
Banner Components for INGRESS Workbook

Information Technology Services

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Banner Components for INGRESS Introduction

Purpose

The INtra-Georgia Registration Sharing System (INGRESS) is a custom tool developed for use by the USG Georgia ONmyLINE Online Education Initiative (GOML) in conjunction with Banner. It allows USG institutions participating in the GOML academic franchise programs or offering eCore courses to leverage the Banner system for registration, while distributing available seats in shared course sections across multiple institutions sharing those course sections. It also provides the ability for participating institutions to define course sections and enrollment to the GOML institution in VISTA.

Transmission of data between each institution's Banner system and the INGRESS application is necessary to achieve accurate balancing of available seats and creation of VISTA data. The Banner INGRESS components have been developed in order to accomplish the required data transfer steps. Components have also been developed to allow attendance verification and grade data collected through the INGRESS tool to be transferred to each institution's Banner system.

There are four parts to this workbook:

- Setup
- Defining Sections, Persons, and Memberships to INGRESS
- Loading Attendance Verification Records
- Loading Grade Records

Target Audience and Frequency

This document is used by the functional user that will be setting up and coordinating the exchange of data between Banner and INGRESS.

Section 1: Setup

1. Term Control (SOATERM)

First, the term controls must be established for the term code. This includes establishing the dates for the parts of term within the term as well as the registration restriction rules. No special part of term value needs to be defined for use with INGRESS.

Term controls must also be established for the part of term immediately following the reporting term. INGRESS requires that part of term ‘1’ be defined and the census dates set up for this part of term.

The screenshot shows the 'Term Control' window for 'Spring 2011'. The 'Base Part of Term' table is as follows:

Part of Term	Description	Start Date	End Date	Number of Weeks	Census One Date	Census Two Date	Section Override	Faculty Web Midterm Grades	Faculty Web Final Grades	Faculty Web Wait List
1	Full Term	06-JAN-2011	27-APR-2011	16	02-APR-2011	17-MAR-2011	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
							<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Below the table are sections for 'Web Registration Dates' and 'Faculty and Advisor Access Dates'. The status bar at the bottom indicates 'FRM-40400: Transaction complete: 1 records applied and saved.'

2. Translate the Term Code

Translate the Banner term code for the reporting term to its equivalent Regents term code value on the EDI Cross Reference Rules form (SOAXREF) using Cross-Reference Label value “RGTTTERM”. The “Banner Value” is the value the institution uses in Banner; the “Electronic Value” is the Regents Term Code equivalent.

EDI Cross-Reference Rules SOAXREF 7.3.1

Cross-Reference Label: Term Copy Table:

Cross-Reference Rules

Label	Electronic Qualifier	Value	EDI	Web	XML	Banner Value	Description
RGTERM		20064	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200602	Spring 2006
RGTERM		20071	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200605	Summer 2006
RGTERM		20072	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200608	Fall 2006
RGTERM		20074	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200702	Spring 2007
RGTERM		20081	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200705	Summer 2007
RGTERM		20082	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200708	Fall 2007
RGTERM		20084	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200802	Spring 2008
RGTERM		20091	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200805	Summer 2008
RGTERM		20092	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200808	Fall 2008
RGTERM		20094	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200902	Spring 2009
RGTERM		20101	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200905	Summer 2009
RGTERM		20102	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	200908	Fall 2009
RGTERM		20104	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	201002	Spring 2010
RGTERM		20111	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	201005	Summer 2010
RGTERM		20112	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	201008	Fall 2010
RGTERM		20114	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	201102	Spring 2011
RGTERM		20121	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	201105	Summer 2011
RGTERM		20122	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	201108	Fall 2011

Electronic Value Associated with the Verification Label
Record: 164/167 | ... | <OSC>

Translate the term code

3. Establish Enrollment Status Codes

Set up your usual enrollment status code values for the reporting term on the Enrollment Status Control Form (SFAESTS)

Enrollment Status Control Form SFAESTS 7.0

Term: Fall 2010

Enrollment Status Dates

Status	Description	Start Date	End Date
AW	Administrative Withdrawal	05-MAR-2010	15-DEC-2010
EL	Eligible to Register	05-MAR-2010	15-DEC-2010
WS	Withdraw Student-W	05-MAR-2010	15-DEC-2010

*** ESTS codes shown here are for example only and are not an indicator of the codes your institution utilizes.

4. Establish Registration Status Codes

Set up your usual registration status code values for the reporting term on the Course Registration Status form (SFARSTS). Define codes for each relevant part of term. No special part of term value or registration code values need to be used for INGRESS.

