

## Chapter 9

# Asset Inquiry

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### Objectives

By the end of this chapter, you will be able to:

- Describe the asset inquiry process.
- Inquire on Physical and Financial information of any asset.

### Overview

PeopleSoft Asset Management provides an Asset Inquiry format that enables you to complete any inquiry on an asset to gather information regarding general information, comments, acquisition detail, cost history, book history, or depreciation history.

## ASSET INQUIRY

The online process involves these components:

- Asset Parent/Child Information
- Asset Basic Information
- Asset Acquisition Detail
- Location/Comments/Attributes
- Custodian/License/Manufacturer
- Responsible Person
- Sponsored Awards
- Cost History
- Book History
- Depreciation History

## General Information

There are three main ways to locate an asset for inquiry:

- Search for an Asset
- Parent/Child Inquiry
- Basic Add Inquiry

Both of the first two options are pages that are specifically designed to give you access to key information on an asset. The Basic Add inquiry is exactly the same as the pages used in the Asset Update chapter. We simply use PeopleSoft security to grant read only access to those pages to users that have an inquiry role.

Search for an Asset is a general search page where you can enter descriptive parameters to locate an asset or a group of assets. The page then gives you a menu of pages that you can jump to for inquiry purposes.

Parent/Child Inquiry includes a series of pages designed to show you child asset information by Parent ID.

## Walkthrough

Go > Asset Management > Search for an Asset

## Search for an Asset

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**Menu**

Search: [ ]

- My Favorites
- Imaging
- Reports
- Set Up Financials/Supply Chain
- General Ledger
- Accounts Payable
- Accounts Receivable
- Asset Management
  - Owned Assets
  - Leased Assets
  - Send/Receive Information
  - Financial Transactions
  - Calculate Depreciation
  - Review Cost/Depr Activity
  - Accounting Entries
  - Physical Inventory
  - Mass Change
  - Archive Asset Information
  - Capital Acquisition Planning
  - Reports
- Asset Management Home
- Search for an Asset

**Search for an Asset**

**Asset Search Criteria**

Unit: [ ] Serial ID: [ ] Parent ID: [ ]

Category: [ ] Location: [ ] Group ID: [ ]

Asset ID: [ ] Asset Status: In Service Profile ID: [ ]

Tag Number: [ ] Search Type: Advanced Search [Chartfield Search Criteria](#)

Acquisition Details	Purchasing Unit/PO	Receiving Unit/ID	Payables Unit/Voucher	Projects Unit/Project ID
Unit: [ ] ID: [ ]	[ ]	[ ]	[ ]	[ ]

**Max Rows** 300 [View Search Options](#) (Important for Performance)

Speed search by entering Unit.

On the asset search page, you can enter as many parameters as you need to narrow the list of assets returned by the search. If you need to include FOPPS or partial FOPPS, click on the ChartField Search Criteria link.

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**Menu**

Search: [ ]

- My Favorites
- Imaging
- Reports
- Set Up Financials/Supply Chain
- General Ledger
- Accounts Payable
- Accounts Receivable
- Asset Management
  - Owned Assets
  - Leased Assets
  - Send/Receive Information

**Chartfield Search Criteria**

**Chartfields to Search by**

Fund Code	Organization	Program	Sub-class	Project ID
[ ]	[ ]	[ ]	[ ]	[ ]

OK Cancel

The search page is defaulted to return a maximum of 300 rows of data that match your search criteria. This number can be changed but it is recommended for performance reasons not to go over a maximum of 300. For our example, we will locate all assets in UCB whose Tag Numbers begin with the letter C.

