
PeopleSoft Enterprise Asset Lifecycle Management Fundamentals 9.0 PeopleBook

September 2006

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About This PeopleBook Preface

PeopleSoft Enterprise PeopleBooks provide you with the information that you need to implement and use PeopleSoft Enterprise applications from Oracle.

This preface discusses:

- PeopleSoft Enterprise application prerequisites.
- Application fundamentals.
- Documentation updates and printed documentation.
- Additional resources.
- Typographical conventions and visual cues.
- Comments and suggestions.
- Common elements in PeopleBooks.

Note. PeopleBooks document only elements, such as fields and check boxes, that require additional explanation. If an element is not documented with the process or task in which it is used, then either it requires no additional explanation or it is documented with common elements for the section, chapter, PeopleBook, or product line. Elements that are common to all PeopleSoft Enterprise applications are defined in this preface.

PeopleSoft Enterprise Application Prerequisites

To benefit fully from the information that is covered in these books, you should have a basic understanding of how to use PeopleSoft Enterprise applications.

You might also want to complete at least one introductory training course, if applicable.

You should be familiar with navigating the system and adding, updating, and deleting information by using PeopleSoft Enterprise menus, pages, or windows. You should also be comfortable using the World Wide Web and the Microsoft Windows or Windows NT graphical user interface.

These books do not review navigation and other basics. They present the information that you need to use the system and implement your PeopleSoft Enterprise applications most effectively.

Application Fundamentals

Each application PeopleBook provides implementation and processing information for your PeopleSoft Enterprise applications.

For some applications, additional, essential information describing the setup and design of your system appears in a companion volume of documentation called the application fundamentals PeopleBook. Most product lines have a version of the application fundamentals PeopleBook. The preface of each PeopleBook identifies the application fundamentals PeopleBooks that are associated with that PeopleBook.

The application fundamentals PeopleBook consists of important topics that apply to many or all PeopleSoft Enterprise applications. Whether you are implementing a single application, some combination of applications within the product line, or the entire product line, you should be familiar with the contents of the appropriate application fundamentals PeopleBooks. They provide the starting points for fundamental implementation tasks.

Documentation Updates and Printed Documentation

This section discusses how to:

- Obtain documentation updates.
- Download and order printed documentation.

Obtaining Documentation Updates

You can find updates and additional documentation for this release, as well as previous releases, on Oracle's PeopleSoft Customer Connection website. Through the Documentation section of Oracle's PeopleSoft Customer Connection, you can download files to add to your PeopleBooks Library. You'll find a variety of useful and timely materials, including updates to the full line of PeopleSoft Enterprise documentation that is delivered on your PeopleBooks CD-ROM.

Important! Before you upgrade, you must check Oracle's PeopleSoft Customer Connection for updates to the upgrade instructions. Oracle continually posts updates as the upgrade process is refined.

See Also

Oracle's PeopleSoft Customer Connection, http://www.oracle.com/support/support_peoplesoft.html

Downloading and Ordering Printed Documentation

In addition to the complete line of documentation that is delivered on your PeopleBook CD-ROM, Oracle makes PeopleSoft Enterprise documentation available to you via Oracle's website. You can:

- Download PDF files.
- Order printed, bound volumes.

Downloading PDF Files

You can download PDF versions of PeopleSoft Enterprise documentation online via the Oracle Technology Network. Oracle makes these PDF files available online for each major release shortly after the software is shipped.

See Oracle Technology Network, <http://www.oracle.com/technology/documentation/psftent.html>.

Ordering Printed, Bound Volumes

You can order printed, bound volumes of selected documentation via the Oracle Store.

See Oracle Store, http://oraclestore.oracle.com/OA_HTML/ibeCCtpSctDspRte.jsp?section=14021

Additional Resources

The following resources are located on Oracle's PeopleSoft Customer Connection website:

Resource	Navigation
Application maintenance information	Updates + Fixes
Business process diagrams	Support, Documentation, Business Process Maps
Interactive Services Repository	Support, Documentation, Interactive Services Repository
Hardware and software requirements	Implement, Optimize + Upgrade; Implementation Guide; Implementation Documentation and Software; Hardware and Software Requirements
Installation guides	Implement, Optimize + Upgrade; Implementation Guide; Implementation Documentation and Software; Installation Guides and Notes
Integration information	Implement, Optimize + Upgrade; Implementation Guide; Implementation Documentation and Software; Pre-Built Integrations for PeopleSoft Enterprise and JD Edwards EnterpriseOne Applications
Minimum technical requirements (MTRs)	Implement, Optimize + Upgrade; Implementation Guide; Supported Platforms
Documentation updates	Support, Documentation, Documentation Updates
PeopleBooks support policy	Support, Support Policy
Prerelease notes	Support, Documentation, Documentation Updates, Category, Release Notes
Product release roadmap	Support, Roadmaps + Schedules
Release notes	Support, Documentation, Documentation Updates, Category, Release Notes
Release value proposition	Support, Documentation, Documentation Updates, Category, Release Value Proposition
Statement of direction	Support, Documentation, Documentation Updates, Category, Statement of Direction
Troubleshooting information	Support, Troubleshooting
Upgrade documentation	Support, Documentation, Upgrade Documentation and Scripts

Typographical Conventions and Visual Cues

This section discusses:

- Typographical conventions.
- Visual cues.
- Country, region, and industry identifiers.
- Currency codes.

Typographical Conventions

This table contains the typographical conventions that are used in PeopleBooks:

Typographical Convention or Visual Cue	Description
Bold	Indicates PeopleCode function names, business function names, event names, system function names, method names, language constructs, and PeopleCode reserved words that must be included literally in the function call.
<i>Italics</i>	Indicates field values, emphasis, and PeopleSoft Enterprise or other book-length publication titles. In PeopleCode syntax, italic items are placeholders for arguments that your program must supply. We also use italics when we refer to words as words or letters as letters, as in the following: Enter the letter <i>O</i> .
KEY+KEY	Indicates a key combination action. For example, a plus sign (+) between keys means that you must hold down the first key while you press the second key. For ALT+W, hold down the ALT key while you press the W key.
Monospace font	Indicates a PeopleCode program or other code example.
“ ” (quotation marks)	Indicate chapter titles in cross-references and words that are used differently from their intended meanings.
. . . (ellipses)	Indicate that the preceding item or series can be repeated any number of times in PeopleCode syntax.
{ } (curly braces)	Indicate a choice between two options in PeopleCode syntax. Options are separated by a pipe ().

Typographical Convention or Visual Cue	Description
[] (square brackets)	Indicate optional items in PeopleCode syntax.
& (ampersand)	When placed before a parameter in PeopleCode syntax, an ampersand indicates that the parameter is an already instantiated object. Ampersands also precede all PeopleCode variables.

Visual Cues

PeopleBooks contain the following visual cues.

Notes

Notes indicate information that you should pay particular attention to as you work with the PeopleSoft Enterprise system.

Note. Example of a note.

If the note is preceded by *Important!*, the note is crucial and includes information that concerns what you must do for the system to function properly.

Important! Example of an important note.

Warnings

Warnings indicate crucial configuration considerations. Pay close attention to warning messages.

Warning! Example of a warning.

Cross-References

PeopleBooks provide cross-references either under the heading “See Also” or on a separate line preceded by the word *See*. Cross-references lead to other documentation that is pertinent to the immediately preceding documentation.

Country, Region, and Industry Identifiers

Information that applies only to a specific country, region, or industry is preceded by a standard identifier in parentheses. This identifier typically appears at the beginning of a section heading, but it may also appear at the beginning of a note or other text.

Example of a country-specific heading: “(FRA) Hiring an Employee”

Example of a region-specific heading: “(Latin America) Setting Up Depreciation”

Country Identifiers

Countries are identified with the International Organization for Standardization (ISO) country code.

Region Identifiers

Regions are identified by the region name. The following region identifiers may appear in PeopleBooks:

- Asia Pacific
- Europe
- Latin America
- North America

Industry Identifiers

Industries are identified by the industry name or by an abbreviation for that industry. The following industry identifiers may appear in PeopleBooks:

- USF (U.S. Federal)
- E&G (Education and Government)

Currency Codes

Monetary amounts are identified by the ISO currency code.

Comments and Suggestions

Your comments are important to us. We encourage you to tell us what you like, or what you would like to see changed about PeopleBooks and other Oracle reference and training materials. Please send your suggestions to your product line documentation manager at Oracle Corporation, 500 Oracle Parkway, Redwood Shores, CA 94065, U.S.A. Or email us at appsdoc@us.oracle.com.

While we cannot guarantee to answer every email message, we will pay careful attention to your comments and suggestions.

Common Elements Used in PeopleBooks

As of Date	The last date for which a report or process includes data.
Business Unit	An ID that represents a high-level organization of business information. You can use a business unit to define regional or departmental units within a larger organization.
Description	Enter up to 30 characters of text.
Effective Date	The date on which a table row becomes effective; the date that an action begins. For example, to close out a ledger on June 30, the effective date for the ledger closing would be July 1. This date also determines when you can view and change the information. Pages or panels and batch processes that use the information use the current row.

Once, Always, and Don't Run	Select Once to run the request the next time the batch process runs. After the batch process runs, the process frequency is automatically set to Don't Run. Select Always to run the request every time the batch process runs. Select Don't Run to ignore the request when the batch process runs.
Process Monitor	Click to access the Process List page, where you can view the status of submitted process requests.
Report Manager	Click to access the Report List page, where you can view report content, check the status of a report, and see content detail messages (which show you a description of the report and the distribution list).
Request ID	An ID that represents a set of selection criteria for a report or process.
Run	Click to access the Process Scheduler request page, where you can specify the location where a process or job runs and the process output format.
SetID	An ID that represents a set of control table information, or TableSets. TableSets enable you to share control table information and processing options among business units. The goal is to minimize redundant data and system maintenance tasks. When you assign a setID to a record group in a business unit, you indicate that all of the tables in the record group are shared between that business unit and any other business unit that also assigns that setID to that record group. For example, you can define a group of common job codes that are shared between several business units. Each business unit that shares the job codes is assigned the same setID for that record group.
Short Description	Enter up to 15 characters of text.
User ID	An ID that represents the person who generates a transaction.

Oracle's PeopleSoft Enterprise Asset Lifecycle Management Fundamentals Preface

This preface discusses:

- PeopleSoft products.
- PeopleSoft application fundamentals and companion documentation.
- Pages with deferred processing.
- Common elements in this PeopleBook.

Note. This PeopleBook documents only page elements that require additional explanation. If a page element is not documented with the process or task in which it is used, then it either requires no additional explanation or is documented with the common elements for the section, chapter, or PeopleBook.

PeopleSoft Products

This PeopleBook makes reference to these products:

- PeopleSoft Enterprise Billing.
- PeopleSoft Enterprise Contracts.
- PeopleSoft Enterprise Customer Relationship Management Help Desk.
- PeopleSoft Enterprise General Ledger.
- PeopleSoft Enterprise Human Capital Management.
- PeopleSoft Enterprise IT Asset Management.
- PeopleSoft Enterprise Maintenance Management.
- PeopleSoft Enterprise Order Management.
- PeopleSoft Enterprise Payables.
- PeopleSoft Enterprise Project Costing.
- PeopleSoft Enterprise Purchasing.
- PeopleSoft Enterprise Real Estate Management.
- PeopleSoft Enterprise Resource Management.
- PeopleSoft Enterprise Strategic Sourcing.
- PeopleSoft Enterprise Supply Chain Management.

PeopleSoft Application Fundamentals and Companion Documentation

The *Oracle's PeopleSoft Enterprise Asset Lifecycle Management Fundamentals PeopleBook* provides you with implementation and processing information for the PeopleSoft Asset Management, PeopleSoft IT Asset Management, PeopleSoft Maintenance Management and PeopleSoft Real Estate Management systems. However, additional, essential information describing the setup and design of your system resides in companion documentation. The companion documentation consists of important topics that apply to many or all applications across Oracle's PeopleSoft Asset Lifecycle Management and Oracle's PeopleSoft Enterprise Service Automation, Financials, and Supply Chain Management product lines. You should be familiar with the contents of these PeopleBooks.

The following companion PeopleBooks apply specifically to PeopleSoft Asset Lifecycle Management.

- *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*
- *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook*

Pages With Deferred Processing

Several pages in PeopleSoft Asset Management operate in deferred processing mode. Most fields on these pages are not updated or validated until you save the page or refresh it by clicking a button, link, or tab. This delayed processing has various implications for the field values on the page—for example, if a field contains a default value, any value you enter before the system updates the page overrides the default. Another implication is that the system updates quantity balances or totals only when you save or otherwise refresh the page.

See the guidelines for designing pages in the *Enterprise PeopleTools 8.48 PeopleBook*, “*PeopleSoft Application Designer*”.

Common Elements Used in This PeopleBook

Account	ChartField that identifies the nature of a transaction for corporate accounts.
Accounting Date	Date for accounting entries for an activity.
Affiliate	ChartField used to map transactions between business units when using a single interunit account.
Alt Acct (alternate account)	ChartField that identifies the nature of a transaction for statutory accounts. This field appears only if you enable the Alternate Account option for your organization and for the general ledger business unit.
As of Date	The last date for which a report or process includes data.
Business Unit	An identification code that represents a high-level organization of business information. You can use a business unit to define regional or departmental units within a larger organization.

Category	ChartField value that represents the category for a project transaction in Project Costing. A category further defines a source type. For example, if you have a source type of labor, you might have categories for architect labor, carpenter labor, and plumber labor. This field is available only if you have Project Costing.
Chartfield 1 to Chartfield 3	ChartFields that you configure to meet your organization's requirements.
Class	ChartField that identifies a particular appropriation when you combine it with a Fund, Department, Program Code, and Budget Reference. Group of customers in a trade, such as grocers or mass merchandisers.
Currency	Code that identifies the type of currency for an amount, such as USD or EUR.
Dept (department)	ChartField that indicates who is responsible for or affected by the transaction.
Description	Freeflow text up to 30 characters.
Document Sequence or Document Sequencing	Click to open a page where you can enter document sequencing information. This option is available only if you enable the document sequencing feature for the PeopleSoft General Ledger business unit.
Effective Date	Date on which a table row becomes effective; the date that an action begins. For example, if you want to close out a ledger on June 30, the effective date for the ledger closing would be July 1. This date also determines when you can view and change the information. Pages or panels and batch processes that use the information use the current row.
EmplID (employee ID)	Unique identification code for an individual associated with your organization.
Exchange Rate	Rate that is used for currency conversion.
Fund	ChartField that represents structural units for education and government accounting. Can also represent a divisional breakdown in your organization.
Journal	Created when you edit journal lines (accounting entries) online in PeopleSoft General Ledger or you run the Journal Generator process for subsystem, imported, or batch accounting entries.
Language or Language Code	The language in which you want the field labels and report headings of your reports to print. The field values appear as you enter them. Language also refers to the language spoken by an employee, applicant, or non-employee.
Oper Unit (operating unit)	ChartField that is used to identify a location, such as a distribution warehouse or sales center.
Process Frequency	Designates the appropriate frequency in the Process Frequency group box: <i>Once</i> executes the request the next time the batch process runs. After the batch process runs, the process frequency is automatically set to Don't Run. <i>Always</i> executes the request every time the batch process runs. <i>Don't Run</i> ignores the request when the batch process runs.
Process Monitor	This link takes you to the Process List page, where you can view the status of submitted process requests.

Product	ChartField that captures additional information that is useful for profitability and cash flow analysis by product sold or manufactured.
Program	ChartField that identifies groups of related activities, cost centers, revenue centers, responsibility centers, and academic programs. Tracks revenue and expenditures for programs.
Project	ChartField that captures information for project or grants accounting.
Report ID	The report identifier.
Report Manager	This link takes you to the Report List page, where you can view report content, check the status of a report, and see content detail messages (which show you a description of the report and the distribution list).
Request ID	A request identification that represents a set of selection criteria for a report or process.
Run	This button takes you to the Process Scheduler request page, where you can specify the location where a process or job runs and the process output format.
Run Control ID	A request identification that represents a set of selection criteria for a report or process.
SetID	An identification code that represents a set of control table information or TableSets. A TableSet is a group of tables (records) necessary to define your company's structure and processing options.
Short Description	Freeflow text up to 15 characters.
Source Type	ChartField value that represents the source type for a project transaction in Project Costing. A source type identifies the purpose of the transaction, for example labor. This field is available only if you have Project Costing.
Statistics Code	ChartField that identifies nonmonetary statistical amounts.
Status	Indicates if a row in a table is active or inactive. You cannot display inactive rows or pages or use them for running batch processes. Use inactive rather than delete data you no longer use in order to maintain an audit trail.
User ID	The system identifier for the individual who generates a transaction.

See Also

Enterprise PeopleTools 8.48 PeopleBook, "PeopleSoft Process Scheduler," Understanding PeopleSoft Process Scheduler

Enterprise PeopleTools 8.48 PeopleBook, "Using PeopleSoft Applications," Working with Pages, Using Effective Dates

CHAPTER 1

Getting Started with PeopleSoft Enterprise Asset Lifecycle Management Fundamentals

This chapter provides an overview of the common business processes described in the *PeopleSoft Enterprise Asset Lifecycle Management (ALM) Fundamentals 9.0 PeopleBook*.

Because the information in the *PeopleSoft Enterprise Asset Lifecycle Management (ALM) Fundamentals 9.0 PeopleBook* involves more than one PeopleSoft product, you need to refer to the *Getting Started* chapter in each PeopleBook for specific implementation and integration information.

The products included in Oracle's PeopleSoft Enterprise Asset Lifecycle Management suite include:

- PeopleSoft Enterprise Asset Management.
- PeopleSoft Enterprise IT Asset Management.
- PeopleSoft Enterprise Maintenance Management.
- PeopleSoft Enterprise Real Estate Management.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook

PeopleSoft Enterprise IT Asset Management 9.0 PeopleBook

PeopleSoft Enterprise Maintenance Management 9.0 PeopleBook

PeopleSoft Enterprise Real Estate Management 9.0 PeopleBook

PeopleSoft Asset Lifecycle Management Application Fundamentals Overview

This PeopleBook discusses the following functionality and business processes:

- Using the PeopleSoft Asset Lifecycle Management (ALM) solution and the asset repository.
- Establishing asset management business units and cost generating units.
- Establishing asset processing.
- Setting up accounting entry and financial processing.
- Setting up depreciation processing.
- Setting up tax processing and tax reporting.
- Integrating PeopleSoft Asset Management with other products.

- Understanding the loader table data dictionary.
- Configuring PeopleSoft ALM background processes.

Other Sources of Information

In the planning phase of your implementation, take advantage of all PeopleSoft sources of information, including the installation guides, table-loading sequences, data models, and business process maps. A complete list of these resources is in the preface of the *About These PeopleBooks* with information on where to find the most up-to-date version of each.

Implementation Considerations

PeopleSoft Enterprise Setup Manager enables you to review a list of setup tasks for your organization for the products that you are implementing. The setup tasks include the components that you must set up, listed in the order in which you must enter data into the component tables, and links to the corresponding PeopleBook documentation.

Asset Management also provides component interfaces to help you load data from the existing system into Asset Management tables. Use the Excel to Component Interface utility with the component interfaces to populate the tables.

See [Chapter 9, “Integrating PeopleSoft Asset Management with Other Products,” Importing Asset Data by Using the Excel to Component Interface Utility, page 193.](#)

CHAPTER 2

Navigating in PeopleSoft Asset Lifecycle Management

This chapter discusses how to navigate in Oracle's PeopleSoft Asset Lifecycle Management.

PeopleSoft Asset Lifecycle Management Custom Navigation

PeopleSoft Asset Lifecycle Management provides custom navigation center pages that contain groupings of folders that support a specific business process, task, or user role.

Note. In addition to the PeopleSoft Asset Lifecycle Management custom navigation center pages, PeopleSoft provides menu navigation, standard navigation pages, and PeopleSoft Navigator.

See Also

Enterprise PeopleTools 8.48 PeopleBook, "Using PeopleSoft Applications".

Pages Used to Navigate in Asset Lifecycle Management

This table lists the custom navigation Asset Definitions Center pages that are used to navigate implementation tasks in PeopleSoft Asset Lifecycle Management.

Page Name	Navigation	Usage
Asset Definitions Center	Main Menu, Asset Definitions Center	Access primary Asset Definitions Center menu options and activities.
Business Unit/Book Definition	Click Business Unit/Book Definition on the Asset Definitions Center page.	Access the Business Unit/Book Definition folder that contains options to define business units and books, cash generating units, InterUnit processing, reporting drilldown fields and report suffix.
Asset Management Definition	Click Business Unit/Book Definition on the Asset Definitions Center page; then click Asset Management Definition.	Access the Asset Management Definition component, AM Business Unit Definition page to define business units.
Asset Books	Click Business Unit/Book Definition on the Asset Definitions Center page; then click Asset Books.	Access the Book Definition page to define attributes per book for each setID.

Page Name	Navigation	Usage
InterUnit Transfer Definition	Click Business Unit/Book Definition on the Asset Definitions Center page; then click InterUnit Definition.	Access the InterUnit Transfer Definition page to define InterUnit processing.
CGU Definition	Click Business Unit/Book Definition on the Asset Definitions Center page; then click CGU Definition.	Access the CGU Definition page to define cash generating units.
Reporting Drilldown Fields	Click Business Unit/Book Definition on the Asset Definitions Center page; then click Reporting Drilldown Fields.	Access the Reporting Drilldown Fields page to define reporting drilldown fields.
Report Suffix	Click Business Unit/Book Definition on the Asset Definitions Center page; then click Report Suffix.	Access the Report Suffix Definition page to define report suffixes.
Depreciation Conventions	Click Depreciation Conventions on the Asset Definitions Center page.	Access the Depreciation Conventions folder to build and copy depreciation conventions.
Convention Builder	Click Depreciation Conventions on the Asset Definitions Center page; then click Convention Builder.	Access the Convention Builder page to define parameters for depreciation conventions based on monthly accounting calendars.
Convention Definition	Click Depreciation Conventions on the Asset Definitions Center page; then click Convention Definition.	Access the Convention Definition page to define attributes for depreciation conventions and enter all the dates associated with it.
Convention Multiple Copy	Click Depreciation Conventions on the Asset Definitions Center page; then click Convention Multiple Copy.	Access the Convention Multiple Copy page to copy all conventions associated with a setID or calendar to another setID or calendar.
Convention Single Copy	Click Depreciation Conventions on the Asset Definitions Center page; then click Convention Single Copy.	Access the Convention Single copy page to copy one convention from a setID or calendar to another setID or calendar.
Asset Controls	Click Asset Controls on the Asset Definitions Center page.	Access the Asset Controls folder to establish limitations and special characteristics for certain assets.
Asset Subtype	Click Asset Controls on the Asset Definitions Center page; then click Asset Subtype.	Access the Asset Subtype page to define asset subtypes.
Define Asset Attribute	Click Asset Controls on the Asset Definition Center page; then click Define Asset Attribute.	Access the Asset Attribute page to define customizable asset attributes.

Page Name	Navigation	Usage
Asset Property Subclass	Click Asset Controls on the Asset Definition Center page; then click Asset Property Subclass.	Access the Asset Property Subclass page to create asset property subclasses.
Capitalization Limits	Click Asset Controls on the Asset Definitions Center page; then click Capitalization Limits.	Access the Capitalization Limits page to set up capitalization limit codes by country as necessary.
Capitalization Acquisition Plan Types	Click Asset Controls on the Asset Definitions Center page; then click Capitalization Acquisition Plan Types.	Access the Capitalization Acquisition Plan (C.A.P.) Types page to set up C.A.P. types.
Asset Classes	Click Asset Controls on the Asset Definitions Center page; then click Asset Classes.	Access the Asset Class page define asset classes, which organize assets for reporting purposes.
Categories	Click Asset Controls on the Asset Definitions Center page; then click Categories.	Access the Categories page to establish asset categories, which classify assets by type for accounting entry purposes.
Cost Types	Click Asset Controls on the Asset Definitions Center page; then click Cost Types.	Access the Cost Types page to define cost types.
FERC Codes	Click Asset Controls on the Asset Definitions Center page; then click FERC Code.	Access the FERC Code page to define FERC codes.
Hazardous Codes	Click Asset Controls on the Asset Definitions Center page; then click Hazardous Codes.	Access the Hazardous Code page to define hazardous-asset codes.
Retirement Basis Reduction	Click Asset Controls on the Asset Definitions Center page; then click Retirement Basis Reduction.	Access the Retirement Basis Reduction page to set up retirement basis reduction codes.
Transaction Codes	Click Asset Controls on the Asset Definitions Center page; then click Transaction Codes.	Access the Transaction Codes page to review or modify the transaction codes.
Depreciation Options	Click Depreciation Options on the Asset Definitions Center page.	Access the Depreciation Options folder to control and calculate depreciation.
Limits	Click Depreciation Options on the Asset Definitions Center page; then click Limits.	Access the Depreciation Limits page to specify the maximum amount of depreciation that you can expense on your assets for each year of life.

Page Name	Navigation	Usage
Multi-Shift Codes	Click Depreciation Options on the Asset Definitions Center page; then click Multi-Shift Codes.	Access the Multi-Shift Codes page to enter rates by which depreciation should be increased based on the number of production shifts an asset is used.
User Defined Rate	Click Depreciation Options on the Asset Definitions Center page; then click User Defined Rate.	Access the Rate-User Defined page to establish rates by useful life.
Units of Production	Click Depreciation Options on the Asset Definitions Center page; then click Units of Production.	Access the Units of Production page to set up units of production depreciation method definitions.
Terms Definition	Click Depreciation Options on the Asset Definitions Center page; then click Terms Definitions.	Access the Depreciation Terms Definition page to enter terms to be applied to depreciation in a global environment. Terms stored here can be selected when you are specifying depreciation methods and have enabled global options. These terms are used to alter depreciation calculations so that they comply with specific country requirements.
Schedules	Click Depreciation Options on the Asset Definition Center page; then click Schedules.	Access the Schedules page to define asset schedules.
Period Allocation	Click Depreciation Options on the Asset Definitions Center page; then click Period Allocation.	Access the Period Allocation page to create depreciation expense allocation tables.
Location/Ownership	Click Location/Ownership on the Asset Definitions Center page.	Access the Location/Ownership folder to define asset location and ownership tables.
Area Definition	Click Location/Ownership on the Asset Definitions Center page; then click Area Definition.	Access the Area Definition page to define asset areas.
Location Definition	Click Location/Ownership on the Asset Definitions Center page; then click Location Definition.	Access the Location Definition page to define locations.
Define Asset Owners	Click Location/Ownership on the Asset Definitions Center page; then click Define Asset Owners.	Access the Owner Definition page to define role-based asset owners and assign assets to the owner.
Assign Owners to Operators	Click Location/Ownership to Operators on the Asset Definitions Center page; then click Assign Owners.	Access the Asset Owner User page to assign operators to owners.

