organizational Area called “HR” (the name is user-defined). Then, when you create your Banner ODS Security Rules for Human Resources tables, assign those rules to the “HR” Organizational Area. Once your Organizational Areas and Human Resources Security Rules are created, go to the Assign Security Rules page. Select your Human Resources users then, check the Access All Data In This Area check box. This gives the user access to all tables included in the “HR” Organizational Area.

Organizational Areas can be set up in any manner you wish. In the example above, an Organizational Area was created which included all Employee tables. However, you could also set up Organizational Areas that cross Banner product groups or you could set up Organizational Areas that are subsets of a product group. The idea is that you can set up Organizational Areas in any way that makes sense for the way you divide security among your reporting users.
Banner ODS is delivered with sample Organizational Areas and sample Security Rules that are assigned to them. The sample data gives an idea of how to go about setting up your own Organizational Areas and the Security Rules that apply to them.

**Create a Banner ODS Organizational Area**

Use to create organizational areas.

1. Click **Preferences and Security**.
2. Click **Set up Banner ODS Security Rules**.
3. Click **Set up and Maintain Organizational Areas**.
4. Click **Create a Banner ODS Organizational Area**.
5. Enter the code and description.
6. Click **Save**.

**Update a Banner ODS Organizational Area**

Use to update organizational areas.

1. Click **Preferences and Security**.
2. Click **Set up Banner ODS Security Rules**.
3. Click **Set up and Maintain Organizational Areas**.
4. Click an organizational area code description.
5. Select another organizational code, or change the current description.

**Note**

The table at the bottom of the page indicates what rows in that table will be deleted if you delete the organizational area.

6. Click **Save**.

**Delete a Banner ODS Organizational Area**

Use to delete organizational areas.

1. Click **Preferences and Security**.
2. Click **Set up Banner ODS Security Rules**.
3. Click **Set up and Maintain Organizational Areas**.

4. Click an organizational area code description.

5. Select another organizational code, or change the current description.

天国 Note

The table at the bottom of the page indicates what rows in that table will
be deleted if you delete the organizational area.

6. Click **Save**.

**Banner User ID Translations**

Use Banner User ID Translations to match Banner security user IDs with Banner ODS
security IDs if they are different and you plan to run the Transfer Banner Fine-Grained
Access process.

The MGBXWLK table (owned by the IA_ADMIN schema and set up through the Banner
User ID Translations pages) is used to associate the two IDs. MGBXWLK contains two
primary columns: the Banner User ID and the Banner ODS User ID. The Banner ODS
User ID is not required, therefore you can transfer all Banner User IDs into the
MGBXWLK table without triggering constraint errors. MGBXWLK has two primary
purposes:

- Facilitate data transfer when user IDs are not the same

- Additional security. You may not want everyone with fine-grained access
  information in Banner to be able to access the data in Banner ODS. In that case,
  you would follow the instructions in "- Restrict the Information Transferred to a
  Limited Group of Users" on page 2-21. Only those users whose user IDs were
  added to MGBXWLK are able to access Banner ODS data after all the fine-grained
  access policies are enabled.

The MGBXWLK table is populated based on the scenarios below.

- **Banner User IDs are the same as the Banner ODS User IDs**

  - The MGBXWLK table does not need to be populated

  - The delivered Administrative parameter record with internal group BANNER TO
    ODS FGA TRANSFER and internal code ODS USER ID NOT FOUND is used to
tell the transfer job what to do when a given Banner ODS user ID is not found in
MGBXWLK. As delivered the value of External Code is USE BANNER USER ID.
- **Some User IDs are the Same in Banner and Banner ODS, and Some are Not**

  - Enter only users with different Banner and Banner ODS user IDs into the MGBXWLK table (using the Set Up and Maintain Banner User ID Translations pages). Users with the same user ID in Banner and Banner ODS can be omitted from the table.

  - The delivered Administrative parameter record with internal group BANNER TO ODS FGA TRANSFER and internal code ODS USER ID NOT FOUND is used to tell the Transfer Banner Fine-Grained Access process what to do when a given Banner ODS user ID is not found in MGBXWLK. As delivered the value of external Code is USE BANNER USER ID.

  - If you populated the MTVPARM record with an external code of USE BANNER USER ID, but populated MGBXWLK with only the Banner User IDs and the Banner ODS User IDs have not yet been populated, the process “Transfer Banner Fine-Grained Access” on page 2-97, (MGKXFER.P_TransferFGA), does not read the MGBXWLK table and the Banner User ID is used.

- **All Users are to have a record in MGBXWLK, regardless of whether the Banner and Banner ODS User IDs are the Same**

  - Add all Banner user IDs (Banner User ID field) and Banner ODS user IDs (Banner ODS User ID field) to MGBXWLK. This includes users with the same Banner user ID as their Banner ODS user ID.

  - Enter the same MTVPARM record as “- Banner User IDs are the same as the Banner ODS User IDs” and “- Some User IDs are the Same in Banner and Banner ODS, and Some are Not”, but with an external code of DENY ACCESS.

- **Restrict the Information Transferred to a Limited Group of Users**

  - Add the limited set of Banner user IDs to MGBXWLK. If the Banner ODS user IDs are different, enter them in the Banner ODS User ID field. If the Banner User IDs are the same in Banner ODS, enter the Banner User IDs in the Banner User ID field and the Banner ODS User ID field.

  - Enter the same MTVPARM record as “- Some User IDs are the Same in Banner and Banner ODS, and Some are Not” and “- All Users are to have a record in MGBXWLK, regardless of whether the Banner and Banner ODS User IDs are the Same” but with an external code of DENY ACCESS.

**Create Banner User ID Translations**

Use this to match a Banner user ID with a Banner ODS user ID.
Prerequisites

It is recommended that the Banner ODS ID is set up so that it can be selected from the drop-down list that appears when you select Select a Banner ODS User ID on the translation Create and Update pages.

1. Click Preferences and Security.
2. Click Set up Banner ODS Security Rules.
3. Click Set up and Maintain Banner User ID Translations.
4. Click Create a New User ID Translation.

If no User ID translations exist, you are taken directly to the Create a New User ID Translation page.

5. Enter the Banner user ID, or click the Select a Banner User ID link to choose it from the list.

The Banner User IDs are drawn from the Banner Finance tables FORUSFN, FORUSOR, and FOBPROF, and the Banner HR tables PSRORGN, PTRUSER, and PSRECLS.

6. Enter the Banner ODS user ID, or click the Banner ODS User ID link to choose it from the list.

The Select a Banner ODS User ID list is drawn from the WAV_ALL_USERS view which contains a list of IDs for users most likely to run the reports. Your institution can change this view to include additional users (ODSMGR IA_ADMIN, for example) so that additional user IDs will appear in the list.

7. Click Save.

Update Banner User ID Translations

Use this to change the Banner ODS user ID matched with a Banner user ID.

1. Click Preferences and Security.
2. Click Set up Banner ODS Security Rules.
3. Click Set up and Maintain Banner User ID Translations.
4. Select the Banner user ID you want to change.
5. Enter the Banner ODS user ID, or click the link to select if from a list.
6. Click Save.
Delete Banner User ID Translations

Use this to delete the Banner ODS user ID matched with a Banner user ID.

1. Click Preferences and Security.

2. Click Set up Banner ODS Security Rules.

3. Click Set up and Maintain Banner User ID Translations.

4. Select the Banner user ID you want to change.

5. Enter the Banner ODS user ID, or click the link to select if from a list.

6. Click Delete.

Set up Business Profiles

Business Profiles enable you to easily manage groups of users by grouping similar users together. In turn, you can manage Security and Display Rule assignments as a group rather than at the individual user account level.

First you create a Business Profile, then associate one or more users with that Business Profile, or associate one or more Profiles with one or more users.

Multiple display rules can also be managed, or assigned, using business profiles.

Note

Business profiles are only used when more than one Oracle user is used to access the data from your institution supported report writer.

If business profiles are used, then the system pulls the appropriate values for the profile with which the user is associated, if a rule exists for that profile.

Note

If multiple profiles exist for that user, then the first profile with a matching display rule is used. If no display rules are found for any profiles assigned to the user, the display rule for the default profile (INSTITUTION) is used.

For reporting views such as the TEST_SLOT view, use business profiles to designate unique sets of test score data and the positional order of that data within the view for different business offices and users at the institution.

For hierarchical reporting views such as the PERSON_ADDRESS view, business profiles enable you to designate unique sets of (mailing) address type hierarchies for different business offices and users.
Create a Business Profile

Perform the following steps to create a business profile.

**Prerequisite**

Create an organizational area.

1. Click Preferences and Security.
2. Click Set up Banner ODS Security Rules.
3. Click Set Up Business Profiles.
4. Click Create a Banner ODS Business Profile.
5. Enter a new profile code and description.
6. Click Save.

See “View, Update or Delete a Business Profile” on page 2-25 for steps on updating and viewing Business Profiles.

Associate Business Profiles with a User

Perform these steps to associate a Business Profile with a user or group of users. You can also link to the Set Up Banner ODS Security Rules page to set up security rule assignments for that profile or user.

1. Click Preferences and Security.
2. Click Set up Banner ODS Security Rules.
3. Click Associate Users and Business Profiles.
4. Choose the user to which you want to associate (or view existing) Business Profiles. If you selected the user from the user drop-down list, then click Refresh Profile List to redisplay the business profiles list for that user. Below the user drop-down list is an alphabetical list of all Business Profiles and the user name associated with them.
5. Check or uncheck the corresponding check boxes to associate or disassociate Business Profiles with the user.
7. Click Save to update the user associations.
Associate Users with a Business Profile

Use this option to associate a user or group of users with a Business Profile. You can also link to the **Set Up Banner ODS Security Rules** page to set up security rule assignments for that profile or user.

1. Click **Preferences and Security**.
2. Click **Set up Banner ODS Security Rules**.
3. Click **Associate Users and Business Profiles**.
4. Choose the Business Profile to which you want to associate (or view existing) users from the **Business Profile** column.

**Note**

When you select the Business Profile column or Oracle User Name column, the table toggles between associating a Business Profile with a user and associating a user with a Business Profile.

5. Check the corresponding check boxes to associate or disassociate users with a Business Profile.
6. Click **Save** to submit your changes.
7. To set up security rules for a Business Profile, click **Assign Security Rules**.


View, Update or Delete a Business Profile

Use this option to change or delete a Business Profile.

1. Click **Preferences and Security**.
2. Click **Set up Banner ODS Security Rules**.
3. Click **Set Up Business Profiles**.
4. Click the description of the Business Profile you want to change.

   The Update a Banner ODS Business Profile page opens. From this page you can change the descriptions or delete the Business Profile.

5. Make your changes to the description. Click **Save** to submit your changes.

   or
Click **Delete** to remove the displayed profile.

**Note**
The table at the bottom of the page indicates what rows in that table are also deleted if you delete the business profile.

## Set up and Maintain Security Rules

The following tables (in the IA_ADMIN schema) are used to store the security rules information in Banner ODS.

<table>
<thead>
<tr>
<th>Table</th>
<th>Functional Name</th>
<th>Security Rules Stored</th>
</tr>
</thead>
<tbody>
<tr>
<td>MGBFGAA</td>
<td>Fine Grained Access User Areas</td>
<td>Indicates if the user has access to all of the elements and values within an area code</td>
</tr>
<tr>
<td>MGBFGAE</td>
<td>Fine Grained Access User Elements</td>
<td>Indicates if the user has access to all of the values within an element code</td>
</tr>
<tr>
<td>MGBFGAV</td>
<td>Fine Grained Access User Values</td>
<td>If the user does not have the MGBFGAV_ALL_IND or MGBFGAA_ALL_IND for an element, area, or all of FGA, indicates which values for the element the user may access.</td>
</tr>
<tr>
<td>MGBSECR</td>
<td>User Security Table.</td>
<td>Various user security related data.</td>
</tr>
<tr>
<td>MGBFGAR</td>
<td>Fine Grained Access Element Rule Table</td>
<td>The security rules that consist of Banner ODS tables and columns that have security applied to them.</td>
</tr>
<tr>
<td>MTVFGAA</td>
<td>Fine Grained Access Area Validation Table</td>
<td>The security rules that consist of Banner ODS area that have security applied to them.</td>
</tr>
</tbody>
</table>

Understanding the data relationships in these tables is best explained by reviewing the Administrative UI that maintains that data.

To set up security, you need to:

- Determine the data security requirements
- Set up and maintain the security rules
Determine Data Security Requirements

Use this section to determine whether it's necessary to restrict some users' access to some of the data within Banner ODS and to determine the specific security restrictions that apply to each user.

⚠️ Warning

When deciding whether to apply fine-grained access, keep in mind that its use limits the accuracy and usefulness of data. The system does not inform users that the data they are seeing has been filtered by fine-grained access security. This can cause incorrect numerical results in some circumstances.

Example

If a user queries across the entire institution, and that same user has been restricted from seeing data from some departments. Although the data appears to cover the whole institution, it does in fact sum data only from those departments which the user is allowed to access. The user may draw incorrect conclusions if he or she is unaware that the data is incomplete.

If you choose to use fine-grained access, you have the following options for the level of access you can give an individual Oracle user who accesses Banner ODS:

- Full access to all data in Banner ODS.
- Full access to all data at the level of the Organizational Dimension, for example, Academic, Course and Academic, Financial, or Workforce.
- Full access to all data at an element level, for example, college, department, major, organization, or fund level.
- Restricted access to data at the element level based on a list or range of values for a specific data element, for example, allow a user to access only data related to the user’s department or a range of fund codes.

Set up a Security Rule

If you want to secure data at a granular level, you need to create the security rules that define that level of security. A security rule consists of an Organization Dimension, Table, Rule Type, and Column (you may define one or two columns).

Setting up a rule involves entering and maintaining the data that comprises a rule in the MGBFGAR table. You can use the Administrative UI to create and maintain the list of security rules that can be applied to a given user account, and to assign particular values for a given rule to a given user account. (Another method available using the Administrative UI is to assign values for a given rule using “Set up Fine-Grained Access Security” on page 2-16. The Administrative UI uses the MGKFGAC package to apply the security rules you define.)
Use the “Set up and Maintain Security Rules” on page 2-26 option within the Administrative UI to create, update, delete, and search for rules. (These processes are described in the next few sections.) Creating or updating rules is reflected in the MGBFGAR table. Deleting rules changes the MGBFGAR table, but in addition, any values related to a rule that are deleted are cascaded through the other fine-grained access tables. There is a list at the bottom of the security rules web pages that indicates what rows in the table are deleted if the security rule is deleted.

Sample security rules (generated from the ods\ia_admin\dbscripts\mgbfgar_data_ods.sql script) are added to MGBFGAR when ODS is installed or upgraded. The delivered sample Finance and Human Resources security rules reflect the way that security rules should be set up if you plan to use Transfer Banner Fine-Grained Access. Since those rules are added to MGBFGAR by the install or upgrade, they can be viewed through the Administrative UI Set Up and Maintain Security Rules pages.

**Prerequisites**

- Create organizational areas
- Create business profiles

1. Determine a Banner ODS table and column value on which you want to secure information.

2. Click Preferences & Security from the Administrative menu.

3. Click Set up Banner ODS Security Rules.


5. Click Create. The Create a New Security Rule page opens.

6. Enter the values for each field as described below.

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organizational Areas</td>
<td>This attribute enables you to group similar rules together for easier maintenance/assignment. You can grant access to entire sets of columns/tables at this level using a single check-box. Rules are delivered with four groupings. You can add more groupings using the “Set up and Maintain Organizational Areas” on page 2-18.</td>
</tr>
<tr>
<td>Table</td>
<td>Banner ODS table on which you want to secure data, for example, the MST_TEST table, the MPT_EMPL_EARN_FY table, etc.</td>
</tr>
<tr>
<td>Field</td>
<td>Description</td>
</tr>
<tr>
<td>--------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Rule Type</td>
<td>The type of Security Rule. There are two possibilities:</td>
</tr>
<tr>
<td></td>
<td><strong>Range:</strong> This type of rule pertains to limits, such as Financial amounts. Results in a WHERE clause predicate like: WHERE COLUMN1 &gt; [some value1] AND &lt; [some value2].</td>
</tr>
<tr>
<td></td>
<td><strong>List:</strong> This type of rule pertains to lists of valid values. Results in a WHERE clause predicate that matches up the list of allowed values (from the MGBFGAV table) with the values in the source table itself.</td>
</tr>
<tr>
<td>Column 1</td>
<td>Banner ODS table column to which the rule pertains.</td>
</tr>
<tr>
<td>Query for Column 1</td>
<td>The PL/SQL SELECT statement used to populate the list of values in the Administrative UI for the specified Column 1 when assigning values to users. Click <strong>Generate</strong> to automatically create the PL/SQL statement. The base rules are delivered with simple SELECT DISTINCT queries for each of the columns on the various Banner ODS tables. However, if performance becomes an issue (for the SELECT DISTINCTs to return), you can create temporary tables (manually) from the results of a SELECT DISTINCT query, then change this query to have the rule point to the temporary table instead. For two-column rules, select distinct values for both columns into a temporary table and then include select distinct statements for both query for Column1 and query for Column 2.</td>
</tr>
</tbody>
</table>

**Example**

You have a two-column rule for MFT_GENERAL_LEDGER where Column 1 is FUND and Column 2 is CHART_OF_ACCOUNTS. First create a table: CREATE TABLE temp_table as SELECT DISTINCT CHART_OF_ACCOUNTS, FUND FROM MFT_GENERAL_LEDGER. Then, in Query for Column 1 enter SELECT DISTINCT FUND FROM temp_table and in Query for Column 2 enter SELECT DISTINCT CHART_OF_ACCOUNTS FROM temp_table.
<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
</table>
| Column 2 | An optional second column on the Banner ODS table to which the rule pertains. This column can be used to join AND values together from two columns.  

**Note:** If you are creating or modifying rules that deal with Finance such as Fund, Organization, Account, Location, or Program you must enter the table’s Chart of Accounts column name in the Column 2 field. This is required because Banner ODS Finance hierarchy tables check to see if there are additional permissions for a given user, and that lookup on the hierarchy table cannot occur without a value for Chart of Accounts.  

**Example**

You want to set up a security rule for the FUND column on MFT_GENERAL_LEDGER. You enter `FUND` into Column 1 and `CHART_OF_ACCOUNTS` into Column 2. If you create that rule without `CHART_OF_ACCOUNTS` in Column 2, a user’s permissions for General Ledger Funds are incomplete because the Transfer Banner Fine-Grained Access process and the Fine-Grained Access Policy package, MGKSECR, are not able to read the Fund hierarchy table, MFT_FUND_HIERARCHY. If a user has access to Fund 0100 for Chart of Accounts A, the Transfer Banner Fine-Grained Access process and MGKSECR can look up the Fund hierarchy record and determine if there are additional Fund codes related to Fund 0100 that this user should also have access to. Those additional Fund codes would be stored on the hierarchy record in Fund Level 1, 2, 3, 4, and 5.  

**Query for Column 2**

The PL/SQL SELECT statement used to populate the list of values in the Administrative UI for the optional Column 2. Click `Generate` to automatically create the PL/SQL statement.
<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>FGA Transfer Type</td>
<td>Select a value for this field if you plan to use the Transfer Banner Fine-Grained Access process to transfer security information from Banner to Banner ODS.</td>
</tr>
<tr>
<td></td>
<td>• Finance Organization</td>
</tr>
<tr>
<td></td>
<td>• Finance Fund</td>
</tr>
<tr>
<td></td>
<td>• HR Organization</td>
</tr>
<tr>
<td></td>
<td>• HR Employee Class</td>
</tr>
</tbody>
</table>

A rule is excluded from the Transfer Banner Fine-Grained Access process if this column is blank.

**Note:** A rule must contain a value in this field for the Transfer Banner Fine-Grained Access process to use the rule during the transfer.

**Example**

When the Transfer Banner Fine-Grained Access process transfers Finance Fund permissions into Banner ODS, it selects the rules from MGBFGAR that apply to the Finance Fund transfer. To include a rule in the Finance Fund part of the transfer process select *Finance Fund*. 
<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Column 2 Type</td>
<td>When you create or modify a security rule that is used to apply security to an element of Finance, that rule must have a value for the Chart of Accounts in the <strong>Column 2</strong> field. In addition, Column 2 Type must contain the value <em>Chart of Accounts</em> which identifies the column 2 value as a Chart of Accounts value.</td>
</tr>
</tbody>
</table>

**Example**

If a rule is created to limit access to the **Fund** column on the General Ledger, you would select *FUND* as the Column 1 value, *CHART_OF_ACCOUNTS* as the column 2 value, and *Chart of Accounts* as the Column 2 Type.

**Note:** It is obvious that the column 2 value is a Chart of Accounts value because the name of the column is *CHART_OF_ACCOUNTS*. This is not obvious for all Chart of Accounts column names. Some appear as *DESG_CHART_OF_ACCOUNT* on the MAT_GIFT table and *HOME_ORGANIZATION_CHART* on MPT_EMPLOYEE. The **Column 2 Type** field explicitly identifies a column 2 value as a Chart of Accounts column.

If the rule's column 2 value is a Chart of Accounts column name during the Transfer Banner Fine-Grained Access process, then the Chart of Accounts value is brought over from Banner when the data is written to MGBFGAV.
Field Description

Predicate Code Leave this field blank for all rules that pertain to Finance Fund, Finance Organization, and Human Resources Organization to transfer file access permissions using the Transfer Banner Fine-Grained Access process. When the field is blank, the Transfer Banner Fine-Grained Access process writes additional data to MGBFGAV from the appropriate Banner ODS Finance Hierarchy table.

Example

If John Smith has access to Fund 0100, when the Predicate Code is blank on all of the Finance Fund security rules, the Transfer Banner Fine-Grained Access process reads the Banner ODS Finance Fund Hierarchy table, MFT_FUND_HIERARCHY, and determines if having access to fund 0100 also gives John access to additional Fund numbers. If the Fund Hierarchy entry for Fund 0100 includes a Fund Level 1 value of 0101 and a Fund Level 2 value of 0102, additional records are written to MGBFGAV giving John access to funds 0101 and 0102 as well as fund 0100.

However, if you preferred to have the Fund Hierarchy values for funds 0101 and 0102 added to the query predicate at query runtime by means of a join to the Fund Hierarchy, you can add a Predicate Code of Fund to each of the Finance Fund security rules.

Note: It is not recommended that you use the Predicate Code for Finance Fund, Finance Organization, or Human Resources Organization rules because adding the join to the Banner ODS applicable Hierarchy table at runtime can significantly impact query performance.

Keep in mind that Banner Finance permissions are transferred only for Fund and Organization (whether they apply to Finance or HR tables). If you want to add security rules for other portions of Finance, (namely Account, Location, or Program), those permissions are not transferred from Banner. You need to create those security rules with a predicate code of Account, Location, or Program so that the additional values from the appropriate hierarchy table are included in the query predicate at runtime.

However, the same potential performance warning applies for using predicate codes for those security rules. To resolve the performance issue you might consider adding records to MGBFGAV for rules pertaining to Account, Location, or Program.

7. Click **Save**.
**Update or Delete a Security Rule**

Perform all of these steps for each Security Rule you want to set up. Use the following steps to update an existing Security Rule.

1. Click **Preferences & Security** from the Administrative menu.

2. Click **Set up Banner ODS Security Rules**.

3. Click **Set Up and Maintain Banner ODS Security Rules**.

4. From the drop-down list, choose the **organizational area, table, and/or column** for the rule you want to edit.

5. Click **Search**. The list of related Security Rules displays.

6. Click the link in the **Column 1** column for the rule you want to edit. The Update an Existing Rule page opens.

7. Edit **Query for Column 1, Query for Column 2, FGA Transfer Type, Column 2 Type**, and/or **Predicate Code**, then click **Save**.

   or

   Click **Delete** to remove the displayed security rule.

**Note**
The table at the bottom of the page indicates what rows in that table will be deleted if you delete the security rule.

**Assign Security Rules**

After security rules are created, you must determine what level of security each user requires. This is also where the rules are turned on and off.

Next, set up the security rules for users. You can use the Administrative UI to maintain the list of rules in the MGBFGAR table.

**Note**
The administrator account that you use to set up fine-grained access control needs to have unrestricted access to all data, or the list of values the administrator can grant to others is limited to what the administrator can access.
Use any of the following methods to secure user access:

- user name
- organizational area
- business profile
- element

**Secure Access by User Name**

Use the following steps to assign security by user name. This method also enables you to grant a user access to all data in the entire solution by checking a single checkbox.

1. Click **Preferences & Security** from the Administrative menu.

2. Click **Set up Banner ODS Security Rules**.

3. Click **Assign Security Rules**.

   The list of User IDs is determined by the IA_ADMIN.WAV_ALL_USERS view. This view contains a list of IDs for users most likely to run the reports. Your institution can change this view to include additional users (ODSMGR IA_ADMIN, for example) so that additional user IDs will appear in the list.

4. Check the **Access to all Banner ODS Data** check box for each user in which you want to assign access to all data from the Secure Banner ODS Access by User Name page.

   Each column is described below.

   Click the individual user’s name to restrict access to specific areas for that user. The link opens the Secure by Organizational Dimension page. See “Secure Access by User ID” on page 2-37 for steps on restricting a user’s access by Organizational Dimension.
<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oracle User Name</td>
<td>Grouping of similar rules for easier maintenance/assignment. Rules are delivered with four groupings, but more groupings can be added in the MTVFGAA validation table, and can be used for new or existing rules. To restrict access for a specific user, click that user’s user name. Organizational Dimension restrictions are made on the Secure Banner ODS Access by Organizational Dimension page. See “Secure Access by User ID” on page 2-37 to restrict a user’s access.</td>
</tr>
<tr>
<td>Profiles</td>
<td>Set up an existing business profiles on the Create a Business Profile page. Click Assign Profiles to open the View Business Profiles and User Association page.</td>
</tr>
</tbody>
</table>
| Access Level                  | The current level of access the user has to areas of information. To grant full access, check the checkbox in the Access to all Banner ODS Data column. Possible values:  
  
  * All Green. Full access.  
  * Partial Yellow. Access to specified areas only.  
  * None Red. No access.  

Access to all Banner ODS Data | Check the checkbox to give the user unrestricted access to all areas and information. If the checkbox is checked, a Y is stored in the MGBSECR_FGA_ALL_IND column in the MGBSECR table. When the MGKSECR package is called from the policy, no predicate is returned. This allows access to all data.                                                                                                                                                                                                                          |

5. Click **Save** to update the Administrative UI.
Secure Access by User ID

Use the following steps to assign security to an individual user.

1. Click Preferences & Security from the Administrative menu.

2. Click Set up Banner ODS Security Rules.

3. Click Assign Security Rules.

4. Check the Access to all Banner ODS Data check box to grant the user unrestricted access to all information.

5. Click the user name to which you want to assign access.

This page displays the security rules defined on the Set Up Banner ODS Security Rule page. The rules are grouped alphabetically by Organizational Dimension.

Each column is described below:

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oracle User Name</td>
<td>Click Select Another User to open the Secure Access by User Name page.</td>
</tr>
<tr>
<td>Profiles</td>
<td>Existing Business Profiles set up on the Create a Business Profile page.</td>
</tr>
<tr>
<td></td>
<td>Click Assign Profiles to open the View Banner ODS Business Profile and User Associations page</td>
</tr>
<tr>
<td>Access to All Banner ODS Data</td>
<td>Check the checkbox to give the user unrestricted access to all areas and information.</td>
</tr>
<tr>
<td></td>
<td>Click Duplicate User to open the Duplicate User Security Rules window.</td>
</tr>
<tr>
<td>Organizational Area</td>
<td>Area within the institution set up within the IA_ADMIN.MTVF GAA table.</td>
</tr>
</tbody>
</table>
Access All Data in this Area

Select the checkbox to grant the user security access to information within the corresponding organizational area.

The list of areas is stored in the MTVFGAA table. You may change this list as desired. Rules can be grouped differently, for example. The All Data indicator for an area is stored in the MGBFGAA_ALL_IND in the MGBFGAA table. If the indicator is Y for a given table you are accessing, no predicate is returned from MGKSECR and you have full access.

Table

Banner ODS table on which you want to secure data, for example, the MST_TEST table, the MPT_EMPL_EARN_FY table, etc.

Click the link to enable or disable the security policies for that organizational area.

Element

Click an element to open the Secure Access by Element page.

Elements can be set up as double or single column rule elements on the Create Security Rules page.

### Double Column Rules

If a single rule was created that applies to two element columns, then both of the column names appear together in the Element column on the Secure Access by Organizational Dimension page, and are connected by an & (ampersand). This may be done when the user needs to see both pieces of the data in order to accurately understand the data.

### Single Column Rules

A single column rule is when an element column was set up with a single column and a single rule.
To copy security access settings from one user or Business Profile to another, click **Duplicate User**. The Duplicate User Security Rules window opens.

6.1. Choose the user(s) and Business Profiles(s) whose setting you want to merge, or duplicate. To choose more than one user or profile, hold down the Ctrl key while you continue to choose users or profiles.

6.2. Use the radio buttons to indicate whether to merge current settings together, or replace one set of settings with another.

6.3. Click **Duplicate** to save your settings, or **Cancel** to close the page.

7. Click **Save** at the bottom of the page to update the Administrative UI.

### Secure Access by Business Profile

Use the following steps to assign security by Business Profiles.

1. Click **Preferences & Security** from the Administrative menu.

2. Click **Set up Banner ODS Security Rules**.

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rule Type</td>
<td>The type of Security Rule. There are two possibilities:</td>
</tr>
<tr>
<td></td>
<td><strong>Range:</strong></td>
</tr>
<tr>
<td></td>
<td>This type of rule pertains to limits, such as Financial amounts. Results in a WHERE clause predicate like: WHERE COLUMN1 &gt; [some value1] AND &lt; [some value2]</td>
</tr>
<tr>
<td></td>
<td><strong>List:</strong></td>
</tr>
<tr>
<td></td>
<td>This type of rule pertains to lists of valid values. Results in a WHERE clause predicate that matches up the list of allowed values (from the MGBFGAV table) with the values in the source table itself.</td>
</tr>
<tr>
<td>Access Level</td>
<td>The level of security access assigned to the user.</td>
</tr>
<tr>
<td></td>
<td><strong>All</strong> Green. Full access.</td>
</tr>
<tr>
<td></td>
<td><strong>Partial</strong> Yellow. Access to specified areas only.</td>
</tr>
<tr>
<td></td>
<td><strong>None</strong> Red. No access.</td>
</tr>
</tbody>
</table>
3. Click **Assign Security Rules**.

A description of each field on the page appears below:

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Profile</td>
<td>Existing Business Profiles set up on the Create a Business Profile page.</td>
</tr>
<tr>
<td></td>
<td>Click a Business Profiles to open the Set Up Security Rules page.</td>
</tr>
<tr>
<td>Access Level</td>
<td>The level of security access assigned to the business profile.</td>
</tr>
<tr>
<td></td>
<td><em>All</em> Green. Full access.</td>
</tr>
<tr>
<td></td>
<td><em>Partial</em> Yellow. Access to specified areas only.</td>
</tr>
<tr>
<td></td>
<td><em>None</em> Red. No access.</td>
</tr>
<tr>
<td>Access to All Banner ODS Data</td>
<td>Check the check box to give the business profile unrestricted access to all information.</td>
</tr>
</tbody>
</table>

4. Click the Business Profile to which you want to assign access from the Secure Banner ODS Access by Profile page. The Set Up Security Rules page opens.

This page displays the security rules defined on the Set Up Banner ODS Security Rule page. The rules are grouped alphabetically by Organizational Area. Each column is described below:

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Profile</td>
<td>Click <strong>Select Another Profile</strong> to open the Secure Access by Profile page.</td>
</tr>
<tr>
<td>Users</td>
<td>The Users associated with this Business Profile.</td>
</tr>
<tr>
<td></td>
<td>Click <strong>Assign Users</strong> to open the View Banner ODS Business Profile and User Associations page.</td>
</tr>
<tr>
<td>Access to All Banner ODS Data</td>
<td>Check the checkbox to give the Business profile unrestricted access to all areas and information.</td>
</tr>
<tr>
<td></td>
<td>Click <strong>Duplicate User</strong> to open the Duplicate User Security Rules window.</td>
</tr>
<tr>
<td>Organizational Area</td>
<td>Area within the institution set up within the IA_ADMIN.MTVFGAA table.</td>
</tr>
</tbody>
</table>
Access All Data in this Area

Select the checkbox to grant the Business Profile security access to information within the corresponding organizational area.

The list of areas is stored in the MTVFGAA table. You may change this list as desired. Rules can be grouped differently, for example. The All Data indicator for an area is stored in the MGBFGAA_ALL_IND in the MGBFGAA table. If the indicator is Y for a given table you are accessing, no predicate is returned from MGKSECR and you have full access.

Table

Banner ODS table on which you want to secure data, for example, the MST_TEST table, the MPT_EMPL_EARN_FY table, etc.

Click the link to enable or disable the security policies for that organizational area.

Element

Click an element to open the Secure Access by Element page. Elements can be set up as double or single column rule elements on the Create Security Rules page.

**Double Column Rules**

If a single rule was created that applies to two element columns, then both of the column names appear together in the Element column on the Secure Access by Organizational Dimension page, and are connected by an & (ampersand). This may be done when the user needs to see both pieces of the data in order to accurately understand the data.

**Single Column Rules**

A single column rule is when an element column was set up with a single column and a single rule.
5. To copy security access settings from one user or Business Profile to another, click **Duplicate User**. The Duplicate User Security Rules window opens.

5.1. Choose the user(s) and Business Profiles(s) whose setting you want to merge, or duplicate. To choose more than one user or profile, hold down the Ctrl key while you continue to choose users or profiles.

5.2. Use the radio buttons to indicate whether to merge current settings together, or replace one set of settings with another.

5.3. Click **Duplicate** to save your settings, or **Cancel** to close the page.

6. Click **Save** at the bottom of the page to update the Administrative UI.

**Secure Access by Element**

Use the following steps to assign security by element.

1. Click **Preferences & Security** from the Administrative menu.

2. Click **Set up Banner ODS Security Rules**.

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rule Type</td>
<td>The type of Security Rule. There are two possibilities:</td>
</tr>
<tr>
<td></td>
<td><strong>Range:</strong></td>
</tr>
<tr>
<td></td>
<td>This type of rule pertains to limits, such as Financial amounts. Results in a WHERE clause predicate like: WHERE COLUMN1 &gt; [some value1] AND &lt; [some value2]</td>
</tr>
<tr>
<td></td>
<td><strong>List:</strong></td>
</tr>
<tr>
<td></td>
<td>This type of rule pertains to lists of valid values. Results in a WHERE clause predicate that matches up the list of allowed values (from the MGBFGA V table) with the values in the source table itself</td>
</tr>
<tr>
<td>Access Level</td>
<td>The level of security access assigned to the user.</td>
</tr>
<tr>
<td></td>
<td><strong>All</strong> Green. Full access.</td>
</tr>
<tr>
<td></td>
<td><strong>Partial</strong> Yellow. Access to specified areas only.</td>
</tr>
<tr>
<td></td>
<td><strong>None</strong> Red. No access.</td>
</tr>
</tbody>
</table>
3. Click **Assign Security Rules**.

4. If you wish to secure by element for a Business Profile, select **Secure By Profile**.

5. Depending on whether you are securing by User ID or by Business Profile, choose a name for Oracle User Name or Business Profile column. The Set Up Security Rules page opens.

This page displays the security rules defined on the Set Up Banner ODS Security Rules page. The rules are grouped alphabetically by Organizational Dimension.

6. Elements can be set up as double or single column rule elements on the Create Security Rules page.

**Double Column Rules**

If a single rule was created that applies to two element columns, then both of the column names appear together in the **Element** column on the Secure Access by Organizational Dimension page, and are connected by an & (ampersand). This is often done when the user needs to see both pieces of the data in order to accurately understand the data.

**Single Column Rules**

A single column rule is when an element column is set up with a single column and a single rule.

7. Choose the element to which you want to assign security for the user.

From this page you can:

- choose another element
- assign profiles to the user/business profile to access all values for the element
- copy user access to another user

A description of each field appears below:

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Oracle User Name</td>
<td>The user’s Oracle User ID.</td>
</tr>
<tr>
<td>Organizational Area</td>
<td>Area within the institution set up within the IA_ADMIN.MTVFGAA table.</td>
</tr>
</tbody>
</table>

Grouping of similar rules for easier maintenance/assignment. Rules are delivered with four groupings, but more groupings can be added in the MTVFGAA validation table, and can be used for new or existing rules.
<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Table</td>
<td>Banner ODS table on which you want to secure data, for example, the <strong>MST_TEST</strong> table, the <strong>MPT_EMPL_EARN_FY</strong> table, etc.</td>
</tr>
<tr>
<td>Element</td>
<td>Elements can be set up as double or single column rule elements on the Create Security Rules page.</td>
</tr>
</tbody>
</table>

**Double Column Rules**
If a single rule was created that applies to two element columns, then both of the column names appear together in the **Element** column on the Secure Access by Organizational Dimension page, and are connected by an & (ampersand). This is often done when the user needs to see both pieces of the data in order to accurately understand the data.

**Single Column Rules**
A single column rule is when an element column is set up with a single column and a single rule.
<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rule Type</td>
<td>The type of Security Rule. There are two possibilities:</td>
</tr>
<tr>
<td></td>
<td><strong>Range:</strong></td>
</tr>
<tr>
<td></td>
<td>This type of rule pertains to limits, such as Financial amounts. Results in a WHERE clause predicate like:</td>
</tr>
<tr>
<td></td>
<td>WHERE COLUMN1 &gt; [some value1] AND &lt; [some value2]</td>
</tr>
<tr>
<td></td>
<td><strong>List:</strong></td>
</tr>
<tr>
<td></td>
<td>This type of rule pertains to lists of valid values. Results in a WHERE clause predicate that matches up the list of allowed values (from the MGBFGAV table) with the values in the source table itself.</td>
</tr>
<tr>
<td>Allow this user/profile Access to</td>
<td>Click the appropriate button:</td>
</tr>
<tr>
<td></td>
<td><strong>All values:</strong></td>
</tr>
<tr>
<td></td>
<td>The user is granted access to all values for this element, and is stored in the MGBFGAE_ALL_IND column as a Y. If new values are add, they will be considered accessible after the next refresh.</td>
</tr>
<tr>
<td></td>
<td><strong>Only the values specified below:</strong></td>
</tr>
<tr>
<td></td>
<td>Specify which values the user can access. If new values are added then they will not be considered accessible after the next refresh. Each new value needs to be checked individually.</td>
</tr>
<tr>
<td></td>
<td>You can click <strong>All Values</strong>, which is then stored in the MGBFGAE_ALL_IND column as a Y, then the user or business profile is granted access to all values for this element.</td>
</tr>
<tr>
<td></td>
<td>If you can choose <strong>Only the values specified below</strong>, then you can choose the specific values to which the user will have access (a la carte style). Those selected values are then stored in the MGBFGAV table.</td>
</tr>
</tbody>
</table>
8. Indicate whether you want to allow the user or business profile access to all values, or only the values that appear in the Values table below the Allow this user (or profile) Access to radio group.

8.1. If you selected a single column rule element, then refer to the sample screen for a single column rule element below:

Click the checkbox next to a value to give the user access to that value, then click Save.

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Value</td>
<td>These values are set up in the validation tables in your source system. NULL indicates missing codes in your source system.</td>
</tr>
<tr>
<td>Access</td>
<td>Check the checkbox of the values to which you want to assign security for the selected user.</td>
</tr>
</tbody>
</table>
8.2. If you selected a double column rule element, then refer to the sample screen for a double column rule element below.

Click the checkbox next to a value to give the user access to that value, then click Save.

<table>
<thead>
<tr>
<th>Oracle User Name:</th>
<th>DESNMP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Organizational Area:</td>
<td>Academic Organization</td>
</tr>
<tr>
<td>Table:</td>
<td>MFT_GENERAL_LEDGER</td>
</tr>
<tr>
<td>Element:</td>
<td>CHART_OF_ACCOUNTS</td>
</tr>
<tr>
<td>Rule Type:</td>
<td>LIST</td>
</tr>
<tr>
<td>Allow this user access to</td>
<td>All values</td>
</tr>
<tr>
<td></td>
<td>Only the values specified below</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Values</th>
<th>Access to Values of FUND</th>
</tr>
</thead>
<tbody>
<tr>
<td>F</td>
<td>3/63</td>
</tr>
<tr>
<td>J</td>
<td>1/357</td>
</tr>
</tbody>
</table>

A description of each column appears below

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Value</td>
<td>These values are set up in the validation tables in your source system. NULL indicates missing codes in your source system.</td>
</tr>
<tr>
<td>Access to Values of (column name)</td>
<td>These values have one rule for two columns. The number to the right of the slash indicates the number of values in the column that have been assigned to the user. The second number indicates the total number of possible values available for that column. In the sample screen above, 2 out of 53 possible values have been assigned for the FUND column.</td>
</tr>
</tbody>
</table>

9. Click Save to keep your settings.

Security Predicates

An important, but optional, step in your implementation of Banner ODS Fine-grained Access is to review the delivered code in the MGKSECR PL/SQL package. This way you can review the delivered business logic, and determine if it is appropriate for your institution. You can also determine if there is any business logic that you might want to add.

If you encounter issues using the Security system, you might examine the security predicates that are generated. Enter the following query:

```sql
select mgksecr.f_check_ODS_fga('ODSMGR','MST_TEST') from dual;
```

Returns:
exists (select 'x' from mgbfgav where mgbfgav_username = SYSC一字节'session_user') and mgbfgav_fgaa_code='ACAORG'and mgbfgav_column_name = 'TEST' and NVL(mgbfgav_value,1) = NVL('TEST',1)) and exists(select 'x' from mgbfgav where mgbfgav_username = SYSC一字节'session_user') and mgbfgav_fgaa_code = 'ACAORG' and mgbfgav_column_name = 'TEST_TYPE' and NVL(mgbfgav_value,1) = NVL('TEST_TYPE',1))

Oracle produces a JOIN to the security tables for any columns that do not have the All Data indicator set. This allows the Oracle query optimizer to determine the fastest way to retrieve the data.

**Policy Management**

Typically, policies (and hence security) are either completely on or off. Two scripts are delivered with the Administrative UI to help manage the policies.

**Prerequisites**

- Create organizational areas
- Create user ID translations
- Create business profiles
- Create security rules

**Policies for all Tables**

To set up policies for all the tables that have security rules defined for them, run the following script:

```
sqlplus IA_ADMIN/<password> @create_all_fga_policies
```

**Note**

These scripts are delivered in the `dbscripts/utility_scripts` directory.

To remove all the policies from Banner ODS tables, run:

```
sqlplus IA_ADMIN/<password> @drop_all_fga_policies
```

**Note**

These scripts add or drop Policies only for those tables with defined security rules. However, by default, security rules are not defined for all Banner ODS tables. You should review the list of security rules in the Administrative UI to verify that all tables that you want to secure have rules defined. Since you only set up Policies for the tables with rules, any other tables remain unsecured. Remember, however, you can always
update the security rules later, and then rerun the “drop” and “create” scripts to establish Policies as well.

**Policies for a Single Table**

Banner ODS is delivered with a script that can create a policy for a single table. This script enables you to independently test security access. Edit the script to supply the name of the table for which you want to create a policy, and then run the following:

```
sqlplus IA_ADMIN/<password> @create_fga_policy
```

Another way to enable a policy for a single table is available on the Assign Security Rules/ set Up Security Rules pages of the Administrative UI. In the **Table** column is a link that is either set to **Policy Enabled**, or **Policy NOT Enabled**. Click the link to toggle between enabling or disabling the policy for a single table.

**Example:**

1. Create a new user to access Banner ODS - call the account BRUCE.

2. Use the **MST_TEST** table, and add nine rows using the following commands:

   ```
   TRUNCATE TABLE ODSMGR.MST_TEST;
   INSERT INTO ODSMGR.MST_TEST (TEST,TEST_TYPE) VALUES ('Test1','Type A');
   INSERT INTO ODSMGR.MST_TEST (TEST,TEST_TYPE) VALUES ('Test1','Type A');
   INSERT INTO ODSMGR.MST_TEST (TEST,TEST_TYPE) VALUES ('Test1','Type A');
   INSERT INTO ODSMGR.MST_TEST (TEST,TEST_TYPE) VALUES ('Test2','Type A');
   INSERT INTO ODSMGR.MST_TEST (TEST,TEST_TYPE) VALUES ('Test2','Type A');
   INSERT INTO ODSMGR.MST_TEST (TEST,TEST_TYPE) VALUES ('Test2','Type A');
   INSERT INTO ODSMGR.MST_TEST (TEST,TEST_TYPE) VALUES ('Test3','Type A');
   INSERT INTO ODSMGR.MST_TEST (TEST) VALUES ('Test3');
   COMMIT;
   
   Note
   The last two rows have a NULL value for TEST_TYPE.
   ```

Banner ODS does not have any policies in place when it is delivered. If the user BRUCE has been granted SELECT access to the **MST_TEST** table, you can execute the following query:

```
SQL> select count(*) from odsmgr.mst_test;
```
3. Apply the policy to this table (from the IA_ADMIN user account):

   SQL> set serveroutput on size 50000;
   SQL> exec mgkutil.p_createFGAPolicy('ODSMGR','MST_TEST',1);
   Policy added to table: MST_TEST
   PL/SQL procedure successfully completed.

4. Run the BRUCE query again. The following appears:

   SQL> select count(*) from odsmgr.mst_test;

   COUNT(*)
   ------------
     0

   Look in the Administrative UI Security. The BRUCE account is displayed with no global access.

5. Select the All Data checkbox, and rerun the query. The following appears:

   Secure Access by User Name

   ![Checkmark] You have successfully updated this entry.

   To give a user unrestricted access to all data, click the checkbox under the user's name.

<table>
<thead>
<tr>
<th>Oracle User Name</th>
<th>Access to All Data</th>
</tr>
</thead>
<tbody>
<tr>
<td>ANONYMOUS</td>
<td>☐</td>
</tr>
<tr>
<td>BRUCE</td>
<td>☑</td>
</tr>
<tr>
<td>CTXSYS</td>
<td>☐</td>
</tr>
</tbody>
</table>

   SQL> select count(*) from odsmgr.mst_test;

   COUNT(*)
   ------------
     9

6. Clear the All Values.

7. Click the Save.
8. Choose the BRUCE account.

To duplicate these results check/uncheck the **Access All Data in This Area** checkbox for the Academic Organization. To continue to test this, choose a combination of values for the two columns in the **MST_TEST** table, namely:

<table>
<thead>
<tr>
<th>MST_STUDENT_CONTROL</th>
<th>SOURCE_LEVEL</th>
<th>LIST</th>
<th>NOTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>MST_TEST</td>
<td>TEST</td>
<td>LIST</td>
<td>None</td>
</tr>
<tr>
<td>MST_TEST</td>
<td>TEST_TYPE</td>
<td>LIST</td>
<td>None</td>
</tr>
<tr>
<td>MST_COURSE_CATALOG</td>
<td>COLLECT</td>
<td>LIST</td>
<td>None</td>
</tr>
</tbody>
</table>

9. Enable the first two values of the TEST element as follows:

And yet:

```sql
SQL> select count(*) from odsmgr.mst_test;
COUNT(*)------------------------
| 0 |
```

Security rules are cumulative. Users must have access to values across *all* columns/rules for a given table in order to access the data.

10. Update the **TEST_TYPE** element as follows:
The expected results are:

SQL> select count(*) from odsmgr.mst_test;

COUNT(*)
--------------
 6

You can continue to test security using the Administrative UI, and see the results from queries that are run against the system.

**Administrative User Interface Data Access**

Once policies are in place, you control all access to tables using the information in the security (MGBFGA*) tables. You might wonder how can the Administrative UI issue the SELECT DISTINCT queries to retrieve the list of values? Shouldn't they need to be configured in the Security Tables also? Does the user account used by the web or application server have some kind of back door around the security system? The answer is, yes and no. As part of the Policy/FGA security system, Oracle provides a way to selectively bypass security using application context variables. You can create a context that is associated with a particular package that has permission to set application context values. This can then be retrieved by other parts of the application.

In practice, this means you can create a context called IA_FGA and associate it with the Administrative UI (MGKFGAC) package. In that package, you can set a context variable prior to making queries to the tables. Then, when Oracle calls the MGKSECR package to
enforce the policy, it checks that the context variable exists, and sensing it, returns no predicate. This allows full access to the data in that table. The context variable only exists for the life of the package (in the application server memory) and can be accessed only by that package. So, no other attempts to access the context are allowed. This allows the Administrative UI to maintain complete access to administer security while keeping security in place for all other access attempts. (For more information on using Application Context for security, see the Oracle Database Security Guide)

Set up and Synchronize Data

Maintaining current data in Banner ODS is key to producing accurate reports. Banner ODS uses programs—Oracle Warehouse Builder (OWB) mappings—to associate elements in the administrative system with their corresponding elements in Banner ODS. When you run a job (schedule a process via the Administrative UI), it calls the related mappings and loads or updates the data defined by them.

Banner ODS includes two main categories of mappings:

- LOAD mappings—load data from the administrative system into Banner ODS. These mapping names include a “LOAD_” prefix.

- REFRESH mappings—update Banner ODS with data that has changed in the administrative system. Mappings in this category have an “UPDATE_” or “DELETE_” prefix. Typically, these mappings exist in pairs. To perform a complete refresh, you run the DELETE mapping followed by its associated UPDATE mapping.

Banner ODS is delivered with hundreds of mappings already defined. LOAD and REFRESH mappings exist for each composite table in Banner ODS. To make it easier to work with the mappings, they are organized into groups by product area. This gives you the ability to run one job that includes a group of mappings at one time. (For example, Finance-related mappings.) Or, you can run a single mapping.

