After you have logged into Banner, the cursor will be blinking in the Direct Access field:

To access FORS, type **FYMFORS** and press the Enter key.

To access FARS, type **FYMFARS** and press the Enter key

You will be directed to a blank form.

**FYMFORS:**
FYMFARS:

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<th>Fund Code</th>
<th>ACCT Code</th>
<th>Resp Code</th>
<th>Type</th>
<th>Active</th>
<th>Emp Nbr</th>
<th>Employee Name</th>
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