









About the Landing Page

To access Banner, log on using your unique **User Name** and **Password**. On the **Landing Page**, the unified menu panel gives you access to these icons.

-  **Menu:** Display/Hide icon names.
-  **Dashboard:** Return to Landing Page.
-  **Applications:** View Banner, My Banner, and Banner Self-Service menus plus any other integrated applications and user-defined personal links.
-  **Search:** Find pages or forms using key words or the seven-letter object identifier.
-  **Recently Opened:** View list of recently opened pages and forms. The number on the folder shows a count of recently opened pages. Click **Clear** to remove pages that are no longer active or have no pending changes.
-  **Help:** View online help and keyboard shortcuts for Banner 9 administrative applications. Online help active only when a page is open.
-  **Sign Out:** Log out of Banner.
-  **User Profile:** Set user preferences such as display/alert options and colors. The number on the icon shows a count of unread Banner messages.

