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SUNGARD SCT HIGHER EDUCATION

SCT Banner Student Concurrent Curricula Training Workbook

*May 2005
Release 7.1*

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Section A: Introduction

Lesson: Overview

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Workbook goal

The goal of this workbook is to provide you with the knowledge and practice to set up and use Concurrent Curricula at your institution. The workbook is divided into these sections:

- Introduction
- Set Up
- Day-to-Day Operations
- Reference

Intended audience

Personnel responsible for entering and/or utilizing curriculum information in the SCT Banner Student system

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Section A: Introduction

Lesson: Process Introduction

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Overview

The concurrent curricula enhancement allows an institution to record and use multiple curricula for a person as they move through the student cycle. This feature allows you to enter an unlimited number of curricula, majors, minors and concentrations for a person in SCT Banner.

About Phase I

Phase I (SCT Banner 7.0) of the concurrent curricula enhancement delivered the table structure to store the multiple curricula. This structure provides a means to maintain a complete historical picture of a person's curricula. This phase did not provide new functionality that uses the new curriculum tables, although it does allow you to immediately store an unlimited number of curricula, majors, minors and concentrations.

In addition, Phase I provided these features:

- A new data entry window in which to enter multiple curricula, majors, minors and concentrations.
- A backfill process to update the original curriculum columns so that existing processes will continue to function the same way as in SCT Banner 6. **All existing SCT Banner baseline processes will continue to read curriculum information from the existing primary and secondary curriculum fields rather than the associated fields in the new tables.**
- An enhancement to the Curriculum Rules Control Form (SOACTRL), allowing institutions to determine how much curriculum data can be entered by users. **SunGard SCT suggests that clients continue to restrict the number of curriculum that can be active concurrently to just a primary and secondary curriculum.**

About Phase II

Phase II (SCT Banner 7.1) of this enhancement provides additional Concurrent Curricula functionality through a new report used to track non-destructive updates, as well as a new process used to purge non-current and inactive curricula. In addition, several processing features that were deferred from Release 7.0 are included. RPEs are also included in this phase of the enhancement.



Section A: Introduction

Lesson: Process Introduction (Continued)

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Goals

The overall goals of the Concurrent Curricula enhancement are as follows.

- Move the curriculum data from the current tables (SRBRECR, SARADAP, SGBSTDN, SHRDGMR) into a centralized table structure (SORLCUR and SORLFOS) used by all modules.
- Build a bridge to move the data from the new tables back to the existing curriculum fields on SRBRECR, SARADAP, SGBSTDN, and SHRDGMR.
- Provide basic table APIs for Recruit, Applicant, General Learner, and Learner Outcome, and provide separate table APIs for the new curriculum tables.
- Deliver modified SCT Banner objects (SRARECR, SRAQUIK, SAAADMS, SAAQUIK, SGASTDN, SFAREGS, SHADEGR) that use the APIs for Recruit, Applicant, General Learner, and Learner Outcome and the new curriculum tables.
- Use a centralized curriculum user interface.

Provide conversion scripts for Recruit, Applicant, General Learner, and Learner Outcome curriculum data to move existing curriculum data to the new table structure. These scripts can be executed in batch or automatically from forms when it is determined that the person's curriculum data has not yet been converted.



Section A: Introduction

Lesson: Process Introduction (Continued)

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Underlying table structure

Curriculum data is being moved out of the Recruiting, Admissions, General Student, and Academic History tables, into two separate, distinct curriculum tables. The two tables are the Curriculum Base Table (SORLCUR) and the Curriculum Field of Study Table (SORLFOS). The SORLCUR table allows for the entry of unlimited curricula (program, level, college, degree, and campus (optional)), while SORLFOS stores unlimited majors, minors, and concentrations per curriculum. Each entry in both the SORLCUR and SORLFOS tables has a unique one-up sequence number. This sequence number allows each row to be distinct. In addition, the rows in the SORLFOS table are linked to their corresponding SORLCUR table entry by the SORLCUR row's sequence number. The module code (*RECRUIT*, *ADMISSIONS*, etc.) and key sequence number associated with each SORLFOS field of study row are derived from the SORLCUR row to which they are linked.

Along with new database objects delivered with this enhancement, a new backfill process is being used to update the original curricula columns so that existing processes will continue to recognize and reference the original curriculum data (2 curricula (1 for recruiting), two majors, two minors, six concentrations).

Note: In a future 7.x release, this process to update the original curricula columns will be desupported. New functionality and rules will be implemented to allow for the tracking and use of concurrent curricula using the new table structure.

CAPP does not use the new concurrent curricula table structure at this time.



Section A: Introduction

Lesson: Process Introduction (Continued)

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Curriculum windows

There are a number of ways to view curriculum information with this enhancement.

- Use the new Curriculum window on SRARECR, SAAADMS, SGASTDN, SFAREGS, and SHADEGR to enter and display curriculum data for a specific module, (i.e., Recruiting or Admissions).
- Use the new Curriculum Summary and Field of Study Summary blocks to query information on SRARECR, SAAADMS, SGASTDN, and SHADEGR. These blocks display the most recent record for each priority if that record is active. In addition, they will indicate which rows have been backfilled to the primary and secondary curriculum fields.
- Use the new Curriculum and Field of Study mini-window on SRAQUIK and SAAQUIK to quickly enter or update curriculum data.
- Use the new Learner Curriculum Query Form (SOILCUR) to query on and display curriculum data for all modules for a given ID.

Curriculum API

A Curriculum API has been created to insert data into the new curriculum tables (SORLCUR and SORLFOS) and to also call the backfill procedure for the appropriate modules.

Note: For the purpose of this enhancement, we are now referring to students as “learners,” and to academic history as the “learner outcome.”



Section A: Introduction

Lesson: Process Introduction (Continued)

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Assigning and using Priorities

When a learner is enrolled in multiple concurrent curricula, a method must exist to categorize or organize those multiple curricula as they relate to one another. The **Priority** field used to accomplish this and to identify which curriculum is the primary curriculum and which is the secondary curriculum. This is necessary to support the backfill of the new curriculum information into the existing curriculum columns in the Recruiting, Admissions, Learner (General Student), and Outcome (Academic History degree) table structures (the structures as they existed in SCT Banner 6).

Although the SCT Banner 7.0 and 7.1 releases allow institutions to enter more curricula than will be backfilled into the existing curriculum fields, SunGard SCT suggests that clients continue to restrict the number of curriculum that can be active concurrently to just a primary and secondary curriculum. All existing SCT Banner baseline processes (transcript, enrollment verification, registration restrictions, Web display, NSLC reporting, etc.) will continue to read curriculum information from the existing primary and secondary curriculum fields rather than the associated fields in the new tables.



Section A: Introduction

Lesson: Process Introduction (Continued)

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Back filling existing curricula fields

Moving curriculum information into the existing table structures is handled by a backfill procedure. The backfill procedure will update the original curriculum columns so that existing processes will continue to function in the same way as in SCT Banner 6. The SCT Banner 6 curriculum structure allows for two concurrent active curricula, each with up to two majors, two minors, and six concentrations, with the exception of Recruiting. Recruiting allows for one curriculum.

All SCT Banner 7.0 and 7.1 baseline processes (transcript, enrollment verification, registration restrictions, Web display, NSLC reporting, etc.) will continue to reference curriculum information from the SCT Banner 6 tables.

Although you are able to enter more curricula than will be backfilled into the existing curriculum fields, SunGard SCT suggests that institutions continue to restrict the number of curriculum records that can be active concurrently to just a primary and secondary curriculum.

Note: Even if your institution changes the values in SOACTRL to allow more curricula, majors, minors, and/or concentrations than are currently allowed in SCT Banner 6, only the number allowed in SCT Banner 6 will be backfilled. The backfill only populates fields that existed in SCT Banner 6.

Example of Backfilling: If you create an application on SAAADMS, you will enter curriculum data on the new curriculum window, which will then store that data in SORLCUR and SORLFOS. Upon saving the data, it will also be copied back to the SARADAP_PROGRAM_1, SARADAP_MAJR_CODE_1 (and so forth) fields so that all existing processing which uses these curriculum fields/data will still work.

Non-destructive updates

The Curriculum window supports non-destructive updates. The purpose of non-destructive updates is to maintain a history of all changes to a learner's curriculum. For this reason, no updates are allowed to existing curriculum and field of study records. The process to update existing curriculum information is to duplicate the existing record and then update the newly created record with the appropriate changes (i.e., to inactivate the record and indicate why it was inactivated). Then the user must add a new record to represent the learner's new or current curriculum. The user is allowed to delete curriculum and field of study records. Institutions are encouraged to establish a policy on retaining historical records.



Section A: Introduction

Lesson: Process Introduction (Continued)

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Attached to Major field

The Field of Study block in the Curriculum window contains a field called **Attached to Major**. This field is used to identify the major to which a concentration is attached. If a field of study row is being entered, and the **Type** field has a value of *CONCENTRATION*, the **Attached to Major** field will be enabled. If curriculum checking is turned on (using SOACTRL), when the user selects the Search feature on the **Attached to Major** field, the majors that will be displayed are those:

- that have been entered already in the Field of Study block
and
- that the concentration previously entered is attached to on SOACURR.

If curriculum checking is turned off (using SOACTRL), when you select the Search feature on the **Attached to Major** field, the majors that will be displayed are all those that have been entered already in the Field of Study block.

Status Codes

Status codes provide the following information for each curriculum and/or field of study row.

Activity status codes indicate if a row (either curriculum or field of study) is active or not.

Curriculum status codes are used to indicate the status of each individual field of study row.

Note: Seed data values such as *INPROGRESS*, *PENDING*, or *CHANGED* are delivered, but you can create your own curriculum status codes which specify the status of each field of study row.

Specifically, to indicate that a currently enrolled learner has changed their major, it may be desirable to use a curriculum status of “changed” or “changed major” on the SORLFOS row associated with the original major row (after it has been duplicated and inactivated). Also, in certain circumstances SCT Banner will automatically create a new SORLFOS row with a different curriculum status. For example, when a recruiting record is pulled forward to admissions and an application is created for it, a new SORLFOS row will automatically be inserted for the module code of *RECRUIT* with a curriculum status of *APPLIED*, indicating that the recruiting SORLFOS row has been moved forward to the applicant stage.