Status	Description	Affected By Student Status	Start Date	End Date	Voice Response Indicator
DD	Drop/Delete	<input checked="" type="checkbox"/>	05-MAR-2010	15-DEC-2010	<input type="checkbox"/>
RE	**Registered**	<input checked="" type="checkbox"/>	05-MAR-2010	15-DEC-2010	<input type="checkbox"/>
RW	**Web Registered**	<input checked="" type="checkbox"/>	15-MAR-2010	15-DEC-2010	<input type="checkbox"/>
WL	Wait List	<input type="checkbox"/>	15-JUN-2010	15-DEC-2010	<input type="checkbox"/>
WS	WD Student-W	<input type="checkbox"/>	15-JUN-2010	15-DEC-2010	<input type="checkbox"/>
		<input type="checkbox"/>			<input type="checkbox"/>

*** RSTS codes shown here are for example only and are not an indicator of the codes your institution utilizes.

5. Establish the Integration Configuration Settings

Establish the rules for integration on the Integration Configuration Settings form (GORICCR). The process of 'ELEARNING', and the setting of 'ACTIVE_TERM' are required. Define the reporting term as an active term.

Process: ELEARNING | eLearning Integration rules
 Setting: ACTIVE_TERM | Active Term

Configuration Settings

Setting	Value	Description	User ID	Activity Date	Sequence
ACTIVE_TERM	200902	Spring 2009	RROSS	15-JAN-2009	
ACTIVE_TERM	200905	Summer 2009	KGRAY	16-JUN-2009	
ACTIVE_TERM	201008	Fall 2010	KGRAY	13-APR-2010	

Define the reporting term as an active term.

6. Create an Integration Partner System Code

Create a new integration partner system code in the Integration Partner System Code Validation form (GTVINTP). Use the 'INGR' code with a description of 'INGRESS'.

Integration Partner System	Description	User ID	Activity Date
INGR	INGRESS	KGRAY	12-MAY-2010

7. Create Integration Partner System Rules

Each course section that will share information through INGRESS will be assigned an Integration Partner Value that will indicate whether the section is a sending or a receiving section of the shared course.

Create integration partner rules on the Integration Partner System Rules form (GORINTG). The following Integration Partner codes are suggested: 'ISEND' with a description of 'INGRESS Sending Section'; and 'IRECV' with a description of 'INGRESS Receiving Section'. Institutional values can be substituted, and multiple values can be used if desired. The corresponding Cross Referenced Partner System will be set to 'INGR' for all codes.

Integration Partner Value	Description	Cross Referenced Partner System	Description	User ID	Activity Date
IRECV	INGRESS Receiving Section	INGR	INGRESS	KGRAY	12-MAY-2010
ISEND	INGRESS Sending Section	INGR	INGRESS	KGRAY	27-JUL-2010

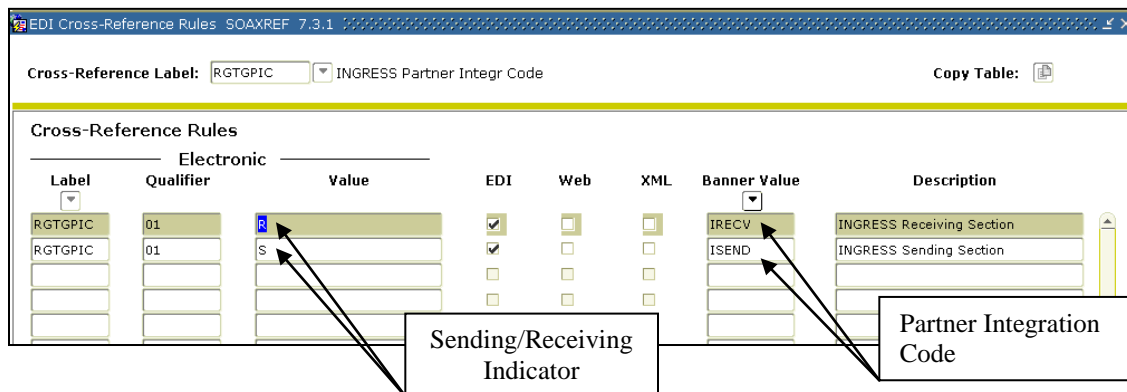
8. Create a Cross Reference Label

Create a cross reference label in the EDI Verification Label Validation form (STVXLBL). Use the code 'RGTGPIC' and the description 'INGRESS Partner Integr Code'.

