

Banner Training Schedule –Sept/Oct  
9/9/16

Date	Day	Time	Location	Topics	Those who should attend from Instructor Stephanie (Maritza/Barbara will take care of Student Services invitation)
9/12	Mon	9-4			
	Tue	1-4	Mission College – Main Building Room E2-502	Training: Academic History	SK (optional)
9/14	Wed	9-4	Mission College – Main Building Room E2-502	Training: Academic History and Degree	

			Building Room E2-502		Adriana, Mae
10/4	Tue	9-4	Mission College – Main Building Room E2-502	Open workshop for SOC support – schedule entry questions/assistance	SOCs, Luis
10/5	Wed	9-4	Mission College – Main Building Room E2-502	Argos Report Writer Training	Miqueas, SK, Max Gault, Luis P, Adriana, Mae
10/5	Wed	9-4	Mission College – Main Building Room E2-502	Open workshop for SOC support – schedule entry questions/assistance	SOCs, Luis
10/5	Wed	9-4	West Valley – IS 102	Argos Report Writer Training	Miqueas, SK, Max Gault, Lt, LMa1:

Just as a reminder, there are various phases to this Banner implementation project. For each area of the Student Module, we must go through each of the following phases:

1. Define -what is the data in question and what are the rules to apply that data?
2. Design – how should we set up the rules to enter and process the data?
3. Configure – entering data and building documents, gathering rules and controls
4. Validate – review data migration for accuracy
5. Test – test the system for functionality and errors; make corrections, apply fixes
6. Train – provide end users first opportunity at using the system in a test environment; gather feedback to improve set up
7. Simulate – test system again
8. Go live

The sessions you attend will use these terms. Please refer to the above key to understand those terms.