



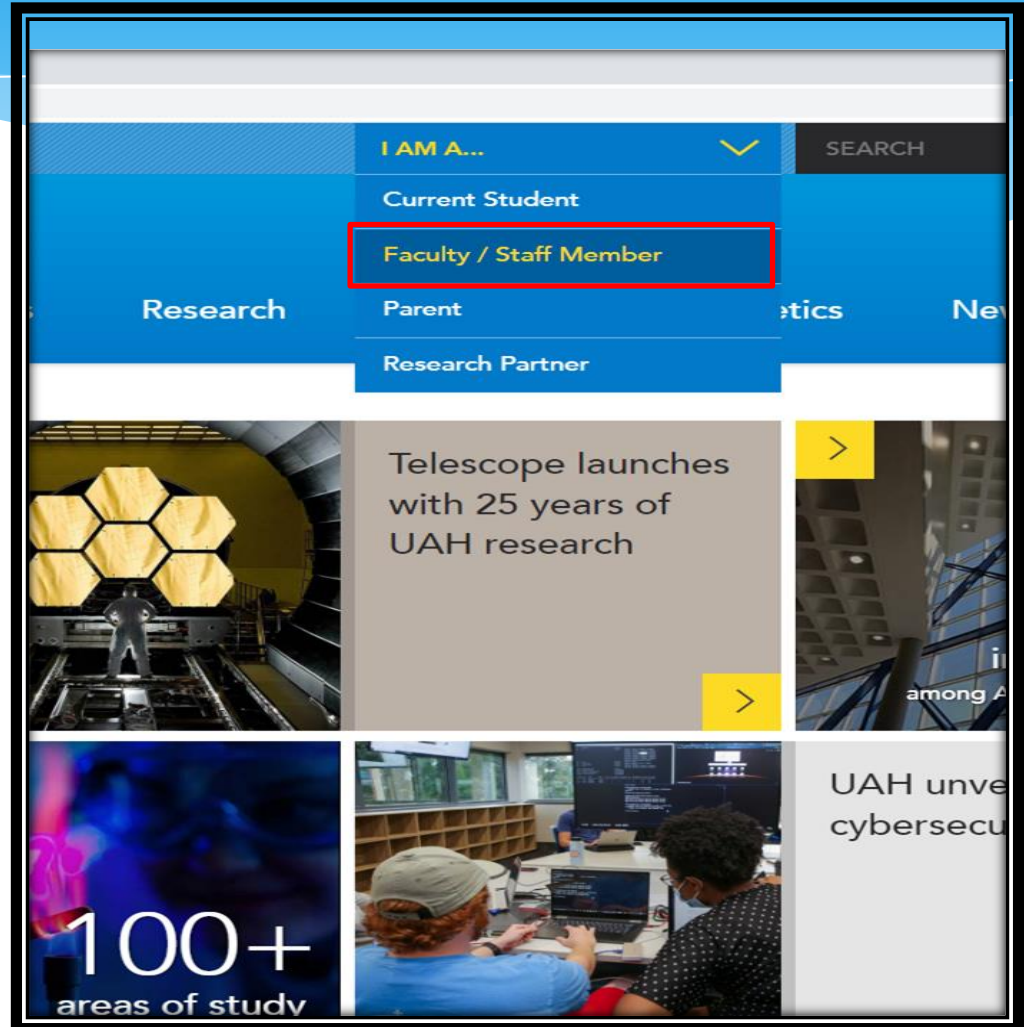
THE UNIVERSITY OF  
ALABAMA IN HUNTSVILLE

The University of Alabama in Huntsville  
Office of Budgets and Management Information  
**Banner Finance Self-Service Training**

