Procard Transactions
In
Banner Finance

Procard transactions will appear in Banner as type “CCRD”, with each transaction listed as a separate detail line. Budget availability checking will not be performed by Banner, Procard transactions will be applied to the accounting string entered in Pathway Net regardless of the availability of budget for that string.

It’s recommended that you watch your Banner transactions to ensure that your department’s Procard transactions are being charged to the appropriate accounting string. If you miss the scheduled Pathway Net transaction posting date and aren’t able to change the accounting string from the default in Pathway Net as may be required, the only way to change the account charged is by Journal Voucher. Changing the account charged by use of a Journal Voucher is not the accepted general method to use, and diligent effort should be habitually practiced in completing changes in Pathway Net before the scheduled Banner posting date.