Page Name	Navigation	Usage
Tax Information	Click Tax Information on the Asset Definitions Center page.	Access the Tax Information folder to define tax controls and identification.
Business Tax by Location	Click Tax Information on the Asset Definitions Center page; then click Business Tax by Location.	Access the Business Tax by Location page to enter and store tax rates by location.
Asset Block	Click Tax Information on the Asset Definitions Center page; then click Asset Block.	Access the Asset Block page to define assets blocks. This is equivalent to the <i>tax block</i> for India.
Classes	Click Tax Information on the Asset Definitions Center page; then click Classes.	Access the Tax Class page to set up or review tax classes.
Residual Rate Definition	Click Tax Information on the Asset Definition Center page; then click Residual Rate Definition .	Access the Residual Rate Definition page to define residual tax rates.
Thresholds-VAT	Click Tax Information on the Asset Definitions Center page; then click Thresholds-VAT.	Access the Thresholds-VAT page to define and store thresholds for a number of adjustment periods.
Credits	Click Tax Information on the Asset Definitions Center page; then click Credits.	Access the Credits page to set up tax credit tables or modify existing tables.
Credit Status	Click Tax Information on the Asset Definitions Center page; then click Credit Status.	Access the Credit Status page to set status for tax credits by country.
Owner Information Definition	Click Tax Information on the Asset Definitions Center page; then click Owner Information Definition.	Access the Owner Information Definition page to set up owner information for taxation.
Qualified Investments	Click Tax Information on the Asset Definitions Center page; then click Qualified Investments.	Access the Qualified Investment Codes page to add or modify qualified investment codes.
Tax-Entity Definition	Click Tax Information on the Asset Definitions Center page; then click Tax-Entity Definition.	Access the Tax Entity Definition page to define the tax reporting entity.
Return Information Definition	Click Tax Information on the Asset Definition Center page; then click Return Information Definition.	Access the Return Information Definition page to define tax return information for Japan.
Financing Information	Click Financing Information on the Asset Definitions Center page.	Access the Financing Information folder to load finance codes and lease payment schedules.

Page Name	Navigation	Usage
Financing Codes	Click Financing Information on the Asset Definitions Center page; then click Financing Codes.	Access the Financing Codes page to define financing codes to help you analyze your debit and credit relationships for capital-intensive and government projects.
Payment Schedules	Click Financing Information on the Asset Definitions Center page; then click Payment Schedules.	Access the Payment Schedule page to add or modify lease payment schedules.
Profiles	Click Profiles on the Asset Definitions Center page.	Access the Profiles folder to establish Asset Management system controls.
Asset Profiles	Click Profiles on the Asset Definitions Center page; then click Asset Profiles.	Access the Profile page to define Asset Profiles.
Profile Changes in Mass	Click Profiles on the Asset Definitions Center page; then click Profile Changes in Mass.	Access the Profile Changes in Mass to copy an asset profile from one set ID to another, or to update a profile by changing some of its attributes.
Accounting Entry Templates	Click Accounting Entry Templates on the Asset Definitions Center page.	Access the Accounting Entry Templates folder to define the Accounting Entry Templates.
Accounting Entry Template IDs	Click Accounting Entry Templates on the Asset Definitions Center page then click Accounting Entry Template IDs	Access the Accounting Entry Template ID page to create a template ID with options for depreciation features and distribution methods.
Accounting Entry Template Definition	Click Accounting Entry Templates on the Asset Definitions Center page; then click Accounting Entry Template Definition.	Access the Accounting Entry Template Definition page to add or modify accounting entry templates.
Accounting Templates in Mass	Click Accounting Entry Templates on the Asset Definitions Center page; then click Accounting Templates in Mass.	Access the Accounting Templates in Mass page to create one or multiple accounting entry templates for journal templates, cost types, trans codes, and retirement disposal codes in a single process.
ChartField Mapping Template	Click Accounting Entry Templates on the Asset Definition Center page; then click ChartField Mapping Template.	Access the ChartField Mapping Template page to define ChartField mapping templates.
Book Code Distribution Group	Click Accounting Entry Templates on the Asset Definition Center page; then click Book Code Distribution Group.	Access the Book Code Distribution Group page to define book code distribution groups for accounting entries.

Page Name	Navigation	Usage
Acct Template Book Code Update	Click Accounting Entry Templates on the Asset Definition Center page; then click Acct Template Book Code Update.	Access the Acct Template Book Code Update page to update accounting template for book codes.
Depreciation Allocation	Click Depreciation Allocation on the Asset Definitions Center page.	Access the Depreciation Allocation folder to define allocation parameters.
Allocation Basis Definition	Click Depreciation Allocation on the Asset Definitions Center page; then click Allocation Basis Definition.	Access the Allocation Basis Definition page to define the allocation basis.
Joint Venture Allocation	Click Depreciation Allocation on the Asset Definitions Center page; then click Joint Venture Allocation.	Access the Joint Venture Allocation page to define the percentage of asset ownership allocated to each joint venture participant.
Transaction Groups	Click Depreciation Allocation on the Asset Definitions Center page; then click Transaction Groups.	Access the Transaction Groups page to set up transaction groups for purposes of allocating depreciation.
Maintenance Information	Click Maintenance Information on the Asset Definitions Center page.	Access the Maintenance Information folder to define asset maintenance controls and parameters.
Criticality Code	Click Maintenance Information on the Asset Definitions Center page; then click Criticality Code.	Establish criticality codes and assign a description to them.
Agencies	Click Maintenance Information on the Asset Definitions Center page; then click Agencies.	Create agency codes. Keep track of an asset's registration and licenses by using the information set up in Agency tables.
Indexes	Click Maintenance Information on the Asset Definitions Center page; then click Indexes.	Access the Indexes page to set up an index, and subindex.
Insurance Type	Click Maintenance Information on the Asset Definitions Center page; then click Insurance Type.	Access the Insurance Type page to enter different types of insurance, such as liability for automobiles or property.
Maintenance Types	Click Maintenance Information on the Asset Definitions Center page; then click Maintenance Types.	Access the Maintenance Types page to define asset maintenance controls and parameters.
Equipment Parts List	Click Maintenance Information on the Asset Definition Center page; then click Equipment Parts List.	Access the Equipment Parts List page to define equipment parts lists to associate to assets.
Standard Warranties	Click Maintenance Information on the Asset Definition Center page; then click Standard Warranties.	Access the Standard Warranties page to define standard warranties to be associated to assets.

Page Name	Navigation	Usage
Warranty Template	Click on the Asset Definition Center page; then click Warranty Template.	Access the Warranty Template page to define warranty templates to be associated with multiple assets at one time.
Meter Types	Click Maintenance Information on the Asset Definition Center page; then click Meter Types.	Access the Meter Types page to define meter types for asset meters.
Depreciation Methods	Click Depreciation Methods on the Asset Definitions Center page.	Access the Depreciation Methods folder to enter and maintain User Defined depreciation methods.
User Defined Variables	Click Depreciation Methods on the Asset Definitions Center page; then click User Defined Variables.	Access the User Defined Variables page to define depreciation variables.
User Defined Methods	Click Depreciation Methods on the Asset Definitions Center page; then click User Defined Methods.	Access the User Defined Methods page to define user-defined depreciation methods.
Rate-User Defined	Click Depreciation Methods on the Asset Definitions Center page; then click Rate-User Defined.	Access the Rate-User Defined page to define depreciation rates.
User Defined Methods-Copy	Click Depreciation Methods on the Asset Definitions Center page; then click User Defined Methods-Copy.	Access the User Defined Methods-Copy page to copy user defined depreciation methods.
Generate User Defined Methods	Click Depreciation Methods on the Asset Definitions Center page; then click Generate User Defined Methods.	Access the Generate User Defined Methods to create a user defined depreciation method.

See [Chapter 1, “Getting Started with PeopleSoft Enterprise Asset Lifecycle Management Fundamentals,” page 1.](#)

See [Chapter 4, “Establishing PeopleSoft Asset Management Business Units,” page 17.](#)

See [Chapter 5, “Establishing Asset Processing,” page 47.](#)

See [Chapter 7, “Setting Up Depreciation Processing,” page 121.](#)

See [Chapter 6, “Setting Up Accounting Entry and Financial Processing for PeopleSoft Asset Management,” page 93.](#)

See [Chapter 8, “Setting Up Tax Processing and Tax Reporting,” page 135.](#)

CHAPTER 3

Understanding PeopleSoft Asset Lifecycle Management

This chapter provides an overview of Oracle's PeopleSoft Asset Lifecycle Management and the Asset Repository Manager (ARM.)

Understanding the PeopleSoft Asset Management Lifecycle

An asset-intensive enterprise requires controlling and managing assets throughout the asset lifecycle: procurement, deployment, maintenance, update, retirement, and analysis. PeopleSoft delivers the Asset Lifecycle Management (ALM) solution to provide complete access to an entire asset portfolio, regardless of asset class, and creating visibility into total cost of ownership by enabling cost tracking associated with acquisition as well as lifetime maintenance and performance of assets.

Enterprise assets cover a broad spectrum of categories including heavy equipment, technology assets, facilities and real estate, and transportation fleets and vehicles. These functionally specific asset categories require software tailored to the unique requirements of each asset category. To address asset differences, specific applications are available within ALM to meet the explicit business processes for each asset category:

- PeopleSoft Asset Management (AM)
- PeopleSoft IT Asset Management (ITAM)
- PeopleSoft Maintenance Management (MM)
- PeopleSoft Real Estate Management (REM)

The foundation product of the PeopleSoft Asset Lifecycle Management solution is PeopleSoft Asset Management. PeopleSoft Asset Management provides a common Asset Repository Manager (ARM), which stores all asset data. The repository provides a single source of truth for physical, financial or operational asset data.

The *Plan to Retire* business process spans from the initial planning and budgeting stage to the end-of-life disposal of assets. Whether the asset lifecycle spans three or thirty years of operational life, the operational components remain the same. PeopleSoft Asset Lifecycle Management, in partnership with the entire suite of PeopleSoft Financials and Supply Chain Management product solutions, provides the information necessary to maximize the utilization of assets.

PeopleSoft defines five phases within the Plan to Retire business process:

- The *Plan* phase includes the prioritization of asset needs and utilization in alignment with corporate objectives. PeopleSoft ALM enables you to collect asset requirements and performance information, forecast asset requirements, assess these requirements to assets currently available and establish an asset plan and budget in line with your strategic direction.

- The *Acquire* phase enables different acquisition processes depending upon asset needs defined in the planning process. Buildings, equipment and other resources may be purchased, leased, constructed, or repurposed.
- The *Deploy* phase focuses on minimizing ramp-up time for getting assets into operation. This may include construction for real estate; setup, configuration and testing for IT assets; or retooling, insurance and certification for major equipment. Additionally, PeopleSoft ALM enables assets to be assigned to users prior to deployment.
- The *Maintain* phase includes capturing and tracking maintenance activity, costs, time and expenses, as well as forecasting maintenance requirements. PeopleSoft ALM allows you to set maintenance budgets, negotiate service level agreements, and plan preventive maintenance schedules.
- The *Retire* phase allows expeditious disposal or sale of assets no longer meeting performance targets set in the planning phase for specific asset types.

Using PeopleSoft Asset Management with the PeopleSoft Budgeting, PeopleSoft Project Costing, PeopleSoft IT Asset Management, PeopleSoft Maintenance Management, or PeopleSoft Real Estate Management products, you can manage and maintain asset acquisitions, deployment, maintenance and disposal as separate projects or as part of ongoing operations.

The pillar of the PeopleSoft ALM product suite is the Asset Repository Manager (ARM). Once the PeopleSoft Asset Management product is established, the asset repository is available to all PeopleSoft Enterprise products that integrate with PeopleSoft Asset Management.

Note. Without PeopleSoft Asset Management, you cannot have access to the asset repository.

Understanding the Asset Repository

The Asset Repository is the database of assets stored within the PeopleSoft Asset Management system. The Asset Repository Manager accommodates all asset classes: IT, property, and plant equipment, with complete operational and financial data. The Asset Repository provides a single, centralized database that stores and tracks organizational assets physically and financially. Maintaining asset identifying information within a common repository allows sharing asset data across the PeopleSoft FMS, SCM, and HCM Enterprise suite and with third party applications. Enabling integrated access to asset data accommodates the level of detail preferred by the calling application; for example, some applications require the ability to identify assets at a very high level while others prefer data to be highly granular, thus requiring many asset records to identify all components. The asset repository is required to realize PeopleSoft's ALM solution across all product suites.

The PeopleSoft Asset Lifecycle Management solution provides an integrated framework to manage the physical and financial aspects of organizational assets for the lifetime of the asset.

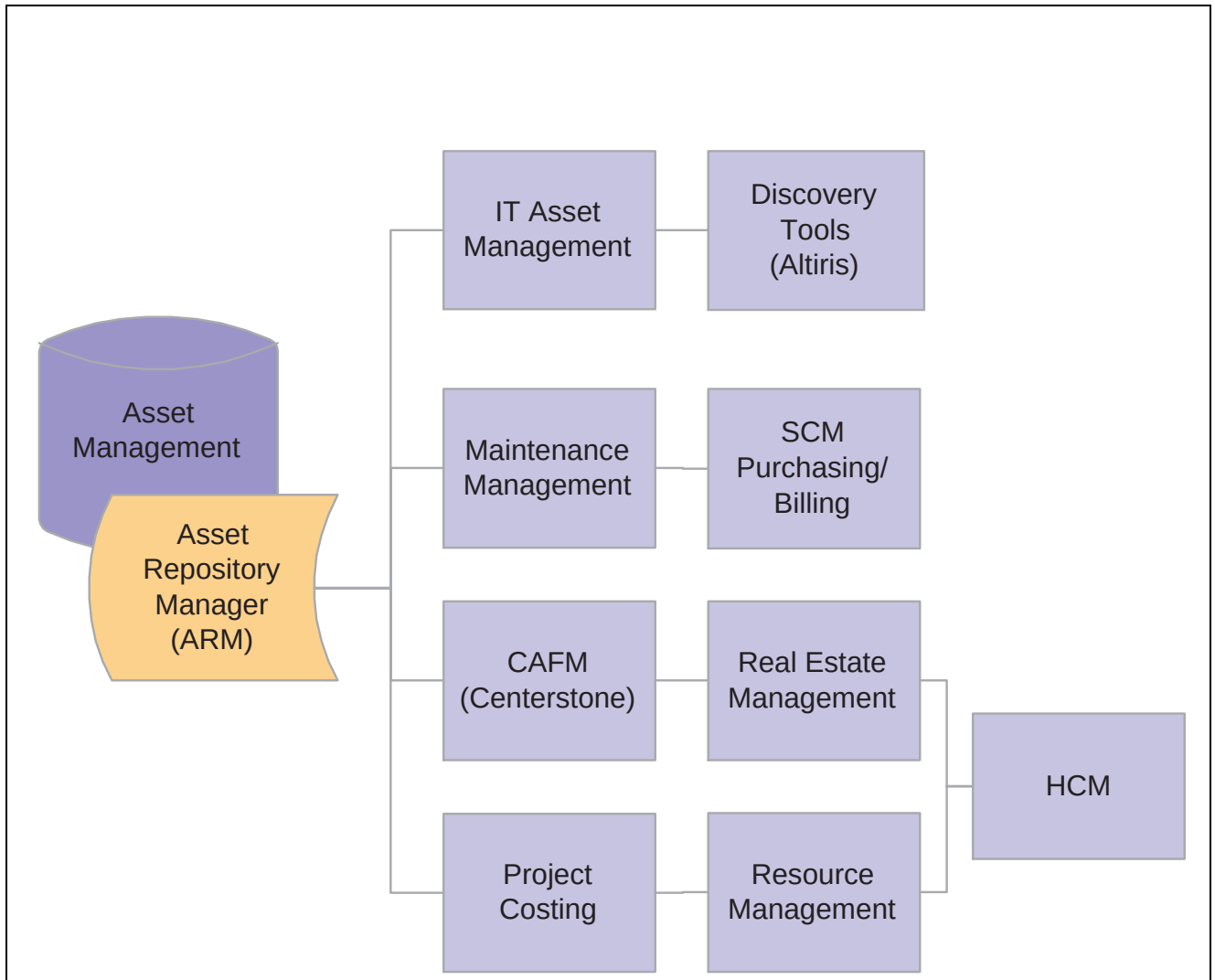
This centralized repository offers a single source of the truth for organizational asset data eliminating redundancy and inaccuracies in asset reporting. Assets can be associated to represent a hierarchical schema, like components of plant equipment, or a structural breakdown of properties, like a building broken into segments such as floors and office spaces. The hierarchical display of assets can be viewed graphically by associating the highest-level asset to its subordinate child and component assets. The repository houses a complete history of acquisition details, maintenance history, and cost history for each asset over its operational life.

PeopleSoft currently stores asset information in different databases serving different business process requirements:

- The PeopleSoft Financial and Distribution Management (FDM) database stores financial asset data.
- The PeopleSoft Human Capital Management (HCM) database stores employee assigned assets.

Each database essentially stands alone, has its own unique identification structure and level of data granularity. The shared asset repository enables PeopleSoft to manage the operational requirements of all assets, provides a holistic view of any asset, from any perspective (financial, operational, technical, or custodial) to reduce redundant data, and facilitates sharing common asset information across PeopleSoft's databases and with third party utilities, such as Centerstone CAFM and Altiris Discovery Tools.

This diagram demonstrates how the asset repository serves the PeopleSoft enterprise:



Asset Repository in the PeopleSoft Enterprise

- The FDM database identifies capital assets that are typically carried at a summarized level to reduce the amount of data required for financial record keeping. For example, a computer workstation is carried as a single asset in the financial asset repository representing all of its components and associated costs.
- SCM carries inventory and spare parts used in the lifetime maintenance of capital assets. The relationship of critical spares to mission critical assets is required for operational and insurance reasons. Organizational assets can be held in inventory until put into service.
- IT asset software utilities like auto-discovery, software delivery, license tracking, usage monitoring, configuration management, contract management and self-healing utilities and maintenance management require a technical view of an asset to maintain appropriate spare parts lists and to facilitate maintenance scheduling of materials and labor. The asset view required by a maintain, repair and operate (MRO)

system is more granular than its financial designation, which is summarized to its highest meaningful financial category.

PeopleSoft Asset Management enables you to create equipment parts lists (EPL) that list the individual components of an asset. These asset components roll up to a single Asset ID. This enables you to compare key structures of assets, and assign hierarchies to the real asset, without tracking the individual components. The asset data stored in the Asset Repository includes:

- FDM's fixed asset data.
- HCM's employee's asset data.
- Asset warehouse; available for reassignment to new custodian, (including non-capital assets assigned to custodians for tracking purposes).
- Non-owned assets (such as field service installed products).
- Spare parts lists, for single assets or asset types.
- Warranties and contracts data elements, for single asset or asset type.
- License information including software license information.
- Inspection schedules and records.
- Preventive maintenance schedules (either manufacturer or user defined), for single asset or asset type.
- Recorded inventory numbers, serial numbers and lot number on those asset components issued from inventory or manufacturer for tracking purposes.
- Technical asset characteristics to identify technology assets, software, and plant equipment.
- Asset configuration information, version control information, usage information, and production history (units produced, hours of operation, and so on.)
- Asset spatial dimensions to accommodate space and computer aided facility management (CAFM) software requirements.
- Reservation information allowing an asset to be reserved for specified time period and retaining all existing financial fixed asset accounting information.
- Custom attributes and supplemental data that you define to apply specific or unique characteristics to an asset.
- Different meaningful levels of criticality assigned to an asset.
- A responsible crew assigned to an asset.
- A long description of an asset.
- The physical location of an asset defined by region, location, and area.
- Multiple attachments for a single asset.

The asset repository accommodates many distinct asset groupings including Parent-Child, group assets, composite assets and multiple organizational perspectives: for example, by custodian, department, asset component, and financial class.

Consult all of the product PeopleBooks cited for comprehensive information about specific functionality, features and business processes used in conjunction with the asset repository.

Implementing PeopleSoft Asset Lifecycle Management

PeopleSoft provides a set of documentation components that complement each other to present all the information you need to implement PeopleSoft Asset Management.

To implement PeopleSoft Asset Management, you will find the information required to set up the tables and options used by PeopleSoft Asset Management and the other PeopleSoft ALM products in this PeopleBook as well as the following resources:

- PeopleSoft Enterprise Application Fundamentals PeopleBook
- PeopleSoft Enterprise Global Options and Reports PeopleBook
- PeopleSoft Enterprise Asset Management PeopleBook
- PeopleSoft Enterprise IT Asset Management PeopleBook
- PeopleSoft Enterprise Maintenance Management PeopleBook
- PeopleSoft Enterprise Real Estate Management PeopleBook

Because the information you may need to fully implement PeopleSoft Asset Management involves more than one PeopleSoft product, you need to refer to the *Getting Started* chapter in each PeopleBook for specific implementation and integration information.

Use the *PeopleSoft Enterprise Applications Fundamentals 9.0 PeopleBook* to find detailed information about the following functionality and processes:

- Defining financials and supply chain management common definitions
- Setting installation options for PeopleSoft applications
- Defining user preferences
- Securing your system
- Defining and using ChartFields
- Editing ChartField combinations
- Configuring ChartFields
- Summarizing ChartFields using trees
- Using entry events
- Using alternate accounts
- Defining accounting calendars
- Setting up ledgers
- Using journal generator
- Using interunit and intraunit accounting and ChartField inheritance
- Processing allocations
- Setting up on-demand processing

Use the *PeopleSoft Enterprise Asset Lifecycle Management Fundamentals 9.0 PeopleBook* to find detailed information about setting up the following functionality and processes:

- Establishing asset management business units and cash generating units

- Establishing asset processing, including defining asset attributes, profiles, ownership and reporting options
- Setting up accounting entry and financial processing
- Setting up depreciation processing
- Setting up tax processing and tax reporting
- Integrating with other products
- Configuring background processing for assets

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook

PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook

PeopleSoft Enterprise Asset Management 9.0 PeopleBook

PeopleSoft Enterprise IT Asset Management 9.0 PeopleBook

PeopleSoft Enterprise Maintenance Management 9.0 PeopleBook

PeopleSoft Enterprise Real Estate Management 9.0 PeopleBook

CHAPTER 4

Establishing PeopleSoft Asset Management Business Units

This chapter provides an overview of asset management business and cash generating units and discusses how to:

- Create asset management business units.
- Create asset management cash generating units.

Note. This chapter is required. You must complete the tasks discussed in this chapter to implement PeopleSoft Asset Management.

Understanding Asset Management Business and Cash Generating Units

You determine how to define business units in PeopleSoft Asset Management to best facilitate asset management processing within your organization. You can set up an asset management business unit for each legal entity in your organization. You could, for example, have asset management activities processed by a central asset management department which will interface with and manage assets for each business unit. Alternatively, you could set up one business unit for each plant or branch office of your company, enabling these entities to manage their own assets independently while sending journals to a common general ledger business unit. You should establish your business units in the manner that best suits your organizational, structural, and reporting needs.

TableSet Sharing and PeopleSoft Trees

When you plan your business unit structure, you need to be familiar with TableSets, which are used in all PeopleSoft Enterprise Financials products. The accounting structure and processing rules for each PeopleSoft application are defined in a series of control tables. A *TableSet* is a group of rows across control tables upon which you define the accounting structure for each of your business units, such as asset management book definitions, asset profiles, depreciation tables, tax classes, and so forth. For a business unit to process transactions, it must have an associated TableSet Control.

A setID identifies each TableSet. You can have as many setIDs as you want. However, using numerous setIDs creates complex TableSet sharing. You must create at least one setID, even if you do not use TableSet sharing.

PeopleSoft provides a tool called Tree Manager to group business units together into a hierarchical structure. Tree Manager and your business unit structure provide a mechanism for defining reporting parameters.

PeopleSoft Financials uses setID-driven trees. So that Asset Management trees will work properly, the setID assigned to the record group for Tree Node and Tree Level Tables (FS_21) for each business unit *must* equal the business unit value. If the setID for FS_21 does not equal the business unit value, you cannot easily access your assets from the correct asset tree.

When you use the Real Estate application, you will define a default tree for the business unit. The tree names available will depend on the trees you have defined. Plan your tree definitions with business unit definitions in mind.

Note. Each time you create a business unit, whether you copy the TableSet Control from another business unit or create a generic TableSet sharing setup, the system automatically establishes the setID for the Projects record group (FS_08) to equal the business unit that you are creating. You should not change this definition.

See *Enterprise PeopleTools 8.48 PeopleBook, "PeopleSoft Application Designer", Planning Records, Control Tables, and TableSets*.

See *Enterprise PeopleTools 8.48 PeopleBook, "PeopleSoft Tree Manager", Introduction to PeopleSoft Tree Manager, Sharing Trees Across setIDs*.

Asset Management Business Unit Default Hierarchies and Options

A business unit is the highest level in the hierarchy and you must set default values for business units. All other entities fall beneath them in the hierarchy. Some of the attributes set at the business unit level may be set at lower levels in the hierarchy, such as the customer or item level, but are not required.

Default hierarchies exist throughout the system. Any time that a default hierarchy exists, you can:

- Leave information blank at lower levels, because defaults are inherited from the next higher level.
- Override information set at higher levels by entering different information at the lower levels.

Some business processes in Asset Management are based on your business unit definitions. These processes may require that you define field entries to be used by default or other options for transactions that are processed at the business unit level. These options include:

- Asset Management processing options.

Besides asset management processing defaults, you should consider your requirements for value-added tax (VAT) processing, processing group assets and ChartField summarization, depreciation period end and closing processes, and asset book and accounting entry defaults.

- (JPN) Asset Management numerical rounding options.

Define the rounding type for depreciation amounts.

- Payables interface processing options.

Select voucher close transaction types.

- Purchasing interface processing options.

Select the map ChartField option to assign the ChartFields that come to assets from a different chartfield value by using the criteria established on the ChartField Mapping Template page.

- Billing interface options.

Designate the defaulting business unit to run the Billing interface and define values for Billing business units, bill types, bill sources, and bill by identifiers.

- Real Estate Management (space allocation) interface options.

Designate the defaulting tree name, statistics code and statistical accounts to be used when interfacing with Real Estate Management.

- Maintenance Management interface options.

Designate the default options enabling retirements and transfer in or out of assets from work orders.
Designate the default options for including or excluding subcomponents for transactions coming from MM.

If you are using General Ledger, you must also define at least one general ledger business unit to which you will generate journal entries from the asset management business unit. If General Ledger is already implemented, this step may have already been performed.

You can override most business unit defaults at a lower level when you enter asset information. Asset Management is delivered with a series of standard definition tables. Examine these tables to determine if the business unit that you are setting up can share the same financial structure. If so, you can minimize the need to set up additional tables.

VAT Processing

Value-added tax (VAT) defaults are controlled by VAT drivers at various levels of the hierarchy and the VAT defaults themselves are stored in a common set of defaulting tables. Depending on the driver, certain fields are available for setting and, lower in the hierarchy, overriding. There are two main components that control the VAT defaulting: the VAT Defaults Setup component and the Services VAT Treatment Setup component. Asset Management only handles goods for VAT setup. You can access these components from the common VAT menu (Set Up Financials/Supply Chain, Common Definition, VAT and Intrastat, Value Added Tax) or from the applicable application pages. If you access these components from the VAT menu, the driver you select determines the fields that display. If you access either of these components from the application pages, the component you are accessing from determines the fields displayed. The VAT Defaults Setup and Services VAT Treatment Drivers Setup components and functionality are described in depth in the common VAT chapter in the *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook*.

The values selected here become the default values for the business unit and can be overridden in the Asset Retirements component. If you leave these fields blank, you must enter this information in the Asset Retirements component each time VAT applies to the transaction.

Use the VAT Default page to specify VAT processing options. For countries that use VAT, PeopleSoft Asset Management stores default information at the business unit, customer, customer location, and asset class levels to calculate VAT on asset retirements. VAT transaction types and VAT codes are set up in Set Up Financials/Supply Chain, Common Definitions, VAT and Intrastat, Value Added Tax. You can select values for these and other control fields on this page.

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook*, “Working with VAT”.

Cash Generating Units

Cash generating units (CGUs) become important when you must perform impairment assessment and processing for an individual asset and the recoverable amount of that asset is in doubt. If an organization cannot determine recoverable value for an individual asset, it is required in some countries to identify the lowest aggregation of assets that generate largely independent cash flows. These aggregations of assets are known as *cash generating units*. A CGU is the smallest identifiable group of assets that generate cash inflows from continuing use and are largely independent of the cash inflows from other assets or groups of assets and should be defined consistently from period to period.