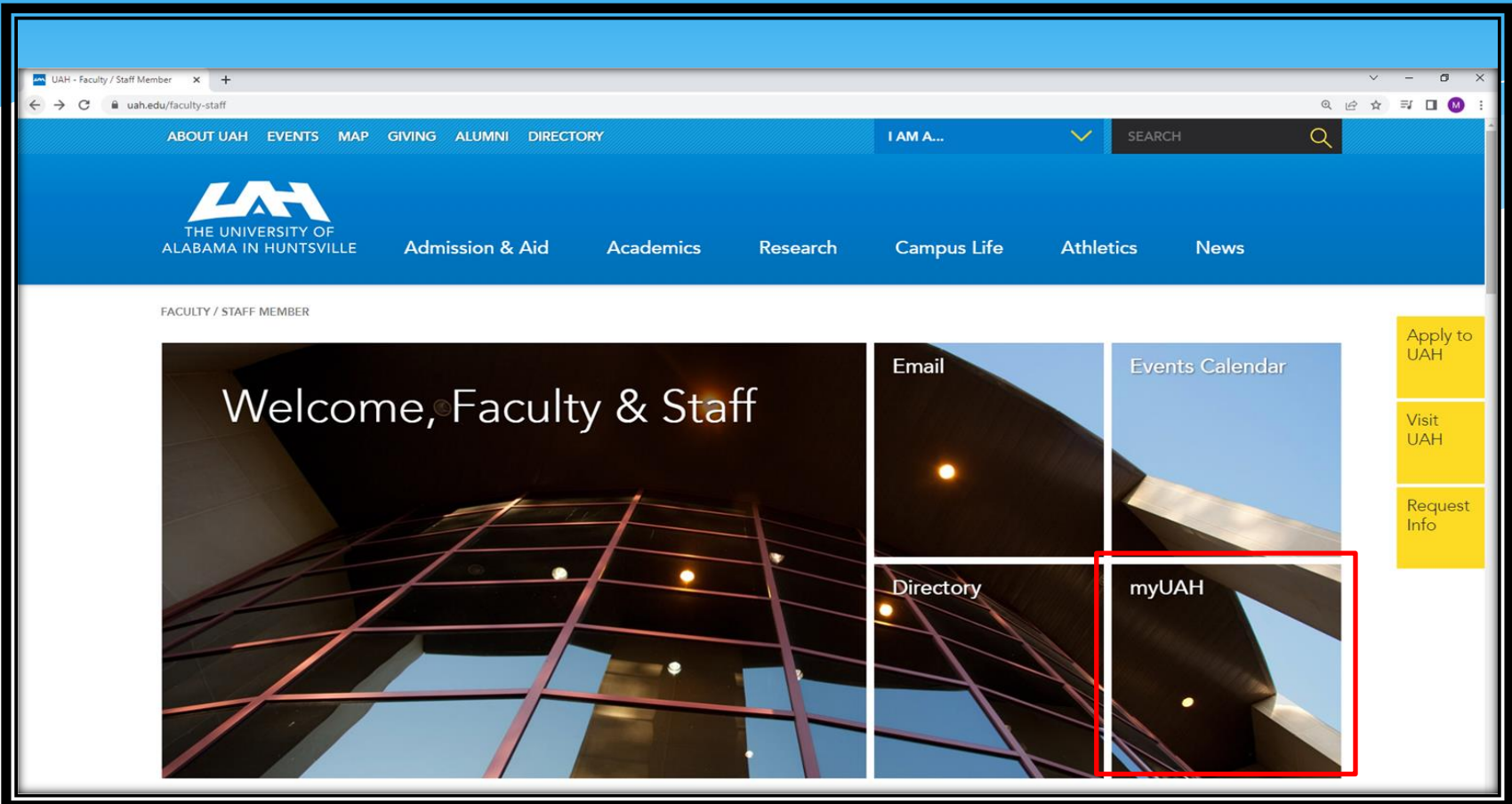
**How to Log In to Finance Self Service**

Access the UAH website at:  
<https://www.uah.edu>

Select Faculty/Staff Member from the **I AM A...** drop down menu.



