



Employee View Class

PEABARG





About PEABARG

PEABARG details the bargaining unit history per each employee. The following information can be located within the PEABARG Banner screen;

- Current Bargaining Unit
- Previous Bargaining Units
- Begin/end dates






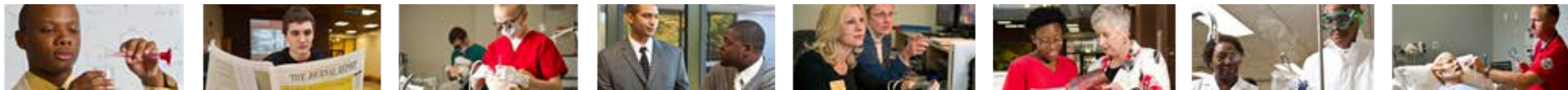
1. Enter PEABARG into the search field.

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 [Keyboard Shortcuts](#)





2. Press Enter on the keyboard or click link in drop down.

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Welcome

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**Employee/Job Labor Relations
(PEABARG)**

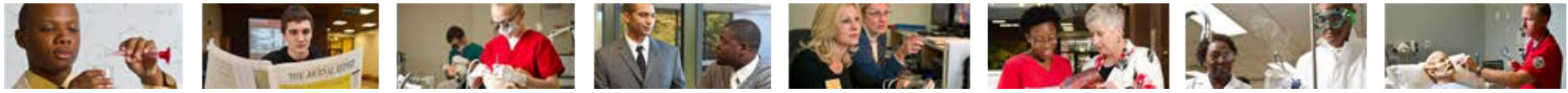
Morris University Center

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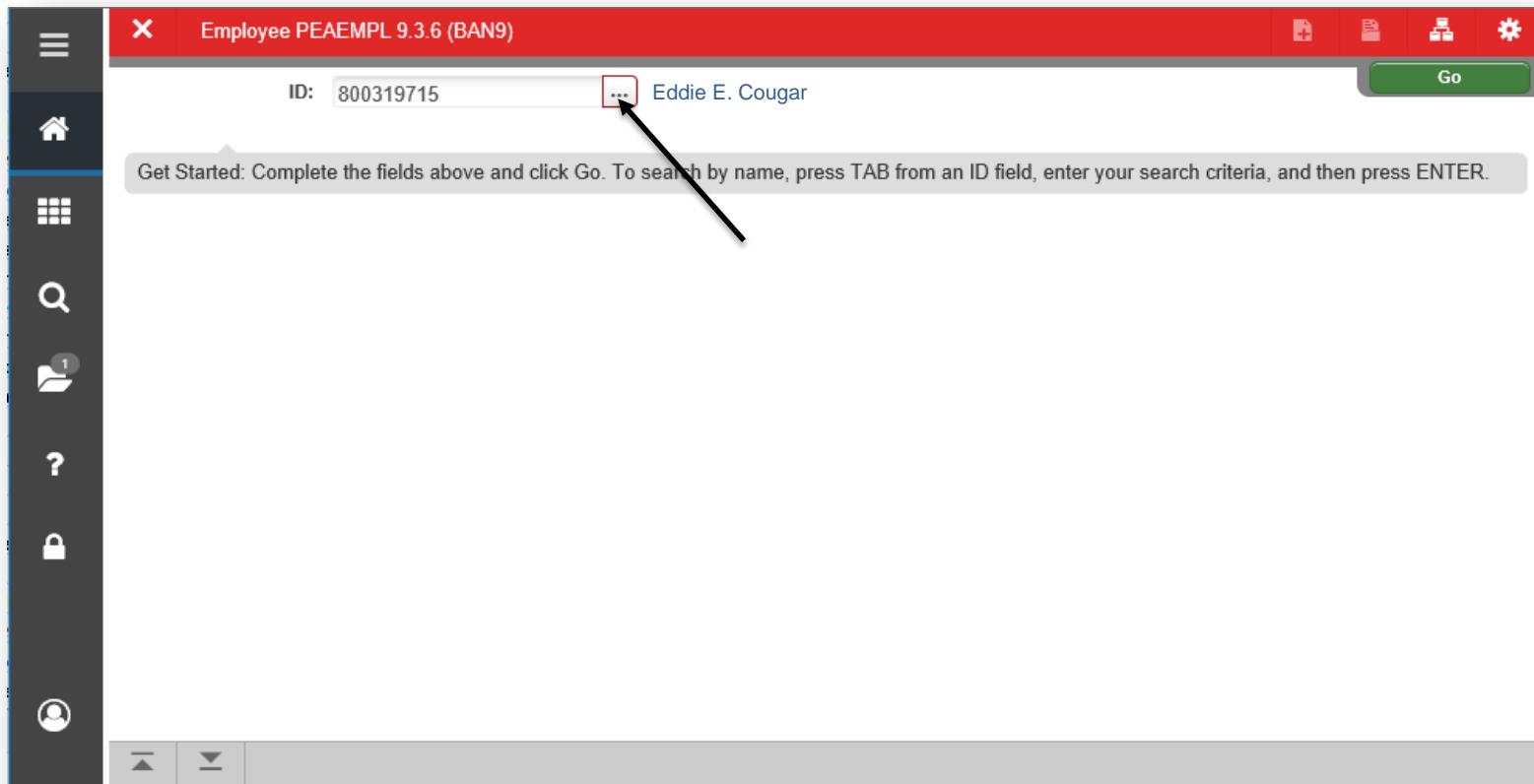
 Keyboard Shortcuts

