Banner Naming Conventions

Position 1 – Identifies the primary system owning the form, report, job, or table.

A	Alumni/Development	L	Occupational Tax/License	U	Utilities
B	Property Tax	N	Position Control	V	Voice Response
C	Courts	O	Customer Contact	X	Records Indexing
D	Cash Drawer	P	HR/Payroll/Personnel	W	Reserved for client
F	Finance	Q	Electronic Work Queue	Y	applications that co-exist
G	General	R	Financial Aid	Z	with Banner
I	Information Access	S	Student		
K	Work Management	T	Accounts Receivable		

Position 2 – Identifies the module owning the form, report, job or table.

Alumni/Development (A)		Financial Aid (R)		HR/Payroll/Personnel (P) Position Control (N)	
A	Membership	B	Budgeting	A	Application
D	Designation	C	Record Creation	B	Budget
E	Event Management	E	Electronic Data Exchange	C	COBRA
F	Campaign	F	Funds Management	D	Benefit/Deductions
G	Pledge and Gift/Pledge	H	History and Transcripts	E	Employee
P	Payment	J	Student Employment	H	Time Reporting/History
L	Label	L	Logging	O	Overall
M	Prospect Management	N	Need Analysis Person	P	General
O	Organization	O	Common Functions	R	Electronic Approvals
P	Constituent/Person	P	Packaging & Disbursements	S	Security
S	Solicitor Organization	R	Requirements Tracking	T	Validation/rule table
T	Validation form/table	S	Student System Shared Data	U	Utility
U	Utility	T	Validation form/table	X	Tax Administration
X	Expected Matching Gift	U	Utility		

Finance (F)		General (G)		Student (S)	
A	Accounts Payable	E	Event Management	A	Admissions
B	Budget Development	J	Job Submission	C	Catalog
C	Cost Accounting	L	Letter Generation	E	Support Services
E	Electronic Data Interchange O Overall	O	Overall	F	Registration/Fee Assessment
F	Fixed Assets	P	Purge	G	General Student
G	General Ledger	S	Security	H	Grades/Academic History
I	Investment Management	T	Validation form/table	I	Faculty Load
N	Endowment Management	U	Utility	K	Reserved for SCT Intl-UK
O	Operations	X	Cross product	L	Location Management
P	Purchasing/Procurement			M	CAPP
R	Research Accounting	**Accounts Receivable (R)**		O	Overall
S	Stores Inventory			P	Person
T	Validation form/table	F	Finance Accounts Receivable	R	Recruiting
U	Utility	G	General Accounts Receivable	S	Schedule
X	Archive/Purge	O	Overall	T	Validation form/table
Information Access/Kiosk (I)		R	Research Accounting		
		S	Student Accounts Receivable		
R	Financial Aid	T	Validation form/table U Utility		
S	Student	U	Utility		
		V	Authorizations		

All Products	
W Y Z	Reserved for client forms or modules used within a Banner application (where the character in position 1 does not equal W, Y, or Z)

Position 3 — identifies the type of form, report, job, or table.

Alumni/Development (A)		Financial Aid (R)		HR/Payroll/Personnel (P) Position Control (N)	
A	Application form	A	Application form	A	Application form
B	Base table	B	Base table	B	Base table; Batch COBOL process
C	Called/list form	I	Inquiry form	I	Inquiry form
I	Inquiry form	P	Process/report	P	Process
P	Process/report	R	Rule table; Repeating table; Report/process	R	Rule table; Repeating table; Report/process
R	Repeating rules table	T	Temporary table	V	Validation form/table; View
T	Temporary table	V	Validation form/table; View		
V	Validation form; View				

Finance (F)		General (G)		Student	
A	Application form	A	Application form	A	Application form
B	Base table	B	Base table; Batch COBOL process	B	Base table
I	Inquiry form	I	Inquiry form	I	Inquiry form
M	Maintenance form	O	Online COBOL process	P	Process
Q	Query form	Q	Query form	Q	Query form
R	Rule table; Repeating table; Report/process	R	Rule table; Repeating table; Report/process	R	Rule table; Repeating table; Report/process
V	Validation form/table; View	T	General maintenance; Temporary table	V	Validation form/table; View
		V	Validation form/table; View		

Accounts Receivable (T)				Information Access/Kiosk (I)	
A	Application form			R	Report
I	Inquiry form				
P	Process				
Q	Query form				
R	Report				
V	Validation form/table				