PeopleSoft supports the implementation of International Accounting Standards (IAS) 36 by providing for the definition of a Cash Generating Unit and enabling the association of CGUs with business units. This facilitates impairment processing within a defined business unit. You must define the business unit before it can be associated to a CGU definition.

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Adjusting, Transferring, and Evaluating Assets,” Adjusting for Asset Impairment.

Creating PeopleSoft Asset Management Business Units

To set up business units, use the Business Unit Definition component (BU_DEFN).

This section describes how to set up Business Units.

Prerequisites

Before you set up business units, you must decide on your TableSet structure and set up setIDs.

See the documentation on planning records and TableSets in the *Enterprise PeopleTools 8.48 PeopleBook*, “PeopleSoft Application Designer”.

Pages Used to Create PeopleSoft Asset Management Business Units

Page Name	Object Name	Navigation	Usage
AM Business Unit Definition	BUS_UNIT_TBL_AM	Set Up Financials/Supply Chain Management, Business Unit Related, Assets, Asset Management Definition, AM Business Unit Definition	Create an asset management business unit and specify its default processing options.
Open Period Update	OPEN_PERIOD_SINGLE	Click Update Open Periods on the AM Business Unit Definition page.	Define in which periods transactions can be posted for Asset Management.
Warehouse Mapping	AM_WAREHOUSE_MAP	Click Warehouse Mapping on the AM Business Unit Definition page.	Establish the default ChartField mapping rules necessary to accommodate asset component changeout transfers for this business unit.
VAT Defaults Setup	VAT_DEFAULTS_DTL	Click VAT Default on the AM Business Unit Definition page.	Specify VAT Defaults Setup.
VAT Defaults Copy	VAT_DFLT_SRCH_COPY	Click Copy Defaults From on the VAT Defaults Setup page.	Copy VAT default specifications from another key combination for the same VAT driver.
Business Unit/Book Definition	BU_BOOK_DEFN_01	Set Up Financials/Supply Chain Management, Business Unit Related, Assets, Asset Management Definition, Business Unit/Book Definition	Define required books, book options, and accounting entry options for each book that the business unit will use. Note. You must first complete the AM Business Unit Definition page and define your asset books on the Asset Book page.

Page Name	Object Name	Navigation	Usage
Round Options	ROUND_OPTIONS_SEC	Click Round Type on the Business Unit/Book Definition page.	(JPN) Select options for rounding depreciation amounts for the book.
Depreciation Close List	MR_AM_DEPR_CLOS	Click Depreciation Close List on the Business Unit/Book Definition page.	Review the years and periods for which depreciation has been closed.
Business Unit Info for Japan	BUS_UNIT_JPN_SEC	Click the JPN Info link from the AM Business Unit Definition component.	Select the options to process tax and depreciation for Japan. Note. To activate the JPN Info link, you must first specify JPN as the Localization Country within User Preferences - Overall page Set Up Financials/Supply Chain, Common Definitions, User Preferences, Define User Preferences, Overall Preferences.
Business Unit/Book Feature	BU_BOOK_FEATURE	Set Up Financials/Supply Chain, Business Unit Related, Assets, Asset Management Definition, Business Unit/Book Feature	Enable book and book options and (optionally) impairment and revaluation options for a business unit.
BU Book ChartFields Summarize	BU_BOOK_GRP_SUM	Select the Group Asset Processing check box on the Business Unit/Book Definition page.	(Optional) Select the ChartFields that will be used for group member asset summarization.

Page Name	Object Name	Navigation	Usage
Interface Options	BUS_UNIT_INTFC_OPT	Set Up Financials/Supply Chain, Business Unit Related, Assets, Asset Management Definition, Interface Options	Establish product and application interface default processing options for Payables, Purchasing, Billing, Real Estate Management, and Maintenance Management Note. You must enable all PeopleSoft products you want to integrate with on the Installation Options page (INSTALLATION) before integration options will be available within the Business Unit component (BU_DEFN). See <i>PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook</i>, “Setting Installation Options for PeopleSoft Applications,” Defining Asset Management Installation Options.

Creating PeopleSoft Asset Management Business Units

Access the AM Business Unit Definition page.

AM Business Unit Definition		Business Unit/Book Definition		Business Unit/Book Feature		Interface Options	
Unit:	JPN01	Description:	JAPAN OPERATIONS		Short Description:	JAPAN OPS	
Business Unit Definition							
Location:	JPN01	Japan - Tokyo-To		Update Open Periods			
Last Asset ID Used:	0			Warehouse Mapping			
				VAT Default			
Default Book:	LOCAL_JPY	Local Book - JPY					
Fed Book:							
AMT Book:							
ACE Book:							
CAP Book:	LOCAL_JPY	Local Book - JPY					
Lease Book:	LOCAL_JPY	Local Book - JPY					
Suspense Account:	318000	Alt Acct:					
BU Setup Options							
☒ Keep all books in synch		☐ Default tag # from asset ID		☐ Allow duplicate tag numbers			
☐ Joint Venture Unit		☐ Use JV Participant Bk Profile		☐ Use Parent-Child Defaulting			
☐ Auto-Retire Fully Depr Assets		☐ Use Add Conv. for all TXNs					
InterUnit Transfer Defaults Options							
☒ Asset Acquisition Info		☒ Asset Attributes Info		☒ Asset License/Register Info			
☒ Asset Lease Info		☒ Asset Non Capitalized Cost		☒ Asset Maintenance Info			
☒ Asset Comments		☒ Asset Warranty Info		☒ Asset Insurance Info			
☒ Asset Inspection Info		☒ Asset Component History		☒ Asset Attribute Groups Info			
Open Transaction Processing Options							

AM Business Unit Definition page

Note. When you create a business unit, PeopleSoft Asset Management automatically defines TableSet defaulting for the business unit so that it copies the TableSet that you entered on this page. You can verify TableSet sharing by using the PeopleTools Utilities TableSet Control Group pages.

See *Enterprise PeopleTools 8.48 PeopleBook*, "PeopleSoft Application Designer", *Planning Records, Control Tables, and TableSets, Sharing Tables*.

Unit, Description, and Short Description

Enter descriptive information to uniquely identify the business unit during set up. These fields are already populated when you select an existing business unit for update.

Business Unit Definition

Define the book to be used as the default book for general ledger entries for the business unit and all secondary books, including Corporate and Tax books (both state and federal).

Location

Select a location for this business unit. Locations available are defined on the location page table.

Last Asset ID Used

The last asset ID used displays here or the value is zero by default. To increment automatically from some other starting point, enter your starting point into the Last Asset ID Used field and click the Reset button. If there are no assets for this business unit, this will reset the last asset ID to zero. The *Next*

value displays on the Asset Basic Add, Operational Asset Definition or Express Add pages when you use automatic numbering of asset ID. When the record is saved, the assigned asset ID displays and the value is incremented on this page.

Default Book

Select the book that is used by default when you enter assets. (This book is required for subsequent processing.)

Note. PeopleSoft strongly recommends making the primary book in the ledger group in PeopleSoft General Ledger the same as the default book in PeopleSoft Asset Management in order to maximize synchronicity of transactions.

Fed Book (federal book)

Select the book to calculate the federal tax.

AMT Book (alternative minimum tax book)

Select the book to calculate the alternate minimum tax.

ACE Book (adjusted current earnings book)

Select the book to calculate the adjusted current earnings.

CAP Book (capital acquisition planning book)

Select the book used for capital acquisition planning (CAP).

Lease Book

Select the book where leased assets are primarily recorded.

Suspense Account and Alt Acct (alternate account)

Enter the translate account and alternate account here. If you have any transactions in a foreign currency within this business unit and want to enable the feature to translate currencies. If you do not have transactions outside of your local currency, you do not need to define these values.

See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, “Defining Your Operational Structure,” Defining Journal Processing Options for a Business Unit.

BU Set Up Options

Keep all books in synch

Select this check box to keep all adjustments synchronized. Clearing this check box enables you to create adjusting entries to affect particular books while excluding others.

If you select this option in conjunction with a business unit that is also enabled for impairment and revaluation processing, you will have an option to create zero impairment and revaluation costs for other books. This occurs when working in the Impairment Worksheet page, the Revaluation Worksheet page, or the batch run control page and you select the Copy To Other Books check box.

Warning! If you use this method to make adjusting entries, you must reselect the option before starting normal asset processing. Clearing or selecting this option does not enable retroactive adjustments. The function is applied from the point selected going forward until and unless you change it again.

Default tag# from asset ID (default tag number from asset ID)

Select this check box to use the same number for the tag as the assigned asset ID.

Allow duplicate tag numbers	Select this check box when you are processing physical inventory. This enables you to take physical inventory and process assets that may have the same tag number.
Joint Venture Unit	Select if this is a joint venture business unit.
Note. You cannot perform interunit transfers on joint venture business units.	
Use JV Participant Bk Profile (use joint venture participant book profile)	Select this option for participant level. Joint venture participant business units are governed by the book for the <i>participant</i> level business unit or by the book for the overall joint venture business unit. You can use this feature to maintain joint venture participant business units with separate profiles that enable different depreciation methods, conventions, calculation types, and so on, as required.
Use Parent-Child Defaulting	Select to enable automatic parent-child inheritance processing for this business unit. For example, when you create a child asset and you want it to inherit the tag or department number from the parent asset (as specified on the Profile Child Asset Inheritance page), select this check box. For more responsive performance of Express Add, Basic Add, and Transaction Loader processes, clear this check box. General parent-child asset processing is still enabled.
Auto-Retire Fully Depr Assets (automatically retire fully depreciated assets)	Select to enable automatic retirement of fully depreciated assets for this business unit. You must also enable the option at the book level.
Use Add Conv. for all TXNs	Select this option to inherit the same convention used when you added an asset for any new transaction.

InterUnit Transfer Defaults Options

Select the default asset information to be shared between the business units when you make interunit transfers. The information is derived from the Asset Information component. The selections made here are the default options for the Asset Cost IU (interunit) Transfer (ASSET_COST_02) page.

Asset Acquisition Info	Select to include information derived from the Asset Acquisition Detail (ASSET_ACQ_DETAIL) page and links (ASSET_ACQ_DET_AP, ASSET_ACQ_DET_VAT).
Asset Attributes Info	Select to include information derived from the Asset Location/Comments/Attributes (ASSET_IMAGE) page.
Asset License/Register Info	Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_LIC_ADDR_SEC).
Asset Lease Info	Select to include information derived from the Leased Assets component pages (ASSET_LEASE_01, ASSET_LEASE_02, ASSET_LEASE_05, ASSET_LEASE_03).
Asset Non-Capitalized Cost	Select to include information derived from the Asset Acquisition Detail (ASSET_ACQ_DETAIL) page and links (ASSET_ACQ_DET_AP, ASSET_ACQ_DET_VAT).

Asset Maintenance Info	Select to include information derived from the Track Service and Repairs component pages (ASSET_MAINT_01, ASSET_MAINT_01_S) and meter readings.
Asset Comments	Select to include information derived from the Asset Location/Comments/Attributes (ASSET_IMAGE) page.
Asset Warranty Info	Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_WARRANTY).
Asset Insurance Info	Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_INSURANCE).
Asset Inspection Info	Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_INSPECTION).
Asset Component History	Select to include asset component history (AM_AST_COMP_HIST) information.
Asset Attribute Groups Info	Select to include asset attribute groups (AM_ASSET_SD) information.

Open Transaction Processing Options

Open transactions are asset events such as depreciation and accounting entries that require processing. PeopleSoft Asset Management assigns each open transaction a unique open transaction ID whenever a processing option is requested. For example, changing asset cost, adding or retiring assets, or changing asset depreciation attributes all create open transactions. Depreciation must be calculated, or recalculated, and allocated for each transaction before it is considered closed. An open transaction has a *Pending* status until it is processed.

Auto Increment Open Trans ID (automatically increment open transaction ID)	If you want to process a large number of transactions as a group, you should clear the Auto Increment Open Trans ID check box. For example, you enter 300 new computers into PeopleSoft Asset Management, and rather than process depreciation and distribution in 300 separate requests, you want to process all in a single request. To do so, establish an open transaction ID that identifies a single processing request for all 300 computers that you entered. In this case, you should clear the Auto Increment Open Trans ID check box.
Open Trans ID (open transaction ID)	The Open Trans ID field helps you keep track of open transaction processing status. You can enter a beginning open trans ID, or you can have PeopleSoft Asset Management assign it. You can specify that PeopleSoft Asset Management automatically increment the ID value each time a transaction is added to the open transaction table by selecting Auto Increment Open Trans ID. The next processing request that you enter is automatically assigned a number that is one greater than the last assigned value. Subsequent open transaction ID numbers will be incremented by one.

See Also

PeopleSoft Enterprise General Ledger 9.0 PeopleBook, “Defining Your Operational Structure”

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, “Defining Financials and Supply Chain Management Common Definitions”

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, “Setting Installation Options for PeopleSoft Applications”

[Chapter 5, “Establishing Asset Processing,” page 47](#)

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Creating PeopleSoft Asset Management Accounting Entries”

Defining Open Periods

Access the Open Periods Update page.

Open Period Update

PeopleSoft Product: AM Business Unit: JPN01

☐ Show all transaction types

From Year	From Period	Begin Lag	First Open	To Year	To Period	End Lag	Last Open
1998	1	0	04/01/1998	2015	12	0	03/31/2016

Open Period Update page

The Update Open Periods page enables you to define which periods are open (periods in which transactions can be posted) for PeopleSoft Asset Management. These can be defined in relation to, but not strictly governed by, the corresponding open period in General Ledger (GL).

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, “Defining Accounting Calendars,” Defining and Updating Open Periods and Adjustment Periods

Defining VAT Defaults

This section provides an overview of VAT processing options and describes how to set up VAT processing defaults by business unit for PeopleSoft Asset Management.

Understanding VAT Drivers, VAT Driver Keys, and the Defaulting Hierarchy for VAT Defaults

The following table lists the PeopleSoft Asset Management-related VAT drivers and associated VAT driver keys in VAT default hierarchy sequence from most specific to least specific for the VAT Defaults component. The table also indicates which drivers control defaults for the Services VAT Treatment:

VAT Driver	VAT Driver Keys	Country	State	Applicable to Regular VAT Defaults	Applicable to Services VAT Treatment Defaults
ASSET_CLASS_TBL Asset Class	Asset SetID Asset Class	Optional	Optional	Yes	No
CUST_ADDR_SEQ Customer Location	Customer SetID Customer ID Address Sequence Number	Optional	Optional	Yes	Yes
CUSTOMER Customer	Customer SetID Customer ID	Optional	Optional	Yes	Yes
BUS_UNIT_TBL_AM AM Business Unit	Business Unit	Optional	Optional	Yes	No
VAT Entity Registration	VAT Entity Country	Not applicable	Optional	Yes	No
VAT Country	Country	Not applicable	Optional	Yes	No

Establishing the VAT Environment

For your system to track and process VAT, you must first set up basic information by defining VAT transaction types, VAT codes, and their associated VAT accounting templates, VAT countries, VAT entities, and VAT defaulting. Each piece builds upon the next; therefore, for your basic setup, it is important to implement each piece in the following order:

1. VAT transaction types.
2. VAT rates, VAT codes, and VAT accounting information.
3. VAT countries.
4. VAT entities.
5. VAT defaults.

In addition to the information you must set up, PeopleSoft delivers multiple account types for your VAT accounting and reporting with every application. You cannot add your own.

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook*, “Working with VAT”.

Setting Up and Maintaining VAT Defaults

Access the VAT Defaults Setup page.

VAT Defaults Setup

VAT Driver: AM Business Unit [Return to Asset Management Definition](#)

Business Unit: JPN01 JAPAN OPERATIONS

☐ **Copy Values to New Rows**

Specify a value below for all the required fields, for any fields requiring an overall default at the top of the VAT Default Hierarchy, or for any fields requiring an exception to the value specified for a VAT Driver Option higher up in the VAT Default Hierarchy.

VAT Defaults First 1 of 1 Last

VAT Reporting Country: JPN Japan

Defaulting State:

[Copy Defaults From](#)

Default Details First 1 of 1 Last

***Effective Date:** 01/01/1900 ***Status:** Active

VAT Control Defaults

VAT Applicable: Taxable

Goods Declaration Point: At Invoice Time

***Calculation Type:** Exclusive

VAT Code Defaults

Taxable Goods Sales:

VAT Defaults Setup page (1 of 2)

VAT Transaction Type Defaults

Domestic Goods Sales:

EU Goods Distance Sales:

EU Goods Sales:

EU Sales, Simplification:

Exempt:

Exonerated:

Goods Exports:

Out of Scope:

Suspended:

VAT Defaults Setup page (2 of 2)

Specify the VAT driver and any VAT driver keys as applicable. You can insert rows for any or all of the VAT driver keys as well as the VAT country or state. You can also delete any existing rows.

Copy Values to New Rows If you are inserting a row for a VAT driver key, select this check box to copy all the VAT defaults from the previous row to the new row. Otherwise, all VAT default fields for the new row will be blank.

VAT Defaults

VAT Reporting Country Select the VAT reporting country or countries for which you are defining VAT defaults. For service VAT treatment defaults, defaults are obtained for the supplier's location country. PeopleSoft Asset Management *does not* use VAT for services, only goods.

Defaulting State As applicable, enter the state for which you want to define defaulting values. (Optional depending on VAT Country)

Copying VAT Defaults

Access the VAT Defaults Copy page by clicking the Copy Defaults From link.

Copy From Search Criteria Enter the criteria on which you want to search. When copying defaults for the PeopleSoft Asset Management business unit driver, you can search by business unit, VAT reporting country, and defaulting state.

Search Select to retrieve the results based on the criteria entered. The results display in the Copy From Results group box.

Copy From Results In the Copy From Results group box, select the link for any of the results returned to view the details of the VAT setup from which to copy on the Copy VAT Defaults Setup page. Once you have viewed the details, you can select Copy to copy the VAT setup. The system returns you to the VAT Defaults Setup page with the copied fields.

Or you can select the appropriate option for any of the results returned and select Copy to copy from the selected row. The system returns you to the VAT Defaults Setup page with the copied fields.

Default Details

Enter the effective date and status.

The remaining fields on the page vary based on the combination of VAT driver and VAT driver keys. Depending on the combination of PeopleSoft products you are implementing and the VAT transactions conducted between your local country and other countries, you may require some variation in set up. The *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook* documents these variations in working with VAT in greater detail.

You may define the following defaults for the PeopleSoft Asset Management business unit:

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook*, "Working with VAT," Establishing VAT Defaults.

VAT Control Defaults

VAT Applicable Select the appropriate VAT status.

Values are:

Exempt (not subject to VAT)

Outside of Scope of VAT

*Taxable***Goods Declaration Point**

Select when you want VAT transaction information for goods to be recognized for reporting purposes. Values are:

At Accounting Date: VAT is recognized at the accounting date.

At Delivery Time: VAT is recognized at time of delivery.

At Invoice Time: VAT is recognized at time of invoice.

At Payment Time: VAT is recognized at time of payment.

Calculation Type

Select the type of calculation you want the system to use. Values are:

Exclusive: VAT is calculated on top of the entered transaction amount, because it excludes any VAT.

Inclusive: VAT is calculated from within the entered transaction amount, because it already includes the VAT.

VAT Code Defaults

You use VAT codes to specify the rate at which VAT is calculated.

The VAT rate is frequently the key to reporting VAT because VAT amounts must often be reported separately by VAT rate on a VAT return. Therefore, the VAT code is part of the reporting definition.

Taxable Goods Sales

Select the VAT code to be used for taxable sales within this VAT reporting country

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook*, “Working with VAT,” Setting Up VAT Authorities and Tax Codes.

VAT Transaction Type Defaults

You use VAT transaction types to classify and categorize transactions at a more detailed level for both VAT reporting and accounting. These are specified for each transaction line when you enter a transaction.

You define the VAT transaction types you need for your VAT setup. PeopleSoft also delivers a set of VAT transaction types with your system as sample data.

Domestic Goods Sales

Sale of goods within the same country.

EU Goods Distance Sales
(European Union goods distance sales)

Sale of goods between European Union (EU) countries in which the supplier is registered in an EU country and the purchaser is not registered in an EU country. The VAT rate charged is the rate applicable in the supplier's country.

EU Goods Sales (European Union goods sales)

Sale of goods within the European Union.

EU Sales, Simplification

This treatment is used for the transaction between an intermediary and the purchaser in cases when there is a sale of goods between European Union (EU) countries involving three parties: the purchaser, an intermediary (bill-from) supplier, and the actual goods supplier. Each party is located in a different EU country and registered in his own country, and not in either of the other two countries. The only difference between this VAT treatment and that applied to normal EU sales is that the supplier is required to print a different message on

	the invoice referencing the statute that applies to triangulation, rather than the one that references the statute for normal EU sales.
Exempt	Not subject to VAT.
Exonerated	Subject to exoneration from VAT.
Goods Exports	Export sales of goods.
Out of Scope	Outside of the scope of VAT.
Suspended	Subject to suspension of VAT.

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook* , “Working with VAT,” Defining VAT Transaction Types.

(JPN) Defining Business Unit Information for Japan

Access the Business Unit Info for Japan page.

Business Unit info for Japan

Japanese Information

Corporate Book for Japan:

LOCAL_JPY

Local Book - JPY

Tax Book for Japan:

TAX_JPY

Tax Book - JPY

☒ Advanced Depreciation

☒ Japan Composite

☒ Use JPN Local Tax

Business Unit Info for Japan page

Corporate Book for Japan	Select the corporate book for Japan.
Tax Book for Japan	Select the tax book for Japan.

Note. PeopleSoft recommends that you select the primary book in the ledger group in PeopleSoft General Ledger to be the same as the default book in PeopleSoft Asset Management. As tax books do not usually send accounting entries to PeopleSoft General Ledger this maximizes synchronicity of transactions.

Advanced Depreciation	Select if advanced depreciation is used.
Japan Composite	Select if composite assets are used.
Use JPN Local Tax	Select if local tax reporting is enabled.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Using the Global Features of PeopleSoft Asset Management,” (JPN) Using PeopleSoft Asset Management Options to Meet Japanese Requirements

Defining Business Unit Processing Options

Access the Business Unit/Book Definition page.

The screenshot displays the 'Business Unit/Book Definition' page. At the top, there are tabs: 'AM Business Unit Definition', 'Business Unit/Book Definition' (selected), 'Business Unit/Book Feature', and 'Interface Options'. Below the tabs, the 'Unit' is set to 'JPN01 JAPAN OPERATIONS'. The 'Book' section includes a 'Book Name' dropdown set to 'CGRP_USD' (Corporate Reporting Book - USD) and a 'Book Type' dropdown set to 'Corporate'. A checkbox 'Book is Required' is checked. The 'Book Options' section includes 'Currency' (USD, US Dollar), 'Rate Type' (CRRNT), 'Calendar' (J1, Japan Fiscal Calendar), 'Capitalize Limit' (Amount), 'Amount' (empty), 'Limit Code' (empty), and 'Lease Cap Min' (empty). The 'Accounting Entry Options' section includes 'Create Accounting Entries' (checked), 'Retirements by Disposal Code' (unchecked), 'GL Business Unit' (JPN01, JAPAN OPERATIONS), 'Ledger Group' (RECORDING), 'Ledger' (CORPORATE), 'Budget Ledger Group' (empty), 'Budget Ledger' (empty), 'Account Entry Template ID' (DEFAULT), 'Derogatory Depreciation' (unchecked), and 'Statutory Book' (empty). A 'Comment' button is at the bottom.

Business Unit/Book Definition page

Book Name

The Book Name field is used during asset and profile entry to designate book processing.

At least one financial book for each business unit to record asset data in the general ledger is required. You may have other federal, state, and foreign tax or financial books as well. Transactions can be tracked in multiple currencies by designating the currency code within each transaction entry.

Book Type

Specify the type of asset book processing. This feature acts as a filter for tax and financial options when you define tax and depreciation information for asset transactions. For example, if you define the CORP book as a *Corporate* book, you will not be able to select any tax attributes for processing when you add an asset to this book. Select *Corporate w/Tax Info* if you maintain separate tax records for this business unit in the book. You can use this option to specify tax processing rules and track tax information for your assets. The *Tax* option enables you to maintain tax information for government reporting. The *US AMT* option enables you to maintain alternative minimum tax information for government reporting. This option enables you to separately track alternative minimum tax information.

Book is Required

Select Book is Required to ensure that this book will added for every asset in this business unit.

Note. If you maintain multiple currencies you must define the exchange rate. Even if you use only one currency in PeopleSoft Asset Management, you must still set up a one-to-one exchange rate and rate type to exchange that currency with itself. For example, to use U.S. dollars you must set up an exchange rate for U.S. dollars to U.S. dollars with an exchange rate of 1. To make changes, go to Set Up Financials/Supply Chain, Common Definitions, Market Rates page.

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook*, “Processing Multiple Currencies”.

Book Options

Currency Displays the default currency for this business unit.

Rate Type Select the currency exchange rate.

Note. Even if you are using only one currency in PeopleSoft Asset Management, you still need to set up a one-to-one exchange rate and rate type to exchange that currency with itself. For example, to use US Dollars you must set up an exchange rate for USD to USD with an exchange rate of 1.

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook*, “Processing Multiple Currencies”.

Calendar Select the accounting period calendar for this book and business units. General Ledger supports multiple calendars, so you can keep separate calendars for actual accounting activity, for budget and forecast activity, and for special reporting or transitional needs. For example, you can easily manage a conversion to different accounting periods or to a new fiscal year by maintaining two calendars. However, only one calendar can be active for a ledger group at a given time. A book must use the same calendar as the ledger.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, “Defining Accounting Calendars”.

Capitalize Limit, Amount, and Limit Code Define these limits either by selecting Amount and entering a minimum, or by selecting *Table Lim* and selecting a Cost Limit Code. If you select Amount, you cannot add an asset with a cost that is less than the specified limit. If you select Table Lim, you may encounter an error or a warning, based on the actions that you set up in the Capitalization Limit table, when you try to add assets below the amounts in the table.

See [Chapter 6, “Setting Up Accounting Entry and Financial Processing for PeopleSoft Asset Management,” Setting Up Capitalization Limits, page 113.](#)

Lease Cap Min (lease cap minimum) Define the lease cap as a minimum cost of the asset lease. (When you enter a leased asset with total cost below the lease cap, you will receive an error.)

Accounting Entry Options

Your business unit accounting entry options enable you to associate an asset management business unit with a general ledger business unit and default ledger.

Create Accounting Entries Select this check box to make the accounting entry options available for selection.

Retirements by Disposal Code	Select the check box to enable retirement of assets based upon disposal code. The Transaction Code field on the Retirement page will be populated with the appropriate disposal code. See <i>PeopleSoft Enterprise Asset Management 9.0 PeopleBook</i>, “Retiring Assets,” Initiating Asset Retirement Using the Disposal Worksheet.
Translate Gain/Loss	If the ledger specified is a translate ledger, this check box appears. When you process accounting entries (AM_AMAEDIST), the gain or loss amount that is the result of a currency exchange transaction is converted from the primary book to the translate book.
GL Business Unit	The General Ledger business unit associated with this book displays here.
Ledger Group, Budget Ledger Group, Ledger, and Budget Ledger	A ledger is a set of posted balances that represents a set of books for a business unit. Ledger templates and detail ledgers can be added to the appropriate ledger group. A ledger group can have one primary ledger and zero to nine secondary ledgers. Each ledger within the ledger group shares a common physical structure based on the ledger template, as well as unique characteristics (such as its own base currency). The Ledger Group and Budget Ledger Group fields for PeopleSoft Asset Management enable you to associate a ledger or ledger group to this business unit. <i>In sync</i> accounting entries are a group of accounting entries for one transaction that the system distributes to different ledgers. In conjunction with the Keep all books in sync option, you define how a transaction is posted. If the Keep all books in sync option is selected, then one transaction will post to all ledgers in the group. If the Keep all books in sync option is clear, the system posts transactions only to those ledgers with transaction entries. One book will post to one ledger, but you can set up other books to point to the other ledgers in the group. If you will be generating budget accounting entries, specify the Budget Ledger Group and Budget Ledger to which you want to post them. If you leave ledger and budget ledger fields blank, the accounting entries will be made to the primary ledger. See <i>PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook</i>, “Setting Up Ledgers”.
Book Code Distrib. Grp (book code distribution group)	If the <i>Book Code</i> option is activated from the Installation Options page, this field will display. The book code is an <i>Account</i> attribute and a balancing <i>ChartField</i>. You can use book codes to simultaneously generate sets of entries to record related transactions according to multiple GAAPs for the same business unit in the same ledger. The book code distribution group defines a set of book codes to be used when distributing accounting entries for multiple GAAPs within one book. Using the book code distribution group restricts the duplication of accounting entries being passed to General Ledger. The book code distribution group value is defined on the Book Code Distribution Group page. Select from the available book code distribution groups defined for your organization. See <i>PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook</i>, “Setting Installation Options for PeopleSoft Applications”.