Banner ODS exists in a self-contained environment separate from your source system. You synchronize data between the two systems using the processes that load and refresh data in Banner ODS. Even with daily synchronization, you can expect minor differences between the two systems. Three main reasons that differences exist are:

- Data currency in Banner ODS is dependent on the timing of a query against Banner ODS, and when Banner ODS was last refreshed. Changes that occur in the administrative system after the last refresh are not reflected until the next refresh occurs. This causes a variance between the two systems until Banner ODS is refreshed again.

- Display rules may differ between the two systems. In Banner ODS, display rules defined on the MGRSDAX table drive Banner ODS views created to support
existing Object: Access functionality. Differences may occur based on which rules are applied to each system.

- Security rules may also cause differences between the two systems. Your source system allows you to set up fine-grained access security at the element level as does Banner ODS. Rules in both systems are discrete, so there may be differences in the data a user can view based on the security rules defined within each system.

It is important to keep in mind these possible differences while reporting against Banner ODS.

- When you first install Banner ODS, populate it with data from your source system by running the “Load All Banner ODS Products” job
- Refresh data in Banner ODS on a regular basis by scheduling jobs that update Banner ODS each night
- Update specific areas of Banner ODS as needed by scheduling that job when data is changed in the source system

### Set up Parameters

Parameters that are delivered with your solution are stored in a table called MTVPARM. You can use the Administrative UI to view and modify the entries in MTVPARM, and to customize Banner ODS and the Administrative UI. (Example customizations: Schedule a process, define mappings that move data from the source system, define data cleansing, freeze data, publishing meta data, etc. See “Set up Customized Scheduled Processes” on page 2-70 for additional information.)

⚠️ Note

These parameters are different from the actual runtime parameters that you supply when you schedule a process (run the mappings). (See “Schedule a Process Parameters” on page 2-74.) The parameters discussed in this section are internal parameters that are used in internal processing.

A parameter can include multiple values. The values for a single parameter all use the same Internal Code. You use the Internal Code to choose a parameter to edit. Parameters are edited on the Set Up a Parameter page of the Administrative UI.

### Cascade filter

The Cascade links on the Set Up a Parameter page let you filter the related field values when you select them. When you make a selection from any of the dropdown lists on the page then click the related Cascade link, the other lists will filter to display only related values.
For example, select a value in the Internal Groups dropdown list, then click the Cascade > link to filter the Internal Code and Internal Code 2 dropdown lists to display only the values related to the select Internal Group.

**Create a parameter**

Use the following steps to create a parameter entry.

1. Click **Options** from the Administrative UI menu. The Options menu opens.
2. Click **Set Up Parameters**. The Set Up a Parameter page opens.
3. Click **Create** from the Set Up a Parameter page, or click **Duplicate** from the Update an Existing Parameter page. The Create a New Parameter page opens.
4. Enter the information for the new parameter. A description of each field, followed by an example, appears below:

<table>
<thead>
<tr>
<th>Field</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal Group</td>
<td>Rows of data with varying Internal Codes that are categorized together to provide multiple entries for one parameter.</td>
</tr>
<tr>
<td>Internal Code 1</td>
<td>Parameter values. Related values have the same Internal Code 1.</td>
</tr>
<tr>
<td>Internal Code 2</td>
<td>Used in combination with Internal Code 1 to further define the parameter values when the values in Internal Code 1 are not unique. Often this field is not used.</td>
</tr>
<tr>
<td>Internal Code</td>
<td>Order in which multiple rows of data appear within their parameter group. For parameters that are used to create a list, it specifies the order in which the values will appear in that list.</td>
</tr>
<tr>
<td>Sequence Number</td>
<td></td>
</tr>
</tbody>
</table>
5. Click **Save** to create the new parameter.

**Example: Event parameter**

When you freeze data, you must specify an event so that the process knows where to load the new information. The Event parameter is used to define EVENT codes that are used for freezing data.

The Internal Group value is EVENT. It's used to identify all of the values for the Event parameter.

Internal Code 1 defines the various areas within Banner ODS that require different event definitions. It includes all the Subprocess values used to freeze data.

Internal Code 2 defines each different event related to the areas defined by Internal Code 1. The values in this field are the valid values you can enter in the Event Code field.

The Internal Code Sequence is used to order parameter values that fall within the same area defined by Internal Code 1.

### Update or Delete a Parameter

Use the following steps to change or delete an existing parameter.

1. Click **Options** from the Administrative UI menu. The Options menu opens.

2. Click **Set Up Parameters**. The Set Up a Parameter page opens.

3. From the **Show All Internal Groups** drop-down list on the Set Up a Parameter page, choose the Internal Group and Internal Code name of the parameter you want to access. Or, keep the default setting to show all Internal Groups or Internal Codes.

**Tip**

If you know the first letter of the Internal Group or Code you want to choose, open the **Show all Internal Groups** (or **Codes**) drop-down list then type the first letter of the group or code. Your cursor will move to the
first group or code in the list that begins with that letter. This saves you from scrolling through the entire list.

4. Click **Search**. The Select an Existing Parameter page opens.

5. Click the description link that corresponds to the parameter entry you want to update or delete. The Update an Existing Parameter page opens.

6. Change the information as needed.

**Note**

Only External Codes less than 80 characters in length display in the drop-down list. You can create entries that are longer than 80 characters, and they will exist in the system, but do not appear in the list.

7. Click **Save**, to save the parameter, or **Delete** to completely remove the parameter.

### System Parameters

Your solution is delivered with values that define aspects of your solution. Below are the delivered system parameters, and how they are used. Additional information can be found in the section “Schedule a Process” on page 2-60.

**Note**

The parameters listed below are delivered with Banner ODS. For a list of parameters used only to schedule a process, see “Schedule a Process Parameters” on page 2-74.

#### Parameters

<table>
<thead>
<tr>
<th>This Parameter . . .</th>
<th>Used for this Task and Solution . . .</th>
<th>Does This . . .</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADMIN_PREFERENCES</td>
<td>Administrative UI for Banner ODS</td>
<td>Optional parameters. These are various settings used to control aspects of the Administrative UI. Currently can be used to control the number of Control Reports that are displayed on the main selection page.</td>
</tr>
<tr>
<td>BANNER TO ODS FGA TRANSFER</td>
<td>“Schedule a Process” on page 2-60</td>
<td>Transfers security for Banner Finance Fund, Fund Type, and Organizations, and Banner Human Resources Organizations and Employee Class.</td>
</tr>
<tr>
<td>Parameter</td>
<td>Description</td>
<td>Used for this Task and Solution</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-----------------------------------------------------------------------------</td>
<td>-----------------------------------------------------------------------</td>
</tr>
<tr>
<td>ETL MAP PACKAGE LOAD PURGE</td>
<td>Groups related jobs (OWB mappings) as one job.</td>
<td>“Schedule a Process” on page 2-60</td>
</tr>
<tr>
<td>ETL MAP PACKAGE LOGIC</td>
<td>Identifies the required crosswalk DELETE mappings for the Load Purge Process.</td>
<td>“Schedule a Process” on page 2-60</td>
</tr>
<tr>
<td>ETL MAP PACKAGE LOGIC</td>
<td>Allows you to specify job termination logic for a mapping within a job stream. By default, all mappings in a job run in sequence regardless of whether they have errors or not. By defining an ETL Map Package record for a given mapping in a job, you can have the job stop if that mapping encounters errors.</td>
<td>“Schedule a Process” on page 2-60</td>
</tr>
<tr>
<td>ETL SLOT PACKAGE</td>
<td>Groups together related slot jobs (SQL packages) as one job.</td>
<td>“Schedule a Process” on page 2-60</td>
</tr>
<tr>
<td>This Parameter . . .</td>
<td>Used for this Task and Solution . . .</td>
<td>Does This . . .</td>
</tr>
<tr>
<td>----------------------</td>
<td>---------------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>EVENT</td>
<td>“Freeze Data Maintenance” on page 2-121</td>
<td>Defines EVENT codes used for freezing Banner ODS data.</td>
</tr>
<tr>
<td>EVENT-EDW</td>
<td>“Freeze Data Maintenance” on page 2-121</td>
<td>Defines the Event parameter for freezing EDW business concepts.</td>
</tr>
<tr>
<td>INSTALLED PROCESS</td>
<td>“Schedule a Process” on page 2-60</td>
<td>Populates a list of processes displayed on the Select a Process page.</td>
</tr>
<tr>
<td>JOB</td>
<td>“Schedule a Process” on page 2-60</td>
<td>Defines the actual name of the job (program) to run when you schedule a process.</td>
</tr>
<tr>
<td>JOB INTERVAL</td>
<td>“Schedule a Process” on page 2-60</td>
<td>Defines the list of sample Job Interval settings displayed in the Select an Interval window on the Schedule a Process page.</td>
</tr>
<tr>
<td>JOB_KILLER</td>
<td>“Kill a Running Job/Process” on page 2-67</td>
<td>Defines which administrative accounts have the ability to stop a process that is running.</td>
</tr>
<tr>
<td>JOB_NOTIFICATION</td>
<td>“Set up E-mail Notification” on page 2-120</td>
<td>Defines a list of process parameters you need to set up e-mail notification.</td>
</tr>
<tr>
<td>METADATA</td>
<td>Meta Data publishing. “Meta Data” on page 2-133</td>
<td>Defines meta data related settings. Currently there is one for where to publish Meta Data pages, and another for where to view them.</td>
</tr>
<tr>
<td>ODS FINANCE TEXT</td>
<td>Finance Reporting Text Views</td>
<td>Defines different types of text for Finance Reporting Text Views. For example, Encumbrance Text, Grant Text, Fund Text, Fixed Asset Text, etc.</td>
</tr>
<tr>
<td>OWB_SYSTEM_PARAMETER</td>
<td>“Schedule a Process” on page 2-60</td>
<td>Defines the list of known OWB system – used when running mappings, to differentiate which mapping parameters are passed to OWB specifically, and which are passed to the mapping itself.</td>
</tr>
</tbody>
</table>
You can schedule a job to run at a specific time. To run load and refresh (update) jobs, select the **Schedule a Process** option on the Options menu of the Administrative UI.

Before you schedule any jobs to run, you *must* review and set up parameters associated with scheduling a process. See “Set up Parameters” on page 2-54 for more details.

### Process descriptions and details

Click the [Show Process Info] or [Show Subprocess Info] links to view a description of each job on the Select a Process or Select a Subprocess pages. Similarly, click the [Hide Process Info] or [Hide Subprocess Info] links to view only the job names.

Refer to the “PROCESS INFO Parameter” on page 2-77 and “SUBPROCESS INFO Parameter” on page 2-79 sections for details on how to define the descriptions that display for a process or subprocess.
If you choose to Show Process Info on the Select a Subprocess page, [Details] and [Edit] links display for each process in the list as illustrated in the following picture.

**Select a Subprocess**

Select a subprocess to schedule.  [Select a Different Process]  [Hide Subprocess Info]

**Schedule Banner ODS Mappings**

- **ODS 8.3 Reload Data [Details]**
  - [Edit]: Special job to be run once at time of upgrade. Use this process to reload the necessary ODS composite tables based on changes made in the ODS 8.3 release.

- **Load All Banner ODS Products [Details]**
  - [Edit]: Use this process to load all ODS composite tables with extracted data from all Banner products.

- **Refresh All Banner ODS Products [Details]**
  - [Edit]: Use this process to refresh all ODS composite tables with extracted data from all Banner products.

- **Load Accounts Receivable [Details]**
  - [Edit]: Use this process to load data in all Accounts Receivable ODS composite tables with extracted Banner data.

**Details**

Click the [Details] link next to a process name to view the job details including the title, code, description, list of all processes included in that job, and the Banner ODS tables or Banner EDW Fact tables that get loaded by the job.

The ADMIN_PREFERENCES parameter lets you define whether the details of a process, when you select to view them on the Schedule a Subprocess page, display in:

- One popup window which refreshes each time you display the details of a process
- Multiple popup windows, one for each process whose details you want to display

The Parameter record with the following combination of values:

- **Internal Group** = ADMIN_PREFERENCES
- **Internal Code 1** = SCHEDULE_UI
- **Internal Code 2** = DETAILS_DIALOG

controls whether to use one or multiple popup windows when displaying process details. Set the **External Code** = 0 for this Parameter record to allow multiple popup windows or set the **External Code** = 1 to use a single popup window.
**Edit**

Click the [Edit] link next to a process description to go to the Update a Parameter page and edit the process description.

The ADMIN_PREFERENCES parameter lets you define whether to display the [Edit] link next to each process or subprocess description.

The Parameter record with the following combination of values:

- **Internal Group** = ADMIN_PREFERENCES
- **Internal Code 1** = SCHEDULE_UI
- **Internal Code 2** = DISPLAY_EDIT_LINK

controls whether to display the [Edit] link. Set the **External Code** = 1 for this Parameter record to display the [Edit] link next to each description or set the **External Code** = 0 to not display the link.

**Banner ODS Processes**

The following sections detail the Banner ODS processes that you can run.

**Schedule Banner ODS Mappings**

Use the options on this menu to load or update the corresponding data into all Banner ODS composite and slotted tables.

**Banner ODS Utilities**

Use the options on this menu to report source change table counts, reconcile tables, add comments to reporting views, and run checks and balances.

**Schedule a Single Process**

Use the following steps to schedule when you want a single process to run:

1. Click **Options** from the Administrative UI menu.

2. Click **Schedule a Process**. The Select a Process page opens.

3. Choose the type of process you want to schedule to run from the Select a Process page.

   If you chose Schedule Banner ODS Mappings or Freeze Multiple Banner ODS Tables/Views, then the Select a Subprocess page opens. Continue to the next step.
4. Choose the subprocess you want to run. The Schedule a Process page opens.

5. If you selected the subprocess **Run a Single Banner ODS Mapping**, choose the mapping from the **Mapping to Run** drop-down list.

6. Enter values for other Process Parameters for the selected process, if any exist.

7. Enter the required Scheduling Parameters information.

   7.1. Enter a **Run Date** (format dd-mon-yyyy) and **Runtime** (format hh24:mi:ss).

   7.2. If you want to run the process on a recurring basis, enter an **Interval**.

      Click the link next to the **Interval** field. A sample Interval window opens. Click the link under the **Interval Expression** column for the interval in which you want to schedule a process. For example, to run a process every day at the same time select `SYSDATE+1`.

8. Click **Save** to save the information about this job. The job is entered into the job queue to run at the specified day and time.

### Schedule Multiple Processes

You can schedule and list multiple processes with different parameters as a group. For example, if you want to run multiple Banner ODS Freeze Tables.

To create a multiple process schedule, you must export the definition of each desired single process (including all related parameters) to a comma separated values (.csv) file. You can then use that information to define/copy multiple job definitions in that file into a single master schedule which is then re-imported into the job queue.

To schedule multiple processes:

1. From the Administrative UI menu, click **Options**.

2. Click **Schedule a Process**. The Select a Process page opens.

3. From the Select a Process page, choose the type of process you want to schedule.

   If you chose Schedule Banner ODS Mappings, Banner ODS Utilities, or Freeze Multiple Banner ODS Tables/Views, then the Select a Subprocess page opens. Continue to the next step below.

   For all other selections, the Schedule a Process page opens. Skip to step 5.

5. If you selected the subprocess **Run a Single** Banner ODS **Mapping**, choose the mapping from the **Mapping to Run** drop-down list.

6. To open the .csv file, click **Export**.

   You can either open the file directly, or save it to another directory and open it from there.

   The column names in the .csv file are described below:

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>JOBDEF</td>
<td>A constant for parsing the input data.</td>
</tr>
<tr>
<td>DATE</td>
<td>Date the job should run. Use MON-DD-YYYY format.</td>
</tr>
<tr>
<td>TIME</td>
<td>Time the job should run. Use H:MM:SS format.</td>
</tr>
<tr>
<td>PROCESS and SUBPROCESS</td>
<td>Internal identifiers for the job.</td>
</tr>
<tr>
<td>(Additional job specific parameters)</td>
<td>Any job-specific parameters such as Event, Source Institution, etc.</td>
</tr>
<tr>
<td></td>
<td>For job-specific parameters that use drop-down lists of allowable values, all possible values for those fields are provided in the export download so that they can be copied when setting up the job records to import.</td>
</tr>
</tbody>
</table>

**Warning**

You *must* retain the formatting of each field in the .csv file. Each field is surrounded by single quotes. These must be retained for the import to parse the data correctly. Microsoft Excel sometimes strips a leading single quote from the contents of a cell, so you *must* be sure it is retained in the .csv output. You may want to use an alternate editing application, although Microsoft Excel works fine as long as you are careful.

7. Duplicate the **JOB** line once for each run desired.

8. Enter the date and time you want the process to run.

9. Enter the desired parameter values for each line.

10. Remove extra values in the additional lines. An example resulting .csv file is displayed below:
11. Click Import on the Schedule a Process page to re-import the .csv file into the Administrative UI.

12. Enter the name of the exported job into the subwindow, or search for it using Browse.

13. Click Import Jobs.

The Select and View Scheduled Processes window opens in the background listing the new jobs.

**View and Remove a Scheduled Process**

You can schedule to run a process/job immediately, or at a future date/time. Processes scheduled to run at a future time remain in the job queue until runtime. Processes already in the queue can be edited as long as they have not run.

Use the steps below to access the queue and review which processes are scheduled, or to edit or delete a job from the queue.

1. Click Options from the Administrative menu.

2. Click View and/or Remove Scheduled Processes. The Select and View Scheduled Processes page opens.

3. Choose the date from which you would like to view scheduled processes from the Select and View Scheduled Processes page.

   Click Select a Date to open a calendar window. The default date is Today. When you Choose a date on the calendar, that date appears in the date field.

4. Click Display Jobs. The processes scheduled for the selected date display.

   To sort the columns in ascending or descending order, click the corresponding column header.
**To Edit**

1. Click **Edit** next to the job number. The Schedule a Process page opens.
2. Make your changes.
3. Check the **Overwrite Existing Job in Queue** checkbox at the bottom of the page to overwrite the existing process.
   
   Or, leave the box unchecked to create a duplicate process with the information.
4. Click **Submit**.

**To Delete**

1. To delete processes, check the checkbox in the **Delete** column for the process you want to delete.
2. Click **Delete Jobs**.

**Configure an Account and Stop a Running Job/Process**

Sometimes jobs/processes run for too long, or are run by accident and you want to stop the job and maybe restart it later. A running job/process can be stopped from the job’s control report if the user’s account is configured to allow this feature.

**Configure a User Account to Kill a Job/Process**

A user account name must be configured before that user has the ability to stop a job.

**Prerequisite**

Set up the Administrative user name accounts (See “Set up Users and PINS” on page 2-3.)

1. Click **Options** from the Administrative UI menu.
2. Click **Set up Parameters**.
3. Click **Create**.
4. In the **Internal Group Code** field type *JOB KILLER*, or select it from the drop-down list.
5. In the **Internal Code 1** field type *ACCOUNT NAME*, or select it from the drop-down list.
6. In the **External Code** field, type the administrative user name (account log in name).
If the user name was entered as an External Code when the parameter was created, you can select the name from the drop-down list.

7. Enter a description into the description field. The description is usually the same as what appears in the External Code field.

8. Click Save.

**Kill a Running Job/Process**

A running job/process can be stopped from within the job’s/processes control report.

**Prerequisite**

The administrative account user name must be set up with this ability. See “Configure a User Account to Kill a Job/Process” on page 2-66

1. Click **Options** from the Administrative UI menu.

2. Click **View Control Reports**.

3. Click the link in the **Process** column for the job/process you want to stop.

   The Control Report for that process opens.

4. Click **Kill Job** located in the **Status** column.

   **Note**

   This link only appears for jobs that are currently running, and if the user’s account is properly configured to kill jobs.

   The Process Termination Wizard window opens and displays the process attributes.

5. Choose to either kill the process (at the operating system level), or to have the wizard display a list of Oracle commands needed to kill the process manually from the command line outside Banner ODS.

   Killing the process at the operating system level immediately stops the process, refreshes the Control Report, and displays a **Terminated** status for the process.

   **Note**

   Killing a running process could leave the affected parts of Banner ODS in an undefined state, depending on the process that was stopped. Be sure to clean up data as necessary. Rerun the process to overwrite existing data.
Run a Process from Outside the Administrative UI

All Banner ODS and Banner EDW processes can be run from outside the Administrative UI. The processes are defined in the database as PL/SQL packaged procedures, therefore they can be run from outside the Administrative UI using any application that executes Oracle commands (typically Oracle's sqlplus utility). The name of the (packaged) procedure to run for a given process is defined using the JOB parameter (See “JOB Parameter” on page 2-81 in the Banner ODS and Banner EDW Handbook for additional information.). However, an easy way to determine the name of the procedure used to execute a process is to submit that process to run at a future date, then view the process definition in the Job Queue using the steps below.

1. Schedule the Load Student process to run from the Schedule Banner ODS Mappings menu.
2. Select a date or time in the future.
3. Click Submit.
4. Return to the Options menu.
5. Select View and/or Remove Scheduled Processes.
6. Enter the date you scheduled the process to run.
7. Click Display Jobs.

Below is an example page that might display:

Select and View Scheduled Processes

This page indicates in the Job To Run field that the Load Student process calls the (IA_ADMIN.) MGKMAP.p_runETLMapSlots, and takes the following parameters:

PROCEDURE P_RunETLMapSlots(userID IN VARCHAR2 DEFAULT NULL,
jobNumber IN BINARY_INTEGER DEFAULT NULL,
process IN VARCHAR2 DEFAULT NULL,
subProcess IN VARCHAR2 DEFAULT NULL,
parms IN VARCHAR2 DEFAULT NULL);
Issue the following command to run LOAD_STUDENT job:

```sql
EXEC mgkmap.P_RunETLMapSlots(8,811,'LOAD_STUDENT',NULL,'');
```

In the example, this would run the LOAD_STUDENT job as the userID 8 and the job number 811.

**Note**

This executes the job synchronously, outside of the DBMS_JOBS queue, meaning the job actually runs to completion and the above call does not return until the job completes. This is usually desired when calling jobs outside the Administrative UI.
It is also possible to submit jobs to the DBMS_JOBS queue externally as well to run jobs asynchronously. See the DBMS_JOBS package documentation for more details.

9. Remove the job from the queue when you are finished.

You can also externally execute all other Administrative UI processes, for example, Metadata Publishing and the Utilities, following similar steps.

**Set up Customized Scheduled Processes**

A scheduled process can be set up to run one or more customized mappings, and to have the new, customized process appear in the list of scheduled processes on the Select a Subprocess page.

For example, you want to bring in additional data and you don’t want to modify an existing mapping. You can create your own mapping(s) then run it either as part of one of the existing processes, like LOAD_STUDENT, REFRESH_ALL, etc., or create your own process, like LOAD_MY_DATA, etc.

The way mappings are organized can also be changed. Delivered mappings are grouped into processes. LOAD_STUDENT runs all the Student LOAD mappings, REFRESH_HR runs all the HR REFRESH mappings, etc. However, you can combine the groups differently to improve performance, to run them simultaneously in separate job processes, etc.

To set up a scheduled mappings process, you need to:

- create a parameter record with an internal group code using the ETL MAP PACKAGE parameter set up for each new OWB mapping to be scheduled
- use the SUBPROCESS parameter to create a new group containing one or more customized mappings (MAPGROUP) to appear on the Select a Subprocess web page, and on the Schedule Banner ODS Mappings menu. It is also possible to add the new OWB mapping to an already existing group, by selecting one of the entries in the pull-down list.
- link the JOB parameter record to the process. This tells Banner ODS which item in the Schedule Banner ODS Mappings list (MAPGROUP) to run.

Follow the steps below. Examples appear after the steps.

1. Click **Set Up Parameters** from the Options menu. The Set Up a Parameter page opens.

2. Click **Create** from the Set Up a Parameter page. The Create a New Parameter page opens. Enter the information for the new process, or select it from the drop-down lists.
3. Click Save.

Repeat these steps once for each mapping in the group to set up the ETL MAP PACKAGE parameter, once to set up the SUBPROCESS (or PROCESS) parameter, and once to set up the JOB parameter. They can be set up in any order.

4. To run the newly created process, click Schedule a Process from the Options menu. The Select a Process page opens.

5. Click Schedule Banner ODS Mappings. The Select a Subprocess page opens.

6. Choose your new process.

**Banner ODS Example:**

The example below walks you through how to create a scheduled process called TEST_LOAD_STUDENT_COURSE. This group will have one mapping called TEST_LOAD_STUDENT_COURSE_1.

First, create an internal group record using the ETL MAP PACKAGE parameter.

1. Click Set Up Parameters from the Options menu. The Set up a Parameter page opens.

2. Open the Create a New Parameter page.

3. Enter the information below into the fields.

<table>
<thead>
<tr>
<th>In This Field ...</th>
<th>Enter This ...</th>
<th>Here's Why ...</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal Group</td>
<td>ETL MAP PACKAGE</td>
<td>Must be ETL MAP PACKAGE.</td>
</tr>
<tr>
<td>Internal Code 1</td>
<td>TEST_LOAD_STUDENT_COURSE</td>
<td>Mapping group name. Create your own name, or specify an existing group if you want to add this mapping to an existing group.</td>
</tr>
<tr>
<td>Internal Code 2</td>
<td>TEST_LOAD_STUDENT_COURSE_1</td>
<td>Mapping name in OWB and the package name in Banner ODS.</td>
</tr>
<tr>
<td>Internal Code Sequence Number</td>
<td>1</td>
<td>Order of the mappings within the Mapping group (Internal Code 1). Controls the order in which multiple mappings are executed within that group. If you add more mappings then the code should on number up such as 2, 3, 4, 5, etc.</td>
</tr>
</tbody>
</table>
4. Click **Save**.

Second, set up the **SUBPROCESS** parameter so that you can create and name a new group of one or more customized mappings. This tells Banner ODS that you want this new process(es) to appear on the Select a Subprocess page, and on the Schedule Banner ODS Mappings menu (**MAPGROUP**) on that page.

1. Click **Create a New Parameter** at the bottom of the page. The fields on the page reset.

2. Enter the following information.

<table>
<thead>
<tr>
<th>In This Field ...</th>
<th>Enter This ...</th>
<th>Here’s Why ...</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>External Code</strong></td>
<td>ODS_TARGET_STUDENT</td>
<td>Location/project in the OWB repository. These locations pertain to the schema containing the target table(s).</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>TEST_LOAD_STUDENT_COURSE_1</td>
<td>Actual name of the mapping. <em>Must</em> be the exact same entry as entered into the <strong>Internal Code 2</strong> field.</td>
</tr>
<tr>
<td><strong>System Required</strong></td>
<td>No</td>
<td>Parameter records entered through the Administrative UI are marked as <em>No</em> to differentiate those delivered by SunGard Higher Education. Display only.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>In This Field ...</th>
<th>Enter This ...</th>
<th>Here’s Why ...</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Internal Group</strong></td>
<td>SUBPROCESS</td>
<td><em>Must</em> be SUBPROCESS. This tells Banner ODS to display this group on the Select a Subprocess menu.</td>
</tr>
<tr>
<td><strong>Internal Code 1</strong></td>
<td>MAPGROUP</td>
<td>Must be MAPGROUP in order to display this group on the Schedule Banner ODS Mappings menu. You can enter a different SUBPROCESS name if you want to create or use additional process listings.</td>
</tr>
<tr>
<td><strong>Internal Code 2</strong></td>
<td></td>
<td>This field remains blank.</td>
</tr>
</tbody>
</table>
Third, link the JOB parameter to the new group of mappings. This tells Banner ODS which item in the Schedule Banner ODS Mappings list (MAPGROUP) to run.

1. Click Create a New Parameter at the bottom of the page. The fields on the page reset.

2. Enter the following information.

<table>
<thead>
<tr>
<th>In This Field ...</th>
<th>Enter This ...</th>
<th>Here’s Why ...</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal Group</td>
<td>JOB</td>
<td>JOB must be entered.</td>
</tr>
<tr>
<td>Internal Code 1</td>
<td>MAPGROUP</td>
<td>Must match the Internal Code 1 field of the SUBPROCESS record.</td>
</tr>
<tr>
<td>Internal Code 2</td>
<td>TEST_LOAD_STUDENT</td>
<td>Must match the Internal Code 1 field when you set up the ETL MAP PACKAGE.</td>
</tr>
<tr>
<td>Internal Code 1</td>
<td></td>
<td>Leave as is.</td>
</tr>
<tr>
<td>External Code</td>
<td>0</td>
<td>Leave as 0.</td>
</tr>
</tbody>
</table>
3. Click Save.

**Schedule a Process Parameters**

The Administrative UI uses several system parameters to create the web pages associated with scheduling a process (running the mappings). The next sections describe these parameters, their purpose, and their role in scheduling a process.

**Note**

These runtime parameters are different from the set up parameters stored in MTVPARM (See “Set up Parameters” on page 2-54).

Parameters are maintained on the Set Up a Parameter page of the Administrative UI. See “Update or Delete a Parameter” on page 2-56 for additional information on updating parameters. Each parameter and its purpose appear below:

<table>
<thead>
<tr>
<th>Parameter</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>“INSTALLED PROCESS Parameter” on page 2-76</td>
<td>Populates a list of processes displayed on the Select a Process page.</td>
</tr>
<tr>
<td>“PROCESS INFO Parameter” on page 2-77</td>
<td>Defines process descriptions that optionally display on the Select a Process page.</td>
</tr>
<tr>
<td>“SUBPROCESS Parameter” on page 2-77</td>
<td>Populates a list of processes displayed on the Select a Subprocess page.</td>
</tr>
<tr>
<td>“SUBPROCESS INFO Parameter” on page 2-79</td>
<td>Defines subprocess descriptions that optionally display on the Select a Subprocess page and defines information specific to a subprocess that displays on the Schedule a Process page.</td>
</tr>
<tr>
<td>Parameter</td>
<td>Definition</td>
</tr>
<tr>
<td>-----------</td>
<td>------------</td>
</tr>
<tr>
<td>“JOB Parameter” on page 2-81</td>
<td>Defines the actual name of job (program) to run when you schedule a process.</td>
</tr>
<tr>
<td>“ETL MAP PACKAGE Parameter” on page 2-83</td>
<td>Groups related jobs (OWB mappings) as one job.</td>
</tr>
<tr>
<td>“ETL MAP PACKAGE LOAD PURGE Parameter” on page 2-85</td>
<td>Identifies DELETE mappings for the Load Purge Process.</td>
</tr>
<tr>
<td>“ETL MAP PACKAGE LOGIC Parameter” on page 2-86</td>
<td>Allows you to specify job termination logic for a mapping within a job stream. By default, all mappings in a job run in sequence regardless of whether they have errors or not. By defining an ETL Map Package record for a given mapping in a job, you can have the job stop if that mapping encounters errors. This parameter is used primarily with Banner EDW jobs as they have dependencies from one step (or mapping) to another, while Banner ODS mappings are independent of each other.</td>
</tr>
<tr>
<td>“ETL MAP PACKAGE RECONCILE LOGIC Parameter” on page 2-87</td>
<td>Provides a list of mappings that are exceptions in the reconcile Banner ODS tables process. In this list are the mappings that are ignored in the reconcile process because of the complexity of the mapping or other factors outside the scope of reconciling that Banner ODS table. This list also includes mappings that require either multiple source composite views or mappings in order to reconcile a Banner ODS table.</td>
</tr>
<tr>
<td>“ETL SLOT PACKAGE Parameter” on page 2-87</td>
<td>Groups together related slot jobs (SQL packages) as one job.</td>
</tr>
<tr>
<td>“ETL CONTROL GROUP Parameter” on page 2-88</td>
<td>Groups together ETL MAP PACKAGE and/or ETL SLOT PACKAGE jobs as one job.</td>
</tr>
<tr>
<td>“EVENT parameter” on page 2-90</td>
<td>Defines Events for data being loaded in Banner ODS. These Events let you freeze or take a snapshot of data at a point in time.</td>
</tr>
<tr>
<td>“PARAMETER Parameter” on page 2-91</td>
<td>Defines a list of a job’s input parameters you need to supply when you schedule a process.</td>
</tr>
</tbody>
</table>
INSTALLLED PROCESS Parameter

The Description field for this parameter defines the process names that display on the Select a Process page of the Administrative UI. You can choose from that list to schedule a process.

This parameter is delivered with one entry for each type of process (job) that you can run. The processes defined by this parameter have ‘children’ defined by the SUBPROCESS and JOB parameters. To designate the parent/child relationship, match the External Code of the INSTALLED PROCESS to the Internal Code 1 of the SUBPROCESS and the Internal Code 1 of the JOB.

The following table illustrates a sample of the values as delivered. This is just a sample. The second row gives a definition of each field.

**Internal Group: INSTALLED PROCESS**

<table>
<thead>
<tr>
<th>Internal Code 1</th>
<th>Internal Code 2</th>
<th>Internal Code Seq.</th>
<th>External Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Can be a short description of the process. This field is not used in processing, but it requires a value.</td>
<td>N/A</td>
<td>Order for entries on Select a Process page.</td>
<td>Short description of the process. Map values of this field to the <strong>Internal Code 1</strong> values of Subprocesses and related Jobs to define them as its children.</td>
<td>Actual process name that appears on the Select a Process administrative page.</td>
</tr>
<tr>
<td>ADHOC_FREEZE</td>
<td>N/A</td>
<td>6</td>
<td>ADHOC_FREEZE</td>
<td>Freeze A Single Banner ODS Table/View</td>
</tr>
<tr>
<td>FREEZE_TABLE</td>
<td>N/A</td>
<td>5</td>
<td>FREEZE_TABLE</td>
<td>Freeze Multiple Banner ODS Tables/Views</td>
</tr>
<tr>
<td>MAPGROUP</td>
<td>N/A</td>
<td>1</td>
<td>MAPGROUP</td>
<td>Schedule Banner ODS Mappings</td>
</tr>
</tbody>
</table>

**Setting up the INSTALLLED PROCESS parameter**

The only field you should change for the delivered values of this parameter is the **Description** field. If you want to change the name of a process that appears on the Select a Process page, change its description.

**Create a new INSTALLED Process parameter value**

If you want to add a process developed by your institution, create the process and add it as a new record for this parameter.
**PROCESS INFO Parameter**

The Process Info Parameter records define process descriptions that optionally display on the Select a Process page. Process Info parameter records match to the related Installed Process parameter records based on sharing the same Internal Code 1 and External Code values.

Parameter records with an Internal Code Group = PROCESS INFO and Internal Code 2 = PROCESS_LIST use the Description field to define the process descriptions that a user can optionally display when they select the [Show Process Info] link on the Select a Process page as illustrated in the following picture.

![Select a Process](Select a Process.png)

Descriptions are included for each process that is delivered with the warehouse. To define a processes description for a new job, create a Parameter record with values defined as follows:

**SUBPROCESS Parameter**

The Description field of this parameter defines the subprocess names that display on the Select a Subprocess of the Administrative UI.

This parameter is delivered with one entry for each subprocess, which are processes grouped under one of the main processes—Schedule Banner ODS Mappings, Freeze Multiple Banner ODS Tables/Views, or Freeze A Single Banner ODS Table/View.

Subprocesses are related to JOB parameter values and both are “children” of one of the processes defined by the INSTALLED PROCESS parameter. To designate the parent/child relationship, match the External Code of the INSTALLED PROCESS to the Internal Code 1 of the SUBPROCESS and the Internal Code 1 of the JOB.
The following table illustrates a sample of the values as delivered. This is just a sample. The second row gives a definition of each field.

**Internal Group:** SUBPROCESS

<table>
<thead>
<tr>
<th>Internal Code 1</th>
<th>Internal Code 2</th>
<th>Internal Code Seq.</th>
<th>External Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Map to External Code of the INSTALLED PROCESS that is parent to this subprocess.</td>
<td>N/A</td>
<td>Order for entries with same Internal Code 1.</td>
<td>LOAD_ALL</td>
<td>Load all Banner ODS products</td>
</tr>
<tr>
<td>MAPGROUP</td>
<td>N/A</td>
<td>1</td>
<td>LOAD_ALL_SLOTS</td>
<td>Load all Banner ODS slotted tables</td>
</tr>
<tr>
<td>MAPGROUP</td>
<td>N/A</td>
<td>3</td>
<td>LOAD_FINANCE</td>
<td>Load finance</td>
</tr>
<tr>
<td>MAPGROUP</td>
<td>N/A</td>
<td>8</td>
<td>REFRESH_ALL</td>
<td>Refresh all Banner ODS products</td>
</tr>
<tr>
<td>MAPGROUP</td>
<td>N/A</td>
<td>9</td>
<td>REFRESH_FINANCE</td>
<td>Refresh finance</td>
</tr>
<tr>
<td>MAPGROUP</td>
<td>N/A</td>
<td>14</td>
<td>RUN_SINGLE_MAP</td>
<td>Run a single mapping</td>
</tr>
</tbody>
</table>

**Set up the SUBPROCESS Parameter**

The only field you should change for the delivered values of this parameter is the Description. If you want to change the name of a subprocess that appears on the Select a Subprocess page, change its Description.

**Create a SUBPROCESS Parameter**

You can add to the subprocess list jobs developed by your institution that you can then run via the Administrative UI. Use the following steps to do this.

1. Create the job.

2. Add the job to the list of subprocesses you can schedule by creating a new Subprocess parameter with the following values:

2.1. **Internal Group:** Subprocess

2.2. **Internal Code 1:** The External Code value of the INSTALLED PROCESS you want the subprocess to be listed under. Existing values include:

- MAPGROUP to list under the Schedule OWB Mappings process.
• **FREEZE_TABLE** to list under the Freeze Multiple Banner ODS Tables process.
• **ADHOC_FREEZE** to list under the Freeze A Single Banner ODS Table process.

2.3. **Internal Code 2**: blank

2.4. **Internal Code Sequence Number**: Number indicating the order in which to run this subprocess.

2.5. **External Code**: The External Code value of the INSTALLED PROCESS you want the subprocess to be listed under. See existing values listed above with the Internal Code 1 field.

2.6. **Description**: The name of the subprocess that will display on the Select a Subprocess page in the Administrative UI.

### SUBPROCESS INFO Parameter

The Subprocess Info Parameter records define one of the following pieces of information:

- **“PROCESS_LIST records”** - Define subprocess descriptions that optionally display on the Select a Subprocess page
- **“SCHEDULING_PAGE records”** - Define special instructions or information that will display for a process on the Schedule a Process page

Subprocess Info parameter records match to the related Subprocess parameter records based on sharing the same **Internal Code 1** and **External Code** values.
PROCESS_LIST records

Parameter records with an **Internal Code Group** = *SUBPROCESS INFO* and **Internal Code 2** = *PROCESS_LIST* use the **Description** field to define the subprocess descriptions that a user can optionally display when they select the [Show Subprocess Info] link on the Select a Subprocess page illustrated in the following picture.

![Select a Subprocess](image)

**Create Subprocess Info/PROCESS_LIST records**

Descriptions are included for each subprocess that is delivered with the warehouse. To define a Subprocesses description for a new job, create a Parameter record with values defined as follows:

**SCHEDULING_PAGE records**

Parameter records with an **Internal Code Group** = *SUBPROCESS INFO* and **Internal Code 2** = *SCHEDULING_PAGE* use the **Description** field to define information specific to the subprocess that will display in the Process Info section of the Schedule a Process page illustrated in the following picture.
Create Subprocess Info/SCHEDULING_PAGE records

To define information that will display for Subprocesses in the Process Info section of the Schedule a Process page, create a Parameter record with values defined as follows:

**JOB Parameter**

This parameter defines the actual program name of a job that gets sent to the job queue via the Schedule a Process administrative page in the Options menu.

This parameter is delivered with one entry for each process (job) that you can schedule. A Job is related to a Subprocess and a “child” of one of the processes defined by the Installed Process parameter. To designate the parent/child relationship, match the External Code of the Installed Process to the Internal Code 1 of the Subprocess and the Internal Code 1 of the Job.

The following table illustrates a sample of the values as delivered. This is just a sample. The second row gives a definition of each field.

**Internal Group:** JOB
Set up the JOB Parameter

You should not edit any of these entries. If your institution doesn’t maintain one of the areas of Banner ODS data, you can delete all of the entries for that area.

Create a Job Parameter Value

You can add a program developed by your institution to the Schedule a Process page. Create the program and define it by adding a new record for this parameter with the program name in the Description field.

OWB Mappings and Slot Packages

OWB mappings are executed from the Administrative UI via the MGKMAP package. This package provides routines for running both OWB mappings and slotted table LOAD and UPDATE jobs. Refer to the MGKMAP package for more details.

The primary APIs used in the MGKMAP package are:

P_RunETLMapSlots:
When a process/subprocess pair is passed to the procedure, it runs all mappings and slot package records associated with that process/subprocess combination. Specifically, if any ETL Control Group records are defined for the process/subprocess pair and the Description value is Y, then the procedure runs all Mapping and Slot Package records associated with those Control Group areas. If there are no ETL Control Group records associated the process/subprocess pair but there are individual mapping records associated with the pair, the procedure runs those Mapping and Slot Package records.

<table>
<thead>
<tr>
<th>Internal Code 1</th>
<th>Internal Code 2</th>
<th>Internal Code Seq.</th>
<th>External Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Map to External Code of the INSTALLED PROCESS that is parent to this job.</td>
<td>Map to External Code of the SUBPROCESS related to this job.</td>
<td>N/A</td>
<td>The number of parameters that get passed to the mapping.</td>
<td>Actual program name (package.procedure) for the job. Refer to the mgkproc package for more information about submitting jobs.</td>
</tr>
<tr>
<td>MAPGROUP LOAD_ALL 1 0 mgkmap.P_RunETLMapSlots</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAPGROUP LOAD_ALL_SLOTS 1 0 mgkmap.P_RunETLMapSlots</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAPGROUP LOAD_AR 1 0 mgkmap.P_RunETLMapSlots</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MAPGROUP LOAD_FINANCE 1 0 mgkmap.P_RunETLMapSlots</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Example: P_RunETLMapSlots**

As delivered, the ETL Control Group parameter records for all baseline systems have an External Code value of Y. This means data for all systems is loaded into Banner ODS when you submit the Load All Banner ODS Products and Refresh All Banner ODS Products processes. If you want to load only Student and Finance data into Banner ODS, set the **External Code** field to N for the ETL Control Group record for each of the other systems. The Mappings and Slot Packages will only run for Student and Finance when you submit the Load All Banner ODS Products and Refresh All Banner ODS Products processes.

**P_RunETLMaps:**
When a process/subprocess pair is passed to the procedure, it runs all mappings associated with that process/subprocess combination. This API follows the same processing rules as **P_RunETLMapSlots**, except that it only runs mappings; it does **not** run Slot Packages.

**P_RunETLSlots:**
When a process/subprocess pair is passed to the procedure, it runs all Slot Packages associated with that process/subprocess combination. This API follows the same processing rules as **P_RunETLMapSlots**, except that it only runs Slot Packages; it does **not** run mappings.

**P_RunSingleMap:**
When a process/subprocess pair and mapping name are passed to the procedure, it runs that single mapping.

**ETL MAP PACKAGE Parameter**

Hundreds of OWB mappings are used to load and refresh Banner ODS data. The ETL Map Package parameter defines groups of related mappings as one job. This allows you to quickly run just one job that, for example, loads all of the AR mappings.

This parameter is delivered with one entry for each mapping. The actual program name for the mapping occupies the Internal Code 2 and Description fields and is associated with an ETL group name in the Internal Code 1 field.

**Example**

When you run the **LOAD_AR** job using the Schedule a Process option in the Administrative UI, the mappings associated with each ETL Map Package entry that has an Internal Code 1 of **LOAD_AR** is run. The External Code field contains the Location value defined for the mappings in OWB. These values are defined at mapping deployment time (usually at install) and are generally not modified.

The following table shows the entries for ETL Map Package entries that have an **Internal Code 1** value of **LOAD_AR**. The following table illustrates a sample of the values as delivered. This is just a sample. The second row gives a definition of each field.
### Internal Group: ETL MAP PACKAGE

<table>
<thead>
<tr>
<th>Internal Code 1</th>
<th>Internal Code 2</th>
<th>Internal Code Seq.</th>
<th>External Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOAD_AR</td>
<td>LOAD_MTT_ACCOUNT</td>
<td>1</td>
<td>ODS_TARGET_AR</td>
<td>LOAD_MTT_ACCOUNT</td>
</tr>
<tr>
<td>LOAD_AR</td>
<td>LOAD_MTT_ACCOUNT_DETAIL</td>
<td>2</td>
<td>ODS_TARGET_AR</td>
<td>LOAD_MTT_ACCOUNT_DETAIL</td>
</tr>
<tr>
<td>LOAD_AR</td>
<td>LOAD_MTT_APPLICATION_OF_PAYM</td>
<td>3</td>
<td>ODS_TARGET_AR</td>
<td>LOAD_MTT_APPLICATION_OF_PAYM</td>
</tr>
<tr>
<td>LOAD_AR</td>
<td>LOAD_MTT_AR_DEPOSITS</td>
<td>4</td>
<td>ODS_TARGET_AR</td>
<td>LOAD_MTT_AR_DEPOSITS</td>
</tr>
<tr>
<td>LOAD_AR</td>
<td>LOAD_MTT_CONTRACT</td>
<td>5</td>
<td>ODS_TARGET_AR</td>
<td>LOAD_MTT_CONTRACT</td>
</tr>
<tr>
<td>LOAD_AR</td>
<td>LOAD_MTT_EXEMPTION</td>
<td>6</td>
<td>ODS_TARGET_AR</td>
<td>LOAD_MTT_EXEMPTION</td>
</tr>
<tr>
<td>LOAD_AR</td>
<td>LOAD_MTT_INSTALLMENT_PLAN</td>
<td>7</td>
<td>ODS_TARGET_AR</td>
<td>LOAD_MTT_INSTALLMENT_PLAN</td>
</tr>
<tr>
<td>LOAD_AR</td>
<td>LOAD_MTT_LEDGER_ACCOUNTING</td>
<td>8</td>
<td>ODS_TARGET_AR</td>
<td>LOAD_MTT_LEDGER_ACCOUNTING</td>
</tr>
</tbody>
</table>

**Set up the ETL MAP PACKAGE Parameter**

You shouldn’t change any of the delivered values for this parameter.

**Create an ETL Map Package**

You can define a new ETL group of mappings by creating a new set of related ETL Map Package parameter entries. Create one new entry for each mapping in the group using the following steps.

1. Create new entries with a new ETL Group name in the **Internal Code 1** field.

2. Specify in the **Internal Code 2** and **Description** fields for the mappings you want to include in the group.

3. Specify the location of each mapping in the **External Code** field.
4. Specify the order in which to run the mappings in the **Internal Code Sequence Number** field.

5. Add the new ETL group to the list of subprocesses you can schedule by creating a new Subprocess parameter with the following values:

   5.1. **Internal Group**: Subprocess
   
   5.2. **Internal Code 1**: MAPGROUP
   
   5.3. **Internal Code 2**: blank
   
   5.4. **Internal Code Sequence Number**: Number indicating the order in which to run this subprocess.
   
   5.5. **External Code**: the new ETL Group name you created. This is the value in **Internal Code 1** in the ETL Map Package entries created above.
   
   5.6. **Description**: Name of the subprocess (ETL Group job) as it appears on the Select a Subprocess administrative page.

**ETL MAP PACKAGE LOAD PURGE Parameter**

As part of the LOAD mapping Change Table Purge process, use this parameter to define the appropriate DELETE mapping for those LOAD_x mappings that do not have an equivalent DELETE_x counterpart, or where no Change table purge is required.

The MGKMAP package in Banner ODS (in the IA_ADMIN schema which executes the various OWB mappings that make up a job) automatically runs the Purge process for each change table that is related to a particular Load mapping. The name of the change table and the PROCESS_ID (a key field in the change table that identifies which records relate to a given mapping) are retrieved from the corresponding Delete mapping of the same name where LOAD_x = DELETE_x. For example, for the LOAD mapping LOAD_MST_STUDENT, the DELETE_MST_STUDENT mapping is used to identify the change table and process ID. However, occasionally there is no direct equivalent DELETE mapping for the LOAD mapping in context, or no change table purge is required. For example:

- Sometimes the mapping names do not match exactly (for example, LOAD_MAT_ORGANIZATION_CONTACT and DELETE_MAT_ORGANIZATION_CONT).
- LOAD mappings that require multiple DELETE mappings.
- LOAD mappings where change tables do not exist (such as the VALIDATION mappings) and subsequently no purge process is required.
- LOAD mappings are broken up across several sequential mappings (such as LOAD_MFT_TRANS_HISTORY_1, LOAD_MFT_TRANS_HISTORY_2, LOAD_MFT_TRANS_HISTORY_3, and so on) and the change table purge process is only required to run once (DELETE_MFT_TRANS_HISTORY).
In these cases, a Load Purge parameter is required to provide the MGKMAP package with the appropriate crosswalk information to designate what DELETE mapping(s) are required to run the Change Table Purge process, or when the Change Table Purge process should be ignored.

Any errors encountered when running the purge appear in the Load Control Report.

Use the following codes:

- **Group Code:** `ETL_MAP_PACKAGE_LOAD_PURGE`
- **Internal Code:** Enter the designated LOAD mapping
- **External Code:** Enter the designated DELETE mapping(s) or, enter NA to disable the Purge process for a given LOAD mapping.

The following table illustrates a sample of the values as delivered. This is just a sample. The first row gives a definition of each field.

