

Additional Resources

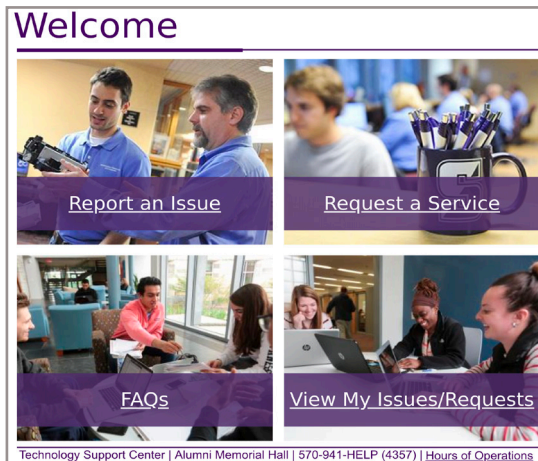
- **Banner ERP Tab** in the my.scranton portal



Banner ERP Information

- [Learn More: Banner ERP](#)
- [Learn More: Banner 9 Admin](#)
- [Data Standards Manual](#)
- [Common Data Procedures](#)

- **Royal IT Support:** www.scranton.edu/royalitsupport
All inquiries, requests and issues relating to campus technologies are being managed through this system.

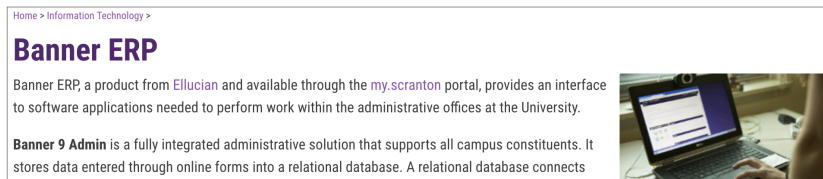


Welcome

- [Report an Issue](#)
- [Request a Service](#)
- [FAQs](#)
- [View My Issues/Requests](#)

Technology Support Center | Alumni Memorial Hall | 570-941-HELP (4357) | Hours of Operations

- **Banner ERP webpage:**
www.scranton.edu/information-technology/services/banner.shtml



Home > Information Technology >

Banner ERP

Banner ERP, a product from Ellucian and available through the my.scranton portal, provides an interface to software applications needed to perform work within the administrative offices at the University.

Banner 9 Admin is a fully integrated administrative solution that supports all campus constituents. It stores data entered through online forms into a relational database. A relational database connects

About Us: Database Management Services

The Database Management Services team is committed to continually improving the integrity, security and integration of one of the University's most important assets, the University's enterprise data. The team provides an integrated, compliant and compatible ERP framework supporting the underlying technologies and software of the Ellucian Banner suite of products as well as managing Identity and Access Management to the University's electronic resources and services. We also support areas across campus by facilitating processes, including analysis and reporting, to support the student experience.

Additional Services Include:

- MyQA access and PIN resets
- Performance monitoring of ERP systems
- Troubleshoot ERP related access and application issues
- Follow audit and security best practices
- RoyalLists database queries
- Database clones to DEV and QA environments
- ERP Disaster Recovery

Meet the Team:

- Maureen Castaldi, Manager, Database Management Services
- Carol Cornell, ERP Support Analyst
- Bob Klem, Database Support Analyst
- John Ochman, ERP Database Administrator