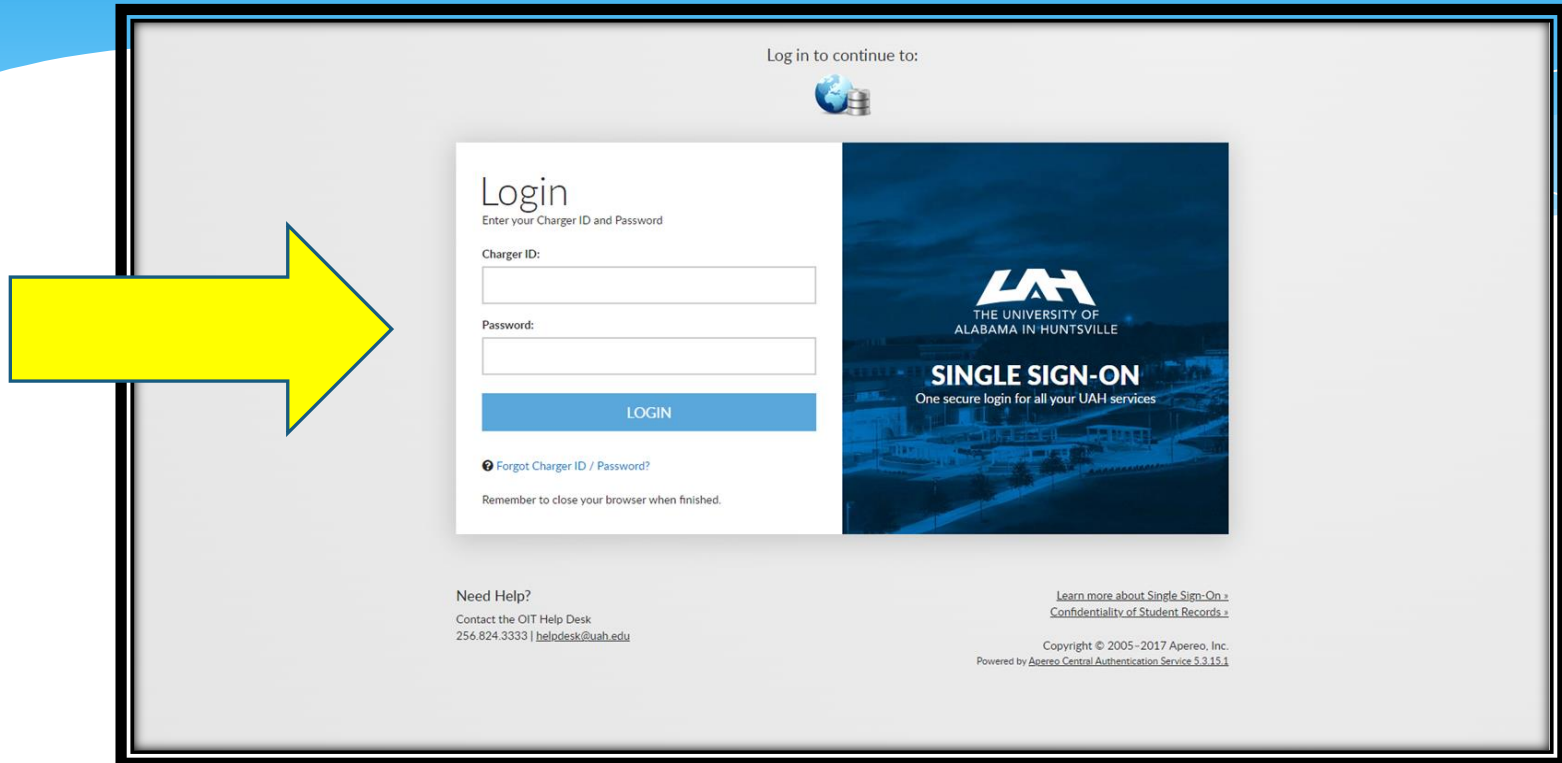
# Logging In to Finance Self-Service




The screenshot shows a web browser window displaying the UAH Faculty/Staff Member portal. The browser's address bar shows the URL [uah.edu/faculty-staff](http://uah.edu/faculty-staff). The page features a blue header with navigation links: ABOUT UAH, EVENTS, MAP, GIVING, ALUMNI, DIRECTORY, I AM A..., and a search bar. Below the header is the UAH logo and the text "THE UNIVERSITY OF ALABAMA IN HUNTSVILLE". A secondary navigation bar includes links for Admission & Aid, Academics, Research, Campus Life, Athletics, and News. The main content area is titled "FACULTY / STAFF MEMBER" and contains a large "Welcome, Faculty & Staff" banner. To the right of the banner are four panels: "Email", "Events Calendar", "Directory", and "myUAH". The "myUAH" panel is highlighted with a red border. On the far right, there are three yellow buttons: "Apply to UAH", "Visit UAH", and "Request Info".

Select the myUAH panel to take you to the UAH Single-Sign-On page.

# Logging In to Finance Self-Service



Log in to continue to:



## Login

Enter your Charger ID and Password


Charger ID:

Password:

**LOGIN**

[Forgot Charger ID / Password?](#)

Remember to close your browser when finished.