**Internal Group:** `ETL_MAP_PACKAGE_LOAD_PURGE`

<table>
<thead>
<tr>
<th>Internal Code 1</th>
<th>Internal Code 2</th>
<th>Internal Code Seq</th>
<th>External Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of LOAD mapping</td>
<td>Ignored</td>
<td>Name of DELETE mapping(s – note comma-separated if &gt;1) or “NA”</td>
<td>Simple text to explain record’s purpose.</td>
<td></td>
</tr>
<tr>
<td>LOAD_MAT_ORGANIZATION_CONTACT</td>
<td>1</td>
<td>DELETE_MAT_ORGANIZATION_CONTACT</td>
<td>Load Purge Record</td>
<td></td>
</tr>
<tr>
<td>LOAD_MGT_VALIDATION_GENERAL</td>
<td>1</td>
<td>NA</td>
<td>Load Purge Record</td>
<td></td>
</tr>
<tr>
<td>LOAD_MFT_TRANS_HISTORY_1</td>
<td>1</td>
<td>DELETE_MFT_TRANS_HISTORY</td>
<td>Load Purge Record</td>
<td></td>
</tr>
<tr>
<td>LOAD_MFT_TRANS_HISTORY_2</td>
<td>1</td>
<td>NA</td>
<td>Load Purge Record</td>
<td></td>
</tr>
<tr>
<td>LOAD_MFT_TRANS_HISTORY_3</td>
<td>1</td>
<td>NA</td>
<td>Load Purge Record</td>
<td></td>
</tr>
</tbody>
</table>

**ETL MAP PACKAGE LOGIC Parameter**

This parameter controls job processing if an error occurs during one of the mappings. By default, the MGKMAP package, which executes mappings for a job, runs all mappings for the job, regardless of whether they complete successfully. This assumes that there are no dependencies between mappings. Use this parameter to override processing logic. Specifically, if a parameter record exists with the ETL Map Package Logic group code,
and the same Internal Code 1 (the job name) and Internal Sequence Number as the ETL Map Package record for the mapping for the job in question, and the External Code is set to “Terminate Job,” then the job stops if there is an error in that particular mapping.

ETL MAP PACKAGE RECONCILE LOGIC Parameter

This parameter controls how the reconciliation process identifies LOAD mappings which do not follow the standard pattern (of one source Composite view equating to one Banner ODS Composite table). Those exceptions are noted by the External Code, being either:

- IGNORE: used to identify mappings not to try to reconcile
- IGNORE COLUMN: used to identify specific columns (1 parameter record per column) not to try to reconcile, where Int Code2 stores the column name
- UNION: used to identify Composite tables populated by multiple Composite views, in which case the name(s) of the related mappings are stored in the Description field.

Internal Group: ETL MAP PACKAGE RECONCILE LOGIC

<table>
<thead>
<tr>
<th>Internal Code 1</th>
<th>Internal Code 2</th>
<th>Internal Code Seq.</th>
<th>External Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of LOAD mapping</td>
<td>Ignored</td>
<td>1</td>
<td>Action to take</td>
<td>Either simple description or name of related LOAD mappings</td>
</tr>
<tr>
<td>LOAD_MAT_CONSTIT_ST AFF_ASSIGN</td>
<td>Ignored</td>
<td>1</td>
<td>IGNORE</td>
<td>Do not reconcile this mapping</td>
</tr>
<tr>
<td>LOAD_MST_STDNT_CRSE_ATT_STEP_1</td>
<td>Ignored</td>
<td>1</td>
<td>UNION</td>
<td>LOAD_MST_STDNT_CRSE_ATT_STEP_2</td>
</tr>
<tr>
<td>LOAD_MTT_ACCOUNT_DE TAIL</td>
<td>OPERATING DATE</td>
<td>1</td>
<td>IGNORE COLUMN</td>
<td>Do not reconcile this column</td>
</tr>
</tbody>
</table>

ETL SLOT PACKAGE Parameter

The ETL Slot Package parameter is similar to the ETL Map Package parameter; it defines groups of related Slot Packages as one job. The difference is that the groups defined by the Slot Package parameter use the slot packages to load data into the slotted tables within Banner ODS. The groups of jobs defined by this parameter let you easily run one job that, for example, loads all of the Financial Aid slot slotted tables.

This parameter is delivered with one entry for each package that loads or updates data in a slotted table in Banner ODS. The actual program name for the slot package occupies the
Description field and is associated with an ETL group name in the Internal Code 1 field. For example, when you run the LOAD_FINANCIAL_AID job from the Schedule a Process option in the Administrative UI, the slot packages associated with each ETL SLOT PACKAGE entry that has an Internal Code 1 of LOAD_FINANCIAL_AID is run.

The following table shows the entries for ETL Slot Package entries that have an Internal Code 1 value of LOAD_FINANCIAL_AID. The table illustrates a sample of the values as delivered. This is just a sample. The second row gives a definition of each field.

**Internal Group: ETL SLOT PACKAGE**

<table>
<thead>
<tr>
<th>Internal Code 1</th>
<th>Internal Code 2</th>
<th>Internal Code Seq.</th>
<th>External Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOAD_FINANCIAL_AID</td>
<td>This field is not used.</td>
<td>Order to run the mapping within job group.</td>
<td>Package.procedure</td>
<td>Slot Package name.</td>
</tr>
<tr>
<td>LOAD_FINANCIAL_AID</td>
<td>1</td>
<td>MRKBCMP.P_POPULATE('L')</td>
<td>MRT_FINAID_BUDGET_COMP_SLOT</td>
<td>LOAD_FINANCIAL_AID</td>
</tr>
<tr>
<td>LOAD_FINANCIAL_AID</td>
<td>2</td>
<td>MRKTREQ.P_POPULATE('L')</td>
<td>MRT_TRACKING_REQUIREMENT_SLOT</td>
<td>LOAD_FINANCIAL_AID</td>
</tr>
</tbody>
</table>

**Set up the ETL SLOT PACKAGE Parameter**

You should not change any delivered values for this parameter. If you want to define a new ETL group of slot packages, you can create new entries with a new ETL group name in the Internal Code 1 field. Then specify the slot packages that you want to include in the group. Create one new entry for each package in the group.

**ETL CONTROL GROUP Parameter**

This parameter gives you the ability to load or refresh all the data in your Banner ODS by running one job. The parameter is used in conjunction with the ETL Map Package parameter to further combine groups of jobs into one job.

As delivered, the ETL Control Group parameter defines which groups of job mappings, defined by the ETL Map Package parameter, to run when you run the LOAD_ALL and REFRESH_ALL jobs.

This parameter is delivered with one entry for each ETL group defined by the ETL Map Package parameter. The actual ETL group name (e.g., LOAD_AR, LOAD_FINANCE, LOAD_GENERAL, etc.) occupies the Internal Code 2 field. Each entry is associated with either the LOAD_ALL or REFRESH_ALL control group job in the Internal Code 1 field. The...
External Code field for each record has the value \( Y \), which means that all jobs (mappings) defined by the group are run when you run the \texttt{LOAD\_ALL} job.

The following table shows the entries for the ETL Control Group when the value of \textbf{Internal Code 1} is \texttt{LOAD\_ALL}. The table illustrates a sample of the values as delivered. This is just a sample. The second row gives a definition of each field.

\textbf{Internal Group:} \texttt{ETL CONTROL GROUP}

<table>
<thead>
<tr>
<th>Internal Code 1</th>
<th>Internal Code 2</th>
<th>Internal Code Seq.</th>
<th>External Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>\texttt{LOAD_ALL}</td>
<td>\texttt{LOAD_ADVANCEMENT}</td>
<td>1</td>
<td>( Y )</td>
<td>Advancement Load ETL Control Record</td>
</tr>
<tr>
<td>\texttt{LOAD_ALL}</td>
<td>\texttt{LOAD_AR}</td>
<td>2</td>
<td>( Y )</td>
<td>AR Load ETL Control Record</td>
</tr>
<tr>
<td>\texttt{LOAD_ALL}</td>
<td>\texttt{LOAD_FINANCIAL_AID}</td>
<td>3</td>
<td>( Y )</td>
<td>FinAid Load ETL Control Record</td>
</tr>
<tr>
<td>\texttt{LOAD_ALL}</td>
<td>\texttt{LOAD_FINANCE}</td>
<td>4</td>
<td>( Y )</td>
<td>Finance Load ETL Control Record</td>
</tr>
<tr>
<td>\texttt{LOAD_ALL}</td>
<td>\texttt{LOAD_GENERAL}</td>
<td>5</td>
<td>( Y )</td>
<td>General Load ETL Control Record</td>
</tr>
<tr>
<td>\texttt{LOAD_ALL}</td>
<td>\texttt{LOAD_HUMAN_RESOURCES}</td>
<td>6</td>
<td>( Y )</td>
<td>HR Load ETL Control Record</td>
</tr>
<tr>
<td>\texttt{LOAD_ALL}</td>
<td>\texttt{LOAD_STUDENT}</td>
<td>7</td>
<td>( Y )</td>
<td>Student Load ETL Control Record</td>
</tr>
</tbody>
</table>

\textbf{Set up the ETL CONTROL GROUP Parameter}

Review all of the entries delivered for this parameter. If your institution doesn’t maintain some of the areas of Banner ODS data, change the \textbf{External Code} value to \( N \) for those areas. For example, if your institution doesn’t use Advancement and Human Resources, change the \textbf{External Code} value to \( N \) for entries that have \textbf{Internal Code 2} values of \texttt{LOAD\_ADVANCEMENT} or \texttt{LOAD\_HUMAN\_RESOURCES}. 
Create an ETL Control Group

You can define a new ETL Control Group by creating a new set of related ETL Control Group parameter entries. Create one new entry for each ETL Group you want to include in the Control Group using the following steps.

1. Create new entries with a new Control Group name in the Internal Code 1 field.

2. Specify in the Internal Code 2 field the ETL Groups that you want to include in the Control Group.

3. Specify that you want to run each ETL Group by entering a Y in the External Code field.

4. Specify the order in which to run the ETL Groups in the Internal Code Sequence Number field.

5. Enter a description for the new Control Group entry.

6. Add the new ETL Control Group to the list of subprocesses you can schedule by creating a new Subprocess parameter with the following values:
   
   6.1. **Internal Group**: Subprocess
   
   6.2. **Internal Code 1**: MAPGROUP
   
   6.3. **Internal Code 2**: blank
   
   6.4. **Internal Code Sequence Number**: Number indicating the order in which to run this subprocess.
   
   6.5. **External Code**: the new ETL Control Group name you created. This is the value in Internal Code 1 in the ETL Control Group entries created above.
   
   6.6. **Description**: Name of the subprocess (ETL Control Group job) as it will appear on the Select a Subprocess administrative page.

EVENT parameter

An Event is a logical point in time when you extract information from the source system and load it into the Banner ODS, essentially freezing the data and giving you a snapshot of the data at that point in time. You can then use these data snapshots for reporting purposes. A logical point in time refers to a conceptual time, not an actual calendar date. For example, a logical time to extract financial information may be at the end of each month or for student registration data on the census date for the academic period.

Before you run the processes that load data into Banner ODS, you need to define events that are relevant for your institution’s business needs. This parameter will create the Event parameter list when you Freeze Multiple Banner ODS Tables/Views.
PARAMETER Parameter

The Parameter parameter is a processing parameter named “Parameter.” This parameter defines the parameters that you must enter at runtime when you Schedule a Process. Basically, all values set up with the Internal Group of “Parameter” and the same Internal Code 2, display on the Schedule a Process page as the runtime parameters for the job defined by that Internal Code 2 value. The values of this parameter are stored in the MTVPARM table.

For example, when you freeze data in a Banner ODS table, you need to specify which table to freeze and the name you want to give the frozen table. Those two parameters are defined by the first two rows in the table below. This parameter is delivered with one entry for every process parameter. The following table illustrates a sample of the values as delivered. This is just a sample. The second row gives a definition of each field.

**Internal Group:** PARAMETER

<table>
<thead>
<tr>
<th>Internal Code 1</th>
<th>Internal Code 2</th>
<th>Internal Code Seq.</th>
<th>External Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>External Code of the process that is parent to this subprocess.</strong></td>
<td><strong>External Code of subprocess for this parameter.</strong></td>
<td>Order for entries with same <strong>Internal Code 2.</strong></td>
<td>Short description of parameter. This value is used in the processing code.</td>
<td>Actual parameter field prompt that appears on Schedule a Process administrative page.</td>
</tr>
<tr>
<td><strong>ADHOC_FREEZE</strong></td>
<td>1</td>
<td>TABLE_NAME</td>
<td>Enter Table to Freeze</td>
<td></td>
</tr>
<tr>
<td><strong>ADHOC_FREEZE</strong></td>
<td>2</td>
<td>TABLE_HISTORY</td>
<td>Enter Table Name to Freeze to</td>
<td></td>
</tr>
</tbody>
</table>

**Note**

If the Internal Code 2 field is left blank, the parameter appears for all subprocesses under the parent process in Internal Code 1. For example, the Enter Table to Freeze parameter does not have an entry for Internal Code 2. This parameter value appears for all subprocesses under the **ADHOC_FREEZE** (Internal Code 1) area.

**Set up the PARAMETER Parameter**

The only existing values you should change for this parameter are the descriptions. If you want to change the name of a parameter that appears on the Schedule a Process page, change its description.
If you want to add a process to the Schedule a Process page and it requires input parameters, you need to define the parameters by adding new values for this Parameter parameter.

**Create Runtime Parameters to Scheduled Processes**

You may add new processes to the Administrative UI that require runtime parameters, or you may want to add runtime parameters to existing processes, for example, a defined Freeze Data list. Create a new record for this Parameter to define a runtime parameter.

The easiest way to understand how to create a new runtime parameter is to review the existing ones. In the previous table, there are two records whose Internal Code 1 = FREEZE_TABLE and the Internal Code 2 field is blank. Each of these records defines a runtime parameter that appears on the Schedule a Process page when Freeze Multiple Banner ODS Tables/Views is selected. The Internal Code 1 field of FREEZE_TABLE on the Parameter record here matches to the External Code of FREEZE_TABLE on the INSTALLED PROCESS parameter.

**Example**

If you add a runtime parameter to a freeze data list called TEST1, the following steps show the field values needed to create this new parameter.

1. Enter **Internal Group** = PARAMETER.

2. Enter **Internal Code 1** = FREEZE_TABLE. The parent process for the TEST1 freeze data list.

3. Enter **Internal Code 2** = TEST1. The actual name of the freeze data list to associate the parameter.

4. Enter **Internal Code Sequence Number** = 2. The order that parameters are listed at runtime. You can add up to two parameters to a freeze data list.

5. Enter **External Code** = ACADEMIC_PERIOD. The actual field value that you want the user to supply at runtime.

6. Enter **Description** = Enter Term Code. The prompt that a user needs to supply at runtime.

7. Choose **PARAMETER Type** = SELECT. Identifies how the user enters the runtime parameter. The field accepts four values:
   - SELECT = User must supply a valid PL/SQL statement.
   - DATE = User must supply a valid date.
   - EDIT = User can supply a text string.
   - CHECKBOX = User must check or uncheck an option.
8. Enter **PARAMETER SQL**. This field is only required when the **PARAMETER Type** is `SELECT`. Enter a valid PL/SQL statement, which is used to populate the valid field values to display in the drop-down list of the runtime prompt.

9. Enter **PARAMETER SQL Delimiter**. This field is only required when the **PARAMETER Type** is `SELECT` and you use a delimiter in the **PARAMETER SQL** field. Specify the delimiter used in the **PARAMETER SQL** field.

## Banner ODS Utilities

The Utilities process contains utility jobs or processes that perform various administrative tasks, and provide ongoing maintenance of the Banner ODS. For example, the Utilities option enables you to compare the number of rows in one table or multiple tables in the source system with the number of rows in the composite tables in Banner ODS. You can also check for potential problems that may cause performance issues.

Once a job is completed, a control report is created. When discrepancies are found, the control report indicates the number of records found in each object, as well as the key values for the records that are not synchronized.

See “Schedule a Process” on page 2-60 for instructions on how to schedule processes.

## Report Banner ODS Source Change Table Counts

The Report Banner ODS Source Change Table Counts produces a control report that calculates how many rows are in each of the source system Change tables for each Banner ODS Composite table. This enables you to monitor the accumulation of Change records for a particular Composite table.

Depending on how many rows are in a Change table for a given Banner ODS Composite table, it may be more efficient to run a Load process instead of the Refresh process. Determining which process to run is a matter of individual experience with Load/Refresh times for various Composite Tables.

## Change Tables and Control Reports

The row count totals that are reported in a Control Report for a given mapping reflect all rows that OWB accesses during the processing of that mapping. So, for a given DELETE mapping, OWB may SELECT 500 records, and then DELETE 500 records. Alternatively, if there is a filter condition applied in the mapping, the number SELECTED and DELETED (and/or UPDATED) may vary, based on the filter condition. Typically, these filter conditions occur to “filter” out change records associated with other processes. As an example, the SPRPCHG table processes many PIDM based tables, including SPRIDEN, SPBPERS, SPRADDR and SPRTELE. If the DELETE and UPDATE mappings for the
Address process were running, and the SPRPCHG table had 100 records in it for different processes, the DELETE_MST_ADDRESS mapping would “select” all 100 records, but then it would only filter out and pass along those records where the field “SPRPCHG_TABLE_NAME” was equal to “ADDRESS”. Therefore, the delete would only “delete” those records, which would be the subset of the overall “selected” count.

The Change Tables contain the identifying data (sometimes the primary key value) about the records that are modified in the Banner system. Hence, if a record in a Banner table is edited 5 times, only one record will appear in the Change Table for it, which the Refresh process uses to know to bring the entire row of data over to the ODS for that record. Further, some of the Change Tables are used by multiple mappings, so the mappings will typically apply a filter when accessing the Change Table. This means that the row count totals in the Control Reports will usually not match up directly with the Change Table counts, though there are some cases of Changes Tables that are used only by a single mapping and that mapping also doesn't apply filter conditions.

**Example**

Addresses are managed through the ETL process by PIDM. If a person has 10 addresses and 3 of them change, then there is one record in the SPRPCHG table with the PIDM of the changed record, it has in it the most recent date/time of the last DML activity, and it also reflects the most recent DML action (C- change, D- Delete, or U- update). The delete mapping deletes all 10 addresses for that PIDM from the ODS even though there is only one record in the change table. The update mapping adds all the address records using the AS_ADDRESS composite view where the PERSON_UID field in the view matches the PIDM in the SPRPCHG table (ultimately re-adding all 10 addresses). Thus, a single change table entry results in 10 records being deleted and 10 records being inserted. The Change Table Counter process attempts to handle the change tables that are used by multiple mappings. That is, for a given DELETE mapping, it parses the mapping (PL/SQL) code for the default value of the second parameter (P_TABLE) which it then uses to construct the following SQL:

code:

```
= 'SELECT COUNT(*) FROM ' || parm1Value || ' @' || linkName || ' WHERE ' || parm1Value || '_TABLE_NAME=''' || parm2Value || '''';
```

where parm1Value is the CHG_TABLE value and parm2Value is the P_TABLE value.

See “Schedule a Process” on page 2-60 for instructions on how to schedule processes.

**Synchronize Comments for Multiple Reporting Views**

Run this process to generate comments on multiple reporting views. The meta data Business Definitions for each reporting view and the meta data business definitions for each of the columns is copied from the meta data into the database Comments field.

This process is scheduled from Banner ODS Utilities menu. (See “Schedule a Process” on page 2-60 for instructions on how to schedule a process.) The same functionality is available by selecting the Sync Comments link on the View Target Report page. (See
Synchronize Comments for a Single Reporting View

Run this process to generate comments on a reporting view. The meta data Business Definition for the reporting view and the meta data business definition for each of the columns is copied from the meta data into the database Comments field.

This process is scheduled from Banner ODS Utilities menu. (See “Schedule a Process” on page 2-60 for instructions on how to schedule a process.) The same functionality is also available by selecting the Sync Comments link on the View Target Report page. (See “Synchronize Meta Data Comments with Reporting Views” on page 2-143 for instructions.)

Banner ODS Checks and Balances

Banner ODS Checks and Balances utility processes can be run after an upgrade or intermittently to verify the following:

- Check Mappings and Parameters
  Verifies that all Banner ODS Mapping packages have been created in the database and are valid. This process also confirms that all ETL MAP PACKAGE parameters have a corresponding DELETE*, LOAD* and UPDATE* package (for example, LOAD_MAT_GIFT, UPDATE_MAT_GIFT, DELETE_MAT_GIFT).

- Check Meta data
  Compares the defined total of Banner ODS baseline delivered meta data records to a count of the records in Banner ODS to determine if the meta data records have loaded successfully

- Miscellaneous Checks
  Verifies that the database link to the source system exists and is working.

- Check Indexes
  Confirms that all Banner ODS baseline indexes exist. Any missing baseline or local indexes are reported. If there are local indexes you would like verified by this process, insert the appropriate data into the MGBINDX table.

- Freeze Table Changes
  As new versions of Banner ODS are released, Reporting views may have new columns added and, in some cases, existing column names changed. Therefore, if you have created freeze table data in earlier versions of Banner ODS, those table
structures may become out of sync with newer versions of Reporting views, causing subsequent freeze processes to fail.

This process compares the table structure of any existing freeze table data against the current Reporting view, and any column discrepancies are reported. In addition, the appropriate Oracle 'ALTER TABLE' statement is also provided in the control report so you can resynchronize your freeze tables with the Reporting views. See “Schedule a Process” on page 2-60 for instructions on how to schedule processes.

Reconcile a Single Table

Reconcile a Single Banner ODS Table compares the number of records in a single Banner ODS composite table with the corresponding composite view in the source database. To display the .sql statement used in the process, check the Show SQL check box.

You can run this process at any time to verify that the source system and Banner ODS are synchronized. However, it is recommended that it is run directly after a LOAD or REFRESH, otherwise the counts will be off by the number of records in the change tables. You could also run the process during evening or non-processing hours to ensure that processing on the source system is not producing discrepancies in the reconciliation process.

The reconciliation process checks the source and Banner ODS objects dynamically. The process pulls SQL from the load mappings that are created and deployed from Oracle Warehouse Builder. Occasionally, Banner ODS tables were omitted from the reconciliation process because of the complexity of multiple sources of the mappings. These exceptions can be found in the Administrative UI, Set Up Parameters, under the Internal Group parameter ETL MAP PACKAGE RECONCILE LOGIC. The search displays a list of mappings that have been identified to ignore, or mappings that have multiple sources composite views.

1. Click Options.

2. Click Schedule a Process.

3. Click Banner ODS Utilities.

4. Click Reconcile Single Tables.

5. To display the .sql statement used in the process, check the Show SQL check box.

6. Select the Reconciliation Type drop-down list to choose whether to run the reconcile process by row counts or data.
Rowcounts

Data is compared between the Banner ODS composite table and Banner composite view by counting the number of rows in each, based on the primary keys (which are determined from the indexes on the composite views). If the row counts do not agree, a warning message displays in the Control Report indicating the row counts in both systems and the primary key values.

Data

Every value in every column is compared between the two systems based on the primary key. Discrepancies and primary key information are displayed in the Control Report. The data reconcile process can require a lot more processing power and hence can run longer than row count.

7. Check the Retain Output Table check box to keep the temporary output table.

The data option uses a temporary output table to store results. This table is normally deleted when the process completes, but it can be retained (primarily for troubleshooting).

8. Enter the remaining required fields.

9. Click Submit to schedule the process to run.

See “Schedule a Process” on page 2-60 for instructions on how to schedule processes.

Transfer Banner Fine-Grained Access

Use Transfer Banner Fine-Grained Access to transfer data for Banner Finance Fund, Fund Type, and Organizations, and for Banner Human Resources Organizations and Employee Class from Banner to Banner ODS.

Prerequisites

- “Set up and Maintain Organizational Areas” on page 2-18
- “Banner User ID Translations” on page 2-20
- “Set up Business Profiles” on page 2-23
- “Set up and Maintain Security Rules” on page 2-26
- “Policy Management” on page 2-48
- “Transfer Banner Fine-Grained Access” on page 2-97

1. Click Options.

2. Click Schedule a Process.
3. Click **Banner ODS Utilities**.

4. Click **Transfer Banner Fine-Grained Access**.

5. Check the boxes that correspond to the fine-grained access security permissions you want to transfer.

6. Click **Submit** to schedule the process to run.

The transfer checks GUBINST to see if Banner Finance or Banner Human Resources is installed. If it is not, then a warning message displays.

Also, if Banner Finance is not installed, then the Banner Finance Fund/Organization transfer is bypassed. If Banner Human Resources is not installed, then both the Human Resources Organizations and Employee Class transfers are bypassed.

The data is transferred using the ODSMGR XXXX@SOURCE_DB database link. Whether the data transfers to Banner ODS or not is based on whether security is turned on in Banner in the following areas:

- Finance: FOBSYSC_FUND_ORG_SECURITY_IND
- Human Resources Organization: PTRINST_ORGN_SECURITY_IND
- Human Resources Employee Class: PTRINST_ECLS_SECURITY_IND

In the Banner ODS Administrative UI (Options tab, Set up Parameters link) there are three process/job parameters under the Internal Group of BANNER TO ODS FGA TRANSFER which indicate whether or not Banner security settings should affect the job. By default, all three parameters are set to \( N \) (maintained on the Update a Parameter Administrative UI web page).

In Banner, FOBSYSC_FUND_ORG_SECURITY_IND, from the Banner FOBSYSC table, indicates whether or not Banner Finance Fund and Organizations security is active. For the Banner Finance Fund and Organizations transfer, the BANNER TO ODS FGA TRANSFER parameter with a value for Internal Code 1 of FINANCE FUND/ORG SECURITY ACTIVE determines whether not to consider the value of FOBSYSC_FUND_ORG_SECURITY_IND. If the job parameter has an external Code of \( Y \), then this indicates that Banner Finance Fund and Organizations security must be turned on for the Fund/Org transfer to occur. If it is not turned on, a warning message is displayed and the Banner Finance Fund and Organizations transfer is bypassed. If the external Code is \( N \), then this indicates to go ahead and run the Finance Fund/Org transfer, regardless of whether Banner Fund/Org security is active.

The BANNER TO ODS FGA TRANSFER parameters with internal Codes of HR ORG SECURITY MUST BE ACTIVE and HR ECLS SECURITY MUST BE ACTIVE perform the same function against PTRINST_ORGN_SECURITY_IND and PTRINST_ECLS_SECURITY_IND respectively. After these parameters have been evaluated, the transfer begins.
At this point the data transfer begins and MGBXWLK is checked. The way that MGBXWLK has been configured, i.e., which of the four setup options you have chosen, determines how value-level data is written to MGBFGAV and column-level data is written to MGBFGAE.

The Finance Fund/Org transfer reads data from FORUSFN and FORUSOR and transfers user permissions for individual Funds and Organizations to IA_ADMIN.MGBFGAV based on the fine-grained access rules in IA_ADMIN.MGBFGAR. For users who have access to either all Finance Funds or all Finance Organizations, data is read from FOBPROF and is written to IA_ADMIN.MGBFGAE. For users who have Fund Type permissions on FORUSFN, the fund numbers associated with each Fund permission, as listed by fund in the Banner ODS Fund Hierarchy table MFT_FUND_HIERARCHY, are also written to MGBFGAV.

The Banner Human Resources Organizations transfer reads data from PSRORGN and transfers user permissions for individual Organizations to IA_ADMIN.MGBFGAV based on the fine-grained access rules in IA_ADMIN.MGBFGAR. For users who have access to all Banner Human Resources Organizations, data is read from PTRUSER and written to IA_ADMIN.MGBFGAE.

The Banner Human Resources Employee Class transfer reads data from PSRECLS and transfers user permissions for individual Employee Classes to IA_ADMIN.MGBFGAV based on the fine-grained access rules in IA_ADMIN.MGBFGAR. For users who have access to all Banner Human Resources Organizations, data is read from PTRUSER and written to IA_ADMIN.MGBFGAE.

See “Schedule a Process” on page 2-60 for instructions on how to schedule processes.

**Cleanup Reconcile Tables**

You can clean up the reconcile tables that exist in your database by running the Cleanup Reconcile Tables job. This job allows you to identify and remove any extraneous reconcile temporary tables that are no longer needed. Perform the following steps to clean up reconcile tables.

1. Click **Options** from the Administrative UI menu.
2. Click **Schedule a Process**.
3. Click **Banner ODS Utilities**.
4. Click **Cleanup Reconcile Tables**.
5. Select the **Reconcile Tables to Clean Up** from the list of tables. Use Shift-click to select a contiguous list of table or Ctrl-click to select noncontiguous tables.

For your reference, the table listing displays the number of records in each temp table and the date the table was created.
6. Enter a Run Date (format dd-mon-yyyy) and Run Time (format hh24:mi:ss). Enter NOW in each field to run the job immediately.

7. Click Submit to run the job.

Reconcile a Group of Tables

You can create a Reconcile Group, which defines a group of tables that you can reconcile by running one job via the Reconcile a Group of Tables option. This gives you the flexibility to reconcile a specific set of tables that you choose rather than all of the tables in a particular module, which is available by running the Reconcile Multiple Tables job. For example, you might create a Reconcile Group to reconcile only the Student Admissions related tables.

Create a Reconcile Group

You can create as many Reconcile Groups as you want. You create a Reconcile Group by defining a Parameter record for each table that you want to include in the group. Once you create a group, it will display for selection on the Schedule a Process page when you select Options>Schedule a Process>Banner ODS Utilities>Reconcile a Group of Tables.

Define a Reconcile Group by creating Parameter records as follows:

1. Click Options from the Administrative UI menu.

2. Click Set Up Parameters.

3. Click Create.

4. Enter the information for a Group Reconcile parameter as follows:

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal Group</td>
<td>RECONCILE_GROUP</td>
</tr>
<tr>
<td></td>
<td>The Internal Group value must always be RECONCILE_GROUP for every Reconcile group parameter you define. This value identifies the reconcile group jobs to display on the Schedule a Process page when you run the Reconcile a Group of Tables job.</td>
</tr>
<tr>
<td>Internal Code 1</td>
<td>&lt;code for your group name&gt;</td>
</tr>
<tr>
<td></td>
<td>Use the same value here for all records in one group. This shared value ties the records together as one Reconcile Group. (example uses REC_STU_GRP1)</td>
</tr>
</tbody>
</table>
5. Click **Duplicate** to add another record for the Reconcile Group.

6. Change the **External Code** value to another table that you want to include in the Reconcile Group you are defining.

7. Click **Save**.

8. Repeat steps 5 - 7 to add as many tables to the Reconcile Group as you need.

**Example**

The following picture illustrates the values for a Reconcile Group named `REC_STU_GRP1`.

**Select a Parameter**

<table>
<thead>
<tr>
<th>Internal Group</th>
<th>Internal Code 1</th>
<th>Internal Code 2</th>
<th>Internal Code Sequence</th>
<th>External Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>RECONCILE_GROUP</td>
<td>REC_STU_GRP1</td>
<td></td>
<td></td>
<td>MST_SPORT</td>
<td>Student Reconcile Group 1</td>
</tr>
<tr>
<td>RECONCILE_GROUP</td>
<td>REC_STU_GRP1</td>
<td></td>
<td></td>
<td>MST_TAX</td>
<td>Student Reconcile Group 1</td>
</tr>
<tr>
<td>RECONCILE_GROUP</td>
<td>REC_STU_GRP1</td>
<td></td>
<td></td>
<td>MST_TEST</td>
<td>Student Reconcile Group 1</td>
</tr>
</tbody>
</table>

[Create a New Parameter | Set Up a Parameter]
Run a Reconcile Group job

After you define a Reconcile Group by creating the necessary Parameter records, the job will display in the Reconcile Group dropdown list on the Schedule a Process page when you select.

Schedule a Process

To submit this subprocess to the job queue, fill in the information below, then click Submit.

* indicates a required field.

Process to Schedule

Banner ODS Utilities
Reconcile a Group of Tables

Process Parameters

Reconciliation Type* [ROWCOUNTS - Compare Row Counts]
Reconcile Group* [REC_STU_GRP_1-Student Reconcile Group]

Scheduling Parameters

To schedule this job to run immediately, click here or type "NOW" into the Run Date and Run Time fields.

Run Date (dd-mon-yyyy):* [Select a Date]
Run Time (hh24:mi:ss):* [Select A Time]
Interval: [Select An Interval]

Perform the following steps to run the Reconcile Group job.

1. Click Options from the Administrative UI menu.

2. Click Schedule a Process.

3. Click Banner ODS Utilities.

4. Click Reconcile a Group of Tables.

5. Choose the Reconcile Group that you want to run.

6. Choose the Reconciliation Type.

You can reconcile a group in either ROWCOUNT or DATA mode. The DATA mode reconcile process does a complete row-by-row, column-by-column compare of data.
Depending on the amount of data involved, the reconcile process can take a long time to complete in this mode.

7. Enter a Run Date (format dd-mon-yyyy) and Run Time (format hh24:mi:ss). Enter NOW in each field to run the job immediately.

8. Click Submit to run the job.

Reconcile temporary table names

When you reconcile tables in DATA mode, the Reconcile process uses one unique temporary (temp) table for each composite table that it is reconciling. The reconcile process creates temp table names by combining the composite table name with a leading “CP_<module code character>_<” prefix. For example, the temp table created when reconciling the MST_PERSON table would be named CP_S_PERSON. As a result, when running Group reconciles, if you select the job option to “Retain Temp Table”, one “CP_” table will exist in the database (under the ODSMGR schema) for every table reconciled in that group process. If there are no discrepancies found during the reconcile process (i.e., the temp table is empty) then the empty temp table is deleted when the reconcile process completes.

In the past, the temp table was specific to the job instance (i.e., the table name included the job number). This meant that when doing a Group Reconcile the same temp tablename was reused, which limited the ability to track each reconcile item within the job.

Reconcile Multiple Tables

Reconcile Multiple Banner ODS Tables compares the number of records for all Banner ODS composite tables (by subject area) with the corresponding Banner source composite views.

You can run this process at any time to verify that the source system and Banner ODS are synchronized. However, it is recommended that it you run it directly after a LOAD or REFRESH, otherwise the counts will be off by the number of records in the change tables. You could also run the process during evening or non-processing hours to ensure that processing on the source system is not producing discrepancies in the reconciliation process.

The reconciliation process checks the source and Banner ODS objects dynamically. The process pulls SQL from the load mappings that are created and deployed from Oracle Warehouse Builder. Occasionally, Banner ODS tables are omitted from the reconciliation process because of the complexity of multiple sources of the mappings. These exceptions can be found in the Administrative UI, Set Up Parameters, under the Internal Group parameter “ETL MAP PACKAGE RECONCILE LOGIC Parameter” on page 2-87. The
search displays a list of mappings that have been identified to ignore, or mappings that have multiple sources composite views.

1. From the main menu, click **Options**.

2. Click **Schedule a Process**.

3. Click **Banner ODS Utilities**.

4. Click **Reconcile Multiple Tables**.

5. To display the .sql statement used in the process, check the **Show SQL** check box.

6. Select the **Reconciliation Type** drop-down list to choose whether to run the reconcile process by row counts or data.

   **Rowcounts**

   Data is compared between the Banner ODS composite table and Banner composite view by counting the number of rows in each, based on the primary keys (which are determined from the indexes on the composite views). If the row counts do not agree, a warning message displays in the Control Report indicating the row counts in both systems and the primary key values.

   **Data**

   Every value in every column is compared between the two systems based on the primary key. Discrepancies and primary key information are displayed in the Control Report. The data reconcile process can require a lot more processing power and hence can run longer than rowcount mode.

7. Enter the remaining required fields.

8. Click **Submit** to schedule the process to run.

See “**Schedule a Process**” on page 2-60 for instructions on how to schedule processes.
Materialized Views

A materialized view (MVIEW) is the actual physical implementation of the logic within a reporting view. Within the Administrative User Interface, you can create a materialized view based on its underlying reporting view. The system performs all the calculations and business logic of the reporting view and stores the resulting data in a Banner ODS database table.

A materialized view is a snapshot of the data from the source database at the time the view was materialized or later refreshed. The nightly refresh process will update the data in a materialized view to make it current as of that last build.

The benefit of creating materialized views is that queries run against a materialized view can perform significantly faster than queries run against the underlying reporting view because the calculations required by the base reporting view have already been performed and stored in the database.

By contrast, some reporting views are very complex. They access multiple tables joining data from other views and using business logic like database functions that require many computations. Each time you execute a query against a complex reporting view the system needs to perform the joins and the business logic of that view, which can result in longer run and response times for the query.

Each table associated with a materialized view is a simple table like one you would create from performing a “CREATE TABLE AS SELECT * FROM <view>” operation. However, the MVIEW table has various internal database attributes, such as indexes, that are hidden. The MVIEW also allows you to index the columns most likely used for reporting and to use query rewrite in the database.

Materialize a View

Materializing a reporting view simply means creating a materialized version of the view and replacing the existing reporting view with the materialized view. The materialized view keeps the same name as the reporting view so that all existing reporting accesses, such as reporting tool meta data and reports, continue to function correctly regardless of whether or not the view is materialized.

The reporting view and its associated materialized view cannot exist in the database at the same time. For this reason, when you create a materialized view, the source code for the associated reporting view is stored in the IA_ADMIN.MGBMVEW table. This table also stores specific information, such as elapsed time and row count, about the materialized view. This information is used to create and refresh the materialized version of a view. When you delete a materialized view, the system uses the information about that view stored in the MGBMVEW table to recreate the reporting view. Then the row related to that view is deleted from the MGBMVEW table.
You perform the tasks of creating, refreshing, and deleting materialized views using the Administrative User Interface (UI). It is possible to use the API calls defined in the MGKODSU package to manipulate the materialized views outside of the Administrative UI. However, any changes you make directly to the package or the APIs are not supported.

**Materialized View Considerations**

Though you can create a materialized version of any existing reporting view, there are a number of factors to consider when deciding whether to convert a view from a reporting view to its materialized version. Converting a large or complex reporting view that performs slowly to a materialized view can improve reporting performance. However, the improved performance will introduce additional processing time to create and refresh the materialized view and it will require extra disk space to store the materialized data.

You'll want to consider these factors when determining which reporting views to materialize. In addition, you need to weigh these considerations against other standard performance tuning techniques (like creating additional indexes on underlying tables, specifying Oracle database parameter settings, and performing hardware upgrades) when deciding which reporting views to materialize.

**Materialized Views and Patch Releases**

There will be times when you need to apply a patch release which includes changes that affect the reporting views. If a reporting view has been materialized in the system and you apply a patch release, application of the patch may fail since Oracle won’t overwrite an existing materialized view with a reporting view of the same name. In these cases, you will need to delete the materialized view before you apply the patch release then recreate the materialized view.

Refer to the documentation delivered with a particular patch release for information about dependent objects. That documentation will direct you on how to determine which materialized views you need to delete and then recreate before and after applying the patch.

**Create a Materialized View**

A materialized view (MVIEW) is the actual physical implementation of the logic within a reporting view. Within the Administrative User Interface, you can create a materialized view based on its underlying reporting view. The system performs all the calculations and business logic of the reporting view and stores the resulting data in a Banner ODS database table. You may want to create a materialized view because queries typically run faster against a materialized view. Perform the following steps to create one or more materialized views using the Administrative User Interface (UI).
1. Click **Options** from the Administrative UI menu.

2. Click **Schedule a Process**.

3. Click **Banner ODS Utilities**.

4. Click **Create Materialized Views**.

5. Select the **Reporting Views** that you want to materialize. Use Shift-click to select a contiguous range of views or Ctrl-click to select noncontiguous views.

   There is a 3800 character limit on the values you can select. As you select values, you can see the total “Selected size” in the status bar at the bottom of the window. If you want to choose values that total more than 3800 characters, break the selections into multiple groups and run the jobs separately.

6. Enter a **Run Date** (format dd-mon-yyyy) and **Run Time** (format hh24:mi:ss). Enter NOW in each field to run the job immediately.

7. Click **Submit**.

When the job completes running, you can review its activity by clicking **View Control Reports** at the bottom of the Select a Process page.

### Maintain a Materialized View

Typically, your institution implements a process each night that updates the Banner ODS data to synchronize it with the current source Banner data. This process runs the refresh jobs that update any existing materialized views that have been created, changed or deleted since the last refresh. You may want to refresh a materialized view on a more timely basis. Refreshing the view repopulates the associated database table with current data. Perform the following steps to refresh a materialized view on an as needed basis using the Administrative User Interface (UI).

1. Click **Options** from the Administrative UI menu.

2. Click **Schedule a Process**.

3. Click **Banner ODS Utilities**.

4. Click **Maintain Materialized Views**.

5. Select the **Materialized Views** that you want to refresh. Use Shift-click to select a contiguous range of views or Ctrl-click to select noncontiguous views.

   There is a 3800 character limit on the values you can select. As you select values, you can see the total “Selected size” in the status bar at the bottom of the window. If you
want to choose values that total more than 3800 characters, break the selections into multiple groups and run the jobs separately.

6. Select Refresh from the **Materialized Views Action** drop-down list.

7. Enter a **Run Date** (format dd-mon-yyyy) and **Run Time** (format hh24:mi:ss). Enter NOW in each field to run the job immediately.

8. Click **Submit**.

When the job completes running, you can review its activity by clicking **View Control Reports** at the bottom of the Select a Process page.

**Delete a Materialized View**

Deleting a materialized view removes it from the database and replaces it with the original reporting view. Perform the following steps to delete a materialized view using the Administrative User Interface (UI).

1. Click **Options** from the Administrative UI menu.

2. Click **Schedule a Process**.

3. Click **Banner ODS Utilities**.

4. Click **Maintain Materialized Views**.

5. Select the **Materialized Views** that you want to delete. Use Shift-click to select a contiguous range of views or Ctrl-click to select noncontiguous views.

   There is a 3800 character limit on the values you can select. As you select values, you can see the total “Selected size” in the status bar at the bottom of the window. If you want to choose values that total more than 3800 characters, break the selections into multiple groups and run the jobs separately.

6. Select **Drop** from the **Materialized Views Action** drop-down list.

7. Enter a **Run Date** (format dd-mon-yyyy) and **Run Time** (format hh24:mi:ss). Enter NOW in each field to run the job immediately.

8. Click **Submit**.

When the job completes running, you can review its activity by clicking **View Control Reports** at the bottom of the Select a Process page.
Materialized View Status Report

The Materialized View Status report (REPORT_MVIEW_STATUS) is a process that you can run to view basic information about each materialized view currently defined in the system. The status report includes the following information about each materialized view: creation date and time, elapsed creation time, and the number of rows created. If the view was refreshed, the report also includes the latest refresh date time, elapsed refresh time, and the number of rows refreshed.

Report Materialized View Status

The Materialized View Status report includes information about each materialized view currently defined in the system. Run the report if you want to know when a materialized view was created or refreshed, how long it took to create or refresh a view, or how many rows were created or refreshed in a view. Perform the following steps to run the Materialized View Status report.

1. Click Options from the Administrative UI menu.
2. Click Schedule a Process.
3. Click Banner ODS Utilities.
5. Enter NOW in the Run Date and Run Time fields.
6. Click Submit.

When the job completes running, you can review its activity by clicking View Control Reports at the bottom of the Select a Process page.

Materialized View Control Reports

Each time you create, refresh, or delete a materialized view, the CREATE_MVIEWS or MAINTAIN_MVIEWS process creates a control report. The report includes information about creating, refreshing or dropping the materialized view and creating or dropping the related reporting view as appropriate. The report also includes the date and time that each action within the job completed.

You can save the control report as a .csv (comma separated values) file. You can open and review the .csv file in a spreadsheet application like Microsoft Excel. This option is especially useful for viewing large control reports. Click the CSV Summary button on the Display a Control Report page to view or save the report in .csv format.
For most reporting views, the following ORACLE command is used to create the associated materialized view:

```
create materialized view <view> BUILD IMMEDIATE REFRESH COMPLETE ON DEMAND;
```

Some reporting views use different Oracle syntax to create the associated materialized view. The control report notes these view exceptions when the materialized view is created. Although a view may be created using alternate syntax, the resulting materialized view is functionally the same as the reporting view.

**View Control Reports**

When a process runs, it creates a control report that details the progress, status, and errors in the process. Each control report highlights items like run time errors, record counts, and the job status for the process submitted.

Follow the steps below to review the control reports to determine whether a process ran successfully and to view errors.

1. From the Administrative menu, click **Options**.

2. Click **View Control Reports**. The Select a Control Report page opens.

3. On the Select a Control Report page, find the process you want to review in the list. Check the Status column to see if the process ran successfully. If the status is ERROR, there was a problem with the process.
   - To sort the list of control reports click one of the column headings - Run Date, Job Number, Process, User ID, or Status.
   - To filter the list of control reports, select the filter button next to one of the column headings (Run Date, Process, User ID, or Status), select the filter values and click **Select**. You can only apply one filter at a time.

4. Click **Refresh Job Status Codes** to see the most current job status. Often a job status will change from Running to Completed.

The **Refresh Job Status Codes** button is helpful with jobs that have been terminated in the database (due to a shutdown, or other error, etc.). If a job is terminated in the database, it locks the status as Running on the View Control Reports page. Therefore, if you click this button you not only refresh all status codes, but also ensure that any Terminated status codes display correctly.
To delete a control report, select the corresponding checkbox in the Delete column. To select or clear all the control reports, click Select All or Deselect All.

5. To review additional information on how a process ran, click the link for that process from the Process column. The Display a Control Report page opens.

5.1. Click View error message(s) to view the first error message.

5.2. Click Next error to browse all errors for the job.

A description of each button on the Display a Control Report page appears below:

<table>
<thead>
<tr>
<th>Button</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Filter Report</td>
<td>To view only selected lines of a report. The Select Report Filters window opens. Check the box next to the filter phrases that you want to see in the report. (Select All and Deselect All links select or clear all lines on the report.) Click Filter Report. To redisplay the information, click Show Detail. To filter the report for certain leading words/phrases, enter one or more delimiter characters and click Scan. (The default delimiter is a colon.) The page then displays all the unique occurrences of text up to the first occurrence of that delimiter, which you can use to filter the Control Report.</td>
</tr>
<tr>
<td>CSV Summary</td>
<td>Click to save a control report to a .csv (comma separated values) file that you can open and review in a spreadsheet application like Microsoft Excel. This option may be especially helpful for viewing large control reports. Note: This option is primarily intended to use with output from LOAD and REFRESH jobs, reporting the number of rows processed for each mapping. There are also CSV outputs specific to the Reconcile utilities, as well as the Change Table Counts utility process.</td>
</tr>
<tr>
<td>Reschedule Process</td>
<td>Click to open the Schedule a Process page and reschedule a process.</td>
</tr>
</tbody>
</table>

**Error Messages**

This section lists some of the error messages you may encounter on the control report for any process. Not all error messages are documented, so this is not a complete list.
Banner ODS Checks and Balances Process

**Warning: Obsolete sequence numbers in MGBPSQL**

Reason: Each row in the IA_ADMIN.MGBPSQL table should have a corresponding row in the IA_ADMIN.MTVPARM table matching on the sequence number. Any unmatched rows in MGBPSQL are reported.

Action: Sequence numbers that exist in MGBPSQL but not in MTVPARM should be deleted from the table.

**Error: <mapname> is INVALID in the database**

Reason: A delivered ETL mapping (PL/SQL) package currently has an INVALID status, and will not run during any of the LOAD/REFRESH jobs.

Action: Recreate the mapping package in the ODSMGR schema of the database.

**Warning: <mapname> parameter does not have corresponding MAPPING**

Reason: Baseline ETL mapping packages, that have been created with Oracle Warehouse Builder, exist in the ODSMGR schema with a name starting with “LOAD_”, “DELETE_”, “UPDATE_”. Each package has a corresponding Parameter record with the same name. This warning indicates that a parameter exists for the specified mapping, but the actual package does not exist in the ODSMGR schema of the database.

Action: For baseline packages, create the ETL mapping package in the ODSMGR schema. If the mapping package does not exist in the database, use the Administrative UI to remove the parameter.

**Warning: <mapname> mapping package does not have corresponding parameter record**

Reason: The baseline Banner ODS ETL mapping packages, that have been created with Oracle Warehouse Builder, exist in the ODSMGR schema with a name starting with “LOAD_”, “DELETE_”, “UPDATE_”. Each package has a corresponding parameter with the same name. Without this parameter record, the mapping will not be run during any of the LOAD/REFRESH jobs.

Action: Create the parameter record for the <mapname> package, similar to the other ETL MAP PACKAGE parameter records. Note: If the mapping is a locally developed package, consider using a different naming standard (ex: 'MY_LOAD_%', 'MY_DELETE_%'), OR create a different schema for local modifications.

**ERROR: Parameters not loaded for Banner ODS mappings (ETL MAP PACKAGE)**

Reason: The mapping parameters for Banner ODS have not been created in MTVPARM.

Action: Check with technical staff to create the missing entries.
**Warning: ---> <view name> is documented but does not exist**

Reason: This check will verify that all reporting views documented in the metadata actually exist in the database. The warning message reports views that do not exist in the database.

Action: Check with technical staff to create the missing view in the ODSMGR schema of the database.

**Warning for REPORTING View: <view name>  WARNING: ---> MetaData column missing in view: <column name>**

Reason: Baseline reporting views are delivered with corresponding metadata for each view column. The column that is documented does not exist within the view.

Action: Check with technical staff to determine why the column is missing from the view, and recreate the view if necessary.

**Note**

Client developed reporting views can be imported into the metadata using the Administrative User Interface. If the column should not be documented for a locally developed view, use the Administrative UI to remove the metadata.

**Warning for REPORTING View: <view name>  WARNING: ---> View column missing in MetaData: <column name>**

Reason: Baseline reporting views are delivered with corresponding metadata for each view column. The column exists in the view, but is not documented in the metadata.

Action: Check with technical staff to determine why the column is not documented in the metadata. Document the missing column with the Administrative UI.

**Note**

Client developed reporting views can be imported into the metadata using the Administrative User Interface. If the column should not be documented for a locally developed view, use the Administrative UI to create the metadata.

**Baseline index <index_name> is missing from table**

Reason: Delivered index names are stored in the IA_ADMIN.MGBINDEX table. Any missing indexes may impact Banner ODS performance and are reported.

Action: Create the missing index to ensure optimum system performance.