Section A: Introduction

Lesson: Terminology

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API

Application Programming Interface. A set of methods through which an application exposes business logic and/or data. For SCT Banner, this refers to the SCT Banner Common Business APIs that all client application types must use. These APIs provide consolidated business logic to make SCT Banner “messaging enabled.”

Attached to Major

This field contains a value only when the **Type** field equals *Concentration*. This field allows the user to attach the concentration being entered to a previously entered major if desired. If the user has curriculum checking turned on and the concentration being entered is attached to a specific major and that major has already been entered, the major code will default into this field. If curriculum checking is turned off, the user can attach any concentration to any major that’s been entered.

Backfill algorithm

Procedure that runs in order to copy the appropriate data from the SORLCUR and SORLFOS tables back into the existing curriculum fields of the form on which the curriculum data is being entered.

Concurrent curricula

Refers to the ability to enter unlimited curricula for a person in SCT Banner.

Field of Study

Field that contains the actual major, minor or concentration code that the person is pursuing (for example, field of study =ART).

Field of Study Type

Identifier used in the Field of Study block to indicate if the row being entered is for a Major, Minor or Concentration.

Learner

Replaces the word *Student*. Learner was chosen to encompass both the traditional student (someone 18 - 22 years of age pursuing an undergraduate degree), as well as the person pursuing additional education for a variety of reasons such as work or personal fulfillment.



Section A: Introduction

Lesson: Terminology (Continued)

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Priority

Field that is used to determine the relative importance of one curriculum to another or of one field of study to another. The **Priority** field allows you to enter a number of your choosing. A row with a lower number priority (i.e., a 1) has greater importance than a row with a higher priority number (i.e., a 3).

The backfill package also makes use of the priority number in determining which rows to use when populating the primary and secondary curriculum fields. The curriculum row with the lowest priority number is the one that will be considered the primary curriculum if the row is active.

Outcome

Replaces the word *Degree*. Outcome identifies the result a learner expects to obtain after their educational experience with the institution (i.e., degree, certificate, etc.).



Section B: Set Up

Lesson: Overview

◀ [Jump to TOC](#)

Introduction

The purpose of this section is to outline the setup process and to detail the procedures of the setup for Concurrent Curricula. In addition, this section asks some questions which users should consider when determining how best to implement the new Concurrent Curricula.

Note: Setup for Concurrent Curricula is minimal.

Intended audience

Personnel responsible for entering and/or utilizing curriculum information in the SCT Banner Student system

Objectives

At the end of this section, you will be able to define and maintain

- field of study type codes for learners
- curriculum activity status codes for learners
- curriculum status codes for learners
- the codes for the SCT Banner modules in which the curriculum processing takes place
- the number of curricula, majors, minors and concentrations allowed to be entered per module.

You will also be able to associate curriculum status codes with application decision codes, student status codes and degree status codes.

Prerequisites

To complete this section, you should have

- completed the SCT Education Practices computer-based training (CBT) tutorial “SCT Banner 7 Fundamentals,” or have equivalent experience navigating in the SCT Banner system
- familiarity with setting up curriculum rules on SOACURR.



Section B: Set Up

Lesson: Overview (Continued)

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Section B: Set Up

Lesson: Learner Field of Study Type Validation (Continued)

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Procedure, continued

4	Click the Save icon.
5	Click the Exit icon.



Section B: Set Up

Lesson: Curriculum Status Validation

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Purpose

Use the Curriculum Status Validation Form (STVCSTS) to maintain curriculum status codes for learners.

SCT Banner form

Curriculum Status Code	Description	System Required	User ID	Activity Date
ACCEPTED	Application has been accepted	<input type="checkbox"/>	PBERRY	08-JUN-2004
ALMOST	Almost there	<input type="checkbox"/>	MHOCKETT	14-APR-2004
APPACCEPT	Applicant acceptance	<input checked="" type="checkbox"/>	PBERRY	08-JUN-2004
APPLIED	Application Exists	<input checked="" type="checkbox"/>	PBERRY	08-JUN-2004
AWARDED	Degree Awarded	<input checked="" type="checkbox"/>	PBERRY	08-JUN-2004
CHANGED	Changed	<input checked="" type="checkbox"/>	PBERRY	08-JUN-2004
COMPLETED	Completed	<input checked="" type="checkbox"/>	PBERRY	08-JUN-2004
DENIED	Application has been rejected	<input checked="" type="checkbox"/>	PBERRY	08-JUN-2004
INPROG	In Progress	<input type="checkbox"/>	MHOCKETT	23-APR-2004
INPROGRESS	In Progress	<input checked="" type="checkbox"/>	PBERRY	08-JUN-2004
INSTACCEPT	Institution acceptance	<input checked="" type="checkbox"/>	PBERRY	08-JUN-2004
MAYBE	Maybe	<input checked="" type="checkbox"/>	MGALELLA	14-SEP-2004
OVERLOAD	Count exceeded	<input checked="" type="checkbox"/>	MHOCKETT	03-FEB-2005
PENDING	Pending	<input checked="" type="checkbox"/>	PBERRY	08-JUN-2004
REJECTED	Application has been rejected	<input type="checkbox"/>	GWHITEMA	14-SEP-2004
SOUGHT	Degree has sought status	<input checked="" type="checkbox"/>	PBERRY	08-JUN-2004
		<input type="checkbox"/>		
		<input type="checkbox"/>		

Procedure

Follow these steps to create a curriculum status code.

Step	Action
1	Access the Curriculum Status Validation Form (STVCSTS).
2	Enter the curriculum status code for the learner's curriculum in the Code field. <i>Examples: Appaccept, Applied, Awarded, Changed, Completed, Denied, Inprogress, Instaccept, Pending, and Sought</i> (these values are delivered as seed values). Additional values can be entered.
3	Enter a description of the curriculum status code. <i>Note: The System Required indicator is used to determine which values are required by the system. If checked, the validation table record cannot be deleted. The indicator is checked for delivered values. You will not check this indicator for values you add.</i>
4	Click the Save icon.
5	Click the Exit icon.



Section B: Set Up

Lesson: Curriculum Activity Status Rules

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Purpose

Use the Curriculum Activity Status Rules Form (SORCACT) to indicate whether a specific Curriculum Activity status code is active or not.

SCT Banner form

Curriculum Activity Status	Description	Active Indicator	System Required Indicator	User ID	Activity Date
ACTIVE	Active Curriculum	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	DFLATH	27-JUL-2004
COMPLETE	Completed	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	MHOCKETT	03-MAR-2004
DEACTIVATED	Remove	<input type="checkbox"/>	<input checked="" type="checkbox"/>	MHOCKETT	05-JAN-2004
GMW	gmw	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	GWHITEMA	11-JUN-2004
INACTIVE	Inactive Curriculum	<input type="checkbox"/>	<input checked="" type="checkbox"/>	CFRIEND	25-MAY-2004
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
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		<input type="checkbox"/>	<input type="checkbox"/>		

Procedure

Follow these steps to complete the process.

Step	Action
1	Access the Curriculum Activity Status Rules Form (SORCACT).
2	Perform an Insert Record function.
3	Enter an appropriate code in the Curriculum Activity Status field. <u>Examples:</u> <i>Active, Inactive, Removed</i>
4	Enter a description in the Description field.



Section B: Set Up

Lesson: Curriculum Activity Status Rules (Continued)

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Procedure, continued

Step	Action
5	Click the Active Indicator checkbox to indicate that this curriculum activity status code represents a status which is active. <u>Note:</u> The System Required checkbox determines which values are required by the system. If the System Required checkbox is checked, the validation table record cannot be deleted. You will not check this indicator for values you add.
6	Click the Save icon.
7	Click the Exit icon.



Section B: Set Up

Lesson: Learner Module Validation

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Purpose

Use the Learner Module Validation Form (STVLMOD) to maintain the codes for the SCT Banner modules in which the curriculum processing takes place.

SCT Banner form

Module Code	Description	User ID	Activity Date
ADMISSIONS	Admissions	MHOCKETT	30-JAN-2004
GMW	123456789012345678901234567890	GWHITEMA	10-MAR-2004
GMW2	gmw testing	GWHITEMA	25-JUN-2004
HISTORY	History	DFLATH	13-JAN-2004
LEARNER	Student	MHOCKETT	05-JAN-2004
OUTCOME	Student Outcome	MHOCKETT	05-JAN-2004
RECRUIT	Recruiting	CFRIEND	12-JAN-2004
XXXXXXXXXXXXXXX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	DFLATH	13-JAN-2004

Procedure

Follow these steps to view the codes.

Step	Action
1	Access the Learner Module Validation Form (STVLMOD).
2	View the codes that exist.
3	Click the Exit icon.



Section B: Set Up

Lesson: Admission Application Decision Code Validation

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Purpose

The Admission Application Decision Code Validation Form (STVAPDC) is used to create and maintain Admission Application Decision codes, such as *Accept*, *Refuse*, *Pending Decision*, *Quick Admit*, and *Application Withdrawal*. Other forms use this form to validate the Admission Application Decision codes. You may only create or maintain these codes on this form.

SCT Banner form

Admission Application Decision Code Validation STVAPDC 7.0 (s7c70)

Decision Code	Description	Significant Decision	Institution Acceptance	Applicant Acceptance	Inactive Application	Institution Rejection	Display On Web	Voice Response Eligible	Voice Response Message	Activity Date
01	Pending Decision Curriculum Status: PENDING	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		01-APR-2004
02	Department Approval Curriculum Status:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		24-JUN-1991
03	Final Review Curriculum Status:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		24-JUN-1991
04	Application Rejected Curriculum Status:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		03-JAN-1995
25	Institution Acceptance Curriculum Status: INSTACCEPT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		08-JUL-2004
30	Quick Entry Curriculum Status: ACCEPTED	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		02-APR-2004
31	Quick Entry/Non-Matriculated Curriculum Status:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		13-MAR-1991
35	Applicant Acceptance Curriculum Status: ACCEPTED	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		02-APR-2004
40	Applicant Rejected Offer Curriculum Status:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		07-AUG-1987
99	Applicant Withdrawal Curriculum Status:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		13-MAY-2004



Section B: Set Up

Lesson: Admission Application Decision Code Validation (Continued)

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Procedure

Follow these steps to complete the process.

