

### GOAEMAL Email Address Form

This form contains the student's Buffalo State email address. You must enter the student's BID (Banner ID). If you do not know the BID enter the student's last name. If you wish to enter the student's first name also, you must put a comma between the two names. Hit Enter. You will get a drop down list of all the students who meet the criteria you entered. If there is only one, the info will be filled in at the top of the screen. Click on Next Block or Ctrl+PgDn.

The screenshot shows the GOAEMAL Email Address Form in a web browser window. The browser title is "E-mail Address GOAEMAL 7.4 (PROD)". The form contains the following fields and controls:

- ID:** A dropdown menu with a red arrow pointing to it from the "NEXT BLOCK" annotation.
- Search Field:** A text input field with a red arrow pointing to it from the "ENTER BID OR LAST NAME, FIRST NAME." annotation.
- E-mail Type:** A dropdown menu set to "CA" with "Campus Email" selected. A red arrow points to it from the "TYPE OF EMAIL ADDRESS" annotation.
- E-mail Address:** A text input field containing "[redacted]@buffalostate.edu". A red arrow points to it from the "EMAIL ADDRESS" annotation.
- Options:** Checkboxes for "Preferred" (checked), "Inactivate", "Display on Web" (checked), and "URL" (checked).
- Activity Date:** A field showing "04-APR-2007".
- User:** A field showing "ENKPT".

Red arrows from the blue-bordered annotations point to the corresponding fields in the form.