

1600grand Access to Banner Finance



NAVIGATION

From Macalester Homepage in Internet Explorer click on 1600grand



Macalester College: Private Liberal Arts College - Microsoft Internet Explorer

File Edit View Favorites Tools Help


Address <http://www.mcalester.edu/> Go Links


MACALESTER COLLEGE

ABOUT ACADEMICS ADMISSIONS ALUMNI ATHLETICS ADMINISTRATIVE INFO. SERVICES STUDENT SERVICES

search go | [site index](#) | [directory](#) | [apply for admission](#) | [make a gift](#) | [arts & events calendar](#) **1600grand**

my story

 "Two professors set me up with internships in Boston and in Buenos Aires, Argentina, where I did my study abroad to learn Spanish."
-Andrew Mykletun
[read his story»](#)



JUST FOR...


- PROSPECTIVE STUDENTS
- ALUMNI
- PARENTS
- DONORS

STEP FORWARD
THE CAMPAIGN FOR MACALESTER

In the Spotlight

- Commencement 2009: May 16
- Construction of Institute for Global Citizenship
- Reunion 2009: June 5-7
- Special Stories
- Visual Tour
- What the Guides Say About Macalester


Congratulations Rhodes Scholar


 Senior Michael Waul received a Rhodes Scholarship. He will pursue a two-year master's degree in medicinal chemistry at the prestigious Oxford University in England beginning September 2009. [Listen to him talk about the experience»](#)

Macalester on the Move

A year ago, writer **Ken LaZebnik '76** was one of hundreds of striking members of the Writers Guild of America. It was then he co-founded Strike.TV, an online "network" now home to several original Web series. The folks behind Strike.TV say it will eventually host nearly 50 Web series. [view full story in the Pioneer Press»](#)

LISTEN HERE

 Professor Jane Rhodes talks about what the November election of Barack Obama means in the United States and around the world. [Listen»](#) | [subscribe in iTunes](#)

 **Michael Johnston '71** was chosen from among 50 nominations.

Done Internet

Enter your usual Macalester User Name and Password and click on Login



Macalester College Login - powered by SunGard Higher Education - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail Downloads Favorites

Address <https://lumprod.macalester.edu/cp/home/displaylogin> Go Links

1600grand

Secure Access Login

User Name:

Password:

[Change Password](#)

[Having problems logging in? Click here.](#)

Welcome to 1600grand, Macalester's web portal

1600grand connects its users to the online resources they use most from one convenient location. All of the main online services rely on one "under one roof."

In Web-speak, it's called a "Portal." You log in, and based on your role at Macalester, you see relevant information and have access to useful tools. Because it's user-driven, each individual in the community is able to customize what is displayed and where it's located. It's a whole new way to get things done and stay in touch.

Confidentiality and privacy notice: 1600grand provides access to information that is of a confidential nature, including FERPA-protected student information and personal biographical and employment information. Please remember to log out of your session when you are done, especially if you are using a computer in a lab or classroom.

Questions about FERPA? Check with the Registrar's Office!

What's Inside?

News and events: Today's happenings; announcements; campus and area news.

Registration and grading: Course registration, grading, academic history.

Employment information: Pay stubs, directory information, benefits, leave balances.

Student life: Financial aid, organizations, groups, athletics, civic engagement.

and much more...

Copyright © SunGard 1998 - 2006.

[Top](#) **SUNGARD**
HIGHER EDUCATION

Done Internet

Click on the Business Services Tab



Macalester College - 1600grand - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Refresh Print Mail Internet Options

Address <http://lumprod.macalester.edu/cp/render.userLayoutRootNode.UP> Go Links >>

1600grand

Content/Layout Welcome Ms. Nancy L. Eastham
You are currently logged in.

e-mail calendar groups logout help

Home Library **Business Services** Employment/My Job Mac and Beyond My Tab

December 10, 2008

My Announcements You currently have no personal announcements

My Banner
My Banner

Today's Events
from the Arts and Events Calendar >

Wednesday Dec 10, 2008

Final Examinations


Library open 8 a.m. - midnight; extended hours to 3 a.m., Mac students only

Meditation Space - 9:30 AM - 11:30 AM
Weyerhaeuser Memorial Chapel
The Chapel will be available during this time for individual quiet reflection.