Step	Action
1	Access the Admission Application Decision Code Validation Form (STVAPDC).
2	Perform an Insert Record function.
3	Enter a code in the Decision Code field.
4	Enter a description of the code.
5	Click any appropriate checkboxes.
6	Complete the Voice Response Message field, if using a voice response system.
7	Use the Curriculum Status field (optional) to assign a curriculum status code to the decision code. You can select a curriculum status using the LOV. <i>Examples: Applied, Accepted, Denied, etc.</i>
8	Click the Save icon.
9	Click the Exit icon.



Section B: Set Up

Lesson: Degree Status Code Validation (Continued)

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Procedure

Follow these steps to complete the process.

Step	Action
1	Access the Degree Status Code Validation Form (STVDEGS).
2	Perform an Insert Record function.
3	Enter the degree status code.
4	Enter a description of the degree status code.
5	If appropriate enter the appropriate value (<i>A</i> or <i>P</i>) in the Awarded Indicator field.
6	Complete the Next Degree Status field, if appropriate. <u>Note:</u> The Next Degree Status field is used in conjunction with the Update Next Degree Status checkbox on the Graduation Status Validation Form (STVGRST). If the Update Next Degree Status checkbox on STVGRST is checked for the graduation status entered, then the current degree status code on the Degrees and Other Formal Awards Form (SHADEGR) will be updated with the next degree status maintained on this validation form. <u>Note:</u> The System Required indicator determines which values are required by the system. If the System Required indicator is checked, the validation table record cannot be deleted. You will not use this indicator for values that you add.
7	In the Curriculum Status field, select a curriculum status code using the LOV, if applicable.
8	Click the Save icon.
9	Click the Exit icon.



Section B: Set Up

Lesson: Student Status Code Validation

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Purpose

The Student Status Code Validation Form (STVSTST) is used to create and maintain Student Status codes, such as *Active*, *Withdrawn*, and *Inactive due to Graduation*.

SCT Banner form

Status Code	Description	Allow Registration	System Required	Curriculum Status	Activity Date
AS	Active	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	ACCEPTED Application has been accepted	02-APR-2004
D1	More testing - Dayna	<input type="checkbox"/>	<input type="checkbox"/>	INPROGRESS In Progress	08-JUL-2004
DF	Dayna's Code - testing	<input type="checkbox"/>	<input type="checkbox"/>	COMPLETED Completed	14-APR-2004
GS	Graduated	<input checked="" type="checkbox"/>	<input type="checkbox"/>		06-APR-2004
IG	Inactive due to Graduation	<input type="checkbox"/>	<input type="checkbox"/>	COMPLETED Completed	06-APR-2004
IS	Inactive	<input type="checkbox"/>	<input checked="" type="checkbox"/>		02-APR-2004
NS	Active	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	ACCEPTED Application has been accepted	14-APR-2004
WW	0123456789012345678901234567	<input type="checkbox"/>	<input checked="" type="checkbox"/>		19-FEB-2004
		<input checked="" 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"/>		
		<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"/>		



Section B: Set Up

Lesson: Student Status Code Validation (Continued)

◀ Jump to TOC

Procedure

Follow these steps to complete the process.

Step	Action
1	Access the Student Status Code Validation Form (STVSTST).
2	Perform an Insert Record function.
3	Enter the student status code in the Code field.
4	Enter a description of the code.
5	Click the Allow Registration checkbox, if appropriate. <u>Note:</u> The System Required indicator determines which values are required by the system. If the System Required indicator is checked, the validation table record cannot be deleted. You will not use this indicator for values that you add.
6	Enter a curriculum status in the Curriculum Status field. <u>Note:</u> If no curriculum status code is assigned to the student status code, then a default of 'INPROGRESS' will be used.
7	Click the Save icon.
8	Click the Exit icon.



Section B: Set Up

Lesson: Curriculum Rules Control

◀ Jump to TOC

Purpose

The Curriculum Rules Control Form (SOACTRL) uses radio groups to

- determine if curriculum checking is to be used
- determine if/how various areas related to curriculum are used
- set the severity level of error checking by module if using curriculum rules.

SCT Banner form

Curriculum Rules Control SOACTRL: 7.0 (s7c70)

Curriculum Rules	Yes	No
Use CAPP's Program Planning:	<input type="radio"/>	<input checked="" type="radio"/>
Perform Curriculum Checking:	<input checked="" type="radio"/>	<input type="radio"/>
Attach Concentrations to Majors:	<input checked="" type="radio"/>	<input type="radio"/>
Create or Update Degree with Primary Curriculum:	<input checked="" type="radio"/>	<input type="radio"/>
Create or Update Degree with Secondary Curriculum:	<input type="radio"/>	<input checked="" type="radio"/>

Curriculum Checking Error Severity	Fatal	Warning	No Checking
Recruiting:	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Admissions:	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
General Student:	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Academic History:	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
CAPP Compliance Request	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

Activity Date: 18-AUG-2004

Number of Curricula Allowed	Curricula	Majors	Minors	Concentrations	System Required	User	Activity Date
Learner Module							
ADMISSIONS	2	4	2	6	<input checked="" type="checkbox"/>	DLINDBLO	10-AUG-2004
GMW	0	0	0	0	<input checked="" type="checkbox"/>	GWHITEMA	11-JUN-2004
GMW2	1	2	0	0	<input type="checkbox"/>	GWHITEMA	25-JUN-2004
LEARNER	3	4	4	5	<input checked="" type="checkbox"/>	SYSTEST08	17-AUG-2004



Section B: Set Up

Lesson: Curriculum Rules Control (Continued)

◀ Jump to TOC

Procedure

Follow these steps to complete the process.

Step	Action
1	Access the Curriculum Rules Control Form (SOACTRL).
2	Perform a Next Block function to access the Number of Curricula Allowed block.
3	Select the record containing the module code which you would like to modify.
5	Enter the number of active curricula to be allowed for this module in the Curricula field.
6	Enter the number of active majors per curricula to be allowed for this module in the Majors field.
7	Enter the number of active minors per curricula to be allowed for this module in the Minors field.
8	Enter the number of active concentrations per curricula to be allowed for this module in the Concentrations field.
9	Click the System Required checkbox, if appropriate. <u>Note:</u> The System Required checkbox is used to determine which values are required by the system. If checked, the record cannot be deleted.
10	Click the Save icon.
11	Click the Exit icon.



Section B: Set Up

Lesson: Self Check

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Directions

Use the information you have learned in this workbook to complete this self-check activity.

Question 1

The Curriculum Base Table (SORLCUR) allows for the entry of unlimited curricula and the Curriculum Field of Study Table (SORLFOS) allows for the entry of unlimited majors, minors, and concentrations per curriculum.

True or False

Question 2

Once data is entered into the SORLCUR and SORLFOS tables, a “backfill” algorithm runs in order to copy the appropriate data from SORLCUR and SORLFOS back into the existing curriculum fields of the form on which you are working.

True or False

Question 3

Match the form name to the purpose of the form.

- ___ Learner Field of Study Type Validation (GTVLFST)
- ___ Learner Curriculum Activity Validation (STVCACT)
- ___ Curriculum Status Validation (STVCSTS)
- ___ Learner Module Validation (STVLMOD)

- a) Maintain curriculum status codes for learners
- b) Maintain field of study type codes for learners
- c) Maintain curriculum activity status codes for learners
- d) Maintain the codes for the SCT Banner modules in which the curriculum processing takes place



Section B: Set Up

Lesson: Self Check (Continued)

◀ [Jump to TOC](#)

Question 4

If you want to restrict how much curriculum data can be entered, you can control it using the Number of Curricula Allowed block on the

- a) Curriculum Activity Status Validation Form (STVCACT)
- b) Curriculum Status Validation Form (STVCSTS)
- c) Curriculum Rules Control Form (SOACTRL)
- d) Degree Status Code Validation Form (STVDEGS)

Question 5

What form is used to specify whether a curriculum activity status code is active or inactive?



Section B: Set Up

Lesson: Answer Key for Self Check

◀ Jump to TOC

Question 1

The Curriculum Base Table (SORLCUR) allows for the entry of unlimited curricula and the Curriculum Field of Study Table (SORLFOS) allows for the entry of unlimited majors, minors, and concentrations per curriculum.

True

Question 2

Once data is entered into the SORLCUR and SORLFOS tables, a “backfill” algorithm runs in order to copy the appropriate data from SORLCUR and SORLFOS back into the existing curriculum fields of the form on which you are working.

True

Question 3

Match the form name to the purpose of the form.

- b) Learner Field of Study Type Validation (GTVLFST)**
- c) Learner Curriculum Activity Validation (STVCACT)**
- a) Curriculum Status Validation (STVCSTS)**
- d) Learner Module Validation (STVLMOD)**

- a) Maintain curriculum status codes for learners
- b) Maintain field of study type codes for learners
- c) Maintain curriculum activity status codes for learners
- d) Maintain the codes for the SCT Banner modules in which the curriculum processing takes place



Section B: Set Up

Lesson: Answer Key for Self Check (Continued)

◀ [Jump to TOC](#)

Question 4

If you want to restrict how much curriculum data can be entered, you can control it using the Number of Curricula Allowed block on the

- a) Learner Curriculum Activity Validation Form (STVCACT)
- b) Curriculum Status Validation Form (STVCSTS)
- c) **Curriculum Rules Control Form (SOACTRL)**
- d) Degree Status Code Validation Form (STVDEGS)

Question 5

What form is used to specify whether a curriculum activity status code is active or inactive?

Learner Curriculum Activity Rules (SORCACT)



Section C: Day-to-Day Operations

Lesson: Overview

◀ Jump to TOC

Introduction

The purpose of this section is to explain how to use the features related to Concurrent Curricula including creating, modifying and deleting curriculum in the various modules within SCT Banner Student. In addition, this section provides more in-depth detail on some of the key concepts in Concurrent Curricula.

