

Banner Training Schedule –August/Sept/Oct
8/22/16

Date	Day	Time	Location	Topics	Those who should attend from Instruction per Stephanie (Maritza/Barbara will take care of Student Services invitations)
8/23	Tue	9-12	District IS 102 (WVC campus)	System Reconfiguration: Course Catalog, Class Sections	Teri
8/23	Tue	1-4	District IS 102 (WVC campus)	System Reconfiguration: Recruitment, Admissions	SK

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10/5	Wed	9-4	tba	Open workshop for SOC support – schedule entry questions/assistance	SOCs, Luis
10/5	Wed	9-4	tba	Argos Training Session 3: Office of Instruction-specific reports	Miqueas, Brad W, Andrew C, Kuni H, SK, Max Gault, Thuy Foot, Luis P
10/6	Thu	9-4	tba	Open workshop for SOC support – schedule entry questions/assistance	SOCs, Luis
10/18	Tue	9-4	tba	Open workshop for SOC support – schedule entry questions/assistance	SOCs, Luis
10/19	Wed	9-4	tba	Open workshop for SOC support – schedule entry questions/assistance	SOCs, Luis
10/20	Thu	9-4	tba	Open workshop for SOC support – schedule entry questions/assistance	SOCs, Luis

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.