EDI Label Code	Description	System Required	Activity Date
RGTGPIC	INGRESS Partner Integr Code	<input checked="" type="checkbox"/>	12-MAY-2010
		<input type="checkbox"/>	
		<input type="checkbox"/>	
		<input type="checkbox"/>	

9. Translate the Partner Integration Codes

Each Partner Integration Code must be translated on the EDI Cross-Reference Rules form (SOAXREF). The translation will allow INGRESS to identify whether each code indicates a sending or receiving section. Translate the code(s) for sending sections to the Electronic Value 'S', and the code(s) for receiving sections to the Electronic Value 'R'.



10. Build Grade Codes

Build the grade codes in the Grade Code Maintenance form (SHAGRDE), if needed. No special grade codes have been established for the purposes of GOML/INGRESS.

Grade Code	Level	Abbreviation	Term	Status Ind	Quality Points	Attempted	Passed	Earned	GPA	Traditional Ind	Web Ind	Numeric Value	Repeat Ind	Activity Date
A	GS	A/T	000000	A	4.000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	90	<input checked="" type="checkbox"/>	28-MAY-1999
A	GS	A	199808	A	4.000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	90	<input checked="" type="checkbox"/>	13-OCT-1998
A#	GS	A/ACDRW	199808	A	4.000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	90	<input checked="" type="checkbox"/>	28-MAY-1999
B	GS	B/T	000000	A	3.000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	80	<input checked="" type="checkbox"/>	28-MAY-1999
B	GS	B	199808	A	3.000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	80	<input checked="" type="checkbox"/>	28-MAY-1999
B#	GS	B/ACDRW	199808	A	3.000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	80	<input checked="" type="checkbox"/>	28-MAY-1999
C	GS	C/T	000000	A	2.000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	70	<input checked="" type="checkbox"/>	28-MAY-1999
C	GS	C	199808	A	2.000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	70	<input checked="" type="checkbox"/>	13-OCT-1998
C#	GS	C/ACDRW	199808	A	2.000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	70	<input checked="" type="checkbox"/>	28-MAY-1999
D	GS	D/T	000000	A	1.000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	60	<input checked="" type="checkbox"/>	28-MAY-1999
D	GS	D	199808	A	1.000	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	60	<input checked="" type="checkbox"/>	11-OCT-2006

11. Create Sections and Assign Integration Partner Codes

On the Schedule form (SSASECT) assign an integration partner code to all eCore course sections and all course sections that are part of the academic franchise programs. This code will indicate that the section will be shared with other institutions, as well as indicate whether the section is a sending or a receiving section of the shared course.

The screenshot displays the SSASECT 7.4.0.1 Schedule form. At the top, the Term is set to 201008 and the CRN is 53332. The form is divided into several sections:

- Section Details:**
 - Subject: EDPS Foundations and Secondary
 - Course Number: 6135 Title: Foundations of Learning
 - Section: Y01
 - Cross List: [Empty]
 - Campus: A Main Campus
 - Status: A Active
 - Schedule Type: A Lecture
 - Instructional Method: F Fully at a distance
 - Integration Partner: ISEND INGRESS Sending Section** (This field is circled in red and has a callout box pointing to it with the text "Assign Integration Partner Code to Section")
 - Grade Mode: N Normal
 - Session: [Empty]
 - Special Approval: [Empty]
 - Duration: [Empty]
 - Part of Term: 1 (First) 16 (Last) with dates 15-AUG-2010 and 15-DEC-2010
 - Registration Dates: [Empty]
 - Start Dates: [Empty]
 - Maximum Extensions: 0
- Hours and Contact Information:**
 - CEU Indicator: N
 - Credit Hours: 3.000
 - Billing Hours: [Empty]
 - Contact Hours: [Empty]
 - Lecture: 3.000
 - Lab: [Empty]
 - Other: [Empty]
 - Link Identifier: [Empty]
 - Attendance Method: [Empty]
 - Weekly Contact Hours: [Empty]
 - Daily Contact Hours: [Empty]
- Options:**
 - Long Title
 - Comments
 - Syllabus
 - Print
 - Voice Response and Self-Service Available
 - Gradable
 - CAPP Areas for Prerequisites
 - Tuition and Fee Waiver

