

BANNER FINANCE 101 - REPORTS

Course Length

One Hour

Course Description

This one-hour workshop demonstrates methods for running Banner reports.

Who Should Attend

All staff who work with financial information in Banner.

What You Will Learn

Running quick reports that yield on-screen information

Running printed reports from Banner

Gaining permission to access information in Banner

Where to find help

About the Presenter

Deborah Pizzimenti is the Budget manager at WPI. She holds a Master's degree in Accounting and has worked in the accounting field for 25 years. Deb has been at WPI for 2 ½ years but has worked in educational institutions for the last seven years. She is an expert Banner user with a friendly presentation style that will help users become more comfortable with navigating the Banner system.