

How A Validated Deposit Ticket is Traced to a Banner Finance Document Reference Number (Effective March 11, 2003)

Example of Bursar Deposit Ticket Validation

100 CUSTOMER SERVICE
 0306607-1 03/07/2003 BR100 T3
 Fri Mar07,2003 12:11PM Trans#22-23
 022 554.11 DptTrans
 121119-013410-000000-00000000
 023 161.39 DptTrans
 220250-013410-000000-00000000
 2 ITEM(S): TOTAL: \$715.50
 Pre Deposi PAID \$715.50

07 = Register Number
03/07/2003 = Julian Date 066
022 = Transaction Number

Example of Banner Finance Cash Receipt Document Reference Number

Detail Transaction Activity Form FGITRND 5.0V1 (PPRD)

COA: U, FY: 03, Fund: 121119, Orgn: , Acct: , Prog: , Actv: , Locn: , Prd: 09, Q: , Cmt:

Acct	Orgn	DocRef#	Date	Type	Document	Fld	Amount	D/C
13410	013200	6607022	10-MAR-2003	CR5	FC005058	YTD	-554.11	-

For example:

DocRef# 6607022

Position 1	2	3	4	5	6	7	8
*	6	6	0	7	0	2	2

The document reference number in Banner Finance is unique within a specific fiscal year and has the following combination of the Bursar deposit ticket validation:

- Positions 1-3 Julian date (*leading zeroes are truncated)
- Positions 4-5 Register number
- Positions 6-8 Transaction number

This document reference number is reflected on the Finance Web Transaction Report under the "Reference ID" field.

NOTE: The Julian date is the nth day of a calendar year. For example, March 7, 2003, is the 66th day of the 2003 calendar year. Most desk calendars have the Julian date indicated for each day of the year.