See [Chapter 4, “Establishing PeopleSoft Asset Management Business Units,” Creating PeopleSoft Asset Management Business Units, page 20.](#)

See [Chapter 6, “Setting Up Accounting Entry and Financial Processing for PeopleSoft Asset Management,” page 93.](#)

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, “Defining and Using ChartFields,” Adding Book Code Values.

Account Entry Template ID Enter the account entry template ID. The accounting entry template ID provides the option to associate different books with different charts of accounts. To use derogatory depreciation for France, select the account entry template ID that corresponds. You must also select the Derogatory Depreciation check box.

See [Chapter 6, “Setting Up Accounting Entry and Financial Processing for PeopleSoft Asset Management,” Defining Accounting Entries, page 93.](#)

(FRA) Derogatory Depreciation Select this check box to process derogatory depreciation with the derogatory account entry template ID. If this box is selected, you must use the appropriate account entry template ID associated with derogatory depreciation. You must also select the statutory book to which this book will be compared. This can be designated on the AM Business Unit Definition page as the federal book.

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Using the Global Features of PeopleSoft Asset Management,” (FRA) Using PeopleSoft Asset Management Options to Meet French Requirements.

(FRA) Statutory Book Select the statutory book to which derogatory depreciation transactions stored in the book you are defining will be compared. When Derogatory Depreciation has been selected, you must also define statutory book.

Selecting Rounding Options

Access the Round Options page.

Round Rule and Round Type Select the rounding rule and type that apply to this book.
The rounding rules delivered with PeopleSoft Asset Management are:

Down

NatRnd

Up

The rounding types delivered with PeopleSoft Asset Management are:

Currency:

Generic

Round Precision The number of places to the right or left of the decimal point to which the amount or number will be rounded. If you select *Currency* as the round type, the system automatically determines round precision from the currency code.

Rounding Factor The number to which the amount will be rounded. For example, if you select *Nat Rnd* as the rounding rule and enter a rounding factor of 25, amounts will be rounded to the nearest multiple of 25; for example, an amount of 130 will be rounded to 125, and an amount of 140 will be rounded to 150. If you select

Currency as the round type, the system will automatically determine the rounding factor from the currency code.

Truncation Precision Flag

The Truncation Precision Flag check box works with the round precision value. When you select it, amounts that contain many decimal places are truncated to one decimal place to the right of the rounding precision position before rounding is performed. If you clear it, the entire amount is rounded. This example illustrates truncation precision:

- Amount to be rounded: 10.03439
- Round Precision: 3

With the Truncation Precision Flag check box selected, the system truncates the fifth decimal place and rounds 10.0343. With the check box cleared, the system rounds the entire amount. Actual rounding results would depend on the selected rounding rule and round type.

Viewing the Depreciation Close List

Access the Depreciation Close List page.

View the years and periods for which depreciation has been closed. You cannot open or close periods from this page.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Creating PeopleSoft Asset Management Accounting Entries,” Closing Accounting Periods

Defining Business Unit/Book Feature Options

Access the Business Unit/Book Feature page.

The screenshot displays the 'Business Unit/Book Feature' page. At the top, there are tabs for 'AM Business Unit Definition', 'Business Unit/Book Definition', 'Business Unit/Book Feature' (selected), and 'Interface Options'. Below the tabs, the 'Unit' is 'JPN01' and 'JAPAN OPERATIONS'. The 'Book' section shows 'Book Name: CORP_USD' and 'Corporate Reporting Book - USD'. The 'Book Options' section contains checkboxes for 'Low Value Asset', 'Store Depr By Period', 'On-Line Reporting', 'Stop Depr when NBV < Salvage', 'Group Asset Processing', 'Child Inherits Parent's Life', and 'Inflation Processing'. The 'Impairment/Revaluation Options' section includes checkboxes for 'Impairment Process', 'Impairment Reversal', 'Revaluation Process' (checked), 'Revaluation Write-Off', and 'Revaluation Reversal'. It also features input fields for 'Cost Type For Impairment Loss', 'Cost Type for Reval Reversal', 'Cost Type for Revaluation' (set to 'R'), 'Cost Type for Reval Write-Off', 'Cost Type For Imp Reversal', 'Revaluation Method' (set to 'Cost Based'), and 'Rev. Trans. Code'.

Business Unit/Book Feature page

This page provides the book, impairment and revaluation options available for the books that have been defined within this business unit definition. The Impairment/Revaluation Options group box displays only when Impairment Processing and Revaluation Processing are selected on the Installation Options page for Asset Management.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, “Setting Installation Options for PeopleSoft Applications,” Defining Asset Management Installation Options.

Book Options

(DEU) Low Value Asset

Select to enable low-value asset processing. In Germany, assets marked as low value should be depreciated in one year. PeopleSoft Asset Management checks the capitalization limits against the amounts that are stored by code in the capitalization limit table.

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Using the Global Features of PeopleSoft Asset Management,” (DEU) Using PeopleSoft Asset Management Options to Meet German Requirements.

Group Asset Processing

Select to enable group asset processing. If checked, the Summary link displays on the Chartfield Summarization page. The system applies asset transactions at the group member level.

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Using Group Asset Processing”.

Store Depr by Period (store depreciation by period)	Select to store depreciation by period for the current fiscal year. Note. If you store depreciation entries by period, you increase the table size and decrease depreciation processing performance. For optimal depreciation processing performance and greater table efficiency, we recommend storing depreciation entries by fiscal year rather than by period. See <i>PeopleSoft Enterprise General Ledger 9.0 PeopleBook</i>, “Managing Interim and Year End Closing”.
Child Inherits Parents Life	Select to pass on the asset life of the parent asset to the child asset.
Auto-Retire Fully Depr Assets (automatically retire fully depreciated assets)	Select to enable the automatically retire fully depreciated assets feature. This field appears only if you select the Auto-Retire Full Depr Assets option on the Asset Management Business Unit Definition page.
Online Reporting	Select to enable online reporting features. Note. You must run Load Depreciation Reporting process for at least one asset after this option is selected to be able to view online reporting for this business unit/book. See <i>PeopleSoft Enterprise Asset Management 9.0 PeopleBook</i>, “Using Asset Management Reporting Options”.
(ARG, BRA, and MEX) Inflation Processing	Select <i>Inflation Processing</i> if you want to enable the inflation processing feature. This optional feature is used for Argentina, Brazil, and Mexico to adjust assets for inflation associated with a particular inflation index appropriate for a country or currency. It provides for periodic inflation adjustment transactions (transaction type <i>INF</i>) that adjusts asset balances (cost, period depreciation, year-to-date depreciation, and accumulated depreciation) for inflation. The default is blank. (This field is available when you enable the corresponding installation options.) See <u>Chapter 5, “Establishing Asset Processing,” Specifying Asset Books for a Profile, page 73.</u>
Calculation Type	This option appears when you select the <i>Inflation Processing</i> check box. Select the calculation method for inflation processing. The available options are: • <i>Argentina</i> • <i>Brazil</i> • <i>Mexico</i> See <i>PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook</i>, “Setting Installation Options for PeopleSoft Applications”.
Stop Depr when NBV < Salvage (stop depreciation when net book value is less than salvage value)	Select to stop the depreciation calculation when the net book value of an asset is less than its salvage value. This is in compliance with International Accounting Standards. This field appears only if you select the Stop Depr when NBV < Salvage option on the Installation Options - Asset Management page.

Impairment/Revaluation Options

Impairment Process	Select this check box to enable impairment processing within this business unit book.
Cost Type For Impairment Loss	Select the default <i>Cost Type</i> for the impairment loss from the list of valid cost types.
Revaluation Method	Select the default method to be used for revaluation processing on the Revaluation Worksheet. The available options are: • <i>Cost Based</i> • <i>Dpr Wt-off</i> Note. You can override this value on the Revaluation Worksheet.
Impairment Reversal	Select this check box to enable impairment reversal processing within this business unit book.
Cost Type for Reval Reversal (cost type for revaluation reversal)	Select the default <i>Cost Type</i> for the impairment revaluation reversal from the list of valid cost types.
Revaluation Process	Select this check box to enable revaluation processing within this business unit book.
Cost Type for Revaluation	Select the default <i>Cost Type</i> for the revaluation process from the list of valid cost types. Cost Type for Revaluation must be defined if the Revaluation Process check box is selected. Note. The Cost Type for all books in the same ledger group are automatically set as the same value as long as the keep ledgers in synch (KLS) option is enabled for the ledger group.
Revaluation Write-Off	Select to use this as the default revaluation method for the Revaluation Worksheet. If this check box is not selected at the business unit level, it is not available for selection at the Revaluation Worksheet level.
Rev. Trans. Code: (revaluation transaction code)	Select the default <i>Transaction Code</i> for the revaluation process from the list of valid transaction codes. This is the transaction code to be used for the write-off of accumulated depreciation and is required when the Revaluation Write-Off check box is selected.
Cost Type for Reval Write-Off	Select the default <i>Cost Type</i> for the revaluation write-off process from the list of valid cost types. Note. The Cost Type for all books in the same ledger group will be automatically set as the same value.
Revaluation Reversal	Select to choose another Cost Type to deal with transactions where they decrease the amount of a prior impairment. In accordance with International Accounting Standards, you must first reverse any prior impairment loss before calculating the revaluation surplus.

Cost Type for Imp Reversal(cost type for impairment reversal)

Select the default *Cost Type* to track impairment reversals from the list of valid cost types.

Note. The Cost Type for all books in the same ledger group are automatically set as the same value. We strongly recommend that you do not change the cost types once they are established, because this may cause defective calculations.

Note. Only cost types selected for impairment and revaluation are visible from this page. Modifying the cost types after performing revaluations and impairments may cause inaccurate calculations in future revaluations or impairments. We strongly recommend that you do not change the cost types once transactions have been completed.

Selecting Asset Management Interface Options

Access the Interface Options page.

AM Business Unit Definition Business Unit/Book Definition Business Unit/Book Feature **Interface Options**

Unit: JPN01 JAPAN OPERATIONS

AP/PO Interface Options

☐ Map ChartField

Voucher Close Transaction Type

☐ Negative Addition

☒ No Transaction

☐ Retirement

Billing Interface Options

☒ Billing Interface Processing

BI Unit: JPN01 Bill Type: AM

Bill Source: ASSETS Bill By Identifier: ASSETS

Space Management Allocation

Statistics Code: Statistical Account:

Work Order Management

☐ Retire Assets Components ☐ Override other Defaults

☐ TRF Out Components for Reuse

☐ Transfer In Components

Interface Options page

This page provides the options available for interfacing with Payables, Purchasing, Billing, Real Estate Management (space management allocation), and Maintenance Management applications.

AP/PO Interface Options

Map ChartField

Select this check box to enable ChartField mapping for Payables and Purchasing asset processing.

Voucher Close Transaction Type

When a new asset is created from a PeopleSoft Payables voucher and sent to PeopleSoft Asset Management, a new asset is created. If the payables voucher is then closed you have to post the voucher again. The default Voucher Close Transaction is Retirement.

Note. If a voucher is unposted, and the default voucher close transaction is *Retirement*, the load type will result in a negative ADD (Load type *AAD*).

Negative Addition	Results in a negative addition (AAD) to the asset that was originally created by the voucher.
No Transaction	No transaction is generated for this event, and the process to remove it from PeopleSoft Asset Management must be entered manually. You can remove the created transaction from open transactions if depreciation has not been run. If depreciation <i>has</i> been run, and the asset has been set up in the system and posted to GL, you must enter a retirement or negative addition transaction to remove it from the books. Acquisition detail will still be inserted for the closed voucher for audit purposes, but no cost rows or financial transaction will be generated.
Retirement	Creates a retirement transaction (RET) to retire the asset that was originally created by the voucher. If any depreciation has been taken during the interim period, it will be reversed and removed from the corporate books. Gain and loss will be calculated. This is the default if no other option is specified.

Note. If either Negative Addition or Retirement are selected and both the first posting and the unposting of the voucher are processed in the same run of the AP/PO Interface (AMPS1000), no assets are created. The two transactions cancel each other out. The load status for both transactions is set to *Consolidated*.

See *PeopleSoft Enterprise Payables 9.0 PeopleBook*, “Sending Information to PeopleSoft Asset Management”.

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Retiring Assets”.

Billing Interface Options

Complete the appropriate definitions for processing billing transactions in the Billing Interface group box. The information entered here appears on the Create Bill tab of the Retirement page. The physical nature from PeopleSoft Asset Management is *Goods* but can be changed in Billing.

Billing Interface Processing	Select to establish processing between PeopleSoft Asset Management and PeopleSoft Billing. This activates integration between the two applications and enables the Create Bill option on the Asset Management Retirement page.
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Note. PeopleSoft Billing is the only billing interface that is supported by this feature.

BI Unit	Select the Billing default business unit. The available Billing business units are established during the Billing application implementation. You can override the BI Unit as needed. Only BI Unit can be overridden on the retirement page
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for other PeopleSoft Billing business units whose general ledger business unit matches the PeopleSoft Asset Management business unit.

Bill Source

Select the billing source, such as *Assets*. Available options are established during the Billing application implementation. You cannot override Bill Source.

Bill Type

Select the Billing Bill Type, such as *AM*. Available options are established during the Billing application implementation. You cannot override Bill Type.

Bill By Identifier

Select the Billing Bill By Identifier such as *Assets*. Available options are established during the Billing application implementation. The Bill By Identifier will vary if the business unit is VAT enabled. You cannot override Bill by Identifier.

Note. If the Bill By Identifier should consider VAT transactions, PeopleSoft strongly recommends using the following fields: BUSINESS_UNIT_AM, BILL_SOURCE_ID, VAT_TREATMENT_GRP, COUNTRY_VAT_BILLFR, COUNTRY_VAT_BILLTO, COUNTRY_SHIP_FROM, COUNTRY_SHIP_TO, PHYSICAL_NATURE, SHIP_TO_CUST_ID, RATE_MULT, RATE_DIV, CUR_RT_SOURCE, SHIP_TO_ADDR_NUM. Otherwise: BUSINESS_UNIT_AM, BILL_SOURCE_ID, PHYSICAL_NATURE, RATE_MULT, RATE_DIV, CUR_RT_SOURCE.

See [Chapter 9, “Integrating PeopleSoft Asset Management with Other Products,” Integrating with PeopleSoft Billing, page 151](#).

See *PeopleSoft Enterprise Billing 9.0 PeopleBook*, “Integrating with PeopleSoft Asset Management”.

Space Management Allocation

Complete the appropriate definitions for processing Real Estate Management space allocation transactions in the Space Management Allocation group box. The information entered here creates the default tree name, statistics code, and statistical account for this business unit in the Real Estate Management space allocation application.

Tree Name

Select the department tree to be associated with this space allocation.

Statistics Code

Select the statistics code value associated with this space allocation.

Statistical Account

Select the statistical account value associated with this space allocation.

Work Order Management

When you integrate PeopleSoft Asset Management with PeopleSoft Maintenance Management, you can define work order transfer default options.

Retire Assets Components

Select this check box to enable retirement processing for components from work orders.

TRF Out Components for Reuse

Select this check box to enable component transfers out for reuse from work orders.

Transfer In Components

Select this check box to enable component transfers in from work orders.

Override Other Defaults

Select this check box to allow default overrides from work order. This option is used for making the set up defined at BU level prevail over set up at other levels.

Creating PeopleSoft Asset Management Cash Generating Units

Use the Cash Generating Unit Definition (AM_CGU_DEFN) component to define cash generating units.

This section provides an overview of cash generating units (CGUs) and describes how to create CGUs.

Understanding Cash Generating Units

A cash generating unit (CGU) is the smallest identifiable group of assets that generate cash inflows from continuing use and are largely independent of the cash inflows from other assets or groups of assets. A CGU is used to assist in determining the recoverable amount of an individual asset when performing impairment assessment and processing.

After you determine how many cash generating units you require, you must define them for PeopleSoft Asset Management. You define them per business unit. Each business unit definition must already be established to associate the CGU to it.

Prerequisites to Creating Cash Generating Units

Before you can create a cash generating unit (CGU), you must select the impairment processing option when selecting installation options. This enables the Impairment Processing check boxes on the business unit pages.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, “Setting Installation Options for PeopleSoft Applications”.

Page Used to Create Cash Generating Units

Page Name	Object Name	Navigation	Usage
Cash Generating Unit Definition	AM_CGU_DEFN	Set Up Financials/Supply Chain Management, Business Unit Related, Assets, CGU Definition, Cash Generating Unit Definition	Define cash generating units to assign to individual assets.

Defining Cash Generating Units

Access the Cash Generating Unit Definition page.

Cash Generating Unit Definition

Business Unit: IMP01

Cash Generating Unit: USCGU_01

***Description:** ☐ **Impair All Assets In This CGU**

Impairment Criteria Find | View All | First 1 of 1 Last

Field Name:

Select Detail Values

☒ **Select Detail Values** ☐ **Range of Values**

Specify Values/Range of Values Customize | Find | View All | 1-4 of 4 Last

	*Value		
1	10000	+	-
2	10200	+	-
3	10500	+	-
4	11000	+	-

Cash Generating Unit Definition page

To add a new CGU, select a business unit and enter an alphanumeric CGU code. The Cash Generating Unit Definition page appears.

- Description** Enter a description for this cash generating unit.
- Impair All Assets In This CGU** When you select this check box, the system enables impairment processing for all assets that fall within this CGU regardless of the option to perform impairment processing at the asset level.
- Impairment Criteria**
- Field Name** Select a field name from the list of available ChartField values.
- Select Detail Values** If you select this option, you may then choose among all valid definitions for the ChartField selected. For example, if you select to define the CGU by operating unit, the valid values will be all defined operating units for this business unit.
- Range of Values** If you select this option, you may then choose a range of valid definitions for the ChartField selected. For example, if you select to define the CGU by department, the valid range of values will be all defined departments for this business unit: you will define the *from* and *to* range of departments to be included.

When you have completed your selections, save the CGU.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Adjusting, Transferring, and Evaluating Assets,”
Adjusting for Asset Impairment

CHAPTER 5

Establishing Asset Processing

This chapter provides an overview of asset processing and discusses how to:

- Define common tables to manage assets.
- Define asset attributes.
- Set up asset profiles.
- Establish asset ownership.
- Set up on-demand processing.
- Set up reporting options.

Understanding Asset Processing

Once the basic accounting structure and business units that reflect the organizational and reporting structure for your enterprise have been established, you will set up the various tables and options used to manage the assets within your organization.

Asset processing covers a wide array of activities, tasks and transactions for your enterprise. This includes:

- Identifying, classifying and categorizing your assets.
- Recording, tracking and maintaining physical attributes, licenses and warranties of assets.
- Managing physical location, inventory and custodianship of assets.
- Establishing depreciation rules and reporting for assets.
- Establishing financial, tax and accounting treatment and reporting for assets.

PeopleSoft Asset Management is delivered with a full complement of commonly used and statutory asset management conventions. It is likely that many of these conventions suit the needs of your organization. If so, you can use tableset sharing to share these tables and minimize table setup tasks. Examine these tables before creating additional tables.

This section discusses how to set up your system to enter, manage, and report on your assets.

Prerequisites

Before defining options for asset processing, you must first have established the following prerequisites:

- Installation options and user preferences for PeopleSoft Asset Management.

- Financial common definition options such as ChartFields, accounts, departments, funds, ledgers, operating units and so on.
- Defined setIDs, tablesets, and trees.
- Set up business units and optional cash generating units.

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, “Setting Installation Options for PeopleSoft Applications,” Defining Asset Management Installation Options

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, “Defining User Preferences”

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, “Defining and Using ChartFields”

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, “Defining Financials and Supply Chain Management Common Definitions”

Chapter 4, “Establishing PeopleSoft Asset Management Business Units,” page 17

Defining Common Tables to Manage Assets

This section provides an overview of common tables and lists the pages used to define common tables.

PeopleSoft delivers the following common tables:

- Calendars
- Currencies
- Units of Measure

Note. You can change any delivered table. To make changes to a table, however, it is best to make a copy of it and modify the copy. Some of these tables contain statutory information mandated by U.S. tax law. As well, the delivered tables are periodically upgraded when you receive new versions of PeopleSoft Asset Management. If you modify the original tables, future upgrade installations could cause problems when attempting to overwrite files that no longer exist, or overwrite files that you have modified. Use caution before changing any delivered table.

Pages Used to Define Common Tables

Page Name	Object Name	Navigation	Usage
Calendar Periods	DETAIL_CALENDAR1	Set Up Financials/Supply Chain, Common Definitions, Calendars/Schedules, Detail Calendar, Calendar Periods	Define begin/end date and number of accounting periods in fiscal year calendar. Note. You must define calendars so that accounting entries are generated properly.
Currency Code	CURRENCY_CD_TABLE	Set Up Financials/Supply Chain, Common Definitions, Calendars/Schedules, Currency, Currency Code	Define currency common code definitions.
Units of Measure	UNITS_OF_MEASURE	Set Up Financials/Supply Chain, Common Definitions, Units of Measure	Establish general units of measure for the system.

Defining Asset Attributes

To define asset attributes, use the following components:

- To set up asset classes, use the Asset Class (ASSET_CLASS) component.
- To set up lease payment schedules, use the Payment Schedule (PYMNT_SCHED_TBL) component.
- To set up agencies, use the Agencies (AGENCY_DEFN) component.
- To set up joint venture allocations, use the Joint Venture Allocation (JV_BUS_ALLOC) component.
- To set up maintenance types, use the Maintenance Types (MAINT_TYPE_DEFN) component.
- To set up location definitions, use the Location (AM_LOCATION) component.
- To set up area definitions, use the Area Definition (AM_AREA_TBL) component.
- To set up insurance types, use the Insurance Types (INSURANCE_TYPE) component.
- To set up hazardous-material codes, use the Hazardous Codes (ASSET_FSC_DEFN) component.
- To set up units of production, use the Units of Production (UOP_DEFN) component.
- To set up asset types, use the Asset Type Options (AM_TYPE_OPT) component.
- To set up asset subtypes, use the Asset Subtype (AM_SUBTYPE) component.
- To set up user-defined asset attributes, use the Asset Attribute (AM_UD_ATTR) component.
- To set up asset property subclasses, use the Asset Property Subclass (AM_PROP_SUBTYPE) component.
- To set up asset meter types, use the Meter Types (AM_METER_TYPE) component.
- To set up asset warranties, use the Warranty Type (AM_STD_WRTY) component.
- To set up warranty templates, use the Warranty Template (AM_WRTY_TMPL) component.
- To set up equipment parts list, use the Equipment Parts List (AM_PART_LIST_TMPL) component.

- To set up criticality codes, use the Criticality Codes (AM_CRIT_LEVEL) component.

These components are found in the Set Up Financials/Supply Chain, Product Related, Asset Management menu.

There are several procedures and options for establishing the core tables for PeopleSoft Asset Management. As previously noted, many of these tables are optional or conditional. Some are required before you can enter assets into the system; these tables are noted as such.

This section lists the pages used to define asset processing and discusses how to:

- Set up asset class definitions.
- Define lease payment schedules.
- Define agencies.
- Define joint venture allocations.
- Define maintenance types.
- Set up hazardous-material codes.
- Set up units of production definitions.
- Set up insurance types.
- Set up units of production.
- Maintain index and units of production tables.
- Set up asset physical definitions.
- Set up asset meter types.
- Set up asset warranties.
- Set up equipment parts lists.
- Set up area definitions.
- Set up criticality codes.

Note. You can also set up attribute groups.

See *PeopleSoft Enterprise Maintenance Management 9.0 PeopleBook*, “Understanding PeopleSoft Maintenance Management,” PeopleSoft Maintenance Management Integration with PeopleSoft Asset Management.

Pages Used to Define Asset Attributes

Page Name	Object Name	Navigation	Usage
Asset Class	ASSET_CLASS_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Asset Classes	Maintain asset classes. Asset classes are set up at the tableset level.
VAT Defaults Setup (value-added tax defaults setup)	VAT_DEFAULTS_DTL	Click the VAT Default link on the Asset Class definition page.	Specify VAT defaults setup.

Page Name	Object Name	Navigation	Usage
Payment Schedule	LEASE_SCH_ID	Set Up Financials/Supply Chain, Product Related, Asset Management, Payment Schedules	Add or modify payment schedules. If you will be adding leased assets to your system, you must have at least one payment schedule defined. PeopleSoft Asset Management delivers a payment schedule that is set up in the SHARE tableset. This schedules a payment on the first of each month from January 1960 through December 2025.
Agency Information	AGENCY_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Profiles, Agencies	Create agency codes. Keep track of an asset's registration and licenses by using the information set up in Agency tables. Only agency IDs set up here can be entered on the Asset License/Registration page.
Joint Venture Allocation	JV_BUS_ALLOC	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Joint Venture Allocation	Define the percentage of asset ownership allocated to each joint venture participant. Use this page to set up the Joint Venture Allocation table.
Maintenance Types	MAINT_TYPE_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Service and Repair, Maintenance Types	Define maintenance types.
Detail	MAINT_CONTRACT_01	Asset Management, Service and Maintenance, Maintenance Contract Terms, Detail	Define the detail terms for maintenance contracts by entering the effective, expiration, and contract dates, contract cost and vendor information.
Coverage	MAINT_CONTRACT_02	Asset Management, Service and Maintenance, Maintenance Contract Terms, Coverage	Define the maintenance contract coverage including contract information.
Location Definition	AM_LOCATION_TBL	Set Up Financials/Supply Chain, Product Related, Asset Management, Location Definition	Set up locations.
Insurance Type	INSURANCE_TYPE	Set Up Financials/Supply Chain, Product Related, Asset Management, Service and Repair, Insurance Type	Enter different types of insurance, such as liability for automobiles or property.

Page Name	Object Name	Navigation	Usage
Hazardous Materials Codes	ASSET_FSC_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Hazardous Codes	Define hazardous-asset codes. The PeopleSoft system is delivered with the Federal Supply Class (FSC) codes, which are U.S. federal codes that identify predominantly and significant hazardous materials. You may add other classifications.
Units of Production	UOP_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Depreciation, Units of Production	Set up units of production definitions.
Transaction Information	UOP_DEFN_WRK	Set Up Financials/Supply Chain, Product Related, Asset Management, Depreciation, Units of Production, Transaction Information	Generate open transactions. Each time new detail is added to this table, you can generate open transactions for each asset associated with it.
Load UOP and Index Tables	RUN_AMIF2000	Asset Management, Send/Receive Information, Load Interface, Receive UOP and Index Tables	Load units of production and index tables.
Asset Type Options	AM_TYPE_OPT	Set Up Financials/Supply Chain, Product Related, Asset Management, Physical Definitions, Asset Type Options, Asset Type Options	Define physical asset types to be applied to individual assets. PeopleSoft delivers ten asset types: <i>Hardware, Software, Equipment, Property, Fleet, Machinery, Furniture, Facility, Intangible, Other</i> .
Define Asset Subtype	AM_SUBTYPE	Set Up Financials/Supply Chain, Product Related, Asset Management, Physical Definitions, Asset Subtype, Define Asset Subtype	Define asset subtypes as they relate to asset types. For example, if the asset type is <i>Hardware</i> , an asset subtype may be defined for a <i>Laptop</i> .
Work Order Options for Components	AM_WOM_OPT_SUBTYPE	Click the Work Order Options for Components link from the Define Asset Subtype page.	Define Work Management work order options.
Define Asset Attribute	AM_UD_ATTR	Set Up Financials/Supply Chain, Product Related, Asset Management, Physical Definitions, Define Asset Attribute, Define Asset Attribute	Define any asset physical attribute to be associated with an asset.

