**Who/What**

The **Who/What** web site has been created for users who need to get basic information on a student or employee at Missouri State without needing to log into Banner.

This web page is accessible from **My Work**, which can be found from the **Faculty & Staff** link (left navigation bar) on the Missouri State **homepage** or from the **MyMissouriState** portal under the **Work Resources** tab.

This system allows the user to enter any one of the following criteria:

- M number
- User ID – also known as the network ID or private ID
- Last name, first name – which can be partially entered
- Email Address
- Term Code – applies only to student look-up and is ignored for employees

Screen shot of the search criteria page:
The web page then returns the following data for the person you entered (see screen shot below):

- M number
- User ID
- Name
- Personal Email Address
- University Email Address
- Permanent and Local Address – (students only)
- Campus Address
- Campus Phone
- Active employee – Yes or No
- Graduate Assistant – Yes or No
- Vendor – Yes or No (anyone receiving a check [payroll, refund, etc...] from the University is a vendor)
- Is an enrolled student for the current term – Yes or No

Two data that will only display under certain conditions are:

- FERPA message – A message in bold, red text appears for students with a FERPA hold in Banner.
- Zip Card ID – This will appear if the person’s zip card ID is NOT their Social Security Number. Hence, if the person’s zip card ID does not appear, then their zip card ID is their SSN, otherwise it is an ‘8’ number.