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**Menu**

Search:

- My Favorites
- Imaging
- Reports
- Set Up Financials/Supply Chain
- General Ledger
- Accounts Payable
- Accounts Receivable
- Asset Management
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- Purchasing
- Vendors
- Define Integration Rules FDM
- Background Processes
- Worklist
- Application Diagnostics
- Tree Manager
- Reporting Tools
- PeopleTools

**Search for an Asset**

**Asset Search Criteria**

Unit:  Serial ID:  Parent ID:

Category:  Location:  Group ID:

Asset ID:  Asset Status:  Profile ID:

Tag Number:  Search Type:  [Chartfield Search Criteria](#)

**Acquisition Details** **Purchasing Unit/PO** **Receiving Unit/ID** **Payables Unit/Voucher** **Projects Unit/Project ID**

Unit:  ID:

Max Rows    [View Search Options](#) (Important for Performance)

Go To >>

**Search Results - Select One Asset to Continue** [Customize](#) [Find](#) [View All](#) [First](#) [1-18 of 290](#) [Last](#)

**Asset Information** **Asset Cost Information** **Acquisition Details** **More...** [\[+++\]](#)

Select	Unit	Asset ID	Description	Tag Number	Status	Category	Cost Type	Serial ID
1 <input type="checkbox"/>	UCB	000000022668	CHAMBER A SPCI SPECIAL 94-1269	C00001	In Service	EQUIP	N	NA
2 <input type="checkbox"/>	UCB	000000022669	CHAMBER A SPCI SPECIAL 94-1269	C00002	In Service	EQUIP	N	NA
3 <input type="checkbox"/>	UCB	000000022670	CHAMBER A SPCI SPECIAL 94-1269	C00003	In Service	EQUIP	N	NA
4 <input type="checkbox"/>	UCB	000000022671	RESPIRATOR FIT TESTER	C00004	In Service	EQUIP	N	17374
5 <input type="checkbox"/>	UCB	000000022672	VIDEO MICROSYSTEM I	C00005	In Service	EQUIP	N	162022
6 <input type="checkbox"/>	UCB	000000022673	VIDEO MICROSYSTEM II	C00006	In Service	EQUIP	N	78950
7 <input type="checkbox"/>	UCB	000000022674	ELECTRONIC SYSTEM LEED PEC 11-	C00012	In Service	EQUIP	N	345
8 <input type="checkbox"/>	UCB	000000022675	SCANNER OPSCAN 21 MODEL 75	C00013	In Service	EQUIP	N	541890
9 <input type="checkbox"/>	UCB	000000022676	VOLTRON ULTRAVIOLET FOR SPECTR	C00014	In Service	EQUIP	N	NA
10 <input type="checkbox"/>	UCB	000000022677	SPECTROMETER ELECTRON ENERGY	C00015	In Service	EQUIP	N	NA

Once you enter your criteria and click Search, the system returns all matching assets up to the maximum limit you have set. In this case, the system returns the first 300 rows it finds.

We now can select any of the tabs in the search results section to view additional information on our screen or select any individual asset and use the Go To menu to jump to a different area of the system to view more detailed information on the asset.

Go > Asset Management > Owned Assets> Parent-Child Processing> Review Parent-Child

## Review Parent-Child

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**Menu**

- Owned Assets
  - Acquisition Details
  - Asset Book Information
  - Calculate Local Taxes
- Parent-Child Processing
  - Parent
  - Parent-Child
  - Review Parent-Child**
    - Review Parent-Child NBV
  - Express Add
  - Basic Add
  - Copy Existing Asset
  - Calculate Replacement Cost
  - Update Non-Capitalized Cost
- Leased Assets
- Send/Receive Information
- Financial Transactions
- Calculate Depreciation
- Review Cost/Depr Activity
- Accounting Entries
- Physical Inventory

**Parent and Child Assets**

Enter any information you have and click Search. Leave fields blank for a list of all values.

**Find an Existing Value**

**Business Unit:** = UCD

**Asset Identification:** begins with

**Search** **Clear** [Basic Search](#) [Save Search Criteria](#)

**Search Results**

Only the first 300 results can be displayed. Enter more information above and search again to reduce the number of search results.

