



TENNESSEE STATE UNIVERSITY



BANNER TIPS AND TRICKS

Productivity Tip

Have you ever wondered how to hide or display a form name in Banner?

To display or hide form names on the Banner Title Bar

1. Access the General User Preferences Maintenance Form (GUAUPRF).
2. Choose the Display Options tab.
3. Check the **Display Form Name on Title Bar** check box to display the form name, or clear the check box to hide it.
4. Save.
5. Exit the form.

Note: A change to this display option, as well as to the release number or database instance, occurs immediately. You do not need to exit Banner.

However, if you change any other display options, you must exit and restart Banner to see the changes.