Intended audience

Personnel responsible for entering and/or utilizing curriculum information in the SCT Banner Student system

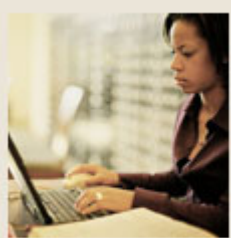
Objectives

At the end of this section, you will be able to:

- use the Curricula windows
- perform general procedures for inserting a new curriculum
- perform general procedures for changing curriculum data
- use the various Student forms affected by the concurrent curricula feature
- view curricula data
- run related reports and processes.

Prerequisites

To complete this section, you should have completed the SCT Education Practices computer-based training (CBT) tutorial “SCT Banner 7 Fundamentals,” or have equivalent experience navigating in the SCT Banner system.



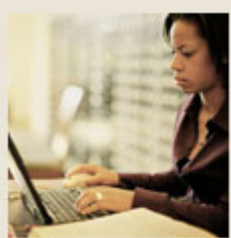
Section C: Day-to-Day Operations

Lesson: Overview (Continued)

◀ [Jump to TOC](#)

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Section C: Day-to-Day Operations

Lesson: The Curriculum Windows

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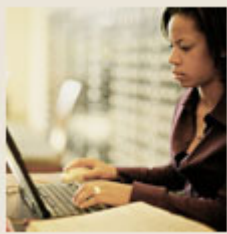
Introduction

There are three variations of the Curriculum window in SCT Banner 7.1. The first is the main Curriculum window which resides on its own tab on SRARECR, SAAADMS, SGASTDN, SFAREGS and SHADEGR. This window is where the bulk of the curriculum data is entered. The second is the “mini-Curriculum” window which resides on the two Quick entry forms, SRAQUIK and SAAQUIK. As with the main curriculum window, the mini window is also used for data entry of curriculum. The third window, the Curricula Summary window, allows you to view the most current curricula for a person (current = most recent row that is active for each priority). This window also indicates if the SORLCUR row displayed has been backfilled as part of the Primary or Secondary curriculum.

The Curricula window exists in the Student general library (SOQOLIB). This window is used by all the forms mentioned above; however, the specific fields displayed on each Curricula window are dynamically determined based on the form that you are using.

Example

On the Curriculum window of the Admissions Application Form (SAAADMS), you won't see the fields for **Module**, **Admission Type** or **Matriculation Term** because they are not needed for this form.



Section C: Day-to-Day Operations

Lesson: The Curriculum Windows (Continued)

◀ Jump to TOC

Main curriculum window

The main Curriculum window is shown below. This is how the window appears on the Recruit Prospect Information Form (SRARECR).

The screenshot displays the SRARECR 7.1 software interface. At the top, the window title is "Recruit Prospect Information SRARECR 7.1". Below the title bar, there are input fields for "ID:" (A00019687), "Mulligan, Barbara", "Term:" (200310), and "Level:" (UG). A navigation bar contains tabs for "Recruit", "Curricula", "Sources and Interests", "Contacts, Cohorts, Attributes", and "Comments and Learned". The "Curricula" tab is active, showing a "Curriculum" window with "Record 1 of 1".

Curriculum

Current: Change Curriculum:

Key Sequence: 1

Term: 200310 Fall 2002

Catalog Term: 200310 Fall 2002

Priority: 1

Program: DMF_ART_MAIN

Level: UG Undergraduate

Campus: M Main

College: AS College of Arts & Science

Degree: BA Bachelor of Arts

Activity: ACTIVE

Start Date:

End Date:

User ID: DFLATH

Activity Date: 29-JUL-2004

Field of Study

Current:

Priority: 1

Activity: ACTIVE

Start Date:

Term: 200310

Type: MAJOR

Status: APPLIED

End Date:

Field of Study: ART Art

Attached to Major:

Department:

Full or Part Time:

Catalog Term: 200310

End Term:

User ID: DFLATH

Activity Date: 29-JUL-2004

Below the Field of Study section, there are two more rows of empty form fields for additional entries.



Section C: Day-to-Day Operations

Lesson: The Curriculum Windows (Continued)

◀ Jump to TOC

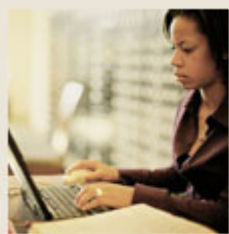
Mini curriculum window

Two Student forms – the Quick Recruit Form (SRAQUIK) and the Quick Entry Form (SAAQUIK) – do not have a Curricula tab. Instead they have a “mini-curriculum window,” consisting of the Curriculum block and the Field of Study block, located on the bottom of the first window of each form. This enables you to enter data quickly, without having to navigate to another tabbed window. The Curriculum and Field of Study blocks contain the key fields required to create a curriculum record.

Note: The data entered into this mini-window still updates the SORLCUR and SORLFOS tables and is then backfilled appropriately.

The screenshot displays the 'Quick Entry SAAQUIK 7.1' application window. At the top, there are input fields for 'ID', 'Term', and 'Level', along with a 'Generate ID' button. Below this, there are two tabs: 'Quick Admit' and 'Addresses'. The main content area is divided into several sections:

- Enter Address:** Includes radio buttons for 'Gender' (Male, Female, Not Available), 'Birth Date', 'Ethnic', 'Citizenship', 'Student Type', 'Student Status', and 'Residence'.
- Full or Part Time:** Includes a checkbox and a 'Rate' dropdown.
- Education Goal and Level:** Includes dropdown menus for 'Education Goal' and 'Education Level'.
- Application and Recruit Information:** Includes checkboxes for 'Create Application Record' and 'Create Recruit Record', dropdowns for 'Admission Type', 'Admission Status', and 'Admission Decision', and a 'Primary Source' dropdown.
- Curriculum:** Includes dropdowns for 'Term', 'Catalog Term', 'Priority', 'Program', 'Level', 'Campus', 'College', and 'Degree'. It also shows 'Record' and 'of' fields with navigation arrows.
- Field of Study:** Includes dropdowns for 'Priority', 'Type', 'Status', 'Field of Study', 'Attached to Major', and 'Department'.



Section C: Day-to-Day Operations

Lesson: The Curriculum Windows (Continued)

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Curricula Summary window

On the first window of SRARECR, SAAADMS, SGASTDN and SHADEGR, a “Curricula Summary” window exists which shows the most current curricula for the person (current = most recent rows that are active for each priority). This window also indicates if the SORLCUR row displayed has been backfilled as part of the Primary or Secondary curriculum.

Admissions Application SAAADMS 7.1

ID: A00034085 Morrison, Dina R. Term: 200710 Fall 2006

Application Curricula Fees, Mail Submission, Withdrawal Data Checklist Sources, Interests, Comments Contacts, Cohorts, Attributes

Application

Entry Term: 200710 Fall 2006 Application Number: 1 Application Date: 03-JUN-2005

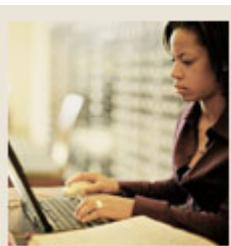
Admission Type: ST Standard Application Status: D Decision Made
Student Type: N New First Time Application Status Date: 02-JUN-2005
Residence: 0 Undeclared Maintained By: U USER
Site: 001 Downtown Site Application Decision:
Full Time or Part Time: F Full Time Application Decision Date:
Outstanding Requirements: Maintained By:

Curricula Summary - Primary

Priority: 1 Catalog Term: 200710 Level: 01 Undergraduate College: AS College of Arts & Sciences
Term: 200710 Program: BACH-ARTS Campus: CEN Central Campus Degree: BA Bachelor of Arts

Field of Study Summary

Priority: 1 Type: MAJOR Department: ART Art
Term: 200710 Field of Study: ART Art Attached to Major:
Priority: Type: Department:
Term: Field of Study: Attached to Major:



Section C: Day-to-Day Operations

Lesson: Viewing Curricula Data

◀ Jump to TOC

SCT Banner form

The Curriculum Summary Form (SOILCUR) is a query form that allows you to view all curricula for a person, either in total or by module, term and/or sequence number. Use SOILCUR to see all the possible fields that exist for the Curriculum window.

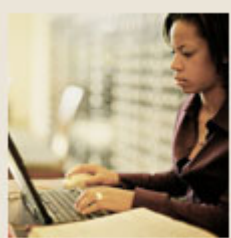
Learner Curriculum Query SOILCUR 7.1

ID: A00019687 Mulligan, Barbara Summary:
Module: RECRUIT Term: 200310 Key Sequence:
Curriculum Record 1 of 1

Current: <input checked="" type="checkbox"/>	Seq Num: 3	Module: RECRUIT	Roll Learner: <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Default
Key Sequence: 1	Term: 200310 Fall 2002	Campus: M Main	User ID: DFLATH
Catalog Term: 200310 Fall 2002	Priority: 1	College: AS College of Arts & Science	Activity Date: 29-JUL-2004
Program: DMF_ART_MAIN	Level: UG Undergraduate	Degree: BA Bachelor of Arts	Admission Type:
		Activity: ACTIVE	Admission Term:
		Start Date:	Matriculated Term:
		End Date:	End Term:

Field of Study

Current: <input checked="" type="checkbox"/>	Seq Num: 1	Term: 200310	Field of Study: ART Art	Catalog Term: 200310
Priority: 1	Type: MAJOR	Attached to Major:	End Term:	
Activity: ACTIVE	Status: APPLIED	Department:	User ID: DFLATH	
Start Date:	End Date:	Full or Part Time:	Activity Date: 29-JUL-2004	
Current: <input type="checkbox"/>	Seq Num:	Term:	Field of Study:	Catalog Term:
Priority:	Type:	Attached to Major:	End Term:	
Activity:	Status:	Department:	User ID:	
Start Date:	End Date:	Full or Part Time:	Activity Date:	



Section C: Day-to-Day Operations

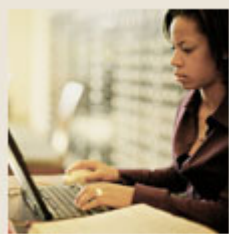
Lesson: Viewing Curricula Data (Continued)

◀ Jump to TOC

Procedure

Follow these steps to view curricula data.

