Using Student Attribute Process

Georgia Enhanced Banner Student and Financial Aid Systems User Documentation

Version 8.23

Information Technology Services

June 2013
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Using Student Attribute Process

Introduction to Student Attribute Process

Purpose

The Student Attribute Process (ZGRATTR/ZGRATTD) provides the user with the ability to assign a specific attribute to student accounts based on a user defined population selection. The process also allows the ability to delete or expire attribute codes based on a population selection.

Target Audience

This user document is for the administrative office that is responsible for maintaining and updating student attributes. The process should be run at the end of each registration period and should include future terms with available pre-registration.

Purpose and Scope of Document

This document explains how to use the Student Attribute Process. This chapter includes the following topics:

- Setting Up Codes and Rules
- Create population selection
- Assigning/deleting/expiring Attributes

Graphics

Graphic cues used in this document assist with labeling of steps and items that are particularly important.

- Steps for recovery or support.
- For additional information, see references.
- Exercise caution.
- Warning: an error here is critical.

References

For information about the baseline product, see Using SCT Banner User Manual for Accounts Receivable, Financial Aid, and Student.
Support

For additional ITS resources and support, contact the ITS HELPDESK:

Web http://www.usg.edu/customer_services
      (self-service ticket submission)

E-mail helpdesk@usg.edu

For urgent or production down situations, call the ITS HELPDESK:

Local  706-583-2001

Toll free within 1-888-875-3697
  Georgia
Student Attribute Process Flow

**Description**
The Student Attribute Process (ZGRATTR/ZGRATTD) assigns, deletes, or expires student attribute codes based on population selection data.

**Overview of Student Attribute Process**
Complete the following steps to implement and execute Student Attribute Process into Banner Student.

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</tr>
</thead>
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<tr>
<td>1. Create attribute codes</td>
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<td>2. Build fee assessment rules</td>
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<td>1. Define Application Code</td>
</tr>
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<td>2. Build definition rules</td>
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<thead>
<tr>
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Implementing Student Attribute Process

I. Setting Up Codes and Rules

Introduction to Setup

Fee assessment will be used to address the Guaranteed Tuition Plan and Student Health Insurance.

The Student Attribute Validation Form (STVATTS) will be used to define specific attribute codes for each. These attribute codes will be associated with the student’s account.

Fee assessment rules will be built in the Registration Fee Assessment Rules Form (SFARGFE) using the created attribute code to assess charges to each student account that has the attribute code assigned.

1. Create attribute codes (STVATTS)

Create attribute codes to be used for processing the Guaranteed Tuition Plan and Student Health Insurance in the Student Attribute Validation Form (STVATTS).
Create fee assessment rules in the Registration Fee Assessment Rules Form (SFARGFE). The attribute created will be assigned to the fee assessment rule that will assess charges based on the Guaranteed Tuition Plan or Student Health Insurance.

The illustrated fee assessment rules are for fees to be charged to a student based on the 0506 attribute code created in STVATTS.

**NOTE:** The rules below indicate fee assessment for the Guaranteed Tuition Plan.
II. Create population selection

Overview

The Population Selection module lets you identify and group entities in the database (for example, people, vendors, and organizations). You can define selection criteria to identify and extract a subset of these entities to use in Banner reports, processes, and letters.

1. Define Application Code

Application Definition Rules Form (GLRAPPL)

Use this form to define and maintain an application. An application is a functional area with similar characteristics that can be applied to population selections, populations, and variables.
2. Build definition rules

Population Selection Definition Rules Form (GLRSLCT)

Use this form to define, maintain, and copy a population selection. A population selection is a set of rules used to select IDs from the Banner database for reports, processes, and letters.

![Population Selection Definition Rules Form (GLRSLCT)](image)
3. Extracts IDs (people and non-persons) from the Banner database

**Population Selection Extract Process (GLBDATA)**

This process selects a population based on the rules entered on the Population Selection Definition Rules Form (GLRSLCT). It can also create a population based on union, intersection, or difference of the rules in two existing population selections.

