
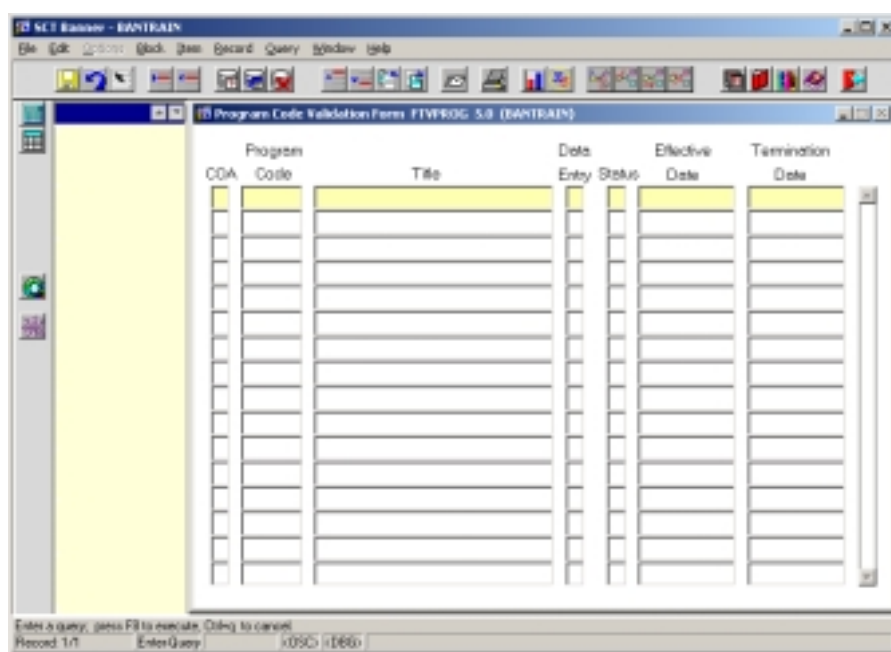



## How to Search for a Program Code Using FTVPROG

1. Type **FTVPROG** in the **Direct Access** field on the Main Menu and press **Enter**.
2. Hit the **F7** key or use the **Enter Query** icon .
3. **Tab** to the **Title** field.
4. Using the **Wild Card** symbol **%** and enter your search criteria (*Example: %Research%*). **Remember**, Banner is **Case Sensitive**.



Program COA Code	Title	Date Entry Status	Effective Date	Termination Date

5. Press the **F8** key or use the **Execute Query** icon .

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For **MORE INFORMATION** on this form see the Form Documentation