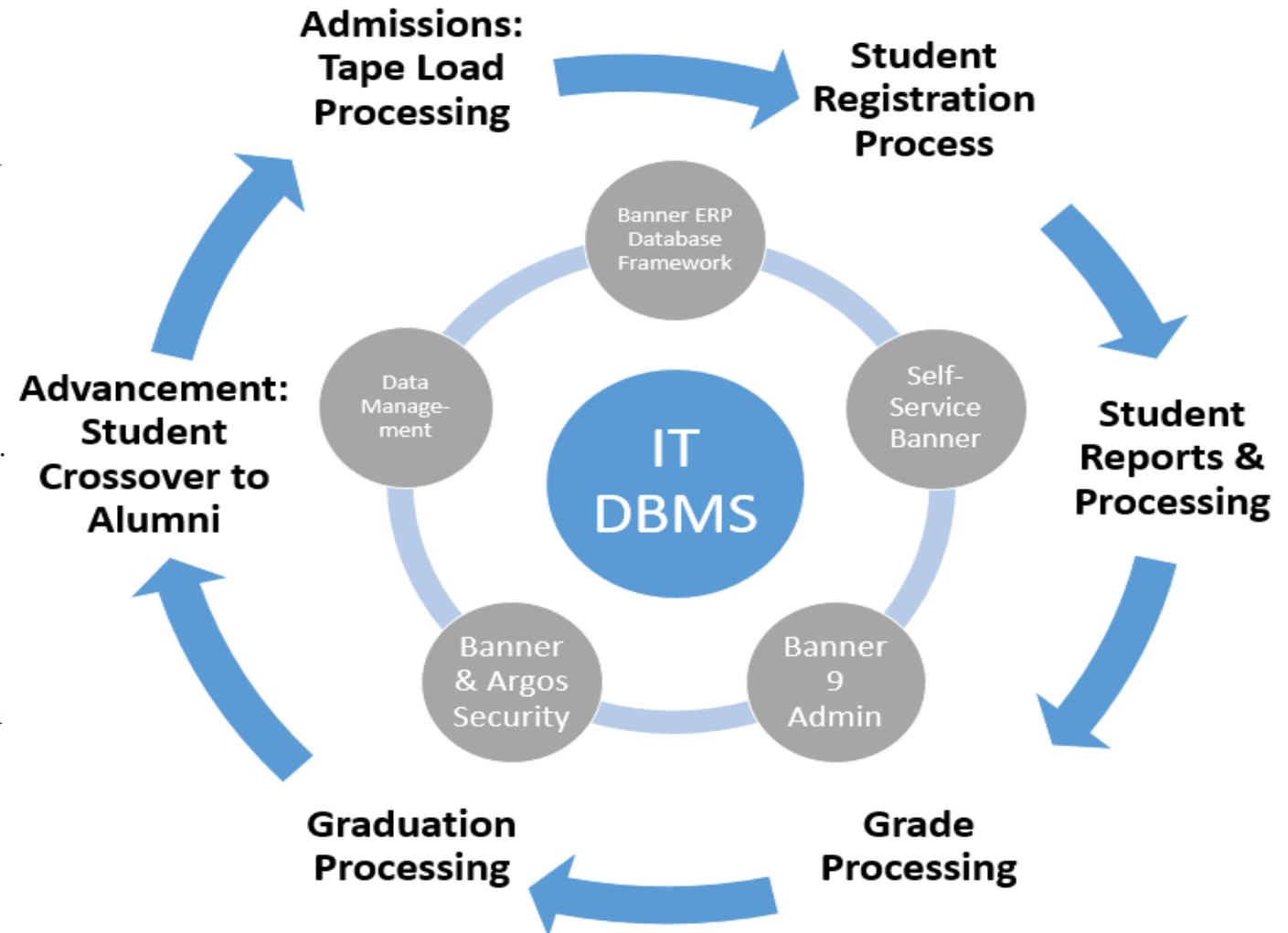
Database Management Services role in the Student Life Cycle

IT Database Management Services is a resource to offices across campus during the entire Student Life Cycle:

- **Admissions Tape Load Processing** - Advanced Placement test scores are reported to Admissions and Advising.
- **Student Registration** - Implement and support the student registration and advising processes.
- **Student Reports and Processing** - Run specific student centered reports upon request.
- **Grade Reporting** - Run Mid-term and Final grade reports for each semester.
- **Graduation Processing** - Run programs to update the degree status for graduates.
- **Advancement** - Run payroll deductions and alumni-graduation crossover reports for Advancement.

The student Life Cycle is possible through the maintenance of the following systems:

- **Data Management** - management of data as a valuable resource, such as the Data Standards Manual.
- **Banner ERP Database Framework** - maintain server and software environments in support of the Banner ERP Database.
- **Self-Service Banner** - allows quick access to University data for University students, faculty and staff.
- **Banner 9 Admin** - allows access to detailed data for University employees through various modules. Banner allows the integration of data between Student, Finance, HR and Advancement systems.
- **Banner & Argos Security:** Banner and Argos access is managed and reviewed periodically to safeguard University digital data. Banner Security Approvers review and approve Banner Security Requests. Special consideration is given to any requests for *Restricted* data.



If you have questions about accessing specific reports or processes, contact one of the following assigned approvers based on the functional area:

- Registrar's Office (for any Student Related Data): Lisa Cornell or Lynn Pelick
- Finance Office (Finance Monthly Reports): John Tabor or Adrian Mihalko
- HR Office: Denise Gurz
- A/R Office: Meghan Nowakowski
- Advancement Office: Carl O'Neil
- Financial Aid: Margaret Hynosky