

Academic Management Reports via Self Service Banner (SSB)

1. Log in to Banner
2. Click on to the **Academic Management** menu item to see a secondary menu of self-service (SSB) Banner reports

 Academic Management

 **More reports available at** <https://sharepoint.umw.edu/reports/Pages/AcademicExtracts.aspx>

Display Archive Class List

- Display Archive Class List for either Stafford or Fredericksburg Campus.

Schedule of Courses w/Count

- Display Schedule of Courses with Seat Counts for either Stafford or Fredericksburg Campus.

Student Majors Report

- Listing of Students with Selected Majors.

Student Minors Report

- Listing of Students with Selected Minor.

Advisee Report

- Advisee's within your designated area.

Alter Advisor Assignments

- Add/Change Advisors.

RELEASE: 8.5.4

3. Click on a Report name. Descriptions of each report are provided
4. Banner SSB reports are for viewing only. Similar reports which can be exported to Excel are located in the UMW Report Center at <https://sharepoint.umw.edu/reports/Pages/AcademicExtracts.aspx>