**Additional index (index_name) found for table**

Reason: Local indexes that do not exist in the IA_ADMIN.MGBINDEX table are reported.
Action: To eliminate the warning message from the control report, insert the index information into MGBINDX with local = YES.

**Warning: More than one database link found as source location for OWB**

Reason: Verify that only one source database is identified for the OWB.

Action: Remove or rename incorrect database links from Banner ODS database. (Search DBA_DB_LINKS where LINK_NAME like '%SOURCE_DB%' to identify these).

**WARNING: Use the Freeze Data Maintenance page to remove these columns from the freeze table <freeze_table>**

Reason: It is possible to select columns to include in the freeze data. If a column that has been used in a freeze table is no longer valid in the source, a warning message is provided.

Action: Use the Freeze Data Maintenance page in the Administrative UI to locate the freeze table and review the selected columns. Remove the obsolete columns from the selected columns list.

**Freeze Table <freeze_table> does not exist. Used in Freeze Data List <freeze_data_list>**

Reason: Freeze data lists are created to freeze multiple tables

Action: Review tables in the Freeze Data Lists reported to determine why the freeze data has not been generated.

**ERROR: AR dblink test failed**

Reason: A query from AT_AR_DEPOSIT view in Banner database failed.

Action: If the database link is valid, verify that the listed view exists in Banner database

**ERROR: ADVANCEMENT dblink test failed**

Reason: A query from a single Advancement view in Banner database (AA_CONSTITUENT) is done as a check that the system configuration is correct for Advancement ETL mapping packages to execute. The error message would indicate that the database link is incorrect or the view is not valid.

Action: Verify that Advancement views have been created in Banner database

**ERROR: FINANCE dblink test failed**

Reason: A query from a single Finance view in Banner database (AF_PURCHASE_ORDER_ACCOUNTING) is done as a check that the system configuration is correct for Finance ETL mappings to execute. The error message would indicate that the database link is incorrect or the view is not valid.
Action: Verify that Finance views have been created in Banner database.

**FINANCIAL AID dblink test failed**

Reason: A query from a single Financial Aid view in Banner database (AR_AWARD_BY_PERSON) is done as a check that the system configuration is correct for Financial Aid ETL mappings to execute. The error message would indicate that the database link is incorrect or the view is not valid.

Action: Verify that Financial Aid views have been created in Banner database.

**ERROR: COMMON dblink test failed**

Reason: A query from a single view in Banner database (AS_PERSON) is done as a check that the system configuration is correct for Common ETL mappings to execute. The error message would indicate that the database link is incorrect or the view is not valid.

Action: Verify that this view and other General views have been created in Banner database.

**ERROR: HR dblink test failed**

Reason: A query from a single Human Resources view in Banner database (AP_REVIEW) is done as a check that the system configuration is correct for Human Resources ETL mappings to execute. The error message would indicate that the database link is incorrect or the view is not valid.

Action: Verify that Human Resources views have been created in Banner database.

**ERROR: STUDENT dblink test failed**

Reason: A query from a single Student view in Banner database (AS_COURSE_CATALOG) is done as a check that the system configuration is correct for Student ETL mappings to execute. The error message would indicate that the database link is incorrect or the view is not valid.

Action: Verify that Student views have been created in Banner database.

**Materialized View Control Report Messages**

Following are explanations of messages that you might see in a control report related to creating or maintaining a materialized view.

**Warning: Creating materialized view: <viewName> with REFRESH WITH ROWID option due to lack of primary key constraint.**

Oracle is unable to determine a primary key when joining the data used in the view. The system must use the ROWID construct to uniquely identify rows of data.
Note: Reporting View: <viewName> contains sub-query so temporary view used

Oracle doesn’t support creating a materialized view from a view that contains a nested sub-query. The system is creating a temporary view on top of the reporting view. It will then materialize the temporary view.

Note: Reporting View: <viewName> contains too many key columns - USING NO INDEX mode enabled.

Oracle uses the columns from the view that it determines to be the “primary key” columns when building its internal index for data access. The number of natural key columns in some reporting views exceed the Oracle limit. When this happens, the system uses the NO INDEX syntax.

Freeze Process

Process failed, no mgbfrez records for this list

The selected freeze table list does not have entries in MGBFREZ table. Click the Freeze Data Maintenance menu to review the tables included in the freeze list.

Multiple owners for inputted table/view to freeze. Please precede table name with owner.

The original table or view name exists in more than one schema. Verify which table the data should be selected from, and precede the table name with the owner name.

Source table not found

The original table was not found in the database.

Warning, no data found to Freeze

There are no rows in the original table, or the where condition caused no rows to be selected.

***Warning--Replace parameter is N and EVENT exists!!- did not replace data

Data has been previously frozen to the new table with the same event code. If the data should truly be replaced, submit the process with the Replace parameter checkbox checked. If the existing data should remain intact, use a different event name to freeze additional data into the new table.
**Publish Meta Data (PUBLISH_META_DATA)**

*Configuration error: No script found for COPY_SCRIPT parameter*

The location of the ftp script used to transfer the html files was not found in the MTVPARM table. Click the menu options of **Options** and **Set Up Parameters**, with the internal group = METADATA and the internal code = PUBLISH, to store the copy script.

**P_MakeAllTarget - E_NoTablesFound**

There were entries found in metadata tables

**P_MakeAllTarget - E_NoMetafileLoc**

The parameter record in MTVPARM does not exist. To create this records, click the menu options of **Options** and **Set Up Parameters** with the internal group = METADATA and the internal code2 = PUBLISH_LOCATION.

**P_MakeAllTarget - E_NoUTLfileLoc**

The file location supplied in the parameter is not valid. Click the menu options **Options** and **Set Up Parameters** with the internal group = METADATA and the internal code2 = PUBLISH_LOCATION to verify the correct location for the creation of the meta data files.

**Reconcile (RECONCILE_JOB, RECONCILE_SINGLE_JOB)**

If there are zero discrepancies, the number of rows in the source view match the number of rows extracted to Banner ODS table. Run a refresh (or load) for the mapping that has the discrepancies, then rerun the reconcile job.

*mapName has ‘n’ discrepancies*

There are 'n' differences between Banner and Banner ODS. (The message below provides additional details.)

**Banner ODS has ‘n’ rows while the source has ‘n’ rows. Key values are:**

‘n’ rows while Banner has ‘n’ rows. Key values are:

This indicates the key values for the rows in either Banner ODS or Banner that do not match to the other system. Use these key values to further diagnose the discrepancy.

**Note**

If you run this reconcile process after the refresh process is run, records that have been updated (with changes noted in the change tables) may have caused the discrepancies - you can use the key values to confirm this.
**Mapping processes (DELETE_mapping, UPDATE_mapping, LOAD_mapping, REFRESH_mapping)**

OWB Runtime not running - waited for ‘n’ minutes...

**ETL Mapping Package record not found for mapping: <map name>**

Run Banner ODS Utilities - ‘Checks and Balances’ job to ensure that all parameter records exist and mapping packages are valid.

**Mapping not found - Please check the mapping name and location.**

Run Banner ODS Utilities - ‘Checks and Balances’ job to ensure that all parameter records exist and mapping packages are valid.

**No ETL CONTROL GROUP or ETL MAP PACKAGES found for this job.**

Check that records exist in MTVPARM table

\[
\text{where } \text{mtvparm}_\text{internal_code_group} = 'ETL MAP PACKAGE'.
\]

**No ETL SLOT PACKAGE entry found for this table: <table name>**

Check that records exist in MTVPARM table

\[
\text{where } \text{mtvparm}_\text{internal_code_group} = 'ETL SLOT PACKAGE'.
\]

**Oracle Warehouse Builder Runtime Audit Browser Integration**

Oracle Warehouse Builder (OWB) provides a utility called the Runtime Audit Browser (RAB) that displays status information for mappings that have been run. You can use RAB to view in depth statistics and job analysis. (For more information on setting up RAB, refer to the OWB Installation documentation).

**Integration Setup**

The Administrative UI can be configured to automatically link to the RAB for mappings that have been run. All you’ll need to do is click a hyperlink from the control report to view RAB mapping information. A new browser window opens displaying the RAB information for that mapping. Follow the steps below to set up a parameter RAB_URL:

1. Click **Options** from the Administrative UI menu. The Options page opens.

2. Click **Set Up Parameters**. The Set Up a Parameter page opens.
3. Select Internal Group *METADATA* and Internal Code *RAB_URL* from the drop-down lists on the Set Up a Parameter page.

![Note]
(If Internal Code *RAB_URL* does not appear in the drop-down list, then click **Create** to create the parameter. See “Set up Parameters” on page 2-54 for instruction on how to create this optional parameter.)

4. Click **Search**. The Select an Existing Parameter page opens.

The External Code on the Select an Existing Parameter page can be any value. (It is required, but ignored. You can enter a hyphen, for example.) The key is the **Description** column. It must be the URL for the RAB that you have installed and set up. It will be similar to the URL below:

http://<machine_name>/owbb/RABMapExecution.uix?event=navigate&p_type=PLSQLMap&repos=RUNREP

To access your URL, continue to the next step.

5. Open the RAB in another browser window. Copy your URL from the address bar in that window, and paste it into the **Description** column on the Select an Existing Parameter page.

![Note]
The particular RAB address (“RABMapExecution.uix”) and the associated parameters need to match the above address, with the exception of the “repos” parameter, which should reflect the repository owner in your system (if it isn’t the default RUNREP schema/user).

**RAB Authentication**

The integration is not complete in the sense of typical web-based “single-signon.” You must first sign into the RAB in that separate browser window before you can browse any of the mapping execution information. Once signed in, your RAB credentials are stored locally (in a cookie) in your browser so you can close the RAB window (after logging in).

![Note]
Those cookie credentials are persistent, so future attempts to view RAB reports will succeed until you Log Out of your RAB session explicitly (via the Log Out link in the RAB window).

Subsequent links from the control report should take you directly to the mapping information for that report. Click the link after the OWB Audit Execution ID on the control report. The Runtime Repository page opens.
Set up E-mail Notification

You can configure the Administrative UI to send an e-mail when a process (job) is completed. To do this, set up the following system parameters (MTVPARM records).

These parameters are not delivered. (You must create them. See the “Set up Parameters” on page 2-54.) E-mails are only sent if all parameters (except the Administration URL) are set up. No e-mail notification takes place until you set these parameters.

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>EMAIL_ADMIN_URL</td>
<td>The complete URL to connect to the Administration system. If this parameter is defined, the URL is included in the e-mail message which makes it easier for the recipient to log into the system. The message contents are:</td>
</tr>
<tr>
<td></td>
<td><strong>Subject:</strong> &lt;Job Name&gt; Job Completion &lt;with Errors&gt; (where the Job Name is the job that ran, and “with Errors” is appended only for jobs that had errors.)</td>
</tr>
<tr>
<td></td>
<td><strong>Message:</strong> This job has completed. Check the Administrative UI for more details.</td>
</tr>
<tr>
<td></td>
<td>Job Name: &lt;Job Name&gt;</td>
</tr>
<tr>
<td></td>
<td>Job User: &lt;Admin Username of account that ran the job&gt;</td>
</tr>
<tr>
<td></td>
<td>Job Number: &lt;job number&gt;</td>
</tr>
<tr>
<td></td>
<td>&lt;For jobs that run mappings:&gt;</td>
</tr>
<tr>
<td></td>
<td>Job Execution Time:</td>
</tr>
<tr>
<td></td>
<td>Start of Mapping at (start time)</td>
</tr>
<tr>
<td></td>
<td>Process completed at (end time)</td>
</tr>
<tr>
<td></td>
<td>&lt;If any errors occurred during the job, they are listed next as follows:&gt;</td>
</tr>
<tr>
<td></td>
<td>Error Details:</td>
</tr>
<tr>
<td></td>
<td>Error …</td>
</tr>
<tr>
<td>EMAIL_FROM_ADDRESS</td>
<td>E-mail address in the From section of the e-mail. This is typically a server address. Required.</td>
</tr>
</tbody>
</table>
Freeze data maintenance enables you to take snapshots of related data at any point in time and keep a static copy of that data. You may want to run data comparison reports at the same point-in-time (example: each month, semester, or year) To do this you will need to ‘freeze’ the data at each point-in-time. As you save these data slices over time, you will create a history (freeze) of the data on which to report. You can also associate that point-in-time with an event name, for example, YearEnd, MonthEnd, or SummerSession.

Banner ODS freezes data from a single table/view or from multiple tables/views. When the freeze data has been defined, the freeze process must be scheduled to run (refer to “Freeze a Single Banner ODS Table/View” on page 2-126 and “Freeze Multiple Banner ODS Tables/Views at the Same Time” on page 2-127).

Use the Freeze Data Maintenance Option to:

- Set up Freeze Data list for Banner ODS tables/views
- Add additional Banner ODS tables to existing freeze lists
- Review events in existing Banner ODS freeze tables

**Set up Banner ODS Freeze Data Lists**

A Freeze List is what Banner ODS calls for one or more tables/views that have related data to be frozen at the same time. The freeze process selects data from the source table/view, creates a table with the ‘history’ name supplied, and copies (freeze) the selected source data into the history table. By default, all the columns from the source table are copied to the freeze table. Click **Select Columns** to specify if only specific columns are required for the freeze.
**Example**

During a student registration cycle it may be important to capture student courses weekly. First, you would create a freeze list called STUDENT_COURSE_REGDATA. The source data would then be selected from STUDENT_COURSE.

The data from the source is stored in a freeze table which could be named STUDENT_COURSE_STATIC, for example. The new table is created the first time the freeze is run. Any successive freezes for this freeze list reuses the static table.

*Note*

It is recommended that your institution have a naming convention in place for freeze lists and freeze tables.

There is an optional WHERE condition that allows you to qualify the data to be frozen from each source table. The condition is ACADEMIC_PERIOD = ‘200510’).

*Note*

Do not include the actual word WHERE in the condition; it is assumed.

1. Click **Options**.

2. Click **Freeze Data Maintenance**. The Set Up Freeze Data Lists page opens.

1. Click **Create** from the Set Up Freeze Data Lists page. The Create a Freeze Data Table page opens.

The links on this page are described below:

<table>
<thead>
<tr>
<th>Link</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>View Current Lists</td>
<td>Opens a window of the current freeze lists.</td>
</tr>
</tbody>
</table>
2. Enter the new list name, source name and freeze table name.

3. *(Optional)* Enter a valid PL/SQL WHERE condition. Use fields from the table or view being frozen and exclude the word “where”, which is added by the system.

   **Example**

   `ACADEMIC_PERIOD='200510' and COURSE_LEVEL='01'`

4. Click **Save**.

### Add a Table/View to a Banner ODS Freeze Data List

Maintaining freeze lists may require that additional tables be included in specific freeze lists, that a freeze list be deleted, that a freeze list be renamed or duplicated. It is also useful to review which events exist in which freeze tables.

In the example above, it is decided to capture data from `STUDENT_COHORT_SLOT` and so an additional table should be added to the `STUDENT_COURSE_REGDATA` freeze list.

- Click the freeze list called `STUDENT_COURSE_REGDATA` from the drop down list.
• Click Add another Table.
• Click STUDENT_COHORT_SLOT as the source table.
• For this example, the freeze table will be STUDENT_COHORT_SLOT_STATIC.

There is an optional WHERE condition that will allow you to qualify the data to be frozen from each source table (ACADEMIC_PERIOD = ‘200510’). NOTE: Do not include the actual word WHERE in the condition. It is assumed.

1. Click Options.

2. Click Freeze Data Maintenance. The Set Up Freeze Data Lists page opens.

3. Choose the freeze list you want to modify from the drop-down list on the Set Up Freeze Data Lists page.

4. Click Search. The Select a Freeze Data Table page opens displaying the freeze tables associated with the displayed freeze list.

5. Click the link in the Source Name column for the tables/views you want to add. The Update an Existing Freeze Data Table page opens.

6. Click Add Another Table. The Create a Freeze Data Table page opens.

The links on this page are described below:

<table>
<thead>
<tr>
<th>Link</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Select Another Lists</td>
<td>Returns to the Select a Freeze Data Table page.</td>
</tr>
</tbody>
</table>
7. Enter the new list name, source name and freeze table name.

8. (Optional) Enter a valid PL/SQL Where Condition. Use fields from the table or view being frozen and exclude the word “where”, which is added by the system.

   For example: `academic_period = '200510'`.

9. Click Save.

10. Click Add Another Table to add another table to your list.

**Delete, Rename or Duplicate Banner ODS Freeze Data**

Follow the steps below to delete, rename, or duplicate freeze data list.

1. Click Options from the Administrative menu.

2. Click Freeze Data Maintenance. The Set Up Freeze Data Lists page opens.

3. Choose the Freeze List you want to modify from the drop-down list on the Set Up Freeze Data Lists page.

4. Click Search. The Select a Freeze Data Table page opens. The list of tables currently included in the list displays.

   Use the links on this page to delete, rename or duplicate a freeze list. Each link is described below:

<table>
<thead>
<tr>
<th>Link</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Add Another Table</td>
<td>Opens the Create a Freeze Data Table page where you can enter freeze tables to add.</td>
</tr>
<tr>
<td>Select Columns</td>
<td>Opens a window of existing freeze columns. Click the column(s) to freeze or not freeze, then click the corresponding arrows to move them to the appropriate box.</td>
</tr>
<tr>
<td></td>
<td>• Click a single arrow to move one column.</td>
</tr>
<tr>
<td></td>
<td>• Click a multi-arrow to move all columns.</td>
</tr>
<tr>
<td></td>
<td>• Hold down the Ctrl key while selecting/deselecting to move a multiple columns.</td>
</tr>
<tr>
<td></td>
<td>The number of columns selected out of the total number of columns appears on the page and in the window. For example, (178/181) indicates that 178 columns out of 181 will be frozen.</td>
</tr>
</tbody>
</table>
5. (Optional) Check the **Show Event Names** checkbox to indicate whether to display the event within each table. An extra column of names displays.

**Note**

You choose how these events are handled when scheduling a job by choosing to either to insert, delete or replace the events from the **Event Handling** field on the Schedule a Process page.

---

### Freeze a Single Banner ODS Table/View

You can freeze a single table using the Schedule a Process>Freeze a Single Banner ODS Table option. Follow the steps below:

1. From the Administrative menu, click **Options**.

2. Click **Schedule a Process**. The Select a Process page opens.

3. Click **Freeze A Single Banner ODS Table/View** from the Select a Process page.

4. Enter the required process parameters.

   4.1. Type the name of a table/view into the **Enter Table to Freeze** field.

   4.2. Type the new (history) table name into the **Enter Table Name to Freeze to** field. (Follow your history table naming conventions.)
5. Enter the required scheduling parameters.

5.1. Enter a Run Date (format dd-mon-yyyy) and Runtime (format hh24:mi:ss).

5.2. If you want to run the process on a recurring basis, enter an Interval. For example, to run a process every day at the same time enter SYSDATE+1 in the Interval scheduling parameter.

See “Update or Freeze Recurring Banner ODS Data” on page 2-131 for more details on setting the Interval.

6. Click Save to save the information about this freeze job. The job is entered into the job queue to run at the specified day and time.

**Freeze Multiple Banner ODS Tables/Views at the Same Time**

If the freeze is going to occur repeatedly, it may be useful to create a Freeze List. The Freeze List is a name/label/title for one or more tables/views with data to be frozen at the same time. See “Freeze Data Maintenance” on page 2-121 for instructions on how to define a list of freeze tables.

Follow the steps below to freeze multiple tables/views:

1. From the Administrative menu, click Options.

2. Click Schedule a Process. The Select a Subprocess page opens.

3. Click Freeze Multiple Banner ODS Tables/Views from the Select a Process page.

   All freeze data lists defined within Freeze Data Maintenance display.

4. Click the freeze data list. The Schedule a Process page opens.

5. From the Event Handling drop-down list, indicate whether you want to replace, insert (add), or delete existing events from the tables in the freeze data list.

6. Choose an event to capture. The system tags the information extracted during this process with the event code you choose.

   **Note**

   You have to choose an event name when you submit the freeze job to run (refer to the “System Parameters” section). Once that freeze job is run, the data exists in the freeze tables with an 'event' name attached. There could be multiple event names in a single freeze table.

7. Enter the Run Date (format dd-mon-yyyy) and Runtime (format hh24:mi:ss).
If you want to run the process on a recurring basis, enter an Interval. For example, to run a process every day at the same time enter \textit{SYSDATE+1} in the Interval scheduling parameter. See “Update or Freeze Recurring Banner ODS Data” on page 2-131 for more details on setting the Interval.

8. Click \textbf{Save} to save the information about this freeze job. The job is entered into the job queue to run at the specified day and time.

\section*{Create a dynamic Freeze List parameter}

You can create dynamic parameters and dropdown lists of valid values for selection parameters associated with a Freeze List. When you run a Freeze List, you can then use the parameter to reduce the amount of data that is frozen. The value selected and the associated column name are then appended to the “where” clause for each table in the freeze list.

Setting up this functionality requires the following conditions:

- Only tables or views owned by the ODSMGR schema can be used as source for a Freeze List
- A column that will be used as the “target” for a parameter value must be present in all source objects in the Freeze List

You can create a new view to meet this condition (For example, you could create a new view joining \textit{STUDENT} to \textit{PERSON\_DETAIL}, adding \textit{ACADEMIC\_PERIOD} to the new view (\textit{STUDENT\_PERSON}) so only the relevant “person” rows are frozen.)

Use the following steps to set up a parameter for a Freeze List.

1. Create a Freeze List.

2. Select \textbf{Options>Set Up Parameters}.

3. From the \textbf{Internal Groups} dropdown list, select \textbf{PARAMETER}.

4. Click \textbf{Create} to create a new entry for the Freeze List.

5. Enter values to create a new Parameter record. Use the descriptions in the following table as a guide to define the new Parameter record.

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal Group</td>
<td>PARAMETER</td>
</tr>
<tr>
<td>Internal Code 1</td>
<td>FREEZE_TABLE</td>
</tr>
</tbody>
</table>
The following image shows the page for the “Parameter” parameter after it was created, and then updated to choose Parameter Type and input the Parameter Value.

The following image shows the page for the “Parameter” parameter after it was created, and then updated to choose Parameter Type and input the Parameter Value.

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Internal Code 2</td>
<td><code>&lt;Freeze List Name&gt;</code></td>
</tr>
<tr>
<td></td>
<td>Enter the name of the Freeze List you created in the step 1 of this procedure.</td>
</tr>
<tr>
<td>Internal Code</td>
<td>Null or the sequence in which you want the parameter to display on the Schedule a Process page</td>
</tr>
<tr>
<td>Sequence Number</td>
<td></td>
</tr>
<tr>
<td>External Code</td>
<td><code>&lt;Source COLUMN_NAME to be tested&gt;</code></td>
</tr>
<tr>
<td>Description</td>
<td><code>&lt;Description of Process&gt;</code></td>
</tr>
<tr>
<td></td>
<td>Enter the description of the process that will display on the Schedule a Process page.</td>
</tr>
<tr>
<td>System Required</td>
<td>No</td>
</tr>
</tbody>
</table>

For SELECT parameter types the Parameter Value is the SELECT statement used to populate the dropdown list. In this example the statement was:

```
SELECT VALUE FROM VALIDATION WHERE TABLE_NAME = 'STVTERM' ORDER BY VALUE DESC
```
You can test the correctness of the SELECT statement by clicking the Test SQL link in the lower right corner of the page, resulting (when the arrow is clicked) in the image to the right.

The value stored as the External Code is added to the “Where” clause for each source in the Freeze list and tested for equality to the parameter value chosen from the list as the job is submitted.

**Example - Freeze List parameter**

The easiest way to understand how to create a new runtime parameter is to review the existing ones. In the previous table, there are two records whose Internal Code 1 = FREEZE_TABLE and the Internal Code 2 field is blank. Each of these records defines a runtime parameter that appears on the Schedule a Process page when Freeze Multiple Banner ODS Tables/Views is selected. The Internal Code 1 field of FREEZE_TABLE on the Parameter record here matches to the External Code of FREEZE_TABLE on the INSTALLED PROCESS parameter.

If you add a runtime parameter to a freeze data list called TEST1, the following steps show the field values needed to create this new parameter.

1. Enter **Internal Group** = PARAMETER.
2. Enter **Internal Code 1** = FREEZE_TABLE. The parent process for the TEST1 freeze data list.
3. Enter **Internal Code 2** = TEST1. The actual name of the freeze data list to associate the parameter.
4. Enter **Internal Code Sequence Number** = 2. The order that parameters are listed at runtime. You can add up to two parameters to a freeze data list.
5. Enter **External Code** = ACADEMIC_PERIOD. The actual field value that you want the user to supply at runtime.
6. Enter **Description** = Enter Term Code. The prompt that a user needs to supply at runtime.
7. Choose **PARAMETER Type** = SELECT. Identifies how the user enters the runtime parameter. The field accepts four values:
   - SELECT = User must supply a valid PL/SQL statement.
   - DATE = User must supply a valid date.
   - EDIT = User can supply a text string.
   - CHECKBOX = User must check or uncheck an option.
8. Enter **PARAMETER SQL**. This field is only required when the **PARAMETER Type** is **SELECT**. Enter a valid PL/SQL statement, which is used to populate the valid field values to display in the drop-down list of the runtime prompt.

9. Enter **PARAMETER SQL Delimiter**. This field is only required when the **PARAMETER Type** is **SELECT** and you use a delimiter in the **PARAMETER SQL** field. Specify the delimiter used in the **PARAMETER SQL** field.

## Update or Freeze Recurring Banner ODS Data

You’ll need to refresh the data in your Banner ODS on a regular basis to keep it synchronized with data in your administrative system. You may also want to freeze portions of Banner ODS data on a regular basis so that your users can create data comparison reports.

To automate the refresh or freeze processes, use the **Schedule a Process** option to define processes that run on a recurring basis. Specify that a job run on a recurring basis by entering a valid PL/SQL value in the **Interval** field. This field accepts a data expression value, which defines the length of time between processing runs. The key to setting the interval correctly is determining whether you need to run a job so that:

- Each execution of the job follows the previous run by a specific time interval.
  
  or

- The job executes on specific dates and times.

The first thing you need to do is determine when and/or how often your institution needs to update Banner ODS data.

## Update Banner ODS Daily

It is recommended that Banner ODS is updated daily. Use the **Schedule a Process** option to define processes that run on a recurring basis. Specify that a job run on a recurring basis by entering a valid PL/SQL value in the **Interval** field. This field accepts a data expression value, which defines the length of time between processing runs. The key to setting the interval correctly is determining whether you need to run a job so that:

- Each execution of the job follows the previous run by a specific time interval.
  
  or

- The job executes on specific dates and times.

The first thing you need to do is determine when and/or how often your institution needs to update Banner ODS data.
In this case, the interval value is a date arithmetic expression like \( SYSDATE + N \), where \( N \) represents the time interval expressed in days. So, an interval of \( SYSDATE + 1 \) runs the job on a daily basis.

Job intervals set using date expressions do not guarantee that the next execution happens at a specific day or time, only that the spacing between executions is at least what was specified.

**Example**

If a job is first executed at 12:00 p.m. with an interval of \( SYSDATE + 1 \), it will be scheduled to execute the next day at 12:00 p.m. However, the job is executed manually at 4:00 p.m. using DBMS_JOB.RUN, then it is rescheduled for execution at 4:00 p.m. the next day. Another example is when the database is down or the job queue is so busy that the job cannot be executed exactly at the time scheduled. In this case, the job runs as soon as it can, but the execution time then moves away from the original submission time due to the later execution.

**Update Banner ODS on Specific Dates and Times**

You can set the Interval to execute jobs on a specific date and time. This type of interval involves more complex interval date expressions. Specifying intervals like these can get tricky, so be sure that your date arithmetic expression is correct. The following table provides samples of both simple and more complex types of job intervals.

<table>
<thead>
<tr>
<th>Run job</th>
<th>Interval Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily</td>
<td>( SYSDATE + 1 )</td>
</tr>
<tr>
<td>Hourly</td>
<td>( SYSDATE + 1/24 )</td>
</tr>
<tr>
<td>Weekly (every 7 days)</td>
<td>( SYSDATE + 7 )</td>
</tr>
<tr>
<td>Every day at 12:00 midnight</td>
<td>( \text{TRUNC}(SYSDATE + 1) )</td>
</tr>
<tr>
<td>Every day at 8:00 a.m.</td>
<td>( \text{TRUNC}(SYSDATE + 1) + 8/24 )</td>
</tr>
<tr>
<td>Every Tuesday at 12:00 noon</td>
<td>( \text{NEXT_DAY}(\text{TRUNC}(SYSDATE), TUESDAY) + 12/24 )</td>
</tr>
<tr>
<td>First day of the month at midnight</td>
<td>( \text{TRUNC}(\text{LAST_DAY}(SYSDATE) + 1) )</td>
</tr>
</tbody>
</table>
Meta data is “data about data” or information, or characteristics, about data entities such as a column name, description, format, length, origin and destination.

Meta data in Banner ODS tells what data columns are in Banner ODS, a definition of their business use, the type of data (number, character, date, etc.), how long they are, where they come from (in the source system) and their destination (in the target system.)

The Administrative UI meta data pages include reports that show the relationship between the data stored in Banner ODS and the source from which it is extracted.

Note

The meta data includes Banner ODS reporting views and source composite views, both with the original source tables and source column names. Banner ODS recreated Object:Access views are not delivered in the meta data. They are additional reporting views to be used for clients migrating from Datamart 1.0, or clients who used the source Object:Access views for custom reporting. Newly developed Banner ODS reporting should not use the Object:Access views.

The following navigation links and buttons display throughout the Administrative UI meta data pages:

<table>
<thead>
<tr>
<th>Run job</th>
<th>Interval Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last day of the quarter at 11:00 P.M.</td>
<td>( \text{TRUNC(ADD_MONTHS(SYSDATE + 2/24, 3}, \ 'Q') - 1/24 )</td>
</tr>
<tr>
<td>Every Monday, Wednesday, and Friday at 9:00 a.m.</td>
<td>( \text{TRUNC(LEAST(NEXT_DAY(SYSDATE, MONDAY), NEXT_DAY(SYSDATE, WEDNESDAY), NEXT_DAY(SYSDATE, FRIDAY)))) + 9/24} )</td>
</tr>
<tr>
<td>This Link/Button</td>
<td>Does this ...</td>
</tr>
<tr>
<td>------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>&lt;</td>
<td>Moves through the subject areas in alphabetical order.</td>
</tr>
<tr>
<td>-&gt;</td>
<td>Moves alphabetically through the views within a subject area.</td>
</tr>
<tr>
<td></td>
<td>Moves through the columns within a view in column ID order.</td>
</tr>
<tr>
<td>Select</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>From the Subject Area:</strong></td>
</tr>
<tr>
<td></td>
<td>Opens the Select A Subject Area window.</td>
</tr>
<tr>
<td></td>
<td>Click the <strong>Target</strong> or <strong>Source</strong> radio group, and click <strong>Reporting View</strong> or <strong>Composite View</strong> radio group to indicate the report type with which you want to work.</td>
</tr>
<tr>
<td></td>
<td>Choose the new subject area with which you want to work. The window closes automatically.</td>
</tr>
<tr>
<td></td>
<td><strong>From the Reporting or Composite View:</strong></td>
</tr>
<tr>
<td></td>
<td>Opens the Select A Target window.</td>
</tr>
<tr>
<td></td>
<td>Choose the reporting or composite view with which you wish to work. The window closes automatically.</td>
</tr>
<tr>
<td></td>
<td><strong>From the EDW star Target report List</strong></td>
</tr>
<tr>
<td></td>
<td>Opens the Select a Report Type and a Star window. Choose the target or source view and select the star. The window closes automatically.</td>
</tr>
<tr>
<td></td>
<td><strong>From the Reporting or Composite View Column:</strong></td>
</tr>
<tr>
<td></td>
<td>Opens the Select a Target Column or Select a Source Column window.</td>
</tr>
<tr>
<td></td>
<td>To have the columns listed alphabetically, click the <strong>Sort By: Column Name</strong> radio group. To have the columns listed in column order, click the <strong>Sort By: Column Order</strong> radio group. Click the column with which you wish to work. The window closes automatically.</td>
</tr>
<tr>
<td>Add Target</td>
<td>Adds a target view or table. The Target window opens.</td>
</tr>
<tr>
<td>Add Source</td>
<td>Adds a source view. The Source window opens.</td>
</tr>
<tr>
<td><strong>This Link/Button ...</strong></td>
<td><strong>Does this ...</strong></td>
</tr>
<tr>
<td>-------------------------</td>
<td>------------------</td>
</tr>
<tr>
<td>Add Target Column</td>
<td>Add a target column. The Add a New Column window opens</td>
</tr>
<tr>
<td>Add Source Column</td>
<td>Add a source column. The Add a New Column window opens</td>
</tr>
<tr>
<td>List Composite Views</td>
<td>Displays the composite views for the selected subject area.</td>
</tr>
<tr>
<td>List Banner ODS Reporting Views</td>
<td>Displays the reporting views for the selected subject area.</td>
</tr>
</tbody>
</table>
| Preview                 | Save, then click **Preview** to review your changes. Do not click this link then click the back button. Or, click **Preview** to review the list of:  
  - all reporting or composite views within a subject area  
  - a list of all source, or target columns within a view  
  - a list of fact/dimension tables within a star |
| Properties              | Works in conjunction with the **Columns** link to toggle between the Edit Target Columns and the Edit Target Properties pages. |
| Columns                 | Works in conjunction with the **Properties** link to toggle between the Edit Target Properties and the Edit Target Columns pages. |
| Preferences             | Opens the Institutional Preferences window. |
| Publish                 | Publishes the meta data. |
| CSV Export              | Exports meta data into a .csv file that you can open in Microsoft Excel. |
| Import                  | Enables you to choose a view to import into the meta data. The view must exist in the ODSMGR schema. All the columns in the view are created as LOCAL meta data. Click the button to display a list of views that do not exist in the meta data for that subject area. |
| Show Baseline/Hide      | Toggles between displaying baseline information versus local information. |
Baseline and Local Meta Data

Baseline meta data is the meta data delivered with your solution. When you change the baseline meta data, a local copy is created and the edited version becomes your local meta data. Local meta data appears on the Administrative UI page in the color specified in your Institutional Preferences. The Local Record field on the Edit Target (or Source) Columns pages indicates whether the displayed meta data is the baseline or local version.

If both local and baseline meta data exist for the column meta data, only the local meta data displays and can be edited. Only local meta data can be changed or deleted.

Create Meta Data

When Banner ODS is installed, the baseline meta data is installed as well. The sections “Set Up Meta Data Publish Preferences” and “Meta Data Parameter Set Up for Publishing Reports,” describe procedures that were completed during installation. They are included here for completeness, but you do not have to perform them to create meta data. The maintaining target or source meta data sections describe how to update the meta data repository with your own meta data.

Set up Institutional Meta Data Publish Preferences

The Meta Data Publish Preferences option controls which pieces of meta data can be previewed on the screen and saved (published) in a report. Meta data is considered ‘published’ after you save the selected source or target information as an HTML file using the Administrative UI. Before you publish meta data, follow the steps below to set the preferences.

1. Click Preferences & Security from the Administrative menu. The Preferences & Security menu opens.

2. Click Institutional Preferences. The Set Up Banner ODS Publishing Options menu opens.

4. In the Banner ODS Meta Data Target Report Preferences area on the Set Up Meta Data Publish Preference page, check the checkbox to indicate the meta data you want to display in your meta data target or source reports. Your solution is delivered with the default check boxes selected.

5. Choose the color in which you want your report rows and local meta data information to appear.

Note
Colors appear institution-wide. They are not personal colors.

6. Indicate whether reports should appear in column or name order.

7. Click Save to keep your changes.

**Meta Data Parameter Set up for Publishing Reports**

The meta data reports are created as static HTML pages from the Administrative UI or from the command line. This process is called ‘publishing’. (See “Publish Meta Data from the Administrative UI” on page 2-153 for additional information on publishing meta data reports from the command line.)

There are system parameters that must be configured when Banner ODS is installed. The PUBLISH_LOCATION parameter provides the directory location on the database server where the HTML pages are written when using the Publish buttons from the Administrative UI, or by running the PUBLISH.BAT script in batch mode.

There are two supported techniques for specifying the location on the file system where the HTML pages are created:

- Use an Oracle DIRECTORY object
  This is the preferred method as it does not require you to restart the database for changes to take effect, and also offers greater control over security. DIRECTORY objects are like any other objects in the Oracle database and offer the same levels of security control (grants by schema/user) while the UTL_FILE_DIR parameter setting is a global resource that does not offer tighter security control.

- Use the Oracle initialization UTL_FILE_DIR parameter
  This technique has been replaced by the DIRECTORY usage but will be supported for backward compatibility.

When using an Oracle DIRECTORY, use the following syntax to create the directory object in the IA_ADMIN schema:

```
CREATE DIRECTORY <DIRNAME> FOR '<PATH>';
```
where <DIRNAME> is a string, like METADATA_DIR and <PATH> is the actual path to the folder/directory location where the files are created.

The DIRECTORY object should be created and owned by the IA_ADMIN schema. The value of the PUBLISH_LOCATION parameter would then be set to the DIRECTORY name (in the above example, the value: METADATA_DIR).

You need to specify the initialization parameter UTL_FILE_DIR within the init.ora file for Banner ODS instance. This UTL_FILE_DIR parameter must contain the name of the directory where the Admin pl/sql package (MGKPUBL) generates the meta data files on the database server.

Once this directory is known and the UTL_FILE_DIR parameter is set, then configure the PUBLISH_LOCATION parameter through the Administrative UI. (Follow the directions in the section “Configure Publishing Parameters and Create Meta Data Web Directory”.)

The VIEW_URL parameter provides the Web server location where the published files are hosted. SunGard Higher Education recommends using the delivered /meta data folder to store the generated reports for viewing. This is a subdirectory beneath the “document root” for the Web server instance:

- Specify the VIEW_URL parameter as a relative path to the document root.
- If the Oracle http server (Web server) is on a different computer from Banner ODS database server, then newly published reports must be copied from the PUBLISH_LOCATION to the /metadata subdirectory before they can be viewed from the Operational Data Store Meta Data Reports page.

The COPY_SCRIPT parameter allows you to specify a script to accomplish the moving HTML files from the application server to the web server.

The sample script delivered (ia_admin\dbscripts\utility_scripts\copyMetaData.sh) demonstrates how to do this using FTP, but the script can be replaced with any technique (such as SFTP, copying files directly using a mapped drive, even just copying them from one directory to another if the application server and web server are on the same machine, etc.). It is recommended that you examine and customize this script as needed to comply with your institutional security requirements and policies.

**Configure Publishing Parameters and Create Meta Data Web Directory**

1. Login to the Administrative UI.

   **Example**
   

2. Click Options from the Administrative UI menu.
3. Click **Set Up Parameters**.

4. From the **Show All Internal Groups** drop-down list, select **METADATA**.

5. Click **Search**.

6. Look for the PUBLISH_LOCATION, VIEW_URL, or COPY_SCRIPT parameter in the **Internal Code 2** column.

7. Click the corresponding link in the **Description** column.

8. Each link for the selected parameter appears in the **Description** field of the Update a Parameter page.
**For parameter ...** | **Change this Directory or Server Location ...**
--- | ---
PUBLISH_LOCATION | UTL_FILE_DIR location or DIRECTORY name. Select this parameter to set up the location to which the meta data is published.

If the Web server is running on a Banner ODS machine, set up the UTL_FILE_DIR location (for output of generated pages) to be the same as the meta data subdirectory path under the Web server document root. PUBLISH_LOCATION would be set to the same thing.

**Example:**

D:\ORACLE\UTL_FILE

PUBLISH_LOCATION may be case sensitive. The directory name on the Banner ODS database server should be in the same case as the UTL_FILE_DIR entry. If the case does not match, you may receive the error “Unknown Status: ERR_UTL_FILE” when attempting to Publish.

The description should correspond to the UTL_FILE_DIRECTORY setting.

**Example**

The `initSID.ora` file may contain this line:

```
utl_file_dir = D:\ORACLE\UTL_FILE
```

The database init parameter file (`initSID.ora`) typically resides in the Oracle Home\database directory (Windows) or the Oracle Home/dbs directory (Unix).

**VIEW_URL**
The VIEW_URL parameter is set to the meta data subdirectory of the document root. This saves you from copying files each time they are published.

**Example:**

```
\metadata
```

If the Oracle http server (Web server) is on a different computer from the ODS database server, then newly published reports must be copied from the PUBLISH_LOCATION to the /metadata subdirectory before they can be viewed from the Banner Operational Data Store Meta Data Reports page.

**COPY_SCRIPT**
Script used to move HTML pages from the database server to the application Web server.

💡 **Tip**
On the Update a Parameter page, you can only change the **External Code** and **Description** fields. But, if you click **Duplicate** you can change
any of the fields. For example, to update the Internal Code you could duplicate the current one and change the Internal Code. Then, go back and delete the original parameter (to clean up). Click the back button (twice), then click **Delete**.

9. Click **Save** from the Update a Parameter page to save the new settings.

10. Return to the Select a Parameter page to set up a different parameter.

**Edit Target Meta Data Properties**

Follow the steps below to change the properties of your target meta data.

1. Click **Meta Data** from the Administrative UI menu.

2. Click **Maintain Banner ODS Meta Data** The View Target Report List page opens.

   **Note**
   
   All subject areas on the View Target Report List page display in alphabetical order by default. To move through the subject areas in alphabetical order, click `<` or `->`.

3. Click **Select** on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.

4. Click either the **Reporting View(s)** or **Composite View(s)** radio group. Then, click the **Target(s)** radio group.

5. Click the subject area you want to view. The window closes automatically.

   **Note**
   
   Check the **Show locally modified targets only** checkbox to display local target views only.

6. Click the reporting or composite view whose properties you want to change. The View Target Report page opens.

7. Click **Properties** located to the right of the reporting/composite view name. The Edit Target Properties page opens.

8. Make your changes.

9. Click **Save Changes** at the bottom of the page to keep your new information. The page refreshes automatically.
After the page refreshes, the **Local Record** field changes from *No* to *Yes* to indicate that this is now local meta data. The field names also display in the color that was set up in your Institutional Preferences page to indicate local meta data.

The **Show Baseline** and **Delete Local** links appear to the right of the **Local Record** field after you save.

### Add Target Views and Target Columns

Follow the steps below to add target reporting or composite views and target columns to a subject area.

1. Click **Meta Data** from the Administrative UI menu.
2. Click **Maintain Banner ODS Meta Data**. The View Target Report List page opens.

   **Note**
   
   All subject areas on the View Target Report List page display in alphabetical order by default.

   To move through the subject areas in alphabetical order, click `<` or `->`.

3. Click **Select** on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.
4. Click either the **Reporting View(s)** or **Composite View(s)** radio group. Then, click the **Target(s)** radio group.

   **Note**
   
   Check the **Show locally modified targets only** checkbox to display local target views only.

5. Click **Add Target**. The Add Target window opens.
6. Enter the new target name.
7. Click **Add Target** to save the new view. The View Target Report page opens displaying the new target reporting or composite name.
8. Click **Add Target Column** to add columns to the view. The Add a New Column window opens.
9. Enter the new information, then click **Add Column** to save. The View Target Report page refreshes and displays the new target column information.
Edit Target Views and Target Columns

Follow the steps below to change the information for target and reporting or composite views.

1. Click Meta Data from the Administrative UI menu.

2. Click Maintain Banner ODS Meta Data. The View Target Report List page opens.

Note

All subject areas on the View Target Report List page display in alphabetical order by default.

To move through the subject areas in alphabetical order, click <- or ->.

3. Click Select on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.

4. Click either the Reporting View(s) or Composite View(s) radio group. Then, click the Target(s) radio group.

5. Click the subject area you want to view. The window closes automatically.

Note

Check the Show locally modified targets only checkbox to display local target views only.

6. Click the reporting or composite view you want to change. The View Target Report page opens.

7. Click the Target Column you want to change.

The Edit Target Columns page opens.

8. Enter your changes. Click Save Changes to keep your changes.

Synchronize Meta Data Comments with Reporting Views

Use this option to generate multiple comments on a reporting view. The meta data business definitions for the reporting view and the meta data business definitions for each of the columns is copied from the meta data into the database Comments field. Any existing comment will be overwritten.
This process (for a single or for multiple business definitions) can also be scheduled from Banner ODS Utilities menu. (See “Schedule a Process” on page 2-60 for instructions on how to schedule a process.)

1. Click **Meta Data** from the Administrative UI menu.

2. Click **Maintain Banner ODS Meta Data**. The View Target Report List page opens.

3. Click **Select** to choose the subject area, or click <- or -> to move through the subject areas in alphabetical order.

   ✉ **Note**
   
   If you click **Select**, which opens the Select a Subject Area window, keep the default Reporting View and Target radio groups. The window closes automatically after you select a subject area.

4. Click the reporting view to which you want to add comments.

5. Click the **Sync Comments** link.

   The business definitions are copied to the database comments.

### Delete Local Target Properties

Follow the steps below to delete local target properties:

1. Click **Meta Data** from the Administrative UI menu.

2. Click **Maintain Banner ODS Meta Data**. The View Target Report List page opens.

   ✉ **Note**
   
   All subject areas on the View Target Report List page display in alphabetical order by default.

   To move through the subject areas in alphabetical order, click <- or ->.

3. Click **Select** on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.

4. Click either the **Reporting View(s)** or **Composite View(s)** radio group. Then, click the **Target(s)** radio group.

5. Click the subject area you want to view. The window closes automatically.

   ✉ **Note**
   
   Check the **Show locally modified targets only** checkbox to display local target views only.
6. Click the reporting or composite view whose target properties you want to delete. The View Target Report page opens.

7. Click **Delete**. A message window appears.

8. Click **OK** to delete the target, or **Cancel** to keep the target. If you delete the target, the View Target Report List page opens. If you keep the target, you remain on the View Target Report page.

**Delete Local Target Columns**

Follow the steps below to delete local target columns.

1. Click **Meta Data** from the Administrative UI menu.

2. Click **Maintain Banner ODS Meta Data**. The View Target Report List page opens.

   **Note**
   
   All subject areas on the View Target Report List page display in alphabetical order by default.
   
   To move through the subject areas in alphabetical order, click `<-` or `->`.

3. Click **Select** on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.

4. Click either the **Reporting View(s)** or **Composite View(s)** radio group. Then, click the **Target(s)** radio group.

5. Click the subject area you want to view. The window closes automatically.

   **Note**
   
   Check the **Show locally modified targets only** checkbox to display local target views only.

6. Click the reporting or composite view whose columns you want to delete. The View Target Report page opens.

7. Click the target column you want to delete. The Edit Target Column page opens.

8. Click **Delete Local**. A message window appears.

9. Click **OK** to delete the target, or **Cancel** to keep the target. If you delete the target, you return to the View Target Report page. If you keep the target, you remain on the Edit Definitions page.
**Edit Source Meta Data Properties**

Follow the steps below to change the properties of your source meta data.

1. Click **Meta Data** from the Administrative UI menu.

2. Click **Maintain Banner ODS Meta Data**. The View Target Report List page opens.

   **Note**
   
   All subject areas on the View Target Report List page display in alphabetical order by default.
   
   To move through the subject areas in alphabetical order, click `<` or `->`.

3. Click **Select** on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.

4. Click either the **Reporting View(s)** or **Composite View(s)** radio group. Then, click the **Target(s)** radio group.

5. Click the subject area you want to view. The window closes automatically.

   **Note**
   
   Check the **Show locally modified sources only** checkbox to display local target views only.

6. Click the Source Name whose properties you want to change. The View Source Report page opens.

7. Click **Properties** located to the right of the source name. The Edit Source Properties page opens.

8. Make your changes.

9. Click **Save Changes** at the bottom of the page to keep your new information. The page refreshes automatically.

   After the page refreshes, the **Local Record** field changes from **NO** to **YES** to indicate that this is now local meta data. The field names also display in the color that was set up in your Institutional Preferences page to indicate local meta data.

   The **Show Baseline** and **Delete Local** links appear to the right of the **Local Record** field after you save.
Add Source Names and Source Columns

Follow the steps below to add source names and source columns to a subject area for reporting and composite views

1. Click Meta Data from the Administrative UI menu.

2. Click Maintain Banner ODS Meta Data. The View Target Report List page opens.

   Note
   All subject areas on the View Target Report List page display in alphabetical order by default.
   To move through the subject areas in alphabetical order, click <- or ->.

3. Click Select on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.

4. Click either the Reporting View(s) or Composite View(s) radio group. Then, click the Target(s) radio group.

5. Click the subject area you want to view. The window closes automatically.

   Note
   Check the Show locally modified targets only checkbox to display local target views only.

6. Click Add Source. The Add Source window opens.

7. Enter the new source name. Click Add Source to save the new name. The View Source Report page opens displaying the new source name.

8. Click Add Source Column to add columns to the source. The Add a New Column window opens.

9. Enter the new column information, then click Add Column to save. The Edit Source Columns page opens and displays the new source column information.
Edit Source Names and Source Columns

Follow the steps below to change the properties of your source meta data for reporting and composite views.

1. Click **Meta Data** from the Administrative UI menu.

2. Click **Maintain Banner ODS Meta Data** The View Target Report List page opens.

   📀 **Note**
   
   All subject areas on the View Target Report List page display in alphabetical order by default.
   
   To move through the subject areas in alphabetical order, click `<` or `->`.

3. Click **Select** on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.

4. Click either the **Reporting View(s)** or **Composite View(s)** radio group. Then, click the **Target(s)** radio group.

5. Click the subject area you want to view. The window closes automatically.

   📀 **Note**
   
   Check the **Show locally modified Sources only** checkbox to display local source views only.

