Navigation tips for Banner HR 9.0 transformation forms.

1.) To access a form:

Look at the upper left corner of the screen. You will see two icons. You can either hit the magnifying glass to search for a specific form or hit the three horizontal lines to bring up menus.

Once on a form, you will see two tabs on the upper right of the blue bar that also contains the form name on the left side of the bar. Tools contain any actions that you can perform on the page.
Related contains any links to pages that you would find under options in INB.

On the bottom portion of the form, you can use the per page functionality to control how many records you see on any given page. The arrows will also allow you to navigate between screens. Finally in the lower right corner, the cancel button will cancel a query and select will select records.
Hit filter in the upper right corner under the start over button to control the records displayed on a page. This is similar to a query.

Here there is a wide variety of ways to query your data.
Enter your criteria and hit go to execute the query.

You can then hit filter again to narrow the query down further.
Hit go

Then the results change.
You can also rearrange fields on a form if they are in a spreadsheet format. You can drag and drop the field from the menu up top. Below is a screen print with the field order changed.