Page Name	Object Name	Navigation	Usage
Define Property Subclass	AM_PROP_SUBCLASS	Set Up Financials/Supply Chain, Product Related, Asset Management, Physical Definitions, Asset Property Subclass, Define Property Subclass	Define property asset subclasses as they relate to asset property classes: <i>Site, Building, Floor, Area, Space</i> .
Meter Type Definition	AM_METER_TYPE1	Set Up Financials/Supply Chain, Product Related, Asset Management, Service and Repair, Meter Types, Meter Type Definition	Define meter types.
Meter Type Comments	AM_METER_TYPE2	Set Up Financials/Supply Chain, Product Related, Asset Management, Service and Repair, Meter Types, Meter Type Comments	Add comments relevant to meter type definition.
Standard Warranty	AM_STD_WRTY	Set Up Financials/Supply Chain, Product Related, Asset Management, Service and Repair, Standard Warranties	Define standard warranties.
Warranty Templates	AM_WRTY_TMPL	Set Up Financials/Supply Chain, Product Related, Asset Management, Service and Repair, Warranty Templates	Set up templates for warranty types to apply to asset types.
Equipment Parts List	AM_PART_LIST_TMPL	Set Up Financials/Supply Chain, Product Related, Asset Management, Service and Repair, Equipment Parts List	Define equipment parts lists to be associated with asset classes, groups, categories, types and subtypes or other asset definition.
Area Definition	AM_AREA_TBL	Set Up Financials/Supply Chain, Product Related, Asset Management, Area Definition	Define an asset area within a location.
Criticality	AM_CRIT_LEVEL	Set Up Financials/Supply Chain, Product Related, Asset Management, Service and Repair, Criticality Code	Establish levels of criticality.
Ferc Cd Defn	FERC_CD_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, FERC Code	Establish FERC (Federal Energy Regulatory Commission) codes for asset categories used in regulatory reporting.

Setting Up Asset Classes

Access the Asset Class page.

The screenshot shows the 'Asset Class' page in a software application. At the top, there's a tab labeled 'Asset Class'. Below it, the page displays 'SetID: SHARE' and 'Asset Class: BUILDING'. A section titled 'Asset Class Detail' contains several fields: '*Effective Date' set to '01/01/1900', '*Status' set to 'Active', 'Description' set to 'BUILDING', and a 'Comment' text area. A link labeled 'VAT Default' is also present. The interface includes standard navigation buttons like 'Find', 'View All', 'First', '1 of 1', and 'Last'.

Asset Class page

To add a new asset class, select the setID and enter the name of the asset class. This information follows to the Asset Class definition page. Complete the fields as appropriate.

Use asset class to classify assets for reporting purposes. It can be used in combination with the category code to refine asset classification. For example, an executive desk is categorized as furniture and fixtures for the balance sheet. Within the broad category of furniture and fixtures, you can use an asset class code to specifically identify the asset as a desk.

When defining asset classes, PeopleSoft provides the option to define Value Added Tax (VAT) processing defaults as well.

Defining Asset Class as VAT Driver

Asset class is also used as a value-added tax (VAT) driver. Create classifications of assets based on the VAT treatment. For example, treatment of assets such as automobiles may be different than for assets such as buildings or leases. In this way, the asset class can be used to determine the VAT treatment.

VAT defaults are also set up at the business unit level.

See [Chapter 4, “Establishing PeopleSoft Asset Management Business Units,” Defining VAT Defaults, page 27.](#)

Defining Lease Payment Schedules

Access the Payment Schedule page.

SetID: SHARE **Payment Schedule ID:** QT Quarterly Payment Schedule

Number of Payments Per Year: 4

Description: This payment schedule will be setup for quarterly lease calculations

Generate Schedule Parameters

Begin Date: [] **Lease Term (Periods):** [] **Populate**

End Date: [] **Payment Frequency:** []

☐ End Of Month Due Date

Payment Dates Customize | Find | View All | First 1-8 of 96 Last

Payment Date		
01/01/1998	+	-
04/01/1998	+	-
07/01/1998	+	-
10/01/1998	+	-
01/01/1999	+	-
04/01/1999	+	-
07/01/1999	+	-
10/01/1999	+	-

Payment Schedule page

When working with leased assets, you must define payment schedules to be assigned to the leased assets.

You must have at least one payment schedule defined when working with leased assets. PeopleSoft Asset Management delivers four payment schedules in the SHARE tableset:

End Of Month Due Date Select to always schedule the payment on the last day of the month, no matter what date is entered in the Begin Date field.

Populate Click to enable PeopleSoft Asset Management to automatically enter the payment dates for the time period that you defined. Be sure to enter the number of payments per year, to ensure that PeopleSoft Asset Management can determine the number of lease payments for the lease schedule.

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Working With Leased Assets”.

Defining Joint Venture Allocations

Access the Joint Venture Allocation page.

Enter each participating business unit and its allocated percentage of equity in the shared assets. The sum of these percentages must equal 100 percent.

The joint venture allocation table affects only newly added assets. Changes made to the allocation table will not affect existing assets. To change ownership percentages of existing assets, you must run a mass change using the template supplied for this purpose. These joint venture mass change templates enable you to:

1. Add a joint venture business unit.
2. Remove a joint venture business unit.
3. Change joint venture ownership allocations.

Once you have changed the assets, change the allocation table to reflect the new equity percentages.

Note. The joint venture allocation as defined in the allocation table need not match the actual ownership percentages. For example, if two companies enter a joint venture on a 60/40 basis, one of them can sell the joint venture asset on a 70/30 basis—effectively giving one party a discount while the other pays a premium. In this case you would first enter the asset at the joint venture business unit level, then change the cost apportionment by using mass change.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Working with Joint Venture Asset Processing”

Defining Maintenance Types

Access the Maintenance Type page.

Maintenance Type page

Maintenance type identifies the type of maintenance and maintenance procedures that should be followed for a particular asset. For example, you might establish a *Tune Up* maintenance code that specifies routine maintenance for an automobile.

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Managing Asset Maintenance, Repair, Warranties, and Insurance”.

Setting Up Hazardous-Material Codes

Access the Hazardous-Materials Codes page.

When you manage assets that can be classified as a hazardous material, you must maintain the Hazardous Material codes table. U.S. Federal Supply Class codes are delivered with PeopleSoft Asset Management, and you can add codes to supplement the list. Hazardous assets can be reported using asset search functions, and storage locations can be managed with specific building, room, floor, and longitudinal and latitudinal information added to the location page associated with the asset.

Note. Hazardous Material/Waste: Solid, liquid, or gaseous waste, or combination of these wastes, which because of its quantity, concentration or physical, chemical, or infectious characteristics may cause significantly to increase in mortality or an increase in serious irreversible or incapacitating illness or pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, disposed of, or otherwise managed (according to the United States Environmental Protection Agency).

Setting Up Units of Production Definitions

Access the Units of Production page.

When you depreciate assets by using the units of production method, you must set up units of production definitions. This table defines the maximum units that an asset can produce and how many units have been posted for each period.

Adding and Adjusting Units of Production Detail Page

Access the Transaction Information page.

Transaction Date	Reflects the date on which you made the changes.
Accounting Date	Reflects the date on which the entered changes will impact your general ledger.

Both dates are used in recalculating depreciation. The difference between transaction date and the accounting date determines whether production detail for this transaction will be posted as accumulated production.

The difference between the transaction date and the accounting date determines whether any prior period production needs to be posted. For example, consider a machine that was acquired and placed in service on March 15, 2001 but didn't get entered in PeopleSoft Asset Management until August 1, 2001. All general ledger periods prior to August are closed. In this case, PeopleSoft Asset Management automatically posts any accumulated production to the general ledger in August.

Unlike accumulated depreciation, accumulated production is posted exactly like any other production detail. There is nothing to distinguish it as accumulated production.

Accumulated production for a new units of production ID should be posted on a date that falls before any assets associated with the units of production ID are added.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, "Creating PeopleSoft Asset Management Accounting Entries"

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, "Processing Asset Depreciation"

Maintaining Indexes and Units of Production Tables

You will periodically update the information in your Index and Units of Production tables as you receive new information. You can load or update the Index and Units of production tables automatically using the AMIF2000. This process takes data in a fixed length format ASCII file and loads it into the appropriate table.

Files to be loaded into the Index table should be in this format:

Field	Length
SETID	5
INDEX_NAME	20
EFFDT	8 (MM/DD/YY)
DESCR	30
INDEX_DETAIL_NAME	35
INDEX_AMOUNT	15

Files to be loaded into the Units of Production table should be in this format:

Field	Length
SETID	5
UOP_ID	10
DESCR	30
UOP_IN_SERVICE_DT	8 (MM/DD/YY)
UOP_MAX_UNITS	12
UNIT_OF_MEASURE	3
UOP_POSTING_DT	8 (MM/DD/YY)
UOP_UNITS	12

Defining Asset Physical Definitions

To define asset physical definitions, use the following components:

- Asset Type Options (AM_TYPE_OPT).
- Asset Subtype (AM_SUBTYPE).

- Asset Attribute (AM_UD_ATTR).
- Asset Property Subclass (AM_PROP_SUBTYPE).

These components are found in the Set Up Financials/Supply Chain, Product Related, Asset Management, Physical Definitions menu.

Define Asset Type Options

Access the Asset Type Options page.

Asset Type Options

Asset Type Hardware

Work Order Management

☐ Retire Assets Components

☐ TRF Out Components for Reuse

☐ Transfer In Components

InterUnit Transfer Defaults Options

☐ Asset Acquisition Info	☐ Asset Attributes Info	☐ Asset License/Register Info
☐ Asset Lease Info	☐ Asset Non Capitalized Cost	☐ Asset Maintenance Info
☐ Asset Comments	☐ Asset Warranty Info	☐ Asset Insurance Info
☐ Asset Inspection Info	☐ Asset Component History	☐ Asset Attribute Groups Info

Asset Type Options page

PeopleSoft delivers these asset types: *Hardware, Software, Equipment, Property, Fleet, Machinery, Furniture, Facility, Intangible, Other*. You can assign the appropriate options that apply to each asset type for PeopleSoft Maintenance Management work orders and InterUnit Transfer Default values.

Retire Assets Components	Select this check box to enable retirement processing for components from work orders.
TRF Out Components for Reuse	Select this check box to enable component transfers out for reuse from work orders.
Transfer In Components	Select this check box to enable component transfers in from work orders.
Attribute Groups	Select this check box to enable attribute group transfers in from work orders.
Asset Acquisition Info	Select to include information derived from the Asset Acquisition Detail (ASSET_ACQ_DETAIL) page and links (ASSET_ACQ_DET_AP, ASSET_ACQ_DET_VAT).
Asset Attributes Info	Select to include information derived from the Asset Location/Comments/Attributes (ASSET_IMAGE) page.
Asset License/Register Info	Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_LIC_ADDR_SEC).

Asset Lease Info	Select to include information derived from the Leased Assets component pages (ASSET_LEASE_01, ASSET_LEASE_02, ASSET_LEASE_05, ASSET_LEASE_03).
Asset Non-Capitalized Cost	Select to include information derived from the Asset Acquisition Detail (ASSET_ACQ_DETAIL) page and links (ASSET_ACQ_DET_AP, ASSET_ACQ_DET_VAT).
Asset Maintenance Info	Select to include information derived from the Track Service and Repairs component and Meter Reading component pages (ASSET_MAINT_01, ASSET_MAINT_01_S, AM_METER_READ).
Asset Comments	Select to include information derived from the Asset Location/Comments/Attributes (ASSET_IMAGE) page.
Asset Warranty Info	Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_WARRANTY).
Asset Insurance Info	Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_INSURANCE).
Asset Inspection Info	Select to include information derived from the Asset Custodian/License/Manufacturer page (ASSET_CUSTODIAN) and links (ASSET_INSPECTION).

Define Asset Subtype

Access the Define Asset Subtype page.

Define Asset Subtype

SetID: SHARE **Asset Type:** Hardware **Asset Subtype:** CABLE

***Description:** Cable **Short Description:** Cable

IT Subtype:

[Work Order Options for Components](#)

Information Find | View All First 1 of 1 Last

Effective Date: 01/01/1900 **Status:** Active

☐ **Use As Tool** ☒ **Linear Asset**

Cost Rate:

Billing Rate:

Unit of Measure:

Currency Code: USD

Define Asset Subtype page

IT Subtype

Map the Asset Subtype to an IT Subtype to create the association between the two for tracking IT assets within the asset repository for PeopleSoft IT Asset Management.

Note. The IT Subtype field is only present when PeopleSoft IT Asset Management is installed.

See *PeopleSoft Enterprise IT Asset Management 9.0 PeopleBook*, “Working with the Asset Repository,” Assets, Asset Types, and Asset Subtypes.

See *PeopleSoft Enterprise IT Asset Management 9.0 PeopleBook*, “Working with the Asset Repository,” IT Subtypes.

Use As Tool

Check if this subtype is used as a tool in support of another asset.

When the asset specifies an asset subtype, the system applies the Use As Tool field value from the asset definition level.

When defining assets, you may associate it with a Profile, such as *Building* or *Automobile*. If no Profile is specified for the asset, the asset subtype value Use As Tool will apply when this subtype is selected for the asset. The system validation process is: When working with assets in *Add* mode only, if there is no Asset Subtype specified for the asset, the system checks the Profile. From the Profile definition, the system will populate the asset type and asset subtype values to the new asset. When the Profile specifies an asset subtype, the system sets the Use As Tool field value to the same value of the asset subtype as defined in the associated Profile. When the Profile does not specify an asset subtype, no values are provided by default since the Use As Tool field value is blank on the Profile and the newly added asset will follow suit.

Linear Asset

Identify this asset subtype as one that has coordinates for its start and end points. For example a train track, a pipeline, or a roadway. you can override this option from the basic component when adding or updating assets.

Cost Rate and Currency Code

Enter the cost rate and currency to be used if a cost is applied for this asset subtype.

Billing Rate

Enter the billing rate to be used if the use of the asset subtype is to be billed.

Unit of Measure

Enter the units measured for cost and billing.

Define Asset Attribute

Access the Define Asset Attribute page.

Define Asset Attribute

Attribute: CRITICAL

Information		Find View All	First	1 of 1	Last
*Effective Date	06/26/2006				
*Status	Active				
Attribute Name	Critical				
*Description	Critical Component Production				

Define Asset Attribute page

Enter user-defined asset attributes to assign to assets. For example, you can create asset attributes to specify a quality, aspect, version, or other characteristic that can be applied to an asset. Asset attributes are optional.

Note. Asset attributes should not be confused with attribute groups. Asset attributes are used widely within PeopleSoft Asset Management to characterize assets regardless of the type of asset. Attribute groups are logical records that store the specific attributes that are of a particular interest for a certain type of asset. The attributes that are part of the attribute group are defined on the Fields Summary page within PeopleSoft Maintenance Management, Supplemental Data (Set Up Financials/Supply Chain, Product Related, Maintenance Management, Supplemental Data, Define Record.)

Define Asset Property Subclass

Access the Define Property Subclass page.

Define Property Subclass

SetID: SHARE **Property Class:** Site

Property Subclass Code: CR

Information		Find View All	First	1 of 1	Last
*Effective Date:	01/01/1900	*Status:	Inactive		
*Instance Name:	Conference Room				
*Description:	Conference Room				

Define Property Subclass page

Define property subclass codes to apply to property asset classes: *Site, Building, Floor, Area, Space*. For example, you can define the corporate sites and further enter property subclasses for the buildings located on the site.

Setting Up Asset Meter Types

Access the Meter Type Definition page.

Meter Type Definition		Meter Type Comments	
SetID:	SHARE	Meter Type:	ODOMETER
Status:	Active		
Description			
*Description:	ODOMETER		
*UOM:	MIL	Miles	
Lower Limit:	0.0000	Upper Limit:	999999.0000
☐ Required for Work Order	☒ Maintain Daily Average	No. of Readings:	5
Meter Options			
☒ Increasing			
☐ Decreasing ☒ Allow Rollover			
☐ Tolerance Range			
Lower Tolerance:	0.0000	Upper Tolerance:	

Meter Type Definition page

When you manage assets that utilize meters to track asset usage or that provide some other type of measurement associated to the asset, you need to define meter types.

Define meter types within setIDs.

Status

Set the meter status:

Active: The meter is actively measuring.

Inactive: The meter is not actively measuring but available.

Description**Description**

(Required) Enter a meter description.

UOM (units of measure)

(Required) Enter the units by which the meter will measure, such as miles, kilometers, gallons, liters, square feet, and so on.

Note. Many units of measure are provided by PeopleSoft. You must define units of measure if the measurement is not common and delivered for PeopleSoft.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, “Defining Financials and Supply Chain Management Common Definitions,” Entering Units of Measure.

Lower Limit and Upper Limit

(Required) Enter the lowest and highest value readable by the meter. The lower limit is never greater or equal to the upper limit. The upper limit is never less than or equal to the lower limit.

Required for Work Order	Select to require this meter type in a work order before the status of the work order can be set to complete. This option is only available when PeopleSoft Maintenance Management is installed.
Maintain Daily Average	Select to maintain a daily average. The average is informational only for preventive maintenance schedules in Maintenance Management. The option is not selected by default.
No. of Readings (number of readings)	Enter the number of readings to calculate the daily average. Required when Maintain Daily Average is selected.

Meter Options

Increasing or Decreasing	Select <i>Increasing</i> if the meter should increment along the asset's useful life by the units of measure selected. Select <i>Decreasing</i> if the meter should decrement along the asset's useful life by the unit of measure selected. The <i>Increasing</i> option is selected by default.
Allow Rollover	Select if the meter should reset to zero after reaching its defined maximum. It is selected by default.
Tolerance Range	Select to establish a tolerance range for a maintenance event. When selected the tolerance range fields become active.
Lower Tolerance and Upper Tolerance	Enter the tolerance range. For example, a piece of construction hydraulic equipment may use a pressure meter. If the meter falls below the lower tolerance or above the upper tolerance, you may initiate maintenance or replacement as needed. See <i>PeopleSoft Enterprise Maintenance Management 9.0 PeopleBook</i> , "Setting Up and Generating Preventive Maintenance Work Orders".

Setting Up Asset Warranties

This section discusses how to:

- Set up standard warranties.
- Set up warranty templates.

Understanding Warranties

In order to automatically assign one or more warranties to each newly acquired asset, standard equipment warranties and equipment warranty defaults must be defined. Each asset added to the repository is available to have the appropriate warranties automatically attached to it. You can update a warranty for an asset at any time after the addition of the asset to the asset repository, including changing the terms of the warranty, renewing or voiding the warranty associated with the asset, or making other notable changes in coverages or terms.

A warranty is established as a standard warranty that is applied to a single asset. Or a generic warranty that can be applied to multiple assets can be defined as a warranty template. This is useful when the same terms of a general warranty applies to many assets, such as multiple computer work stations, or truck tires for a fleet of trucks. It is also useful when applying multiple standard warranties to assets. For example, an asset may be delivered with a manufacturer's warranty and an additional extended warranty that is purchased separately and provides different coverages.

Setting Up Standard Warranties

Access the Standard Warranties page.

Standard Warranties

SetID: SHARE **Warranty Name:** 50,000 MILES WARRANTY

Warranty Detail

Description: 50,000 MILES WARRANTY

☒ **Manufacturer's Warranty**

Coverage:
100% Parts and Materials

Days for Refund: ☐ **RMA Required**

Days to Return: ☐ **Loaner Provided**

Days for Replacement: ☐ **On-Site Repair**

☒ **Warranty Transferable**

Warranty Life Customize | Find | First 1 of 1 Last

*Duration	Meter Type	Unit	*Starts
50,000	ODOMETER	MIL	Receipt

Entitlement Customize | Find | First 1 of 1 Last

Description

Standard Warranties page

Enter the standard warranty information for an asset type, category, class or other asset definition. Use the standard warranty to associate it with specific asset IDs.

Manufacturer's Warranty	Check if the warranty is the original manufacturer's warranty.
Coverage	Enter a description of the warranty.
Days for Refund	Enter the number of days during which the asset is eligible for refund.
Days to Return	Enter the number of days during which the asset is eligible for replacement.
Days for Replacement	Enter the number of days during which the asset is eligible to be returned.
RMA Required	Check this box if an RMA (Return Material Authorization) is to be accompanied with the asset before it can be returned under warranty.
Loaner Provided	Check if the asset will be replaced with a similar loaned asset while under repair.
On-Site Repair	Check if the asset is eligible for repair at your place of business.

- Warranty Transferable** Check if this warranty transfers when ownership of the asset transfers.
- Warranty Life** Select the meters that may be associated with the asset to measure warranty life. For example, a vehicle usually has a warranted life based on miles which are measured by the vehicle odometer.
- Entitlement** Enter a summary of what the warranty specifically entitles the owner to receive.

Setting Up Warranty Templates

Access the Warranty Templates page.

Warranty Templates

SetID: SHARE Warranty Template Name: TOSHIBA

Warranty Template Detail

Description: Warranty for Portege 2010

Standard Warranties		Customize Find [Grid Icon]	First 1 of 1 Last
Warranty Name	Description		
TOSHIBA - PORTEGE	Toshiba - Protege	[+]	[-]

Criteria					Customize Find [Grid Icon]	First 1 of 1 Last
Asset Type	Asset Subtype	Vendor ID	Model	Item ID		
Hardware	LAPTOP		Portege 2010		[+]	[-]

Warranty Templates page

Define warranty templates that can be applied to multiple assets at one time, such as assets defined by asset type, category, class or other asset definition.

Select all standard warranties that apply to the individual asset category, class, type and so on.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Managing Asset Maintenance, Repair, Warranties, and Insurance”

Setting Up Equipment Parts Lists

Access the Equipment Parts List page.

Equipment Parts List

SetID: SHARE **Parts List Template:** B&GWATERPUMP ***Status:** Active

***Asset Type:** Facility **Asset Subtype:** HVAC/HEATING

Manufacturer ID: BELLANDGOSSET

Model: **Product Version:**

Parts Details Customize | Find | View All | First 1-5 of 6 Last

Parts Information More Info

Item ID	Item Description	*Quantity	Unit of Measure	Asset		
30020	Volute Gasket	1.0000	EA	☐	+	-
30010	Single Row Radial Ball Bearing	2.0000	EA	☐	+	-
30050	Seal Kit	1.0000	EA	☐	+	-
30051	Sleeve Kit	1.0000	EA	☐	+	-
60020	Bearing Bracket	1.0000	EA	☐	+	-

Equipment Parts List page

Asset equipment parts lists (EPL) are maintained by setID. You can establish a parts list to correspond with asset classes, groups, categories, types and subtypes, or any asset definition. The EPL can then be associated with a specific asset ID.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Adding and Maintaining Assets,” Adding and Maintaining Asset Information

Setting Up Area Definitions

Access the Area Definition page

Area Definition

SetID: SHARE
Location: FRA01 France - Paris
Area ID: EAST WING

Area Information

Find | View All First 1 of 1 Last

*Effective Date: 01/01/1900

*Status: Active

*Description: East Wing - HQ

Area Detail

East wing of the building.

Area Definition page

The Area Definition allows you to create a more granular level that further identifies the asset within a Location. In PeopleSoft Asset Management, an asset can be physically located by region, location, and area.

Note. The system will clear the Area ID for an asset when you move that asset to a new location. You can then reassign new Area IDs the asset, as appropriate.

Setting Up Criticality Codes

Access the Criticality Codes page

Criticality Codes

Criticality Detail					
Customize Find View All 					
First ◀ 1-3 of 3 ▶ Last					
	*Asset Criticality	*Description	*Factor		
1	01	High	1	+	-
2	02	Medium	2	+	-
3	03	Low	3	+	-

Criticality Codes page

Asset Criticality

Enter a code that identifies the importance of this asset.

Description

Enter a description of the asset criticality code. For example, A1 is important, A2 is moderate, and A3 is low.

Factor

Enter a weighting factor that the system uses for sorting and prioritizing the criticality codes.

Setting Up Asset Profiles

Use the Asset Profile Definition (PROFILE) component to define asset profiles.

This section provides an overview of asset profiles and discusses how to:

- Define asset profiles.
- Specify asset books for a profile.
 - Set up special terms for depreciation methods information.
 - Set up inflation information for a profile.
 - Set up salvage rounding rules.
- Specify tax attributes in a profile.
- Specify child asset inheritance attributes in a profile.

Understanding Asset Profiles

An *asset profile* is a template that contains standard depreciation criteria for an asset type and its corresponding asset books. The information established in an asset profile can be used as default values when you're adding assets to the system. Profiles associated to indexes enable replacement cost calculations. Profiles are recommended when you have a large number of assets of the same type. Defining default values minimizes data entry, ensures consistency and enhances accuracy levels.

Set up Asset Profiles to match most, if not all, of the major asset categories you track on your books. These can range from the standard categories such as Land, Furniture & Fixtures, Machinery & Equipment, and Expensed Items, to more detailed categories you may want to track, such as Computers, Software, Phones, and Fax Machines.

Note. You must set up at least one asset profile before you can add any assets to the system. Keep in mind that profiles are templates that help reduce data entry when you are actually adding an asset. When you go through the process of entering assets into the system, you can override any of the fields in an asset profile. Because profiles are required when using ExpressAdd, we recommend that you set up a blank “dummy” profile for nonstandard assets.

Pages Used to Set Up Asset Profiles

Page Name	Object Name	Navigation	Usage
Asset Profile	PROFILE_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Profiles, Asset Profiles	Define Asset Profiles.
Asset Profile - Depreciation	PROFILE_BK_01	Set Up Financials/Supply Chain, Product Related, Asset Management, Profiles, Asset Profiles, Depreciation	Identify the criteria used in depreciation calculations.
Depreciation Method Information	PROFILE_DEPR_DETL	Select the Special Depr check box and click Special Terms on the Depreciation page of the Asset Profiles component.	Set special depreciation terms for an asset profile and select an accounting method for these special terms. These are commonly used to meet depreciation requirements for specific countries.
Inflation Information	PROFILE_SEC	Set Up Financials/Supply Chain, Product Related, Asset Management, Profiles, Asset Profiles, Depreciation, Inflation Information	Establish an inflation adjustment factor by selecting the market index and rate to apply.
Salvage Rounding Options	SALVAGE_OPTION_SEC	Click Salvage Rounding Options on the Depreciation page.	Enter options for rounding depreciation amounts for this book. This is for use in Japan.
Asset Profile - Tax	PROFILE_BK_03	Set Up Financials/Supply Chain, Product Related, Asset Management, Profiles, Asset Profiles, Tax	Specify property type and tax depreciation criteria and to identify which tax credits will be used by the profile.

Page Name	Object Name	Navigation	Usage
Asset Profile - Child Asset Inheritance	PROFILE_PAR_BK_ECD	Set Up Financials/Supply Chain, Product Related, Asset Management, Profiles, Asset Profiles, Child Asset Inheritance	Specify child asset attributes which will be used by the profile, and inherited from the parent asset during Express Add, Basic Add, and batch-created assets. The inheritance based on the selected items happens upon Defaulting the Profile in Express Add, Capitalizing the asset in Basic Add, and when using Default Profile processing in Transaction Loader if the Business Unit option is turned on.
Profile Changes En Mass	RUN_AMPRFCHG	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Profile Changes In Mass	Copy an asset profile from one set ID to another, or to update a profile by changing some of its attributes.

