

## MASTER SCHEDULE INPUT

What do you need to get started?

- Access to Banner INB
- Access to e~print
- Copies of the latest documents; sent via email from RO
  1. Memo
  2. Instructional Packet
  3. Major Code List; access the most updated version from the Banner website at <http://www.buffalostate.edu/banner/faculty.xml>
  4. SSASECT; adding a section & canceling a section screenshot packet

What e~print reports do you use?

- SSRTALY
- SSRSECT

What Banner INB forms do you use?

- SSASECT
- SSASECQ
- SSATEXT
- SSARRES
- SSAPREQ
- SSAXLST
- SIAIQRY
- SSALXSQ
- GTVSCHS
- SLABQRY
- SLQROOM