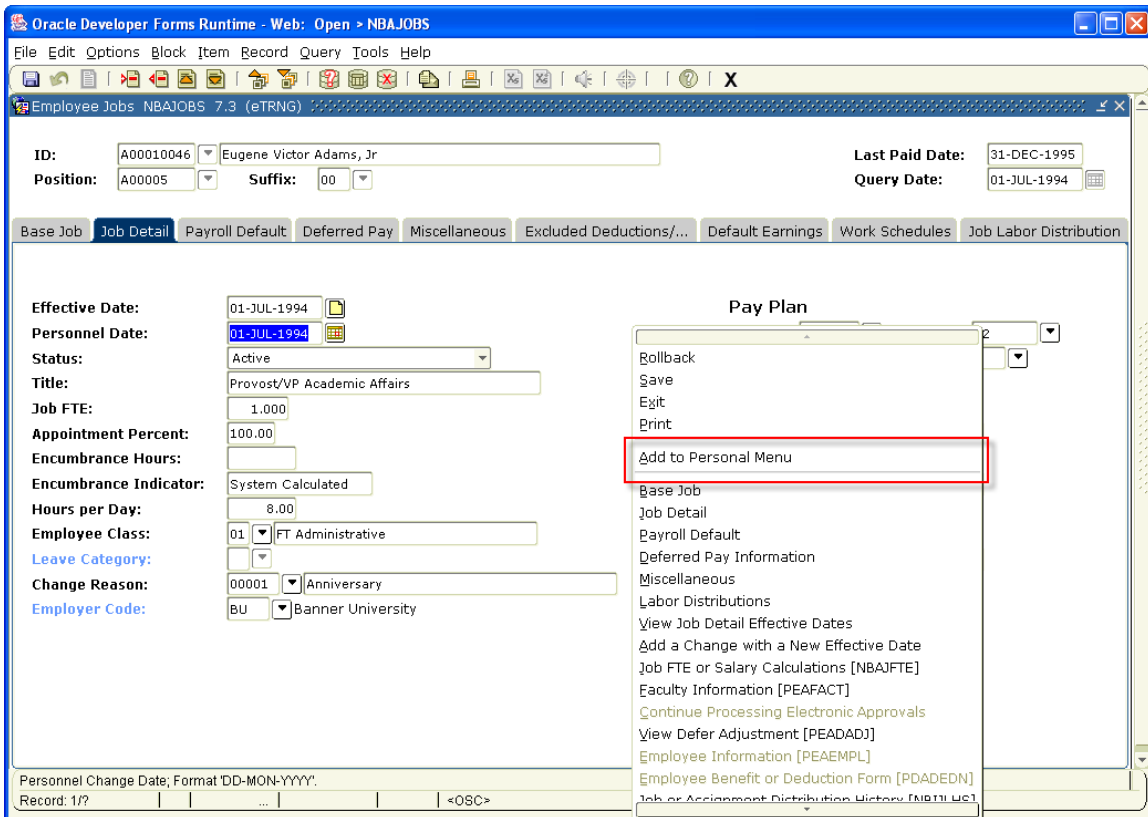




Adding Items to My Banner - Directly From a Form

There is a very easy way to add items to My Banner.



When you are in a form that you would like to add to My Banner, simply right click your mouse and a pop up box will appear. Choose **Add to Personal Menu**. The next time you sign into Banner, it will be in your My Banner folder.

Banner – Adding Forms to My Banner – Directly From a Form