Defining Asset Profiles

Access the Asset Profiles - Definition page.

Definition | Depreciation | Tax | Child Asset Inheritance

Profile

SetID: SHARE Profile ID: BLDG Building

Asset Description: Building

Asset Class: BUILDING BUILDING

*Asset Type: Property

Asset Subtype:

Acquisition Code: Purchased

☐ Taggable Asset ☐ R and D Plant Asset R and D Start Date:

☒ Capitalized Asset ☐ Use NBV for R and D ☐ Use As Tool

Index Name:

SubIndex Name:

Book Name	Description	Depreciation	Tax	Parent/Child
CORP	Corporate	Depreciation	Tax	Parent/Child
FEDERAL	Federal	Depreciation	Tax	Parent/Child

Asset Profiles - Definition page

You create asset profiles from the Profile (PROFILE) component. You can create profiles with varying levels of detail. The level you use depends on how much information you want to default into the system when you add an asset. Some asset profiles are used to define for financial attributes, while others are not. To successfully create a financial profile you must enter at least the following information:

- Profile ID.
- Asset category.
- Asset book name.
- Depreciation attributes.
- Asset type.

Each profile has a unique profile ID. You can use this ID to group profiles by type. For example, you might want to have several automobile profiles, such as *Autos*, *Autos-Luxury*, and *Autos-Leased*.

Asset Description	Enter a description for this asset profile.
Asset Class	Select the asset class to which this asset profile will default. The available options are defined when you establish asset class codes.
Asset Type	Select the asset type. PeopleSoft delivers these asset types: <i>Hardware</i> , <i>Software</i> , <i>Equipment</i> , <i>Property</i> , <i>Fleet</i> , <i>Machinery</i> , <i>Furniture</i> , <i>Facility</i> , <i>Intangible</i> , <i>Other</i> .
Asset Subtype	Select the asset subtype. Valid values for the selected asset type display from the drop down list.
Acquisition Code	Select the acquisition code from the drop-down list. Available options are: • <i>Construct</i> • <i>Donated</i> • <i>Leased</i> • <i>Like Exch</i> (like exchange) • <i>Purchased</i> • <i>Trade In</i> • <i>Transfer</i>
Taggable Asset	Select to indicate that an asset is taggable. Most physical assets can be tagged with a tag number to help keep track of them. Some assets, however, such as buildings or leasehold improvements, cannot be tagged. If an asset is taggable, it probably already has a tag number associated with it, which is recorded when the asset is added. Sometimes, however, an asset may be taggable, but not yet tagged. The Taggable Asset check box can be used to flag this type of asset.
Note. In order to use the Physical Inventory functionality in PeopleSoft Asset Management, your assets must be tagged.	
Capitalized Asset	Select to indicate whether this profile will be used for assets with cost and depreciation associated with them. Most assets in the PeopleSoft Asset Management system will be capitalized assets. If you are setting up a profile for noncapitalized assets , (assets with no cost or depreciation criteria),

	deselect Capitalized Asset. Typically these assets are expensed, not actually owned, or fully depreciated, but you still want to track them.
Index Name	Select the index by which replacement or valuation cost will be calculated. When you run the Calculate Replacement Cost (AMRCCALC) process, it multiplies the asset cost by the amount in the index selected here.
SubIndex Name	Select the subindex category for the index used to calculate replacement or valuation cost.
Use As Tool	Select this option if the asset is used as a tool in connection with the maintenance or repair of another asset.

(AUS) Using Research and Development Information

Research and Development Information is used to meet Australian asset processing requirements; for others these fields are informational.

R and D Plant Asset (research and development plant asset)	Select if this asset is being used for Research and Development and is entitled to R&D tax concessions.
R and D Start Date (research and development start date)	Enter the date the asset was first used exclusively for R&D. If you leave this field blank, the in service date from the business unit's tax book will be used as the start date. The start date determines in what year the R&D concessions can first be claimed.
Use NBV for R and D (use net book value for research and development)	Select if you want to base the R&D concessions calculation on the net book value of the asset (at the R&D start date) instead of the book cost. This is useful where an asset previously being depreciated as a non-R&D asset subsequently becomes eligible for R&D concessions.

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, "Using the Global Features of PeopleSoft Asset Management," (AUS) Using PeopleSoft Asset Management Options to Meet Australian Requirements.

Specifying Asset Books for a Profile

Access the Asset Profile - Depreciation page.

Definition	Depreciation	Tax	Child Asset Inheritance
SetID: SHARE Profile ID: BLDG Building			
Book Find View All First 1 of 2 Last			
Book Name: LOCAL Corporate		Country: USA	
Depreciation Attributes Find View All First 1 of 1 Last			
Effective Date: 01/01/1900		☐ Depreciate When In Service	
Category: Building		Depreciation Status: Depreciate	
Currency Code: USD US Dollar		Adjust Conv: Actual Month	
Convention: Actual Month		Retire Conv: Actual Month	
*Method: Straight Line		Calculation Type: Remaining Value	
Percent:	Limit Pct:	Low Limit:	☐ Monthly
Useful Life: 240	DB Pct:	UOP ID:	☐ Low Value
Schedule:	Method ID:	☐ Depr Pass Life	
End Date:	Future Depr Yrs:	Avg Option: None	
☐ Special Depr Special Terms			
Depr Limit:	Cost Basis Limit:	☐ Impairment Process	
Salvage % of Cost:	Salvage:	Inflation Information	
Multi-Shift Code:	Salvage Rounding		
Group BU:	Group ID:		

Asset Profiles - Depreciation page

Note. Each asset can report to multiple books and have multiple depreciation attributes per book.

Book Name	Enter a book name that defines the rules for the assets entered with this profile. Books are defined during system setup and associated with business units. Only valid books can be assigned.
Effective Date	The date entered in Effective Date field indicates when the convention and depreciation method take effect. If you want a history of changes made to a profile, be sure to add new rows to the table and use effective dating to update profiles, rather than making changes to the initial row.
Depreciate When in Service	Select to allocate annual depreciation as of the date that you placed the asset in service. If you do not select this option, PeopleSoft Asset Management allocates annual distribution as of the date determined by the depreciation convention. This option is valid only in the year that the asset was acquired.
Category	Defines the category of an asset, such as Furniture & Fixtures or Machinery & Equipment. The available category codes are those you entered on the Category Code table. In general, these will correspond to the General Ledger asset accounts. Asset Category is used in accounting entry generation.
Depreciation Status	Enter depreciation status.

Currency Code	Select a currency code.
Adjust Conv (Adjust Convention)	Select an adjustment convention
Convention	Select a depreciation convention.
Retire Conv	Select a retirement convention.
Method	Select a depreciation method. Some depreciation methods require you to enter additional information.
Note. If you are specifying the depreciation method as Flat Rate or a Declining Balance method or Manual depreciation for tax books, you should enter the recovery life.	

Note. If you select Non Depreciable on this page, you must still enter values for Useful Life and Convention. However, you need not update the remainder of the Asset Profiles pages. Because the profile is defined for nondepreciable assets, the information in these pages will not be used in any processing.

Make sure that you establish an effective date for the profile that is valid for the currency code specified for the profile.

Method	Fields That Appear
<i>Declining Balance w/SL% /Limit</i>	DB Pct (Declining Balance Percent), Limit Pct.
<i>Declining Balance w/SL%</i>	DB Pct,
<i>Depreciation Schedule</i>	Schedule.
<i>Declining Balance</i>	Percent, Low Limit, Monthly.
<i>Flat Rate %</i>	Percent, Low Limit, Avg Option (Averaging Option).
<i>France Derogatory Balance</i>	DB Pct, Percent, Low Limit, Depr Pass Life (Depreciate Past Life).
<i>Germany Staffel Method</i>	DB Pct, Percent, Low Limit, Depr Pass Life.
<i>Japan – Intangible/Strt Line</i>	DB Pct, Percent, Low Limit, Depr Pass Life.
<i>Japan – Tangible / Declining Balance</i>	DB Pct, Percent, Low Limit, Depr Pass Life.
<i>Japan – Tangible/Strt Line</i>	DB Pct, Percent, Low Limit, Depr Pass Life.

Method	Fields That Appear
<i>Japan – Changes DB to SL</i>	DB Pct, Percent, Low Limit, Depr Pass Life.
<i>Japanese – Lease Depreciation</i>	No additional fields appear.
<i>Manual Depreciation</i>	No additional fields appear. The Manual Depreciation method enables you to adjust depreciation amounts generated using some other method. To use manual depreciation you must therefore first create depreciation entries using another method. Once this has been done, you can make your adjustments.
<i>Straight Line</i>	Useful Life.
<i>Straight Line Percent</i>	(IND) Percent.
<i>Sum of the Years</i>	N/A
<i>Units of Production</i>	UOP ID (Units of Production ID).
<i>User Defined Method</i>	Method ID, DB Pct, Percent, Low Limit, Depr Pass Life.

The following table defines the additional fields:

Limit Pct (limit percent)	Enter to specify a limit for depreciation as a percentage of cost.
UOP ID (units of production ID)	Enter the units of production ID, production information, and transaction information you'd like to use for this asset.
DB Pct (declining balance percent)	Enter the percentage of declining balance depreciation to be taken each year until the amount calculated by the straight line method is greater.
Percent	Enter the percentage of original basis to be taken in depreciation each year. Required for <i>Straight Line Percent</i> .
Low Limit	Enter an amount. When the asset basis reaches this limit, the remaining basis will be taken in depreciation and the asset will be fully reserved.
Depr Pass Life (depreciate past life)	Select this if you want to continue to depreciate this asset past its useful life end date. This option is used for certain countries' governmental regulations or for utilities industries that may want to continue to depreciate an asset to the end of a depreciation calendar.
Method ID	Select the user-defined method that you want to use.
Schedule	Enter a schedule to use for depreciation.

Avg Option (average option) Generally used by utility companies to depreciate composite assets. The averaging options are expressly designed to work with the flat rate depreciation method. Select an averaging option if you want to use it:

Monthly: Monthly averaging takes an average monthly asset balance and multiplies it by the annual depreciation rate. The result is then applied against a period allocation (1/12, 2/12, 3/12, and so on) to derive a year-to-date (YTD) depreciation amount. The difference between the newly calculated YTD depreciation and the previous YTD depreciation is the amount booked to the current period.

Yearly: Yearly averaging is similar to monthly averaging except that a yearly average balance is used. Because this amount is not known until the end of the year, it is usually estimated and adjusted periodically as the actual figures become known.

Note. Using the flat rate depreciation method will cause any depreciation to be posted to the end of the calendar. If this is not your intention, you must enter a low limit of .01 when you first selected the depreciation method for this asset. If you have not already done this, update the Depreciation Method field by selecting *Flat Rate* and entering .01 in the Low Limit additional field that displays.

Calculation Type	Select the calculation type. • Use <i>Remaining Value</i> to deduct any accumulated depreciation from the cost basis and expense the remaining value over the remaining life of the asset. Most assets will be depreciated using this option. • Use <i>Life-to-Date</i> to calculate the difference between the depreciation allowed and the depreciation taken. Typically, you would use life-to-date calculations when there is a change in accounting principle, such as depreciation method. Changes of this type require an adjustment for the differences in accumulated depreciation to date. For example, if you took \$20,000 depreciation over a two year period but the amount allowed was \$24,000, the difference of \$4,000 would be expensed as an adjustment to accumulated depreciation in the current period.
Low Value	Select to identify assets with costs below a certain level for special depreciation processing. This is a requirement for some countries.
Useful Life	Enter in number of periods. This is used to perform the depreciation calculations for the financial books.
End Date (end depreciation date)	Enter if you would like depreciation to cease at a particular time. At the end depreciation date the remaining asset basis will be taken in depreciation and the asset will be fully reserved.
Future Depr Yrs (future depreciation years)	PeopleSoft Asset Management calculates and stores depreciation until the end of the asset's life. However, for optimal processing performance and greater table efficiency, you can specify a fixed number of years for which depreciation is calculated and stored.
	Note. PeopleSoft strongly recommends using the Future Depreciation Years option if you are using Group Assets.
Special Dpr (special depreciation)	Select if you are working in a global environment and want to use special depreciation terms to meet specific country requirements. Click Special

Terms to open the Profiles Depreciation Details page where you can select special terms for depreciation.

Depr Limit (depreciation limit code)

Select a depreciation limit code that relates to a specific dollar amount limitation on depreciation for each year of life. Although this can be used for financial depreciation, it is commonly used for U.S. tax purposes, because such depreciation limits exist for items such as luxury automobiles.

Cost Basis Limit

Enter the limit on the depreciable basis of this asset. If the actual cost of an asset is greater than its depreciable basis, the difference will result in a gain when the asset is retired.

Impairment Process

Select to make the asset available for impairment processing.

Salvage % of Cost (salvage percentage of cost) and **Salvage**

Enter the residual value of the asset subtracted from the cost to determine the depreciable basis used in depreciation calculations. You can enter it either as a flat rate or as a salvage percentage (a percentage of the asset's total cost). If you use a salvage percentage, the system recalculates the salvage value as you add additional costs for the asset.

(DEU) Multi-Shift Code

Enter rates by which depreciation should be increased based on the number of production shifts an asset is used. This is used in Germany.

Group BU

Enter the business unit for the group assets.

Group ID

Select the group ID.

Note. Each group member asset profile can be used by only one business unit.

Using the Depreciation Method Information Page

Access the Depreciation Method Information page by clicking the Special Terms link.

Depreciation Method Information

Book	
Book Name:	CORP Corporate
Country:	USA

Special Depreciation	
Acct Mthd:	Reserve
Special Terms:	ACCEL01
Accel Terms:	ACCEL01
Initial Terms:	INIT01
Incr Rate:	7.3127

Depreciation Method Information page

Select one of the following accounting method options:

Allowance	Select <i>Allowance</i> and special depreciation amounts are not booked with the standard depreciation amounts. Journal entries are generated that will include only the standard depreciation. PeopleSoft Asset Management does not support automatically generating journal entries for the special depreciation allowance accounting method. You may need to run two reports: <i>Reserve for Special Depreciation</i> and <i>Reversal for Special Depreciation</i> , and then generate the journal entries manually into the General Ledger system.
Expense	Select <i>Expense</i> and total amounts of special depreciation and standard depreciation are booked and journal entries are generated that will include the total of standard and special depreciation amounts.
Reserve	Select <i>Reserve</i> and special depreciation amounts are not booked with the standard depreciation amounts. Journal entries are generated that will include only the standard depreciation. PeopleSoft Asset Management does not support automatically generating journal entries for the special depreciation allowance accounting method. You may need to run two reports: <i>Reserve for Special Depreciation</i> and <i>Reversal for Special Depreciation</i> , and then generate the journal entries manually into the General Ledger system.

Note. Additional fields are provided to comply with the depreciation methods used in countries other than the U.S.

When you use additional terms, they affect depreciation calculations as follows:

Term	Depreciation
Special	Depreciation x Rate
Accelerated	Depreciation x Rate
Initial	Cost x Rate
Increase	Depreciation x Rate

Note. Year of Change(displayed from the ASSET_DPR_DETAILS page) is only available when the depreciation method is *Japan-Change DB to SL*.

(ARG, BRA, and MEX) Setting Up Asset Profile Inflation Information

Access the Inflation Information page.

Inflation Information	
SetID:	SHARE
Asset Profile ID:	BLDG
Asset Book Name:	CORP
Market Rate Index:	INF 
*Rate Type:	INF 
Term:	0 
Daily Rate Index:	INF 
Daily Rate Type:	INF 
Daily Term:	0 

Inflation Information page

Market Rate Index

Select the market rate index to be used for inflation processing.

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook*, “Processing Multiple Currencies,” Defining Market Rates.

Rate Type

Select the market rate type to be used for inflation processing.

Term

Select the term.

Daily Rate Index

Select the daily rate index.

Daily Rate Type

Select the daily rate type.

Daily Term

Select the daily term.

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook*, “Processing Multiple Currencies,” Establishing Market Rates.

(JPN) Using the Salvage Rounding Options Page

Access the Salvage Rounding Options page.

Salvage Rounding Options

SetID: SHARE **Asset Profile ID:** BLDG

Rounding Rule: Nat Rnd

Round Type: Currency

Rounding Precision:

Rounding Factor:

☐ **Truncation Precision Flag**

Salvage Rounding Options page

Rounding Rule

The rounding rules delivered with PeopleSoft Asset Management are:

Down

NatRnd

Up

Round Type

The rounding types delivered with PeopleSoft Asset Management are:

Currency

Generic

Rounding Precision

The number of places to the right or left of the decimal point to which the amount or number will be rounded. If you select *Currency* as the round type, the system will automatically determine the round precision from the currency code.

Rounding Factor

The number to which the amount will be rounded. For example, if you select *Nat Rnd* as the rounding rule, and enter a rounding factor of 25, amounts will be rounded to the nearest multiple of 25, so that an amount of 130 will be rounded to 125, and an amount of 140 will be rounded to 150. If you select *Currency* as the round type, the system will automatically determine the rounding factor from the currency code.

Truncation Precision Flag

Works with the round precision value. When you select it, amounts that contain many decimal places will be truncated to one decimal place to the right of the rounding precision position before rounding is performed. If you so not select it, the entire amount will be rounded. This example illustrates truncation precision:

- Amount to be rounded: 10.03439.
- Round Precision: 3.

With Truncation Precision Flag selected, the system truncates the fifth decimal place and rounds 10.0343. Without the check box selected, the system rounds

the entire amount. Actual rounding results would depend on the selected rounding rule and round type.

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Using the Global Features of PeopleSoft Asset Management”.

Specifying Tax Attributes in a Profile

Access the Asset Profiles - Tax page.

The screenshot displays the 'Asset Profiles - Tax' page. At the top, there are tabs for 'Definition', 'Depreciation', 'Tax' (selected), and 'Child Asset Inheritance'. Below the tabs, the 'SetID' is 'SHARE' and the 'Profile ID' is 'BLDG', with a description 'Building'. The 'Book' section shows 'Book Name: CORP' and 'Country: USA'. The 'Tax' section contains various input fields: 'Effective Date' (01/01/1900), 'Property Type' (Personal), 'Property Code' (1245), 'Regulation' (empty), 'Recovery Life' (empty), 'Recovery SubType' (empty), and 'Guideline Class' (empty). There are also checkboxes for 'Corporation Sec.291', 'Business Tax', and 'Listed Property'. Below these are fields for 'Listed Property Type', 'Business Use %', 'Depreciation Bonus' (set to None), and 'Bonus Percent'. At the bottom, there is a 'Tax Credit Options' table with columns: 'Qual Inv', 'Cred Type', 'Credit Cd', and 'Reduc. Opt'. The table has one row with a search icon in the 'Qual Inv' column and a '+' button in the 'Reduc. Opt' column.

Asset Profiles - Tax page

Note. Asset tax attributes primarily addresses United States tax issues except where noted.

Property Type and Property Code

Determine the amount of gain treated as ordinary income on the disposition of this asset.

Regulation

Identifies the depreciation system elected for this asset:

- Accelerated Cost Recovery System (ACRS).
- Asset Depreciation Range (ADR).
- Conventional/Facts & Circumstance.
- Asset Class Guideline.
- Modified Accelerated Cost Recovery (MACRS).

Recovery Life and Recovery Subtype

For reporting purposes, you can further classify the asset by specifying the recovery life expressed in years and the recovery subtype, for example, *15-Year Low-Income Housing*. You can also specify the asset guideline class. All current classifications are set up in the Tax Class table in the delivered tableset.

(IND) Guideline Class	Processing tax and depreciation in India requires the designation of a tax class rate that is associated to an asset block. To associate the tax class rate to a profile, enter the tax class and associated asset block rate here.
Corporation Sec. 291 (corporation section 291)	Select if this company is a corporation. This check box must be turned on if the company is a corporation in order for the AMTX3210 tax report (Tax Retirement Capital Gains) to accurately reflect the correct Sec. 1231/Ordinary gains.
(FRA) Business Tax	Select if assets using this profile are subject to a business tax. This is required in some countries.
Listed Property	Select this check box to record whether the asset is listed property. Listed property are certain kinds of assets that are conducive to mixed business or personal use, such as: • Passenger automobiles under a certain weight. • Any other property used for transportation, such as trucks, buses, boats, airplanes, motorcycles, and any other vehicles for transporting persons or goods. • Any property of a type generally used for entertainment, recreation, or amusement, such as photographic, phonographic, communication, and video recording equipment. • Any computer and related peripheral equipment, unless it is used only at a regular business establishment and owned or leased by the person operating the establishment. • Any cellular telephone (or similar telecommunications equipment) placed in service or leased in a tax year beginning after 1989.
Listed Property Type	Select the property type that corresponds to the Listed Property check box.
Business Use % (business use percentage)	Enter the percentage amount of the business use of this listed property asset in Business Use %. Based on the business use percentage that you enter, the basis calculated for depreciation is: $(Basis) = (Cost * Bus_Use_%)$
(USA) Depreciation Bonus	Used to indicate if the asset qualifies for the U.S. 30 percent to 50 percent depreciation bonus in the first year. The options you see depend on the acquisition date and in service date of the asset as well as state or local application of the depreciation allowance. The options are: • <i>Gulf Opportunity Zone</i>: Select if the asset is located within the zone as defined in the Senate Amendment to H. R. 4440 and the acquisition date and in service date is on or after August 28, 2005 and on or before December 31, 2007 (December 31, 2008 for non-residential real property or residential rental property). • <i>New York Liberty Zone</i>: Select if the acquisition date and in service date is after September 10, 2001 and before December 31, 2007. • <i>None</i>: Select if the acquisition date and in service date of the asset is before September 10, 2001 or if the other options do not apply.

- *Section 101- Federal:* Select if the acquisition date and in service date is after September 10, 2001 and before December 31, 2004 to apply the 30 percent bonus.

Select if the acquisition date and in service date is after May 5, 2003 and before December 31, 2005 to apply the 50 percent bonus.

- *Section 101- Local:* Select if local or state allowance of the bonus depreciation should be applied.

(USA) Bonus Percent

If the asset qualifies for the depreciation bonus based on acquisition date and in service date, select the amount (percentage) to be applied.

Note. The U.S. depreciation bonus applies to assets acquired and placed into service by December 31, 2007. After this time the depreciation bonus cannot be used.

Using Tax Credit Options

The rate and amount of the tax credit are based on federal tax law and determined by the qualified investment code, tax credit type and code, and the basis reduction option in PeopleSoft Asset Management.

Select a qualified investment code if applicable:

A (accelerated):	Accelerated Cost Recovery System (ACRS)
D (depreciation):	Asset Depreciation Range
F (facts):	Conventional Facts and Circumstances
G (guidelines):	Guideline
M (modified):	Modified Accelerated Cost Recovery (MACR)

Select a tax credit type if applicable. In the U.S., certain business incentive credits may be taken:

R (rehabilitation):	Rehabilitation Credit
E (energy):	Energy Credit
I (investment):	Regular Investment Credit
U (user):	User-defined

The tax credit code further defines the tax credit. For example, a 20 percent rehabilitation tax credit is available for historic buildings. Some credits require a corresponding reduction in the asset's cost basis.

Basis reduction option indicates whether a reduction in the cost basis is required. Three codes are provided:

B (basis):	Basis Reduction
P (percentage):	Percentage Rate Reduction
N (no):	No Reduction

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, "Using the Global Features of PeopleSoft Asset Management"

Specifying Child Asset Inheritance Attributes in a Profile

Access the Child Asset Inheritance page, and select the applicable check boxes for inheritance.

The screenshot shows the 'Child Asset Inheritance' page in PeopleSoft Enterprise Asset Management. The page is divided into two main sections: 'Child Assets Inherit the Following from the Parent as of' and 'Book'.

Child Assets Inherit the Following from the Parent as of

- SetID:** SHARE **Profile ID:** BLDG **Building**
- Effective Date:** 06/26/2006
- Child Assets Inherit the Following from the Parent as of**
 - ☒ Asset Profile
 - ☐ Asset Class
 - ☐ Custodian Fields
 - ☐ Tag Number
 - ☐ Acquisition Code
 - ☐ Location Fields
 - ☐ Description
 - ☐ Index
 - ☐ License Fields

Book

- Book Name:** CORP **Corporate** **Country:** USA
- Effective Date:** 06/26/2006
- Book**
 - ☐ Convention
 - ☐ Method
 - ☐ Salvage Value
 - ☐ Multi-Shift Code
 - ☐ Cost Basis Limit
 - ☐ Depr Limit
 - ☐ Operating Unit
 - ☐ Fund Code
 - ☐ Department
 - ☐ Program Code
 - ☐ Class Field
 - ☐ Budget Reference
 - ☐ Product
 - ☐ Project
 - ☐ Asset Category
 - ☐ Cost Type

Asset Profiles - Child Asset Inheritance page

Select the attributes and other information that the child asset inherits from the parent asset.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, "Adding and Maintaining Assets," Adding and Maintaining Asset Information

[Chapter 4, "Establishing PeopleSoft Asset Management Business Units," page 17](#)

Establishing Asset Ownership

To establish asset ownership, use the Define Asset Owners (AM_OWNER_COMP) component.

To set up asset owner user, use the Assign Owners to Operators (AM_OWNER_OPR_COMP) component.

This section provides an overview of asset ownership and discusses how to:

- Define asset owners.
- Assign users to owners.
- Define asset owner users.

Understanding Asset Ownership

PeopleSoft Asset Management uses a concept called asset ownership in which a relationship is established between assets, ChartField combinations, asset category, asset type, asset location, asset manufacturer or model, or asset department and the individuals who have responsibility for managing them. Asset owners might be plant managers, store managers, or department head and each owner may be associated with multiple asset operators, such as plant engineers, store clerks, and department workers.

An asset ownership definition provides a manager or supervisor discrete visibility into the transactions affecting the assets for which she is responsible and enables the “express” retirement of those assets by means of the Asset Management Disposal Worksheet. The disposal worksheet automates the retirement process between the asset owner and the property accounting personnel responsible for completing the financial transactions relative to the assets themselves including the optional establishment of a role-based approval process. The owner-to-operator definition may optionally authorize operator access to asset cost history data and disposal approval.

Pages Used to Establish Asset Ownership

Page Name	Object Name	Navigation	Usage
Asset Owner	AM_OWNER_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Define Asset Owners	Define role-based asset owners and assign assets to the owner based on ChartField and other attributes.
Asset Owner User	AM_OWNER_DEFN2	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Define Asset Owners, Asset Owner User	Assign operators to owners.
Setup Asset Owner User	AM_OWNER_OPR_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Assign Owners to Operators	Define role-based owner users.

Defining Asset Owners

Access the Asset Owner page.

Asset Owner | Asset Owner User

Asset Owner: MANAGER

Description:

Asset Selection Attributes			Customize	Find	First	1 of 1	Last
	*Field Name	*Field Value					
1							

Asset Owner page

Select the role to be defined as the asset owner.

Asset Selection Attributes

Using the drop-down search keys, select the field name used to establish assign ownership.

For example, the manager may be responsible for all assets in Department 11000 through, Department 12000, Location Sydney, and Category Computer Items. Select *Department* and define the range of field values, select *Location* and define the location field value of Sydney, and select *Category* and define the category field value of Computers.

Assigning Users to Owners

Access the Asset Owner User page. To establish asset ownership, operator IDs must be linked to the Asset Owners defined on the Asset Owner page.

Asset Owner
Asset Owner User

Asset Owner: MANAGER
Description: Manager

Asset Owner User					Customize	Find	View All	First	1 of 1	Last
	*User ID	Retire Approval Required	Show Cost							
1	VP1	☐	☒							

Asset Owner User page

Asset Owner User

Link the asset owner to users or operators. Under User ID, enter the user IDs that are assigned to the asset owner.