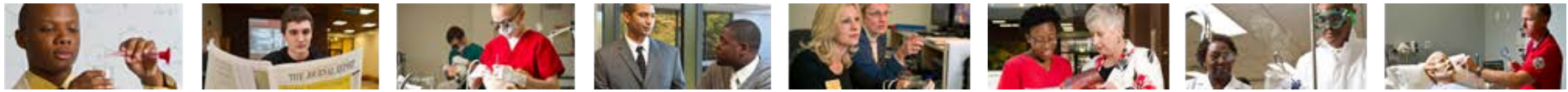




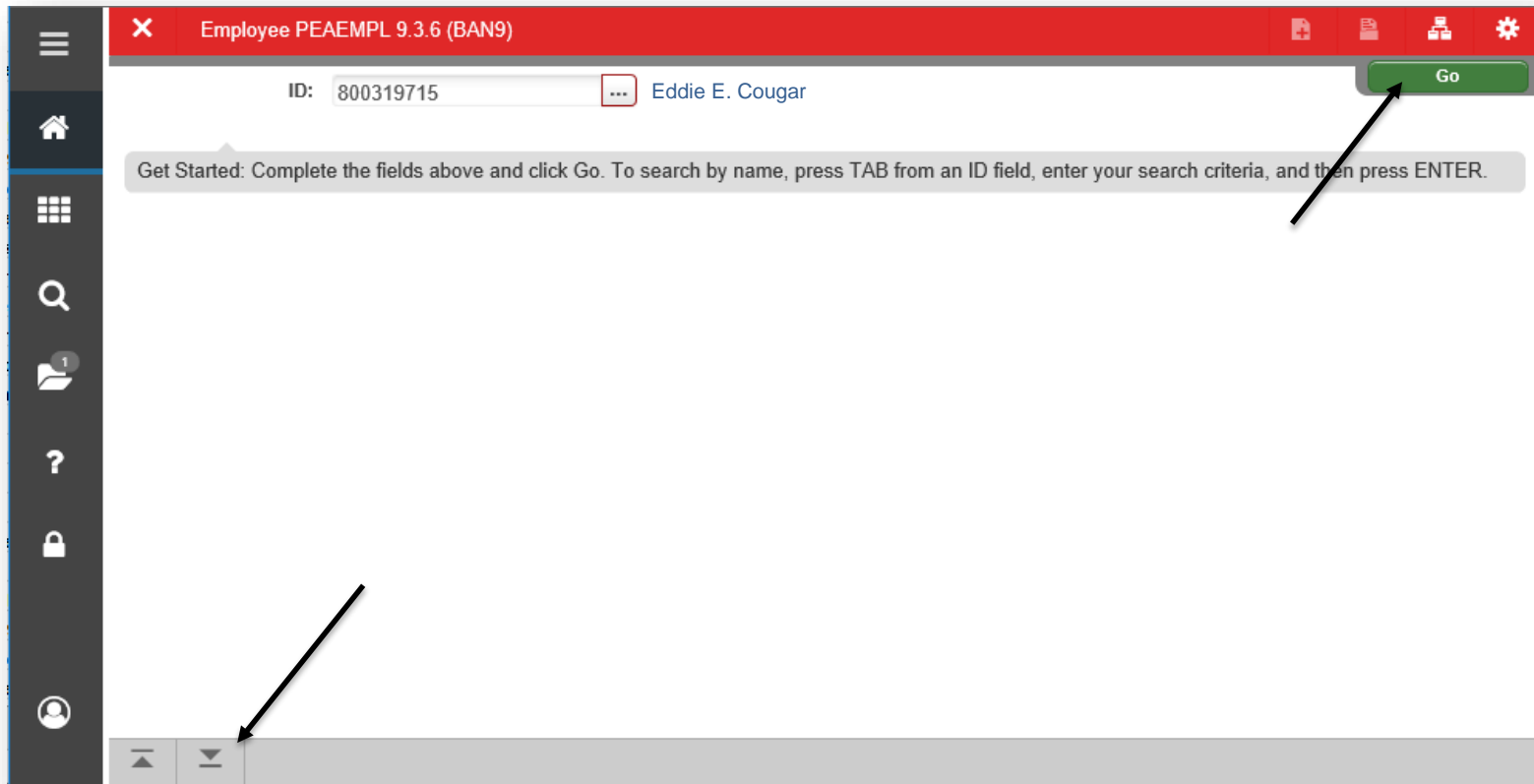
3. Enter employees Banner ID number (800 #).