Step	Action
1	Access the Curriculum Summary Form (SOILCUR).
2	Enter the ID of the person in the ID field.
3	Enter the module in the Module field (optional), or select one from the LOV.
4	Enter the term for which you want to view data, or select one from the LOV. <u>Note:</u> Entering or selecting a term is optional. If you leave it blank the summaries for all curriculums and modules will be returned.
5	To view data for a specific recruit, applicant, student or outcome record, use the Summary pull-down box. It allows you to access any of the four summary forms to select and return with a specific record.
6	Perform a Next Block function to view the data. <u>Note:</u> Once the main window has been populated, you can run queries on specific fields such as the current indicator to just show the most recent rows for the student.
7	Click the Exit icon.



Section C: Day-to-Day Operations

Lesson: General Procedure for Inserting a New Curriculum

◀ Jump to TOC

Introduction

The procedure that follows is a general procedure and can be used with any of the applicable forms that allow you to access the Curricula window or the mini-curricula window.

Procedure

Follow these steps to complete the process.

Step	Action
1	Access the appropriate form <i>and</i> enter the necessary data on the main window. <u>Examples:</u> SRARECR, SAAADMS, etc.
2	Perform a Next Block function or select the Curricula tab to access the Curricula window of the form. <u>Note:</u> Performing a Next Block function from the main window of the Recruit Prospect Information Form (SRARECR) and the Admissions Application Form (SAAADMS) will have different results, depending on whether curriculum data exists for the record being created.
3	Enter curricula data, including priority, program and/or other data in the fields related to the curriculum.
4	Perform a Next Block function to access the Field of Study block.



Section C: Day-to-Day Operations

Lesson: General Procedure for Inserting a New Curriculum (Continued)

◀ Jump to TOC

Procedure, continued

Step	Action
5	<p>Complete these fields: Priority, Type (Major, Minor or Concentration), Status (if other than the default), and Field of Study.</p> <p><u>Warning:</u> At least one active row with Type = <i>Major</i> must exist. Without a major, you will not be able to save the record.</p> <p><u>Note:</u> Using the down arrow or Ctrl+H on the Field of Study field will bring up an options window with appropriate selections based on how the curriculum is defined on SOACURR.</p>
6	Click the Save icon.
7	Click the Exit icon.



Section C: Day-to-Day Operations

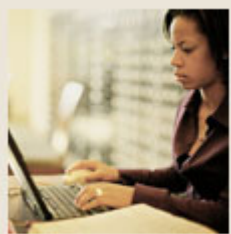
Lesson: Changing a Major, Minor or Concentration

◀ Jump to TOC

Introduction

The steps used to change a curriculum, major, minor or concentration to another depends on what other curriculum data currently exists for the user and whether the new major, minor or concentration exists within the existing curriculum or not. In addition, the steps required depend on whether the user wants to keep a complete history of curriculum changes or only a minimum of history. The steps for each are detailed below.

Recruit	Curricula	Sources and Interests	Contacts, Cohorts, Attributes	Comments and Learned			
Curriculum Record 1 of 1							
Current:	<input type="checkbox"/>	Change Curriculum:					
Key Sequence:	1	Campus:	<input type="text"/>	User ID:	<input type="text"/>		
Term:	200710 Fall 2006	College:	00 No college designated	Activity Date:	<input type="text"/>		
Catalog Term:	200710 Fall 2006	Degree:	000000 Undeclared				
Priority:	1	Activity:	ACTIVE				
Program:	*****	Start Date:	<input type="text"/>				
Level:	UG Undergraduate	End Date:	<input type="text"/>				
Field of Study							
Current:	<input type="checkbox"/>	Term:	200710	Field of Study:	0000 Undeclared	Catalog Term:	200710
Priority:	1	Type:	MAJOR	Attached to Major:	<input type="text"/>	End Term:	<input type="text"/>
Activity:	ACTIVE	Status:	INPROGRESS	Department:	<input type="text"/>	User ID:	<input type="text"/>
Start Date:	<input type="text"/>	End Date:	<input type="text"/>	Full or Part Time:	<input type="text"/>	Activity Date:	<input type="text"/>
Current:	<input type="checkbox"/>	Term:	<input type="text"/>	Field of Study:	<input type="text"/>	Catalog Term:	<input type="text"/>
Priority:	<input type="text"/>	Type:	<input type="text"/>	Attached to Major:	<input type="text"/>	End Term:	<input type="text"/>
Activity:	<input type="text"/>	Status:	<input type="text"/>	Department:	<input type="text"/>	User ID:	<input type="text"/>
Start Date:	<input type="text"/>	End Date:	<input type="text"/>	Full or Part Time:	<input type="text"/>	Activity Date:	<input type="text"/>



Section C: Day-to-Day Operations

Lesson: Changing a Major, Minor or Concentration (Continued)

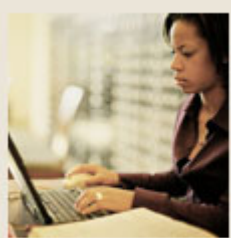
◀ Jump to TOC

Procedure: Changing a major to another in the same program

Follow these steps to change a major (or minor or concentration) to another within the same curriculum/program.

Note: You must have your curriculum rules set up with multiple majors attached to the same curriculum for this exercise.

Step	Action
1	Access the Recruit Prospect Information Form (SRARECR).
2	Perform a Next Block function three times to access the Curriculum window or click on the Curricula tab.
3	Perform a Next Block function to access the Field of Study window.
4	If you want to keep a complete history of changes, perform an Insert Record then perform a Duplicate Record function on the Major row to be changed. <u>Note:</u> If only a minimal history is desired, omit this step and skip to step 6 and use the same priority as exists on the Major record to be changed.
5	On the duplicated record, enter an Activity code that's <i>Inactive</i> and enter a Status code that describes why the major is being changed.
6	Perform an Insert Record function.
7	Complete these fields: the Priority, Type, Status (optional) and Field of Study for the new major.
8	Click the Save icon.
9	Click the Exit icon.



Section C: Day-to-Day Operations

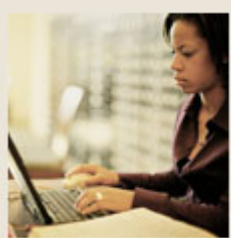
Lesson: Changing a Major, Minor or Concentration (Continued)

◀ Jump to TOC

Procedure: Changing a major to one in a different program

Follow these steps to change a major to one in a different program, keeping a complete history of the changes.

Step	Action
1	Access the main window on the Recruit Prospect Information Form (SRARECR).
2	Perform a Next Block function three times to access the Curriculum window or click on the Curricula tab.
3	Click the Change Curriculum icon while on the curriculum row to be inactivated (it must currently be active and the most recent record for the priority). <u>Result:</u> The icon does these things: <ul style="list-style-type: none">• Automatically duplicates the curriculum row to be changed• Inactivates the curriculum row• Inserts a new curriculum row to be filled in
4	Complete these fields: Priority, Program, Level, Campus (optional), Degree and College .
5	Perform a Next Block function to access the Field of Study block.
6	Complete these fields: Priority, Type (Major, Minor or Concentration), Status (if other than the default), and Field of Study for the new major. <u>Note:</u> At least one active row with Type = Major must exist. Without a major, you will not be able to save the record.
7	Click the Save icon.
8	Click the Exit icon.



Section C: Day-to-Day Operations

Lesson: Changing a Major, Minor or Concentration (Continued)

◀ Jump to TOC

Procedure: Changing a major and keeping minimal history

Follow these steps to change a major to one in a different program, keeping a minimal history of the changes.

Step	Action
1	Access the main window on the Recruit Prospect Information Form (SRARECR).
2	Perform a Next Block function three times to access the Curriculum window or click on the Curricula tab.
3	Insert a new row for the curriculum associated with the new major in the Curriculum block. <u>Note:</u> Ensure that you enter the same priority number as that on the curriculum row that is no longer valid.
4	Perform a Next Block function to access the Field of Study block.
5	Insert a new field of study row for the new major code. <u>Note:</u> Because this new field of study row is tied to a different SORLCUR row, the priority does not need to be the same as the inactivated field of study row.
6	Click the Save icon.
7	Click the Exit icon.



Section C: Day-to-Day Operations

Lesson: Entering Curricula Data with the General Student Form

◀ Jump to TOC

SCT Banner form

The General Student Form (SGASTDN) is used to maintain current and historical information about a student.

The screenshot displays the 'General Student' form for 'Student, Alex P.' with ID 'A00029554' and term '200710'. The interface includes tabs for 'Learner', 'Curricula', 'Activities', 'Veteran', 'Comments', and 'Academic and Graduation Status, Dual Degree, Miscellaneous'. The 'General Learner' section contains fields for 'New Term' (200610, Fall 2005-2006), 'Student Status' (AS Active), 'Student Type' (A 1st Time Freshman), 'Residence' (R In state Resident), 'Fee Assessment Rate' (LOCAL Local Resident), 'Class' (FR Freshman), and 'Full or Part Time' (F FULL). A 'From Term' (200610) and 'To Term' (999999) are also specified. An 'Additional Information' box includes 'Site', 'Session', 'Block', and 'Citizenship' (Y Citizen). The 'Curricula Summary - Primary' section shows 'Priority: 1', 'Catalog Term: 200610', 'Level: UG Undergraduate', 'College: AS College of Arts & Sciences', 'Term: 200610', 'Program: BA-ENGL', 'Campus: M Main', and 'Degree: BA Bachelor of Arts'. The 'Field of Study Summary' section lists 'Priority: 1', 'Type: MAJOR', 'Department: ENGL English', 'Term: 200610', and 'Field of Study: ENGL English'. There are also empty fields for 'Attached to Major' and additional 'Field of Study' entries.

SGASTDN and backfilling data

The General Student Form (SGASTDN) is effective-term driven. Therefore, a new student record must be created whenever a new SORLCUR and/or SORLFOS record is to be entered for a term that does not match the effective term on any of the existing student records. This is to ensure that the backfill process works correctly and backfills only the appropriate rows to the appropriate student record. The display of curriculum data for each student effective term record is as follows:

All curriculum records which have a term code that is less than the To Term of the corresponding Student record are displayed.



Section C: Day-to-Day Operations

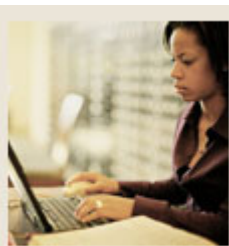
Lesson: Entering Curricula Data with the General Student Form (Continued)

◀ Jump to TOC

Procedure

Follow these steps to use the curriculum features and maintain a complete history of changes.