THE UNIVERSITY OF  
ALABAMA IN HUNTSVILLE

### SINGLE SIGN-ON

One secure login for all your UAH services

[Need Help?](#)  
Contact the OIT Help Desk  
256.824.3333 | [helldesk@uah.edu](mailto:helldesk@uah.edu)

[Learn more about Single Sign-On & Confidentiality of Student Records >](#)

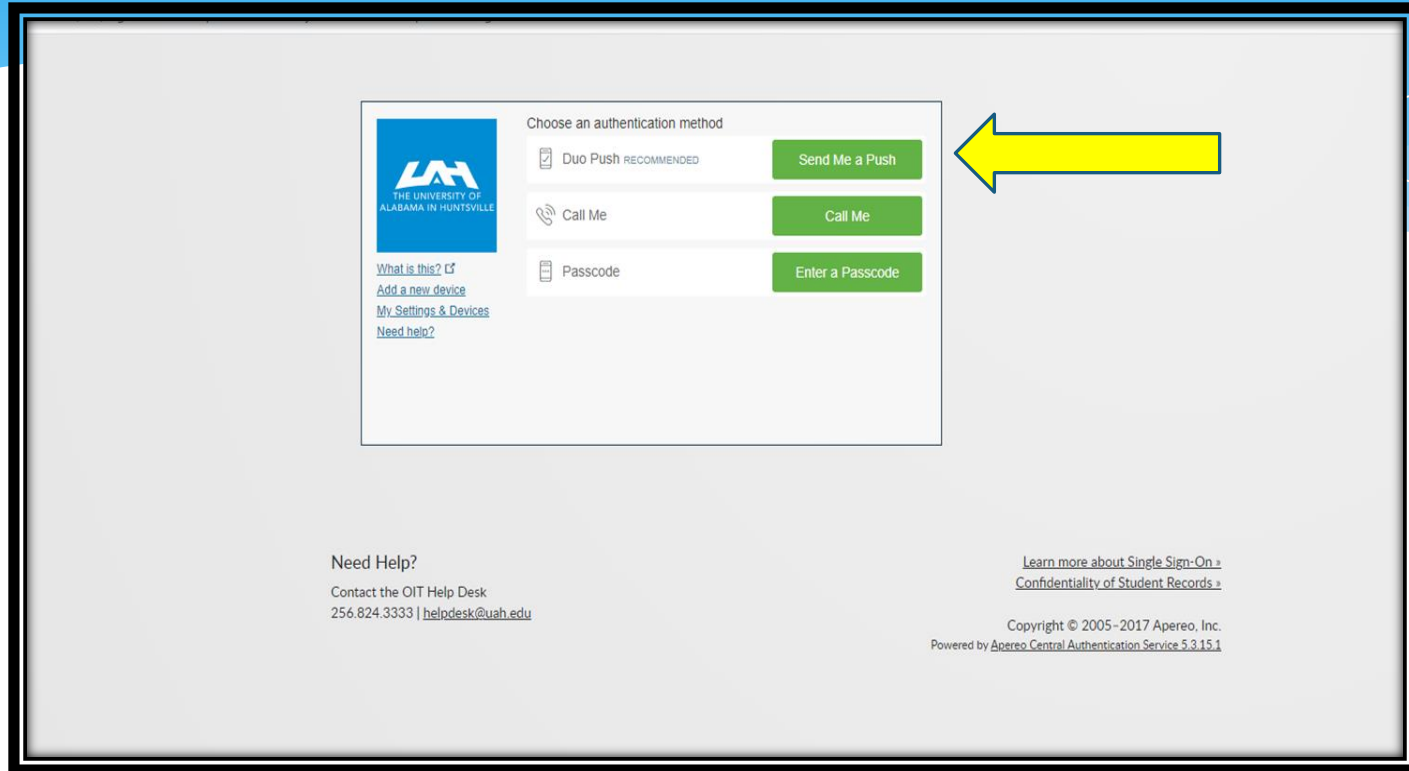
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Powered by [Apereo Central Authentication Service 5.3.15.1](#)

**Enter your Charger ID and Password and Click Login**

Don't know your Charger ID?

UAH employees can find their Charger ID on their Charger Card. If you know your A-number and you have established a mobile phone number, non-UAH email address, or security questions in Banner, you may learn your Charger ID and/or reset your password at [reset.uah.edu](https://reset.uah.edu).

# Logging In to Finance Self-Service



The screenshot shows a login interface for the University of Alabama in Huntsville. On the left is the university logo and links for help. The main area is titled 'Choose an authentication method' and lists three options: 'Duo Push RECOMMENDED' with a 'Send Me a Push' button, 'Call Me' with a 'Call Me' button, and 'Passcode' with an 'Enter a Passcode' button. A yellow arrow points to the 'Send Me a Push' button. At the bottom, there is contact information for the OIT Help Desk and copyright information for Apereo, Inc.