At the bottom of the form, a status message reads: "FRM-40400: Transaction complete: 1 records applied and saved." Below this is a record indicator "Record: 1/1" and a navigation button "<OSC>".

12. Register Students for Course Sections

Students register/drop through Self Service Banner for eCore course sections and all course sections that are part of the academic franchise programs just as they would for any other course section. Students can also be administratively registered, dropped, or withdrawn for course sections through the Student Course Registration form (SFAREGS).

Section 2: Defining Sections, Persons, and Memberships to INGRESS

1. Execute ZSRGDIS

The INGRESS Data Extract Process is executed from Job Submission (GJAPCTL). There are 7 parameters:

Parameters for ZSRGDIS

No	Name	Required	Description/Instructions	Default Values
01	Application Code	No	Application Code of the Population Selection	
02	Selection ID	No	ID of the Population Selection	
03	Creator ID	No	ID of the Creator of the Population Selection Rules	
04	User ID	No	ID of the User who selected the Population	
05	Term	Yes	Term for processing. Must be valid on SOATERM	
06	Extract Persons/Memberships	Yes	Y=Yes; N=No	Y
07	Update Person Record	Yes	Update person record data in Vista	N

The process selects course sections in Banner that have been flagged as sections for which INGRESS should perform seat balancing calculations. If specified, the process will also extract information for assigned instructors and enrolled students. Data for all students enrolled in these course sections will be extracted unless limited by a population selection.

The process will create a .lis and a .log file. The .lis file will contain success and error messages related to those records being extracted from Banner. The .log file will contain general processing messages and may include error messages not specifically related to a particular data record.

Sample zsrdis_{nnnnn}.lis

```

07-26-2010 15:31:13          Banner Test Database          PAGE: 1
Run No. 799345          INGRESS/Vista Extract Process          ZSRGDIS 7.26
Section Data Errors
Person Record Errors

07-26-2010 15:31:13          Banner Test Database          PAGE: 2
Run No. 799345          INGRESS/Vista Extract Process          ZSRGDIS 7.26
          * * * CONTROL REPORT * * *
Parameter Description          Parameter Value(s)
Application Selection
Creator
User ID
Term Code          201008
Extract Persons/Memberships  Y
Update Person Record        N
    
```

The INGRESS Data Extract process (ZSRGDIS) extracts data for shared course sections and makes it accessible for processing by INGRESS. Basic course data, along with information for assigned instructors and enrolled students, are extracted from Banner and stored in the INGRESS intermediate tables housed within the institution’s Banner database.

The ZSRGDIS process should be run to extract course section data whenever new sections are defined and assigned an INGRESS partner integration code, when data for a previously defined section is changed, or when a course section is inactivated or reactivated.

The ZSRGDIS process should also be run to pull course section, person, and membership data once a day just prior to the daily automated pull of data to be loaded into the GOML institution of VISTA.

The process can be run multiple times per day as needed.

2. INGRESS Seat Balancing

The data extracted by the ZSRGDIS process are used by INGRESS to perform seat balancing functions among multiple institutions sharing the course section, as well as to define courses, sections, instructors, students, and memberships in the GOML institution of VISTA. INGRESS will run seat balancing processes automatically at timed intervals throughout the day. Calculations are based on the maximum seats for the shared section (as defined by the sending institution), the number of filled seats, and the number of institutions sharing the section. After INGRESS performs seat balancing functions, the section enrollment data (viewable from the SSASECT form, Enrollment Data block) are automatically updated with the calculated maximum and available seats for each section.