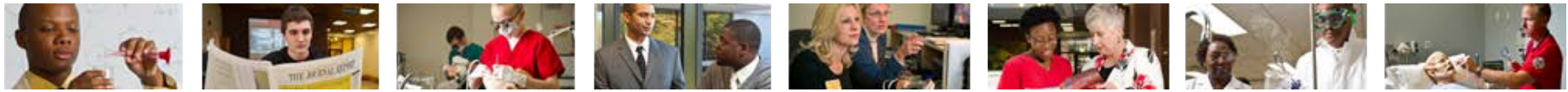
-If Banner ID is unknown, click  to perform Alternate ID Search (see slide 10)





4. Click Go  or Next Section  .





5. The Employee Bargaining Unit tab will populate with the employee's information such as; name of bargaining unit, status within unit, effective dates, end dates, etc.

Employee/Job Labor Relations PEABARG 9.3.3 (BAN9)

ID: 800132032 Eddie E. Cougar

EMPLOYEE BARGAINING UNIT

Bargaining Unit Code *	Bargaining Unit Code Description	Relationship Status *	Relationship Status Description	Seniority	Bargaining Unit Dates Effective *	End
03	AFSCME 2887 Clerical & Kindred	FS	Fair Share		08/13/2014	08/14/201
04	AFSCME Cler Kind Conf Excl	NB	Non-Bargaining Employee		08/15/2014	
30	SEIU 73 Food Service	ME	Member		09/17/2012	08/13/201

1 of 1 | 7 Per Page | Record 1 of 3

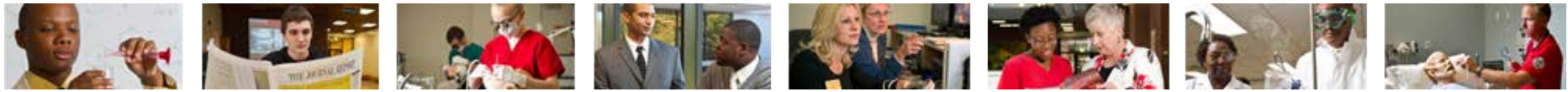
JOB BARGAINING UNIT

Position *	Suffix *	Title	Job Seniority Date *	Job Location Code	Job Location Code Description
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1 of 1 | 7 Per Page | Record 1 of 1

SAVE





6. Click Start Over  to enter a new employee.

Employee/Job Labor Relations PEABARG 9.3.3 (BAN9) ADD RETRIEVE RELATED TOOLS

ID: 800132032 [Eddie E. Cougar](#) Start Over

EMPLOYEE BARGAINING UNIT Insert Delete Copy Filter

Bargaining Unit Code *	Bargaining Unit Code Description	Relationship Status *	Relationship Status Description	Seniority	Bargaining Unit Dates Effective *	End
03	AFSCME 2887 Clerical & Kindred	FS	Fair Share		08/13/2014	08/14/201
04	AFSCME Cler Kind Conf Excl	NB	Non-Bargaining Employee		08/15/2014	
30	SEIU 73 Food Service	ME	Member		09/17/2012	08/13/201

1 of 1 | 7 Per Page | Record 1 of 3

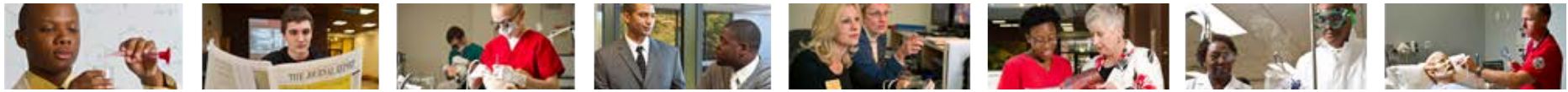
JOB BARGAINING UNIT Insert Delete Copy Filter

