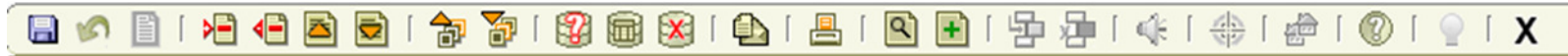
















Student System Forms

Biographical Information	
SIAINST	Faculty Information
SIAIQRY	Faculty Information Query
SOAHOLD	Hold Information
SOAHSCH	High School Information
SOAPCOL	Prior College Experience
SOATEST	Test Scores
SPAAPIN	Registration Pins
SPAIDEN	Identification Form
SPATELE	Telephone Form
Catalog Information	
SCACRSE	Course Information
SCADETL	Course Detail
SCAPREQ	Pre-requisites
SCARRES	Restriction Information
History Information	
SHACRSE	Course List
SHADGMQ	Degrees List
SHASUBJ	Student Progress by Subject
SHATERM	Student Progress by Term

Registration Information	
SFAALST	Class List and Grade Entry
SFAREGQ	Registration History and Log
SFARHST	Registration Activity
SFASLST	Class List and Grade Entries
SFASTCA	Audit Trail
Section Information	
SSAPREQ	Section Level Pre-requisites
SSARRES	Restriction Information
SSASECQ	Schedule Section Query
SSASECT	Schedule Form
SSATEXT	Section Level Comments
Student Information	
SGAADVR	Advisor Information
SGASADD	Cohort and Attribute
SGASPRT	Athletics Information
SGASTDN	General Student
SGASTDQ	Student and Curriculum Summary
SGAUSDF	Reporting Elements

Keyboard Functions and Toolbar Buttons



Button	Function	Keyboard Function
	Save	F10
	Roll Back	Shift F7
	Select	Double Click (mouse)
	Insert Record	F6
	Remove Record	Shift F6
	Previous Record	Up Arrow key
	Next Record	Down Arrow key
	Previous Block	Ctrl Page Up
	Next Block	Ctrl Page Down
	Enter Query	F7
	Execute Query	F8
	Cancel Query	Will happen automatically when form is closed.
	View/Sent Message	Currently Unsupported
	Print	Shift F8

Departmental Contacts

Department	Phone Number	Email
Admissions	(304) 293-2121	go2wvu@mail.wvu.edu
Financial Aid- Downtown	(304) 293-5242	finaid@mail.wvu.edu
Financial Aid- Health Sciences	(304) 293-3706	hscfinaid@mail.wvu.edu
Financial Aid- Law	(304) 293-5302	eric.meadows@mail.wvu.edu
Registrar	(304) 293-5355	Registrar@mail.wvu.edu
Scheduling	(304) 293-0069	Scheduling@mail.wvu.edu
Student Accounts	(304) 293-4006	osa@mail.wvu.edu
Student Housing	(304) 293-4491	wvuhousing@mail.wvu.edu

Banner Challenge: Forms

What sport does Melis Tanik play?

Hint: Find the Athletics Information Form

Use person search to find the student

What major did Kylie Edmond graduate with? How many times did I change majors?

Hint: Find the General Student Information Query Form

Use person search to find the student.

To get the most information at once, do not use a term

Luke G. Williams is not sure if he is an honors student. Is he an honors student, and if so, for which terms?

Hint: Find the Reporting Elements Form

Use person search to find the student.

Be mindful of the Term you input and try different ones

Banner Challenge: Next Block

We think that DegreeWorks is pulling in the wrong major and Academic year for Jane L. Evans. Its showing her as a Business Administration Major, but we think she should be RBA. Lets examine her General Student Record to see where the confusion may be.

1. Was Jane ever an RBA Major? If so, for which terms?
2. What is Jane's current Major?
3. What was Jane's major in Fall of 2010?

Hint: Find the General Student Information Form

Use person search to locate Jane's record

To get the most information at once, do not use a term

With "New Term" selected, use your up and down arrows to scroll through Jane's records.

Banner Challenge: Queries

We have a student who has not registered for ENGL 101 yet, and they want to know how likely it is that they'll be able to register for this course for the fall. Let's check the schedule section query form to see how many sections are currently open and how many seats each one has left.

1. How many seats are left in the first section on the list?
2. What is the section status for all of the courses?
3. What does the status stand for?
4. What is the schedule type?
5. What does the schedule type stand for?

Hints: Use a term for this one

Use a Campus for this one too (CWA)

After entering all of your criteria, press F8 to get your results

Use the carrot buttons to get information about fields

Banner Challenge: Dynamic Help

We know that SIAINST is a form that deals with faculty and advisor information, but we're not sure what it is specifically used for. Let's use dynamic help to determine this.

1. What is the SIAINST Form used for?
2. What dependencies does this form have?

Hint: Find the Faculty Advisor Information Form

Be sure to select Form once you've opened the dynamic help query.