The screenshot displays the SSASECT 7.4.0.1 interface. At the top, the 'Term' is set to 201008 and the 'CRN' is 53365. The 'Section Details' section shows the following information:

- Subject: INGR INGRESS Test Course
- Course Number: 1101
- Section: Z01
- CEU Indicator: N
- Title: INGRESS Test Course
- Credit Hours: 3.000

The 'Enrollment Data' section shows the following details:

- Maximum: 3
- Actual: 1
- Remaining: 2
- Waitlist Maximum: 0
- Waitlist Actual: 0
- Waitlist Remaining: 0
- Projected: 0
- Prior: 0
- Generated Credit Hours: 3.000

Below the enrollment data are two census boxes:

- Census One:** Enrollment Count: 1, Freeze Date: 01-SEP-2010
- Census Two:** Enrollment Count: 1, Freeze Date: 01-OCT-2010

A callout box with an arrow pointing to the 'Maximum' field in the Enrollment Details section contains the text: "INGRESS Seat Balancing processes automatically update maximum and available seat counts based on calculations".

Seat count calculations for shared course sections can be viewed through the INGRESS User Interface in the Section Report. More information on the INGRESS tool can be found at the Georgia ONmyLINE Resource Gateway (<http://www.georgiaonmyline.org/gomladmin/>)

3. INGRESS Person and Membership Processing

INGRESS will automatically pull and process person and membership information once a day, currently scheduled for 2:00 pm. Institutions should run the ZSRGDIS process each day prior to the daily pull. The default value of 'Y' should be indicated for the "Extract Persons/Memberships" parameter. INGRESS uses these data to build class rosters in INGRESS, and to create XML data files for consumption by VISTA.

Class rosters for shared course sections are viewable through the INGRESS User Interface in the Class Roster Report. More information on the INGRESS tool can be found at the Georgia ONmyLINE Resource Gateway (<http://www.georgiaonmyline.org/gomladmin/>)

Section 3: Loading Attendance Verification Records

1. Enter Attendance Verification Data through INGRESS

Faculty members will enter attendance verification information through the INGRESS Instructor Console for the courses they are instructing for the term. More information on the INGRESS tool can be found at the Georgia ONmyLINE Resource Gateway (<http://www.georgiaonmyline.org/gomladmin/>). Attendance verification will be entered *once per term* for each course enrollment. Once data entry is complete and attendance verification is submitted for a particular course section, that data is stored in an INGRESS data table. At timed intervals, INGRESS copies these data to the INGRESS intermediate table, ZSRAVER, at each institution sharing the course section. It is stored here until the institution executes the ZSRIAVR process.

2. Execute the ZSRIAVR Process

The Attendance Verification Load process (ZSRIAVR) is used to load attendance verification information into Banner for course sections that utilize INGRESS. ZSRIAVR is executed from Job Submission (GJAPCTL). The process has one parameter:

Parameters for ZSRAVER

No	Name	Required	Description/Instructions	Default Values
01	Term	Yes	Term for processing. Must be valid on SOATERM	

The process reads data that has been stored in the INGRESS intermediate table, ZSRAVER, and loads the data into the attendance verification temporary table (ZTRNOSH). Only data for absent students will be loaded.

The process will create a .lis and a .log file. The .lis file will contain record counts and success and error messages related to those records being loaded into Banner. The .log file will contain general processing messages and may include error messages not specifically related to a particular data record.

Sample zsriavr_{nnnnnn}.lis

```

27-JUL-2010 14:29:54                                Banner Test Database                                PAGE 1
ZSRIAVR                                              GOML Attendance Verification Load

ID          PIDM      Name                PTRM  CRN      Course Section      Attendance  Message
-----
@00010114   45002   Tea, Sweet          1     53358   INGR 1101 Y02 P     Student attending - record not loaded.
@00010114   45002   Tea, Sweet          1     53359   INGR 1234 Y03 P     Student attending - record not loaded.
@00010115   45003   Butter, Peanut     1     53358   INGR 1101 Y02 A     Record loaded.
@00010116   45004   Beans, Butter      1     53358   INGR 1101 Y02 A     Record loaded.
@00010116   45004   Beans, Butter      1     53359   INGR 1234 Y03 P     Student attending - record not loaded.
@00010119   45025   Apple, Ruby        1     53358   INGR 1101 Y02 A     Record loaded.
@00010119   45025   Apple, Ruby        1     53359   INGR 1234 Y03 P     Student attending - record not loaded.
@00010120   45026   Banana, Barney     1     53358   INGR 1101 Y02 P     Student attending - record not loaded.
@00010120   45026   Banana, Barney     1     53359   INGR 1234 Y03 A     Record loaded.
@00010120   45026   Banana, Barney     1     53362   ECOR 1234 Y03 P     Student attending - record not loaded.
@00010121   45027   Caper, Casper     1     53365   INGR 1234 Y03 P     Student attending - record not loaded.
@00010123   45029   Eggplant, Evan    1     53358   INGR 1234 Y02 A     Record loaded.

27-JUL-2010 14:29:54                                Banner Test Database                                PAGE 2
ZSRIAVR                                              GOML Attendance Verification Load

* * * REPORT CONTROL INFORMATION - ZSRIAVR 7.26 * * *

RPTNAME: ZSRIAVR
Term Code: 201008
RECORD COUNT: 12
RECORDS LOADED: 5
    
```

