

BANNER at UWG

HOW TO SET UP YOUR PERSONAL MENU

The form is GUAPMNU

L At any menu, type in GUAPMNU and press ENTER.

The user block should already be filled in with your user id.

L Most of the time you will be adding forms to the menu. Type the seven-letter code for the form in the right-hand side of the screen. Press Enter, Tab, or Up/Down-Arrow and the name of the form will appear. You can search for the form by name in the left-hand pane, if needed.

L I strongly recommend that you add GUAPMNU to your personal menu. This will make it a lot easier to change you personal menu. Also add GUAPSWD to make changing your password easier.

L You can make your own sub-menu. Enter a menu name in the right-hand side of the screen. Menu names start with *. Press Enter, Tab, or Up/Down-Arrow and give your menu a name. Press Page-Down (NEXT-BLOCK) and an empty screen appears. Enter the forms for your menu, as above.

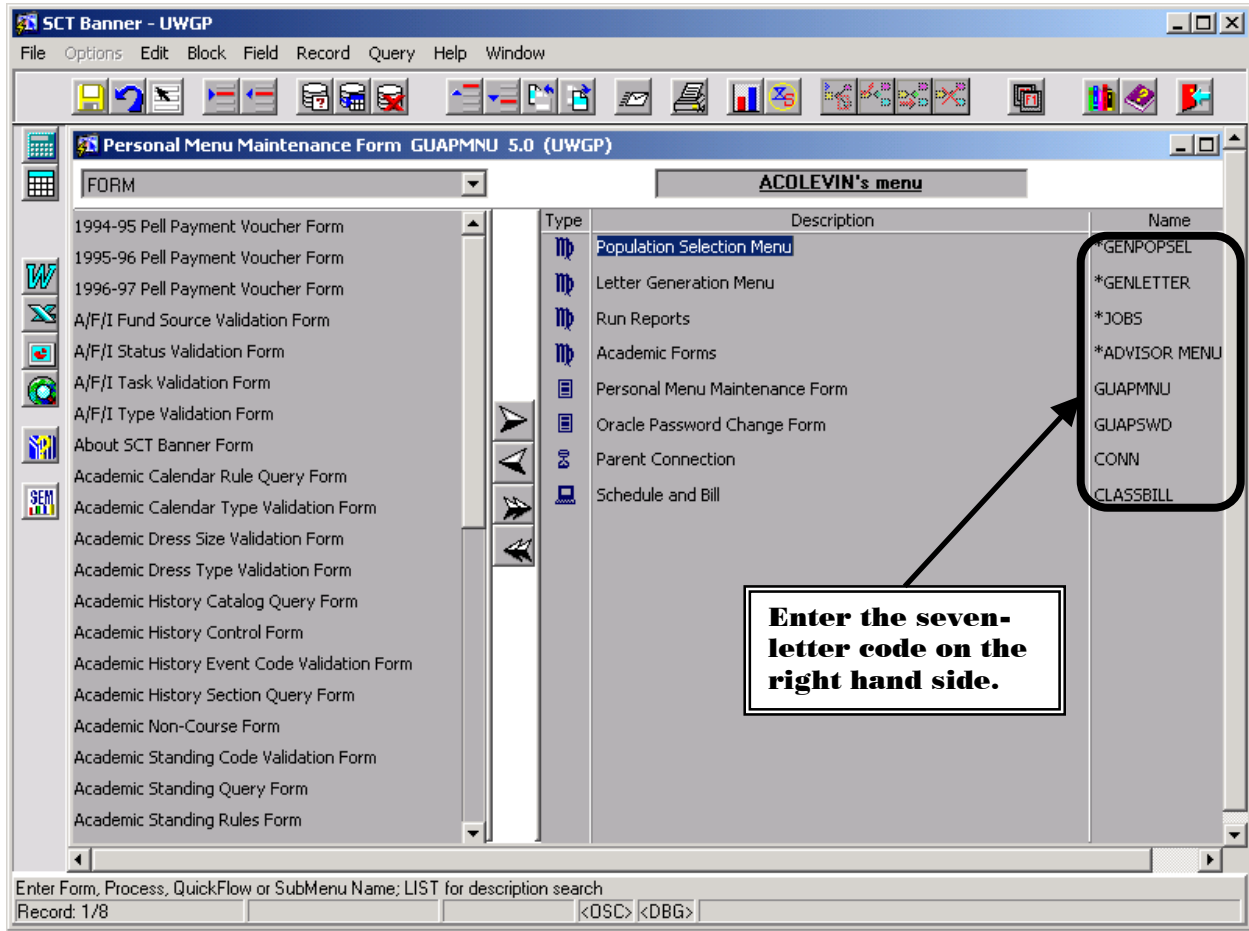
L You can delete entries from your menu with SHIFT-F6 or Remove Record.

L Save your menu by clicking the Save icon on the icon menu bar.

L Click on the Exit icon or Rollback icon on the icon menu bar.

L Personal Menu is one of the menus on the left-hand pane of any menu screen.

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Personal Menu Maintenance Form GUAPMNU 5.0 (UWGP)

FORM

ACOLEVIN's menu

Type	Description	Name
MP	Population Selection Menu	*GENPOPSL
MP	Letter Generation Menu	*GENLETTER
MP	Run Reports	*JOBS
MP	Academic Forms	*ADVISOR MENU
MP	Personal Menu Maintenance Form	GUAPMNU
MP	Oracle Password Change Form	GUAP5WD
MP	Parent Connection	CONN
MP	Schedule and Bill	CLASSBILL

Enter Form, Process, QuickFlow or SubMenu Name; LIST for description search
Record: 1/8

Enter the seven-letter code on the right hand side.

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STATE UNIVERSITY/WEST GEORGIA GUAGMNU 5.2 (UWGP)

Personal Menu

Direct Access:

Type	Description	Name
mp	Population Selection Menu	<u>*GENPOPSEL</u>
mp	Letter Generation Menu	<u>*GENLETTER</u>
mp	Run Reports	<u>*JOBS</u>
mp	Academic Forms	<u>*ADVISOR MENU</u>
mp	Personal Menu Maintenance Form	<u>GUAPMNU</u>
mp	Oracle Password Change Form	<u>GUAPSWD</u>
mp	Parent Connection	<u>CONN</u>
mp	Schedule and Bill	<u>CLASSBILL</u>

Enter the object name; press CQUERY for messages, LIST for listing.
Record: 1/1 <OSC> <DBG>