Highlander Store - Red Ribbon Sale - 10:00 AM - 6:00 PM
20% off selected items displayed with a Red Ribbon.

Highlander Store - 10:00 AM - 6:00 PM

Around Macalester



Some of Professor Mark Davis's Field Botany students enjoying Tobie's famous caramel rolls at a pit stop in Hinckley, MN on their way to Jay Cooke State Park in late November to study coniferous forest vegetation.

[Submit a picture >>](#)

Not every picture submitted will be posted.

Directory Search

go

Enter all or part of a first name, last name, e-mail username, department/office name, or organization name to search the directory.

[About the Directory/FAQ](#)

The Today
Today - from the Dean of Students Office

[Announcements/Meetings](#) | [CDC/Jobs](#) | [Classifieds](#) | [Speakers/Events](#) | [Volunteer Opportunities](#) | [Workshops/Seminars](#) | [Submit Announcement - Today web site](#)

Done Internet

Click on Budget Queries to access Finance Self Service.

Macalester College - 1600grand - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address: http://lumprod.macalester.edu/cp/tag.103934c20a271d15.render.userLayoutRootNode.uP?uP_root=root&uP_sparam=activeTab&activeTab=u290511s13&uP_tparam=frm&frm=

1600grand

Welcome Ms. Nancy L. Eastham
You are currently logged in.

December 10, 2008

Home Library **Business Services** Employment/My Job Mac and Beyond My Tab

Finance Self Service

- Budget Queries
- Encumbrance Query
- View Document
- Approve Documents
- Budget Transfer
- Multiple Line Budget Transfer Form

Business Services Links

- Accounting
- Budget
- Payables
- PCard
- Procurement
- Student Accounts

Financial Advisor

Legend	Fund	Orgn	Adjusted Budget	YTD Activity / Commitments	Available Balance	Percent Spent	Percent Available
1	100000		106,246,271	71,539,267	34,707,004	67.33	32.67
2			0	0	0	0	
3			0	0	0	0	
4			0	0	0	0	
5			0	0	0	0	

Financial Alerts Grants

No Grants are scheduled to end in selected time period

My Banner

- My Banner

Argos Reports

- Launch Argos

Training Documentation

- Band Editor User Guide (PDF)

Financial Advisor

Legend	Fund	Orgn	Adjusted Budget	YTD Activity / Commitments	Available Balance	Percent Spent	Percent Available
1			0	0	0	0	
2			0	0	0	0	
3			0	0	0	0	
4			0	0	0	0	
5			0	0	0	0	

Click on My Banner for access to Requisitions, FGIBDST and printing reports.



Macalester College - 1600grand - Microsoft Internet Explorer

Address: http://lumprod.macalester.edu/cp/tag.103934c20a271d15.render.userLayoutRootNode.up?UP_root=root&UP_sparam=activeTab&activeTab=u29051s13&uP_tparam=frm&frm=

1600grand

Welcome Ms. Nancy L. Eastham
You are currently logged in.

e-mail calendar groups logout help

December 10, 2008

Home Library Business Services Employment/My Job Mac and Beyond My Tab

Finance Self Service

- Budget Queries
- Encumbrance Query
- View Document
- Approve Documents
- Budget Transfer
- Multiple Line Budget Transfer Form

Business Services Links

- Accounting
- Budget
- Payables
- PCard
- Procurement
- Student Accounts

Financial Advisor

Legend	Fund	Orgn	Adjusted Budget	YTD Activity / Commitments	Available Balance	Percent Spent	Percent Available
1	100000		106,246,271	71,539,267	34,707,004	67.33	32.67
2			0	0	0		
3			0	0	0		
4			0	0	0		
5			0	0	0		

Financial Alerts Grants

No Grants are scheduled to end in selected time period

My Banner

- My Banner

Argos Reports

Launch Argos

Training Documentation

Band Editor User Guide (PDF)