[View All](#) First 1-100 of 300 Last

Business Unit	Asset Identification	Description
UCD	036136	MICROSCOPE BINOCULAR ZEISS
UCD	082190	PROCESSOR TISSUE HISTOMATIC FI
UCD	085144	TRACTOR JOHN DEERE MDL 2150MFW

Enter your search criteria and click Search. Select a Parent ID to view the Child assets for the Parent.

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**Menu**

- Owned Assets
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  - Calculate Local Taxes
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  - Parent
  - Parent-Child
  - Review Parent-Child**
    - Review Parent-Child NBV
  - Express Add
  - Basic Add
  - Copy Existing Asset
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  - Update Non-Capitalized Cost
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- Mass Change
- Archive Asset Information
- Capital Acquisition Planning
- Reports

**Parent and Child Assets**

**Unit:** UCD **Asset ID:** 036136 **Status:** In Service

**Tag Number:** **Go To >>**

**Acquisition Code:** Purchased **Asset Class:**

**Acquisition Date:** **Profile ID:**

**Manufacturer:**

**The following Child Assets are related to this Parent Asset** [Customize](#) [Find](#) [View All](#) First 1-5 of 5 Last

Tag Number	Child Asset ID	Description	Asset Status	Acquisition Date	Total Cost	Currency	Go To >>
036136	0000000000001	MICROSCOPE BINOCULAR ZEISS	In Service	12/01/1968	2844.00	USD	
036136	0000000000002	MICROSCOPE BINOCULAR ZEISS	In Service	12/01/1968	991.00	USD	
036136	0000000000003	MICROSCOPE BINOCULAR ZEISS	In Service	12/01/1968	1512.00	USD	
036136	0000000000004	MICROSCOPE BINOCULAR ZEISS	In Service	12/01/1968	8996.00	USD	
036136	0000000000005	MICROSCOPE BINOCULAR ZEISS	In Service	12/01/1968	1695.00	USD	

All of the Child assets are displayed in the bottom section of the page. You can now use the dropdown menu next to each individual asset to jump to other areas of the system for more detailed information on the asset.

Go > Asset Management > Owned Assets > Basic Add

## Asset Information

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- Cash Management
- Customer Contracts
- Customers
- Grants
- Items

**Asset Information** | **Asset Acquisition Detail** | **Location/Comments/Attributes** | **Custodian/License/Manufacturer**

Unit: UCB Asset ID: 000000000001 Mountain Research Station Host Tag: 032 In Service

**Asset Information**

Description: Mountain Research Station Host Short Description: 1071004

[Set R and D Info...](#) [Local Tax Information](#)

☒ Taggable Asset Tag Number: 032

Asset Class: B001 Buildings, General ☒ Capitalized Asset

\*Asset Status: In Service ☒ New Asset

Acquisition Date: 01/01/1999

Collateral Asset:

\*Acquisition Code: Purchased

FERC Code:

Financing Code:

Replacement Cost: Last Update:

Parent/Child: Child Parent ID: 032 [Book Page](#)

Profile ID: B001

**CU Specific Info**

Dept

☒ In Use

☒ Continue Use

☐ Service Center

Save Return to Search Previous in List Next in List Add Update/Display Include History Correct History

[Asset Information](#) | [Asset Acquisition Detail](#) | [Location/Comments/Attributes](#) | [Custodian/License/Manufacturer](#) | [Responsible Person](#) | [Sponsored Awards](#)

Field	Description
Description	Long description for the asset.
Short	Short description for the asset.
Tag Number	Displays SAFECO vehicle numbers for automobiles.
Taggable Asset	Check this box if this asset has been tagged.
Asset Class	Describes the class the asset falls under, such as Furniture, Cars, PC Equipment, etc.
Asset Status	Describes the status of the asset, such as In Service, Transferred, Disposed, etc.