Position *	Suffix *	Title	Job Seniority Date *	Job Location Code	Job Location Code Description
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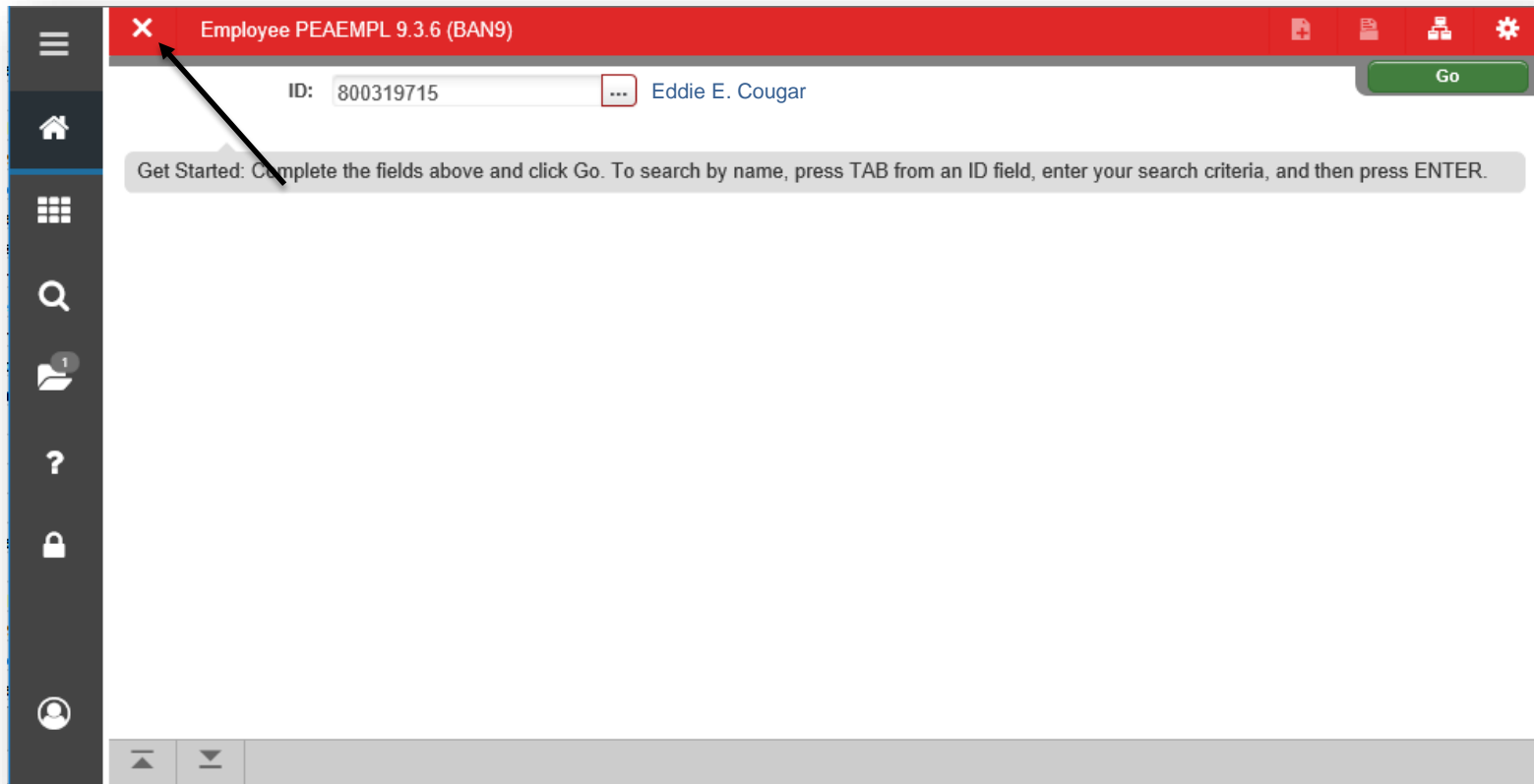
1 of 1 | 7 Per Page | Record 1 of 1

SAVE





7. Click the X  to return to the Banner home screen.

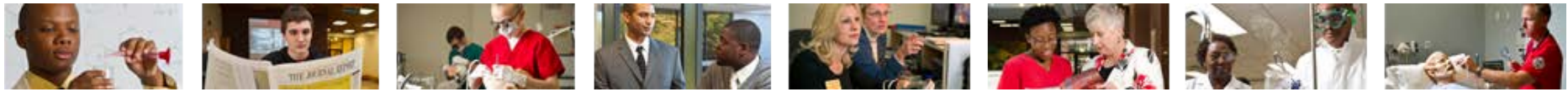




Performing Alternate ID Search

1. If ID number is unknown, click  .





2. Click Alternate ID Search (GUIALTI)

Employee PEAEMPL 9.3.6 (BAN9)

ID: ... Go

Get Started: Complete the fields above and click **GO**. To filter your search results, click on the **TAB** icon. To enter your search criteria, and then press ENTER.