Financial Advisor

Legend	Fund	Orgn	Adjusted Budget	YTD Activity / Commitments	Available Balance	Percent Spent	Percent Available
1							
2							
3							
4							
5							

Click on General Menu or Main Menu and continue with directions for Requisitioning

Macalester College - 1600grand - Microsoft Internet Explorer

Address: http://lumprod.macalester.edu/cp/tag.739e336e86d6e735.render.userLayoutRootNode.uP?uP_root=root&uP_sparam=activeTab&activeTab=u29051s13&uP_tparam=frm&frm=

Home Library Business Services Employment/My Job Mac and Beyond My Tab

January 5, 2009

Finance Self Service

- Budget Queries
- Encumbrance Query
- View Document
- Approve Documents
- Budget Transfer
- Multiple Line Budget Transfer Form

Business Services Links

- Accounting
- Budget
- Payables
- PCard
- Procurement
- Student Accounts

Financial Advisor

Legend	Fund	Orgn	Adjusted Budget	YTD Activity / Commitments	Available Balance	Percent Spent	Percent Available
1	100000		107,233,284	75,511,239	31,722,045	70.42	29.58
2			0	0	0		
3			0	0	0		
4			0	0	0		
5			0	0	0		

Financial Advisor

Legend	Fund	Orgn	Adjusted Budget	YTD Activity / Commitments	Available Balance	Percent Spent	Percent Available
1			0.00	0.00	0.00		
2			0.00	0.00	0.00		
3			0.00	0.00	0.00		
4			0.00	0.00	0.00		
5			0.00	0.00	0.00		

Finance Alerts Grants

No Grants are scheduled to end in selected time period

My Banner

- My Banner
- Main Menu
- Account Detail Query
- Organization Budget Summary
- Open Invoices by FOAPAL
- Payroll Rules
- Receipt Query
- Account Detail Review Form - Student
- GL / Subsidiary Ledger Control
- Bank Interfund Account Control
- Bank I/F Exception report
- Trial Balance Exception Report
- Trail Balance Summary
- Open invoice report
- Organization Detail Activity
- Budget Status (Current Period)
- Vendor Detail History
- Fund/Account Activity Report
- Object Maintenance
- Stmt of Changes in Net Assets
- Combining Statement of
- Document History
- Combining Balance Sheet
- Process Maintenance
- Journal Voucher Mass Entry
- My Banner Maintenance
- General Menu

Navigation Examples



Banner uses the following for navigating within and between screens

- Tab key
- Next Block
- Exit to previous screen
- Search or look up values
- Next Record

Tab Key



- The tab key on the left side of your keyboard is the preferred way to move between fields within a block in Banner.
- What is a block? A block can be a whole screen, a tab, or part of a screen if the screen is divided by solid lines or tabs.

To look up a value, click on the box with the down arrow.

Oracle Developer Forms Runtime - Web: Open > FPAREQN

File Edit Options Block Item Record Query Tools Help

Requisition Entry: Commodity/Accounting FPAREQN 7.2 (QUAL)

Requisition: R0000053
Order Date: 05-JAN-2009
Delivery Date: 05-JAN-2009
Transaction Date: 05-JAN-2009
Comments:
Accounting Total: .00
 In Suspense
 Document Text
 Document Level Accounting

Requestor/Delivery Information Vendor Information Commodity/Accounting Balancing/Completion

Item	U/M	Tax Group	Quantity	Unit Price	Extended	Discount	Additional	Tax	Commodity Line Total	Document Commodity Total

FOAPAL of Remaining Commodity Amount: NSF Override % USD
NSF Suspense Extended: Discount: Additional: Tax: FOAPAL Line Total: Document Accounting Total:

COA Year Index Fund Orgn Acct Prog Actv Locn Proj

Enter commodity code . Use COUNT QUERY HITS to call FPVPRD.
Record: 1/1 | | | | <OSC>

For more questions!



- For questions on requisitioning call:
Kathy Johnson x6551
- For questions on Banner navigation or other general Banner questions call:
Tracy Arndt x6567
Nancy Eastham x6577