<b>Acquisition Date</b>	Date the asset was first acquired.
<b>Acquisition Code</b>	Describes how the asset was acquired, such as Purchased, Donated, Leased, Transferred, etc.
<b>Parent</b>	This is the parent ID that the child asset belongs to.
<b>Book Page</b>	This link can be used to transfer to the Book Page to view or update depreciation parameters for the asset. Changes on the Book Page will result in a financial transaction to recalculate depreciation.
<b>Profile ID</b>	This is the asset profile that was used when the asset was added to the system.
<b>Dept</b>	Legacy Department values used in conversion from CU asset databases.
<b>In Use</b>	Click this box if the asset is currently in use on an existing project. This field is typically used for Equipment. Default should be ON.
<b>Continue Use</b>	Click this box if the asset is intended to continue use on an existing project. This field is typically used for Equipment. Default should be ON.
<b>Service Center</b>	Click this box if the asset is in use in a Service Center.



## Acquisition Detail

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**Asset Acquisition Detail**

Unit: UCB Asset ID: 000000000001 Mountain Research Station Host Tag: 032 In Service

**Acquisition Details** Find | View All First 1 of 1 Last

Description:

System Source: Conversion

Incentive ID:

Quantity: 1.0000

Amount: 456,110.53

Sales Tax: 0.00

Use Tax: 0.00

Freight: 0.00

Total Amount: \$456,110.53

\*Capitalize: Already Capitalized

Category: BLDGS

Cost Type: N

Currency: USD

[Interfaces Info...](#)

[Acquisition Detail Chartfields](#)

Save Return to Search Previous in List Next in List Add Update/Display Include History Correct History

[Asset Information](#) | [Asset Acquisition Detail](#) | [Location/Comments/Attributes](#) | [Custodian/License/Manufacturer](#) | [Responsible Person](#) | [Sponsored Awards](#)

Acquisition Detail shows historical information related to various asset transactions. Usually this information could be considered the Receipt of the acquisition. Click Interfaces info link to access PO and AP information if it exists.

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- ▷ Customer Contracts

**Acquisition Details**

**Payables Acquisition**

AP Unit:  ? Invoice Number:

Voucher ID:  Invoice Date:  31

Vchr Line:

Distrib Line:

Vendor ID:

**Purchasing**

PO Unit:  ?

PO:

PO Line:

Sched Num:

Distrib Line:

Item ID:

**Receiving**

BU Recv:  ?

Receipt No:

Receipt Line:

Ship Seq:

Distrib Ln:

**Project Cost Acquisition**

PC Bus Unit:  ?

Project:

Activity ID:

Res Type:

OK Cancel

Click Cancel to return to the Acquisition Detail page.

Select the Acquisition Detail ChartFields link to access the original FOPPS that was used to add the asset to the system.

The screenshot shows the University of Colorado logo at the top left. Below it is a 'Menu' dropdown with the following items: General Ledger, Accounts Payable, Accounts Receivable, Asset Management (expanded), Owned Assets (expanded), Acquisition Details, Asset Book Information, Calculate Local Taxes, Parent-Child Processing, Express Add, Basic Add, Copy Existing Asset, and Calculate Replacement. The 'Acquisition Detail ChartFields' form is displayed on the right. It contains the following fields: Fund Code: 74, Organization: 10105, Program Code: 10814, Project: Investment in Plant, and Sub-class: IIP-Mountain Rsch Station Mrs Hostel. At the bottom of the form are 'OK' and 'Cancel' buttons.

Acquisition Detail ChartFields	
Fund Code:	74
Organization:	10105
Program Code:	10814
Project:	Investment in Plant
Sub-class:	IIP-Mountain Rsch Station Mrs Hostel

OK Cancel

Click Cancel to return to the Acquisition Detail page.

