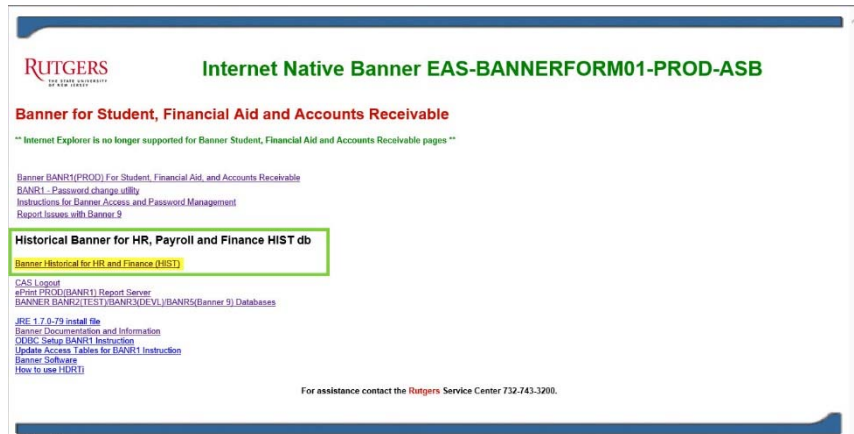


How do I get into Historical Banner?

Users will benefit from a single-sign-on using NetID and will enjoy an intuitive modern experience. **Microsoft Edge in the Internet Explorer mode has to be used to access historical banner** (<https://baninb.rutgers.edu>)

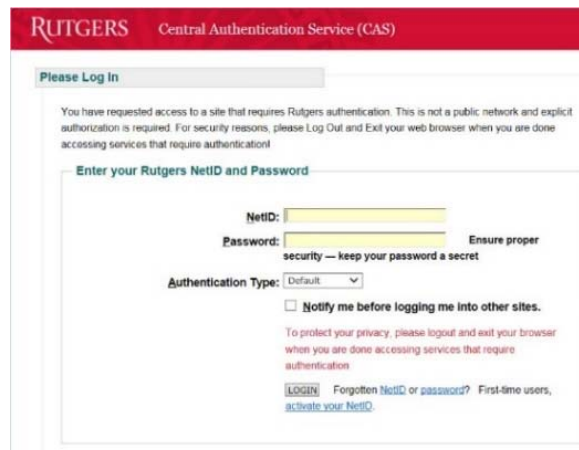
1. From the Banner home screen, Select the **Banner Historical for HR and Finance (BANR1)** link



2. Please read the information on the **Banner HIST logon** page
 - a. If this is the **first time** ever logging into Banner HIST there is an additional step.
 - i. Enter password per direction
 - ii. Select **Save**

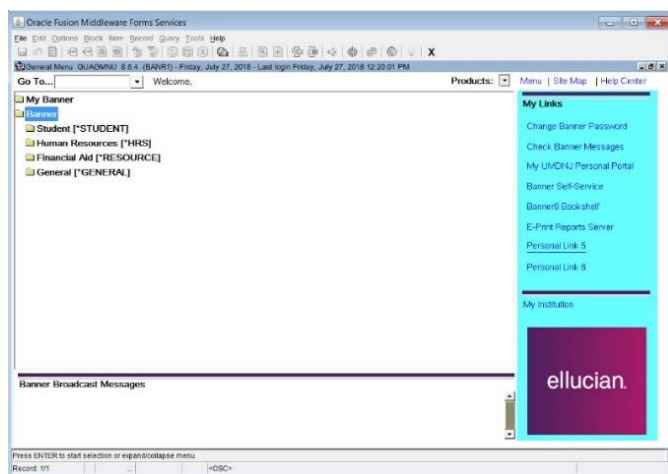


3. The CAS login screen will pop-up
4. Enter your **NetID** and **Password**
5. Select **Login**



NOW YOU ARE IN Historical Banner using Single-Sign On

If banner does not open after you have successfully logged into CAS, put in a heat ticket to request that the Internet explorer mode be set up in Microsoft Edge to access Banner HIST



Having issues - Please email banner-support@oit.rutgers.edu

This will create a ticket in ServiceNow. Include Banner HIST in the subject line.