Select Retire Approval Required to indicate an approval step is required prior to asset disposal.

Select Show Cost to indicate whether the user ID will have access to cost information in the express retirement pages.

Defining Asset Owner Users

Access the Setup Asset Owner User page.

Setup Asset Owner User

Setup Asset Owner User					Customize	Find	View All	First	1-3 of 3	Last
	*User ID	*Asset Owner	Retire Approval Required	Show Cost						
1	VP1	MANAGER	☐	☒						
2	VP2	SUPERVISOR1	☒	☒						
3	VP3	SUPERVISOR2	☒	☐						

Setup Asset Owner User page

The Asset Owner User page lets you make assignments owner by owner. The Setup Asset Owner User page allows to you add multiple operators and owners in at one time.

Setup Asset Owner User Assign User ID to Asset Owner, set up Retire Approval Required and Show Cost options for each user ID.

Note. A warning displays if the retirement approval and show cost options established here for a user ID are in conflict with those established in the Asset Owner component, Asset Owner User page (AM_OWNER_DEFN2).

Defining On-Demand Processing for PeopleSoft Asset Management

To set up on-demand processing options, use the On-Demand Process Options component (RTM_OPTIONS).

This section provides an overview of on-demand processing and lists the page used to set up on-demand processing for PeopleSoft Asset Management.

Understanding On-Demand Processing for PeopleSoft Asset Management

Process groups are groups of processes that certain users can run on demand, directly from transaction entry pages, such as the Invoice Information page in the Voucher component of Payables. The process groups available depend on your user ID and whether or not a given transaction requires the processing.

Before you can use on-demand processing, you must specify the accounting entry definitions that will be used by each source transaction-process group combination, along with other options. Accounting entry definitions define the record and fields that the Journal Generator process uses to extract accounting entries from the system source.

Set up on-demand processing for:

- INTFAPAM: AP/AM Interface Application Engine.
- AMPS1000: Preinterface loader.
- AMIF1000: Transaction loader.

Page Used to Set Up On-Demand Processing

Page Name	Object Name	Navigation	Usage
On-Demand Processing Options	RTM_OPTIONS	Set Up Financials/Supply Chain, Common Definitions, On-Demand Processing, On-Demand Process Options	Define the process groups that certain users can run on demand

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, “Setting Up On-Demand Processing”

Setting Up Reporting Options

This section provides an overview of reporting options and discusses how to:

- Report drill-down options.
- Report suffix options.
- Report format templates.

Understanding Reporting Options

PeopleSoft delivers several kinds of report options within PeopleSoft Asset Management.

Online Drill-Down Options

Online reporting enables users to view details of costs and depreciation from high level summary views to the lowest reporting level available for reporting periods.

PeopleSoft Asset Management provides online inquiries of the depreciation reporting table (DEPR_RPT) displaying high level summary data for a period with details available through drill-down functions, defined at the business unit and book definition level. When enabled for online reporting, selection criteria includes business unit, book, fiscal year, period, asset category, profile ID, and ChartFields. The drill-down feature provides the option to view the data presented to the lowest level available.

Report Format Template and Suffix

Most of the reports used for different functions within PeopleSoft Asset Management make use of the same data but report it from a different perspective. For example, depreciation is often reviewed by ChartField activity. It is, however, also useful to review depreciation based on a category or location. To that end, you may use a report template that allows you to define the reporting-by method to be used.

PeopleSoft delivers a report template that can be shared by all users but that can be defined by you to include or exclude information of your choosing. The template controls the report title, Report By field name, sort order, field length to display, field label overrides, amount field length, and sub-totaling. To accommodate the varying needs of many users, the report can be generated using Report By as the key, with a report suffix added to the report ID to indicate what value is used for Report By.

PeopleSoft Asset Management also provides the tools to produce reports in user-defined formats. Using report IDs or user IDs as keys to reporting templates, multiple groups or individuals use the same general information provided in a report but receive it in a dynamically defined format addressing the particular needs of the group or individual.

Pages Used to Set Up Reporting Options

Page Name	Object Name	Navigation	Usage
Reporting Drilldown Fields	RPT_DRILL_FLD_G	Set Up Financials/Supply Chain, Product Related, Asset Management, Reporting Setup, Reporting Drilldown Fields	Define the drill- down group ID and select drill down fields.
User Preferences - Asset Management	OPR_DEF_TABLE_AM1	Set Up Financials/Supply Chain, Common Definitions, User Preferences, Define User Preferences, Asset Management	Select a drill-down group to associate with this user ID.
Report Suffix	REPORT_SUFFIX	Set Up Financials/Supply Chain, Product Related, Asset Management, Reporting Setup, Report Suffix	(Required) Denotes the Report By value for the report, appended to the report ID to uniquely identify it. Default sort order is ChartField, (CF).
Report Format Template	RPT_FMT_TMPL_SBP	Access the run control page for the report to be formatted with user-defined parameters and expand the Report Print Options group box. Click the Update/Add Template link in Report Print Options group box.	Update or add new report formats.

Establishing Drill-Down Field Groups

Access the Reporting Drilldown Fields page.

Detail View

Select the corresponding check box for each field that you want available for drill down. Clear any fields to be excluded. For example, if your organization does *not* track anything by class, a column for the field will appear on your report but no values will appear. To remove the column from a report, clearing the check box on this page.

(Optional) Linking Field Group IDs to User IDs

Access the User Preferences - Asset Management page. Select a user ID.

Field Drilldown Group Id

Select the group ID to associate with this user ID. If not set up, all above fields will be available for drill down. The drill-down field list could be very long. To create a drill-down list that is more specific, you can drill down by Project ID and Department ID only, thereby reducing the list using this setup.

Setting Up Report Suffix

Access the Report Suffix page.

Enter the values to be appended to the report ID, which identify the name of the available field by which the report is run. For example, the report Depreciation Activity by ChartField uses the report ID AMDP2000. When you report by Department, the report suffix 5 is appended to the Report ID, which then displays as AMDP2000-5. This means that the report contents are presented in department order. As you add or change ChartFields, you must add or change the corresponding values in this list.

Adding Report Format Templates

Access the Update/Add Template page.

Only active PeopleSoft General Ledger ChartFields display on the page, in addition to the PeopleSoft Asset Management ChartField, *Asset Category*.

Field Order	Define the order of the fields to print across the page of your report. For example, <i>Department</i> , <i>Project</i> , <i>Product</i> , <i>Asset Category</i> , and so on.
Display Length	Field length defaults automatically appear. Shorten the field lengths as needed.
Label Override	Enter the field label to be used for each field included or use the default definitions.
Include in Report	All fields are selected to be included in the report by default. Deselect any fields that you do not want to include.
Print subtotals	The system prints subtotals for all fields by default. Deselect fields for which you do not want subtotal breaks. If a ChartField is not included in the report, corresponding subtotals will not be printed.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Using Asset Management Reporting Options”

CHAPTER 6

Setting Up Accounting Entry and Financial Processing for PeopleSoft Asset Management

This chapter provides an overview of accounting entry and financial processing and discusses how to:

- Define accounting entries.
- Define financial processing.
- Define document sequencing.

Understanding Accounting Entry and Financial Processing

PeopleSoft Asset Management provides the tools to create accounting entries and manage financial reporting for your enterprise. To enable these functions, you must first define the tables used to process accounting entries and financial processes.

You may be required to set up transaction processing with document sequencing. The document sequencing features in PeopleSoft help you to maintain established business practices by meeting these requirements.

Defining Accounting Entries

Use the following components to set up accounting entries:

- Asset Book (BOOK_DEFN1).
- Accounting Entry Template ID (AMAE_TMPL_ID_PNL).
- Accounting Entry Template (DIST_TEMPLATE_DEFN).
- Accounting Templates in Mass (RUN_AMAEMASS).
- Accounting Entry Templates Report (RUN_AMAE1000)
- Transfer Definition (IU_TRF_DEFN_TBL).
- Transaction Codes (TRANSACTION_CODE).
- Transaction Groups (TRANS_PNL_GRP).
- Book Code (BOOK_CODE).
- Acct (accounting) Template Book Code Reset (RUN_AM_BKC_RESET).
- ChartField Mapping Templates (AM_CF_MAPPING).

This section provides an overview of accounting entry options, lists the pages used to set up accounting entries, and discusses how to:

- Set up transaction codes.
- Set up accounting entry template IDs.
- Create accounting entry templates.
- Create accounting entry templates in mass.
- Set up InterUnit transfer definitions.

Understanding Accounting Entry Options

PeopleSoft uses tables to support accounting entries for PeopleSoft Asset Management. Some tables are required for accounting entry processing and are noted as such. All others are optional.

Accounting Books

Defining asset books is required for accounting entry processing. Asset books are used to store financial information about assets such as cost history, depreciation rules, and retirement information.

An unlimited number of asset books per business unit can be defined. The number of books that you use depends on your reporting needs. Using multiple books enables you to keep separate cost and depreciation rules for each asset. Typically, organizations use at least two books: corporate and tax, also known as *financial* and *fiscal*. Your organization may need additional books if it does business in more than one state or country or uses any of the United States-recognized special tax treatments of accelerated current earnings (ACE) and alternative minimum tax (AMT).

Note. The depreciation criteria for each book are specified when you add assets or create asset profiles.

Accounting Entry Templates

The Accounting Entry template is the central table used for creating accounting entries to general ledger journals. Each is defined by an accounting entry template ID. When you add an accounting entry template, PeopleSoft Asset Management populates it with standard accounting entry types, based on the asset category, cost type, and transaction type that you specify. It also identifies each entry as either a debit or credit.

To begin, create accounting entry template IDs and if applicable in your business, mark the cost types for impairment and revaluation. For the setID, create or select an existing accounting entry template to apply depreciation features and distribution methods. These features control what distribution types need to be set up in the accounting entry template.

PeopleSoft Asset Management enables you to create one or multiple accounting entry templates in a single operation. You may generate accounting entry templates for an asset category for all transaction types. You can generate templates for cost type, transaction code, and retirement disposal code.

Once you have defined the accounting entry template IDs, run the Create Accounting Templates in Mass Application Engine process (AMAEMASS) that generates accounting entry templates for all transaction types and user-defined cost type, transaction code, and disposal code.

Multiple GAAPs and Book Codes

PeopleSoft delivers the ability to book accounting transactions according to different and often conflicting accounting principles for one Business Unit in one ledger and to maintain these entries in compliance with the rules of government and regulatory organizations. You can add book codes for PeopleSoft Asset Management to facilitate accounting entry processing.

Generally accepted accounting principles (GAAP) as determined in one country or jurisdiction often vary from country to country or by self-governing accounting bodies and jurisdictions. Consequently, organizations record and report their operations according to local accounting requirements as well as by rules applicable to parent corporations that are often under the rules of another national jurisdiction. PeopleSoft has provided the ability to maintain separate ledgers and ledger groups for different accounting principles, record transactions under varying statutory rules using Alternate Account and using MultiBook in PeopleSoft General Ledger and its subsystems for its automatic synchronization capabilities. A sometimes much favored method, especially within financial organizations, is defining book codes. This method enables you to simultaneously generate in one business unit and ledger all the relevant accounting entries for a transaction that addresses different local and corporate accounting rules.

You can use book codes to simultaneously generate sets of entries to record related transactions according to multiple GAAPs for the same business unit in the same ledger. For example, where local and corporate accounting principles are not compatible, you define a local (L) and a corporate (C) book code. For those situations where requirements are alike, you define a code for both (B). You can attach these book codes to accounts as attributes. This results in separate permutations of accounts and book codes in which you simultaneously record related transactions under local, corporate, or both rules. You can choose to associate a single book code with one account value. Using this method, a unique account value must be created for each book code.

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook*, “Managing Multiple GAAPs and Prior Period Adjustments”.

Prerequisites

Before you can define accounting entry processing, you must first complete the following task:

- Define overall installation options to enable Book Code functionality. Use the Installation Options Overall (INSTALLATION_FS1) page.
- Define ChartField accounts.
- Define journals, ledgers and ledger groups.

Pages Used to Define Accounting Entry for PeopleSoft Asset Management

Page Name	Object Name	Navigation	Usage
Asset Book	BOOK_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Asset Books	Define asset books. See Chapter 4, “Establishing PeopleSoft Asset Management Business Units,” page 17.
Accounting Entry Template ID	AMAE_TMPL_ID_PNL	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Accounting Entry Template IDs	Create a template ID with options for depreciation features and distribution methods.

Page Name	Object Name	Navigation	Usage
Accounting Entry Template	DIST_TEMPLATE_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Accounting Entry Templates	Add or modify accounting entry templates. Note. When accessing the Accounting Entry Template page, you can use a transaction code as a key to determine what accounting entries to create.
Accounting Templates in Mass	RUN_AMAEMASS	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Accounting Templates in Mass	Create one or multiple accounting entry templates for journal templates, cost types, transaction codes, and retirement disposal codes in a single process.
Accounting Entry Templates Report	RUN_AMAE1000	Set Up Financials/Supply Chain, Product Related, Asset Management, Reports, Accounting Entry Templates	Run a report showing a list of accounting entry templates.
InterUnit Transfer Definition	IU_TRF_DEFN_TBL	Set Up Financials/Supply Chain, Product Related, Asset Management, Profiles, InterUnit Transfer Definition	Set up an InterUnit transfer definition.
Transaction Codes	TRANSACTION_CODE	Set Up Financials/Supply Chain, Product Related, Asset Management, Transaction Codes	Review or modify the transaction codes.
Transaction Groups	TRANS_GROUP_PNL	Set Up Financials/Supply Chain, Product Related, Asset Management, Transaction Groups	Set up transaction groups. Group actions together for purposes of allocating depreciation. For example, depreciation (DPR) and prior period depreciation (PDP) may be treated the same for allocations, so you can combine them into one transaction group.
Book Code	BOOK_CODE	Set Up Financials/Supply Chain, Common Definitions, Design ChartFields, Define Values, ChartField Values, Book Code	Add book codes in pairs to facilitate multiple GAAPs within the same chart of accounts.
Acct Template Book Code Update	RUN_AM_BKC_RESET	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Acct Template Book Code Update	Reset accounting templates book codes in accounting templates.

Page Name	Object Name	Navigation	Usage
ChartField Mapping Template	AM_CF_MAPPING	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, ChartField Mapping Template	Create a ChartField map template to map dissimilar charts of accounts when entities have different ChartField structures. <i>See PeopleSoft Enterprise General Ledger 9.0 PeopleBook, "Performing Financial Consolidations," Mapping Dissimilar Charts of Accounts.</i>

Setting Up Transaction Codes

Access the Transaction Codes page.

SetID: SHARE

Transaction Codes			Find	First	1-10 of 10	Last
*Trans Code	Description	Short Desc				+ -
1	Acquisition-Education Division	Education				
*Trans Code	Description	Short Desc				+ -
A	Abandoned	Abandoned				
*Trans Code	Description	Short Desc				+ -
C	Cannibalized	Cannibal				
*Trans Code	Description	Short Desc				+ -
I	Inventory	Inventory				
*Trans Code	Description	Short Desc				+ -
N	Donated	Donated				
*Trans Code	Description	Short Desc				+ -
R	Scrap	Scrap				
*Trans Code	Description	Short Desc				+ -
RV	Revaluation	Reval				
*Trans Code	Description	Short Desc				+ -
S	Sale	Sale				

Transaction Codes page

Trans Code (transaction code)

Enter a transaction code that identifies special asset transactions and that are used in combination with actions to create accounting entries. You can modify these codes by changing the description and short description. The transaction code associated with revaluation displays revaluation related distribution types for additions.

When you define accounting entry options for a book, you can choose to distribute by disposal code. If you choose this option, the disposal code appears by default as the transaction code. In this case, you must use the transaction codes from the delivered tableset defined for the tableset that you are using. You must also define corresponding accounting entry templates.

Note. The standard transactions are predefined and delivered with. To modify the transaction types, use the Asset Management (INSTALLATION_AM) page of the Installation Options (INSTALLATION) component.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, “Setting Installation Options for PeopleSoft Applications,” Defining Asset Management Installation Options.

Setting Up Accounting Entry Template IDs

Access the Accounting Entry Templates ID page.

SetID:	SHARE
Account Entry Template ID:	AUSTRALIA
Description:	Acctg Template ID Australia

Features Used				
☐ Derogatory Depreciation ☒ Like Kind Exchange ☒ Revaluation	<table border="1"> <thead> <tr> <th>Sale Accounting Method</th> </tr> </thead> <tbody> <tr> <td>☒ Create Gain/Loss Lines</td> </tr> <tr> <td>☐ Create Net Book Value lines</td> </tr> </tbody> </table>	Sale Accounting Method	☒ Create Gain/Loss Lines	☐ Create Net Book Value lines
Sale Accounting Method				
☒ Create Gain/Loss Lines				
☐ Create Net Book Value lines				

Accounting Entry Template ID page

(FRA) Derogatory Depreciation

Select to accumulate derogatory depreciation. Used in France, derogatory depreciation represents the difference between two methods of depreciation (usually straight-line versus declining balance) applied to the same asset, where one method best reflects the economic depreciation and the other is used for tax reporting purposes.

(USF) Like Kind Exchange

Select to accumulate like kind exchange in support of the US 1031 Like-Kind Exchange guidelines issued by the Internal Revenue Service (IRS).

Note. Selecting this check box results in unrecognized gain and loss.

Revaluation

Select to accumulate differences derived from revaluation of tangible fixed assets and financial assets. This option not available if you have not selected the revaluation option on the Installation Options — Asset Management page.

Book Code

Select this check box to apply book code to this accounting entry template ID. If it is not applicable, all generated entries will be created with no Book Code and all entries will post to General Ledger. If it is applicable, the book code functionality will be applied either for every book or none of them in the same ledger group by default.

Create Gain/Loss Lines

Select this distribution method to distribute the accounting entries created by the template to gain and loss totals. There are two general methods of registering a fixed asset's sales. Create Gain/Loss Lines is used to reflect in only one account the gain or loss that the sale transaction represents for the company.

Create Net Book Value lines

Select this distribution method to distribute the accounting entries created by the template to net book value totals. There are two general methods of

registering a fixed asset's sales. Create Net Book Value lines is used to reflect the proceeds of the sale in one account and the cost of sold asset in the other account. The PeopleSoft system provides the flexibility to generate entries for the wanted method.

Note. When setting up a new template or changing a template ID on a template that previously used either Gain/Loss or Net Book Value distribution, you may see a warning that the previous templates will be deleted. You have the option to go back and update the template instead.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Using the Global Features of PeopleSoft Asset Management”

Creating Accounting Entry Templates

Access the Accounting Entry Template page.

Accounting Entry Template

Accounting Entry Template

SetID:

SHARE

Asset Category:

AUTO

Automobile

Cost Type:

Transaction Type:

ADD

Asset Addition

Transaction Code:

1

Acquisition-Education Division

Account Entry Template ID:

AUSTRALIA

Acctg Template ID Australia

*Journal Template:

ADD

Asset Additions

Budget Journal Template ID:

ADD

Asset Additions

Accounting Entries

	*Account	Alternate Account	DR/CR
Accumulated Depr	165000		Credit
Contra Asset	674000		Credit
Depr Expense	681500		Debit
Fixed Asset	155000		Debit
Recognized Loss	682100		Credit
Trade In	120000		Credit
Unrecog Gain/Loss	110000		Debit

Accounting Entry Template page

Set up an accounting entry template for each possible combination of:

- Asset category.
- Cost type.
- Transaction type.

- Transaction code.
- Accounting entry template ID.

Note. If you enter an asset into your system by using a combination of these values for which no accounting entry template exists, your accounting entry process fails when you next attempt to run it.

For each accounting entry type, select:

Journal Template	For recording actual transactions.
Budget Journal Template	For recording budget transactions.
Accounting Entries	Select the appropriate accounts and alternative accounts to be associated with each accounting entry type. If Book Code functionality is set up at Accounting Entry Template ID level, the Accounting Entry Template page displays the Book Code related to that account.  Click the refresh button to update the display after you enter changes.

Accounting Entry Types

Accounting entry types are set by the system. Each asset event has an associated set of accounting entry types.

For each possible combination of category, cost type, and transaction code, you must set up an accounting entry template for each of the following transaction types:

- *ADD*: Additions.
- *ADJ*: Adjustments.
- *TRF*: Transfers.
- *RCT*: Recategorizations.
- *DPR*: Depreciation expenses.
- *PDP*: Prior period depreciation.

Note. The *DPR* and *PDP* transaction types are used only on an accounting entry template with a blank transaction code.

- *RET*: Retirements (also used for processing reinstatements).
- *LPY*: Lease payments.
- *INF*: Inflation adjustment.

Book Code

Specify a book code for each account value.

The Allow Book Code Override option that is set on the Account (ACCOUNT) page determines whether this book code can be overridden on the transaction line. The Effective Date and Status fields on the Account page must match the settings for the account values to which the book code is attached. Assets take the most recent and active date to populate its templates. To avoid any situation where Book Code might generate unbalanced entries in General Ledger, a warning message is generated when the template is saved when there are *paired* distribution types with different Book Codes. Paired distribution types are those distribution types that play against other in order to balance the entry.

Creating Accounting Entry Templates in Mass

Access the Accounting Templates in Mass page.

Accounting Templates in Mass

Run Control ID: 1
[Report Manager](#)
[Process Monitor](#)

Request
Find | View All
First 1 of 1 Last

*Request ID: DEFAULT
Process Frequency: Always

*SetID: SHARE
*Account Entry Template ID: AUSTRALIA

*Category: BLDG

	Distribution Type	*Account	Alternate Account
1	Accumulated Depr	161000	
2	Contra Asset	674000	
3	Proceeds	120001	
4	Depr Expense	681100	
5	Fixed Asset	151000	
6	Gain	675100	
7	Loss	675100	
8	Mortgage - Others	100000	
9	Mortgage - Comp	100000	
10	Proceeds to Billing	899993	
11	Provision for Revaluation	169000	
12	Reversal of Depreciation	169100	
13	Recognized Gain	682100	
14	Removal Contra	674000	

Accounting Templates in Mass page (1 of 4)

15	Trade In	120000			
16	Unrealized Gain	110000			
17	Unrealized Loss	110000			
18	Unrecog Gain/Loss	110000			

Journal Template ID		
Transaction Type	* Journal Template	Budget Journal Template ID
Addition	ADD	ADD
Adjustment	ADJ&TRANS	ADJ&TRANS
Depreciate	DEPR	DEPR
Lease Pay	LSEPY	LSEPY
Prior Depr	DEPR	DEPR
Recat	RECAT	RECAT
Retirement	RET	RET
Transfer	ADJ&TRANS	ADJ&TRANS

Accounting Templates in Mass page (2 of 4)

▼ Cost Type				
	Cost Type	Short Description		
1			+	-
2	A	Allowance	+	-
3	C	Cost	+	-
4	G	Grant	+	-
5	M	Margin	+	-
6	P	Scrap on A	+	-
7	R	Reval	+	-
8	S	Sales of A	+	-
9	V	Reserve	+	-

▼ Transaction Codes				
	Trans Code	Short Description		
1			+	-
2	1	Education	+	-
3	A	Abandoned	+	-
4	C	Cannibal	+	-
5	I	Inventory	+	-
6	N	Donated	+	-
7	R	Scrap	+	-
8	RV	Reval	+	-
9	S	Sale	+	-
10	T	Trade-in	+	-
11	Y	Casualty	+	-

Accounting Templates in Mass page (3 of 4)

▼ Retirement Disposal Code				
	Trans Code	Short Description		
1			+	-
2	1	Education	+	-
3	A	Abandoned	+	-
4	C	Cannibal	+	-
5	I	Inventory	+	-
6	N	Donated	+	-
7	R	Scrap	+	-
8	RV	Reval	+	-
9	S	Sale	+	-
10	T	Trade-in	+	-
11	Y	Casualty	+	-

Accounting Templates in Mass page (4 of 4)

When you begin the process, the page displays your request ID and default process frequency. Select the setID, account entry template ID, and category. Three actions can be carried out:

- Delete All Cost Types** Select to erase all cost types displayed in the Cost Type group box.
- Delete All Trans Codes** Select to erase all transaction codes displayed in the Transaction Codes
(delete all transaction codes) group box.
- Delete All Disposal Codes** Select to erase all disposal codes displayed in the Retirement Disposal Code
group box.

Distribution Options

The page displays a distribution type list and corresponding account and alternate account specific to the template ID or category selected. The list is refreshed when these values change.

If Book Code functionality is set up at Accounting Entry Template ID level, the book code related to the account displays. The Allow Book Code Override option set on the Account page determines whether the book code can be overridden for each distribution type. This process populates the book codes using the criteria defined for the Accounting Entry Template.

If the book code column does not display, it is not selected at Accounting Entry Template ID level. The template uses the book code based on the accounts effective date set in the Account definition page.

SetID Options

The page includes expandable subpages of options determined by setID.

Journal Template ID (AM_JRNL_TMPL_SBP, RUN_AMAEMASS_02)

Select journal and budget journal templates for each type of transaction (add, adjust, and so forth).

Cost Type (AM_COST_TYPE_SBP, RUN_AMAEMASS_03)

Select cost types for which templates should be generated (cost, margin, revaluation, and so forth). If cost types are not used, leave this field blank.

Transaction Codes (AM_TRANS_CODE_SBP, RUN_AMAEMASS_04)

Select transaction codes for which templates should be generated (abandoned, inventory, donated, and so forth).

Retirement Disposal Code (AM_RETDISP_CODE_SBP, RUN_AMAEMASS_05)

Select retirement code for which templates should be generated (abandoned, inventory, donated, and so forth).

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Creating PeopleSoft Asset Management Accounting Entries”

Setting Up InterUnit Transfer Definitions

Access the InterUnit Transfer Definition page.

InterUnit Transfer Definition							
Unit:	US001	US001 NEW YORK OPERATIONS					
To Unit:	AUS01	AUSTRALIA OPERATIONS					

InterUnit Transfer Book Definition							Customize	Find	View All	First	1-3 of 3	Last
From Book	From Book Description	Curr	Book Name	To Book Description	Curr	Add/Transf						
CORP	Corporate	USD	ACCNT_AUD	Accounting Book - AUD	AUD	Add						
CORP	Corporate	USD	CORP_USD	Corporate Book - USD	USD	Add						
CORP	Corporate	USD	TAX_AUD	Tax Book - AUD	AUD	Add						

InterUnit Transfer Definition page

To begin, from the search dialog page, select the books used by the To Business Unit business unit.

From Book Enter the book whose information you want to enter into the To Book. Then select the action that you want to use: *Transfer* or *Add* book. Usually you use the transfer action.

InterUnit transfer definitions act as templates to simplify performing InterUnit transfers.

InterUnit transfer definitions tell the system which books exist for the *transfer from* and *transfer to* business units, and what type of transactions the InterUnit transfer should generate for each book. If you are planning to perform many InterUnit transfers, it helps to first define all the possible InterUnit transfers.

For example, if you have three business units, US001, US002, and US003, and you expect to perform all possible InterUnit transfers, you would set up these six InterUnit transfer definitions:

Transfer From	Transfer To
US001	US002
US001	US003
US002	US001
US002	US003
US003	US001
US003	US002

When transferring from a business unit with two books to a business unit with three books, enter information into the extra To Book by using either the Add Book action or the Transfer Book action.

For example:

From Book	To Book	Action
Corporate	Local	Transfer Book
Federal	Reporting	Transfer Book
Corporate	Other	Add Book

The transactions generated to pass book information for InterUnit transfers differ depending on how many To Book entries a From Book is passing information to, and whether it is passing the information by using a transfer action or an add book action.