## Location/Comments/Attributes

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- Tree Manager
- Reporting Tools
- PeopleTools
- Trakker
- [My Personalizations](#)
- [My System Profile](#)
- [My Dictionary](#)

**Asset Information** **Asset Acquisition Detail** **Location/Comments/Attributes** **Custodian/License/Manufacturer**

Unit: UCB Asset ID: 000000000001 Mountain Research Station Host Tag: 032 In Service

**Location** Find | View All First 1 of 1 Last

Effective Date: 01/01/1999 Effective Sequence:

Location: 032.NA 032 NA MOUNTAIN RESEARCH STATI

Address: 750 COUNTY RD 116 Building: 032

City: Boulder Floor #:

County: State: CO Colorado Sector: NA

Country: USA United States Jurisdiction:

Postal: 80301

Geo Code:

Document:

**Authorization**

Status: Date:

Name:

**Comments** Find | View All First 1 of 1 Last

Date/Time: 03/11/2011 4:30:43PM

Name:

Comment:

**Physical Attributes**

Image

Asset Location and Comments for the asset are both effective dated and history is maintained.

## Custodian/License/Manufacturer

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**Asset Information** | **Asset Acquisition Detail** | **Location/Comments/Attributes** | **Custodian/License/Manufacturer**

Unit: UCB    Asset ID: 000000000001    Mountain Research Station Host    Tag: 032    In Service

**Manufacturer Information**

Serial ID: \_\_\_\_\_

Manufacturer Name: \_\_\_\_\_

Model: \_\_\_\_\_

Product Version: \_\_\_\_\_

Production Date: \_\_\_\_\_

Plant: \_\_\_\_\_

Contact: \_\_\_\_\_

**License Information**

**Custodian Information** Find | View All First 1 of 1 Last

Effective Date: 03/11/2011 Effective Sequence: 0 ☐ This Asset is Offsite

Custodian: \_\_\_\_\_

EmplID: \_\_\_\_\_

**Authorization**

Status: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

Fund Code: \_\_\_\_\_

Organization: \_\_\_\_\_

Program Code: \_\_\_\_\_

Project: \_\_\_\_\_

Sub-class: \_\_\_\_\_

Save Return to Search Previous in List Next in List Add Update/Display Include History Correct History

[Asset Information](#) | [Asset Acquisition Detail](#) | [Location/Comments/Attributes](#) | [Custodian/License/Manufacturer](#) | [Responsible Person](#) | [Sponsored Awards](#)

Manufacturer information such as Serial ID, Manufacturer Name and Model will be displayed here. History is not maintained for this information.

The Asset Custodian is typically the person that physically holds the asset. Custodian information is effective dated and will maintain history.

## Responsible Person

The screenshot displays the 'Responsible Person' tab within the University of Colorado Asset Inquiry system. The left sidebar contains a 'Menu' with various asset management options. The main content area shows the 'Responsible Person Information' section for Asset ID 000000000001, which is a Mountain Research Station Host. The 'Effective Date' is 03/11/2011, and the 'Effective Sequence' is 0. The 'Responsible' field is empty, and the 'EmplID' field is also empty. Below these fields is an 'Authorization' section with 'Status' and 'Date' dropdowns. At the bottom, there are fields for 'Fund Code', 'Organization', 'Program Code', 'Project', and 'Sub-class', each with a search icon.

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**Location/Comments/Attributes** **Custodian/License/Manufacturer** **Responsible Person** **Sponsored Awards**

**Unit:** UCB **Asset ID:** 000000000001 **Mountain Research Station Host** **Tag:** 032 **In Service**

**Responsible Person Information** Find | View All First 1 of 1 Last

**Effective Date:** 03/11/2011 **Effective Sequence:** 0 ☐ This Asset is Offsite

**Responsible:**

**EmplID:**

**Authorization**

**Status:** **Date:**

**Name:**

**Fund Code:**

**Organization:**

**Program Code:**

**Project:**

**Sub-class:**

The Responsible person is typically the person in charge of Physical Inventory for the asset. This page is identical to the Custodian page and works the same way. It is effective dated and history is maintained.

# Sponsored Awards

University of Colorado

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Custodian/License/Manufacturer

Responsible Person

Sponsored Awards

Unit: UCB

Asset ID: 000000000001

Mountain Research Station Host

Tag: 032

In Service

Sponsored Awards

+

-

If the asset is associated with a Sponsored Award, the award number(s) will appear here.

