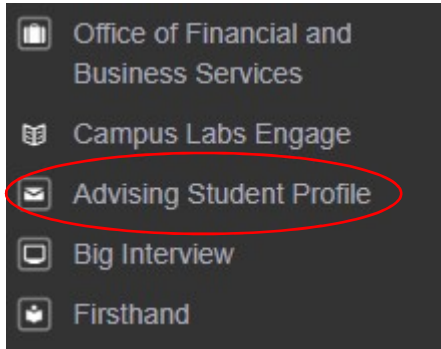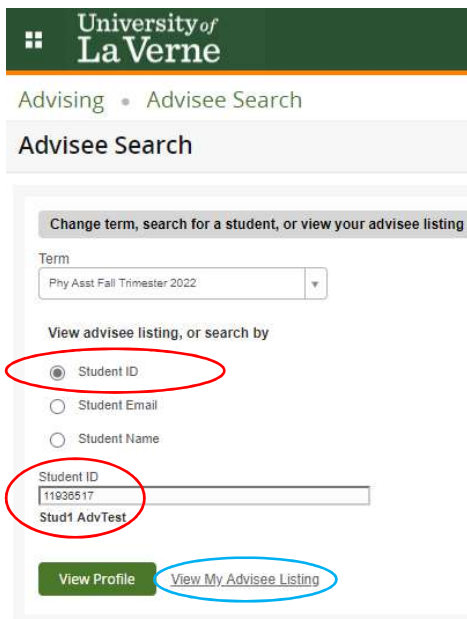# BANNER 9 ADVISING STUDENT PROFILE

Office of Academic & Career Success

(Version 1. Fall 2022)

The Registrar continues to transition to Banner 9. One area in this transition is the activation of the "Advising Student Profile" in your ULV Portal Quicklinks menu. Click on "Advising Student Profile".

Within the Profile page, you can do an "Advisee Search" by selecting one of three possible options: 1) Student ID, 2) Student Email, or 3) Student Name. Select the radio button you want to use and then type the information on the line below the radio button. The grayed out "View Profile" will turn "on" to a "ULV" green. Click on "View Profile" to view your advisee's academic information. If you want to view a list of all advisees, click on "View My Advisee Listing" that is to the right of "View Profile". Below we will review the "View Profile" option first, followed by the "View My Advisee Listing".

STUDENT PROFILE

In Student Profile, you will see specific information for this advisee. This information can help to supplement academic and course information that is listed on MyDegree Tracker.

VIEW MY ADVISEE LISTING

In "View My Advisee Listing", you will view a spreadsheet view of all your advisees. If you see a pad lock 🔒 next to an advisee's name, this record is confidential and covered by academic policies that affect directory information. FERPA and directory policy are posted here: https://laverne.edu/registrar/ferpa.
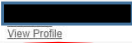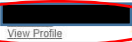
In Advisee Listing you have the option to select "View Profile" to view the individual's profile.

You also have the option to "Email All" or to "Filter" the list.

Email All

If you select "Email All" and you have a default email such as Outlook, your email will automatically fill advisee emails in the "BCC" line.
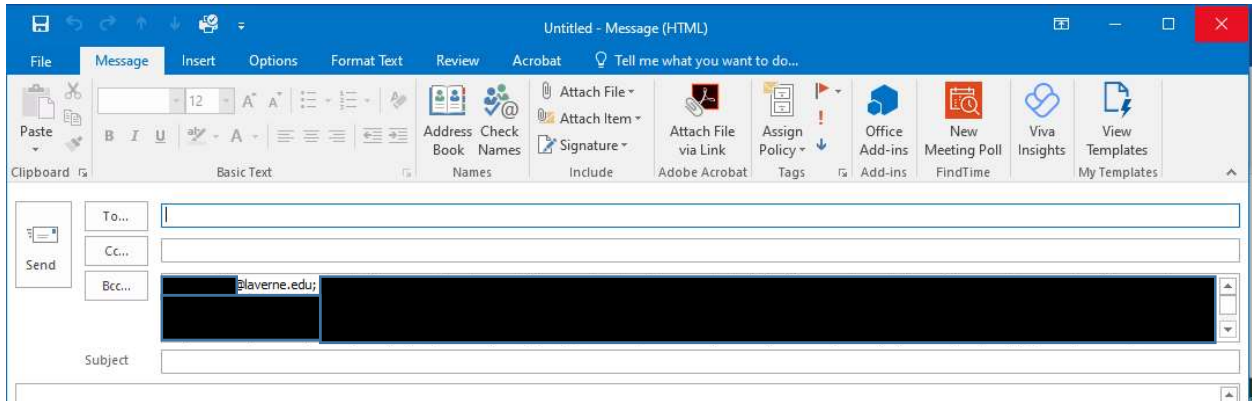
Filter

