

Using QuickFlows- Banner 9

Create and use QuickFlows

A QuickFlow is a technique that lets you access a set of pages in a specific sequence.

QuickFlow processing uses the following pages:

- QuickFlow Validation (GTVQUIK) page—defines a QuickFlow code and description.
- QuickFlow Definition (GUAQUIK) page—specifies the sequence of pages and assigns a four-character identifier for executing the flow of pages.
- QuickFlow (GUAQFLW) page—lets you enter the identifier and access the first page in the QuickFlow. When you exit the first page, the next page in the sequence is automatically accessed. This process continues until all pages in the QuickFlow have been accessed and exited. At this point, you can execute the QuickFlow again or exit to the location where you called the QuickFlow.

Create a QuickFlow:

Any page, except the following, can be added to a QuickFlow.

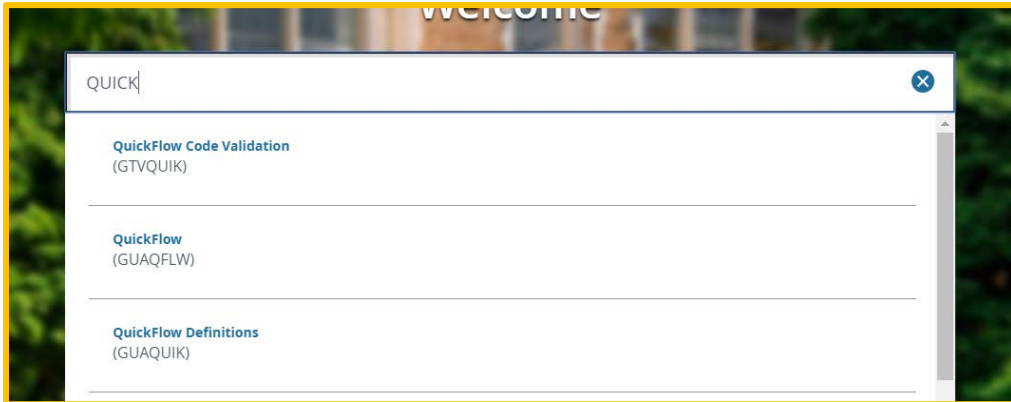
- Main Menu (GUAGMNU) page
- Banner 9 Landing Page (GUAINIT)
- QuickFlow (GUAQFLW) page
- Security Maintenance (GSASECR) page
- Any query page (Q is the third character of the page name)

Use these steps to create a QuickFlow:

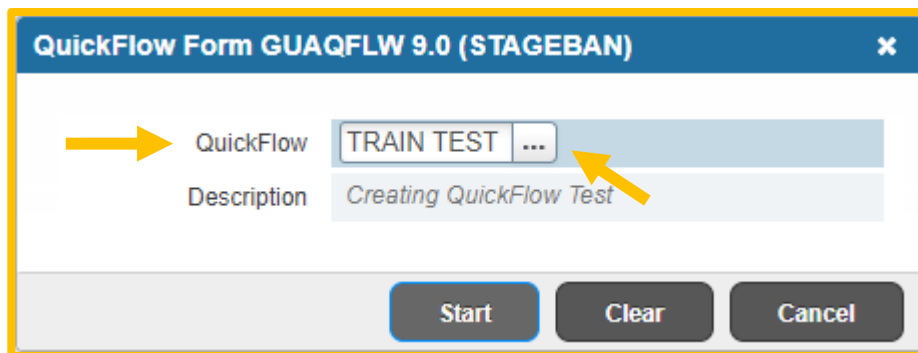
1. Determine the purpose of your QuickFlow, and identify all pages that must be accessed for the tasks you want to perform.
2. Use the QuickFlow Validation (GTVQUIK) page to create a code (up to 10 characters) and description for the QuickFlow. Use the Insert (F6) to insert a row. Be sure to save (F10).
3. Access the QuickFlow Definition (GUAQUIK) page.
4. Enter the QuickFlow code (defined in step 2) in the QuickFlow field. If you want to search for a QuickFlow code, click the Lookup button to select the QuickFlow Codes option, which accesses the QuickFlow Validation (GTVCALL) list.
5. Go to the next section. All existing object names appear in the left pane.
6. Select the objects you want to add, and then use the arrow buttons to move the objects from the left pane to the right pane. Be sure to list them in the order they are to be accessed in the QuickFlow.
OR
7. Enter the seven-character name of each object you want in the QuickFlow. Using the Insert (F6) to insert rows. Be sure to list them in the order they are to be accessed in the QuickFlow. You can use the List function to access the Object Search (GUIOBS) page to search for an object.
8. When all the desired objects are entered in the right pane, save your changes.

Using a QuickFlow

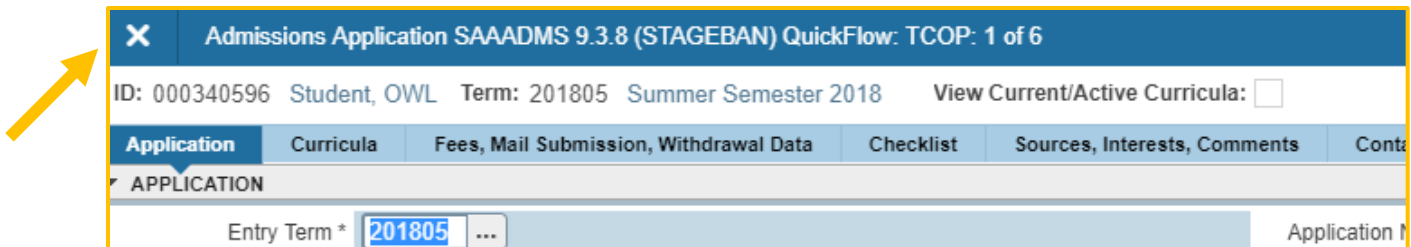
1. From the landing Page, type in *QuickFlow*, or *GUAQFLW*, then hit the enter key.



2. In the *QuickFlow* box, enter the QuickFlow code. You can also “search” using the three dot button. Then select *Start*.



3. To move through pages, click on the white “x” on the left hand side.



4. To leave the QuickFlow completely, select *Tools* on the right hand side of the screen, then select *Exit QuickFlow*.