6. Click the source name you want to change. The View Source Report page opens.

7. Choose the source column you want to change. The Edit Source Columns page opens.

8. Enter your changes. Click **Save Changes** to keep your changes.

Delete Local Source Properties

Follow the steps below to delete local source properties:

1. Click **Meta Data** from the Administrative UI menu.

2. Click **Maintain Banner ODS Meta Data**. The View Target Report List page opens.

   📀 **Note**
   
   All subject areas on the View Target Report List page display in alphabetical order by default. To move through the subject areas in alphabetical order, click `<` or `->`.

3. Click **Select** on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.
4. Click either the **Reporting View(s)** or **Composite View(s)** radio group. Then, click the **Target(s)** radio group.

5. Click the subject area you want to view. The window closes automatically.

**Note**

Check the **Show locally modified sources only** checkbox to display local target views only.

6. Click the source name whose source properties you want to delete. The View Source Report page opens.

7. Click the **Delete**. A message window appears.

8. Click **OK** to delete the source, or **Cancel** to keep the source. If you delete the source, the View Source Report List page opens. If you keep the source, you remain on the View Source Report page.

**Delete Local Source Columns**

Follow the steps below to change the properties of your source meta data.

1. Click **Meta Data** from the Administrative UI menu.

2. Click **Maintain Banner ODS Meta Data**. The View Target Report List page opens.

**Note**

All subject areas on the View Target Report List page display in alphabetical order by default. To move through the subject areas in alphabetical order, click `<` or `>`. 

3. Click **Select** on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.

4. Click either the **Reporting View(s)** or **Composite View(s)** radio group. Then, click the **Target(s)** radio group.

5. Click the subject area you want to view. The window closes automatically.

**Note**

Check the **Show locally modified sources only** checkbox to display local target views only.

6. Click the source name whose columns you want to delete. The View Source Report page opens.

7. Click the source column you want to delete. The Edit Source Column page opens.
8. Click the **Delete Local**. A message window appears.

9. Click **OK** to delete the source, or **Cancel** to keep the source. If you delete the source, you return to the Edit Source Column page. If you keep the source, you remain on the Edit Source Column page.

**Add and Delete Source to Target Meta Data Local Mappings**

Meta data contains information about which source column in the source system contained the information that is in the target column. You can create your own local source to target meta data mappings.

Follow the steps below to add or delete local source to target mappings to the meta data:

1. Click **Meta Data** from the Administrative UI menu.

2. Click **Maintain Banner ODS Meta Data**. The View Target Report List page opens.

   **Note**

   All subject areas on the View Target Report List page display in alphabetical order by default. To move through the subject areas in alphabetical order, click `<` or `>`. 

3. Click **Select** on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.

4. Click either the **Reporting View(s)** or **Composite View(s)** radio group. Then, click the **Target(s)** radio group.

5. Click the subject area you want to view. The window closes automatically.

   **Note**

   Check the **Show locally modified targets only** checkbox to display local target views only.

6. Click the reporting view to map. The View Target Report page opens.

7. Click the target column you want to map. The Edit Target Columns page opens.

8. **To Add:**
   
   Click **Add Local Mapping** at the bottom of the web page. The Add a Source Mapping window opens. (Continue to the next step below.)

   **To Delete:**

   Click the **Delete Local Mapping** link at the bottom of the web page.

   Click **OK** to delete the local mapping.
9. Enter the source subject area, table and column (required fields). Or, search for them using the corresponding links. Choose the table or column from the drop-down list associated with that link.

10. Click **Add Mapping** to save the newly mapped meta data.

**Import Target and Source Meta Data**

The Import option enables you to import an entire view into the meta data. The view must exist in the ODSMGR schema. All the columns in the view are created as local meta data.

Follow the steps below to change the properties of your source meta data.

1. Click **Meta Data** from the Administrative UI menu.

2. Click **Maintain Banner ODS Meta Data**. The View Target Report List page opens.

   **Note**
   
   All subject areas on the View Target Report List page display in alphabetical order by default. To move through the subject areas in alphabetical order, click < or >.

3. Click **Select** on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.

4. Click either the **Reporting View(s)** or **Composite View(s)** radio group. Then, click the **Target(s)** radio group.

5. Click the subject area you want to view. The window closes automatically.

   **Note**
   
   Check the **Show locally modified targets (or sources) only** checkbox to display local target (or source) views only.

6. Click **Import** located at the top right side of the web page. The Select a View window opens.

7. Click one or more views to import.

   To choose more than one view, click the first view, the hold down the Ctrl key while selecting the remaining views.

8. Click **Import**.
CSV Export

The Export option enables you to export target and source meta data into a .csv file that you can open in Microsoft Excel, or similar application.

Follow the steps below to change the properties of your source meta data.

1. Click Meta Data from the Administrative UI menu.

2. Click Maintain Banner ODS Meta Data. The View Target Report List page opens.

   Note
   All subject areas on the View Target Report List page display in alphabetical order by default. To move through the subject areas in alphabetical order, click <- or ->.

3. Click Select on the View Target Report List page to choose the target subject area you want to edit. The Select A Subject Area window opens.

4. Click either the Reporting View(s) or Composite View(s) radio group. Then, click the Target(s) radio group.

5. Choose the subject area you want to view. The window closes automatically.

   Note
   Check the Show locally modified targets only checkbox to display local target views only.

6. To export all reporting or composite views in a subject area, click CSV Export located at the top right side of the View Target (or Source) Report List page.

7. A window opens either to warn you that the operation will take a long time, or to indicate whether you want to save or open the file. Click Cancel to stop.
Publish Meta Data from the Administrative UI

Meta data is considered ‘published’ after the selected source or target information is saved as an HTML file and a meta data report is created. And, it can be published for some or all sources and targets. Meta data enables users to easily view the relationships between Banner ODS columns and their sources. Meta data can be published from the Administrative UI, or from the command line outside the Administrative UI. Once a meta data report is published, it can be stored on a server that is accessible to reporting users.

Note
If the Web server is not on the Banner ODS machine, the files need to be copied to the Web server after publishing.

Publish Meta Data for an Entire Subject Area

Follow the steps below to publish meta data for an entire subject area (Student, Finance, etc.).

1. Click Meta Data from the Administrative UI menu.

2. Click Maintain Banner ODS Meta Data. The View Target Report List page opens.

Note
All subject areas on the View Target Report List page display in alphabetical order by default. To move through the subject areas in alphabetical order, click <- or ->.

Note
Check the Show locally modified targets only checkbox to display local target views only.

3. Click Select on the View Target Report List page. The Select A Subject Area window opens.

4. Click the Target(s) radio group.

5. Click the subject you want to view. The window closes automatically.

6. Click Publish located at the top right side of the web page.

7. Click Ok to confirm that you want to publish all reports for the subject area.
Publish Meta Data for One Source or Target

Follow the steps below to preview and publish the meta data for one source or target.

1. Click Meta Data from the Administrative UI menu.

2. Click Maintain Banner ODS Meta Data. The View Target Report List page opens.

   Note
   All subject areas on the View Target Report List page display in alphabetical order by default. To move through the subject areas in alphabetical order, click `<` or `>`. 

   Note
   Check the Show locally modified targets only checkbox to display local target views only.

3. Click Select on the View Target Report List page. The Select A Subject Area window opens.

4. Click the Target(s) radio group.

5. Click the subject you want to view. The window closes automatically.

6. Click the reporting view whose meta data you want to preview or publish.

7. Click Preview to open the View Target Report List page, and preview the report. The meta data is not permanently published until you complete the following step.

8. Click Publish at the top of the web page. An HTML file is published (saved as a report). The file is saved to the location specified by the parameters with an internal group METADATA and internal_code_2= PUBLISH_LOCATION.

Publish Meta Data Reports

Meta data can be published using three methods.

• Publish all meta data by scheduling a process. See “Publish Meta Data by Scheduling a Process” on page 2-155

• Publish for an entire subject area. See “Publish Meta Data for an Entire Subject Area” on page 2-153
• Publish for one source or target. See “Publish Meta Data for One Source or Target” on page 2-154

Note
Baseline meta data reports are provided when your solution is installed. Therefore, you should not need to perform the publishing step initially.

Publish Meta Data by Scheduling a Process

You can schedule meta data to publish at a predetermined day and time. Follow the steps in the “Schedule a Process” on page 2-60 section. You should click the Publish Meta Data process.

Publish Meta Data from the Command Line

You can publish all meta data reports using the MGKPUBL.P_MakeAllReports procedure. A sample script, PUBLISH.SQL, is provided in the dbscripts/utility_scripts for publish.sql. To generate all the meta data reports, use the following command:

```
SQLPLUS IA_ADMIN/<password> @PUBLISH.SQL
```

The following PUBLISH.BAT script (in the web_files/metadata directory) can be customized to perform the entire process (generating the files, and then using FTP to put them on a remote server):

```bash
if "%1" == "move" goto movem
echo Publishing...
echo SET SERVEROUTPUT ON SIZE 500000 > doit.sql
echo EXEC MGKPUBL.P_MakeAllReports >> doit.sql
echo QUIT >> doit.sql
type doit.sql
sqlplus ia_admin/<password>@<Oracle database> @doit.sql
:movem
echo Moving...
if exist *.html del *.html
ftp -n -s:getfiles.dat <ODS machine>
ftp -n -s:putfiles.dat <web server machine>
```
View Published Meta Data

Meta data is considered ‘published’ after the selected source or target information is saved as an HTML file and, as a result, a meta data report is created. There are two kinds of reports for reporting view and composite view meta data. They are target reports and source reports.

Target Reports:
Show the relationship between the columns in Banner ODS reporting views (or composite views) and the columns to which they are mapped in the source system tables.

Source Reports:
Show the relationship between columns in the source system tables and the columns to which they are mapped in Banner ODS reporting view (or composite view).

Reporting View Meta Data

Use the following steps to view a published reporting view meta data report.

1. Click Meta Data from the Administrative menu.

2. Click Banner Operational Data Store. Banner Operational Data Store Reporting View Meta Data Reports page opens.

3. Choose a subject area from Banner Operational Data Store Reporting View Meta Data Reports page. The Reporting View Meta Data Reports page opens.

4. Choose a reporting view. The selected report displays.

Note
Sometimes the number of targets in the source report can exceed a 30,000 character limit. If this happens the output for the source is cut off, and a message “(More Targets…)” displays.

Composite View Meta Data

Banner ODS composite view meta data is also available as published meta data. Use the following steps to view published composite view meta data reports.

1. Click Meta Data from the Administrative menu.

2. Click Banner Operational Data Store. The Reporting View Meta Data Reports page opens.
3. Click **Banner ODS Composite View Meta Data Reports** located in the top right-hand corner of Banner Operational Data Store Reporting View Meta Data Reports page. The Banner Operational Data Store Composite View Meta Data Reports page opens.

4. Choose the subject area. The Composite View Meta Data Reports page opens listing the view name and description.

5. To view the column details associated with the selected composite view, choose one of the composite views. A report opens listing the Local Target, Target Column, Business Definition, Database Data Type, Source Name and Source Column.

### Metamodell

The delivered metamodel is the physical relational data model that stores the meta data. This should not be confused with the meta data repository, which refers to the physical database tables that contain the meta data.

Meta data tables are stored in a repository that is owned by the user - IA_ADMIN. Each table in the meta data repository begins with a “WMT_” prefix to identify it as a Banner ODS “Warehouse Meta Data Table.” In addition, there is a public synonym for each table that simply removes the “WMT_” prefix.

The meta data tables and views that make up the metamodel illustrate the different pieces of meta data available, and how they relate to each object type. The object types are the reporting views and the source tables.

<table>
<thead>
<tr>
<th>Meta Data Table Name</th>
<th>Synonym</th>
</tr>
</thead>
<tbody>
<tr>
<td>WMT_IA_SYSTEM</td>
<td>IA_SYSTEM</td>
</tr>
<tr>
<td>WMT_SOURCE</td>
<td>SOURCE</td>
</tr>
<tr>
<td>WMT_SOURCE_COLUMN</td>
<td>SOURCE_COLUMN</td>
</tr>
<tr>
<td>WMT_SOURCE_TO_TARGET_MAP</td>
<td>SOURCE_TO_TARGET_MAP</td>
</tr>
<tr>
<td>WMT_SUBJECT_AREA</td>
<td>SUBJECT_AREA</td>
</tr>
<tr>
<td>WMT_SYSTEM_MAP</td>
<td>SYSTEM_MAP</td>
</tr>
<tr>
<td>WMT_TARGET</td>
<td>TARGET</td>
</tr>
<tr>
<td>WMT_TARGET_COLUMN</td>
<td>TARGET_COLUMN</td>
</tr>
</tbody>
</table>

A diagram of the metamodel follows:
These meta data tables that store information about the meta data are further described in the "Banner ODS Meta Data Object Types" section.
Banner ODS Meta Data Object Types

Information exists in the meta data layer for the following types of objects:

<table>
<thead>
<tr>
<th>Object</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Target View</td>
<td>Banner ODS reporting views that join related information from Banner ODS tables. Use these views to build reports.</td>
</tr>
<tr>
<td></td>
<td><em>Example:</em> CONSTITUENT reporting view is the Advancement constituent data.</td>
</tr>
<tr>
<td>Source Table</td>
<td>Database tables in your source system used as the source for the data in Banner ODS.</td>
</tr>
<tr>
<td></td>
<td><em>Example:</em> APBCONS is the Constituent Base Table.</td>
</tr>
<tr>
<td>Source Function</td>
<td>Functions that use data from the source system’s source tables to create new data to be stored in Banner ODS.</td>
</tr>
</tbody>
</table>

Source Meta Data Tables

The following meta data tables store information about the source of Banner ODS data. In Banner ODS, this is meta data about the source systems.

**Source Table (WMT_SOURCE)**

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SYSTEM_ID</td>
<td>Unique ID for the source system.</td>
</tr>
<tr>
<td>SUBJECT_AREA_ID</td>
<td>Unique ID for the subject area.</td>
</tr>
<tr>
<td>SOURCE_TYPE</td>
<td>Identifies whether the source is a table, view, or function. Sample source types are TABLE, REPORTING VIEW and FUNCTION.</td>
</tr>
<tr>
<td>SOURCE_NAME</td>
<td>Source table, view, or function name.</td>
</tr>
<tr>
<td>SOURCE_BUSINESS_NAME</td>
<td>Source table, view, or function descriptive name.</td>
</tr>
<tr>
<td>SOURCE_BUSINESS_DEFINITION</td>
<td>Table or view business purpose.</td>
</tr>
</tbody>
</table>
### Source Column Table (WMT_SOURCE_COLUMN)

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCAL_IND</td>
<td>Indicates whether the row is a local or baseline version.</td>
</tr>
<tr>
<td>ACTIVITY_DATE</td>
<td>Date the meta data was changed.</td>
</tr>
<tr>
<td>ACTIVITY_USER</td>
<td>User who changed the meta data.</td>
</tr>
<tr>
<td>SYSTEM_ID</td>
<td>Unique ID for the source system.</td>
</tr>
<tr>
<td>SUBJECT_AREA_ID</td>
<td>Unique ID for the subject area.</td>
</tr>
<tr>
<td>SOURCE_TYPE</td>
<td>Identifies whether the source is a table, view or function. Sample source types are TABLE, REPORTING VIEW, and FUNCTION.</td>
</tr>
<tr>
<td>SOURCE_NAME</td>
<td>Source table, view or function name.</td>
</tr>
<tr>
<td>SOURCE_COLUMN_NAME</td>
<td>Source table/view column name. If the source name is FUNCTION, the function name is entered. If the source name is CONSTANT, the value of the constant is entered. If the source name is CALCULATION, the calculation is entered.</td>
</tr>
<tr>
<td>SOURCE_COLUMN_NUMBER</td>
<td>Distinguishes between source columns that have the same names.</td>
</tr>
<tr>
<td>LOCAL_IND</td>
<td>Indicates whether the row is a local or baseline version.</td>
</tr>
<tr>
<td>BUSINESS_NAME</td>
<td>Descriptive name for the column in the source.</td>
</tr>
<tr>
<td>BUSINESS_DEFINITION</td>
<td>Source column defined in business terms.</td>
</tr>
<tr>
<td>BUSINESS_ACRONYM</td>
<td>Acronym for the source column, if it has one.</td>
</tr>
<tr>
<td>SOURCE_FORM</td>
<td>Source system form name from which the data was captured.</td>
</tr>
<tr>
<td>CALCULATION_FORMULA</td>
<td>Any calculations that are applied to create the data in the target column.</td>
</tr>
<tr>
<td>SORT_ORDER</td>
<td>Column order in the table or view. It is determined by numbering the columns in alphabetical order.</td>
</tr>
</tbody>
</table>
### Target Meta Data Tables

The following meta data tables store information about the target of Banner ODS data, Banner ODS reporting views.

**Target Table (WMT_Target)**

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTIVITY DATE</td>
<td>Date the meta data was changed.</td>
</tr>
<tr>
<td>ACTIVITY USER</td>
<td>User who changed the meta data.</td>
</tr>
<tr>
<td>SYSTEM_ID</td>
<td>Unique ID for Banner ODS.</td>
</tr>
<tr>
<td>SUBJECT_AREA_ID</td>
<td>Unique ID for the subject area.</td>
</tr>
<tr>
<td>PARENT_OBJECT_TYPE</td>
<td>This column is used in Banner EDW only. In the case of Banner EDW, the parent object type is STAR. Not used in Banner ODS.</td>
</tr>
<tr>
<td>PARENT_OBJECT_NAME</td>
<td>This column is used in Banner EDW only. In Banner EDW, this identifies the star to which the target belongs.</td>
</tr>
<tr>
<td>TARGET_TYPE</td>
<td>Stores whether this is a Banner ODS table or view. Currently, reporting and composite view information is available. Sample values for Banner ODS are REPORTING VIEW and COMPOSITE VIEW. Sample values for the EDW are DIMENSION TABLE, FACT TABLE, and STAR.</td>
</tr>
<tr>
<td>TARGET_NAME</td>
<td>Table or view name.</td>
</tr>
<tr>
<td>TARGET_BUSINESS_NAME</td>
<td>Target descriptive name.</td>
</tr>
<tr>
<td>TARGET_BUSINESS_DEFINITION</td>
<td>Target business purpose.</td>
</tr>
<tr>
<td>BUSINESS_DATA_STEWARD</td>
<td>Person or department responsible for the data in the target.</td>
</tr>
</tbody>
</table>
### Column Description

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>LOCAL_IND</td>
<td>Indicates whether the row is a local or baseline version.</td>
</tr>
<tr>
<td>ACTIVITY_DATE</td>
<td>Date the meta data was changed.</td>
</tr>
<tr>
<td>ACTIVITY_USER</td>
<td>User who changed the meta data.</td>
</tr>
<tr>
<td>TARGET_KEY_COLUMN</td>
<td>Describes how the data is to be returned when extracted, with any information and/or comments specific to this particular set of data.</td>
</tr>
<tr>
<td>TARGET_REC_CONDITIONS</td>
<td>Columns used in report filters and queries that return the best performance for the specified reporting view. These conditions are not mandatory, but recommended for performance. You may retrieve data from the reporting views using different criteria.</td>
</tr>
</tbody>
</table>

#### Target Column Table (WMT_TARGET_COLUMN)

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SYSTEM_ID</td>
<td>Unique ID for Banner ODS.</td>
</tr>
<tr>
<td>SUBJECT_AREA_ID</td>
<td>Unique ID for the subject area.</td>
</tr>
<tr>
<td>PARENT_OBJECT_TYPE</td>
<td>This column is used in Banner EDW only. In Banner EDW, the parent object type is STAR.</td>
</tr>
<tr>
<td>PARENT_OBJECT_NAME</td>
<td>This column is used in Banner EDW only. In Banner EDW, this identifies the star to which the target belongs.</td>
</tr>
<tr>
<td>TARGET_TYPE</td>
<td>Stores whether this is a Banner ODS table or view. Currently, reporting view information is available. Sample values for Banner ODS are REPORTING VIEW and COMPOSITE VIEW.</td>
</tr>
<tr>
<td>TARGET_NAME</td>
<td>Table or view name.</td>
</tr>
<tr>
<td>TARGET_COLUMN_NAME</td>
<td>Target column name.</td>
</tr>
<tr>
<td>LOCAL_IND</td>
<td>Indicates whether the row is a local or baseline version.</td>
</tr>
<tr>
<td>BUSINESS_NAME</td>
<td>Descriptive name for the column in the target.</td>
</tr>
<tr>
<td>Column</td>
<td>Description</td>
</tr>
<tr>
<td>------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>BUSINESS_DEFINITION</td>
<td>Defines the target column in business terms. This is the comment on column in the relational database data dictionary in your target system.</td>
</tr>
<tr>
<td>DATABASE_DATA_TYPE_LENGTH</td>
<td>Comes from the relational database data dictionary in Banner ODS. This is stored in the meta data tables, not just the relational database data dictionary, so that it is easily available in one place with the rest of the meta data.</td>
</tr>
<tr>
<td>BUSINESS_DATA_TYPE_LENGTH</td>
<td>Used when writing reports for formatting purposes. The business data type may be character, integer, float, etc. It also contains the length of the data.</td>
</tr>
</tbody>
</table>

**Example**

The relational database data type and length for the internal ID may be varchar(63), but the business data type and length is 8-digits. Even though the database allows for a width up to 63 characters, the column will never be more than eight.

| DOMAIN_VALUES_DESC           | Description of the valid values that a column can contain. It could be a list of codes and code descriptions.                               |
| PUBLISH_IND                  | Indicates whether to publish the column information to meta data reports so users can use the meta data for reporting purposes. It may not be published because the column contains sensitive information. The column may also contain technical information like a key that would not be used in a report. |
| SORT_ORDER                   | Physical order of the columns in the table or view from the relational database data dictionary.                                          |
| ACTIVITY_DATE                | Date the meta data was changed.                                                                                                             |
| ACTIVITY_USER                | User who changed the meta data.                                                                                                             |
Source and Target Meta Data Tables

The following meta data tables store information about the source and target of the data. This includes meta data about the source systems and Banner ODS.

System Table (WMT_IA_SYSTEM)

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SYSTEM_ID</td>
<td>Unique ID for a system.</td>
</tr>
<tr>
<td>SYSTEM_NAME</td>
<td>Administrative source or Banner ODS solution system name.</td>
</tr>
<tr>
<td>SYSTEM_DESC</td>
<td>Administrative source or Banner ODS solution system description.</td>
</tr>
<tr>
<td>SYSTEM_DBMS</td>
<td>Database management system software, Oracle for example, used to implement the source or target system.</td>
</tr>
<tr>
<td>ACTIVITY_DATE</td>
<td>Date the meta data was changed.</td>
</tr>
<tr>
<td>ACTIVITY_USER</td>
<td>User who changed the meta data.</td>
</tr>
</tbody>
</table>

Subject Area Table (WMT_SUBJECT_AREA)

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SYSTEM_ID</td>
<td>Unique ID for the system.</td>
</tr>
<tr>
<td>SUBJECT_AREA_ID</td>
<td>Unique ID for the subject area.</td>
</tr>
<tr>
<td>SUBJECT_AREA_DESC</td>
<td>Advancement, Student or Human Resources, for example.</td>
</tr>
</tbody>
</table>

System Map Table (WMT_SYSTEM_MAP)

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOURCE_SYSTEM_ID</td>
<td>Source system unique ID.</td>
</tr>
<tr>
<td>SOURCE_TYPE</td>
<td>Identifies whether the source is a table, view, or function.</td>
</tr>
<tr>
<td></td>
<td>Sample source types are TABLE, REPORTING VIEW, and FUNCTION.</td>
</tr>
<tr>
<td>TARGET_SYSTEM_ID</td>
<td>Banner ODS.</td>
</tr>
<tr>
<td>Column</td>
<td>Description</td>
</tr>
<tr>
<td>---------------------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>TARGET_TYPE</td>
<td>Stores whether this is a Banner ODS table or view. Currently, reporting and composite view information is available. Sample values for Banner ODS are REPORTING VIEW and COMPOSITE VIEW.</td>
</tr>
<tr>
<td>ACTIVITY_DATE</td>
<td>Date the meta data was changed.</td>
</tr>
<tr>
<td>ACTIVITY_USER</td>
<td>User who changed the meta data.</td>
</tr>
</tbody>
</table>

**Source to Target Map Table (WMT_SOURCE_TO_TARGET_MAP)**

<table>
<thead>
<tr>
<th>Column</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOURCE_SYSTEM_ID</td>
<td>Source system unique ID.</td>
</tr>
<tr>
<td>SOURCE_SUBJECT_AREA_ID</td>
<td>Subject area unique ID.</td>
</tr>
<tr>
<td>SOURCE_TYPE</td>
<td>Identifies whether the source is a table, view or function. Sample source types are TABLE, REPORTING VIEW and FUNCTION.</td>
</tr>
<tr>
<td>SOURCE_NAME</td>
<td>Source table, view or PL/SQL function name.</td>
</tr>
<tr>
<td>SOURCE_COLUMN_NAME</td>
<td>Source column name from the source table or view, if the source is a table or view. If the source name is FUNCTION, the function name is entered. If the source name is CONSTANT, the value of the constant is entered. If the source name is CALCULATION, the calculation is entered.</td>
</tr>
<tr>
<td>SOURCE_COLUMN_NUMBER</td>
<td>Distinguishes between source columns that have the same names.</td>
</tr>
<tr>
<td>SOURCE_LOCAL_IND</td>
<td>Indicates whether the row is a local or baseline version.</td>
</tr>
<tr>
<td>TARGET_SYSTEM_ID</td>
<td>Banner ODS unique ID.</td>
</tr>
<tr>
<td>TARGET_SUBJECT_AREA_ID</td>
<td>Subject area unique ID.</td>
</tr>
<tr>
<td>PARENT_OBJECT_TYPE</td>
<td>This column is used in Banner EDW only.</td>
</tr>
<tr>
<td></td>
<td>In Banner EDW, the parent object type is STAR.</td>
</tr>
</tbody>
</table>
### The following views exist in the meta data repository, and are owned by the user IA_ADMIN.

<table>
<thead>
<tr>
<th>View</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>WMV_SOURCE</td>
<td>Lists all information associated with sources and source columns.</td>
</tr>
<tr>
<td>WMV_SOURCE_TO_TARGET_MAP</td>
<td>Lists all information associated with sources, targets, and source and target columns.</td>
</tr>
<tr>
<td>WMV_TARGET</td>
<td>Lists all information associated with targets and target columns.</td>
</tr>
</tbody>
</table>
Each view joins a specific combination of the data stored within the meta data tables. You can use these views to query and report the meta data information. They provide easier access to the meta data in the same way that Banner ODS reporting views provide access to the data in Banner ODS tables.

**Source Meta Data View (WMV_SOURCE)**

<table>
<thead>
<tr>
<th>View</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SYSTEM_NAME</td>
<td>Administrative source or Banner ODS solution system name.</td>
</tr>
<tr>
<td>SYSTEM_DESC</td>
<td>Administrative source or Banner ODS solution system description.</td>
</tr>
<tr>
<td>SUBJECT_AREA_DESC</td>
<td>Advancement, Student or Human Resources, for example.</td>
</tr>
<tr>
<td>SOURCE_TYPE</td>
<td>Identifies whether the source is a table, view or function. Sample source types are TABLE, REPORTING VIEW and FUNCTION.</td>
</tr>
<tr>
<td>SOURCE_NAME</td>
<td>Source table, view or PL/SQL function name.</td>
</tr>
<tr>
<td>SOURCE_BUSINESS_NAME</td>
<td>Source descriptive name.</td>
</tr>
<tr>
<td>SOURCE_BUSINESS_DEFINITION</td>
<td>Source business purpose description.</td>
</tr>
<tr>
<td>SOURCE_COLUMN_NAME</td>
<td>Source column name from the source, if the source is a table or view. Function name if the source is a function.</td>
</tr>
<tr>
<td>BUSINESS_DEFINITION</td>
<td>Target column description in business terms.</td>
</tr>
<tr>
<td>CALCULATION_FORMULA</td>
<td>Any calculations that are applied to create the data in the target column.</td>
</tr>
<tr>
<td>SORT_ORDER</td>
<td>Column order in the table or view. It is determined by numbering the columns in alphabetical order.</td>
</tr>
<tr>
<td>BUSINESS_NAME</td>
<td>Column name in the source.</td>
</tr>
<tr>
<td>BUSINESS_ACRONYM</td>
<td>Source column acronym, if it has one.</td>
</tr>
<tr>
<td>SOURCE_FORM</td>
<td>Source system form name from which the data was captured.</td>
</tr>
<tr>
<td>LOCAL_IND</td>
<td>Indicates whether the row is a local or baseline version.</td>
</tr>
</tbody>
</table>
### Source to Target Map Meta Data View (WMV_SOURCE_TO_TARGET_MAP)

<table>
<thead>
<tr>
<th>View</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>TARGET_SYSTEM_NAME</td>
<td>Solution system name.</td>
</tr>
<tr>
<td>TARGET_SYSTEM_DESC</td>
<td>Solution system description.</td>
</tr>
<tr>
<td>TARGET_SUBJECT_AREA_DESC</td>
<td>Advancement, Student or Human Resources, for example.</td>
</tr>
<tr>
<td>PARENT_OBJECT_TYPE</td>
<td>This column is used in Banner EDW only.</td>
</tr>
<tr>
<td></td>
<td>In the case of Banner EDW, the parent object type is STAR.</td>
</tr>
<tr>
<td>PARENT_OBJECT_NAME</td>
<td>This column is used in Banner EDW only.</td>
</tr>
<tr>
<td></td>
<td>In the case of Banner EDW this identifies the star to which the target belongs.</td>
</tr>
<tr>
<td>TARGET_TYPE</td>
<td>Stores whether this is a Banner ODS table or view. Currently Reporting Views information is available.</td>
</tr>
<tr>
<td></td>
<td>A sample value for Banner ODS is REPORTING VIEW.</td>
</tr>
<tr>
<td></td>
<td>Sample values for Banner EDW are DIMENSION TABLE, FACT TABLE and STAR.</td>
</tr>
<tr>
<td>TARGET_NAME</td>
<td>Table or view name.</td>
</tr>
<tr>
<td>TARGET_BUSINESS_NAME</td>
<td>Target descriptive name.</td>
</tr>
<tr>
<td>TARGET_BUSINESS_DEFINITION</td>
<td>Target business purpose.</td>
</tr>
<tr>
<td>BUSINESS_DATA_STEWARD</td>
<td>Person or department responsible for the data in the target.</td>
</tr>
<tr>
<td>TARGET_COLUMN_NAME</td>
<td>Target column name.</td>
</tr>
<tr>
<td>TARGET_COLUMN_BUSINESS_NAME</td>
<td>Target column descriptive name.</td>
</tr>
<tr>
<td>TARGET_COLUMN_BUSINESS_DEF</td>
<td>Target column description in business terms. This is the comment on column in the relational database data dictionary in your target system.</td>
</tr>
<tr>
<td>View</td>
<td>Description</td>
</tr>
<tr>
<td>-------------------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>DATABASE_DATA_TYPE_LENGTH</td>
<td>Comes from the relational database data dictionary in Banner ODS. This is stored in the meta data tables, not just the relational database data dictionary, so that it is easily available, in one place with the rest of the meta data, for meta data users.</td>
</tr>
<tr>
<td>BUSINESS_DATA_TYPE_LENGTH</td>
<td>Used when writing reports for formatting purposes. The business data type may be character, integer, float, etc. It also contains the length of the data.</td>
</tr>
<tr>
<td></td>
<td><strong>Example:</strong></td>
</tr>
<tr>
<td></td>
<td>The relational database data type and length for an internal ID may be varchar(63), but the business data type and length is eight digits. Even though the database allows for a width up to 63-characters, the column will never be more than eight.</td>
</tr>
<tr>
<td>DOMAIN_VALUES_DESC</td>
<td>Description of the valid values that a column can contain. It could be a list of codes and code descriptions.</td>
</tr>
<tr>
<td>PUBLISH_IND</td>
<td>A flag that indicates whether to publish the column information to meta data reports so users can use the meta data for reporting purposes. It may not be published because the column contains sensitive information. The column may also contain technical information like a key that would not be used in a report.</td>
</tr>
<tr>
<td>TARGET_SORT_ORDER</td>
<td>Columns physical order in the table or view from the relational database data dictionary.</td>
</tr>
<tr>
<td>TARGET_LOCAL_IND</td>
<td>Indicates whether the row is a local or baseline version.</td>
</tr>
<tr>
<td>SOURCE_SYSTEM_NAME</td>
<td>Solution system name.</td>
</tr>
<tr>
<td>SOURCE_SYSTEM_DESC</td>
<td>Solution system description.</td>
</tr>
<tr>
<td>SOURCE_SUBJECT_AREA_DESC</td>
<td>Advancement, Student or Human Resources, for example.</td>
</tr>
<tr>
<td>SOURCE_TYPE</td>
<td>Identifies whether the source is a table, view or function. Sample source types are TABLE, REPORTING VIEW and FUNCTION.</td>
</tr>
<tr>
<td>SOURCE_NAME</td>
<td>Source table, view or function name.</td>
</tr>
</tbody>
</table>
## View Description

<table>
<thead>
<tr>
<th>View</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOURCE_BUSINESS_NAME</td>
<td>Source descriptive name.</td>
</tr>
<tr>
<td>SOURCE_BUSINESS_DEFINITION</td>
<td>Business purpose of the source.</td>
</tr>
<tr>
<td>SOURCE_COLUMN_NAME</td>
<td>Source column name from the source, if the source is a table or view.</td>
</tr>
<tr>
<td>SOURCE_COLUMN_BUSINESS_NAME</td>
<td>Function name if the source is a function.</td>
</tr>
<tr>
<td>SOURCE_COLUMN_BUSINESS_DEF</td>
<td>Column in the source descriptive name.</td>
</tr>
<tr>
<td>BUSINESS_ACRONYM</td>
<td>Source column acronym, if it has one.</td>
</tr>
<tr>
<td>CALCULATION_FORMULA</td>
<td>Any calculations that are applied to create the data in the target column.</td>
</tr>
<tr>
<td>SOURCE_SORT_ORDER</td>
<td>Column order in the table or view. It is determined by numbering the columns in alphabetic order.</td>
</tr>
<tr>
<td>SOURCE_FORM</td>
<td>Source system form name from which the data was captured.</td>
</tr>
<tr>
<td>SOURCE_LOCAL_IND</td>
<td>Indicates whether the row is a local or baseline version.</td>
</tr>
</tbody>
</table>

### Target Meta Data View (WMV_TARGET)

<table>
<thead>
<tr>
<th>View</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SYSTEM_NAME</td>
<td>Administrative source or Banner ODS solution system name.</td>
</tr>
<tr>
<td>SYSTEM_DESC</td>
<td>Administrative source or Banner ODS solution system description.</td>
</tr>
<tr>
<td>SUBJECT_AREA_DESC</td>
<td>Advancement, Student or Human Resources, for example.</td>
</tr>
<tr>
<td>PARENT_OBJECT_TYPE</td>
<td>This column is used in Banner EDW only.</td>
</tr>
<tr>
<td></td>
<td>In the case of Banner EDW, the parent object type is STAR.</td>
</tr>
<tr>
<td>PARENT_OBJECT_NAME</td>
<td>This column is used in Banner EDW only.</td>
</tr>
<tr>
<td></td>
<td>In the case of Banner EDW this identifies the star to which the target belongs.</td>
</tr>
<tr>
<td>View</td>
<td>Description</td>
</tr>
<tr>
<td>-------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>TARGET_TYPE</td>
<td>Stores whether this is a Banner ODS table or view. Currently, Reporting and Composite View information is available. Sample values for Banner ODS are REPORTING VIEW and COMPOSITE VIEW. Sample values for Banner EDW are DIMENSION TABLE, FACT TABLE, and STAR.</td>
</tr>
<tr>
<td>TARGET_NAME</td>
<td>Table or view name.</td>
</tr>
<tr>
<td>TARGET_BUSINESS_NAME</td>
<td>Target descriptive name.</td>
</tr>
<tr>
<td>TARGET_BUSINESS_DEFINITION</td>
<td>Target business purpose.</td>
</tr>
<tr>
<td>BUSINESS_DATA_STEWARD</td>
<td>Person or department responsible for the data in the target.</td>
</tr>
<tr>
<td>TARGET_COLUMN_NAME</td>
<td>Column name in the target.</td>
</tr>
<tr>
<td>BUSINESS_NAME</td>
<td>Descriptive name for the column in the target.</td>
</tr>
<tr>
<td>BUSINESS_DEFINITION</td>
<td>Target column in business terms. This is the comment on column in the relational database data dictionary in your target system.</td>
</tr>
<tr>
<td>DATABASE_DATA_TYPE_LENGTH</td>
<td>Comes from the relational database data dictionary in Banner ODS. This is stored in the meta data tables, not just the relational database data dictionary, so that it is easily available in one place with the rest of the meta data, for meta data users.</td>
</tr>
<tr>
<td>BUSINESS_DATA_TYPE_LENGTH</td>
<td>Used when writing reports for formatting purposes. The business data type may be character, integer, float, etc. It also contains the length of the data.</td>
</tr>
</tbody>
</table>

**Example:**

The relational database data type and length for an internal ID may be varchar(63), but the business data type and length is 8-digits. Even though the database allows for a width up to 63 characters, the column can never be more than 8.
During the installation process, all Banner source data that is used by the Banner ODS is replicated in staging tables in the Banner ODS using Oracle Streams functionality. Changes to the source Banner tables are synchronized with the staging tables.

If you want to include additional data from source Banner tables that aren’t included in baseline Banner ODS, you need to create stage tables for the new data in the Banner ODS. Depending on your data, you may also need to create new schemas associated with the new tables.

**Maintain Banner ODS Staging Using the Administrative User Interface**

You can use the Administrative UI to maintain many aspects of the Banner ODS staging area. The Staging tab in the Administrative UI gives you access to perform the following tasks to maintain the Banner ODS staging area and the Oracle Streams framework.

- “Add a Non-Baseline Staging Table to the Banner ODS”
- “Remove a Non-Baseline Staging Table from the Banner ODS”
- “Add a schema”

<table>
<thead>
<tr>
<th>View</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>DOMAIN_VALUES _DESC</td>
<td>Description of the valid values that a column can contain. It could be a list of codes and code descriptions.</td>
</tr>
<tr>
<td>PUBLISH_IND</td>
<td>Indicates whether to publish the column information to metadata reports so users can use the meta data for reporting purposes. It may not be published because the column contains sensitive information. The column may also contain technical information like a key that would not be used in a report.</td>
</tr>
<tr>
<td>SORT_ORDER</td>
<td>Columns physical order in the table or view from the relational database data dictionary.</td>
</tr>
<tr>
<td>LOCAL_IND</td>
<td>Indicates whether the row is a local or baseline version.</td>
</tr>
</tbody>
</table>
You must assign an Administrative UI user the “BPRA Staging” role in WebTailor to allow that user access to the Staging tab. Refer to the section “Update User Roles” for instructions on how to do this.

Note
Refer to “Oracle Streams Framework” section of the “Architecture” chapter for more information about the Oracle Streams architecture and how it is used by the Banner ODS.

Add a Non-Baseline Staging Table to the Banner ODS

You may want to replicate data from source Banner tables that are not part of the baseline Banner ODS. Perform the following steps to add non-baseline stage tables to the Banner ODS.

1. Click Staging from the Administrative UI menu.
2. Click Maintain Stage Tables.
3. Choose a Source Database. You will only need to select a source database if your institution uses multiple source databases.
4. Click the table owner for the area of tables that you want to add.
5. Select tables from the Tables to Add list. Use Shift-click to select a contiguous range of tables or Ctrl-click to select noncontiguous tables.
6. Enter a Run Date (format dd-mon-yyy) and Runtime (format hh24:mi:ss) to schedule when to run the job that will add the stage tables to the Banner ODS. Enter NOW in each field to run the job immediately.
7. Click Submit to schedule the job to run.

The selected tables are added to the Banner ODS stage environment. A local record for each table is also created in the MGBSTRM table if a record doesn’t already exist in the table.

Remove a Non-Baseline Staging Table from the Banner ODS

Perform the following steps to remove local stage tables from the Banner ODS. You can only remove stage tables that are not part of baseline Banner ODS. These are the stage tables that your institution added locally.

1. Click Staging from the Administrative UI menu.
2. Click Maintain Stage Tables.
3. Choose a **Source Database**. You will only need to select a source database if your institution uses multiple source databases.

4. Click **Remove Stage Tables**.

5. Select tables from the **Tables to remove** list. Use Shift-click to select a contiguous range of tables or Ctrl-click to select noncontiguous tables.

6. Enter a **Run Date** (format dd-mon-yyyy) and **Runtime** (format hh24:mi:ss) to schedule when to run the job that will remove the stage tables from the Banner ODS. Enter **NOW** in each field to run the job immediately.

7. Click **Submit** to schedule the job to run.

The selected tables are removed from the Banner ODS stage environment. The local record for each table is also removed from the MGBSTRM table.

**Add a schema**

Depending on which data you want to add to the Banner ODS stage tables, you may need to add a user schema within the Administrative UI to obtain access to the additional table data. Use the following steps to add a schema to the Maintain Stage Tables Administrative UI page. A schema must exist in both the Banner and Banner ODS databases before you can add it to this menu.

1. Click **Staging** from the Administrative UI menu.

2. Click **Maintain Stage Tables**.

3. Choose a **Source Database**. You will only need to select a source database if your institution uses multiple source databases.

4. Click **Add Another Schema to this List**.

5. Select a schema from the **Schema to Add** list.

6. Click **Submit**.

The selected schema is added to the list of tables on the Maintain Stage Tables page.

**Remove a schema**

Run the following command as IA_ADMIN on the Banner ODS to remove a schema from the list of available staging schemas.

```
SET SERVEROUTPUT ON
EXEC mgksstg.P DelOwnerRecs(source alias, schema to remove);
```
**Staging Area Status**

You can get information about the state of the Banner ODS staging tables by running the Staging Area Status (STAGE_AREA_STATUS) process from the Administrative User Interface. When you run this job, you can get information about:

- The source archive log files.
- The status of various Oracle Streams processes.
- Errors encountered by the apply process while making changes to the stage area.
- List of source tables currently in the staging area.
- The status of various staging area items.

**Run Staging Area Status Report**

Perform the following steps from the Banner ODS Administrative UI to run the Staging Area Status process.

1. Click **Staging** from the Administrative UI menu.
2. Click **Report Staging Area Status**.
3. Select the **Source Database** to identify which source database to run the report against. If your institution includes information from multiple sources in the Banner ODS, there will be one entry for each database in the Source Database drop-down list.
4. Check **Display Required Source Archived Logs?** to include in the report the archived log files on the host server that are required by the Streams capture processes.
5. Check **Display Process Status** to include in the report status the relevant information about various Oracle Streams components.
6. Check **Display Apply Errors?** to include in the report any errors the apply process encountered while making changes to the staging area.
7. Check **Display Staged Tables?** to include in the report a list of all source tables that are currently in the stage area.
8. Check **Perform Staging Checks?** to include in the report the status of various staging area items that may require user action.
9. Enter **NOW** in the **Run Date** and **Runtime** fields.
10. Click **Submit**.
11. Click **View Control Reports**.

12. Select the **STAGE_AREA_STATUS** process associated with your User ID to view the status report.

<table>
<thead>
<tr>
<th>Report Status Information</th>
<th>Report Includes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required Source Archived Logs</td>
<td>Any source archived log files that are required by the Oracle Streams capture processes. The report includes the directory path where archived log files are saved.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Process Status</th>
<th>Status and relevant information about the following Oracle Streams components:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capture process - Status, State, First SCN, Last captured SCN, and Last applied SCN</td>
<td></td>
</tr>
<tr>
<td>Capture queue - Enqueue, Dequeue, Number of messages, and Spill messages</td>
<td></td>
</tr>
<tr>
<td>Propagation schedule - Status</td>
<td></td>
</tr>
<tr>
<td>Apply queue - Enqueue, Dequeue, Number of messages, and Spill messages</td>
<td></td>
</tr>
<tr>
<td>Apply process name - Status, Reader state, Coordinator state, Server state, and Apply tag</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Apply Errors</th>
<th>Any errors the apply process encountered while making changes to the stage area are entered into the error queue.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Staged Tables List</th>
<th>All source tables that are currently in the stage area.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Staging Checks</th>
<th>Status of the following staging area items that may require user action:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source table columns that are missing from the stage tables.</td>
<td></td>
</tr>
<tr>
<td>Banner ODS stage table triggers that are set to fire once.</td>
<td></td>
</tr>
<tr>
<td>Captured source tables that are not instantiated in the destination.</td>
<td></td>
</tr>
<tr>
<td>Instantiated destination tables that are not captured at the source.</td>
<td></td>
</tr>
</tbody>
</table>

**Required Source Archived Logs**

Archived log files on the source Banner system may be required by the Oracle Streams capture processes. These log files track any changes to the source Banner system. The
The capture process uses information in the archived log files to synchronize the Banner ODS staging tables with the source Banner tables.

Be sure to keep the archived log files in the archive directory on the source Banner database server. If the capture process is unable to locate a required archived log file, then the capture will abort. When this happens, restore the archived log file to its expected location so the capture process can continue replicating changes to the Banner ODS staging area.

The Staging Area Status process control report includes the directory path where archived log files are saved. The following query displays the archive redo log files required by the Streams capture process:

```
SELECT R.CONSUMER_NAME "Capture Process Name",
       R.SOURCE_DATABASE "Source Database",
       R.SEQUENCE# "Sequence Number",
       R.NAME "Required Archived Log Name"
FROM DBA_REGISTERED_ARCHIVED_LOG R, DBA_CAPTURE C
WHERE R.CONSUMER_NAME = C.CAPTURE_NAME AND
      R.NEXT_SCN >= C.REQUIRED_CHECKPOINT_SCN;
```

### Monitor Streams for Apply Errors

The Streams environment includes an error queue. Any errors encountered when applying logical change record (LCR) messages to the Banner ODS database are placed in this queue. Use the following steps to monitor the errors in the queue.

1. Query the DBA_APPLY_ERROR data dictionary view to see any errors in the error queue.

   Alternately, you can run the Staging Area Status process from the Banner ODS Administrative UI, select to display apply errors, and then view the process control report.

   1.1. Click **Staging** from the Administrative UI menu.

   1.2. Click **Report Staging Area Status**.

   1.3. Check the **Display Apply Errors?** process parameter and any other parameters that you want to display in the status report.

   1.4. Enter **NOW** in the a **Run Date** and **Runtime** fields.

   1.5. Click **Submit**.

   1.6. Click **View Control Reports**.
2. Issue the following commands to see detailed information about error messages in the destination:

```
SQL> SET SERVEROUTPUT ON
SQL> EXEC MGKSTRE.P_PRINT_ERRORS;
```

3. Fix the errors.

4. Reapply or delete the messages in the error queue.
   - Issue the following command to reapply all error messages for the “apply1” process in the error queue:

```
BEGIN
   DBMS_APPLY_ADM.EXECUTE_ALL_ERRORS(
     apply_name => 'apply1',
     execute_as_user => false);
END;
/
```

   - Issue the following command to delete all error messages for the “apply1” process in the error queue:

```
BEGIN
   DBMS_APPLY_ADM.DELETE_ALL_ERRORS(
     apply_name => 'apply1');
END;
/
```

**Monitor Source Capture Queue for Growth**

If captured messages don’t get propagated to the destination database, the number of messages will grow in the capture queue. You need to periodically monitor the capture queue to determine how full it is.

Use the following query to display the number of messages in memory and spilled to disk for each queue.

```
SELECT QUEUE_SCHEMA "Schema",
       QUEUE_NAME "Queue Name",
       (NUM_MSGS - SPILL_MSGS) "Messages in Memory",
       SPILL_MSGS "Messages Spilled",
       NUM_MSGS "Total Messages"
FROM V$BUFFERED_QUEUES;
```
Monitor the Status of Source Propagation Jobs

If the Streams propagation schedule becomes disabled, the capture queue on the source Banner database may fill up. Perform the following steps to monitor the propagation jobs.

1. Issue the following query to display the status of each propagation job.

   ```sql
   SELECT DISTINCT P.PROPAGATION_NAME "Propagation",
   P.SOURCE_QUEUE_NAME "Source Queue",
   P.DESTINATION_QUEUE_NAME "Destination Queue",
   S.LATENCY "Latency",
   DECODE(S.SCHEDULE_DISABLED,
          'Y', 'DISABLED',
          'N', 'ENABLED') "Propagation Status",
   S.PROCESS_NAME "Process Name",
   S.FAILURES "Failures"
   FROM DBA_QUEUE_SCHEDULES S, DBA_PROPAGATION P
   WHERE P.DESTINATION_DBLINK = S.DESTINATION
   AND S.SCHEMA = P.SOURCE_QUEUE_OWNER
   AND S.QNAME = P.SOURCE_QUEUE_NAME;
   ```

2. Determine whether any propagation jobs are disabled.

3. Stop and restart any disabled propagation jobs using the steps provided in the “Start or Stop the Streams Propagation Schedule” section.

Set the Checkpoint Frequency and Retention Time (optional)

The Oracle Streams capture process takes a checkpoint periodically and stores it in the Banner SYSAUX tablespace. Checkpoints record information on scanned system change numbers (SCN) and allow for a quicker restart of the capture process. By default, a checkpoint is taken every 10MB of scanned redo.

The required checkpoint SCN is associated with the lowest SCN at which the capture process requires redo data. The checkpoint retention time defines how long to keep checkpoints prior to the required checkpoint SCN. The default retention time is 60 days. The first SCN for a capture process defines the lowest SCN at which the capture process can begin capturing changes. Once a checkpoint is purged, the first SCN is updated to match the next stored checkpoint. You may need to modify these values based on the amount of redo generated and size of the SYSAUX tablespace in your Banner database.