![Screenshot of GLBDATA process]

- **Parameter Values**
  - **Parameters**: Selection Identifier 1, Selection Identifier 2, New Selection Identifier, Description for new selection, Union/Intersection/Minus, Application Code, Creator ID of Selection ID, Detailed Execution Report
  - **Values**: CURRENT_ENROLLED, STUDENTS, CREATE, OPTIONS

- **Printer Control**
  - Printer: EXTABASE, Special Print: __, Lines: __

- **Submission**
  - Save Parameter Set as, Name: __, Description: __, Hold: __, Submit: __
III. Assigning, deleting, or expiring Attributes

Overview

Students not entered in the population selection process will no longer have the attributes deleted from the Additional Student Information Form (SGASADD) for the specified term unless indicated by the user when executing the process.

1. Execute ZGRATTR/ZGRATTD

The ZGRATTR process creates a student attribute record in the General Student Additional Information Form (SGASADD). A term code is assigned to the record based on the term entered in the parameters of the process. The process will maintain previously assigned attributes. The ZGRATTD process deletes or expires attribute codes based on the attribute code and term specified. A report of the records created is provided as part of the .lis file.

Only students with SGASTDN records will be processed. If a student in the population selection does not have a general student record, the message “No student record exists” will appear in the .lis file and no attribute will be added to SGASADD.

Parameters for ZGRATTR

<table>
<thead>
<tr>
<th>No</th>
<th>Name</th>
<th>Required?</th>
<th>Description/Instructions</th>
<th>Default Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Run Mode</td>
<td>Yes</td>
<td>Enter A for Audit mode or U for Update mode</td>
<td>A</td>
</tr>
<tr>
<td>02</td>
<td>Attribute Code</td>
<td>Yes</td>
<td>Enter the attribute code to be assigned</td>
<td></td>
</tr>
<tr>
<td>03</td>
<td>Term Code</td>
<td>Yes</td>
<td>Enter effective term</td>
<td></td>
</tr>
<tr>
<td>04</td>
<td>Application</td>
<td>Yes</td>
<td>Enter the application code for the population selection</td>
<td></td>
</tr>
<tr>
<td>05</td>
<td>Selection Identifier</td>
<td>Yes</td>
<td>Enter the selection ID for the population selection</td>
<td></td>
</tr>
<tr>
<td>06</td>
<td>User ID</td>
<td>Yes</td>
<td>Enter the user ID of the population selection</td>
<td></td>
</tr>
<tr>
<td>07</td>
<td>Creator ID</td>
<td>Yes</td>
<td>Enter the creator ID for the population selection</td>
<td></td>
</tr>
</tbody>
</table>
Sample ZGRATTR.lis

```
09-MAY-2013 17:24:04       Database       Page: 1
ZGRATTR 8.4       Student Attribute Process

ID       Name       Message
$00010207       Rose, Torrey F
$00010231       Smith, William J
147147147       Special, Guy R
$00010235       Tarpley, Andree E
no student record exists.
$00010277      Testerson, Testie T
no student record exists.

09-MAY-2013 17:24:04       Database       Page: 2
ZGRATTR 8.4       Student Attribute Process

* * * REPORT CONTROL INFORMATION * * *

Parameter Description       Parameter Value(s)
Update Mode       A
Attribute Code       NOUS
Term Code       201302
Application Code       STUDENTS
Selection Identifier       CINDY MANUAL POPSEL
User ID       CTAYLOR
Creator ID       CTAYLOR
Report Line Limit       55
Record Count       68

ZGRATTR 8.4 completed successfully
```

Sample ZGRATTR.log

```
Username: Connected.

RIN SEQUENCE NUMBER:
id 030000030 idm 1056920
id 256369999 idm 43376
id $00010180 idm 43102
id 001154662 idm 1156662

ZGRATTR 8.4 completed successfully
99 lines written to /home/banjob/zgrattt_537792.lis

Process began 09-MAY-2013 17:24:04
Process ended 09-MAY-2013 17:24:05
Connected. Connected.
```