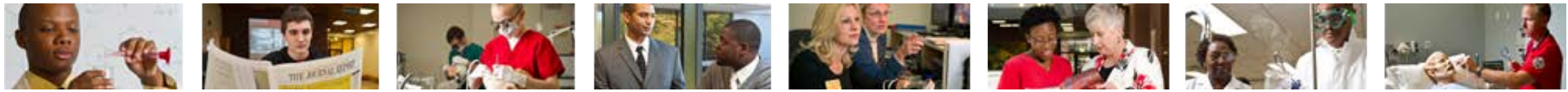
Option List

- [List for Person \(SOAIDEN\)](#)
- [List for Employee \(POIIDEN\)](#)
- [Alternate ID Search \(GUIALTI\)](#)

Cancel

SAVE





3. Search a name by using the Last Name and/or First Name search criteria or select additional search criteria from the Add Another Field... dropdown and click Go .

SSN/SIN Alternate ID Search GUI/ALTI 9.3.6 (BAN9)

ADD RETRIEVE RELATED TOOLS 1

SSN/SIN/TIN ALTERNATE ID SEARCH

Basic Filter Advanced Filter

SSN/SIN/TIN ID Person or Non-Person

Last Name First Name Add Another Field ...

Cougar

Clear All Go

SSN/SIN/TIN ID Person or Non-... Last Name First Name Middle Name Prefix Suffix Birthdate Change Indicator

Case Insensitive Query Case Sensitive Query

EDIT Record: 1/1 G\$_OPT_BLOCK.SELECT_A_DESC [1] CANCEL SELECT ellucian





4. Select the row of the appropriate person and click Select

SELECT

SSN/SIN Alternate ID Search GUI/ALTI 9.3.6 (BAN9)

ADD RETRIEVE RELATED TOOLS

SSN/SIN/TIN ALTERNATE ID SEARCH

Active filters: Last Name : forward First Name : down Clear All Filter Again

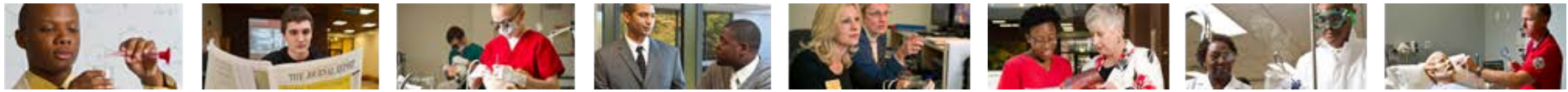
SSN/SIN/TIN	ID	Person or Non...	Last Name	First Name	Middle Name	Prefix	Suffix	Birthdate	Change Indicator
123456789	800319715	Person	Cougar	Eddie	E.			09/19/1986	
123456780	800999999	Person	Cougar	Heather				09/19/1986	ID Change
123456788	800999998	Person	Cougar	Jake				09/19/1986	ID Change
123456787	800999997	Person	Cougar	William				09/19/1986	ID Change

10 Per Page Record 1 of 4

Case Insensitive Query Case Sensitive Query

CANCEL SELECT





5. The employee's name will populate on the PEABARG home screen.
- (Return to slide 6)

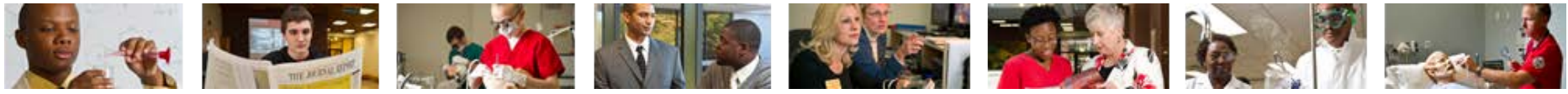
Employee PEABARG. 9.3.6 (BAN9)

ADD RETRIEVE RELATED TOOLS

ID: 800319715 Eddie E. Cougar Go

Get Started: Complete the fields above and click Go. To search by name, press TAB from an ID field, enter your search criteria, and then press ENTER.





Who can I call for help?

For assistance or additional information about the Employee View Access security class contact the Office of Human Resources at X2190.

