

Banner 8:

Security Enhancements



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Tab Security

Background:

Banner 8 allows the implementation of Tab Level Security. This means that even if a user is granted maintenance access to a form they can be restricted to query access only for specific tabs, or even have the tab hidden from their view. The forms currently using Tab Security are SPAIDEN, FOAIDEN, PPAIDEN.

Tab Security ensures the integrity of our data without hiding tabs from the users. In the SPAIDEN, FOAIDEN and PPAIDEN forms, the tabs affected are:

Address: The Address tab will be query only, except for the small subset of users who have been designated as maintainers of addresses.

E-mail: The E-mail tab will be query only for ALL users.

Additional Identification: The Additional Identification will be query only for all users except for the small subset of users charged with maintaining Montana's K-12 IDs.

Oracle Developer Forms Runtime - Web: Open > SPAIDEN
File Edit Options Block Item Record Query Tools Help
General Person Identification SPAIDEN 8.2 (PG8:6/27) (BZ)

ID: [input] Generate ID: [button]

Current Identification Alternate Identification Address Telephone Biographical E-mail Emergency Contact Additional Identification

ID: [input] Name Type: [input]

Person

Last Name: [input]
First Name: [input]
Middle Name: [input]
Prefix: [input]
Suffix: [input]
Preferred First Name: [input]
Full Legal Name: [input]

Non-Person

Name: [input]

ID and Name Source

Last Update

User: [input]
Activity Date: [input]
Origin: [input]

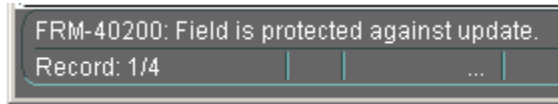
Original Creation

User: [input]
Create Date: [input]

Current identification number, otype to change.
Record: 1/1

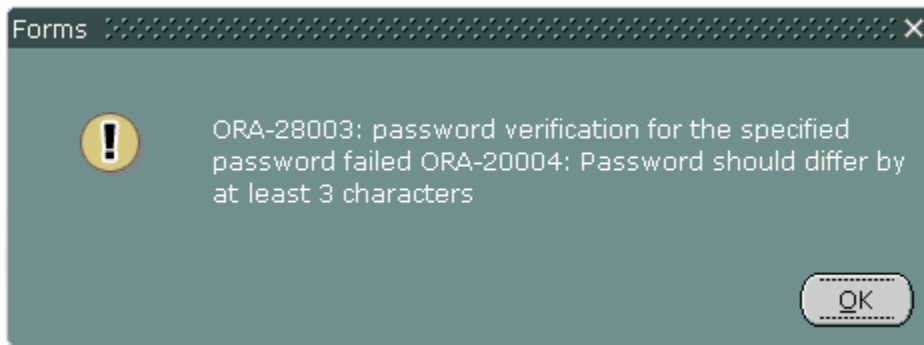
What to Look For

If you find yourself unable to edit information on an Address, E-mail or Additional ID tab on a form that you have maintenance access to, look for the following message in the bottom left corner of your screen. This message may be an indication that your action is restricted by Tab Security:



Banner Passwords

There is one change to Banner password requirements with the Banner 8 upgrade: when a new password is created it must differ from the previous password by at least 3 characters. If the user's password does not meet that requirement they will receive the following message:



The password complexity requirements for Banner accounts remain the same. This is the password used for Banner Forms, the ReportWeb and any direct connections to the database. The requirements are:

- The password must be a minimum of 8 characters long
- The password must contain one letter (a-z, A-Z)
- The password must contain one number (0-9)
- The password must contain at least one of the allowable special characters (! - _ + / ?)

MyInfo PINs

MyInfo PIN Requirements

MyInfo PIN complexity requirements for MyInfo PINs are changing with the move to Banner 8. Where previously PINs only had to be 6 characters long with numbers, they will now be required to be at least 8 characters long and contain both letters and numbers.

Security Questions

In addition to having more complex MyInfo PIN requirements, users will also be required to set up two security questions to aid them in resetting their own PIN if they forget it in the future.

For More Information

Please see the MyInfo PINs and Security Questions document available at <http://montana.edu/banner8> for more information.

Contacts

If you require your Banner password to be reset, e-mail BannerSecurity@montana.edu

If you have questions about your access in Banner, please contact the appropriate Module Team Leader:

| | | | |
|------------------------------|--------------|----------|--|
| Finance | Dave Court | 994-2704 | dcourt@montana.edu |
| Human Resources | Paul Lindsay | 994-3585 | paul.lindsay@montana.edu |
| Student/Financial Aid | Mary DeGraw | 994-4696 | mary.degraw@montana.edu |

If you require help with your MyInfo PIN, and the Banner 8: PINs and Security Questions documentation hasn't helped, contact the appropriate department:

| Campus: | Students Contact: | Employees Contact: |
|-----------------|---------------------------------------|---|
| MSU Billings | Registrar's Office: (406) 657-2158 | Human Resources Office: (406) 657-2278 |
| MSU Bozeman | Registrar's Office: (406) 994-2601 | Human Resources Office: (406) 994-3651 |
| MSU Great Falls | Registrar's Office: (406) 771-4420 | Payroll Office: (406) 771-4308 |
| MSU Northern | Registrar's Office: (406) 265-3703 | Payroll Office: (406) 265-3710 |