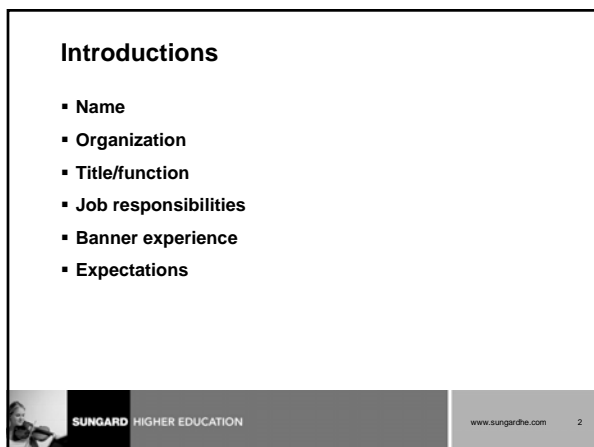
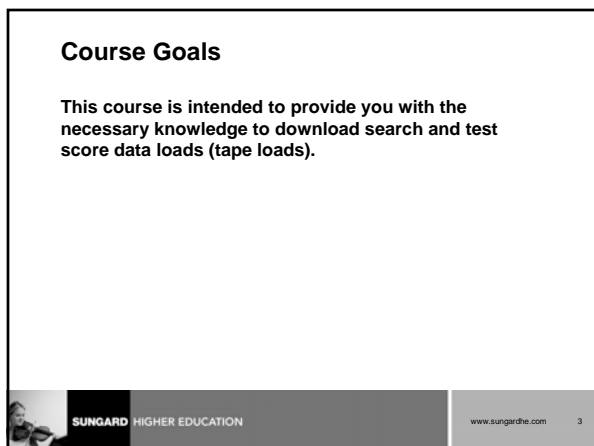


Banner Student
Tape Load Processing



Introductions

- Name
- Organization
- Title/function
- Job responsibilities
- Banner experience
- Expectations



Course Goals

This course is intended to provide you with the necessary knowledge to download search and test score data loads (tape loads).

Agenda

- Process Introductions
- Set Up
- Day-to-Day
- Question and Answer





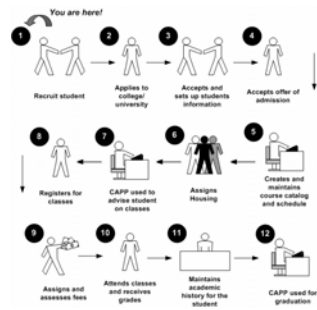
Overview

Overview

- Data such as test scores or recruiting information can be entered into Banner in two ways, either manually or via a tape load.
- The tape load process loads information from an outside media (e.g., ACT magnetic tapes) to Banner rather than having to type the information manually.
- Tape loads will also create person records in Banner.



Process Introduction



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Terminology

- Parameter
- Purge
- Tape
- Tape Load



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Set Up

Set Up - Objectives

- At the end of this section, you will be able to identify and update values and rules necessary to maintain tape load processing



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Set Up - Validation and Rule forms

- STVPREL Electronic Prospect Validation
- STVTAPE Electronic Data File and Tape Validation
- STVTPFD Tape Field Names Validation
- STVSBGI Source/Back ground Institution Code Validation
- STVCTYP Contact Type Code Validation
- STVINFC Interface Validation

Continued on the next slide



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Set Up - Validation and Rule forms, Continued


- STVTSPT Test Score Percentile Type Validation
- SOTCNVT Tape Code Conversion
- SAAERUL Electronic Admission Application Rules
- SRATPFD Tape Field Position Rule
- SORDLIM Tape File Delimiter Type
- SRATPTS Tape File Test Score Controls
- SRAPRED Electronic Prospects Options Default



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Day-to-Day Operations


Day-to-Day Objectives

- At the end of this section you will be able to load and process information from outside data sources.

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Day-to-Day Process

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Setting Up Tape Load Processing

- SRTLOAD loads data from a search input file or a test score report file to these temporary tables: SRTIDEN, SRTPEPS, SRTTELE, SRTADDR, SRTTEST, SRTPREL, SRTSCH, SRTPCOL.
- The data in these tables is accessible using the Search Tape View (SRVPREL).
- After being loaded, all records have a match and load status of null, meaning they have not been matched to an Banner record or loaded into Banner.



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Running the Electronic Prospect Load Process

- Records can be loaded either manually or electronically using processes in Job Submission. External data is first loaded into temporary tables using the SRTLOAD process.
- SRTLOAD transfers the data from the tape files to temporary tables. After running SRTLOAD, either:
 - use SRIPREL to manually load the information into the production tables
 - or run SRRSRIN to match the data, then run SRRPREL to load the data into production



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Using the Electronic Prospect Inquiry Form

- SRIPREL is used to query and view records in SRVPREL
- SRIPREL is also used in conjunction with SRRSRIN and SRRPREL



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Using the Electronic Process Detail Form

- Use SRAPREL to view biographical and search or test score tape data for a person that has been loaded into the temporary tables
- SRAPREL allows you to view all search tape records for this ID that are present in SRVPREL



Running the Electronic Match Process

- Run SRRSRIN to determine if a match exists between a record on SRVPREL and Banner production data when loading search or test score tape records en masse



Using the Migrate Electronic Prospects Process

- SRRPREL is used to create new search or test score records or update existing Banner recruiting or admissions records with any new data source information
- SRRPREL processes all search or test score tape records that have a Status Match of N (New) or M (Matched) with an empty Status Load, depending on the entered parameter values
- Once a record has been loaded, its load status is set to C (Created)



Purging Records

- Use the Electronic Prospect Purge Process (SRTPURG) to purge data from the temporary tables based on parameters



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Day-to-Day Operations Review

- Run this process to determine if a match exists between a record on the Search Tape View (SRVPREL) and Banner production data when loading search or test score tape records en masse.
- This process is used to create new search or test score records or update existing banner recruiting or admissions records with any new data source information.



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Questions and Answers





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Thank you for your participation





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