Step	Action
1	Access the General Student Form (SGASTDN).
2	Enter the ID and term (optional) in the key block.
3	Perform a Next Block function. <u>Note:</u> If you wish to enter curriculum data for a term for which there is no corresponding effective term record for the student, a Duplicate Record function must be performed to create a new Student record.
4	Access the Curricula window.
5	Click the Change Curriculum icon while on the curriculum row to be inactivated (it must be active and the most recent record for the priority). <u>Result:</u> This icon automatically duplicates the curriculum row to be changed, inactivates it, and inserts a new curriculum row to be filled in.
6	Complete these fields: Priority, Program, Campus (optional), Level, Degree and College Some fields may default from the program (if using programs). For example, the level, degree and college will default; if the campus has been entered in the program definition (SMAPRLE) it will also default.
7	Perform a Next Block function to access the Field of Study block.
8	Complete these fields: Priority, Type (Major, Minor or Concentration), Status (if other than the default), and Field of Study (if multiple fields of study are available for that program, otherwise the field of study will also default from the program). <u>Note:</u> At least one active row with Type = <i>Major</i> must exist. Without a major, you will not be able to save the record.
9	Click the Save icon.
10	Click the Exit icon.



Section C: Day-to-Day Operations

Lesson: Entering Curriculum Data with the Course Registration Form

◀ Jump to TOC

SCT Banner form

The Student Course Registration Form (SFAREGS) can

- register a student for course sections
- perform adds, drops, and withdrawals
- print student schedules or bills.

Note: Use this form to update student term or curriculum information if the student is registered for any term within the effective terms on SGASTDN.

Student Course Registration SFAREGS 7.1

Term: 200710 ID: A00029554 Student, Alex P. Date: 06-JUN-2005 Holds:

Print Bill Print Schedule

Registration Student Term **Curricula** Time Status

Curriculum Record 1 of 2

Current: Change Curriculum:

Key Sequence: 99 Campus: M Main Roll Learner: Yes No Default

Term: 200610 Fall 2005-2006 College: AS College of Arts & Science: User ID: SAISUSR

Catalog Term: 200610 Fall 2005-2006 Degree: BA Bachelor of Arts: Activity Date: 31-JAN-2005

Priority: 1 Activity: ACTIVE Admission Type: ST Standard

Program: BA-ENGL Admission Term: 200610 Fall 2005-2006

Level: UG Undergraduate Start Date: End Date: Matriculated Term: 200610 Fall 2005-2006

End Term: End Term:

Field of Study

Current: Term: 200610 Field of Study: ENGL English Catalog Term: 200610

Priority: 1 Type: MAJOR Attached to Major: End Term:

Activity: ACTIVE Status: INPROGRESS Department: ENGL English User ID: SAISUSR

Start Date: End Date: Full or Part Time: Activity Date: 31-JAN-2005

Current: Term: Field of Study: Catalog Term:

Priority: Type: Attached to Major: End Term:

Activity: Status: Department: User ID:

Start Date: End Date: Full or Part Time: Activity Date:



Section C: Day-to-Day Operations

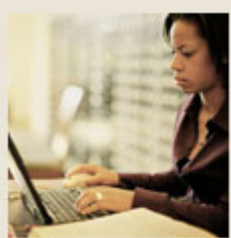
Lesson: Entering Curriculum Data with the Course Registration Form (Continued)

◀ Jump to TOC

Procedure

Follow these steps to complete the process.

Step	Action
1	Access the Student Course Registration Form (SFAREGS).
2	Double-click in the Term field and select the desired term or enter the term for your student.
3	Enter the student's ID in the ID field.
4	Perform a Next Block function.
5	Access the Curricula window via the Curricula tab.
6	Click the Change Curriculum icon to change the student's curriculum to another curriculum.
7	Complete these fields: Priority, Program, Campus (optional), Level, Degree and College <u>Note:</u> Some fields will default from the program code (if using programs).
8	Perform a Next Block function to access the Field of Study block.
9	Complete these fields: Priority, Type (Major, Minor or Concentration), Status (if other than the default), and Field of Study (if multiple fields of study are available for that program otherwise the field of study will also default from the program). <u>Note:</u> At least one active row with Type = <i>Major</i> must exist. Without a major, you will not be able to save the record.
10	Click the Save icon. <u>Result:</u> A new student record will automatically be created if one did not already exist with the same effective term as the key block term on SFAREGS.
11	Click the Exit icon.



Section C: Day-to-Day Operations

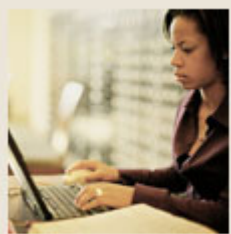
Lesson: Reports and Processes

◀ Jump to TOC

Reports and processes

The table shows the reports and processes that impact concurrent curricula.

Description	SCT Banner Name	Purpose/Impact on Concurrent Curricula
Learner Curriculum Conversion Process	SOPLCCV	Takes existing SCT Banner 6 curriculum data and stores it into the new SORLCUR and SORLFOS tables for a specific ID or selected population.
AMCAS Data Load Process	SAPAMAL	Calls the appropriate APIs so that curriculum data is stored in the new SORLCUR and SORLFOS tables and is then backfilled.
Electronic Application Verify/Load Process	SARETMT	Calls the appropriate APIs so that curriculum data is stored in the new SORLCUR and SORLFOS tables and is backfilled.
Degree Status Update Report	SHRDEGS	Calls the curriculum conversion process and creates updated SORLCUR and SORLFOS rows with the curriculum status entered on STVDEGS.
Grade Roll to Academic History	SHRROLL	Uses the data in the SORLCUR and SORLFOS tables to determine when new curriculum and/or degree rows should be created in academic history.
Student Type Update Report	SHRTYPE	The insert and update to SGBSTDN have been replaced with APIs.
Learner Curriculum Purge Process	SOPLCPG	Used to purge SORLCUR rows and/or SORLFOS rows for Admissions and Recruiting records.
Non-Destructive Curric Update Report	SORLCHG	Used to show non-destructive updates made to curriculum and/or field of study records.



Section C: Day-to-Day Operations

Lesson: Using the Learner Curriculum Conversion Process

◀ Jump to TOC

SCT Banner process

The Learner Curriculum Conversion Process (SOPLCCV) reads the input population and runs the curriculum conversion process. You must enter a valid ID or create a population selection to run this process.

Note: This process will most likely be run by technical personnel. It is included here for reference purposes only.

Process Submission Controls GJAPCTL 7.1

Process: Learner Curriculum Conversion Parameter Set:

Printer Control

Printer: Special Print: Lines: Submit Time:

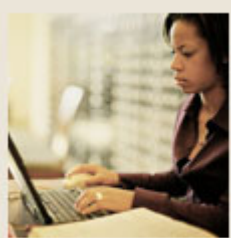
Parameter Values

Number	Parameters	Values
<input type="text" value="01"/>	<input type="text" value="Student Learner module"/>	<input type="text"/>
<input type="text" value="02"/>	<input type="text" value="Term"/>	<input type="text"/>
<input type="text" value="03"/>	<input type="text" value="Learner ID"/>	<input type="text"/>
<input type="text" value="04"/>	<input type="text" value="Application Code"/>	<input type="text"/>
<input type="text" value="05"/>	<input type="text" value="Selection Identifier"/>	<input type="text"/>
<input type="text" value="06"/>	<input type="text" value="Creator ID"/>	<input type="text"/>
<input type="text" value="07"/>	<input type="text" value="User ID"/>	<input type="text"/>
<input type="text" value="08"/>	<input type="text" value="Rerun conversion indicator"/>	<input type="text" value="N"/>

LENGTH: 15 TYPE: Character O/R: Optional M/S: Single
Student Learner module code.

Submission

Save Parameter Set as Name: Description: Hold Submit



Section C: Day-to-Day Operations

Lesson: Using the Learner Curriculum Conversion Process (Continued)

◀ Jump to TOC

Parameters

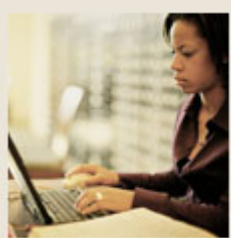
The table provides descriptions of each parameter on SOPLCCV and whether it is required or optional.

Parameter	Description	Required?
Student Learner Module	Student learner module code for the conversion process. Uses values from STVLMOD.	No
Term	Term code for which records are to be processed (STVTERM).	No
Learner ID	ID or IDs for the student(s) to be processed. Enter % to select all SPRIDEN IDs where a recruiting, admissions, learner, or outcome record exists.	No
Application Code	Application code for the population selection.	No
Selection Identifier	Selection ID for the population selection.	No
Creator ID	Creator ID for the population selection.	No
User ID	User ID for the population selection.	No
Rerun Conversion Indicator	<i>Y</i> – deletes and rebuilds curriculum records; <i>N</i> (default) – leaves the records as they are.	Yes
Report Type	<i>D</i> – produces a detailed report; <i>S</i> (default) – produces a summary report.	No
Run Mode	<i>A</i> (default) – Audit mode; <i>U</i> – Update mode.	Yes

Procedure

Follow these steps to run the conversion process.

Step	Action
1	Access the Learner Curriculum Conversion Process (SOPLCCV).
2	Perform a Next Block function.
3	Enter <i>DATABASE</i> or an appropriate value in the Printer field.
4	Perform a Next Block function.
5	Enter the appropriate parameters, according to the table.
6	Perform a Next Block function.
7	Click the Save icon to run the process.
8	Select Review Output from the Options menu.
9	Double-click the Number field.
10	Select the .lis file and click OK .
11	Click the Exit icon.



Section C: Day-to-Day Operations

Lesson: Using the Grade Roll Process

◀ Jump to TOC

SCT Banner process

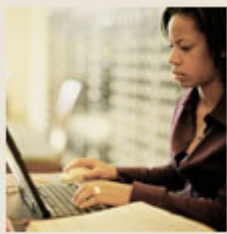
The grade roll process is impacted by concurrent curricula.

Note: This process will most likely be run by technical personnel. It is included here for reference purposes only.