Run the following in the Banner database to modify the checkpoint frequency and retention time:

   ```sql
   BEGIN
   DBMS_CAPTURE_ADMIN.SET_PARAMETER(
   ```
capture_name => capture process name,
parameter    => '_checkpoint_frequency',
value        => size of scanned redo in MB);
END;
/
BEGIN
  DBMS_CAPTURE_ADMIN.ALTER_CAPTURE(
    capture_name  => capture process name,
    checkpoint_retention_time => number of days);
END;
/

Refer to Oracle Streams Concepts and Administration Guide for more information about capture process checkpoints.

**Avoid NOLOGGING and UNRECOVERABLE Keywords in Source**

Avoid using the keywords **NOLOGGING** and **UNRECOVERABLE** in the Banner source code. If you use these keywords in the source code, related source changes are not written to the redo logs. Because the Streams capture process mines the redo logs for change information, any changes using these keywords will be lost. Streams will not be able to replicate these changes in the Banner ODS stage tables. As a result, the source Banner and destination Banner ODS tables will not be synchronized leading to future Streams errors.

**Use Streams Tags with Batch Processes**

All changes made to the Banner database are written to the redo log in the Banner system. By default, the Banner ODS Streams environment is set up to capture only changes in the redo log that do not include a tag. You can set a Streams tag on specified log entries, which basically includes an additional column with each entry in the redo log. A Streams capture process can then examine the extra column for each tagged entry in the redo log.

You can set a Streams tag with a non-NULL value before running a large batch file in a Banner session. Any inserts, updates, or deletes made during that tagged session will not be caught by the capture process and the changes will not be replicated to the Banner ODS.

Be aware that after the batch process has completed some destination tables in the Banner ODS may no longer be synchronized with the source Banner tables. When this happens, the affected destination tables need to be dropped from Streams and re-added after running the batch process.

Issue the following command to set the Streams tag to a value of “00” for a specific Banner session:
BEGIN
    DBMS_STREAMS.SET_TAG(TAG => HEXTORAW('00'));
END;
/

Use Data Dictionary Views to Display Streams Information

Refer to the Monitoring a Streams Environment chapter of Oracle's Streams Concepts and Administration Guide for a complete list of the static data dictionary views and dynamic performance views related to Streams.

Maintain Oracle Streams Framework

There are a number of tasks you may want to perform to maintain the Oracle Streams framework after it is implemented at your institution. For example, you can remove the Streams framework, remove baseline stage tables not used at your institution, or stop and start various Streams components. You perform these tasks outside the Administrative User Interface.

Refer to the following topics for more information about maintaining the Streams architecture.

- “Create Streams Framework”
- “Remove Streams Framework”
- “Configure Streams Replication for Baseline Tables”
- “Remove a Baseline Staging Table from the Banner ODS”
- “Start or Stop the Streams Capture Process”
- “Start or Stop the Streams Propagation Schedule”
- “Start or Stop the Streams Apply Process”

Note

The "source alias" specified in the following sections is the parameter that identifies the source database if you load data from multiple sources into the Banner ODS. Refer to the Source Alias section of the Architecture chapter for more information.
Create Streams Framework

The Streams framework includes the queues, propagation schedule, and capture and apply processes. The Streams framework is created during the install or upgrade process. If you need to recreate the Streams framework, perform the following steps:

1. Log in to the Banner ODS.

2. Issue the following commands:

   ```sql
   SET SERVEROUTPUT ON
   EXEC MGKSTRC.P_CREATE_LOCAL_ENV (database link, source alias);
   
   where you enter your institution’s values for the parameters in parentheses.
   ```

Remove Streams Framework

The Streams framework includes the queues, propagation schedule, and capture and apply processes. Perform the following steps to remove the Streams framework.

⚠️ Warning
Before you remove the Streams framework, you need to remove all staging tables from the Streams replication environment.

1. Log in to the Banner ODS.

2. Issue the following commands:

   ```sql
   SET SERVEROUTPUT ON
   EXEC MGKSTRC.P_DROP_LOCAL_ENV (source alias);
   
   where you enter your institution’s values for the parameter in parentheses.
   ```

Configure Streams Replication for Baseline Tables

The MGBSTRM table stores the schemas and tables from Banner that will be included in the baseline Banner ODS Streams staging environment. Replication of these tables is performed during the install or upgrade process. If you need to configure the replication of Streams baseline Banner ODS tables at some point after installation, perform the following steps:
1. Log in to the Banner ODS.

2. Issue the following commands:

   ```sql
   SET SERVEROUTPUT ON
   EXEC MGKSTRM.P_ADD_TO_LOCAL_ENV(source alias, schema, table name);
   ```

   where you enter your institution’s values for the parameters in parentheses.

   **Note**

   You can add all of the tables in the MGBSTRM table at once by using the ‘%' value for the ‘table name’ parameter.

---

### Remove a Baseline Staging Table from the Banner ODS

The MGBSTRM table stores the schemas and tables from Banner that will be included in the baseline Banner ODS Streams environment. If you need to remove a baseline Banner ODS staging table from the Streams replication process, perform the following steps:

1. Log in to the Banner ODS.

2. Issue the following commands:

   ```sql
   SET SERVEROUTPUT ON
   EXEC MGKSTRM.P_REMOVE_FROM_LOCAL_ENV(source alias, schema, table name);
   ```

   where you enter your institution’s values for the parameters in parentheses.

   **Note**

   You can remove all of the tables in the MGBSTRM table at once by using the ‘%' value for the ‘schema’ and ‘table name’ parameters.

---

### Start or Stop the Streams Capture Process

The Streams capture process identifies relevant changes in the Banner database redo log, converts them into logical change records, and puts them in a queue to be applied in the Banner ODS.

*Perform the following steps to **start** the Streams capture process.*

1. Log in to the Banner ODS.

2. Issue the following commands:

   ```sql
   SET SERVEROUTPUT ON
   EXEC MGKSTRM.P_START_CAPTURE(source alias);
   ```

   where you enter your institution’s values for the parameter in parentheses.
Perform the following steps to **stop** the Streams capture process.

1. Log in to the Banner ODS.
2. Issue the following commands:

```sql
SET SERVEROUTPUT ON
EXEC MGKSTRM.P_STOP_CAPTURE(source alias);
```

where you enter your institution’s values for the parameter in parentheses.

**Start or Stop the Streams Propagation Schedule**

The Streams propagation schedule moves the change messages identified by the capture process from the source Banner database queue to a queue on the Banner ODS.

Perform the following steps to **start** the Streams propagation schedule.

1. Log in to the Banner ODS.
2. Issue the following commands:

```sql
SET SERVEROUTPUT ON
EXEC MGKSTRM.P_START_PROPAGATION(source alias);
```

where you enter your institution’s values for the parameter in parentheses.

Perform the following steps to **stop** the Streams propagation schedule.

1. Log in to the Banner ODS.
2. Issue the following commands:

```sql
SET SERVEROUTPUT ON
EXEC MGKSTRM.P_STOP_PROPAGATION(source alias);
```

where you enter your institution’s values for the parameter in parentheses.

**Start or Stop the Streams Apply Process**

The Streams apply process in the Banner ODS removes change messages from the queue and applies them directly to the destination tables in the Banner ODS.

Perform the following steps to **start** the Streams apply process.

1. Log in to the Banner ODS.
2. Issue the following commands:
SET SERVEROUTPUT ON
EXEC MGKSTRM.P_START_APPLY(source alias);

where you enter your institution’s values for the parameter in parentheses.

Perform the following steps to stop the Streams apply process.

1. Log in to the Banner ODS.

2. Issue the following commands:

SET SERVEROUTPUT ON
EXEC MGKSTRM.P_STOP_APPLY(source alias);

where you enter your institution’s values for the parameter in parentheses.

Web Tailor Administration

The Enterprise Administrative application uses SunGard Higher Education’s Web Tailor application to build its look and feel. Web Tailor delivers customizable global Web rule definitions and procedures, customizable menus, menu items, graphics and text definitions.

From the Administrative Tool, use the Web Tailor Administration menu item to access the Web Tailor options. The tasks under this menu item allow you to customize various aspects of the Administrative Tool. Other sections include references to the various Web Tailor options that you may want to customize. To learn more about Web Tailor, refer to the “Web Tailor User Guide.”

Functions

Web Tailor lets you build the look, feel, and unique personality of all your institution’s web applications, so you can personalize your institution’s interface to the world. Web Tailor delivers customizable global web rule definitions and procedures, customizable menus, menu items, graphics and text definitions.

The following Web Tailor functions are available from the Web Tailor Administration Menu.

- “Customize a Web Menu or Procedure”
- “Customize a Graphic Element”
- “Customize a Set of Information Text”
- “Customize a Set of Menu Items”
Customize a Web Menu or Procedure

The **Customize a Web Menu or Procedure** option allows you to define the menus that will appear on your institution's web pages for the different self-service applications, and to specify the procedures behind them.

Refer to the Web Tailor Online Help for more information about creating or customizing a web menu or procedure.

Customize a Graphic Element

The **Customize a Graphic Element** option allows you to specify the images that will be available for use on your web pages. For each image, you can specify its name, the directory where it is located, its height, its width, and various other aspects.

Refer to the Web Tailor Online Help for more information about creating or customizing a graphic element.

Customize a Set of Information Text

The **Customize a Set of Information Text** option allows you to add or customize Information Text (Info Text). Info Text can be:

- Instructions on how to use a page
- Help for the page
- Error messages

Refer to the Web Tailor Online Help for more information about customizing Information Text.
**Customize a Set of Menu Items**

The **Customize a Set of Menu Items** option allows you to define the items that will appear on the menus on your institution’s web pages.

Refer to the Web Tailor Online Help for more information about customizing a set of menu items.

**Update User Roles**

The **Update User Roles** option allows you to change the roles to which a person has been assigned. The User Roles define a high level of security and allow you to give users access to selected components of the Administrative User Interface. A user's assigned roles determine which areas of the Administrative User Interface the user can access and make changes within the Banner ODS.

Refer to the “**Update User Roles**” section for more information about updating user roles.

**Customize a Web Module**

This function allows you to modify a specific application or module that uses WebTailor, such as Accounts Receivable, Student Self-Service, or Banner Performance Reporting and Analytics.

Refer to the Web Tailor Online Help for more information about customizing a web module.

**Customize Web Rules**

This function allows you to define certain rules for your institution’s web pages. For example, you can identify the number of minutes a person can be inactive before they are timed out, or specify the format for the date and time information that appears on your pages.

Refer to the Web Tailor Online Help for more information about customizing a web rules.

**Customize Web Tailor Parameters**

This function allows you to customize parameters used in Web Tailor processing, such as the maximum length of PINs. You must exercise great care when modifying these parameters.

Refer to the Web Tailor Online Help for more information about customizing a WebTailor parameters.
Customize a Login Return Location

Use this function to specify the page you would like to be displayed when a user is timed out, then logs back in.

Refer to the Web Tailor Online Help for more information about customizing a login return location.

Customize Web Tailor Overrides

This page allows you to replace certain procedures and functions with your own under certain circumstances. This is necessary because you may have a stand-alone product you would like to use with the self-service products, and you need to use some of the procedures and functions in the other system. If an override is defined, that code will be run instead of the Web Tailor code.

Refer to the Web Tailor Online Help for more information about customizing WebTailor overrides.

Customize Global User Interface Settings

This function allows you to set up rules that will apply to your institution’s web pages as a whole. You can specify:

• Header information
• The location URL of CSS that control the pages’ look-and-feel
• The location URL of CSS that control the look-and-feel of your Help text
• The location URL of where your Help text files are stored

Note
SunGard Higher Education recommends that you use Info Text as your Help text.

• Images that represent errors and warnings
• An image that indicates that a field is required

Refer to the Web Tailor Online Help for more information about customizing global user interface settings.
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.
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 SunGard Higher Education Banner product. When you write a report, use filters on the primary reporting view rather than the other reporting views whenever possible.

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Business Concept</th>
<th>Primary Fact Table</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Receivable</td>
<td>“Receivable Customer”</td>
<td>RECEIVABLE_ACCOUNT</td>
</tr>
<tr>
<td></td>
<td>“Receivable Revenue”</td>
<td>RECEIVABLE_ACCOUNT_DETAIL</td>
</tr>
<tr>
<td>Advancement</td>
<td>“Advancement Prospect”</td>
<td>PROSPECT_INFO</td>
</tr>
<tr>
<td></td>
<td>“Advancement Rating”</td>
<td>ADVANCEMENT_RATING</td>
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<td></td>
<td>“Annual Giving”</td>
<td>ANNUAL_GIVING</td>
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<td>“Annual Giving Comparison”</td>
<td>ANNUAL_GIVING</td>
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<tr>
<td></td>
<td>“Campaign Giving History”</td>
<td>CAMPAIGN_GIVING_HISTORY</td>
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<td></td>
<td>“Campaign Management”</td>
<td>CAMPAIGN</td>
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<td></td>
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<tr>
<td></td>
<td>“Constituent Entity”</td>
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</tr>
<tr>
<td></td>
<td>“Designation Giving History”</td>
<td>DESIGNATION_GIVING_HISTORY</td>
</tr>
<tr>
<td></td>
<td>“Gift”</td>
<td>GIFT_TRANSACTION</td>
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<td>“Organizational Constituent”</td>
<td>ORGANIZATIONAL_CONSTITUENT</td>
</tr>
<tr>
<td></td>
<td>“Pledge”</td>
<td>PLEDGE TRANSACTION</td>
</tr>
<tr>
<td>Subject Area</td>
<td>Business Concept</td>
<td>Primary Fact Table</td>
</tr>
<tr>
<td>--------------</td>
<td>-----------------------------------</td>
<td>----------------------------------------</td>
</tr>
<tr>
<td>Common</td>
<td>“Solicitation Effort”</td>
<td>SOLICITOR_ORGANIZATION</td>
</tr>
<tr>
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<td>“Event”</td>
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<tr>
<td></td>
<td>“Institution”</td>
<td>INSTITUTION</td>
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<td>“Organization Entity”</td>
<td>ORGANIZATION_ENTITY</td>
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<tr>
<td></td>
<td>“Person Demographic”</td>
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<td>“Person Supplemental”</td>
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<td>“Account Index Audit”</td>
<td>ACCOUNT_INDEX</td>
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<tr>
<td></td>
<td>“Budget Availability Comparison”</td>
<td>BUDGET_AVAILABILITY_LEDGER</td>
</tr>
<tr>
<td></td>
<td>“Budget Availability Ledger”</td>
<td>BUDGET_AVAILABILITY_LEDGER</td>
</tr>
<tr>
<td></td>
<td>“Budget Detail”</td>
<td>BUDGET_DETAIL</td>
</tr>
<tr>
<td></td>
<td>“Cashier Session Analysis”</td>
<td>RECEIVABLE_ACOUNT_DETAIL</td>
</tr>
<tr>
<td></td>
<td>“Encumbrance”</td>
<td>ENCUMBRANCE_ACCOUNTING</td>
</tr>
<tr>
<td></td>
<td>“Endowment Distribution”</td>
<td>ENDOWMENT_DISTRIBUTION</td>
</tr>
<tr>
<td></td>
<td>“Endowment Units”</td>
<td>ENDOWMENT_UNIT</td>
</tr>
<tr>
<td></td>
<td>“Fixed Asset”</td>
<td>FIXED_ASSET_ITEM</td>
</tr>
<tr>
<td></td>
<td>“General Ledger”</td>
<td>GENERAL_LEDGER</td>
</tr>
<tr>
<td></td>
<td>“Grant and Project”</td>
<td>GRANT_VIEW</td>
</tr>
<tr>
<td></td>
<td>“Grant Ledger”</td>
<td>GRANT_LEDGER</td>
</tr>
<tr>
<td>Subject Area</td>
<td>Business Concept</td>
<td>Primary Fact Table</td>
</tr>
<tr>
<td>--------------</td>
<td>------------------------------------------------------</td>
<td>----------------------------</td>
</tr>
<tr>
<td></td>
<td>“Grant-Contract and Proposal”</td>
<td>PROPOSAL</td>
</tr>
<tr>
<td></td>
<td>“Invoice Payable”</td>
<td>INVOICE_ITEM</td>
</tr>
<tr>
<td></td>
<td>“Operating Ledger”</td>
<td>OPERATING_LEDGER</td>
</tr>
<tr>
<td></td>
<td>“Operating Ledger Comparison”</td>
<td>OPERATING_LEDGER</td>
</tr>
<tr>
<td></td>
<td>“Purchasing Payable”</td>
<td>PURCHASE_ORDER_ITEM</td>
</tr>
<tr>
<td></td>
<td>“Transaction History”</td>
<td>TRANSACTION_HISTORY</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>“Financial Aid Application”</td>
<td>FINAID_APPLICANT_STATUS</td>
</tr>
<tr>
<td></td>
<td>“Financial Aid Award and Disbursement”</td>
<td>AWARD_BY_PERSON</td>
</tr>
<tr>
<td></td>
<td>“Financial Aid Fund”</td>
<td>AWARD_BY_FUND</td>
</tr>
<tr>
<td></td>
<td>“Loan Disbursement”</td>
<td>STUDENT</td>
</tr>
<tr>
<td>Human Resources</td>
<td>“Employee”</td>
<td>EMPLOYEE</td>
</tr>
<tr>
<td></td>
<td>“Employee and Position”</td>
<td>EMPLOYEE</td>
</tr>
<tr>
<td></td>
<td>“Human Resource Application”</td>
<td>HR_APPLICATION</td>
</tr>
<tr>
<td></td>
<td>“Human Resource Faculty”</td>
<td>FACULTY</td>
</tr>
<tr>
<td></td>
<td>“Payroll”</td>
<td>PAYROLL_DOCUMENT</td>
</tr>
<tr>
<td></td>
<td>“Position”</td>
<td>POSITION_DEFINITION</td>
</tr>
<tr>
<td>Student</td>
<td>“Active Registration”</td>
<td>ENROLLMENT</td>
</tr>
<tr>
<td></td>
<td>“Admissions Application”</td>
<td>ADMISSIONS_APPLICATION</td>
</tr>
<tr>
<td></td>
<td>“Advisor Student List”</td>
<td>STUDENT</td>
</tr>
<tr>
<td></td>
<td>“Course Catalog”</td>
<td>COURSE_CATALOG</td>
</tr>
</tbody>
</table>
The relationships in the reporting tool meta data for Cognos 8 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.
Accounts Receivable

Receiveable Customer
Annual Giving Comparison

CONSTITUENT
Entity Uid

PERSON_DETAIL
Entity Uid

CONSTITUENT_ENTITY
Entity Uid

ANNUAL GIVING
Entity Uid

CAMPAIGN_GIVING_HISTORyor
Entity Uid

DONOR_CATEGORY
Donor Category

DESIGNATION_GIVING_HISTORyor
Entity Uid
Green represents new query subject added or join changed
Designation

- DESIGNATION_ACCOUNTING
- DESIGNATION_ADJUSTMENT
- DESIGNATION_ATTRIBUTE
- DESIGNATION_CLASS_YEAR
- DESIGNATION_COMMENT
- DESIGNATION_COMMENT_SUBJ
- DESIGNATION_FINAID_FUND

Designation
Designation Giving History

CONSTITUENT_ENTITY
Entity_UID

CONSTITUENT
Person_UID

PERSON_ADDRESS
Person_UID

PERSON_DETAIL
Person_UID

ANNUAL_GIVING
Entity_UID

ORGANIZATION_ENTITY
Entity_UID

ORGANIZATION_ENTITY_ADDRESS
Entity_UID

ORGANIZATIONAL_CONSTITUENT
Entity_UID

DESIGNATION_GIVING_HISTORY
Entity_UID
Common

Event

EVENT
  Event_ID

PERSON_DETAIL
  Person_UID

ORGANIZATION_ENTITY
  Entity_UID

PERSON_ADDRESS
  Person_UID

ORGANIZATION_ENTITY_ADDRESS
  Entity_UID
\textbf{Green} represents new query
subject added or join changed
# Budget Availability Comparison

<table>
<thead>
<tr>
<th>BUDGET_AVAILABILITY_LEDGER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chart Of Accounts</td>
</tr>
<tr>
<td>Fiscal Year</td>
</tr>
<tr>
<td>Fiscal Period</td>
</tr>
<tr>
<td>Fund</td>
</tr>
<tr>
<td>Organization Code</td>
</tr>
<tr>
<td>Account</td>
</tr>
<tr>
<td>Program</td>
</tr>
<tr>
<td>Commitment Type</td>
</tr>
</tbody>
</table>
Cashier Session Analysis

RECEIVABLE_ACCOUNT_DETAIL

Account Uid
Encumbrance
Endowment Distribution
Endowment Units
Grant-Contract and Proposal

<table>
<thead>
<tr>
<th>PROPOSAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposal Code</td>
</tr>
</tbody>
</table>
## Operating Ledger Comparison

<table>
<thead>
<tr>
<th>OPERATING_LEDGER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chart Of Accounts</td>
</tr>
<tr>
<td>Fiscal Year</td>
</tr>
<tr>
<td>Fiscal Period</td>
</tr>
<tr>
<td>Fund</td>
</tr>
<tr>
<td>Organization Code</td>
</tr>
<tr>
<td>Account</td>
</tr>
<tr>
<td>Program</td>
</tr>
<tr>
<td>Activity</td>
</tr>
<tr>
<td>Location</td>
</tr>
<tr>
<td>Commitment Type</td>
</tr>
</tbody>
</table>
Green represents new query subject added or join changed.
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 Award and Disbursement

Green represents new query subject added or join changed
Enrollment Management

STUDENT
Person_UID
Academic_Period

ACADEMIC_OUTCOME
Person_UID
Academic_Period

ENROLLMENT
Person_UID
Academic_Period

PERSON_DETAIL
Person_UID

PERSON_ADDRESS
Person_UID

ADMISSIONS_APPLICATION
Person_UID
Academic_Period

CONSTITUENT
Person_UID

RECRUITMENT_INFORMATION
Person_UID
Academic_Period
Enrollment Management Subset

**ENROLLMENT**
- Person Uid
- Academic Period

**PERSON_DETAIL**
- Person Uid

**ADMISSIONS_APPLICATION**
- Person Uid
- Academic Period
Faculty Assignment

- **Faculty Attribute**: Person_UID, Academic_Period
- **Person Detail**: Person_UID
- **Person Address**: Person_UID
- **Faculty**: Person_UID, Academic_Period
- **Faculty Department College**: Person_UID, Academic_Period
- **Employee Position**: Person_UID, Position, Job_Suffix
- **Instructional Assignment**: Person_UID, Academic_Period
- **Non Instructional Assignment**: Person_UID, Academic_Period
- **Labor Cost Distribution**: Person_UID, Position, Job_Suffix, Effective_Date
- **Meeting Time**: Academic_Period, Course_Reference_Number
- **Schedule Offering**: Academic_Period, Course_Reference_Number
Student Detail
Travel and Expense

Authorization

- AUTHORIZATION
  - Authorization_Key
  - AUTHORIZATION_STATUS_HISTORY
    - Authorization_Key
  - AUTHORIZATION_APPROVAL_HISTORY
    - Authorization_Key
  - AUTHORIZATION_ITINERARY
    - Authorization_Key
  - AUTHORIZATION_ACCOUNTING
    - Authorization_Key
  - AUTHORIZATION_ITEM
    - Authorization_Key

- PORTFOLIO
  - Portfolio_Key
  - PORTFOLIO_SUMMARY
    - Portfolio_Key

- TRAVEL_AND_EXPENSE_PROFILE
  - Profile_Key
  - PROFILE_DEFAULT_ACCOUNTING
    - Profile_Key

- ENCUMBRANCE
  - Encumbrance_Number

- REIMBURSEMENT_ITEM
  - Reimbursement_Key
  - REIMBURSEMENT_STATUS_HISTORY
    - Reimbursement_Key
  - REIMBURSEMENT_ITINERARY
    - Reimbursement_Key
  - REIMBURSEMENT_ACCOUNTING
    - Expense_Item_Key

- REIMBURSEMENT
  - Reimbursement_Key

- INVOICE
  - Invoice

- INVOICE
  - Invoice

- INVOICE
  - Invoice
4 Third Party Reporting Tools

A critical factor in determining the success of a reporting solution is the existence of a well defined and useful meta data layer. The meta data layer enables you to define relationships between objects in the database. It also enables additional filtering or formatting that can be useful to you when creating reports.

Cognos 8 Business Intelligence and Oracle Business Intelligence Discoverer meta data layers are delivered as part of the Banner Operational Data Store (Banner ODS). Relationships between the reporting views in the Banner ODS are included in these meta data layers for the supported reporting tools. The meta data layer provides the joins used by the database to connect the views or database tables so that you do not need to define those relationships when creating queries or reports using the reporting tools. You can use any reporting tool with the Banner Performance Reporting & Analytics products; however, you gain added value from using the Cognos and Discoverer meta data layers created and delivered with the products.

The Banner ODS defined reporting meta data contains reporting view and column definitions within the reporting views and manages columns that are number data type either to aggregate them or to treat them as identifiers. It can contain hierarchies for drilling into aggregate number columns at different levels, and lists of values (LOV’s) for which you can create drop-down lists in prompts and filters for queries on the reporting views.

In Cognos 8 Business Intelligence, the reporting meta data is defined using the Cognos 8 Business Intelligence Framework Manager (FM) to create an FM model. The delivered FM model is named sghe_ods_bv.

In Oracle Business Intelligence Discoverer, the reporting meta data is defined using the Discoverer Administrator to create the End User Layer (EUL).

Cognos 8 Business Intelligence

The Cognos 8 Business Intelligence (BI) meta data layer is delivered as part of the Banner ODS and the data warehouse. The Cognos BI meta data layer includes the following layers:

- Database view
- Business view
- Presentation view
Framework Manager models

Databases are typically designed to store data captured through business processes. The stored data is not easily accessible for reporting and analysis to make enterprise decisions in business terms. Because of this, data requires metadata, the ‘data about data’, so that it can be effectively retrieved for analysis and reporting. The Cognos Framework Manager (FM) tool allows you to redefine the data in the database to answer business questions.

Cognos is designed to deliver centralized metadata via the FM model. The model provides a common definition of data in business terms that add value across the organization. The database is redefined so that you can publish metadata in a package and make it available through the Cognos Connection to the Cognos BI reporting tools Report Studio, Query Studio, and Analysis Studio to answer business questions.

The Framework Manager model presents the data using business terms and definitions. This enables you to use, build, and modify your own reports and enables consistent understanding and use of data and metrics across your institution. The logical relationships between data are defined within the model to enable complete data integration so that you spend less time gathering and organizing data.

For more information about data modeling, see the “Framework Manager User Guide” or “Metric Designer User Guide”.

Metadata layers

Cognos Framework Manager provides the ability to layer metadata as a means to insulate end users from changes made to the underlying data sources and the defined data relationships within the database. When changes to an existing model are required, Framework Manager can identify the impact to existing reports. This enables your institution to manage model changes without having to rewrite reports.

The delivered FM models use two layers to manage the metadata content: the database view and the business view. A third layer, the presentation layer, is used to publish the data in logical groupings.

Database view metadata layer

The database view metadata layer is the layer into which Framework Manager imports all database objects. There is no difference between the database views in this layer and the database itself. The database view contains all of the reporting views for a product including all List of Value Views coming from the ODSLOV schema.
**Business view metadata layer**

The business view metadata layer organizes content around a specific business process or processes. The business view layer references objects from the database view and relationships among them are defined to support the associated business process.

The business view layer includes business concepts with relationships (joins) defined between related reporting views. These joins define the SQL generated behind the scenes by the various Cognos BI Reporting Tools.

The business view layer also includes a link back to the database view reporting views, which you can use to create custom SQL and queries outside of the business concepts. If you cannot create a query to answer a business question against a particular business concept, you can create reports and custom queries against the database views.

**Presentation view metadata layer**

The presentation view metadata layer is the layer in which information is reorganized into useful logical groups of data that you can use together for reporting. The query subjects in the presentation layer include data elements and folders of data elements that present the data in an intuitive fashion so it is easy for you to locate desired data for any report.

The following standards were applied when creating the presentation layer:

- Related data or query items are grouped in the same query subject.
- Subsets of data that are typically used together are organized into folders.
- Commonly used filters are defined to enhance functionality. Examples of delivered filters include Student Level Undergraduate, Student Level Graduate, and Student Level Professional.
- Commonly used calculations have been added to make reporting easier.
- Additional range and aging concepts have been added that work in conjunction with parameter maps. Each has an accompanying ‘order’ concept to ensure they appear in proper order when you use them.

From the presentation layer you can publish a complete package of all the data in that presentation view and or a number of smaller packages of information that target specific types of analysis and users. These packages allow you to create and use dashboards, run reports, build ad hoc reports, and analyze trends without the need to sift through large amounts of unneeded information.
Cognos and BPRA Meta Data Integration

Banner ODS includes Cognos Framework Manager (FM) models and packages for the ODS Reporting Views organized in groupings called business concepts.

The layers of Cognos content relate to the underlying Banner ODS and Banner EDW data structures that include the Banner ODS reporting views and the Banner EDW fact and dimension tables. The bulk of the data dictionary that describes these data structures is defined as BPRA Meta Data that is stored in the “IA-Admin Meta Data”, (IAMD) and is delivered with each BPRA product.

The BPRA Meta Data includes column level “business definitions” that describe the data and is stored for each target column along with its source system, table, and column. Another other key part of the BPRA Meta Data is the mapping from one layer to the next. For a given Banner EDW column, which Banner ODS column it comes from, and in turn, which Banner column that ODS column is sourced from. (This mapping information is hereafter referred to as “lineage”.)

To provide a meaningful relationship between the BPRA Meta Data information and the Cognos reporting tools, the BPRA Meta Data is integrated with the Cognos tools. The Meta Data business definition and lineage information are delivered in the FM models and packages and displayed in the Cognos reporting tools (Query Studio, Report Studio, and Analysis Studio). Within each query item in the FM models, the Description field includes the business definition and lineage, while the ScreenTip field includes the EDW source column name.
View BPRA Meta Data in Cognos

To view the business definition and lineage for a query item, use the arrows at the bottom of the navigation window to open the information for the selected query item. See examples of BPRA Meta Data displayed in Query Studio and Report Studio as illustrated in the following figures.

Figure 3: View BPRA Meta Data in Query Studio
Figure 4: View BPRA Meta Data in Report Studio

View BPRA Meta Data details

If you are using Cognos 8.4 or higher, you can also view more detailed information in both Query Studio and Report Studio. Right-click a query item and select the Lineage option to view the Database and Technical information displayed in Query Studio and Report Studio as illustrated in the following figures.

Figure 5: View Database and Technical BPRA Meta Data in Query Studio
Figure 6: View Database and Technical BPRA Meta Data in Report Studio
The BPRA Meta Data business definition and lineage are stored in the FM model query item Description as illustrated in the following picture.

![Figure 7: BPRA Meta Data Information in Framework Manager](image)

The Banner EDW source table and column are also stored in the FM model query item Screen Tip, which will be displayed when you move the cursor over a query item in either the Cognos Query Studio or Report Studio reporting tool.

**Packages**

A package is a subset of data designed to support a specific set of reporting needs. Packages may contain content designed within Framework Manager. They are the means by which Query Studio, Report Studio, and Analysis Studio are able to access data using the Cognos BI reporting tools. They are essentially the data sources used for reporting and analysis.

Within the various Cognos studios you can report against only one package at a time. It is important to use the correct package for the intended business purpose. When creating a new report, you are prompted to select which package to use.
Banner ODS packages

Each package defined as part of the Banner ODS includes attributes and measures related to one business area of reporting. Many of the packages also include pre-defined filters that you can use to narrow the information returned in a report.

Note
Refer to the “Banner ODS Cognos Filters” document for a definition of each filter included in these packages.

The following Cognos packages are delivered with the Banner ODS.

Table 1: Banner ODS Packages

<table>
<thead>
<tr>
<th>Package</th>
<th>Information Includes</th>
<th>Filter Folders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account Index Audit</td>
<td>Enrollment, academic study, advisor, awards by person, faculty, GPA by level, instructional assignment, meeting time, person address and detail, current telephone and student related information: cohort, course, course attribute, course registration audit, and extended. This package also includes the “Person Supplemental” package.</td>
<td>Time, Enrollment, Academic Study</td>
</tr>
<tr>
<td>Active Registration</td>
<td>Admissions related information: applications, attributes, cohorts, decisions, ratings, requirements, sources; and contacts, employment, Financial Aid applicant status, geographic region, institution, interests, person detail recruitment, and tests. This package also includes the “Person Supplemental” package.</td>
<td>Operating Ledger</td>
</tr>
<tr>
<td>Advancement Prospect</td>
<td>Prospects, advancement ratings, constituent contacts, designations, funding, organizations, person detail, prospect contacts, prospect moves, prospect proposals, and prospect staff contacts This package also includes the “Person Supplemental” and “Advancement Rating” packages.</td>
<td>Prospect Info, Constituent Contact, Constituent Staff Assignment, Person Address, Project Interest, Prospect Moves Management, Prospect Proposal Master, Prospect Staff Assignments, Prospect Staff Contact, Telephone Current</td>
</tr>
<tr>
<td>Package</td>
<td>Information Includes</td>
<td>Filter Folders</td>
</tr>
<tr>
<td>--------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-------------------------------------</td>
</tr>
<tr>
<td>Advancement Rating</td>
<td>Advancement ratings, constituents, organization entities, person address, and person detail. This package also includes the “Person Supplemental” package.</td>
<td>No filters</td>
</tr>
<tr>
<td>Advisor Student List</td>
<td>Student, academic outcome, academic study, advisors, advisor person address, enrollment, GPA by term, person address and detail, pre-student, student cohort, student course and course attribute, current telephone, transcript comments This package also includes the “Person Supplemental” package.</td>
<td>Time, Academic Study</td>
</tr>
<tr>
<td>Annual Giving</td>
<td>Annual giving, campaign giving history, designation financial aid fund, designation giving history, constituent, donor category, organization entity and address, organizational constituent, person address and detail, and current telephone This package also includes the “Person Supplemental” package.</td>
<td>Time, Person Address</td>
</tr>
<tr>
<td>Annual Giving Comparison</td>
<td>A subset of the reporting views that support giving information for the most recent gift, highest gift amount, and most recent pledge information for each prospect; and total giving information by Campaign and by Designation</td>
<td>Time, Donor Category</td>
</tr>
<tr>
<td>Authorization</td>
<td>Authorizations, authorization-related information: accounting, approval history, item, itinerary, status history, encumbrance, portfolio, portfolio summary, profile default accounting, reimbursement information: accounting, approval history, item, itinerary, and status history, and travel and expense profile</td>
<td>Authorization, Authorization Item, Authorization Itinerary, Portfolio</td>
</tr>
<tr>
<td>Budget Availability</td>
<td>A subset of the columns from the Budget_Availability_Ledger reporting view to simplify reporting on available budget, only includes hierarchy information for organization</td>
<td>Time, Budget</td>
</tr>
<tr>
<td>Comparison</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Table 1: Banner ODS Packages

<table>
<thead>
<tr>
<th>Package</th>
<th>Information Includes</th>
<th>Filter Folders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Availability Ledger</td>
<td>Budget availability ledger, account and account type attributes, fund and fund type attributes, organization attributes, and program attributes</td>
<td>Time, Budget Availability Ledger</td>
</tr>
<tr>
<td>Budget Detail</td>
<td>Budget detail, account and account type attributes, budget request text, fund and fund type attributes, location attributes, organization attributes, and program attributes</td>
<td>Time, Budget Detail</td>
</tr>
<tr>
<td>Campaign Giving History</td>
<td>Campaign giving history, annual giving, constituent, constituent entity, organization entity and address, organizational constituent, person address and detail, and current telephone</td>
<td>No filters</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
<tr>
<td>Campaign Management</td>
<td>Campaign, gift, pledge, and campaign related information: comment, designation, expense, fundraiser, mail, and solicitation</td>
<td>No filters</td>
</tr>
<tr>
<td>Cashier Session Analysis</td>
<td>A subset of the columns from the Receivable_Account_Detail reporting view emphasizing information supporting analysis for a cashier session</td>
<td>Time</td>
</tr>
<tr>
<td>Constituent</td>
<td>Constituent, annual giving, campaign giving history, constituent related information: contact, entity, plan, spouse, and staff assignment, current employment, degree, designation giving history, donor category, employment history, exclusion, gift, gift society, gift transaction, interest, mail, membership, person detail, pledge, pledge transaction, previous degree, prospect information, relationship, solicitation, special activity, special purpose group</td>
<td>Constituent, Annual Giving, Campaign Giving History, Constituent Spouse, Constituent Staff, Current Employment, Designation Giving History, Donor Category, Employment History, Exclusion, Gift, Gift Transaction, Person Address, Pledge, Pledge Transaction</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
</tbody>
</table>
### Table 1: Banner ODS Packages

<table>
<thead>
<tr>
<th>Package</th>
<th>Information Includes</th>
<th>Filter Folders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Constituent Entity</td>
<td>Constituent entity, advancement rating annual giving, campaign giving history, constituent confidential comment, cross-reference, designation giving history, donor category, exclusion, gift, gift society, mail, pledge, special activity, and special purpose group</td>
<td>Advancement Rating, Annual Giving, Campaign Giving History, Designation Giving History, Donor Category, Exclusion, Gift, Gift Society, Pledge, Pledge Transaction</td>
</tr>
<tr>
<td>Course Catalog</td>
<td>Course catalog, course related information: attribute, corequisite, prerequisite, level, schedule, attribute, and offering</td>
<td>Time</td>
</tr>
<tr>
<td>Designation</td>
<td>Designation, gift, pledge, and the following designation related information: accounting, adjustment, attribute, class year, Financial Aid fund, comment, ID</td>
<td>No filters</td>
</tr>
<tr>
<td>Designation Giving History</td>
<td>Designation giving history, annual giving, constituent, constituent entity, organization entity, organizational constituent, and person detail</td>
<td>No filters</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
<tr>
<td>Employee</td>
<td>Employee, bargaining unit, beneficiary, benefit deduction, certification, combined academic outcome, employee earning current and fiscal year, employee position, employment history, instructional assignment, labor cost distribution, leave balance, monthly deduction, non-instructional assignment, organization hierarchy, past employment, person detail, previous degree, previous education, review, skill, supervisor, tax, and yearly deduction</td>
<td>Employee, Combined Academic Outcome, Employee Earning Fiscal Year, Employee Position, Employment History, Instructional Assignment, Labor Cost Distribution, Non-instructional Assignment, Organization Hierarchy, Person Address</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
<tr>
<td>Employee and Position</td>
<td>A subset of columns from the Employee, Employee_Position and Employee_Earning reporting views to simplify reporting on employee position information</td>
<td>Time, Position, Employee</td>
</tr>
<tr>
<td>Package</td>
<td>Information Includes</td>
<td>Filter Folders</td>
</tr>
<tr>
<td>-------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>-------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Encumbrance</td>
<td>Encumbrance accounting, account attributes, account hierarchy, encumbrance, encumbrance ledger, encumbrance text, fund attributes and hierarchy, location attributes and hierarchy, organization attributes and hierarchy, program attributes and hierarchy, purchase order, transaction history, and vendor</td>
<td>Time, Encumbrance, Encumbrance Accounting, Encumbrance Ledger, Purchase Order</td>
</tr>
<tr>
<td>Endowment Distribution</td>
<td>Endowment distribution, account type attributes, endowment attributes, fund attributes and hierarchy, fund text, and transaction history</td>
<td>Endowment Distribution, Transaction History</td>
</tr>
<tr>
<td>Endowment Unit</td>
<td>Endowment unit, account attributes, account hierarchy, account type attributes, endowment attributes, endowment summarized units, fund attributes and hierarchy, fund text, organization attributes and hierarchy, program attributes and hierarchy, and summarized units endowment attributes</td>
<td>Endowment Unit</td>
</tr>
<tr>
<td>Enrollment Management</td>
<td>Enrollment, academic outcome, admissions application, constituent, person address and detail, recruitment information, student, student extended, and current telephone</td>
<td>Time, Enrollment, Academic Outcome</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
<tr>
<td>Enrollment Management Subset</td>
<td>A subset of the reporting views and columns that encompass the existing Enrollment Management model, drives off of the Enrollment reporting view and includes columns from Admissions Application.</td>
<td>Time, Student</td>
</tr>
<tr>
<td>Event</td>
<td>Event, event invitee, organization entity, person detail, and organization entity address</td>
<td>No filters</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
</tbody>
</table>
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<table>
<thead>
<tr>
<th>Package</th>
<th>Information Includes</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Faculty Assignment</td>
<td>Faculty, employee position, faculty attribute, faculty department college, instructional assignment, labor cost distribution, meeting time, non-instructional assignment, person address and detail, schedule offering, and current telephone</td>
<td>Time, Faculty</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
<tr>
<td>Faculty Subset</td>
<td>A subset of the reporting views and columns that encompass the Faculty model, drives off of the Faculty reporting view and includes joins to faculty related data in the Faculty_Department_College, Employee_Position and Instructional_Assignment reporting view</td>
<td>Time</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
<tr>
<td>Financial Aid Application</td>
<td>Financial Aid applicant status, admissions application, applicant need, applicant resource, award by person, financial aid message, loan application, loan disbursement, need analysis, person detail, previous degree, previous education attendance, satisfactory academic progress, user defined fields, and the following financial aid related information: budget component, comments, holds, tracking requirements</td>
<td>Time, Financial Aid Applicant Status</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
<tr>
<td>Financial Aid Award and Disbursement</td>
<td>Awards by person, awards by aid year, awards by fund, award disbursement, academic study, designation Financial Aid fund, enrollment, general ledger, GPA by term, person detail, receivable account detail, student, transaction history, and the following financial aid related information: applicant status, enrollment, fund, hold, and government</td>
<td>Time, Award by Person, Award Disbursement</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
</tbody>
</table>
### Table 1: Banner ODS Packages

<table>
<thead>
<tr>
<th>Package</th>
<th>Information Includes</th>
<th>Filter Folders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed Asset</td>
<td>The following fixed asset related information: item, accounting history, accounting source, adjustment, attributes, depreciated item, funding source, and text; grant view, invoice item, location attributes and hierarchy, organization attributes and hierarchy, purchase order item, transaction history, and vendor</td>
<td>Fixed Asset Item, Fixed Asset Accounting History, Fixed Asset Accounting Source, Fixed Asset Adjustment</td>
</tr>
<tr>
<td>General Ledger</td>
<td>General ledger, account attributes, account type attributes, fund attributes, fund type attributes, grant view, and transaction history</td>
<td>Time, General Ledger, Transaction History</td>
</tr>
</tbody>
</table>
| Gift                | Gift transaction, constituent, constituent entity, designation Financial Aid fund, endowment units, organization entity, organizational constituent, person detail, pledge, pledge transaction, solicitation, and the following gift related information: associated entity, auxiliary, matching, matching transaction, memo, and multiple.  
This package also includes the “Organizational Constituent” package. | Time, Constituent, Pledge, Pledge Transaction |
| Government Reporting| The following government related information: student, academic outcome, course, financial aid, financial aid fund, admissions; and person detail  
This package also includes the “Person Supplemental” package.                                                                           | Government Student, Government Academic Outcome, Government Financial Aid, Government Admissions |
<p>| Grant-Contract and Proposal | A subset of the Proposal reporting view, reorganizes common agency, organization, and date information into separate folders, contains the grant awarded as well as the awarded grant amount | Proposal Information |
| Grant and Project   | Fund attributes and hierarchy, proposal, proposal text, transaction history, and the following grant related information: view, applied payments, attributes, billing detail, fund, ledger, receivable account detail, and text | Grant View, Grant Applied Payments, Grant Billing Detail, Grant Ledger, Grant Receivable Account Detail, Proposal, Transaction History |</p>
<table>
<thead>
<tr>
<th>Package</th>
<th>Information Includes</th>
<th>Filter Folders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant Ledger</td>
<td>Grant ledger, account attributes, account type attributes, fund attributes, fund type attributes, location attributes, organization attributes, program attributes, and transaction history</td>
<td>Time, Grant Ledger, Transaction History</td>
</tr>
<tr>
<td>Human Resource Application</td>
<td>Human Resource application, certification, combined academic outcome, current employment, employee, employment history, financial aid applicant status, human resource application status, human resource requisition, interview, past employment, person detail, position definition, previous degree, previous education, reference, skill, student, and transcript comment</td>
<td>Human Resource Application, Combined Academic Outcome, Employee, Human Resource Requisition, Person Address, Position Definition, Telephone Current</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
<tr>
<td>Human Resource Faculty</td>
<td>Faculty, employee, employee position, person detail, and the following faculty related information: appointment history, attribute, sabbatical history, rank history, tracking</td>
<td>Time, Faculty, Employee, Employee Position, Person Address, Telephone Current</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
<tr>
<td>Institution</td>
<td>Institution, degree, person detail, previous degree, previous education, previous education attendance, secondary school subject, and the following institution related information: geographic region, characteristic, degree, demographic, and subject</td>
<td>Institution</td>
</tr>
<tr>
<td>Invoice Payable</td>
<td>Invoice item, encumbrance, organization entity, person detail, transaction history vendor, and the following invoice related information: accounting, check, tax rate, and text</td>
<td>Invoice, Encumbrance, Invoice Accounting, Invoice Check, Vendor</td>
</tr>
<tr>
<td>Loan Disbursement</td>
<td>Student, enrollment, academic study, award by person, loan disbursement, receivable account detail, transaction history, and general ledger</td>
<td></td>
</tr>
<tr>
<td>Operational Data Store</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operational Data Store</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Data View</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Table 1: Banner ODS Packages

<table>
<thead>
<tr>
<th>Package</th>
<th>Information Includes</th>
<th>Filter Folders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Ledger</td>
<td>Operating ledger, account attributes, account type attributes, fund attributes, fund type attributes, grant view, location attributes, organization attributes, program attributes, and transaction history</td>
<td>Time, Operating Ledger, Grant View</td>
</tr>
<tr>
<td>Operating Ledger</td>
<td>A subset of the columns from the Operating Ledger reporting view to simplify departmental reporting. Account and Organization information is reorganized into separate folders, only includes hierarchy information for organization, only displays inception to date amounts (summary)</td>
<td>Time, Operating Ledger</td>
</tr>
<tr>
<td>Organization Entity</td>
<td>Organization entity, address current, contract, current employment, employment history, geographic region, internet address, current internet address, organization entity address, organizational constituent, receivable account, and vendor</td>
<td>Address Current, Contract, Organization Entity Address, Organizational Constituent</td>
</tr>
<tr>
<td>Organizational Constituent</td>
<td>Organizational constituent, annual giving, campaign giving history, constituent contact, constituent entity, cross reference, designation giving history, donor category, exclusion, funding interest, gift, gift society, gift transaction, mail, membership, organization contact, organization entity including address, organization funding area, person detail, pledge, pledge transaction, prospect, relationship, solicitation, special activity, special purpose group, and telephone</td>
<td>No filters</td>
</tr>
<tr>
<td>Payroll</td>
<td>Payroll document, employee, employee position, leave accrual, person address, person detail, transaction history, and the following payroll related information: deductions, distribution, earnings, employee position, labor distribution override, timesheet, and position timesheet</td>
<td>Time, Payroll Document, Person Address, Telephone Current, Transaction History</td>
</tr>
</tbody>
</table>

This package also includes the “Person Supplemental” package.
<table>
<thead>
<tr>
<th>Package</th>
<th>Information Includes</th>
<th>Filter Folders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Person Demographic</td>
<td>Person detail, address, geographic region, internet address, current internet address, person sensitive, preferred address, relationship, salutation, and telephone</td>
<td>Person Detail, Address By Rule</td>
</tr>
<tr>
<td>Person Role</td>
<td>Person detail, administrator, admissions application, advisor, constituent, employee, faculty, Financial Aid applicant status, Human Resource application, organization chart, pre-student, prospect, receivable account, recruitment, student, and vendor</td>
<td>Person Detail</td>
</tr>
<tr>
<td>Person Supplemental</td>
<td>Person detail, activity, certification, combined academic outcome, communication, contact, current employment, employment history, hold, interest, internet address, current internet address, mail, medical information, international, veteran, previous degree and education, skill, test, and Visa,</td>
<td>No filters</td>
</tr>
<tr>
<td>Pledge</td>
<td>Pledge transaction, constituent, constituent entity, gift, gift transaction, organization entity, organizational constituent, address, person detail, pledge, solicitation, telephone, and the following pledge related information: associated entity, auxiliary, conditional, installment, and matching</td>
<td>Pledge Transaction, Constituent, Gift Transaction, Person Address, Pledge</td>
</tr>
<tr>
<td></td>
<td>This package also includes the “Person Supplemental” package.</td>
<td></td>
</tr>
<tr>
<td>Position</td>
<td>Position definition, employee position, human resource requisition, labor cost distribution, organization hierarchy, position budget, position labor distribution, person address, and current telephone</td>
<td>Position Definition, Employee Position, Labor Cost Distribution, Position Budget, Position Labor Distribution, Person Address, Telephone Current</td>
</tr>
<tr>
<td>Package</td>
<td>Information Includes</td>
<td>Filter Folders</td>
</tr>
<tr>
<td>------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>---------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Purchasing Payable</td>
<td>Purchase order item, encumbrance, organization entity, person detail, received item and related text, returned item and related text, transaction history, vendor and related text, vendor type, invoice related information: accounting, check, item, tax rate, text, and purchase order related information: accounting, item summary, item text, tax rate, and text</td>
<td>Purchase Order, Invoice Accounting, Invoice Check, Purchase Order Item, Purchase Order Accounting,</td>
</tr>
<tr>
<td>Receivable Customer</td>
<td>Receivable account, contract third party, deposit, enrollment, exemption, hold, installment plan, miscellaneous transaction, organization entity and address, person address and detail, receivable account detail, and current telephone</td>
<td>Receivable Account, Contract Third Party, Enrollment, Exemption, Hold</td>
</tr>
<tr>
<td>Receivable Revenue</td>
<td>Receivable account detail, application of payment and detail accounting, award disbursement, contract, contract third party, deposit, exemption, general ledger, hold, installment plan, miscellaneous transaction, organization entity and address, person address and detail, receivable account, receivable accounting, receivable summary, current telephone, and transaction history</td>
<td>Time, Receivable Account Detail, Contract Third Party, Exemption, General Ledger, Receivable Account, Transaction History</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recruitment Information</td>
<td>Recruitment information, admissions application, contact, geographic region institution, institution characteristic and demographic, interest, person address and detail, pre-student, previous degree and education, secondary school subject, current telephone, test, current Visa, and recruitment related information: attribute, cohort, learned, and source</td>
<td>Time, Recruitment Information</td>
</tr>
</tbody>
</table>

This package also includes the “Person Supplemental” package.
### Table 1: Banner ODS Packages

<table>
<thead>
<tr>
<th>Package</th>
<th>Information Includes</th>
<th>Filter Folders</th>
</tr>
</thead>
</table>
| **Relationship** | Relationship, first and related party information for constituent, constituent entity, organization address, organizational constituent, organization, person address, person, and current telephone  
This package also includes the “Person Supplemental” package. | No Filters                         |
| **Residential Life** | Person detail, address, meal assignment, phone assignment, room assignment, academic study, and student                                                                                                              | No filters                          |
| **Schedule Offering** | Schedule offering, faculty, instructional assignment, meeting time, offering corequisite, offering grade type, offering prerequisite, schedule attribute, and course related information: attribute, catalog, corequisite, level, offering fees, prerequisite, prerequisite combined, and schedule | Time                               |
| **Solicitation Effort** | Solicitor assignment, solicitor assignment result, constituent entity, organizational constituent, constituent, solicitor organization fundraiser and goal, solicitor organization, and solicitor organization comment and goal  
This package also includes the “Person Supplemental” package. | Solicitor Organization Fundraiser, Solicitor Org Fundraiser Goal, Solicitor Organization, Solicitor Organization Goal |
| **Student Detail** | Student, academic outcome, academic study and extended, advisor, enrollment, financial aid enrollment, government course and student, GPA by level, GPA by term, hold, outcome departmental honor, outcome honor, outcome institutional honor, person address and detail, previous degree, previous education attendance, sport, current telephone, transcript comment, and student related information: activity, attribute, cohort, course, course attribute, and course grade change  
This package also includes the “Person Supplemental” package. | Time, Academic Study                 |
Lists of Values

A list of values is a set of valid values for a column in a reporting view. List of value (LOV) views are contained within the ODSLOV schema within the Banner ODS. The LOV views get their information from the Banner ODS composite MGT_VALIDATION table.

