

Catalog/Schedule Work Team Minutes for August 4, 2005 10:30 am

Audio-conference number 1-866-393-8073 Conference id - *2373049* Moderator code - *9429*

Attending: Colleen A, Cheryl P, Mae D, Kelly P, Patty I, Jan C, Shelly L.

Notes: 8/4 UAS

8/18 UAF

Extended Sites

UAA

Task requests:

. Add text for the schedule information (both secure side and unsecured side)

. Status – Not shown on task list – will work with Pat to get this included

Discussion: Colleen will check with Patrick on this and other cat/sched task requests for status. (Pat not in attendance).

. SSR2DNL – fees changes, primary instructor, expand instruction name, stacked courses

. Status – BST Approved 6/16/05 – not assigned at this time

- It would be nice to have this in Prod by later Aug or early Sep. classes start week of 8/29 to 9/2.

. SCP2CPU: Colleen tested. It is back to the programmers. This will do collective updates to dept, college, division.

New Items

. Banner 7 upgrade

Discussion: Access will be only via web. Internet Explorer is recommended. LrgPrep is now available.

. Set up

First entry requires J-initiator. If you have admin access, you can do this when you first sign on. Website:

<https://ban7/prep.alaska.edu> or <https://ban7/lrgp.alaska.edu> *. Thin line under location bar “click here to install”. Click Install Active, install: “Yes”. Choose destination, Next. OK. May need to wait 30-45 seconds for sign in box. Those campuses or locations without admin access will need to have IT staff do the J initiator process.

LRGP: Large Prep is up in Ban7 on the web. *Note: ban7/lrgp did not work for Juneau, but we could access LrgP by going to the ban7/prep site and at the sign in, type lrgp instead of prep.

. Test plans

Discussion: Group audio during testing sessions Fridays Aug 5,12,19 from 9am to 12 noon.

If you are interested in participating in this testing (be able to work on a computer and on the audio at the same time), the numbers are: phone 1-866-393-8073 . conference *1492018*

- Look over test plans. We will need to include SYL forms and SCA2CPY that are new.

- At face-to-face Sept 26-29 in Fbks, we will do final testing; may finalize tables, values.

. Testing reviews

Discussion:

- Forms modified by UA are not yet available (anything with a “2” in the name, ex: SFI2RAT, SSI2AVL, SSR2SEC, etc.)

- Keystrokes familiar. F1 no longer available to identify fields. Go to Help>Dynamic. Options no longer show; to access these type Alt/O, or right-click on white space in a form, which offers additional options.

- New: Common matching, offers comparison matches, will be used by all units including HR, Finance. SORNAME will allow us to build in generic suggestions such as Bill=William, Kathryn=Katherine=Catherine, etc.

- Screen size of 17” is a recommended minimum. Pixels should be set at 1024x768.

Old Items

Other Items

- Down times: Ban 6 will go down 5pm Thr Oct 20. Will be down Fri 10/21. Plan is for Ban7 to be live in Prod by 8am Mon Oct 24. Contingency is to be back 8am Thr Oct 27.

- Send meeting agenda items and suggestions for face-to-face Sept 26-29 in Fbks to Colleen or Saichi.

- Look at Ban7 and identify areas that may need task requests submitted.

Next meeting: August 18, 2005 at 10:30am

Minutes: Jan Crichton