TENNESSEE STATE UNIVERSITY
BANNER TIPS AND TRICKS

Types of Forms Used in Banner

Eight types of forms are used throughout Banner:

1. **Main menu**: Use this form to navigate through Banner. It provides an overview of the menus, forms, jobs, and QuickFlows in the system.

2. **Application forms:** Use these forms to enter, update, and query information. This is the most common type of form.
   The Letter Process Form (GUALETR) is an example of an application form.

3. **Validation forms:** Use these forms to define the values that can be entered in specific fields on application forms. These values are used throughout Banner. When you look up a code or select the List function, these values appear in the List of Values window.
   The ZIP/Postal Code Validation Form (GTVZIPC) is an example of a validation form.

4. **Rule forms**: Use these forms to define the calculations and parameters that impact processing on other forms, reports, and jobs.
   The Object Definition Rules Form (GLROBJT) is an example of a rule form.

5. **Control forms:** Use these forms to define the processing rules for application and validation forms at the system level.
   The Installation Control Form (GUAINST) is an example of a control form.

6. **Query forms:** Use these forms to look up existing information, often returning information to the calling form. You must access these forms from another form. You cannot access them directly from the main menu, with Direct Access, or with Object Search.
   The Dorm Room Query Form (SLARUSE) is an example of a query form.

7. **Inquiry forms**: Use these forms to look up existing information, often returning information to the calling form. You can access these forms from the main menu, from another form, with Direct Access, or with Object Search.
   The Function Attendance Inquiry Form (GEIATTD) is an example of an inquiry form.

8. **Wizard forms**: Use these forms to give step-by-step instructions for completing an application.
   The Wizard Step Setup Application Form (GOADSTE) is an example of a wizard form.

Validation, rule, and control forms are used to tailor Banner to your institution's procedural requirements when Banner is implemented. You can make revisions with these forms any time, if your security level permits.

Note: Only Banner General uses all of the different form types. Most Banner products use only five or six.