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. The values exist in Cognos 8 Business Intelligence with the exact same names as the LOV views, but without the underscores.

There is a Business view in Cognos 8 Business Intelligence that contains a model query subject for each of the ODSLOV views. The business view and area are called “List of Values”.

See the “List of Value Views” section in Chapter 5, “Data Models” for the complete list of ODSLOV list of value views.

Prompts

Prompts are Lists of Values query subjects in Cognos 8 Business Intelligence that can be used to create lists for prompts in the report writing component of Cognos 8 Business Intelligence Report Studio. There is an additional list of values query subject in the Cognos 8 Business Intelligence model called All Values LOV. This query subject contains

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<thead>
<tr>
<th>Package</th>
<th>Information Includes</th>
<th>Filter Folders</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Detail Subset</td>
<td>A subset of the reporting views and columns that encompass the existing Student Detail model, drives off of the Student reporting view and includes information pertaining to a student’s activities, GPA, attributes, cohorts, sports, enrollment and academic study</td>
<td>Time, Student</td>
</tr>
<tr>
<td>Transaction History</td>
<td>Transaction history, application of payment, encumbrance ledger, endowment distribution, fixed asset adjustment, general ledger, grant applied payments, grant billing detail, grand ledger, grant receivable account detail, invoice accounting, journal voucher text, membership interest, operating ledger, payroll distribution, purchase order accounting, receivable account detail, receivable accounting, vendor, vendor type</td>
<td>Time, Transaction History</td>
</tr>
</tbody>
</table>

---
all the lists of values in the MGT_VALIDATION table. If there is a list of values in the MGT_VALIDATION table for which there is no ODSLOV view, you can use this query subject to create a list for a prompt in Report Studio.

Filters

Filtering capabilities simplify and enhance reporting. When using the reporting tool metadata to write a report, you can apply a filter on any columns of the report so that specific report will retrieve a subset of the data in the database.

There are multiple ways to add filters to the metadata layer. One way is to add a query item to the metadata that will filter a subset of data that is used on a regular basis. This type of filter is referred to as a stand-alone or pre-defined filter. A stand-alone filter can be included in multiple data model packages. For example, the time filter “Year of Giving” is included in several packages. The filter definition is the same across all packages that include it. When you place a stand-alone filter on a report, the report will select only the data defined with that filter.

Another way to define a filter is to apply it to an entire set of data, like a query subject in the Cognos FM Model. When there is a need to define a subset of data by one of the attributes, a role based or alias query subject is defined. This type of filter would have the specific restriction embedded in the filter query item.

The Banner ODS includes both types of filters. Your institution can define additional filters of either type within the Framework Manager tool to meet your specific reporting requirements.

Banner ODS Pre-defined Cognos Filters

The Banner ODS data model includes pre-defined stand-alone filters in almost all of its packages. Refer to the ods_cognos_filters.csv file to see a list of package filters and the filter definitions. This .csv file is delivered as part of your product documentation. The .csv format allows you to open the file in any spreadsheet application where you can then review the filter definitions. You can also sort the data by package or filter.

Cognos 8 Security Integration

Cognos Authorization and fine-grained access

In a security context, authorization refers to permissions or defining “who can see what.” Cognos provides a complete infrastructure to define rules regarding “object” permissions (the ability to see folders or reports) as well as “data” permissions (which rows or columns of data individual users or groups are permitted to see). Cognos picks up its list of users
and groups from the authentication providers defined at a given site, and maintains its own list of data permissions internally.

Data permissions can also be defined within the Banner Performance Reporting and Analytics (BPRA) database using the Fine-Grained Access (FGA) facility which allows for centralized maintenance of those rules for any non-Cognos based access as well. A typical Cognos configuration uses a single database connection (using a single Oracle username and password) for the BPRA database which does not allow for use of the BPRA FGA feature. However, it is also possible to configure Cognos to use multiple database connections, which then use the BPRA Fine-Grained Access rules.

**Cognos and BPRA authorization**

Authorization enables you to create logins so that each user can access the same data source while still allowing them to use the fine-grained access rules already defined for them in the Administrative User Interface. Authorization could be used to set up more general Oracle users whose associated fine-grained access rules might apply to a type of report writer instead of a single person. Multiple Cognos users or roles could then be set up to secure the actual Cognos content (reports, dashboards, etc.), and then matched with data source signons which would provide the means to secure the actual data contained in the database.

For existing users, you would remove or disable the extra users so that as each user performs a query, their fine-grained access rules would be used. This should be done because their signon would be using their actual Oracle username to access the database.

1. Open Cognos Connection.
2. Click **Launch**.
3. Click **Cognos Administration**.
4. Click the **Configuration** tab.

The named data source connections display. The connections provide detailed connectivity information as to where to retrieve data.
5. Click one of the data sources to view the possible servers on which source data may reside.

In the screen samples, we have chosen the warehouse data source. By default, the defined server connection has the same name as the data source connection. (See the navigation bread crumbs at the top of the screen.)

6. Navigate to the next layer of detail to define what users connect to this data source.

Again, as with the server connection name, the user connection name is inherited by the data source connection unless otherwise specified.

7. Click the **Set Properties** icon in the Actions column.

8. Click the **Signon** tab.

9. Click the **Edit the signon. . .** link to view or change the Oracle username and password for this connection.
In this case you’ll see the warehouse data source connection defined with a username of EDWMGR, which would have access to all data.

Let’s say, for example, that your institution has two Cognos users: John Doe and Bob Smith. You would like to make use of the Oracle fine-grained access (FGA) rules that are already defined for these two users in your Administrative User Interface. Accomplishing this is a simple matter of defining two different logins to the warehouse data source that is proprietary to each user.

10. To create a new connection for the warehouse data source, return to the user connection screen within the Cognos Administration.

11. Click the New Signon icon.

12. Create a signon for John Doe and call the signon “JDOE”.

13. Click Next.

You are prompted for the Oracle username and password that will be used for this signon.
14. Enter the information, then click **Next**.

You are prompted for which Cognos users can access this signon.

15. Add JDOE to the list of users able to use this signon.

16. Click **OK**.

17. Click **Finish**.

You’ll see that now there is a second signon for the warehouse data source.

18. Repeat the above steps for Bob Smith.

You will view three distinct signons for the warehouse.

At this point, if you logged in as John Doe, and ran a query within Cognos, you would be prompted for what signon to use. (John or Bob) This would not be an ideal situation, because you would be prompted for which connection to use each time you accessed Cognos, and the warehouse signon is not FGA secured. You, therefore, would want to remove John or Bob’s access to the warehouse signon, delete the signon, or disable it.
How to view or change what users have access to a signon was detailed previously. Deleting a signon is a straightforward activity. You select a signon and delete it. Disabling a signon is most likely the preferred method so that the overall warehouse signon is retained, but simply not active. This is a simple matter of checking the **Disable this entry** check box within the general properties of the signon.

Once this signon is disabled, the signons John and Bob will be the only two active signons. Therefore, if John Doe now signs into Cognos and performs a query, he will no longer be prompted to choose a signon (because he does not have permission to use the Bob signon) and his FGA rules would be enforced on his query because his signon is using his actual Oracle username of JDOE to access the database. Similarly, if Bob Smith signs into Cognos and performs a query, his FGA rules will be enforced because his signon is using his Oracle username of BSMITH.

To put this into more practical application, one might set up more general Oracle users within the data warehouse whose associated FGA rules might apply more broadly to a type of report writer as opposed to a single person. Multiple Cognos users or roles could then be set up to secure the actual Cognos content (reports, dashboards, etc.), and matched with data source signons which would provide the means to secure the actual data contained in the database.

For additional detailed information on Cognos security, see the *Cognos Administration and Security Guide*. 
Luminis authentication (single sign-on)

Authentication is the process of logging into a secured application. This section describes integrating Authentication considerations when using Cognos 8 BI with BPRA solutions using the Sungard Higher Education Luminis portal.

Usually Luminis and Cognos are configured to require users to enter a username and password to access their content. And usually, these credentials are stored and maintained separately. This requires users to log in once for Luminis and then again for Cognos every time you use Cognos within the Luminis Portal. However, this dual log-in problem can be avoided by configuring Luminis to perform Single Signon (SSO) into Cognos. Luminis provides various techniques to accomplish SSO with external applications, but the simplest is their Generic Connector Framework (GCF). (This is documented extensively in the Luminis SDK / Generic Connector Framework Implementation Guide), but basically what happens after setting up a GCF is this:

- The user sees a Cognos 8 BI link in a Luminis page and clicks it.
- The first time a user clicks a Cognos link within Luminis they are prompted for their Cognos username/password.
- Luminis passes that through to Cognos. If it authenticates, Luminis redirects that link to the appropriate Cognos page.
- Luminis also stores that Cognos username/password, so that for future attempts, the user doesn’t have to enter anything. Luminis automatically passes through the username/password and authenticates the user for them.

An important consideration regarding Cognos security is that, unlike other applications, Cognos does not have its own security infrastructure. That is, it does not have its own “user store” (where it stores usernames/passwords). Instead, it interfaces with standard security providers (such as LDAP, NTLM, Windows Active Directory, etc.) so that users can re-use existing security setups without having to duplicate them. This is fully documented in the Cognos Setup/Install documentation, as well as various other Cognos extensibility documents. So this provides an opportunity to re-use an existing user store, so that clients only have to enter/remember a single username/password.

Combining reusing an existing user store for Cognos authentication with the Luminis GCF construct simplifies SSO because users can re-use existing usernames/passwords and (after an initial Luminis session) not have to re-enter credentials to access Cognos from Luminis. The only exception to this is when their password changes. They will have to re-enter it in Luminis once.

Luminis also supports different user stores as well. By default, Luminis uses its default LDAP implementation (the SunOne Directory server) as the location where it stores security credentials, but it can also be configured to use other external systems (such as Windows Domain, or other LDAP implementations). This flexibility regarding authentication storage between Luminis and Cognos provides the client the ability to centralize their authentication processes, which can further help with the SSO process.
Determining where to store security credentials is a client-specific choice, but for SSO illustration purposes, this documentation describes how to implement that using the default Luminis LDAP implementation. Some of the concepts are applicable to other configurations as well and are noted.

**Setting up Luminis single sign-on to Cognos using Luminis LDAP authentication**

These steps were written for Cognos Business Intelligence 8.3 and Luminis 4.0.2. Later releases may follow the same steps. Refer to the release-specific versions of each product’s associated documentation for more details.

All sample configuration files referenced can be found in the luminis_sso folder, under the ods\reports\cognos_8 folder in the ODS source tree.

**In Cognos:**

1. Configure an LDAP authentication namespace in Cognos to point to the Luminis LDAP instance. The properties page for the new namespace should look similar to the screen capture:

   ![Cognos Configuration screenshot](image)

   The majority of the default settings for an LDAP namespace can be retained with the following exceptions (as noted in the screen above, either with a red asterisk or a yellow circle icon):
### NameValue

<table>
<thead>
<tr>
<th>Property Name</th>
<th>Property Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Namespace ID</td>
<td>A unique name for the namespace - can be whatever you choose</td>
</tr>
<tr>
<td>Host and port</td>
<td>Needs to point to the Luminis machine and LDAP listener port</td>
</tr>
<tr>
<td>Base Distinguished Name</td>
<td>Ou=People, o=&lt;machine&gt;, o=cp</td>
</tr>
<tr>
<td>User lookup</td>
<td>uid=$userID</td>
</tr>
<tr>
<td>Use external identity?</td>
<td>True</td>
</tr>
<tr>
<td>External identity mapping</td>
<td>uid=${environment(&quot;REMOTE_USER&quot;)}, ou=People, o=&lt;machine&gt;, o=cp</td>
</tr>
<tr>
<td>Bind user DN and password</td>
<td>user=&quot;cn=Directory Manager&quot; password=&lt;Luminis LDAP pw&gt;</td>
</tr>
</tbody>
</table>

### Under folder mappings (advanced):

<table>
<thead>
<tr>
<th>Property Name</th>
<th>Property Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Object Class</td>
<td>organizationalunit, organization</td>
</tr>
<tr>
<td>Name</td>
<td>ou,o</td>
</tr>
</tbody>
</table>

2. Once configured, disable the Anonymous Login property in the default Cognos namespace. (Your Cognos content now requires login.)

3. Place a copy of the Luminis `pickup.html` file in the document root location of the Cognos web/application server, where it can be accessed from the Luminis machine.

### In Luminis:

1. Place a copy of the `cognos.xml`, `cognos.properties` and `cognos.config` files from the distribution in the GCF connector configuration folder, specifically:

   *Luminis IV*

   `$CP_ROOT/webapps/cpipconnector/WEB-INF/config`

   *Luminis III*

   `$CP_ROOT/products/ssso(or gcf)/config`

2. Edit the `cognos.properties` file and update the values of the following fields to represent your Cognos installation:
3. Edit the `cognos.properties` file only if Cognos and Luminis are not authenticating to the same LDAP to allow the credentials to be entered the first time a person selects the link:

   ```
cognos.cpipconnector.getconfig.createonlogin = 0
cognos.cpipconnector.getconfig.usePDSCredentials = false
   ```

4. Edit the `cognos.config` file and make sure the property:

   ```
es.cognos.configURL
   ```

   points to your Luminis installation.

5. Edit the `cpipconnector.properties` file and append `cognos.properties` to the end of the `property.files` line toward the top of the file.

6. Perform the following configuration. Import the configuration parameters within `cognos.config` into the Luminis configuration:

   ```
   configman -i cognos.config
   ```

7. Alter the `es.systems` parameter to include the `cognos` connector:

   ```
   configman -g es.systems  This gets the current list of connectors
   configman -s es.systems "<current list> cognos"
   ```

8. Restart Luminis to reload the cache with the new configuration values.

9. Build a channel using a portal admin account and the following URL:

   ```
   http://<Site Luminis Server>/cp/ip/login?sys=cognos&url=${urlPass}
   ```

   or

   ```
   refer to the next section “Cognos channels in Luminis” on page 4-32.
   ```

10. Once these changes have been made, restart Luminis, or at least the cpipconnector service.
This explains how to configure Luminis and Cognos to share a username/password using Luminis’s LDAP implementation. However, both Luminis and Cognos can be configured to use other authentication sources, even potentially different ones. When they are configured to use the same source, then the password information can be maintained in a single place. If they point to different sources, Luminis can store the username/password information and then it can be configured to prompt the user to re-enter the password whenever it changes.

For more information on configuring a Luminis GCF implementation, refer to the Luminis SDK / Generic Connector Framework Implementation Guide.

You can also find more information about configuring Cognos security in the Cognos Configuration and Installation Guide.

**Cognos channels in Luminis**

Once SSO has been established, you can create links to Cognos within Luminis. Typically, this is accomplished using channels within the Luminis tabs. This process is documented in the “Luminis SDK/Channel Developer Guide”. The end result is to be able to display Cognos content within Luminis, such as in the example screen below:

![Luminis screen](image)

The simplest way to set up the links is using CPIP Inline Frames, which can then be defined for an entire tab, or as a column (portion) of a specific tab. These tabs can then be associated with a Luminis fragment definition, which can then be rolled out to specific Luminis users, or audiences (based on Luminis role). The key is to define which Cognos
content should be displayed within a channel. That is done by capturing the actual URL used to access the Cognos content, and defining that in the cognos.xml file as a variable, which can then be referenced in the Luminis channel definition URL.

For example, consider the following URL definition that is delivered in the cognos.xml file delivered (in the luminis_sso folder in the data store source tree):

```xml
<SET a:symbol="urlPass" a:value= "${properties.externalSystemURL}/${properties.cognosSystemID}/cgi-bin/cognos.cgi?b_action=xts.run&m=portal/cc.xts&gohome=&ui="/>
```

This defines a CPIP variable called urlPass which points to the base Cognos URL for Cognos Connection viewer.

**Note**

Notice the use of the es.externalSystemURL and es.cognosSystemID variables, which are defined in the properties file for the cognos CPIP definition. This convention allows you to parameterize commonly used portions of URL definitions.

Also notice the conversion of all ampersand characters to the URL-encoding equivalent. This is required for proper parsing of the URL in the XML syntax.

This variable “urlPass” can now be used when referencing Cognos via a Luminis channel definition, as per:

```http://<Site Luminis Server>/cp/ip/login?sys=cognos&url=${urlPass}```

which points to the Cognos Connection viewer (based on the definition of urlPass). By defining CPIP variables in the XML file to point to the desired Cognos reports/pages you wish to expose in Luminis, you can then create Luminis channels using those variables.

A series of example Cognos URLs are delivered as variables in the cognos.xml file (urlPass, cogURL1, cogURL2, cogDash1 - cogDash4). These demonstrate the ability to define various Cognos content (reports) that can be viewed specifically using a Luminis channel, and these can be modified/updated/deleted as needed. Note that these URL values need to be URL-encoded when they are stored in the XML file for proper parsing by Luminis.

**Setting up Cognos channels in Luminis**

Now we will use all the pieces of what we have defined so far to create a basic Luminis channel to display the standard Cognos Connection viewer application. To start, assume a
new user is defined in Luminis (who has Luminis Administrative privileges, in order to administer the portal and content layout).

1. Click the **Portal Admin** link to define the channel.

2. Select **Publish a new channel**.
3. Select **Inline Frame** as the Channel type.
4. Click Next

5. Enter the title, names, and description information for the channel.

6. Click Next.

7. Enter the URL for this channel, which is the CPIP definition described earlier:

   http://<Site Luminis Server>/cp/ip/login?sys=cognos&url=${urlPass}

   Include the CPIP variable “urlPass” which points to the desired Cognos content.
8. Click Next.

9. Click Next to accept the default values for Channel Controls.

10. Select a category (or categories) for the channel to be associated with.

11. Click Next. 

   (The category is used to locate channels when searching for them later)

12. Click Next to accept the default values for Audience.

13. Click Finished to publish this channel.

14. Click the Back to Home Tab link in the upper left-hand side of the screen to return to the main Luminis page.
The next step is to associate this channel with a tab on the portal.

15. Click the Content Layout link

16. Click the Add Tab button to create a new tab.
17. Enter the name for this Tab as **Cognos Connection**.

18. Click **Submit**.

19. Select the new Cognos Connection tab.

20. Click the **New Channel** button:
21. Select the channel by first entering the category (or Select All)

22. Click Go.

23. Select the channel from the listbox.

24. Click Add Channel:
25. Click the **Back to Home Tab** link to return to the main Luminis page,

26. Click the new **Cognos Connection** tab to see the new channel.

You will see the authenticated user in both Luminis and Cognos, with the name coming from the common user store (Luminis LDAP):

Following the same basic process, any Cognos pages can be deployed within Luminis, such as in the example screen below:
This screen is using the Cognos URL for the “Director of Financial Aid Dashboard”, which is defined in the cognos.xml file as:

```
<SET a:symbol="cogURL2" a:value="${properties.externalSystemURL}/${properties.cognosSystemID}/cgi-bin/cognos.cgi?b_action=dashboard&pathinfo=/cm&frag-header=true&path=storeID(%22i04AD276242AF47B680223538F724B06C%22)&amp;ui=h1h3h4"/>
```

so that the channel definition of this is then:

```
http://<Site Luminis Server>/cp/ip/login?sys=cognos&url=${cogURL2}
```

In the Cognos URL definition, note the use of the `path=storeID` parameter to refer to the Cognos object (the dashboard report) to display. This ID number is unique within a given Cognos installation so it can be advisable to use the actual search path for the object instead of the object ID when referencing it in the URL. The search path for a page/object is found in the Properties dialog, which is available in the Cognos Connection navigator interface.
Further Cognos UI customization

While the Cognos applications (such as Cognos Connection viewer or the Studio applications) can be embedded within a Luminis page using the channel concepts discussed, some of the Cognos UI features may be unnecessary and distract from the overall usability of the page. To address this issue, Cognos provides various URL-based parameters which can control some aspects of the UI for these applications. This section describes those parameters and describes a few examples of setting these up.

Consider again the Cognos URL used to launch the Cognos Connection viewer previously, that was defined in the cognos.xml file:

```
<SET a:symbol="urlPass" a:value= "${properties.externalSystemURL}/
${properties.cognosSystemID}/cgi-bin/
cognos.cgi?b_action=xts.run&amp;m=portal/cc.xts&amp;gohome=&amp;ui=" />
```

**Note**

Consider the use of the trailing “ui=” parameter in the URL above. Cognos supports using URL parameters to customize the appearance and functionality of the web pages displayed by the Cognos Connection/Viewer interface. The “ui” parameter can take different values to display (or hide) various parts of the page. For example, ui=h1h2h3h4 will display all 4 header bars on a Cognos Connection page, whereas “ui=h1” would only display the first header bar. Similarly, the “frag-header” parameter (true/false) can be used to customize the appearance of Cognos dashboard reports displayed in Cognos connection. Following the technique described here, these values would get added to the URLs defined in the cognos.xml file, so they could then be referenced in Channel definitions.

For more information on using these parameters, see information about customizing the functionality of Cognos 8 in the [Cognos Administration and Security Guide](#).

Putting this into action, you can modify the Cognos Connection URL used earlier (defined in the cognos.xml as urlPass) as:

```
<SET a:symbol="urlPass" a:value= "${properties.externalSystemURL}/
${properties.cognosSystemID}/cgi-bin/
cognos.cgi?b_action=xts.run&amp;m=portal/cc.xts&amp;gohome=&amp;ui=h1h3h4" />
```
Note

Luminis can be configured to cache certain internal configuration data (such as channel definitions) so you may need to restart Luminis in order for channel definition changes to take effect.

For additional details on defining Luminis channels and UI elements, see the Luminis SDK/Channel Development Guide.

Transaction history tracking process

In Framework Manager, you can view and play back actions performed on the project. An action log is an XML file that contains a set of transactions. Each transaction has a sequence number and one or more actions. The action log file is stored in the project folder.

For example, you make changes to a project in a test environment. When it is time to move the project to production, you can use log files to play back every action, or series of actions, that you performed in the test environment to create an identical project in the production environment. Similarly, as an alternative to branching and merging projects one might want to track a series of customizations applied to a project to enable the identical customizations to be applied to an upgraded version of that model.

There are two action log files. The log.xml file contains all the transactions that have been run and saved in the project. This file is created the first time you save the project and exists until you delete the project. The temporary file contains transactions that have been
run during the current session, but not saved. The temporary file is deleted when you close the project.

**Note**

Previously you had the option to use the Cognos Branch Merge functionality to retain your customizations. SGHE recommends using the Cognos Transaction History Tracking functionality instead to maintain institution-specific changes and upgrade your Framework Manager model.

### View and save transaction history

You can view the transaction history in an action log file and then save it as a script.

1. From the **Project** menu, click **View Transaction History**.

   **Tip**
   
   To make the dialog box larger, double-click the caption. Double-click again to restore the dialog box to its original size.

2. Click the transaction numbers that you want.

   **Tip**
   
   To view the details of a transaction, click the plus sign (+) next to a transaction number.

3. Click **Save as Script**.

4. Type a name for the file.

5. Click **Save**. Do not save the file in the **logs** folder.

6. Click **Close**.

### Play back transactions from a log file

You can choose to play back a specific transaction or a combination of transactions in a project or segment action log file.

When you play back transactions from a log file, the script player applies the commands in the log file to the contents of the existing model. Errors appear if objects created by the log file already exist in the model.

After the script in a log file has run successfully, a backup of the original project is created in the parent directory of the project. If you want to undo the transactions performed in the script, you can use the backup to restore the project to its original state.
You must disable or clear any commands that will conflict with the contents of the model. You can then run the script again.

1. From the **Project** menu, click **Run Script**.

2. Select the script you want, and click **Open**.

3. If you want to view the details of a transaction, click the transaction.

4. Set the starting or stop point that you want.
   - To set the starting point for running the script, select the script and then click **Set the starting point**. You can do this at any time to skip an instruction or run instructions that have already been executed.
   - To set a stop point for the script, select the script and then click **Set the stop point**. You can stop the script to make a manual fix and then start it again.
   - To remove the stop point, click **Remove the stop point**.

5. Using the toolbar buttons, choose the run action that you want.

<table>
<thead>
<tr>
<th>Buttons</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><img src="image" alt="Run Script" /></td>
<td>Runs the script. After an error is encountered, clicking this button attempts to re-execute the failed instruction.</td>
</tr>
<tr>
<td><img src="image" alt="Skip Transaction" /></td>
<td>Skips to the next transaction and runs the script to the end</td>
</tr>
<tr>
<td><img src="image" alt="Select Transaction" /></td>
<td>Runs the selected transaction only</td>
</tr>
<tr>
<td><img src="image" alt="Skip and Stop" /></td>
<td>Skips to the next transaction and stops, but does not run any transactions</td>
</tr>
</tbody>
</table>

6. The project window is updated as the script is run.

7. Fix any errors encountered by the script either by retargeting objects or modifying the temporary project as required.

8. When the script has completed, click **Accept** to accept the changes or click **Revert** to undo the changes.

**Note**

After you click **Accept** or **Revert**, you cannot use **Undo** and **Redo** for the current session.
Brand Cognos Connection page

You can brand the Cognos Connection page to meet your institution’s needs by customizing the banner, display text fonts, gradient, display color, and other format aspects.

To brand the Cognos Connection, perform the following steps.

1. Go to the \[install root\]\cognos\c8\webcontent\skins folder in your Cognos installation server.

2. Modify the following style sheets and XML files to reflect the desired display settings:
   - fonts.css
   - default.css
   - banner.css
   - system.xml

   For detailed instructions on how to modify these files, refer to the Customizing the IBM Cognos 8 UI document provided with Cognos.

3. You can also replace the images in the following folders and update the style sheets and XML files (see step 2) accordingly:
   - \[install root\]\cognos\c8\webcontent\skins\sungardhe\branding
   - \[install root\]\cognos\c8\webcontent\skins\sungardhe\shared\images

Customize the welcome splash screen

You can customize the Welcome splash screen to reflect the desired look and feel.

To modify the default splash screen, perform the following steps.

1. Go to the \[install root\]\cognos\c8\webcontent\skins folder in your Cognos installation server.

2. Replace the following image files with your branded files:
   - cognos_product_label.gif
   - portal_splash.gif

   For additional information on customizing the splash screen, refer to the Administration and Security Guide document delivered with your Cognos installation.
Delivered EULs

The structure of the business areas delivered in the Oracle Discoverer EUL is designed to mimic the business concepts in the ODS metadata. 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.
  
  SunGard Higher Education 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 SunGard recommends 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
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 Chapter 5, “Data Models” 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 item 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), SunGard Higher Education 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. Below are the ones that are currently provided:
<table>
<thead>
<tr>
<th>Item Class</th>
<th>Item Class</th>
<th>Item Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lov Academic Period.Value</td>
<td>Lov Division.Value</td>
<td>Lov Native Language.Value</td>
</tr>
<tr>
<td>Lov Academic Period.Value Description</td>
<td>Lov Division.Value Description</td>
<td>Lov Native Language.Value Description</td>
</tr>
<tr>
<td>Lov Academic Standing.Value Description</td>
<td>Lov Earnings.Value Description</td>
<td>Lov Organization Level 2.Value</td>
</tr>
<tr>
<td>Lov Academic Year.Value</td>
<td>Lov Educational Goal.Value Description</td>
<td>Lov Organization Level 4.Value</td>
</tr>
<tr>
<td>Lov Academic Year.Value Description</td>
<td>Lov Eco Skill.Value</td>
<td>Lov Organization Level 5.Value</td>
</tr>
<tr>
<td>Lov Account Class.Value</td>
<td>Lov Eco Skill.Value Description</td>
<td>Lov Organization Level 6.Value</td>
</tr>
<tr>
<td>Lov Account Class.Value Description</td>
<td>Lov Employee Class.Value</td>
<td>Lov Organization Level 7.Value</td>
</tr>
<tr>
<td>Lov Account Pool.Value Description</td>
<td>Lov Employer Category.Value Description</td>
<td>Lov Position Change Reason.Value Description</td>
</tr>
<tr>
<td>Lov Account Type Level 1.Value</td>
<td>Lov Employer Industrial Type.Value</td>
<td>Lov Position Class.Value</td>
</tr>
<tr>
<td>Lov Account Type Level 2.Value</td>
<td>Lov Employer.Value</td>
<td>Lov Position Class.Value Description</td>
</tr>
<tr>
<td>Lov Activity Category.Value</td>
<td>Lov Employer.Value Description</td>
<td>Lov Position Deferred Pay.Value</td>
</tr>
<tr>
<td>Lov Activity Type.Value</td>
<td>Lov Employment Status.Value</td>
<td>Lov Position Location.Value</td>
</tr>
<tr>
<td>Lov Activity Type.Value Description</td>
<td>Lov Enrollment Status.Value</td>
<td>Lov Position Location.Value Description</td>
</tr>
<tr>
<td>Lov Activity.Value Description</td>
<td>Lov Fiscal Period.Value</td>
<td>Lov Position Status.Value Description</td>
</tr>
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<td>Lov Income Level.Value</td>
<td>Lov Recruiter.Value Description</td>
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<td>Item Class</td>
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<td>Lov Registration Status.Value Description</td>
</tr>
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<td>Lov Instruction Method.Value Description</td>
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<td>Lov Instructional Method.Value</td>
<td>Lov Residency.Value Description</td>
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<td>Lov Campaign.Value</td>
<td>Lov Internal Account Type.Value</td>
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</tr>
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<td>Lov Internal Fund Type.Value</td>
<td>Lov Secondary School.Value</td>
</tr>
<tr>
<td>Lov Campus.Value Description</td>
<td>Lov Internal Fund Type.Value</td>
<td>Lov Site.Value</td>
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<td>Lov Job Leave Category.Value</td>
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</tr>
<tr>
<td>Lov Certification.Value Description</td>
<td>Lov Job Leave Category.Value</td>
<td>Lov State Province.Value</td>
</tr>
<tr>
<td>Lov Chart Of Accounts.Value</td>
<td>Lov Job Suffix.Value</td>
<td>Lov State Province.Value Description</td>
</tr>
<tr>
<td>Lov Chart Of Accounts.Value Description</td>
<td>Lov Leadership Role.Value</td>
<td>Lov Student Population.Value</td>
</tr>
<tr>
<td>Lov Cohort.Value</td>
<td>Lov Leadership Role.Value</td>
<td>Lov Student Population.Value      Description</td>
</tr>
<tr>
<td>Lov Cohort.Value Description</td>
<td>Lov Leave Of Absence Reason.Value</td>
<td>Lov Student Status.Value</td>
</tr>
<tr>
<td>Lov Collection Agency Name.Value</td>
<td>Lov Leave Of Absence Reason.Value Description</td>
<td>Lov Student Status.Value Description</td>
</tr>
<tr>
<td>Lov College.Value</td>
<td>Lov Legacy.Value</td>
<td>Lov Sub Academic Period.Value</td>
</tr>
<tr>
<td>Lov College.Value Description</td>
<td>Lov Legacy.Value Description</td>
<td>Lov Sub Academic Period.Value     Description</td>
</tr>
<tr>
<td>Lov Commodity.Value</td>
<td>Lov Location Level 1.Value</td>
<td>Lov Subject.Value</td>
</tr>
<tr>
<td>Lov Commodity.Value Description</td>
<td>Lov Location Level 2.Value</td>
<td>Lov Subject.Value Description</td>
</tr>
<tr>
<td>Lov Contract Type.Value</td>
<td>Lov Location Level 4.Value</td>
<td>Lov Termination Reason.Value      Description</td>
</tr>
<tr>
<td>Lov Contract Type.Value Description</td>
<td>Lov Mail.Value</td>
<td>Lov Test Rule.Value</td>
</tr>
<tr>
<td>Lov County.Value</td>
<td>Lov Mail.Value Description</td>
<td>Lov Test.Value</td>
</tr>
<tr>
<td>Lov County.Value Description</td>
<td>Lov Major.Value</td>
<td>Lov Test.Value Description</td>
</tr>
<tr>
<td>Lov Course Attribute.Value</td>
<td>Lov Major.Value Description</td>
<td>Lov Tracking Group.Value</td>
</tr>
</tbody>
</table>
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.

### Conditions

<table>
<thead>
<tr>
<th>Item Class</th>
<th>Item Class</th>
<th>Item Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lov Course Attribute.Value Description</td>
<td>Lov Marital Status.Value Description</td>
<td>Lov Tracking Group.Value Description</td>
</tr>
<tr>
<td>Lov Course Identification.Value Description</td>
<td>Lov Marital Status.Value Description</td>
<td>Lov Vendor Type.Value Description</td>
</tr>
<tr>
<td>Lov Course Reference Number.Value</td>
<td>Lov Meal Plan.Value Description</td>
<td>Lov Vendor Type.Value Description</td>
</tr>
<tr>
<td>Lov Current Time Status.Value Description</td>
<td>Lov Meeting Type.Value Description</td>
<td>Lov Veteran Category.Value Description</td>
</tr>
<tr>
<td>Lov Department.Value Description</td>
<td>Lov Meeting Type.Value Description</td>
<td>Lov Worker Compensation Class.Value</td>
</tr>
<tr>
<td>Lov Department.Value Description</td>
<td>Lov Nation.Value</td>
<td>Lov Worker Compensation Class.Value Description</td>
</tr>
<tr>
<td>Lov Designation.Value</td>
<td>Lov Nation.Value Description</td>
<td></td>
</tr>
</tbody>
</table>

### Oracle Business Intelligence Discoverer Object Definition

<table>
<thead>
<tr>
<th>Object</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Condition Name</td>
<td>A name for the condition on the reporting view.</td>
</tr>
<tr>
<td>Formula</td>
<td>An expression that is used to generate a where clause when querying the Reporting View.</td>
</tr>
<tr>
<td>Folder Name</td>
<td>An Oracle Business Intelligence Discoverer folder that represents a Banner ODS Reporting View.</td>
</tr>
<tr>
<td>Business Area</td>
<td>A logical grouping of Banner ODS Reporting Views.</td>
</tr>
<tr>
<td>Optional vs. Mandatory</td>
<td>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.</td>
</tr>
<tr>
<td>Condition Name</td>
<td>Formula</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>--------------------------------------</td>
</tr>
<tr>
<td>Endowment Distribution Document Type</td>
<td>Document Type = 20</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Fixed Asset Adjustment Document Type</td>
<td>Document Type = 60</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Invoice Document Type</td>
<td>Document Type = 3</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchasing Document Type</td>
<td>Document Type = 2</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Encumbrance Ledger Indicator</td>
<td>Ledger Indicator = 'E'</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>General Ledger Indicator</td>
<td>Ledger Indicator = 'G'</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Ledger Indicator</td>
<td>Ledger Indicator = 'O'</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Status = 'A'</td>
<td>Status = 'A'</td>
</tr>
<tr>
<td>Status Disposition = 'U'</td>
<td>Status Disposition = 'U'</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**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 SunGard Higher Education 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.