**THE UNIVERSITY OF ALABAMA IN HUNTSVILLE**

[What is this?](#) [Add a new device](#) [My Settings & Devices](#) [Need help?](#)

Choose an authentication method

- Duo Push RECOMMENDED [Send Me a Push](#)
- Call Me [Call Me](#)
- Passcode [Enter a Passcode](#)

Need Help?  
Contact the OIT Help Desk  
256.824.3333 | [helodesk@uah.edu](mailto:helodesk@uah.edu)

[Learn more about Single Sign-On »](#)  
[Confidentiality of Student Records »](#)

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Powered by [Apereo Central Authentication Service 5.3.15.1](#)

Select your authentication method, typically ‘Send Me a Push.’ You then verify access through the Duo Mobile phone app. Have questions about Duo? Click [this link](#) or visit the OIT website and select Services and Duo from the left menu.

# Logging In to Finance Self-Service

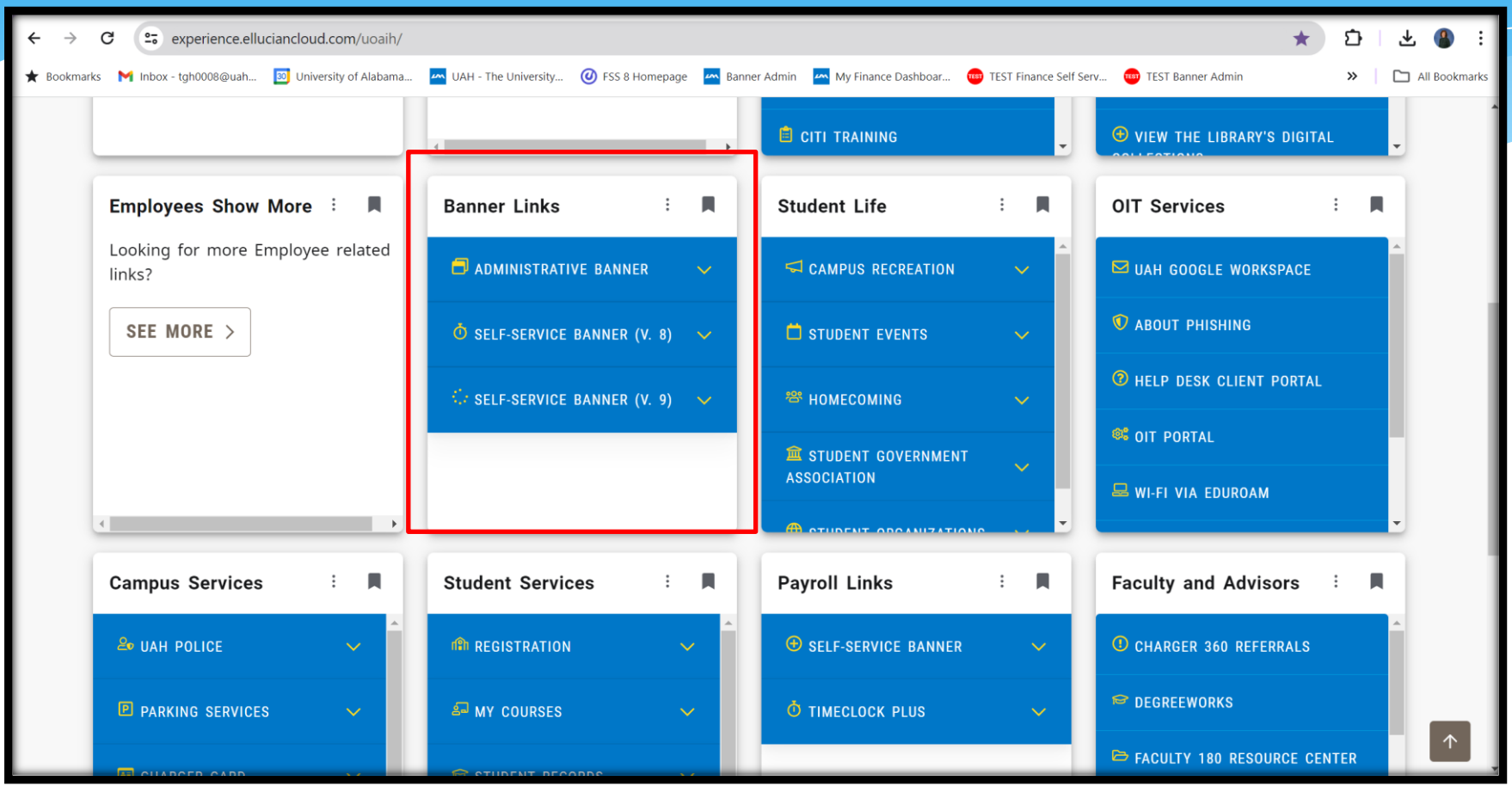
The screenshot displays the myUAH (my.uah.edu) Home page. The browser address bar shows the URL `experience.elluciancloud.com/uoaih/`. The page features a header with the University of Alabama logo and navigation icons. Below the header, there are several service tiles:

- Title IX Coordinator**: Title IX Coordinator, Office of Title IX and Equal Opportunity, Shelbie King Hall, room 357/358, 301 Sparkman Drive, Huntsville, AL 35899, Telephone: 256.824.7854, Email: [titleix@uah.edu](mailto:titleix@uah.edu), Make A Report: [uah.edu/makeareport](http://uah.edu/makeareport)
- Students Show More**: Looking for more Student related links? [SEE MORE >](#)
- Research**: SPONSORED PROGRAMS RESEARCH REPORTING, INVESTIGATOR RESEARCH PORTAL, PI PROJECTS DASHBOARD, RESEARCH FORMS AND DOCUMENTS, CITI TRAINING
- M. Louis Salmon Lib...**: CHAT WITH A LIBRARIAN, SEARCH BOOKS, ARTICLES, AND MORE, DATABASE A-TO-Z, SEARCH THE LIBRARY'S ARCHIVE, VIEW THE LIBRARY'S DIGITAL COLLECTIONS
- Employees Show More**: Looking for more Employee related
- Banner Links**
- Student Life**
- OIT Services**

You are now at the myUAH (my.uah.edu) Home page.



# Logging In to Finance Self-Service



Scroll down to find the Banner Links card.

# Logging In To Finance Self Service

The screenshot shows a web browser interface for the University of Alabama's Finance Self-Service portal. The browser address bar displays "experience.elluciancloud.com/uoaiah/". The page features a grid of service tiles. The "Banner Links" tile is highlighted with a red box, and the "SELF-SERVICE BANNER (V. 8)" link is also highlighted with a red box. Below it, the "Finance" link is highlighted with a red box.

Employees Show More :

Looking for more Employee related links?

SEE MORE >

**Banner Links** :

- ADMINISTRATIVE BANNER
- SELF-SERVICE BANNER (V. 8)**
- Employee
- Faculty & Advisor Self Service
- Finance**
- Payroll
  - Timesheets
  - Pay Stubs
  - Leave Balances (4/9)

**Student Life** :

- CAMPUS RECREATION
- STUDENT EVENTS
- HOMECOMING
- STUDENT GOVERNMENT ASSOCIATION
- STUDENT ORGANIZATIONS

**OIT Services** :

- UAH GOOGLE WORKSPACE
- ABOUT PHISHING
- HELP DESK CLIENT PORTAL
- OIT PORTAL
- WI-FI VIA EDUROAM

**Campus Services** :

- UAH POLICE
- PARKING SERVICES
- COURSES

**Student Services** :

- REGISTRATION
- MY COURSES
- STUDENT RECORDS

**Payroll Links** :

- SELF-SERVICE BANNER
- TIMECLOCK PLUS

**Faculty and Advisors** :

- CHARGER 360 REFERRALS
- DEGREEWORKS
- FACULTY 180 RESOURCE CENTER

Select Self-Service Banner (V. 8) and then Finance.