If you select "Filter" then you can select available options.
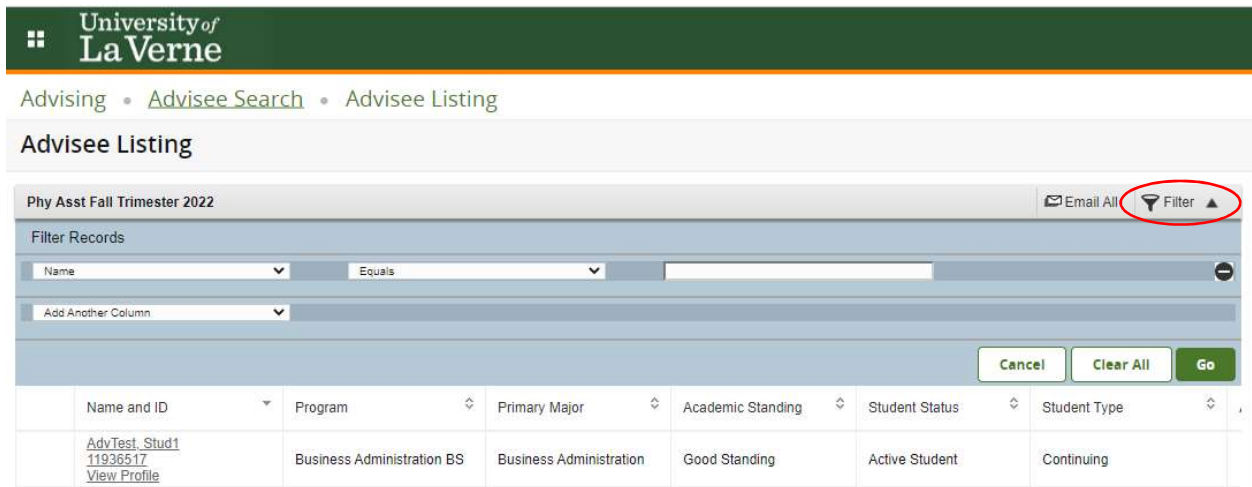
In the "Advisee Listing", the spreadsheet view has hidden information that you should not miss. Scroll to the bottom of the page and use the bar to scroll to the right of the page OR select other "Page" or "Per Page" options. You can also view the number of records.
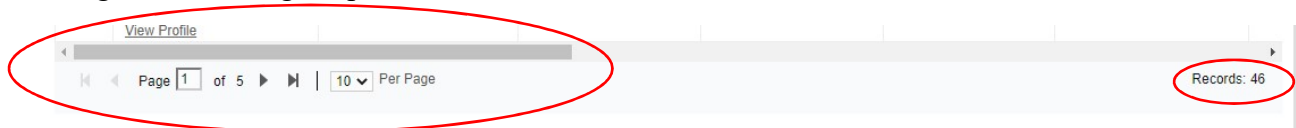
COMPARISON: BANNER 8 "VIEW ADVISEE ROSTER" AND BANNER 9 "ADVISING STUDENT PROFILE"

Banner 8 "View Advisee Roster"

View Advisee Roster

Selected Term: **Fall 2022**

Name	Student ID	Primary Advisor	Major(s)	Catalog	Email and Primary Phone	Holds	Overall GPA	Last Reg.	Academic Standing
AdvTest, Stud1	11936517	No	Business Administration	Fall 2019	stud1.advtest@laverne.edu	No	3.71		No Acad Standing

Banner 9 Advising Student Profile

Banner 9 Advising Student Profile is an improvement over Banner 8 View Advisee Roster. The chart below shows that Banner 9 Advising Student Profile information is comparable with the Advisee Roster that it replaces in Banner 8.

| Columns	Banner 8	Banner 9	Notes
Name	X	X	Name and Student ID is one column in B9
Student ID	X	X	Name and Student ID is one column in B9
Primary Advisor Indicator	X	X	
Major	X	X	Primary Major in B9
Catalog Term	X	X	
Email and Primary Phone	X		Email in Student Profile; B9 includes link to email all advisees
Holds	X	X	Advisor Holds in B9; all other holds in Student Profile
Overall GPA	X		in Student Profile
Last Reg Term	X		in Student Profile
Academic Standing	X		in Student Profile
Campus	X	X	
Registered Indicator	X		Registered classes in Student Profile
Earned Hours	X		in Student Profile
Test Score	X		in Student Profile
Test Score Description	X		in Student Profile
Test Score Date	X		in Student Profile
Program		X	
Student Status		X	
Student Type		X	
Advisor Type		X	
Study Level (I.e. Student Class)		X	
Admit Type		X	
Admit Term		X	
Minor		X	
Concentration		X	
College		X	