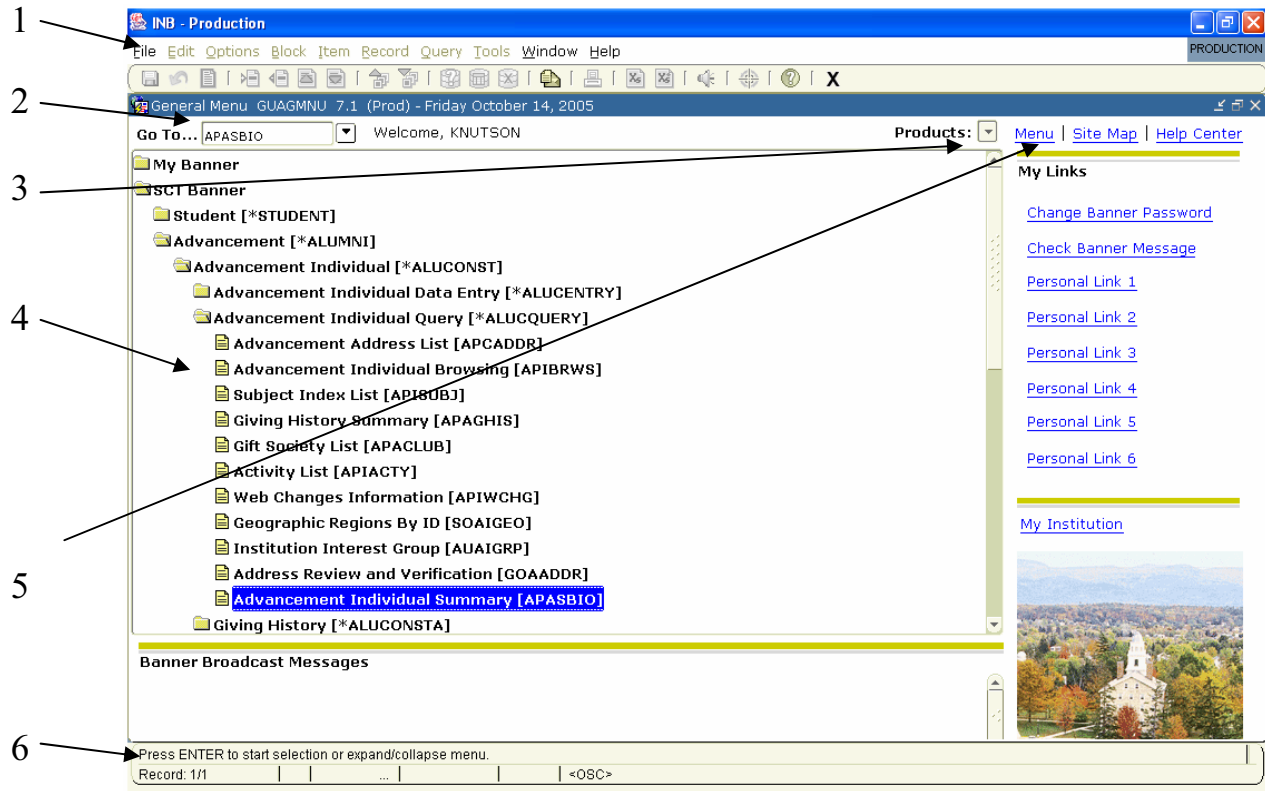







Banner General Menu



1. **Banner Menu Bar** with drop-down menus.
2. **Go To** gives access to a form by entering the Banner form name or QuickFlow name. While your cursor is in the **Go To** field, you can use  or  to scroll through recently used forms.
3. **Products** drop-down gives you quick access to the Banner modules and associated menus. Point at the , then press and hold the mouse button to see the module list. Drag to your selection and then release the mouse button.
4. **Banner General Menu** lets you navigate through the folder structure to submenus and forms.
 - To **expand** or **collapse** a menu, double-click  (Folder icon).
 - To open a form, double-click the form name in the menu which will be preceded by  (Form icon).

- To quickly **return** to a main menu, select the desired module from the **Products** drop-down.

5. The **Links** frame displays the links described below:

- [Menu](#) refreshes the **General Menu**, reflecting any changes made.
- [Site Map](#) is a navigation aid. Double-click anything on the lists to open the desired folders in the given module.
- [Help Center](#) opens a separate browser window showing SCT Banner Help Center topics. Click links to learn about Banner topics.
- In the **My Links** section Banner provides you with 6 customizable links which you may configure to open web sites, forms, or Quickflows of your choosing.

6. The **Auto Help Line** displays a status line with error messages or important information about your next step.