# Finance Self-Service Main Screen

ssbprod.uah.edu/PROD/twbkwbis.P\_GenMenu?name=bmenu.P\_FinanceMnu

★ Bookmarks Inbox - tgh0008@uah... University of Alabama... UAH - The University... FSS 8 Homepage Banner Admin My Finance Dashboar... TEST Finance Self Serv... TEST Banner Admin

THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

Personal Information Student Employee **Finance** Proxy Menu

Search  Go RETURN TO MENU SITE MAP HELP EXIT

Finance

Budget Queries ←  
Encumbrance Query  
Requisition  
Approve Documents  
View Document  
Multiple Line Budget Transfers  
Budget Development  
e~Print Repository  
ARRA Certification  
SSB8 - Budget Queries

[ Budget Queries | Encumbrance Query | Requisition | Approve Documents | View Document | Multiple Line Budget Transfers | Budget Development | e~Print Repository | ARRA Certification | SSB8 - Budget Queries ]

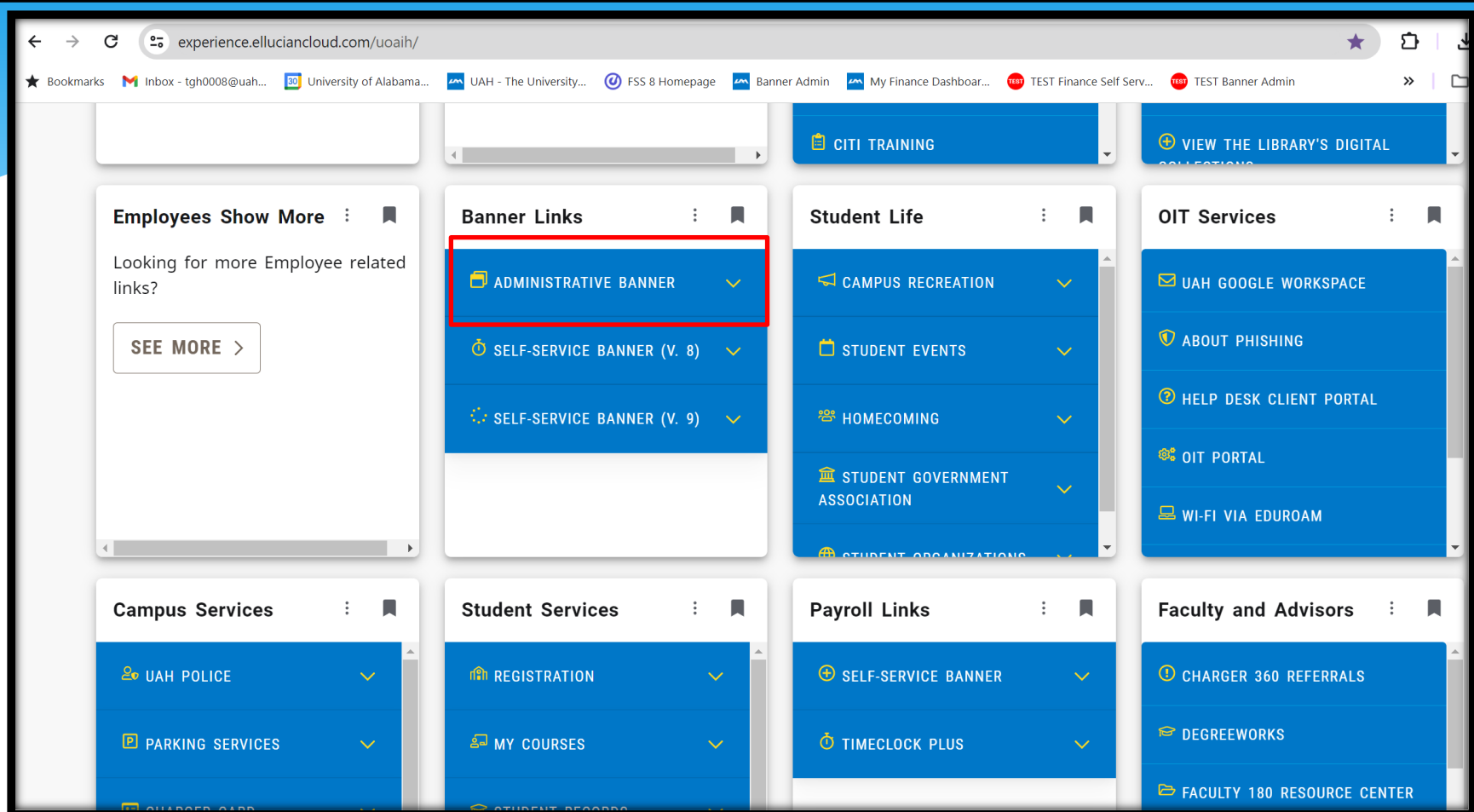
RELEASE: 8.11

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If you don't have the Finance tab, you do not have access to Finance Self-Service. Request access by going to the Budgets FSS Help page.

