

Using Account Detail Query (TGIACCD)

1. Login to Banner 9 and locate the TGIACCD page.
2. Click the X to close the Printer Destinations screen if it displays.
3. The Basic Filter will display, supply any known information, then click
 - a.

4. After retrieving the intended records, you can filter them by repeating the filter process using the **Filter Again** button.

ACCOUNT DETAIL QUERY

Active filters: ID: (Equals)

ID	Name	Detail Code	Description	Amount	Balance	Term	Aid Year	Period	Transaction Number	Transaction Num
700999999	Mule, Mo	UHDP	Housing Deposit Non Ref.	25.00	0.00	201710				
700999999	Mule, Mo	UHDP	Housing Deposit Non Ref.	75.00	0.00	201710				2
700999999	Mule, Mo	CHKA	ARC Check	75.00	0.00	201710				3
700999999	Mule, Mo	CHKA	ARC Check	25.00	0.00	201710				4
700999999	Mule, Mo	UHMP	Basic Meal Plan 2 Revenue	1,515.00	0.00	201710				5
700999999	Mule, Mo	UHRS	Residence Hall Revenue	2,644.00	0.00	201710				6
700999999	Mule, Mo	CFBC	Biochem Chem & Physic...	15.00	0.00	201710				7
700999999	Mule, Mo	T101	Undergraduate Tuition	859.40	0.00	201710				8
700999999	Mule, Mo	T101	Undergraduate Tuition	644.55	0.00	201710				9
700999999	Mule, Mo	T101	Undergraduate Tuition	500.00	0.00	201710				10
700999999	Mule, Mo	T101	Undergraduate Tuition	214.85	0.00	201710				11
700999999	Mule, Mo	T101	Undergraduate Tuition	214.85	0.00	201710				12
700999999	Mule, Mo	T108	TRIO Course Tuition	214.85	0.00	201710				13
700999999	Mule, Mo	T208	Mandatory Fees	438.00	0.00	201710				14
700999999	Mule, Mo	T216	Mandatory Fee - Testing	2.00	0.00	201710				15
700999999	Mule, Mo	TRSS	TRIO- University	25.00	0.00	201710				16
700999999	Mule, Mo	ORIE	New Student Fee	50.00	0.00	201710				17
700999999	Mule, Mo	WELB
Total				80,154.38	0.00					

Record 1 of 117

5. Hovering over the column labels will allow you to drag the columns to display in any order you prefer or size the columns:

ACCOUNT DETAIL QUERY

Active filters: ID: (Equals)

ID	Name	Term	Detail Code	Description	Amount	Aid Year	Balance	Period	Transaction Number	Tran
700999999	Mule, Mo	201710	UHDP	Housing Deposit Non Ref.	25.00			0.00		
700999999	Mule, Mo	201710	UHDP	Housing Deposit Non Ref.	75.00			0.00		2
700999999	Mule, Mo	201710	CHKA	ARC Check	75.00			0.00		3
700999999	Mule, Mo	201710	CHKA	ARC Check	25.00			0.00		4
700999999	Mule, Mo	201710	UHMP	Basic Meal Plan 2 Revenue	1,515.00			0.00		

6. Using the **TOOLS** option, you can Export (Shift + F1) the results

ADD RETRIEVE RELATED TOOLS

Search

ACTIONS

- Refresh F5
- Export Shift+F1**
- Print Ctrl+P
- Clear Record Shift+F4
- Clear Data Shift+F5

Housing Deposit Non Ref. 25.00 0.00 201710