```
Year
   ├── Month
   │    └── Day
   └── Date
```

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>
<thead>
<tr>
<th>Date Folder</th>
<th>Date Folder</th>
</tr>
</thead>
<tbody>
<tr>
<td>Award Status Date</td>
<td>Origination Tag Number Date</td>
</tr>
<tr>
<td>Birth Date</td>
<td>Package Completion Date</td>
</tr>
<tr>
<td>Collection Date</td>
<td>Pledge Date</td>
</tr>
<tr>
<td>Current Time Status Date</td>
<td>Pool Termination Date</td>
</tr>
<tr>
<td>Date Added Date</td>
<td>Position Begin Date</td>
</tr>
<tr>
<td>Deceased Date</td>
<td>Position Vacancy Date</td>
</tr>
<tr>
<td>Document Date</td>
<td>Posting Date</td>
</tr>
<tr>
<td>Enrollment Status Date</td>
<td>Profile Date</td>
</tr>
<tr>
<td>Function Start Date</td>
<td>Project Start Date</td>
</tr>
<tr>
<td>Highest Gift Amount Date</td>
<td>Purchase Order Date</td>
</tr>
<tr>
<td>Immigration Status Date</td>
<td>Rating Date</td>
</tr>
<tr>
<td>Income Spend End Date</td>
<td>Related Birth Date</td>
</tr>
<tr>
<td>Invoice Date</td>
<td>Related Deceased Date</td>
</tr>
<tr>
<td>Latest Decision Date</td>
<td>Start Date</td>
</tr>
</tbody>
</table>
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>
<thead>
<tr>
<th>Business Area</th>
<th>Date Folder</th>
</tr>
</thead>
<tbody>
<tr>
<td>Active Registration</td>
<td>Current Time Status Date</td>
</tr>
<tr>
<td></td>
<td>Enrollment Status Date</td>
</tr>
<tr>
<td>Admissions Application</td>
<td>Latest Decision Date</td>
</tr>
<tr>
<td>Advancement Prospect</td>
<td>Target Ask Date</td>
</tr>
<tr>
<td>Advancement Rating</td>
<td>Rating Date</td>
</tr>
<tr>
<td>Annual Giving</td>
<td>Highest Gift Amount Date</td>
</tr>
<tr>
<td>Constituent</td>
<td>Most Recent Gift Date</td>
</tr>
<tr>
<td></td>
<td>Most Recent Pledge Date</td>
</tr>
<tr>
<td>Constituent Entity</td>
<td>Birth Date</td>
</tr>
<tr>
<td>Employee</td>
<td>Profile Date</td>
</tr>
<tr>
<td>Endowment Distribution</td>
<td>Income Spend End Date</td>
</tr>
<tr>
<td>Endowment Unit</td>
<td>Pool Termination Date</td>
</tr>
<tr>
<td>Enrollment Management</td>
<td>Current Time Status Date</td>
</tr>
<tr>
<td></td>
<td>Enrollment Status Date</td>
</tr>
<tr>
<td>Event</td>
<td>Function Start Date</td>
</tr>
<tr>
<td>Faculty Assignment</td>
<td>Tenure Date</td>
</tr>
<tr>
<td>Financial Aid Application</td>
<td>Package Completion Date</td>
</tr>
<tr>
<td>Financial Aid Award and Disbursement</td>
<td>Award Status Date</td>
</tr>
<tr>
<td>Fixed Asset</td>
<td>Origination Tag Number Date</td>
</tr>
<tr>
<td>Gift</td>
<td>Deceased Date</td>
</tr>
<tr>
<td></td>
<td>Posting Date</td>
</tr>
<tr>
<td>Government Reporting</td>
<td>Visa Start Date</td>
</tr>
<tr>
<td>Grant and Project</td>
<td>Project Start Date</td>
</tr>
<tr>
<td>Human Resource Application</td>
<td>Position Vacancy Date</td>
</tr>
<tr>
<td>Human Resource Faculty</td>
<td>Tenure Date</td>
</tr>
<tr>
<td>Invoice Payable</td>
<td>Invoice Date</td>
</tr>
<tr>
<td>Business Area</td>
<td>Date Folder</td>
</tr>
<tr>
<td>-------------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td>Organizational Constituent</td>
<td>Most Recent Gift Date</td>
</tr>
<tr>
<td></td>
<td>Most Recent Pledge Date</td>
</tr>
<tr>
<td>Payroll</td>
<td>Document Date</td>
</tr>
<tr>
<td>Person Demographic</td>
<td>Birth Date</td>
</tr>
<tr>
<td></td>
<td>Deceased Date</td>
</tr>
<tr>
<td></td>
<td>Immigration Status Date</td>
</tr>
<tr>
<td></td>
<td>Military Separation Date</td>
</tr>
<tr>
<td>Person Role</td>
<td>Birth Date</td>
</tr>
<tr>
<td></td>
<td>Deceased Date</td>
</tr>
<tr>
<td></td>
<td>Immigration Status Date</td>
</tr>
<tr>
<td></td>
<td>Military Separation Date</td>
</tr>
<tr>
<td>Person Supplemental</td>
<td>Birth Date</td>
</tr>
<tr>
<td></td>
<td>Deceased Date</td>
</tr>
<tr>
<td></td>
<td>Immigration Status Date</td>
</tr>
<tr>
<td></td>
<td>Military Separation Date</td>
</tr>
<tr>
<td>Pledge</td>
<td>Deceased Date</td>
</tr>
<tr>
<td></td>
<td>Pledge Date</td>
</tr>
<tr>
<td></td>
<td>Posting Date</td>
</tr>
<tr>
<td>Position</td>
<td>Position Begin Date</td>
</tr>
<tr>
<td>Purchasing Payable</td>
<td>Invoice Date</td>
</tr>
<tr>
<td></td>
<td>Purchase Order Date</td>
</tr>
<tr>
<td>Receivable Customer</td>
<td>Collection Date</td>
</tr>
<tr>
<td>Receivable Revenue</td>
<td>Operating Date</td>
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<tr>
<td>Recruitment Information</td>
<td>Date Added Date</td>
</tr>
<tr>
<td>Relationship</td>
<td>Related Birth Date</td>
</tr>
<tr>
<td></td>
<td>Related Deceased Date</td>
</tr>
<tr>
<td>Residential Life</td>
<td>Birth Date</td>
</tr>
<tr>
<td></td>
<td>Deceased Date</td>
</tr>
<tr>
<td></td>
<td>Immigration Status Date</td>
</tr>
<tr>
<td></td>
<td>Military Separation Date</td>
</tr>
<tr>
<td></td>
<td>Start Date</td>
</tr>
<tr>
<td>Schedule Offering</td>
<td>Start Date</td>
</tr>
<tr>
<td>Transaction History</td>
<td>Transaction Date</td>
</tr>
</tbody>
</table>
5 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.

The Banner Operational Data Store (Banner ODS) is comprised of over 300 reporting views containing data across eight subject areas applicable to higher education; Accounts Receivable, Advancement, Common, Finance, Financial Aid, Human Resources, Student, and Travel and Expense.

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 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 don't 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.

<table>
<thead>
<tr>
<th>Identifying Relationship</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>One to Exactly One</td>
<td>Each Person Detail has exactly one Person.</td>
</tr>
</tbody>
</table>
### Identifying Relationship

<table>
<thead>
<tr>
<th>Relationship</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>One to Zero or One</td>
<td>Each Finaid Fund has zero or one Award by Fund.</td>
</tr>
<tr>
<td>One to One or More</td>
<td>Each Pledge Transaction has one or more Pledges.</td>
</tr>
<tr>
<td>One to Zero, One or More</td>
<td>Each Person has zero, one, or more Students. This makes sense because a Student really represents a student for each academic period.</td>
</tr>
</tbody>
</table>
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 don’t use foreign keys.

<table>
<thead>
<tr>
<th>Special Relationship</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Many to Many</strong></td>
<td>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.</td>
</tr>
</tbody>
</table>

**Subtype Relationships**

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.
Accounts Receivable

Receivable Customer

- Contract
  - Academic Period
  - Person UID
  - Contract Priority

- Exemption
  - Person UID
  - Account UID (FK)
  - Academic Period
  - Exemption Priority

- Installment Plan
  - Account UID (FK)
  - Reference Number

- Receiveable Account
  - Account UID

- Receiveable Account Detail
  - Account UID (FK)
  - Transaction Number

- Hold
  - Person UID (FK)
  - Hold
  - Hold From Date
  - Hold To Date

- Hold Slot
  - Person UID (FK)

- Deposit
  - Account UID (FK)
  - Transaction Number

- Miscellaneous Transaction
  - Post Cashier
  - Transaction Number
  - Receipt Number

- Organization Entity
  - Entity UID

- Person Detail
  - Person UID

- Receiveable Customer
  - Account UID (FK)
**Receivable Revenue**

**Receivable Account**
- Person_Detail can be joined to Receivable Account on PERSON_UID.
- Receivable Account can be joined to Contract on PERSON_UID or THIRD_PARTY_UID.
- Organization_Entity can be joined to Receivable Account on ENTITY_UID.

**Receivable Account Detail**
- POSTING_DOCUMENT joins to DOCUMENT in Transaction_History.
- Deposit POSTING_DOCUMENT joins to DOCUMENT in Transaction_History.
- Transaction History has multiple rows for each source financial transaction.
- Miscellaneous_Transaction POSTING_DOCUMENT joins to DOCUMENT in Transaction_History.
- Miscellaneous_Transaction ENTITY_UID joins to ACCOUNT_UID in Receivable_Account.
- Miscellaneous_Transaction ENTITY_UID joins to ACCOUNT_UID in Receivable_Account.

**Transaction History**
- Application of Payment has multiple rows per account per payment transaction.
- Application of Payment has multiple rows per account per payment transaction.

**General Ledger**
- Chart_of_Accounts (FK)
- Fiscal_Year (FK)
- Account (FK)
- Fiscal_Period (FK)

**Miscellaneous Transaction**
- POST_CASHIER (FK)
- TRANSACTION_NUMBER (FK)
- RECEIPT_NUMBER (FK)

**Organization_Entity**
- ENTITY_UID (PK)
- PERSON_UID (FK)
- CONTRACT_PRIORITY (FK)

**Person_Detail**
- PERSON_UID (PK)
- PERSON_UID (FK)

**Contract**
- ACADEMIC_PERIOD (FK)
- PERSON_UID (PK)
- CONTRACT_PRIORITY (FK)

**Exemption**
- PERSON_UID (FK)
- ACCOUNT_UID (FK)

**Installment Plan**
- ACCOUNT_UID (FK)
- REFERENCE_NUMBER (FK)

**Award Disbursement**
- PERSON_UID (FK)
- AID_ENROLLMENT_PERIOD (FK)
- TRANSACTION_NUMBER (FK)
- ACADEMIC_PERIOD (FK)

**Receivable Account**
- ACCOUNT_UID (PK)
- PAY_TRAN_NUMBER (FK)

**Receivable Account Detail**
- ACCOUNT_UID (FK)
- TRANSACTION_NUMBER (FK)

**Receivable Accounting**
- DETAIL_CODE (FK)
- EFFECTIVE_DATE (FK)

**Receivable Summary**
- ACADEMIC_PERIOD (FK)
- CATEGORY (FK)
- DETAIL_CODE (FK)

**Application of Payment**
- ACCOUNT_UID (FK)
- PAY_TRAN_NUMBER (FK)

**Applying of Pay Detail Accounting**
- ACCOUNT_UID (FK)
- PAY_TRAN_NUMBER (FK)

**Transaction History**
- DOCUMENT (PK)
- PURCHASE_ORDER (FK)
- INVOICE (FK)
- SUBMISSION_NUMBER (FK)
- ITEM (FK)
- SEQUENCE_NUMBER (FK)
- SERIAL_NUMBER (FK)
- REVERSAL_IND (FK)
- LEDGER_IND (FK)

**Miscellaneous Transaction**
- POST_CASHIER (FK)
- TRANSACTION_NUMBER (FK)
- RECEIPT_NUMBER (FK)
Advancement Prospect

Constituent Plan has multiple rows per entity per project per Move or Unplanned Move.

Constituent ENTITY can join Person Detail or Organization Entity.

CONSTITUENT ENTITY_ENTITY_UID (FK)

ADVANCEMENT_RATING_SLOT

ADVANCEMENT_RATING

FUNDING_INTEREST

FUNDING_INTEREST_SLOT

PERSON_DETAIL

PERSON_ADDRESS

ORGANIZATION_ENTITY

PERSON_UID (FK)

ADDRESS_RULE

PERSON_UID (FK)

ENTITY_UID (FK)

PROFILE_CODE

ADVANCEMENT_RATING_RULE

PROFILE_CODE

ENTITY_UID (FK)

ADVANCEMENT_RATING

ENTITY_UID (FK)

ADVANCEMENT_RATING_SLOT

ENTITY_UID (FK)

ADVANCEMENT_RATING_RULE

ENTITY_UID (FK)

PROPOSAL_PROJECT

PROPOSAL

CONSTITUENT_PLAN

CONSTITUENT_STAFF_ASSIGN

CONSTITUENT_CONTACT

PROJECT

ENTITY_UID (FK)

ENTITY_UID (FK)

ENTITY_UID (FK)

ENTITY_UID (FK)

ITEM_REF_NUMBER

STAFF_IDENTITY

STAFF_UID

PERSON_UID

ENTITY_UID (FK)

ORGANIZATION_ENTITY

ENTITY_UID

PERSON_ADDRESS

ENTITY_UID

ENTITY_UID

ENTITY_UID

PERSON_UID

ENTITY_UID

ENTITY_UID

ENTITY_UID

ENTITY_UID

PERSON_UID

ENTITY_UID

ENTITY_UID

ENTITY_UID

ENTITY_UID
Advancement Rating

Constituent Entity can join Organization Entity or Person Detail.

Constituent Entity

Organization Entity

Person Detail
Annual Giving

Constituent Entity can join Organization Entity or Person Detail.

ANNUAL_GIVING
- ENTITY_UID (FK)
- FISCAL_YEAR

CAMPAIGN_GIVING_HISTORY
- ENTITY_UID (FK)
- CAMPAIGN (FK)
- FISCAL_YEAR

DONOR_CATEGORY
- ENTITY_UID (FK)
- DONOR_CATEGORY

DESIGNATION_GIVING_HISTORY
- ENTITY_UID (FK)
- FISCAL_YEAR
- CAMPAIGN (FK)
- DESIGNATION (FK)

CONSTITUENT_ENTITY
- ENTITY_UID

ORGANIZATIONAL_CONSTITUENT
- ENTITY_UID (FK)

ORGANIZATION_ENTITY
- ENTITY_UID

PERSON_DESCRIPTION
- PERSON_UID

PERSON_ADDRESS
- ADDRESS_RULE
- PERSON_UID (FK)

PERSON_ADDRESS_RULE
- ADDRESS_RULE
- PERSON_UID (FK)
Campaign Giving History

Constituent Entity can join Organization Entity or Person Detail.

- **ANNUAL_GIVING**
  - ENTITY_UID (FK)
  - FISCAL_YEAR

- **CONSTITUENT_ENTITY**
  - ENTITY_UID

- **ORGANIZATIONAL_CONSTITUENT**
  - ENTITY_UID (FK)

- **PERSON_DETAIL**
  - PERSON_UID (FK)

- **PERSON_ADDRESS**
  - ADDRESS_RULE
  - PERSON_UID (FK)

- **PERSON_ADDRESS**
  - ADDRESS_RULE
  - PERSON_UID (FK)

- **ORGANIZATION_ENTITY**
  - ENTITY_UID

- **ORGANIZATION_ENTITY_ADDRESS**
  - ENTITY_UID (FK)
  - ADDRESS_RULE

- **CAMPAIGN_GIVING_HISTORY**
  - ENTITY_UID (FK)
  - CAMPAIGN (FK)
  - FISCAL_YEAR
Constituent

Person_Detail and Constituent_Entity relationships can be viewed in the Relationship Subject Area.

Constituent joins to Person Detail PERSON_UID.

Special Purpose Group has multiple rows per entity per special purpose type and special purpose group.
Designation
Designation Giving History

- **CAMPAIGN_GIVING_HISTORY**
  - ENTITY_UID (FK)
  - CAMPAIGN (FK)
  - FISCAL_YEAR

- **ANNUAL_GIVING**
  - ENTITY_UID (FK)
  - FISCAL_YEAR

- **ORGANIZATIONAL_CONSTITUENT**
  - ENTITY_UID (FK)

- **CONSTITUENT**
  - PERSON_UID (FK)

- **CONSTITUENT_ENTITY**
  - ENTITY_UID

- **PERSON_DETAIL**
  - PERSON_UID

- **ORGANIZATION_ENTITY**
  - ENTITY_UID

- **ORGANIZATION_ENTITY_ADDRESS**
  - ENTITY_UID (FK)
  - ADDRESS_RULE

- **PERSON_ADDRESS**
  - ADDRESS_RULE
  - PERSON_UID (FK)

Constituent Entity can join Organization Entity or Person Detail.
Gift

Constituent Entity can join either Organization Entity or Person Detail.

GIFT to Endowment Units via gift number and gift date. Many to Many relationship is possible.

GIFT ENTITY_UID (FK) GIFT_NUMBER (FK) PLEDGE_NUMBER (FK) CAMPAIGN (FK) DESIGNATION (FK)

GIFT ENTITY_AUXILIARY (FK) GIFT_NUMBER (FK) AUXILIARY_TYPE (FK) CAMPAIGN (FK) DESIGNATION (FK)

GIFT MATCHING TRANSACTION ENTITY_UID (FK) GIFT_NUMBER (FK) MATCH_EMPLOYER_UID (FK)

GIFT_ASSOCIATED_ENTITY ENTITY_UID (FK) GIFT_NUMBER (FK) ASSOCIATED_ENTITY_UID (FK) ASSOCIATION (FK)

GIFT MATCHING ENTITY_UID (FK) GIFT_NUMBER (FK) MATCH_EMPLOYER_UID (FK) CAMPAIGN (FK) DESIGNATION (FK)

ENDOWMENT UNITS CHART_OF_ACCOUNTS (FK) ENDOWMENT_POOL (FK) FUND (FK) ACCOUNT (FK) PROGRAM (FK) UNITIZATION_PERIOD_END_DATE (FK) ORGANIZATION_CODE (FK)
Organizational Constituent relationships can be viewed in the Relationship Subject Area.

Special Activity can be joined to Person Detail by ENTITY_UID. It also has a relationship to Organizational Constituent by ENTITY_UID.

Special Purpose Group has multiple rows per entity per special purpose type and special purpose group.

Constituent Entity can join Organization Entity by ENTITY_UID.
Common

Event

Event joins AGENCY_UID with Organization Entity ENTITY_UID.

Event joins CONTACT_UID with Person Detail PERSON UID.

Event _Invitee joins INVITEE_UID with Person Detail PERSON UID.

Event _Invitee joins EVENT_INVITEE EVENT_ID (FK)

FUNCTION_CODE (FK)

INVITEE_UID

ORGANIZATION_ENTITY

ENTITY_UID (FK)

ADDRESS_RULE

ORGANIZATION_ENTITY_ADDRESS

EVENT

EVENT_ID

FUNCTION_CODE

FUNCTION_START_DATE

FUNCTION_END_DATE

FUNCTION_BEGIN_TIME

FUNCTION_END_TIME

PERSON

PERSON_UID

ORGANIZATION_ENTITY

ENTITY_UID

TELEPHONE

ENTITY_UID

PHONE_TYPE

PHONE_SEQ_NUMBER

PERSON_ADDRESS

ADDRESS_RULE

PERSON_UID (FK)
Address views (except for Person Address) can be joined to Geographic Region by ENTITY_UID, ADDRESS_TYPE and ADDRESS_NUMBER.

Person Detail can join to Telephone by ENTITY_UID.

Address views by ENTITY_UID.
Person Supplemental

Special Activity can be joined to Person Detail by ENTITY_UID. It also has a relationship to Organizational_Constituent by ENTITY_UID.

Mail can be joined to Person Detail by PERSON_UID. It has a relationship to Constituent Entity, because it contains Advancement information.

Internet Address and Internet Address Current can be joined to Person Detail by ENTITY_UID.
Relationships using a Relationship Type

Constituent Entity can join to Cross Reference Slot on ENTITY_UID.

Constituent Entity

Person Detail can join to Cross Reference Slot on PERSON_UID.

Organization Entity

Relationships using a Slotted View

Organization Entity can join to Cross Reference Slot on ENTITY_UID.

CROSS_REFERENCE_SLOT

Person Detail can join to Cross Reference Slot on PERSON_UID.

CROSS_REFERENCE_RULE

PROFILE_CODE

ENTITY_UID

CROSS_REFERENCE_SLOT

ENTITY_UID

ORGANIZATIONAL_CONSTITUENT

ENTITY_UID (FK)

CONSTITUENT

PERSON_UID (FK)

ORGANIZATION_ENTITY

ENTITY_UID

ORGANIZATION_ENTITY_ADDRESS

ENTITY_UID (FK)

ADDRESS_RULE

RELATIONSHIP

ENTITY_UID

RELATION_TYPE_IND

RELATED_UID

PERSON_DETAIL

PERSON_UID

ADDRESS_RULE

PERSON_ADDRESS

ENTITY_UID (FK)

CONSTITUENT_ENTITY

ENTITY_UID

PERSON

PERSON_ADDRESS

ADDRESS_RULE

PERSON_UID (FK)
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.
Encumbrance Ledger joins to Transaction History via encumbrance ledger keys and the LEDGER_IND equals 'E'.

Purchase Order joins to Encumbrance via ENCUMBRANCE_NUMBER, and the ENCUMBRANCE_TYPE equals 'P'.

Encumbrance Ledger joins to Transaction History via encumbrance ledger keys and the LEDGER_IND equals 'E'.

For each source financial transaction.

**Encumbrance Ledger**
- ENCUMBRANCE_NUMBER (FK)
- ITEM (FK)
- SEQUENCE_NUMBER (FK)
- FISCAL_YEAR (FK)
- FISCAL_PERIOD (FK)
- ACCOUNT_HIERARCHY
  - CHART_OF_ACCOUNTS
  - ACCOUNT
- FUND_HIERARCHY_FISCAL
  - CHART_OF_ACCOUNTS (FK)
  - FUND (FK)
  - FISCAL_YEAR
  - FISCIAL_PERIOD
- ORGANIZATION_HIERARCHY_FISCAL
  - CHART_OF_ACCOUNTS (FK)
  - ORGANIZATION_CODE (FK)
  - FISCAL_YEAR
  - FISCIAL_PERIOD
- ACCOUNT_HIERARCHY_FISCAL
  - CHART_OF_ACCOUNTS (FK)
  - ACCOUNT (FK)
  - FISCAL_YEAR
  - FISCIAL_PERIOD

**Transaction History**
- DOCUMENT (PURCHASE_ORDER, INVOICE, DOCUMENT_NUMBER) (FK)
- DOCUMENT_TYPE
- SUBMISSION_NUMBER (FK)
- ITEM (FK)
- SEQUENCE_NUMBER (FK)
- SERIAL_NUMBER
- REVERSAL_IND
- LEDGER_IND

**Authorization Accounting**
- AUTHORIZATION_KEY (FK)
- PORTFOLIO_KEY (FK)

**Authorization Ledger**
- ENCUMBRANCE_NUMBER (FK)
- ITEM (FK)
- SEQUENCE_NUMBER (FK)
- FISCAL_YEAR (FK)
- FISCIAL_PERIOD (FK)

**Program Hierarchy Fiscal**
- CHART_OF_ACCOUNTS (FK)
- PROGRAM (FK)
- FISCAL_YEAR
- FISCIAL_PERIOD

**Location Hierarchy Fiscal**
- CHART_OF_ACCOUNTS (FK)
- LOCATION (FK)
- FISCAL_YEAR
- FISCIAL_PERIOD

**Fund Hierarchy Fiscal**
- CHART_OF_ACCOUNTS (FK)
- FUND (FK)
- FISCAL_YEAR
- FISCIAL_PERIOD

**Organization Hierarchy Fiscal**
- CHART_OF_ACCOUNTS (FK)
- ORGANIZATION_CODE (FK)
- FISCAL_YEAR
- FISCIAL_PERIOD

**Account Hierarchy Fiscal**
- CHART_OF_ACCOUNTS (FK)
- ACCOUNT (FK)
- FISCAL_YEAR
- FISCIAL_PERIOD

**Authorization Account**
- AUTHORIZATION_KEY (FK)
- PORTFOLIO_KEY (FK)

**Fund Attributes**
- CHART_OF_ACCOUNTS (FK)
- FUND (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

**Organization Attributes**
- CHART_OF_ACCOUNTS (FK)
- ORGANIZATION_CODE (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

**Account Attributes**
- CHART_OF_ACCOUNTS (FK)
- ACCOUNT (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

**Program Attributes**
- CHART_OF_ACCOUNTS (FK)
- PROGRAM (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

**Location Attributes**
- CHART_OF_ACCOUNTS (FK)
- LOCATION (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)
Endowment Distribution joins Transaction History via DOCUMENT, SUBMISSION_NUMBER and the DOCUMENT_TYPE equals 20.

Transaction History has multiple rows for each source financial transaction.

Endowment Distribution joins to Account Hierarchy via CHART_OF_ACCOUNTS, ACCOUNT_TYPE and when Account Hierarchy ACCOUNT is null for account type hierarchy.

Endowment Attributes are joined to Endowment Distribution via the CHART_OF_ACCOUNTS and FUND.

Endowment Attributes are joined to Endowment Distribution via the CHART_OF_ACCOUNTS and FUND.

Fund Text is joined to Fund Hierarchy or Endowment Distribution via the FUND.

Fund Text is joined to Fund Hierarchy or Endowment Distribution via the FUND.

Endowment Distribution joins to Account Hierarchy via CHART_OF_ACCOUNTS, ACCOUNT_TYPE and when Account Hierarchy ACCOUNT is null for account type hierarchy.

Transaction History has multiple rows for each source financial transaction.

Endowment Distribution joins Transaction History via DOCUMENT, SUBMISSION_NUMBER and the DOCUMENT_TYPE equals 20.

Transaction History has multiple rows for each source financial transaction.

Endowment Distribution joins to Account Hierarchy via CHART_OF_ACCOUNTS, ACCOUNT_TYPE and when Account Hierarchy ACCOUNT is null for account type hierarchy.

Endowment Attributes are joined to Endowment Distribution via the CHART_OF_ACCOUNTS and FUND.

Endowment Attributes are joined to Endowment Distribution via the CHART_OF_ACCOUNTS and FUND.
Endowment Attributes are joined to Endowment Units or Endowment Summarized Units via the CHART_OF_ACCOUNTS and FUND.
Fixed Asset

Transaction History has multiple rows for each source financial transaction.

Fixed Asset Adjustment joins to Transaction History on DOCUMENT, ACCOUNT_ITEM, and SEQUENCE_NUMBER where DOCUMENT_TYPE equals 60.
General Ledger

General Ledger joins to Transaction History via general ledger keys and where LEDGER_IND equals ‘G’.

Transaction History has multiple rows for each source financial transaction.

FUND_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- FUND (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

ACCOUNT_TYPE_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- ACCOUNT_TYPE (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

ACCOUNT_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- ACCOUNT (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)
Grant and Project

Grant and Project

Grant Applied Payments has multiple rows per grant ID per payment transaction number.

Transaction History has multiple rows for each source financial transaction.

Grant Billing Detail joins to Transaction History.
Grant Ledger

Transaction History has multiple rows for each source financial transaction.

Grant Ledger joins to Transaction History via FISCAL_YEAR and FISCAL_PERIOD, the accounting distribution and the LEDGER_IND equals 'O' and RULE_PROCESS not equal 'O33'.

Grant Ledger

LOCATION_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- LOCATION (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

LOCATION_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- LOCATION (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

ACCOUNT_TYPE_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- ACCOUNT_TYPE (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

ACCOUNT_TYPE_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- ACCOUNT_TYPE (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

ACCOUNT_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- ACCOUNT (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

ACCOUNT_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- ACCOUNT (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

ORGANIZATION_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- ORGANIZATION_CODE (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

ORGANIZATION_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- ORGANIZATION_CODE (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

FUND_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- ACCOUNT_TYPE (FK)
- FUND (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

FUND_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- ACCOUNT_TYPE (FK)
- FUND (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

FUND_TYPE_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- FUND_TYPE (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

FUND_TYPE_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- FUND_TYPE (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

PROGRAM_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- PROGRAM (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

PROGRAM_ATTRIBUTES
- CHART_OF_ACCOUNTS (FK)
- PROGRAM (FK)
- ATTRIBUTE_TYPE (FK)
- ATTRIBUTE_VALUE (FK)
- SET_CODE (FK)

GRANT LEDGER
- CHART_OF_ACCOUNTS (FK)
- GRANT_ID (FK)
- GRANT_YEAR
- GRANT_PERIOD
- ACCOUNT (FK)
- PROGRAM (FK)
- ACTIVITY
- LOCATION (FK)
- ORGANIZATION_CODE (FK)

GRANT LEDGER
- CHART_OF_ACCOUNTS (FK)
- GRANT_ID (FK)
- GRANT_YEAR
- GRANT_PERIOD
- ACCOUNT (FK)
- PROGRAM (FK)
- ACTIVITY
- LOCATION (FK)
- ORGANIZATION_CODE (FK)

TRANSACTION_HISTORY
- DOCUMENT (FK)
- DOCUMENT_TYPE
- SUBMISSION_NUMBER (FK)
- ITEM (FK)
- SERIAL_NUMBER
- REVERSAL_IND
- LEDGER_IND

TRANSACTION_HISTORY
- DOCUMENT (FK)
- DOCUMENT_TYPE
- SUBMISSION_NUMBER (FK)
- ITEM (FK)
- SERIAL_NUMBER
- REVERSAL_IND
- LEDGER_IND

GRANT VIEW
- GRANT_ID
Invoice joins to Encumbrance via PURCHASE_ORDER, and the ENCUMBRANCE_TYPE equals 'E'.

Person Detail PERSON_UID joins to Vendor VENDOR_UID.

Organization Entity ENTITY_UID joins to Vendor VENDOR_UID.

Transaction History has multiple rows for each source financial transaction.
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'.

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

Invoice INVOICE joins to Invoice Accounting and ITEM = 0 for document level accounting.

Invoice Accounting INVOICE, ITEM, SEQUENCE_NUMBER joins to Invoice Tax Rate.

Invoice Accounting key joins to Transaction History DOCUMENT, ITEM, SEQUENCE_NUMBER and DOCUMENT_TYPE = 3.

Purchase Order PURCHASE_ORDER joins to Purchase Order Accounting and ITEM = 0 for document level accounting.

Purchase Order Accounting key joins to Transaction History DOCUMENT, ITEM, SEQUENCE_NUMBER and DOCUMENT_TYPE = 2.

Transaction History has multiple rows for each source financial transaction.
Transaction History

Receivable Account joins RECEIVABLE_ACCOUNT_DETAIL through the DETAIL_CODE and EFFECTIVE_DATE to Transaction History.

General Ledger joins to Transaction History via general ledger keys and the LEDGER_IND equals 'G'.

Transaction History has multiple rows for each source financial transaction.

Application of Payment has multiple rows per account per payment transaction. Application of Payment POSTING_DOCUMENT joins to Transaction History DOCUMENT and DOCUMENT_TYPE equals 20.

Grant Applied Payments has multiple rows per grant ID per payment transaction number.

Invoicing Accounting key joins to Transaction History DOCUMENT, ITEM, SEQUENCE_NUMBER and DOCUMENT_TYPE equals 3.

Endowment Distribution joins Transaction History via DOCUMENT, SUBMISSION_NUMBER and the DOCUMENT_TYPE equals 20.

Fixed Asset Adjustment joins to Transaction History on DOCUMENT, ACCOUNT_ITEM, and SEQUENCE_NUMBER where DOCUMENT_TYPE equals 60.

Membership Interest POSTING_DOCUMENT joins to Transaction History DOCUMENT and DOCUMENT_TYPE equals 20.

Miscellaneous Transaction POSTING_DOCUMENT joins to DOCUMENT in Transaction History and DOCUMENT_TYPE equals 20. ENTITY_UID joins to ENTITY_UID in Organization_Entity. Joins to ACCOUNT_UID in Receivable_Account. Joins to PERSON_UID in Person_Detail.
Government Financial Aid contains all the information that is required for government reporting. It does not need to join with other reporting views.

Transaction History has multiple rows for each source financial transaction.
Financial Aid Fund contains all the information that is required for government reporting. It does not need to join with other reporting views.
Loan Disbursement

Transaction History has multiple rows for each source financial transaction.

Receivable Account Detail POSTING_DOCUMENT joins with DOCUMENT in Transaction History.
Employee Earnings are joined to Employee Position by PERSON_UID, POSITION, and JOB SUFFIX.

Labor Cost Distribution is joined to Employee Position by PERSON_UID, POSITION, and JOB SUFFIX. EFFECTIVE_DATE is different for each view. Costs are differentiated by accounting distribution.
Faculty can be joined with Employee Position via PERSON_UID, POSITION, and JOB_SUFFIX.

Faculty Tracking contains the most recent information (if available) for a faculty member from each of the Appointment History, Rank History and Sabbatical History views.

Instructional and Non Instructional Assignment(s) are joined to Employee Position by PERSON_UID, POSITION, and JOB_SUFFIX and where EFFECTIVE_END_DATE = '31-DEC-2099'.

Faculty Tracking contains the most recent information (if available) for a faculty member from each of the Appointment History, Rank History and Sabbatical History views.
**Payroll**

**PAYROLL_EMPLOYEE_POSITION**
- **PAYROLL_IDENTIFIER**: FK
- **CALENDAR_YEAR**: PK
- **PAYROLL_NUMBER**: PK
- **EVENT_SEQUENCE_NUMBER**: PK
- **SHIFT_NUMBER**: PK

**PAYROLL_DOCUMENT**
- **PAYROLL_IDENTIFIER**: FK
- **CALENDAR_YEAR**: PK
- **PAYROLL_NUMBER**: PK
- **EVENT_SEQUENCE_NUMBER**: PK
- **PERSON_UID**: PK

**PAYROLL_EARNING**
- **PAYROLL_IDENTIFIER**: FK
- **CALENDAR_YEAR**: PK
- **PAYROLL_NUMBER**: PK
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- **SHIFT_NUMBER**: PK
- **PERSON_UID**: PK
- **EARNINGS**: PK

**PAYROLL_DEDUCTION**
- **PAYROLL_IDENTIFIER**: FK
- **CALENDAR_YEAR**: PK
- **PAYROLL_NUMBER**: PK
- **EVENT_SEQUENCE_NUMBER**: PK
- **PERSON_UID**: PK
- **DEDUCTION**: PK

**PAYROLL_LABOR_DIST_OVERRIDE**
- **PAYROLL_IDENTIFIER**: FK
- **CALENDAR_YEAR**: PK
- **PAYROLL_NUMBER**: PK
- **EVENT_SEQUENCE_NUMBER**: PK
- **PERSON_UID**: PK

**PAYROLL_POSITION_TIMESHEET**
- **PAYROLL_IDENTIFIER**: FK
- **CALENDAR_YEAR**: PK
- **PAYROLL_NUMBER**: PK
- **EVENT_SEQUENCE_NUMBER**: PK
- **PERSON_UID**: PK

**PAYROLL_DISTRIBUTION**
- **PAYROLL_IDENTIFIER**: FK
- **CALENDAR_YEAR**: PK
- **PAYROLL_NUMBER**: PK
- **EVENT_SEQUENCE_NUMBER**: PK
- **PERSON_UID**: PK
- **TRANSACTION_NUMBER**: PK

**Transaction History**
- **DOCUMENT**: FK
- **DOCUMENT_TYPE**: PK
- **SUBMISSION_NUMBER**: PK
- **ITEM**: PK
- **SEQUENCE_NUMBER**: PK
- **SERIAL_NUMBER**: PK
- **REVERSAL_IND**: PK
- **LEDGER_IND**: PK

**Leave Accrual**
- joins to Payroll Document via **CALENDAR_YEAR**, **PAYROLL_IDENTIFIER**, **PAYROLL_NUMBER**, and (**PERSON_UID** or **POSITION**).

**Payroll Employee Position**
- joins Employee Position via **PERSON_UID**, **POSITION**, **JOB_SUFFIX**, and **EFFECTIVE_DATE** equal to **POSITION_BEGIN_DATE**.

**Leave Accrual**
- joins to Payroll Document via **CALENDAR_YEAR**, **PAYROLL_IDENTIFIER**, **PAYROLL_NUMBER**, and **PERSON_UID**.

**Transaction History**
- has multiple rows for each source financial transaction.
Labor Cost Distribution is joined to Employee Position by PERSON_UID, POSITION, and JOB SUFFIX. EFFECTIVE_DATE is different for each view. Costs are differentiated by accounting distribution.
Active Registration

Intructional Assignment and Faculty have a relationship to Student Course and the Meeting Time.
Government Admissions contains all the information that is required for government reporting. It does not need to join with other reporting views.
Course Catalog

Schedule Offering is joined to Course Catalog by SUBJECT, COURSE_NUMBER, and ACADEMIC_PERIOD.
PERSON_DETAIL
- PERSON_UID

PERSON_ADDRESS
- ADDRESS_RULE
- PERSON_UID (FK)

STUDENT
- ACADEMIC_PERIOD
- PERSON_UID (FK)

RECRUITMENT_INFORMATION
- PERSON_UID (FK)
- ACADEMIC_PERIOD
- RECEUIT_NUMBER

ACADEMIC_PERIOD
- PERSON_UID (FK)

ACADEMIC_OUTCOME_SLOT
- PERSON_UID (FK)

ACADEMIC_OUTCOME
- PERSON_UID (FK)
- OUTCOME_NUMBER

Person Detail
PERSON_UID can join Constituent. Constituent is a subtype of Constituent_Entity.
Faculty Assignment

Instructional Assignment is joined to Employee Position by PERSON_UID, POSITION, and JOB SUFFIX and where EFFECTIVE_END_DATE = '31-DEC-2099'.

Non Instructional Assignment is joined to Employee Position by PERSON_UID, POSITION, and JOB SUFFIX and where EFFECTIVE_END_DATE = '31-DEC-2099'.

Instructional Assignment is joined to Meeting Time by the ACADEMIC_PERIOD and COURSE_REFERENCE_NUMBER.

Labor Cost Distribution is joined to Employee Position by PERSON_UID, POSITION, and JOB SUFFIX, EFFECTIVE_DATE is different for each view. Costs are differentiated by accounting distribution.
Government Reporting

Student Related Government Reporting

Financial Aid Related Government Reporting

- GOVERNMENT_ADMISSIONS
  - PERSON_UID (FK)
  - ACADEMIC_PERIOD

- PERSON_DETAIL
  - PERSON_UID

- PERSON_ADDRESS
  - ADDRESS_RULE
  - PERSON_UID (FK)

- GOVERNMENT_STUDENT
  - PERSON_UID (FK)
  - ACADEMIC_PERIOD

- GOVERNMENT_COURSE
  - PERSON_UID (FK)
  - ACADEMIC_PERIOD (FK)
  - SUBJECT
  - COURSE_NUMBER

- GOVERNMENT_FA_FUND
  - AID_YEAR (FK)
  - FUND (FK)
  - FUND_SOURCE_TYPE (FK)
  - FINANCIAL_AID_TYPE (FK)
  - PERSON_UID (FK)
  - AID_ENROLLMENT_PERIOD (FK)
  - ACADEMIC_PERIOD (FK)

- GOVERNMENT_FINANCIAL_AID
  - AID_YEAR (FK)
  - FUND (FK)
  - FUND_SOURCE_TYPE (FK)
  - FINANCIAL_AID_TYPE (FK)
  - PERSON_UID (FK)
  - AID_ENROLLMENT_PERIOD (FK)
  - ACADEMIC_PERIOD (FK)

- GOVERNMENT_ACADEMIC_OUTCOME
  - PERSON_UID (FK)
  - ACADEMIC_PERIDER (FK)
  - SUBJECT
  - COURSE_NUMBER

ACADEMIC_PERIOD
is NULL in Government Financial Aid Fund.
### Residential Life

**Address by Rule**
- ENTITY_UID
- ADDRESS_TYPE
- ADDRESS_NUMBER
- ADDRESS_RULE

Room Assignment
- PERSON_UID
  - joins Address by Rule ENTITY_UID

**Person Detail**
- PERSON_UID

**Academic Study**
- ACADEMIC_PERIOD (FK)
- PRIMARY_PROGRAM_IND
- PERSON_UID (FK)

**Room Assignment**
- PERSON_UID (FK)
- ACADEMIC_PERIOD
- BUILDING
- ROOM_NUMBER

**Phone Assignment**
- PERSON_UID (FK)
- ACADEMIC_PERIOD
- PHONE_RATE

**Meal Assignment**
- PERSON_UID (FK)
- ACADEMIC_PERIOD
- MEAL_PLAN
Course Prereq Combined is a reformatted text of the detail in Course Prereq.
Government Student contains all the information that is required for government reporting. It does not need to join with other reporting views.

Government Course contains all the information that is required for government reporting. Combines information from Student_Course, Schedule_Offering, and Meeting_Time.
Travel and Expense

Authorization

Authorization Item joins to Reimbursement Item on portfolio key, and expense type key.
Reimbursement Summary joins to Reimbursement Item on year, fiscal period and expense type.
**Travel and Expense Reporting Views**

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

<table>
<thead>
<tr>
<th>Reporting View</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AUTHORIZATION</td>
<td>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. If the authorization has associated reimbursements, then this also contains summary amounts for the reimbursements as reimbursable and non-reimbursable.</td>
</tr>
<tr>
<td>AUTHORIZATION_ACCOUNTING</td>
<td>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. Additional reporting can be by financial manager or the various hierarchy levels of the fund, organization code, account, program, and location.</td>
</tr>
<tr>
<td>AUTHORIZATION_APPROVAL_HISTORY</td>
<td>Reports on the approval cycle and notifications for authorization requests from travel and expense. 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.</td>
</tr>
<tr>
<td>AUTHORIZATION_ITEM</td>
<td>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, 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.</td>
</tr>
<tr>
<td>Reporting View</td>
<td>Description</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>AUTHORIZATION_ITINERARY</td>
<td>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. 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.</td>
</tr>
<tr>
<td>AUTHORIZATION_STATUS_HISTORY</td>
<td>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. 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.</td>
</tr>
<tr>
<td>PORTFOLIO</td>
<td>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. The portfolio is used to associate reimbursements with an authorization.</td>
</tr>
<tr>
<td>PORTFOLIO_SUMMARY</td>
<td>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.</td>
</tr>
<tr>
<td>PROFILE_DEFAULT_ACCOUNTING</td>
<td>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.</td>
</tr>
<tr>
<td>REIMBURSEMENT</td>
<td>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. If the reimbursement is associated with an authorization, then this also contains summary amounts for the authorization as reimbursable and non-reimbursable.</td>
</tr>
<tr>
<td>Reporting View</td>
<td>Description</td>
</tr>
<tr>
<td>------------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>REIMBURSEMENT_ACCOUNTING</td>
<td>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. Additional reporting can be by bank, and financial manager or the various hierarchy levels of the fund, organization code, account, program, and location.</td>
</tr>
<tr>
<td>REIMBURSEMENT_APPROVAL_HISTORY</td>
<td>Reports on the approval cycle and notifications for reimbursement requests from travel and expense. 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.</td>
</tr>
<tr>
<td>REIMBURSEMENT_ITEM</td>
<td>Reports on expense reimbursement request details from travel and expense. 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.</td>
</tr>
<tr>
<td>REIMBURSEMENT_ITINERARY</td>
<td>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. 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.</td>
</tr>
</tbody>
</table>
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” on page 2-156 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 chapter on Administrative User Interface, “Meta Data” on page 2-133.

### 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.
<table>
<thead>
<tr>
<th>List of Value View Name</th>
<th>Table Name</th>
<th>Table Name</th>
<th>Has Chart of Accounts Qualifier</th>
<th>Has PIDM Qualifier</th>
<th>Has Academic Period Qualifier</th>
<th>Uses EFFECTIVE_DATE and NEXT_CHANGE_DATE logic</th>
<th>Uses PIDM as Value</th>
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</tr>
<tr>
<td>LOV_VENDOR_TYPE FTVVTYP FTVVTYP</td>
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<tr>
<td>LOV_VETERAN_CATEGORY STVVETC STVVETC</td>
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</tr>
<tr>
<td>LOV_VISA STVVVTYP STVVVTYP</td>
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</tr>
<tr>
<td>LOV_WITHDRAW_REASON STVWRSN STVWRSN</td>
<td></td>
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</tr>
<tr>
<td>LOV_WORKER_COMPENSATION_CLASS PTVWKCP PTVWKCP</td>
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</tr>
</tbody>
</table>

Uses PIDM as Value
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 6-38 section at the end of this chapter for additional information.

쁘 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.

<table>
<thead>
<tr>
<th>This navigation. . .</th>
<th>Does this . . .</th>
</tr>
</thead>
<tbody>
<tr>
<td>View this Population Selection icon</td>
<td>Used to maintain Banner ODS populations.</td>
</tr>
<tr>
<td></td>
<td>• 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.</td>
</tr>
<tr>
<td></td>
<td>• When selected from the View Search Rules window, it opens the Population Detail window for the specified search rule.</td>
</tr>
<tr>
<td>Home link</td>
<td>Returns you to the Home page.</td>
</tr>
<tr>
<td>Help link</td>
<td>Opens the help pages.</td>
</tr>
<tr>
<td>Breadcrumbs</td>
<td>Located at the top of the page, below the tabs. These indicate the levels you passed through to arrive at the current page.</td>
</tr>
<tr>
<td></td>
<td>Example</td>
</tr>
<tr>
<td></td>
<td>Home&gt;Student Templates&gt;Advisor’s Student Search Criteria&gt;Advisor’s Student List</td>
</tr>
<tr>
<td></td>
<td>Select any breadcrumb level to return to that level.</td>
</tr>
<tr>
<td>Subject Area tabs at the top</td>
<td>To access a different subject area, select that tab at the top of the page.</td>
</tr>
<tr>
<td>Headings that are underlined</td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td>On the List and Detail Reports pages, any underlined column headings can be selected to resort the results in ascending or descending order.</td>
</tr>
</tbody>
</table>
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 6-9 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.

**Tip**
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 6-9 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 6-18 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 6-9 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.

Historical 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 6-18 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 6-9 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 6-2.

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 6-13 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 6-13 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 6-13 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 6-13 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 6-13 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 6-13 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 6-13 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 6-13 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 6-13 for additional information.)

1. Select a business area from the Home page.

2. Select a template.

3. Click **Go to Search Rule** from the Search Criteria page. (The Go to Search Rule icon is also available on the List page.)

4. Click **Go to Search Rule** to open the Search Rule Detail window.

   **Note**
   
   If the rule has a population, you can also click the **Go to Search Rule** from the Home page to open the View Search Rules window. See “Banner ODS Populations” on page 6-13 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 6-13 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 6-17 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.
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 6-9 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 6-14 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 the [ ] 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 6-13 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 the [ ] 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 link 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.


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 E, 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 E, 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.


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 ‘C’redit, 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 'C'redit. 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 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 included 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/technology/products/database/application_express/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 release 2.2 (Oracle document B28550-01).

**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 default APEX URL, http://localhost/pls/apex, includes the default APEX DAD “apex”. 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.
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

   • 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

   1.1. 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 the “Create” button.
   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 section called “Logic”, 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.
Attribute

A building block of information within a view. Many of the attributes in a view come directly from fields in the source database. Other attributes are derived from database fields either through calculations or the logic defined in a function.

Base View

A view of a primary or secondary composite table, which. A base view is used to add fields not extracted from the source database, or ERP, but required for the view, such as counts or other function-based values. In addition, the base view serves to insulate the user from changes to the architecture of the composite tables. Any changes to the underlying table can be handled through the creation of the base view.

The Banner ODS builds all access to data via the base views

Business Intelligence

A term adopted within the technology industry to represent a broad category of applications for gathering, storing, analyzing, and providing access to data to help users make better business decisions. Applications within a business intelligence environment allow users to monitor the operations and financial soundness of the institution – they may preserve the organization’s fiscal history, display its current state, and forecast future results using business intelligence data.

Change File

A file that captures and records key information about the updates, additions, and deletions of data in a master file. The creation of the Change File starts the incremental refresh process in the Banner ODS.

Change Tables

In Banner, Oracle tables that capture key information when data is changed. Change tables drive the incremental refresh of the Banner ODS process. They identify which information needs to be updated in the Banner ODS.

Cleansing

The process of translating, decoding, or resolving anomalies within source information that resides in Banner Operational Data Store.

Composite Table

A table within the Banner ODS that groups information from the source system’s database tables to form the foundation from which views will be built.
Composite View

Views within Banner that contain the information that will be extracted into the Banner ODS. The ETL process pulls the information from the composite views into the composite tables of the Banner ODS.

Control report

In the Banner ODS, a report generated after a refresh process that indicates the status of the refresh. The report identifies whether the refresh process was successful, the elapsed time of the refresh, and any errors that might have occurred.

CSV

Comma Separated Values file. CSV is a normal format for files as they are downloaded or exported from an application. A CSV file can be opened and manipulated in common tools like Microsoft Excel.

Cube

A cube is a multidimensional data structure used to store presorted information that has been aggregated based on an underlying data relationship. Data structured in this way can be quickly processed and analyzed, because multiple dimensions can be examined at one time.

Customer Support Center

The Customer Support Center is our centralized support site where clients can access support resources for SunGard Higher Education (SGHE) products, and where they can go for support of UDC solutions. The support center itself is not part of the Unified Digital Campus.

Data

Recording facts or instructions on a storage medium for communication, retrieval, processing, or presentation.

Data Element

The smallest individual component part of data. A field’s literal, technical name.

Data Link

A reference to a remote database, located on a completely different system from the local database.
**Data Mart**

A subset of a data warehouse that is designed for a particular subject area or branch of the organization’s business, such as for the Admissions or Human Resource areas. Data marts are typically built and controlled by a single department in an organization.

**Data Model**

A map that displays the data elements that are included in the Banner ODS, and the transition of each data element from its origin in the ERP database to its location in the Banner ODS composite tables and views and Banner EDW star schemata.

**Data Store**

Also called Banner Operational Data Store (Banner ODS). A place that stores significant types and pieces of information for an organization, in a format that promotes ease of retrieval and analysis. Banner Operational Data Store (Banner ODS) facilitates operational ad hoc reporting by gathering, transforming, and storing data. The Data Store deals with information that is transactional in nature. It’s short-lived, and may be here today and gone tomorrow. See Data Warehouse.

**Data Transformation**

The process of converting pieces of raw data into information that is logical, such as by decoding production data and merging information from multiple sources and formats.

**Data Warehouse**

Also called Enterprise Data Warehouse (Banner EDW). An informational database that stores data provided and shared by multiple databases. It enables an institution to keep “time slices” of data over time, over history, stored for easy retrieval and comparison. The data warehouse is an extension of the Data Store, which is the primary source of aggregated and detailed data. Partner applications can also be used to feed detailed data into the Banner EDW through the Banner ODS. The data warehouse is separated from the transaction stores, offering scalable performance, product independence and a streamlined extraction process to support the reporting, query or uses of the data warehouse.

Of an Enterprise Data Warehouse (Banner EDW) an institution can ask the question, “How are we doing this month as compared to last month?” See Data Store.

**Denormalized**

Describes data that does not conform to any “normalized” form. Normalized data is data in its simplest format, without redundant attributes or keys. Data is normalized for ease when transporting it to another environment, or retrieving it for reporting purposes.
**Dimension**

A structural attribute of data that consists of pieces of information of a similar type. A Geography dimension, for example, may contain data about regions, countries, cities, states. A time dimension contains year, month, day and hour members. A multidimensional data structure allows data to be organized and analyzed in a concise, efficient way.

**Dimension Table**

A table that contains all the attributes (dimensions) or characteristics that describe observations and their associated measures (related numbers).

Characteristics of the people, places, or things represented in the data are stored in the dimension tables. One row represents a unique combination of the characteristics in a particular dimension table. The unique combination is assigned a surrogate (sequential) key.

**Dynamic Data**

Data that is automatically updated every time something changes in the Oracle database.

**Banner EDW (Banner Enterprise Data Warehouse)**

See Data Warehouse.

**Enterprise Resource Planning (ERP)**

ERP is the term used to describe the transactional system. It’s the combination of the major components of these systems (Student, Financial Aid, Human Resource, Finance, and Alumni/Advancement). It provides the core of information for the Banner ODS and the EDW.

**Extract, Transform and Load (ETL)**

In managing databases, Extract, Transformation, Load (ETL) refers to three separate functions combined into a single programming tool.

The Extract function reads the data from a specified source database, and extracts a desired subset of data. Next, the Transformation function works with the acquired data, using rules or lookup tables, or creating combinations with other data to convert it to the desired state. Finally, the Load function writes the resulting data (either all of the subset or just the changes) to a target database, which may or may not previously exist.

The ETL process is used to populate Banner Operational Data Store (Banner ODS) from the source database. Another set of ETL processes is used to populate the enterprise data warehouse (Banner EDW) from Banner Operational Data Store (Banner ODS).
ETL Map Package Parameter

In the Administration tool, a parameter used to group mappings together into a job.

Facts/Measures

Numbers that are related to the attributes. Facts and measures (the terms are synonymous) generally represent counts, sums or percentages and other ratios. They may be stored and retrieved. They may be calculated from stored measures as the query is executed. Examples of facts/measures are total enrollment, or the number of employees, or the amount of all gifts to the institution.

Fact Table

A table that contains measures or numerical information used to perform an analysis.

Detailed Fact tables store the most granular level detail in the data warehouse, and support information audit when linked to the source database. Summary Fact tables provide faster responses for queries.

Fine Grained Access

Terminology used by Oracle to identify how security can be applied to different tables and views. The Banner ODS use fine grained access security to manage user profile access.

Freeze Process

A process maintained within the Administration tool that allows you to identify what file(s) to capture at a specific moment in time, or “freeze,” and store inside the Banner ODS as new tables for later access. You can use the freeze process to create ad hoc or scheduled “snapshot” database tables.

Function

A small piece of code that uses specified logic to get information from the source database that isn’t stored as a single field. For example, “Age” may not be stored as a field. Using a function that subtracts birth date from today’s date and then determines whether the birth month has passed, Age can be provided as an attribute in a view.

The Banner ODS is designed to use functions where practical to calculate values, or determine the location of information within the Presentation Views.

Grant, Revoke and Privileges

While DDL statements such as Grant and Revoke can’t be used directly in PL/SQL, they do have an effect on which SQL statements are legal. In order to Insert or Delete information on an Oracle table, you need permission. Permissions are manipulated via the Grant and Revoke SQL commands.
**Job Killer**

Gives you the ability to stop a process while it is running using the JOB KILLER parameter.

**Key Attribute**

Attributes that determine the level of information returned by the view. It is important for you to know the level at which information in a view is returned. For example, key attributes can determine whether a view returns one row of information for each person per condition, or simply one row for each person.

**Incremental Refresh**

Data in the Banner ODS is updated, or refreshed, at predetermined intervals of time. Only the data that has changed in the source database since the last refresh is updated.

**Information**

Data that human beings assimilate and evaluate to solve problems or make decisions.

**Mapping**

The activity of associating elements in the source system with their corresponding elements in the Banner ODS. When you run a job (schedule a process via the Administration Tool), it calls the related mappings and loads or updates the data defined by them.

The Banner ODS includes two main categories of mappings:

- LOAD mappings: load data from the source system into the Banner ODS. These mapping names have the prefix LOAD_.
- REFRESH mappings: update the Banner ODS with data that has changed in the source database. Mappings in this category have the prefix UPDATE_ or DELETE_.

Typically, these mappings exist in pairs. To completely refresh the data, run the DELETE mapping followed by its associated UPDATE mapping.

SunGard Higher Education delivers the Banner ODS with hundreds of mappings already defined. LOAD and REFRESH mappings exist for each composite table in the Banner ODS. To make them easier to work with, they are organized into groups by product areas. This gives you the ability to run one job that includes a group of mappings, say all of the Finance-related mappings, at one time. You can also run a single mapping, if desired.

**Master Instance**

The database where production data are located. This is also the location where the snapshot logs are run. The master instance is also called the master database or the production database.
Measure/Fact

See Facts/Measures.

Meta data

Literally, data about data. Descriptions of what kind of information is stored where, how it is encoded, how it is related to other information, where it comes from, and how it is related to your institution. The information describes data and other structures, such as objects, business rules, and processes.

Multidimensional Cube

See Cube.

Multidimensional Database

A Database Management System (DBMS) optimized to support multi-dimensional data.

Normalize

See Denormalized.

ODBC

Open Database Connectivity. A product is considered to be ODBC complaint if it allows you to access a relational database in a client/server environment. An example would be using your PC in your office to retrieve information in a database stored in another location.

Online Analytical Processing (OLAP)

Dynamic, multi-dimensional analysis of historical data which supports activities such as:

• Calculating across dimensions and through hierarchies
• Analyzing trends
• Drilling up and down through hierarchies
• Rotating to change the dimensional orientation

Banner Operational Data Store (Banner ODS)

See Data Store.

Banner ODS Instance

The database where all the Banner ODS functions, composite tables, and views are run.
OLAP

Online Analytical Processing. OLAP enables you to perform multi-dimensional analysis by allowing you to drill up, down, across and through information to see varying levels of detail.

Oracle Data Dictionary

Oracle stores information about the structure of the database in the Oracle data dictionary. The data itself is located in other areas and the data dictionary describes how the actual data is organized. The dictionary consists of tables and views that you can query in the same way you query any other database tables or views (the views are owned by Oracle user SYS).

Oracle Warehouse Builder (OWB)

OWB is the ETL tool used to extract data from the ERP and move it to composite tables in the Banner ODS. It is also the tool used to extract the data from the Banner ODS and load it into the Banner EDW.

It is designed to move and transform data, develop and implement data warehouses, perform meta data management, or create and manage Oracle databases and meta data. In addition to its graphical user interface (GUI), Warehouse Builder provides an API in the form of Oracle MetaBase Plus (OMB Plus), where all Warehouse Builder functionality can be accessed using the OMB Scripting Language.

Package

A collection of functions and/or procedures that are managed and owned by a single object.

Physical Table

A table where data is actually stored in a database.

PL/SQL

The 3GL Oracle procedural language extension of SQL. PL/SQL enables you to mix SQL statements with procedural constructs. PL/SQL combines the ease and flexibility of SQL with the procedural functionality of a structured programming language, such as IF...THEN, WHILE, and LOOP. Even when PL/SQL is not stored in the database, applications can send blocks of PL/SQL to the database rather than individual SQL statements, thereby reducing network traffic. With PL/SQL, you can define and execute PL/SQL program units such as procedures, functions, and packages. PL/SQL is interpreted and parsed at runtime; it does not need to be compiled.

Presentation View

A view that joins together multiple base views to make the information easier to access and report from. The primary purpose of a presentation view is to eliminate the
need to join base views, and add in display defaults when present. The presentation view invokes Oracle’s fine grained access to ensure proper access to data by a user.

Presentation View and Reporting View are synonymous terms.

**Primary Composite Table**

A composite table that manages its stored data using a “unique row per key” format. Typically, these tables are the owners of data, and are supported by secondary composite tables.

**Privilege: Object vs. System**

An object privilege allows an operation on a particular object (such as a table). A system privilege allows operations on an entire class of objects.

**Procedure**

A database object that is designed to perform a designated process. A procedure is similar to a function -- it is written using rules that are typically difficult for a report developer to create within a reporting tool. The primary difference between a procedure and a function is that a procedure is used to update data in the database whereas functions can only return values.

The Banner ODS uses procedures within the ETL process of populating the Composite Tables.

**Reporting Views**

See Presentation View.

**Relational Online Analytical Processing (ROLAP)**

A form of Online Analytical Processing (OLAP) that performs dynamic multi-dimensional analysis of data stored in a relational database rather than in a multi-dimensional database (which is usually considered the OLAP standard).

**Role Based Security**

Security provided within the Banner ODS that permits you to control who can access reporting information based on each person’s role at the institution. The Banner ODS uses Oracle’s fine grained access to implement its security.

**Secondary Composite Table**

A composite table that manages its information on a “many per key” format. Typically, these tables are used to support primary composites because the data can be associated with a specific value within the primary composite tables.
A secondary composite view is also referred to as a repeating view. It is a building block that contains a defined set of data that has an unlimited number of records in the ERP. It is passed through a display rule filter that slots a limited number of the repeating items for use in reporting. It is usually used in combination with other base composite views, but it may be used alone.

Slotted View A view that brings back user-defined information from the source database rather than all information.

**Source Code**

The all_source, dba_source, and user_source views contain the source code for stored procedures, functions, packages, and package bodies. Trigger source code is in the all_triggers, dba_triggers, and user_triggers views. If the stored object is wrapped, these views contain the encoded source rather than clear text.

📝 **Note**

Within the Banner ODS DED, when you view source code, you see the encoded source.

**Star Join**

An optimal, denormalized form of organizing data to access a group of people, usually a department. Star joins are usually associated with data marts.

**Star Schema**

A standard technique for designing the tables of a data warehouse. It is a collection of related database objects, including logical structures such as tables, views, sequences, stored procedures, synonyms, indexes, clusters, and database links.

Star schemata are made up of fact tables, dimension tables and surrogate or calculate keys.

Fact tables each join to a larger number of independent dimension tables. The tables may be partially denormalized for performance, but most queries still need to join in one or more of the star tables.

A schema is owned by a database user and has the same name as that user; relational schemata are grouped by database user ID.

**Synonym**

A renaming of a table reference, similar to an alias for a select list item. A synonym is a data dictionary object and is created by the CREATE SYNONYM DDL statement.

**Table**

The object within the database where data is stored in a row and column format.
Translating Code

A code that associates a code in the source database with different code values in the Banner EDW. A translating code can translate one-to-one, or by range. More than one code in the source database can be associated with one code in the Banner EDW.

Trigger

Triggers are used to populate the change tables which aid in the incremental refresh process.

View

A grouping of information, also called “logical view.” A view is “logical” because the information in the view is grouped in a logical order, putting related information in the same section of the view. For instance, in the people-related views, you find all the name information together at the beginning of the view, followed by personal, biographical, and demographic information.

Most of the information in a view comes from fields within the source database tables. Some information is calculated from database fields or retrieved using an Oracle function. A single view can include up to 255 pieces of information, called attributes.
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