All records loaded into the temporary table will be displayed on the ZHANOSH form.

The screenshot shows the 'Attendance Verification Form - ZHANOSH 7.22' window. At the top, there are input fields for Term (201008, Fall 2010), CRN (53358), INGR (1101), and Y02. Below these is a table with columns: Select, Term, ID, Part of Term, Campus, Level, CRN, Subject, Course, Section, Hours, Course Title, and ID. The table contains three rows of data:

Select	Term	ID	Part of Term	Campus	Level	CRN	Subject	Course	Section	Hours	Course Title	ID
<input checked="" type="checkbox"/>	201008	@00010115	1	A	GS	53358	INGR	1101	Y02	3.000	INGRESS Test Course	
<input checked="" type="checkbox"/>	201008	@00010119	1	A	GS	53358	INGR	1101	Y02	3.000	INGRESS Test Course	
<input checked="" type="checkbox"/>	201008	@00010116	1	A	GS	53358	INGR	1101	Y02	3.000	INGRESS Test Course	

At the bottom of the window, it says 'Term code; press LIST for valid codes.' and 'Record: 1/3'.

Attendance Verification data are stored in the ZTRNOSH temporary table until final processing is run using the Attendance Verification Process (ZHRNOSH). ZHRNOSH will update the

registration records for absent students. This process is executed from Job Submission (GJAPCTL). The process has 4 parameters:

Parameters for ZHRNOSH

No	Name	Required	Description/Instructions	Default Values
01	Process Term	Yes	Enter Banner term code to be processed.	
02	Part-of-Term Code	Yes	Enter a specific P-O-T from SFARSTS or % for all P-O-T.	
03	Enter Drop/Withdrawal Code	Yes	Enter RSTS code to used to update course registration status on SFAREGS	
04	Run Mode	Yes	(A)udit mode provides a list of records to be updated. (U)pdate mode updates the student registration record.	

Audit mode for this process allows the user to verify the records to be updated. Update mode will change the registration status for the course sections included as part of attendance verification.

The process will create a .lis and a .log file. The .lis file will contain record counts and success and error messages related to those records being loaded into Banner. The .log file will contain general processing messages and may include error messages not specifically related to a particular data record.

Sample zhrnosh.lis

```

27-Jul-10 at 02:51:15                               Banner Test Database                               Page: 1
                                                    Attendance Verification                               ZHRNOSH
ID          NAME          TERM   PTRM   CRN   MESSAGES
@00010119  Apple, Ruby Red        201008 1     53358  ***Processed Successfully***
@00010116  Beans, Butter          201008 1     53358  ***Processed Successfully***
@00010115  Butter, Peanut         201008 1     53358  ***Processed Successfully***
Total Class Enrollment for 53358 : 3

27-Jul-10 at 02:51:15                               Banner Test Database                               Page: 2
                                                    Attendance Verification                               * * * REPORT CONTROL INFORMATION - ZHRNOSH - GAMOD 7.22 * * *
Run Mode : U
Term Code : 201008
Part-of-Term Code : %
RSTS Code : DD
Students Updated : 3
Report Line Limit : 55
Record Count : 3
Run ended on 27-Jul-10 at 02:51:16
**** Process completed successfully. ****

```

The ZSRIAVR and ZHRNOSH processes may be run at any time during the term as frequently as needed. However, it is recommended that the processes are executed following the attendance verification deadline set by the institution.