The SORLCUR_ROLLED_SEQNO and SORLFOS_ROLLED_SEQNO fields are used to indicate if a specific curriculum or field of study row has been moved to academic history. If either field is null, then the selected row has not yet been rolled to academic history. The following assumes that the SORLCUR_ROLLED_SEQNO field is null:

If the LEARNER LCUR record to be rolled does not match the program, level, degree and college of any existing SHADEGR records or if it does match but the matched SHADEGR record has a degree status = AW, then a new SHADEGR record is created and the LEARNER LCUR is duplicated and attached to the new OUTCOME record. At the same time, the LEARNER LCUR record's ROLLED_SEQNO field is updated with the value in the LCUR_SEQNO field of the newly created OUTCOME LCUR row.

If the LEARNER LCUR record to be rolled does match the program, level, college and degree of an existing OUTCOME record (but the degree status does not equal AW), then roll the LCUR row to the existing degree record if it is inactive and has already been rolled before or if it's active.



Section C: Day-to-Day Operations

Lesson: Using the Grade Roll Process (Continued)

◀ Jump to TOC

SCT Banner process, continued

Process Submission Controls GJAPCTL 7.1

Process: SHRROLL Grade Roll To Academic History Parameter Set:

Printer Control

Printer: Special Print: Lines: 55 Submit Time:

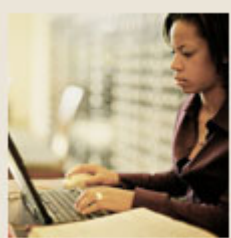
Parameter Values

Number	Parameters	Values
01	Term Code	
02	Start Range From Date	
03	Start Range To Date	
04	Part-of-Term Code	%
05	Course Reference Number	%
06	User ID	
07	Report Mode(A=Audit,U=Update)	A
08	Print Selection(A=All,E=Error)	A

LENGTH: 6 TYPE: Character O/R: Required M/S: Single
Enter term to be processed.

Submission

Save Parameter Set as Name: Description: Hold Submit



Section C: Day-to-Day Operations

Lesson: Purging Curriculum and Field of Study Rows

◀ Jump to TOC

SCT Banner process

The Learner Curriculum Purge Process (SOPLCPG) is used to purge SORLCUR rows and/or SORLFOS rows for Admissions and Recruiting records.

If you do not want to maintain inactive and non-current curriculum records on a student, you can use SOPLCPG to purge inactive and non-current student curricula. This process deletes an SORLCUR row and its associated SORLFOS row(s).

Note: This process is restricted to purging only the curriculum records that are part of Recruiting and Admissions. The Learner (General Student) and Outcome (Academic History) curriculum records are not considered by this process.

SOPLCPG ensures that if a curriculum record (SORLCUR) is removed, all related field of study rows (SORLFOS) are also removed. Only curriculum rows that are inactive and non-current are purged. Field of study rows are purged only in association with their respective curriculum record. Therefore, if a curriculum record is current and has an associated SORLFOS row that is non-current and inactive, the SORLFOS row will *not* be purged.

This process is run for an ID or a population selection, by term and/or learner module, and can be run in update or audit mode.

Inactive curriculum rows: Inactive curriculum rows are defined as rows where the **Activity** field has a type of *INACTIVE* (SORLCUR_CACT_CODE). Whether an activity code is inactive is determined on SORCACT. Any code established on SORCACT that does not have the SOBCACT_ACTIVE_IND set to *Y* is deemed to be inactive.

Non-current curriculum rows: Non-current curriculum rows are defined as rows that have a value of *N* in the **Current** field in the Curriculum or Field of Study blocks. The value that populates the field is located in the SOVLCUR_CURRENT_IND and SOVLFOS_CURRENT_IND view fields.



Section C: Day-to-Day Operations

Lesson: Purging Curriculum and Field of Study Rows (Continued)

◀ Jump to TOC

SCT Banner process, continued

Process Submission Controls GJAPCTL 7.1

Process: Curriculum Purge Process Parameter Set:

Printer Control

Printer: Special Print: Lines: Submit Time:

Parameter Values

Number	Parameters	Values
<input type="text" value="01"/>	<input type="text" value="Learner Module"/>	<input type="text"/>
<input type="text" value="02"/>	<input type="text" value="Term Code"/>	<input type="text"/>
<input type="text" value="03"/>	<input type="text" value="Learner ID"/>	<input type="text"/>
<input type="text" value="04"/>	<input type="text" value="Application Code"/>	<input type="text"/>
<input type="text" value="05"/>	<input type="text" value="Selection Identifier"/>	<input type="text"/>
<input type="text" value="06"/>	<input type="text" value="Creator ID"/>	<input type="text"/>
<input type="text" value="07"/>	<input type="text" value="User ID"/>	<input type="text"/>
<input type="text" value="08"/>	<input type="text" value="Run Mode"/>	<input type="text" value="A"/>

LENGTH: 15 TYPE: Character O/R: Optional M/S: Multiple
Learner Module Code

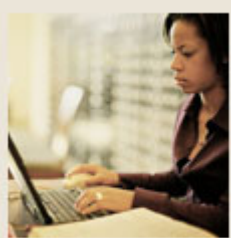
Submission

Save Parameter Set as Name: Description: Hold Submit

Parameters

The table provides descriptions of each parameter on SOPLCPG and whether it is required or optional.

Parameter	Description	Required?
Learner Module	Student learner module code for the purge process. Uses values from STVLMOD.	No
Term Code	Term code for which records are to be processed (STVTERM).	No
Learner ID	ID or IDs for the student(s) to be processed.	No
Application Code	Application code for the population selection.	No
Selection Identifier	Selection ID for the population selection.	No
Creator ID	Creator ID for the population selection.	No
User ID	User ID for the population selection.	No
Run Mode	A (default) – Audit mode; U – Update mode.	Yes
Report Type	D – produces a detailed report; S (default) – produces a summary report.	Yes



Section C: Day-to-Day Operations

Lesson: Purging Curriculum and Field of Study Rows (Continued)

◀ Jump to TOC

Procedure

Follow these steps to complete the process.

Step	Action
1	Access the Learner Curriculum Purge Process (SOPLCPG).
2	Perform a Next Block function.
3	Enter <i>DATABASE</i> or an appropriate value in the Printer field.
4	Perform a Next Block function.
5	Enter the appropriate parameters, according to the table.
6	Perform a Next Block function.
7	Click the Save icon to run the process.
8	Select Review Output from the Options menu.
9	Double-click the Number field.
10	Select the .lis file and click OK .
11	Click the Exit icon.



Section C: Day-to-Day Operations

Lesson: Tracking Non-Destructive Updates

◀ Jump to TOC

SCT Banner process

The Non-Destructive Curric Update Report (SORLCHG) is used to show nondestructive updates made to curriculum and/or field of study records. This report may be used to track changes made in curriculum, attempt to establish trends, and determine curriculum retention.

The process selects SORLFOS rows independently of the associated SORLCUR rows.

Note: You are allowed to delete curriculum and field of study records. Deleted records are not considered non-destructive and will not be displayed on the report.

This report is run for an ID, all IDs, or a population selection, by term and/or learner module, by start and end dates, by curriculum status and/or curriculum activity status, and by searches on SORLCUR, SORLFOS or both.

Process Submission Controls GJAPCTL 7.1

Process: Non-Destructive Curric Updates Parameter Set:

Printer Control

Printer: Special Print: Lines: Submit Time:

Parameter Values

Number	Parameters	Values
01	Learner ID	<input type="text"/>
02	Application Code	<input type="text"/>
03	Selection Identifier	<input type="text"/>
04	Creator ID	<input type="text"/>
05	User ID	<input type="text"/>
06	Learner Module	<input type="text"/>
07	Term Code	<input type="text"/>
08	Start Date	<input type="text"/>

LENGTH: 9 TYPE: Character O/R: Optional M/S: Multiple
Learner ID. Enter % for all.

Submission

Save Parameter Set as Name: Description: Hold Submit



Section C: Day-to-Day Operations

Lesson: Tracking Non-Destructive Updates (Continued)

◀ Jump to TOC

What is a non-destructive update?

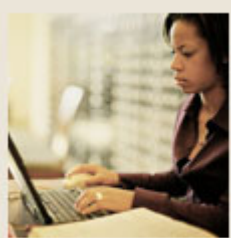
A non-destructive update is used in the curriculum rows to maintain a history of all changes to a learner's curriculum, as no updates are allowed to existing curriculum and field of study records. The process used to update existing curriculum information is to duplicate the existing record, and then update the newly created record with the appropriate changes (i.e., to inactivate the record and indicate why it was inactivated).

Determining non-destructive updates

The system will determine if a record has a non-destructive update using one of the following criteria:

- If a row is non-current, the SOVLCUR_CURRENT_IND and/or the SOVLFOS_CURRENT_IND fields are set to *N*.
- or
- If a row has a curriculum activity status of type *INACTIVE* (the SOBCACT_ACTIVE_IND is set to *N*).

Note: A row can be inactive and still be current. Conversely, a row can be non-current and still be active.



Section C: Day-to-Day Operations

Lesson: Tracking Non-Destructive Updates (Continued)

◀ Jump to TOC

Parameters

The table provides descriptions of each parameter on SORLCHG and whether it is required or optional.

Parameter	Description	Required?
Learner ID	ID or IDs for the student(s) to be processed.	No
Application Code	Application code for the population selection.	No
Selection Identifier	Selection ID for the population selection.	No
Creator ID	Creator ID for the population selection.	No
User ID	User ID for the population selection.	No
Learner Module	Student learner module code for the purge process. Uses values from STVLMOD.	No
Term Code	Term code for which records are to be processed (STVTERM).	No
Start Date	The earliest date for which non-destructive updates should be retrieved. If left blank, all dates are included.	No
End Date	The latest date for which non-destructive updates should be retrieved. If blank, all dates are included.	No
CSTS Code	The curriculum status to be used in searching for non-destructive updates (STVCSTS).	No
CACT Code	The curriculum activity status to be used in searching for non-destructive updates (STVCACT).	No
Report Type	<i>D</i> – produces a detailed report; <i>S</i> (default) – produces a summary report.	Yes



Section C: Day-to-Day Operations

Lesson: Tracking Non-Destructive Updates (Continued)

◀ Jump to TOC

Procedure

Follow these steps to complete the process.