## Go&gt; Asset Management&gt; Review Cost/Depr Activity&gt; Cost History

## Cost History

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    - Cost History**
    - Depr Summary by Cost Type
    - Inflation History

**Cost History List** | **Cost History Detail** | **Non Cap History List** | **Non Cap History Detail**

**Unit:** UCD **Asset ID:** 000000000001 **MICROSCOPE BINOCULAR ZEISS** **Tag:** 036136 **In Service**

**Book** | [Find](#) | [View All](#) | [First](#) | [1 of 1](#) | [Last](#)

**Book Name:** CORP Corporate Book **Currency:** USD

**Total Cost:** 2,844.00

[Customize](#) | [Find](#) | [View All](#) | [First](#) | [1 of 1](#) | [Last](#)

Cost	Chartfields	
Acctg Date	Trans Type	In/Out
1 11/30/2010	ADD	1.0000

**Total Cost Detail**

2,844.00 [Detail](#)

[Save](#) [Return to Search](#)

Cost History is a system maintained audit trail for the cost of an asset. All financial transactions that affect the cost of an asset will be shown here. The first page is a one page summary. Click the detail page to look at the full details on any given transaction.

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**Cost History List** | **Cost History Detail** | **Non Cap History List** | **Non Cap History Detail**

**Unit:** UCD **Asset ID:** 000000000001 **MICROSCOPE BINOCULAR ZEISS** **Tag:** 036136 **In Service**

**Book** | [Find](#) | [View All](#) | [First](#) | [1 of 1](#) | [Last](#)

**Book Name:** CORP Corporate Book **Currency:** USD

**Cost** | [Find](#) | [View All](#) | [First](#) | [1 of 1](#) | [Last](#)

**Acctg Date:** 11/30/2010 **Trans Date:** 11/30/2010 **Date/Time Stamp:** 12/01/1988 12:00:00AM

**Trans Type:** ADD Asset Addition

**Trans Code:**

**Cost:** 2,844.00

**Salvage:**

**Quantity:** 1.0000

**User ID:** R02368

**Category:** EQUIP Equipment >= \$5000

**Cost Type:** N Non Sponsored

**Fund Code:**

**Organization:** 20000 Health Sciences Center

**Program Code:**

**Project:** 60473

**Sub-class:**

**Interunit Transfer Information**

**Unit:**

**Asset ID:**

**Book:**

**Cost Convention:** AM



Go> Asset Management> Review Cost/Depr Activity> Asset Book History

## Asset Book History

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**List** **Detail**

Unit: UCD Asset ID: 000000000001 MICROSCOPE BINOCULAR ZEISS Tag: 036136

**Book** Find | View All First 1 of 1 Last

Book Name: CORP Corporate Book Currency: USD

**Book History List** Customize | Find | View All First 1 of 1 Last

Date/Time Stamp	Trans Date	Acctg Date	Change Type	Status	Method	Detail
1 12/01/1968 12:00:00AM	11/30/2010	11/30/2010	Add	Depreciate	Straight Line	<a href="#">Detail</a>

Book History is a system maintained audit trail for the depreciation parameters of an asset. All financial transactions that affect these parameters will be shown here. The first page is a one page summary. Click the detail page to look at the full details on any given transaction.

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**List** **Detail**

Unit: UCD Asset ID: 000000000001 MICROSCOPE BINOCULAR ZEISS Tag: 036136

**Book** Find | View All First 1 of 1 Last

Book Name: CORP Corporate Book Currency: USD

**Details** Find | View All First 1 of 1 Last

Date/Time: 12/01/68 12:00:00AM Trans Date: 11/30/2010 Acctg Date: 11/30/2010

Change Type: Addition Status: Depreciate

In Service: 12/01/1968 Convention: AM Shift Code: ☐ Depreciate When In Service

Susp Date: Resume Dt: Suspend Pd:

Method: Straight Line Calculation Type: Remaining Value

Useful Life: 180 Periods ☐ Depr Pass Life

☐ Low Value

End Date: Future Depr Yrs:

Depr Limit: Cost Limit:

Go> Asset Management> Review Cost/Depr Activity> Asset Depreciation

## Asset Depreciation

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**Asset Depreciation**

Unit: UCB Asset ID: 000000000001 Mountain Research Station Host Status: In Service

**Asset Information**

Profile ID: B001 Buildings, General  
 Asset Class: B001  
 Tag Number: 032  
 Acquisition Code: P  
 Acquisition Date: 01/01/1999

**Book**

Book	Description	Currency	Method	Convention
1 CORP	Corporate Book	USD	Straight Line	HY

Asset Depreciation is a set of inquiry pages that allows you to see any part of the entire depreciation schedule for an asset. The first page is a book summary page. Either click the Depreciation tab or click on the CORP book link to see the annual depreciation schedule.

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**Asset Depreciation**

Unit: UCB Asset ID: 000000000001 Mountain Research Station Host Status: In Service

**Book**

Book Name: CORP Corporate Book Currency: USD

**Depreciation Attributes**

**Net Book Value**

Cost: 456,110.53 As Of Fiscal Year: 2011 Period: 9  
 Salvage Value: 0.00  
 Accum Depr: 139,683.85  
 Net Book Value: 316,426.68 [Calculate NBV](#)

**Yearly Depreciation**

Year	Depreciation Amount	Fund Code	Organization	Program Code	Sub-class	Project	Category	Cost Type
2011	142,534.54	74	10105	10814			BLDGS	N
2012	11,402.76	74	10105	10814			BLDGS	N
2013	11,402.76	74	10105	10814			BLDGS	N
2014	11,402.76	74	10105	10814			BLDGS	N
2015	11,402.76	74	10105	10814			BLDGS	N
2016	11,402.76	74	10105	10814			BLDGS	N
2017	11,402.76	74	10105	10814			BLDGS	N

You can use the Calculate NBV button to instantly display the calculated Accum Depr and NBV of an asset at any point in its life. Simply choose the Fiscal Year and Period and click the button.

Depreciation is maintained in the system in annual amounts. To see a period depreciation detail for any year, click on the link to that year on the Depreciation tab.

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Asset Depreciation Period Depreciation

Unit: UCB Asset ID: 000000000001 Mountain Research Station Host Status: In Service

Book

Book Name: CORP Corporate Book Currency: USD

Get Period Depreciation

☒ Expense ☒ Accum Year: 2011 Get Period Depr

Depr. Accum Adjustment

Year	Period	Trans Type	Depreciation Amount	Fund Code	Organization	Program Code	Sub-class	Project	Category	Cost Type
2011	1	ADD	131131.78	74	10105	10814			BLDGS	N
2011	1	DPR	950.23	74	10105	10814			BLDGS	N
2011	2	DPR	950.23	74	10105	10814			BLDGS	N
2011	3	DPR	950.23	74	10105	10814			BLDGS	N
2011	4	DPR	950.23	74	10105	10814			BLDGS	N
2011	5	DPR	950.23	74	10105	10814			BLDGS	N
2011	6	DPR	950.23	74	10105	10814			BLDGS	N
2011	7	DPR	950.23	74	10105	10814			BLDGS	N
2011	8	DPR	950.23	74	10105	10814			BLDGS	N
2011	9	DPR	950.23	74	10105	10814			BLDGS	N
2011	10	DPR	950.23	74	10105	10814			BLDGS	N
2011	11	DPR	950.23	74	10105	10814			BLDGS	N
2011	12	DPR	950.23	74	10105	10814			BLDGS	N

## Review Questions

1. Why are all the pages “grayed” out when using Inquiry to look at asset information?
2. What page would you want to view to research Payables Information?
3. What types of Inquiry let you “jump” to other areas of the system?