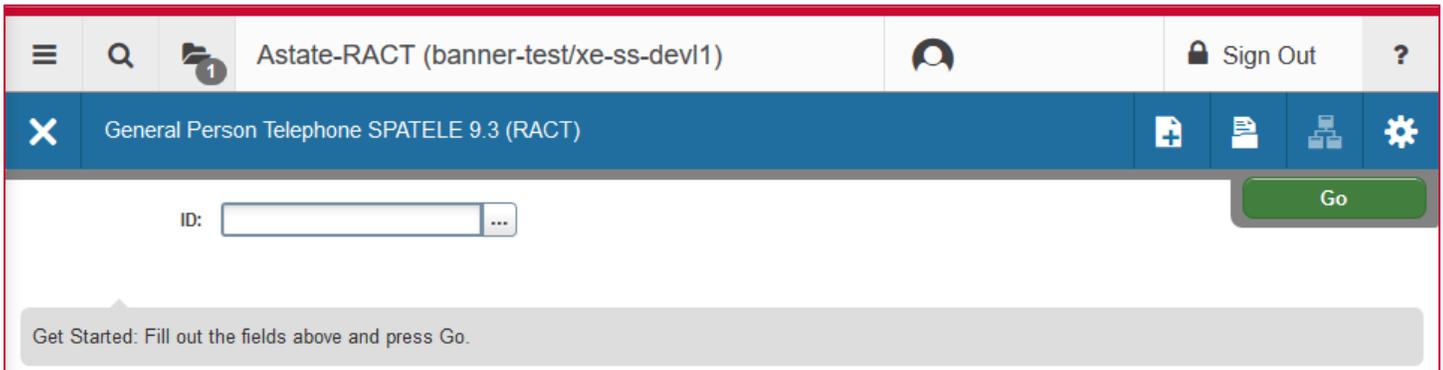


Banner 9 – General Person Telephone (SPATELE)

Search for “SPATELE” using either “Search...” on the home screen or the upper left corner magnifying glass.



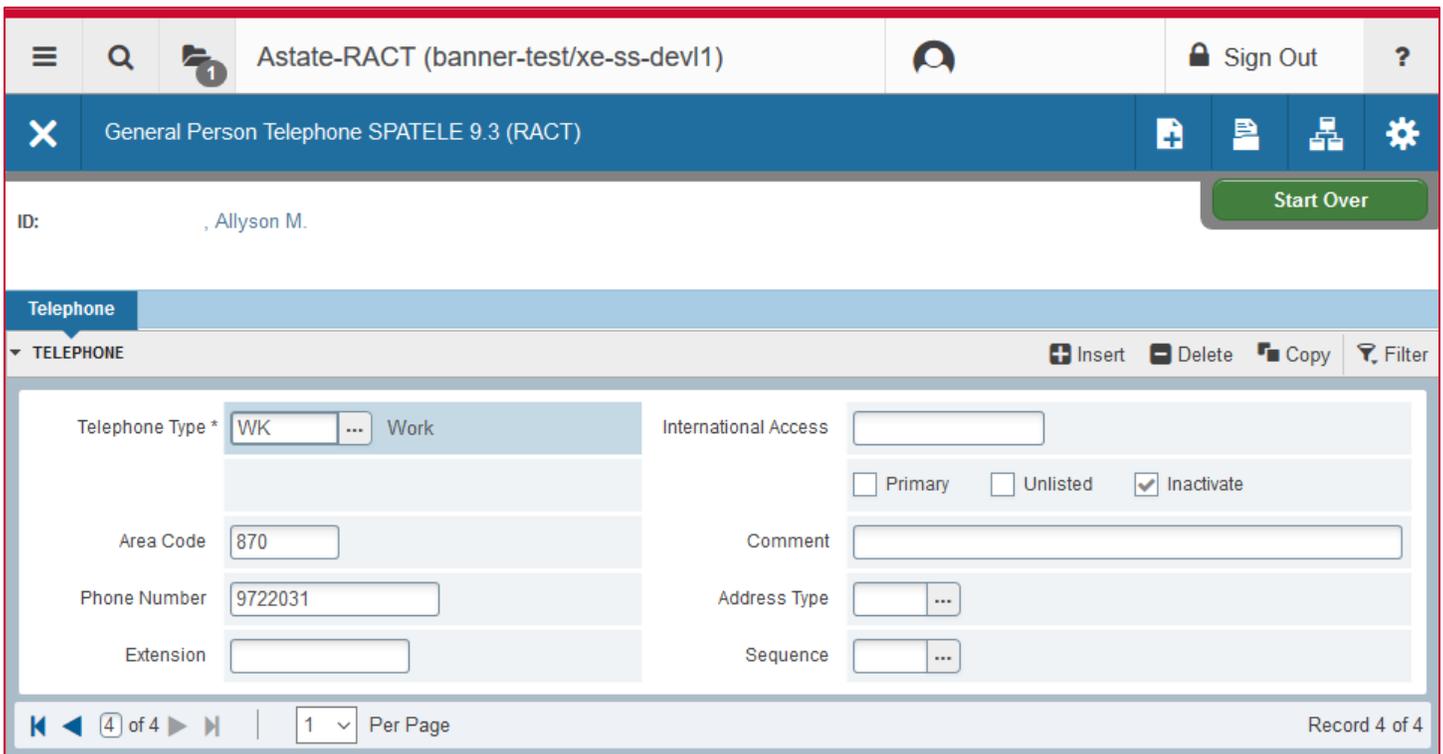
General Person Telephone SPATELE 9.3 (RACT)

ID: ...

Get Started: Fill out the fields above and press Go.

Enter the student’s ID number in the “ID” field and click “Go”.

Telephone number records for the student will populate the screen.



General Person Telephone SPATELE 9.3 (RACT)

ID: , Allyson M.

Telephone

TELEPHONE

Telephone Type *	WK ... Work	International Access	<input type="text"/>
Area Code	870	<input type="checkbox"/> Primary	<input type="checkbox"/> Unlisted <input checked="" type="checkbox"/> Inactivate
Phone Number	9722031	Comment	<input type="text"/>
Extension	<input type="text"/>	Address Type	<input type="text"/> ...
		Sequence	<input type="text"/> ...

4 of 4 | 1 Per Page Record 4 of 4

You can scroll through the records using the arrows on the bottom left. To view more than one record per page use the “Per Page” drop-down box to select the number of records you’d like to view at once.

NOTE: If the “Inactive” box is checked (like above) this number is no longer a valid way to reach the student.

To add a record click the “Insert” button on the record toolbar. Use “Delete” to remove records.

To look up a different student’s information, click “Start Over” on the upper right.