Step	Action
1	Access the Non-Destructive Curric Update Report (SORLCHG).
2	Perform a Next Block function.
3	Enter <i>DATABASE</i> or an appropriate value in the Printer field.
4	Perform a Next Block function.
5	Enter the appropriate parameters, according to the table.
6	Perform a Next Block function.
7	Click the Save icon to run the process.
8	Select Review Output from the Options menu.
9	Double-click the Number field.
10	Select the .lis file and click OK .
11	Click the Exit icon.



Section C: Day-to-Day Operations

Lesson: Exercises

◀ Jump to TOC

Exercise 1

- Create an Admissions application for someone in a specific program. Give the person 2 majors and a concentration which is attached to one of the majors.
- Using the person from Step 1 above, inactivate the major with no attached concentration.
- Admit the person as an *applicant accept* using SAADCRV.
- Return to SAAADMS and review the curriculum rows. Notice that the active major and concentration rows were duplicated and have curriculum status codes that tie them to the decision code just entered.
- Access SOILCUR and review the curriculum rows for this person. Sort in various ways to see the possibilities.

Exercise 2

- Create an Admissions application using a program that has only 1 attached major (either find one on SOACURR or create one).
- The applicant has decided to instead pursue a major in an entirely different program. Use the **Change Curriculum** icon to inactivate the current program and to create a row to enter a new one.

Exercise 3

- Create a recruit record for a given program. The recruit has decided to change to a different major. Instead of inactivating the existing major, enter another major with the same priority which will then take precedence.
- Verify on the SRARECR Summary window that the new major displays under the primary curriculum.
- On SAAADMS, use SRASUMI to pull that recruit record forward to Admissions.
- Go back to SRARECR and see that a new LFOS row was entered for the active major with a curriculum status = *Applied* indicating that the person who had a recruit record for this major also applied to the school with this major.



Section C: Day-to-Day Operations

Lesson: Exercises (Continued)

◀ Jump to TOC

Exercise 4

- Create a student record for a given program using SAAQUIK. Also have SAAQUIK create a recruit and application record as well as a decision record.
- On SGASTDN, use the **Change Curriculum** icon to change the student's major to another major for a later term. The form should require you to first create a student record for that new term.
- Register the student on SFAREGS for a term later than that used in step 2.
- Go back to SGASTDN and again try to change the curriculum for the term used in Step 3. You should be told that changes must be done on SFAREGS as registration exists.
- On SFAREGS, enter the term used in Step 3. Use the Curricula tab to change the major and save.
- Return to SGASTDN and verify that SFAREGS automatically created a new SGASTDN record.



Section C: Day-to-Day Operations

Lesson: Self Check

◀ Jump to TOC

Question 1

The Curricula window is used by various forms. The fields displayed on the Curricula window remain the same on each form that contains this window.

True or False

Question 2

Match the field name to its purpose.

- ___ **Priority** field
- ___ **Current** indicator
- ___ **Inactivate** icon

- e) Change curricula while maintaining a history of prior curricula
- f) Determine the relative importance of one curriculum or field of study to another
- g) Query on recent records

Question 3

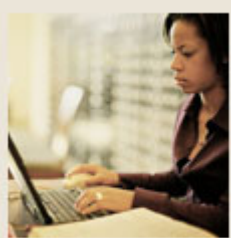
Which two forms use a “mini-curriculum” window instead of a Curricula tab?

- a) Recruit Prospect Information (SRARECR) and Admissions Application (SAAADMS)
- b) Quick Recruit (SRAQUIK) and Quick Entry (SAAQUIK)
- c) General Student (SGASTDN) and Student Course Registration (SFAREGS)
- d) Student Course Registration (SFAREGS) and Degree and Other Formal Awards (SHADEGR)

Question 4

When changing curriculum data, you must be careful when updating curricula data not to overwrite existing data.

True or False



Section C: Day-to-Day Operations

Lesson: Self Check (Continued)

◀ Jump to TOC

Question 5

When entering curricula data, at least one row with Type = _____ must exist. Without this, you will not be able to save the record.

- a) Concentration
- b) Minor
- c) Major

Question 6

This form is a query form that allows you to view all curricula for a person, either in total or by module, term and/or sequence number.

- a) Curriculum Summary Form (SOILCUR)
- b) Degree Status Update Report (SHRDEGS)
- c) General Student (SGASTDN)
- d) Degree and Other Formal Awards (SHADEGR)

Question 7

Match the report or process to its description.

- ___ Learner Curriculum Conversion Process (SOPLCCV)
- ___ AMCAS Data Load Process (SAPAMAL)
- ___ Degree Status Update Report (SHRDEGS)
- ___ Grade Roll to Academic History (SHRROLL)

- a) Stores existing SCT Banner 6 curriculum data in the new SORLCUR and SORLFOS tables.
- b) Uses the data in the SORLCUR and SORLFOS tables to determine when new curriculum and/or degree rows should be created in academic history.
- c) Calls the appropriate APIs so that curriculum data is stored in the new SORLCUR and SORLFOS tables and is backfilled.
- d) Runs the curriculum conversion process and creates updated SORLCUR and SORLFOS rows with the curriculum status entered on STVDEGS.



Section C: Day-to-Day Operations

Lesson: Answer Key for Self Check

◀ Jump to TOC

Question 1

The Curricula window is used by various forms. The fields displayed on the Curricula window remain the same on each form that contains this window.

False. The specific fields displayed on each Curricula window are dynamically determined based on the form that you are using.

Question 2

Match the field name to its purpose.

- b) **Priority field**
 - c) **Current indicator**
 - a) **Inactivate icon**
-
- a) Change curricula while maintaining a history of prior curricula
 - b) Determine the relative importance of one curriculum or field of study to another
 - c) Query on recent records

Question 3

Which two forms use a “mini-curriculum” window instead of a Curricula tab?

- a) Recruit Prospect Information (SRARECR) and Admissions Application (SAAADMS)
- b) Quick Recruit (SRAQUIK) and Quick Entry (SAAQUIK)**
- c) General Student (SGASTDN) and Student Course Registration (SFAREGS)
- d) Student Course Registration (SFAREGS) and Degree and Other Formal Awards (SHADEGR)

Question 4

When changing curriculum data, you must be careful when updating curricula data not to overwrite existing data.

False. Updates are “non-destructive” in nature. Updates are not allowed so as to preserve the history of the curriculum and field of study data and maintain a person’s curriculum information as they move through SCT Banner. In order to change the data, the existing row must be duplicated, and the data inserted or changed on the new row.



Section C: Day-to-Day Operations

Lesson: Answer Key for Self Check (Continued)

◀ Jump to TOC

Question 5

When entering curricula data, at least one row with Type = _____ must exist. Without this, you will not be able to save the record.

- a) Concentration
- b) Minor
- c) **Major**

Question 6

This form is a query form that allows you to view all curricula for a person, either in total or by module, term and/or sequence number.

- a) **Curriculum Summary Form (SOILCUR)**
- b) Degree Status Update Report (SHRDEGS)
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Question 7

Match the report or process to its description.

- a) **Learner Curriculum Conversion Process (SOPLCCV)**
 - c) **AMCAS Data Load Process (SAPAMAL)**
 - d) **Degree Status Update Report (SHRDEGS)**
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- a) Stores existing SCT Banner 6 curriculum data in the new SORLCUR and SORLFOS tables.
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 - d) Runs the curriculum conversion process and creates updated SORLCUR and SORLFOS rows with the curriculum status entered on STVDEGS.



Section D: Reference

Lesson: Overview

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Introduction

The purpose of this section is to provide reference materials related to this workbook.

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Section D: Reference

Lesson: Setup Forms and Where Used

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Guide

Use this table as a guide to the setup forms and the day-to-day forms that use them.

Setup Form		Day-to-Day Form(s)	
Form Name	Code	Form Name	Code
Learner Field of Study Type Validation	GTVLFST	All forms with curriculum windows	
Learner Curriculum Activity Validation	STVCACT		
Curriculum Status Validation	STVCSTS		
Learner Module Validation	STVLMOD	Curriculum Summary	SOILCUR
Admission Application Decision Code Validation	STVAPDC	Admissions Application Admissions Decision Admissions Decision and Rating Batch Entry	SAAADMS SAADCRV SAADCBT
Degree Status Code Validation	STVDEGS	General Student	SGASTDN
Student Status Code Validation Form	STVSTST	Degree and Other Formal Awards	SHADEGR
Learner Curriculum Activity Rules	SORCACT	Learner Curriculum Activity Validation All curriculum forms	STVCACT
Curriculum Rules Control	SOACTRL	All forms with curriculum windows	



Section D: Reference

Lesson: Day-to-Day Forms and Setup Needed

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About the setup

Most of the validation tables are delivered with the seed values that you will use for SCT Banner 7.1. It is unlikely that many values will need to be added. The only real “setup” form for Concurrent Curricula is the Curriculum Rules Control Form (SOACTRL), which controls how many curricula, majors, minors and concentrations can be entered for each module.

Warning: For SCT Banner 7.1 it is recommended that you do not change the seed values that are delivered on SOACTRL.



Section D: Reference

Lesson: Forms Job Aid

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Guide

Use this table as a guide to the forms used in this workbook. The Owner column may be used as a way to designate the individual(s) responsible for maintaining a form.

Form Name	Form Description	Owner
GTVLFST	Learner Field of Study Type Validation	
STVCACT	Learner Curriculum Activity Validation	
STVCSTS	Curriculum Status Validation	
STVLMOD	Learner Module Validation	
STVAPDC	Admission Application Decision Code Validation	
STVDEGS	Degree Status Code Validation	
STVSTST	Student Status Code Validation Form	
SOACACT	Learner Curriculum Activity Rules	
SOACTRL	Curriculum Rules Control	
SRARECR	Recruit Prospect Information	
SRAQUIK	Quick Recruit	
SAAADMS	Admissions Application	
SAAQUIK	Quick Entry	
SGASTDN	General Student	
SFAREGS	Student Course Registration	
SHADEGR	Degree and Other Formal Awards	



Release Date

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This workbook was last updated on 10/10/2005.