ApplicationXtender (WebXtender) is accessed through Banner and allows you to view scanned images.

In any Banner form select “RETRIEVE” from the toolbar. If there are scanned images associated with the form and particular document you are viewing you see the scanned images.

Scanned images are most commonly associated with these Banner Forms:

- FOIDOCH – Document History Form
- FAIVNDH – Vendor History Form
- FTMACCI – Index Form
- FRAGRNT – Grant Maintenance Form

To view scanned images:

1. Query the Banner form for your document
2. Select “RETRIEVE”
3. Any associated images will be displayed.

Note:

If you get “No Document Found; the document has not been scanned.

***End***