Parameters for ZGRATTD

<table>
<thead>
<tr>
<th>No</th>
<th>Name</th>
<th>Required?</th>
<th>Description/Instructions</th>
<th>Default Values</th>
</tr>
</thead>
<tbody>
<tr>
<td>01</td>
<td>Run Mode</td>
<td>Yes</td>
<td>Enter A for Audit mode or U for Update mode</td>
<td>A</td>
</tr>
<tr>
<td>02</td>
<td>Attribute Code</td>
<td>Yes</td>
<td>Enter the attribute code to be assigned</td>
<td></td>
</tr>
<tr>
<td>03</td>
<td>Term Code</td>
<td>Yes</td>
<td>Enter effective term</td>
<td></td>
</tr>
<tr>
<td>04</td>
<td>Process Attribute</td>
<td>Yes</td>
<td>Enter E to expire the attribute or D to delete the attribute</td>
<td></td>
</tr>
<tr>
<td>05</td>
<td>Application Code</td>
<td>Yes</td>
<td>Enter the application code for the population selection</td>
<td></td>
</tr>
<tr>
<td>06</td>
<td>Selection Identifier</td>
<td>Yes</td>
<td>Enter the selection ID for the population selection</td>
<td></td>
</tr>
<tr>
<td>07</td>
<td>User ID</td>
<td>Yes</td>
<td>Enter the user ID of the population selection</td>
<td></td>
</tr>
<tr>
<td>08</td>
<td>Creator ID</td>
<td>Yes</td>
<td>Enter the creator ID for the population selection</td>
<td></td>
</tr>
</tbody>
</table>
Sample ZGRATTD.lis

**Date:** 06-07-2013 at 10:56:11  **Database:** ZGRATTD

<table>
<thead>
<tr>
<th>ID</th>
<th>Name</th>
<th>Message</th>
</tr>
</thead>
<tbody>
<tr>
<td>001054538</td>
<td>Jensen, Jamie</td>
<td>Student will be expired if program run in update mode</td>
</tr>
<tr>
<td>333666666</td>
<td>Tier, Wrong</td>
<td>Student will be expired if program run in update mode</td>
</tr>
</tbody>
</table>

**Date:** 06-07-2013 at 10:56:11  **Database:** ZGRATTD

```
* * * REPORT CONTROL INFORMATION * * *

ZGRATTD 8.23
Run Mode: A
Attribute Code: ATHL
Term Code: 201008
Process : K
Application Code: STUDENTS
Selection ID: BARRY
User ID: BREEK
Creator ID: BREEK
Report Line Limit: 55
Record Count: 2

ZGRATTD 8.23 completed successfully
```

Sample ZGRATTD.log

```
Username: Connected.

RUN SEQUENCE NUMBER: zgrattd completed successfully
29 lines written to /home/banjob/zgrattd_839860.lis

ZGRATTD 8.23 completed successfully
Connected.
Connected.
```

---

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Student Attribute Process

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2. **View attribute code on SGASADD**

The General Student Additional Information Form (SGASADD) displays the student’s attributes.
## Appendix A: Document History

This section details the history of the document and updates made for each modification.

<table>
<thead>
<tr>
<th>Release and Date</th>
<th>Page</th>
<th>Forms/Processes</th>
<th>Update Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Georgia Enhancements 7.12, May 30, 2008</td>
<td>NA</td>
<td></td>
<td>Original</td>
</tr>
<tr>
<td>Georgia Enhancements 8.0, March 31, 2010</td>
<td>NA</td>
<td></td>
<td>Updated screenshots for 8.0</td>
</tr>
<tr>
<td>Georgia Enhancements 8.4, September 30, 2010</td>
<td>NA</td>
<td>Student Attribute Process (ZGRATTR/ZGRATTD)</td>
<td>Updated documentation to include ZGRATTD process, Updated screenshots for 8.4, Updated process flow</td>
</tr>
<tr>
<td>July 31, 2012</td>
<td>NA</td>
<td>GLRSLCT, GLBDATA, SGASADD, Appendix B</td>
<td>Updated screenshots, Added SGASADD info and screenshot, Updated process flow</td>
</tr>
<tr>
<td>May 14, 2013</td>
<td>9</td>
<td>SFARGFE, ZGRATTR, ZGRATTD</td>
<td>Updated screenshots, Updated screenshots, Updated screenshots</td>
</tr>
<tr>
<td>June 28, 2013</td>
<td>11</td>
<td>ZGRATTD</td>
<td>Updated screenshots</td>
</tr>
</tbody>
</table>
Appendix B: Process Flow

Student registers for class and fees are accepted

Create a population selection of students to receive an attribute

Assign, delete, or expire student attribute in batch