

# Banner Combined Population Selection -- SWRUNOF (Unofficial Transcript)

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**SWRUNOF**, the unofficial transcript report, can be run for multiple students after following the steps to run a [Combined Population Selection](#). It shows students' grades, degrees/certificates earned, credits earned, GPA, and more.

### Directions:

1. From the Banner Main Menu, type **SWRUNOF**, then press *Enter*.
2. Click the **Next Block** icon **TWICE** to get to the "Parameter Values" block.
3. On the right side of the Parameter Values section, complete the parameter values as shown:

<i>Parameter</i>	<i>What To Type</i>
01: Use Population Selection	Type <b>Y</b> for yes (Y in CAPS)
02: Student ID	(Leave this field blank)
03: Address Selection Date	Type in today's date (if it does not already appear). Example: <b>02-JAN-2012</b> for January, 2, 2012
04: Address Priority and Type	Leave default of <b>1MA</b>
05: Population Selection ID	Type in the name of the Combined Population Selection you created in earlier steps (all CAPS).
06: Population Application Code	Type <b>STUDENT</b> in CAPS
07: Population Creator ID	Type in your Banner login in CAPS.
08: Print Control Report	We recommend typing <b>Y</b> so you can view report result details on the last page of the report.

1. When you have finished entering the parameter values above, click the **Next Block** icon.
2. Click the **Save** icon on the top left of your screen.

For other saving options and help saving your report parameters for next time, refer to: [Saving Your Report Parameters](#).

You will see a message at the bottom left of the screen: *Look for Printout in yourname\_swrunof\_99999.lis.*

1. Open [Report Viewer](#) to view and/or print your report.