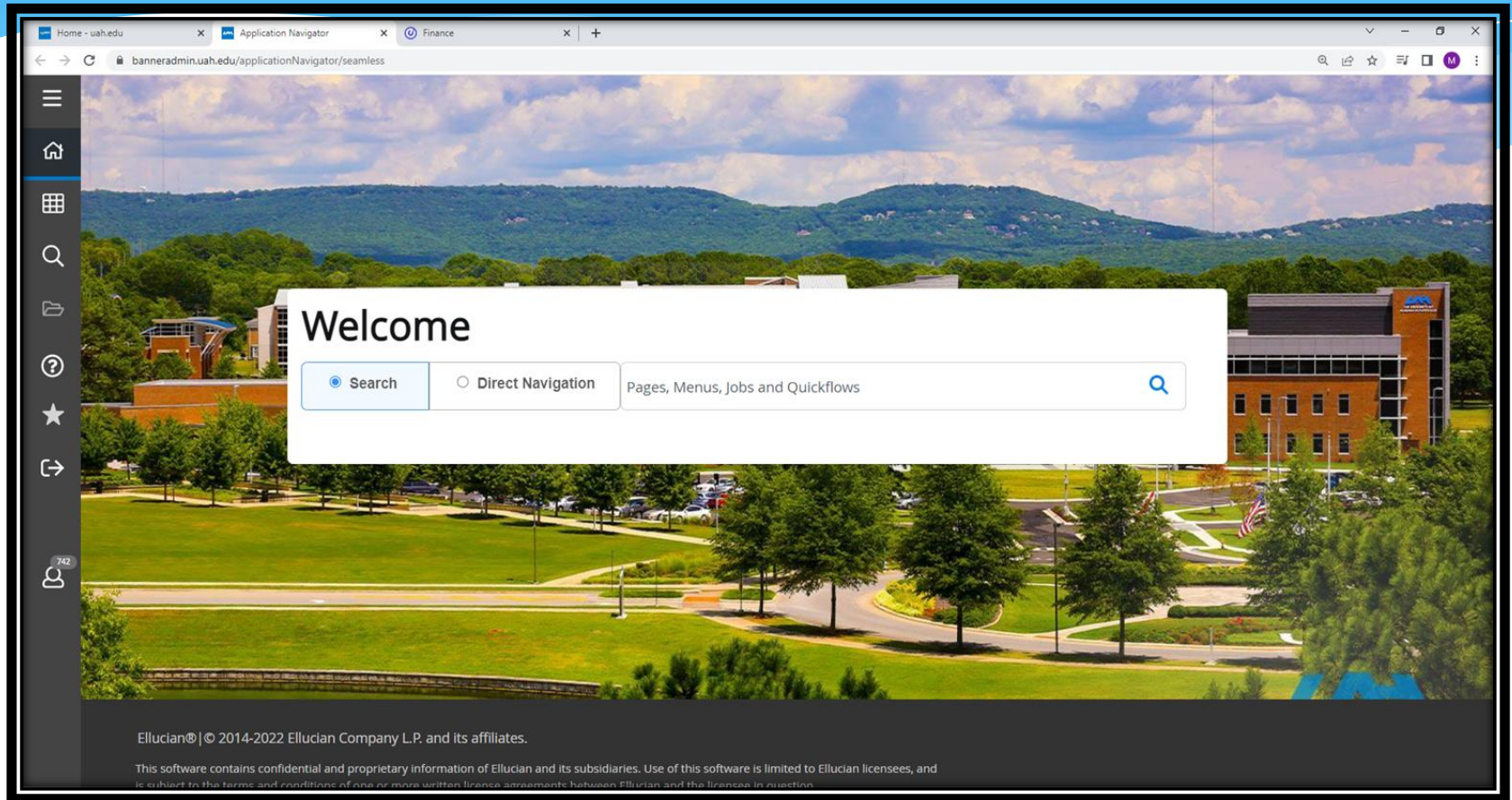
This will take you to the main screen for Finance Self-Service 8. Find the Finance tab and select Budget Queries at the top of the menu to go to FSS9.

# Logging In to Banner Finance Admin



Select Administrative Banner from Banner Links box (formerly Internet Native Banner).

# Logging In to Banner Finance



This will take you to the Banner Administrative (banneradmin.uah.edu) main screen.

# Questions?



Contact us!

Website: [uah.edu/budget/self-service-help](http://uah.edu/budget/self-service-help)

Ext. 5217 or 2242