Section 4: Loading Grade Records

1. Enter Grade Data through INGRESS

Faculty members will enter grades through the INGRESS Instructor Console for the courses they are instructing for the term. More information on the INGRESS tool can be found at the Georgia ONmyLINE Resource Gateway (<http://www.georgiaonmyline.org/gomladmin/>). Once data entry is complete and grades are submitted for a particular course section, that data is stored in an INGRESS data table. At timed intervals, INGRESS copies these data to the INGRESS intermediate table, ZSRGRLD, at each institution sharing the course section. These data will be processed to create grade entries in Banner using the ZSRIGRD process.

2. Execute the ZSRIGRD Process

The Grade Load process (ZSRIGRD) loads into Banner grades assigned to students for course sections that utilize INGRESS. ZSRIGRD is executed from Job Submission (GJAPCTL). The process has 2 parameters:

Parameters for ZSRGRLD

No	Name	Required	Description/Instructions	Default Values
01	Term Code	Yes	Enter Banner term code for the grades to be processed.	
03	Grade Type	Yes	Enter 'F' to process final grades, 'M' to process mid-term grades, or 'B' to process both final and mid-term grades.	

ZSRIGRD reads the data that has been stored in the INGRESS intermediate table ZSRIGRD and loads the data into Banner.

The process will create a .lis and a .log file. The .lis file will contain record counts and success and error messages related to those records being loaded into Banner. The .log file will contain general processing messages and may include error messages not specifically related to a particular data record.

Sample zsrigrd.lis

```

27-JUL-2010 15:04:36                               Banner Test Database                               PAGE 1
ZSRIGRD                                             GOML Grade Load
ID          PIDM      NAME          COURSE          ----- FINAL GRADE -----
SECTION    GRD  DIFF  STATUS
@00010114  45002    Tea, Sweet    INGR 1101 Y02    C      Final grade loaded.
@00010119  45025    Apple, Ruby   INGR 1101 Y02    B      Not registered for course section
                                         but grade provided
@00010123  45029    Eggplant, Evan INGR 1101 Y02    A      Final grade loaded.
@00010120  45026    Banana, Barney INGR 1101 Y02    B      Final grade loaded.
--- CRN: 53358 --- INGR 1101 Y02 --- Section Final Grades Processed Date: --- PREVIOUSLY UPDATED

@00010123  45029    Eggplant, Evan INGR 1101 Y03    B      Final grade loaded.
@00010119  45025    Apple, Ruby   INGR 1101 Y03    A      Final grade loaded.
@00010116  45004    Beans, Butter INGR 1101 Y03    B      Final grade loaded.
@00010120  45026    Banana, Barney INGR 1101 Y03    B      Not registered for course section
                                         but grade provided
@00010114  45002    Tea, Sour     INGR 1101 Y03    B      Final grade loaded.
--- CRN: 53359 --- INGR 1101 Y03 --- Section Final Grades Processed Date: --- PREVIOUSLY UPDATED

27-JUL-2010 15:04:36                               Banner Test Database                               PAGE 2
ZSRIGRD                                             GOML Grade Load

* * * REPORT CONTROL INFORMATION - ZSRIGRD 7.26 * * *

RPTNAME: ZSRIGRD
TERM: 201008
Grade Type: F
Record Count: 9
Records REJECTED for Invalid Student ID or Course Section: 0
Section Final Grades Processed Date updated Count: 0
Section Final Grades Processed Date updated ERRORS: 0
    
```

Loaded grades can be viewed in the Class Roster form (SFASLST) for the term, courses, and students processed in the file.

Sequence	ID	Name	Status	Status Date	Midterm Grade	Final Grade	Grade Mode	Rolled	Hours
2	@00010120	Banana, Barney	RE	15-JUL-2010	C	B	N	<input type="checkbox"/>	3.000
3	@00010123	Eggplant, Evan	RE	15-JUL-2010	C	A	N	<input type="checkbox"/>	3.000
5	@00010114	Tea, Sweet	RE	15-JUL-2010		C	N	<input type="checkbox"/>	3.000

The Grade Load process can be executed at any time during the term; however, it is recommended that the process is executed following mid-term grade assignments and final grade assignments.