Note. Assets that are transferred to new business units by using the add action will have a cost row of zero on the new business unit until you run the Depreciation Calculation process (AM_DEPR_CALC). Running this process updates the asset's cost row with its net book value from the From Book.

When you use an asset profile, the book information appears by default from the profile.

Using a From Book Once

When a From Book is used once only, an add action generates a retirement for the From Book and an add to the To Book. A transfer action generates a transfer out for the From Book and a transfer in for the To Book.

The asset that is retired receives an asset status of Disposed.

Assets that are transferred between books by using the transfer action receive a status of Transferred:

From Book	From Trans	To Book	To Trans	Action
CORPORATE	Transfer Out	CORPORATE	Transfer In	Transfer Book
FEDERAL	Transfer Out	FEDERAL	Transfer In	Transfer Book
From Book	From Trans	To Book	To Trans	Action
CORPORATE	Transfer Out	CORPORATE	Transfer In	Transfer Book
FEDERAL	Retire	FEDERAL	Add	Add Book
From Book	From Trans	To Book	To Trans	Action
CORPORATE	Retire	CORPORATE	Add	Add Book
FEDERAL	Retire	FEDERAL	Add	Add Book

Using a From Book for Two or More Transfers

When a From Book is used for two or more transfer book actions, only one transfer out transaction is generated. Because this takes care of the cost on the From Book, no additional transfer outs are generated for that book.

Assets that are transferred between books by using the transfer book action receive a status of Transferred:

From Book	From Trans	To Book	To Trans	Action
CORPORATE	Transfer Out	CORPORATE	Transfer In	Transfer Book
CORPORATE		LOCAL	Transfer In	Transfer Book

Using a From Book for Both Transfer and Add

When a From Book is used for both a transfer and an add action, a transfer out is generated for the Transfer Book. Because this takes care of the cost on the From Book, the add action does not generate a retirement for that book.

Assets that are transferred between books by using the transfer book action receive a status of Transferred:

From Book	From Trans	To Book	To Trans	Action
CORPORATE	Transfer Out	CORPORATE	Transfer In	Transfer Book
CORPORATE		LOCAL	Add	Add Book

Using a From Book for Two or More Adds

When a From Book is used for two or more add actions, a retirement is generated for the first add action. Because this takes care of the cost on the From Book, no further retirements are generated for it.

The asset that was retired receives a status of Disposed:

From Book	From Trans	To Book	To Trans	Action
CORPORATE	Retire	CORPORATE	Add	Add Book
CORPORATE		LOCAL	Add	Add Book

Note. When you transfer from a business unit with three books to a business unit with two books, the cost information on the extra From Book is automatically retired. You do not need to enter an action.

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Adjusting, Transferring, and Evaluating Assets”.

Retiring a Book

Assets that are retired receive a status of Disposed:

From Book	From Trans	To Book	To Trans	Action
CORPORATE	Transfer Out	CORPORATE	Transfer In	Transfer Book
LOCAL	Transfer Out	LOCAL	Transfer In	Transfer Book
FEDERAL	Retire			

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Retiring Assets”.

Defining Financial Processing for PeopleSoft Asset Management

Use the Asset Categories (CATEGORY_DEFN) component and the Capitalization Limits (DEPR_CAP_LIMIT) component to define financial processing in PeopleSoft Asset Management.

This section provides an overview of financial processing, lists the pages to define financial processing and describes how to:

- Define asset categories.
- Set up capitalization limits.

Understanding Financial Processing in PeopleSoft Asset Management

PeopleSoft Asset Management enables you to apply various attributes to assets for financial reporting purposes, such as categories, cost types, financing codes, and indexes. The purpose of defining these asset attributes to help in refining asset information into meaningful information blocks.

The combination of asset category and transaction code determines into which accounts an asset transaction is entered. Asset category is required.

To group assets by class for reporting or informational purposes only, use the asset class field.

Cost types represent different cost components of an asset, such as materials, labor, and overhead. For example, you can differentiate between the cost of building an asset and its market value by allocating the cost of production to one cost type and the margin of profit to another cost type. Cost type, in combination with asset category and transaction code, determines into which accounts the costs are entered in the general ledger.

Use indexes to remeasure assets according to set percentages. An index may consist of several subindexes, each of which has a separate index amount. You can set up a subindex for each asset category, with amounts that correspond to the inflation or valuation percentages for that year.

You also use indexes and subindexes to calculate replacement costs for assets. Tying an index, such as the consumer price index (CPI), to an asset profile enables replacement cost to be updated in adjustment, partial InterUnit transfer, partial retirement, and partial reinstatement transactions. Revaluation indexes are usually dictated by regulatory agencies, but you can also set up your own.

PeopleSoft Asset Management validates capitalization limits when you add assets. At the business unit or book level, indicate whether validation should occur against a specific limit or against a table where you have stored step limit amounts and specified various messages for assets whose costs fall below these steps. You can also specify incremental valuation thresholds that identify the asset as a low value asset and how it should be treated during processing.

The capitalization limit table accommodates the processing requirements of various countries. In some countries, a low value asset must be fully depreciated in the year of acquisition; in others, a low value asset may be added but must be taken as an expense.

Pages Used to Define Financial Processing

Page Name	Object Name	Navigation	Usage
Category	CATEGORY_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Categories	Establish asset categories, which classify assets by type for accounting entry purposes. Typically, these categories reflect how assets are reported on balance sheets. Examples of commonly used asset categories are Furniture and Fixtures, Machinery and Equipment Office Equipment, Leasehold Improvements, and so forth.
Inflation Information	CATEGORY_SEC	Click the Inflation Information link from the Category page.	Establish an inflation adjustment factor by selecting the market index and rate to apply. See Chapter 5, “Establishing Asset Processing,” Setting Up Asset Profiles, page 69.
Asset Categories Report	RUN_AMAS1100	Set Up Financials/Supply Chain, Product Related, Asset Management, Reports, Asset Categories	Run a report on asset categories.
Cost Types	COST_TYPE_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Cost Types	Define cost types.
Financing Codes	FINANCING_CD	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Financing Codes	Define financing codes to help you analyze your debit and credit relationships for capital-intensive and government projects. For example, you could set up codes to identify bonds, such as IRBs, IDBs, and TEBs.

Page Name	Object Name	Navigation	Usage
Indexes	AM_INDEX_TBL	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Indexes	Set up an index, which is used to remeasure assets according to set percentages. Gain and loss on retirement is then calculated by using the resulting net book value. Indexes are usually maintained by regulatory agencies, but you can set up your own as well. You can set up rates to associate with indexes on the Defining Market Rates page. <i>See PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook, "Processing Multiple Currencies".</i>
C.A.P. Types (capital acquisition plan types)	CAP_TYPE	Set Up Financials/Supply Chain, Product Related, Asset Management, Profiles, Capital Acquisition Plan Types	Set up C.A.P. types. If you are using Asset Budgeting, you set up codes to be used with the C.A.P. function. You can also use C.A.P. type codes to track assets acquired as part of a C.A.P.
Capitalization Limit	DEPR_CAP_LIMIT	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Capitalization Limit	Set up capitalization limit codes by country as necessary, especially Germany.

(Required) Defining Asset Categories

Access the Category page.

Category

SetID: SHARE **Asset Category:** BLDG

Category Definition Find | View All First 1 of 1 Last

***Effective Date:** 01/01/1900 ***Status:** Active [Inflation Information](#)

***Description:** Building

Depreciable Status

- ☒ Depreciable
- ☐ Non Depreciable

Options

- ☐ Intangible
- ☐ Leased Assets

Category page

Complete the appropriate fields for each asset category. Identify the depreciable status and whether the asset category is for intangible or leased assets. You can optionally associate inflation processing information with the category.

Defining Cost Types

Access the Cost Types page.

Cost Types page

Impairment Process

Select to use this cost type for impairment. Selecting this check box displays impairment related accounts at the accounting entry template level. This field is not displayed if impairment options are not selected on the Installation Option — Asset Management page.

Note. This option cannot be selected with the Revaluation Process option for a single cost type.

Revaluation Process

Select to use this cost type for revaluation. Selecting this check box displays revaluation related accounts at the accounting entry template level. This field is not displayed if revaluation options are not selected on the Installation Option — Asset Management page.

Note. This option cannot be selected with the Impairment Process option for a single cost type.

Note. When selecting a cost type for impairment or revaluation you should update the accounting entry templates because new accounting entries need to be set up for these transactions.

Setting Up Capitalization Limits

Access the Capitalization Limit CD page.

Complete the applicable fields, and select the Low Value Switch check box to identify which limit amount triggers low value asset reporting. This is used only in certain countries.

For example, you might set up capitalization limits for Germany. Using the Cap Limit table, you can set up your system so that assets with a cost less than 800.00 EUR could be added, but the system would generate a warning that the cost was below the capitalization limit; likewise, assets with a cost less than 100.00 EUR could *not* be added and would generate an error message.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Using the Global Features of PeopleSoft Asset Management,” Processing Low-Value Assets

Defining Document Sequencing

Use the Document Type Template (AM_DOCTYPE_TMPL) component to define document sequencing.

This section provides an overview of document sequencing for PeopleSoft Asset Management, lists pages used to set up document sequencing, and describes how to define Document Sequence Type Templates.

Understanding Document Sequencing for PeopleSoft Asset Management

Statutory requirements in some countries require that all financial transactions (documents) be classified into different transaction types, and that within each transaction type, all documents entered be numbered sequentially. The document sequencing feature helps you maintain established business practices by meeting both of these requirements.

Document sequencing is available for transactions that you create either online or through background (batch) processing. When you activate document sequencing, the system automatically assigns a sequence number to each document (invoice, voucher, journal, and so on) that you create. You can also enter sequence numbers manually. When you delete, change, or unpost a document, the system may generate additional document sequence numbers, as appropriate.

PeopleSoft Asset Management uses the Document Type Template (AM_DOCTYPE_TMPL) page to add and maintain document types relevant to specific asset categories or transactions. Before you can establish a document type template, you must first establish the following:

- The Document Sequence Range (SEQ_RANGE) page maintains the sequence number range; the range is user-defined, and often based on an annual (AN) or monthly (MN) counter.
- Use the Journal Code (JRNL_CODE) page to define journal codes, specify sequence ranges, and determine how document sequence numbers are assigned for each journal code.
- The Document Type (DOC_TYPE) page establishes document sequencing options for PeopleSoft Asset Management business processes that generate financial transactions. This is the equivalent of the Journal Type used by General Ledger.

Document sequencing occurs at either the journal code level or the document type level within a journal code. If sequencing occurs at the journal code level, all document types within a journal code share the same sequence numbers. If sequencing occurs at the document type level, each document type has its own sequence numbers. This is determined by the Sequence By field on the Journal Code table. In PeopleSoft Asset Management, this is defined on the Document Type Template (AM_DOCTYPE_TMPL) page.

Document sequencing can either be set to manual or automatic. In the case where the document sequence allows for manual entry, the system validates the number to ensure that the number falls within the appropriate range and is unique. If the option has been set to automatic, the system selects the next available number in the sequence. If the option is set to manual without entering a value, an error is generated. In cases where the option is set to manual, and a batch process inserts the sequence number, the batch process generates the numbers sequentially and the numbers can not be altered.

As transactions with document sequencing occur through online processing and from batch processes such as the transaction loader process (AMIF1000), the PeopleSoft Asset Management document sequencing table (AM_DOC_SEQ) stores the transaction data by row. This table joins with the PS_DIST_LN table so that the entries are created in General Ledger. If journals are created through the Journal Generator process from subsystem accounting entries, document sequence numbers are already assigned when the option to retain detail is selected. Assigned document sequence numbers are carried forward to the journal lines. When the summarization option is selected, document sequencing field values are left blank.

The document sequence page (AM_DOC_SEQ) is used throughout the PeopleSoft Asset Management application where a financial transaction occurs: Express Add, Basic Add, Cost Transfer/Adjust, Leases, Copy Assets, Adjust Accumulated Depreciation, Update/Delete Pending Transactions, Impairment, and Retirement. Each page displays a document sequencing tab for the entry and allows you to view, enter or override document sequence information.

When using multiple ledger groups with multiple ledger assigned, the following rules apply: If the *Keep ledgers in synch* (KLS) option is enabled, the ledger group will maintain the same sequencing number across ledgers. Only the primary ledger group/ledger combination will have a unique sequencing number. If KLS is not enabled, then both ledgers assigned to the ledger group have different sequence numbers. If multiple ledger groups are assigned to a business unit, even with KLS on, the ledger groups would have different sequence numbers. They can independently have KLS enabled or not.

This table shows the details associated with each component, page or process where access to document sequencing is available.

Event	Type of Processing	Components/ Pages/ Processes
Add assets.	Online Batch	Express Add (ASSET_ENTRY_00) page. Transaction Loader process (AMIF1000). Asset Basic Add (ASSET_GENERAL_01) page.
Adjust, revalue, recategorize, or transfer assets and costs.	Online Batch	Cost Adjust/Transfer Asset (COST_BAL) page. Transaction Loader process (AMIF1000).
Retirements and reinstatements.	Online Batch	Retire/Reinstate Asset (RETIRE) component. Transaction Loader process (AMIF1000)
Lease assets.	Online	Leased Assets, Express Add (LEASE_ENTRY) page.

Event	Type of Processing	Components/ Pages/ Processes
Copy an asset.	Online	Copy Existing Asset (COPY_ASSET) page.
Change or delete a pending transaction.	Online Batch	Change/Delete Pending Transactions (PEND_TRANS_UPD_DEL) page.
Adjust accumulated depreciation.	Online	Adjust Accumulated Depr (DEPR_ACCUM_ADJ).
Depreciation, reverse depreciation, prior depreciation.	Batch	Depreciation close application engine process (AM_DPCLOSE).
Allocate depreciation.	Batch	Depreciation Allocation process (AMALLOC).
Define tax and depreciation criteria (only when transaction involves accounting).	Online	Define Tax/Depr Criteria (BOOK_DEFN).
Review financial entries.	Online	Review Financial Entries (ASSET_DIST).
Adjust for inflation.	Batch	Adjust for inflation (AMDPINFL) process.
Reverse depreciation adjustment.	Batch	Depreciation close application engine process (AM_DPCLOSE).
Lease payment, reverse lease payments.	Batch	Depreciation close application engine process (AM_DPCLOSE).
Impairment, Revaluation	Batch	Transaction Loader process (AMIF1000)

A Parent asset that disposes, transfers or makes recategorizations to its children can have a different document type from its defaulted one. You can manually override it but the child assets inherit the parent asset document type. In such a case, the document type needs to be defined as automatically generated.

Group assets are treated as one entity for the purpose of depreciation, but as multiple entities for all other purposes. Therefore, these assets do not generate a different sequence number at asset level. For any other transactions, they are treated as ordinary assets. AMDPCGRP defines the sequence to be given to that transaction based on the accounting entry template selected. For transfers by Group ID, the system generates sequenced numbers for the transfer out transaction. The transfer in transaction is handled by GL in the same manner as a regular InterUnit transaction.

No transaction detail is carried by individual composite members. All transaction detail, including any gain or loss accrued upon retirement, is rolled up to the composite asset level. Once this roll up occurs, no transaction detail is retained by composite members. Composite assets will be treated as ordinary assets but not their members. These do not generate sequenced numbers.

Joint Ventures are not supported for participant business units.

Prerequisites

Before you can begin using the Document Sequencing feature in PeopleSoft Asset Management, you must:

1. Enable document sequencing at the installation level.
The system does not perform any document sequencing functions unless you select the Document Sequencing option on the Installation Options - Overall page.
2. Enable document sequencing at the PeopleSoft General Ledger business unit level.
Once you enable document sequencing at the installation level, activate it for designated General Ledger business units on the General Ledger Definition page.
3. Specify a document sequence range.
4. Define the journal types and journal codes.
5. Define the document types.

Document sequencing uses the following components:

- Journal Type (JRNL_TYPE)
- Journal Code (JRNL_CODE)
- Document Types (DOC_TYPE)
- Sequence Range (SEQ_RANGE)

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, “Setting Installation Options for PeopleSoft Applications”.

See *PeopleSoft Enterprise Global Options and Reports 9.0 PeopleBook*, “Defining Document Sequencing”.

See *PeopleSoft Enterprise General Ledger 9.0 PeopleBook*, “Defining Your Operational Structure,” Defining General Ledger Business Units.

See Chapter 4, “Establishing PeopleSoft Asset Management Business Units,” page 17.

Pages Used to Define Document Sequencing for PeopleSoft Asset Management

Page Name	Object Name	Navigation	Usage
Document Type	DOC_TYPE	Set Up Financials/Supply Chain, Common Definitions, Document Sequencing, Document Type	Define asset management document types using this page.
Journal Generator Template - Defaults	JRNL_GEN_DEFAULTS	General Ledger, Journals, Subsystem Journals, Journal Generator Template, Defaults	Assign a document type to the accounting entries that PeopleSoft Asset Management generates. The Journal Generator Application Engine process (FS_JGEN) uses this information to assign a document sequence number when you create journals through the Journal Generator process.
Journal Generator Template - Summarization	JRNL_GEN_SUM	General Ledger, Journals, Subsystem Journals, Journal Generator Template, Summarization	Select Retain Detail in the How Specified Option group box to retain and pass the document sequence numbers to General Ledger.
Document Type Template	AM_DOCTYPE_TMPL	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Document Type Template, Document Type Template	Assign document types to each accounting entry type in Asset Management.

Defining Document Type Templates

Access the Document Type Template page.

Document Type Template

SetID: SHARE

Asset Category: AUTO

Transaction Code:

Default Document Type	
*Add:	AM-ADD 
*Adjustment:	AM-ADJ 
*Depreciation:	AM-DPR 
Depr Reversal:	AM-DRR 
*Lease Payment:	AM-LPY 
*Lease Pay Rev:	AM-LPR 
Revaluation:	AM-REVAL 
Impairment:	AM-IMP 
Impair Reverse:	AM-IMR 
*PDP:	AM-PDP 
*PDP Reverse:	AM-PDR 
*Retire:	AM-RET 
*Reinstate:	AM-REI 
*Transfer:	AM-TSF 
*Recategorize:	AM-RECAT 
Reserve:	AM-RAD 
Inflation:	AM-INF 

Document Type Template page

Assign document types to be used by default by document sequencing for asset categories and asset transaction codes.

Note. If you are using revaluation, you need to define a template for the revaluation transaction code.

CHAPTER 7

Setting Up Depreciation Processing

This chapter provides an overview of depreciation processing and discusses how to:

- Set up depreciation calendars.
- Set up depreciation conventions.
- Set up depreciation schedules.
- Define depreciation terms.
- Define depreciation limits.
- (DEU) Set up multishift codes for German depreciation processing.
- Enable option to stop negative depreciation.

Understanding Depreciation Processing

PeopleSoft Asset Management supports all common methods for depreciation processing and corresponds to Generally Accepted Accounting Principles (GAAP) and International Accounting Standards (IAS). Commonly used depreciation functionality is delivered and ready to be personalized for your enterprise needs. How you define your depreciation processing here determines the depreciation calculation conventions, schedules, terms, and limits for your assets and to meet subsequent periodic asset depreciation reporting requirements.

Some assets may be depreciated on an annual basis, while others accumulate depreciation monthly or quarterly. Defining depreciation calendars enables you to apply periodic depreciation allocations to assets.

Defining depreciation conventions enables you to establish the start date for asset depreciation. This is used in conjunction with an asset's placed-in-service date to calculate the correct depreciation amount for an asset.

A depreciation schedule is a special type of depreciation method. Depreciation schedules are tables specifying the percentage of depreciation expensed for each period and must be defined for assets using this treatment.

Depreciation terms are typically used in global environments where it is necessary to adjust depreciation calculations to meet local requirements.

Usually, depreciation limits are imposed by local taxing authorities. Defining depreciation limits enables you to apply the limits to assets accordingly.

Multishift codes are used in Germany to accelerate asset depreciation by specifying usage across multiple production shifts. Depreciation is increased as useful life is decreased. Enabling multishift codes applies this treatment to depreciation calculations.

In compliance with IAS and GAAP, PeopleSoft provides the option to stop the depreciation calculation in the event the salvage value of an asset exceeds that of its NBV.

Setting Up Depreciation Calendars

To set up depreciation calendars, use the Detail Calendar (DETAIL_CALENDAR) component.

This section lists the pages used to define calendars for depreciation allocation.

Page Used to Set Up Depreciation Calendars

Page Name	Object Name	Navigation	Usage
Calendar Periods - Depreciation	DETAIL_CALENDAR2	Set Up Financials/Supply Chain, Common Definitions, Calendars/Schedules, Detail Calendar, Calendar Periods, Depreciation	Define calendar periods for allocation of depreciation.

Setting Up Depreciation Conventions

To set up depreciation conventions, use the Depr Convention Builder (CONV_BLDR_PNLG), Depr Convention Definition (DEPR_CONVENTION), Depr Convention Multiple Copy (CONV_COPY_ALL_COMP), and Depr Convention Single Copy (CONV_COPY_PNLG) components.

This section provides an overview of depreciation conventions and discusses how to:

- Generate conventions.
- Modify conventions.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Processing Asset Depreciation”

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Understanding Depreciation Calculations”

Understanding Depreciation Conventions

Depreciation conventions, in combination with an asset’s placed-in-service date, determine when depreciation starts. For example, where a following month convention is used and an asset is placed in service on February 1, depreciation begins on March 1. PeopleSoft Asset Management delivers a wide selection of depreciation tables, including depreciation conventions. Before you set up your own Depreciation Conventions table, review the delivered tables to determine if you can use them as delivered or if modifications are required.

PeopleSoft Asset Management provides a series of pages that enable you to:

- Define a depreciation convention and automatically generate start, end, and begin depreciation dates based on a selected calendar.
- Modify the dates associated with a convention without regenerating it.
- Copy conventions associated with a setID or calendar:
 - Copy *one* convention associated with a setID or calendar to another setID or calendar.
 - Copy *all* conventions associated with a setID or calendar to another setID or calendar.

Pages Used to Set Up Depreciation Conventions

Page Name	Object Name	Navigation	Usage
Depreciation Convention Builder	CONV_BLDR_PNL	Set Up Financials/Supply Chain, Product Related, Asset Management, Depreciation, Convention Builder	Create a depreciation convention. Generate depreciation conventions based on monthly accounting calendars.
Depreciation Convention	CONVENTION_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Depreciation, Convention Definition	Modify a convention that you have built, or add a new convention and enter all the dates associated with it. Note. It is recommended that you use the Convention Builder page to add a new convention.
Depreciation Convention Single Copy	CONV_COPY_PNL	Set Up Financials/Supply Chain, Product Related, Asset Management, Depreciation, Convention Single Copy	Copy one convention from a setID or calendar to another setID or calendar.
Depreciation Convention Multiple Copy	CONV_COPY_ALL_PAGE	Set Up Financials/Supply Chain, Product Related, Asset Management, Depreciation, Convention Multiple Copy	Copy all conventions associated with a setID or calendar to another setID or calendar.

Generating Conventions

Access the Depreciation Convention page.

Convention

SetID: SHARE
Calendar: 01 Monthly
Convention: FY
Description: Full Year

Attributes

System Maintained ☐

Period Option
☒ Days
☐ Mid Period

Begin Depreciation Date

Customize | Find | View All | First 1-10 of 26 Last

	*Begin Date	*End Date	*Begin Depr Date		
1	01/01/1990	12/31/1990	01/01/1990	+	-
2	01/01/1991	12/31/1991	01/01/1991	+	-
3	01/01/1992	12/31/1992	01/01/1992	+	-
4	01/01/1993	12/31/1993	01/01/1993	+	-
5	01/01/1994	12/31/1994	01/01/1994	+	-
6	01/01/1995	12/31/1995	01/01/1995	+	-
7	01/01/1996	12/31/1996	01/01/1996	+	-
8	01/01/1997	12/31/1997	01/01/1997	+	-
9	01/01/1998	12/31/1998	01/01/1998	+	-
10	01/01/1999	12/31/1999	01/01/1999	+	-

Depreciation Convention page

System Maintained

Select to use standard depreciation conventions that are delivered with and maintained by the PeopleSoft system.

Period Option

Select *Mid Period* or *Days*. Use *Days* to begin depreciation based on the value specified in the Begin Date field. Use *Mid Period* for mid-month and mid-quarter conventions.

Generate Options

This table summarizes how the system determines the begin depreciation date for each convention type, and indicates which fields can be overridden:

Convention Type	Begin Depreciation Date
Mid Month	15 appears by default for Which Day; the begin depreciation date is day 15 of the calendar period. You can override Which Day.
End of Month	Uses the end date of the month as the begin depreciation date. You cannot override this.
End of Quarter	Uses the end date of the quarter as the begin depreciation date. You cannot override this.
End of Year	Uses the end date of the year as the begin depreciation date. You cannot override this.
Following Month	Adds one day to the end day of the month, and identifies this as the begin depreciation date. You cannot override this.
Full Year	Uses the current day of the current month as the begin depreciation date. You cannot override this.
Half Year	1 appears by default for Which Day; 7 appears by default for Which Month, so day 1 of period 7 in the calendar is the begin depreciation date. You can override Which Day and Which Month.
Mid Quarter	15 appears by default for Which Day; 2 appears by default for Which Month, so day 15 of the second month in the quarter is the begin depreciation date. You can override Which Day only.
User Defined	No defaults are provided. Specify values for Which Day, Which Month, and Summary Periods.

Modifying Conventions

Access the Depreciation Convention page.

Select System Maintained to use standard depreciation conventions that are delivered with and maintained by the PeopleSoft system.

Note. You cannot enter the *from* date, *to* date, or the *begin depreciation* date for system-maintained depreciation conventions.

Setting Up Depreciation Schedules

To set up depreciation schedules, use the Depreciation Schedule Definition (DEPR_SCHEDULE_DEFN) component.

This section provides an overview of depreciation schedules and discusses how to define depreciation schedules.

Understanding Depreciation Schedules

There are several different methods for calculating depreciation. Each depreciation method is an equation by which depreciation is calculated. In most methods, the same equation is used to calculate depreciation for each period. A depreciation schedule is a special type of depreciation method. Depreciation schedules are tables specifying the percentage of depreciation expensed for each period. Currently, the PeopleSoft system delivers schedules (DEPR_SCHED_TBL system table) for the following standard IRS depreciation methods:

- Declining balance with straight-line switch:
 - 200 percent
 - 175 percent
 - 150 percent
 - 125 percent
- Sum-of-the-years' digits.
- ACRS (Accelerated Cost Recovery System), GDS (General Depreciation System), ADS (Alternative Depreciation System).
- MACRS (Modified Accelerated Cost Recovery System), GDS, ADS.

Note. Standard depreciation schedules cannot be used for short tax year processing. For short tax year processing, you need to set up special schedules that have the short tax year worked into them.

PeopleSoft Asset Management depreciation schedules are based on the percentage depreciation tables found in IRS Publication 534. You can modify existing depreciation schedules or add new schedules, by using the Depreciation Schedule page. On the Depreciation Schedules page, the method is DB150 with a switch to straight line. The in-service period for each year of the asset's life is the key to determining the percentage of depreciation allowed for any one year. For example, suppose that your organization runs on a monthly calendar and places an asset in service in January 1997. View Year of Life 1, In-Service Period 1 to find the percentage allowed in the first year; view Year of Life 2, In-Service Period 1 to find the percentage allowed for the second year, and so on.

Page Used to Set Up Depreciation Schedules

Page Name	Object Name	Navigation	Usage
Depreciation Schedules	DEPR_SCHEDULE_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Depreciation, Schedules	Add or modify depreciation tables.

Defining Depreciation Schedules

Access the Depreciation Schedules page.

Specific Convention Select to apply a particular convention. The page refreshes and displays the Convention list box from which to choose the depreciation convention.

Convention Select the convention that you want to use.

Note. The schedule periods that you set up should reflect the periods set up in your calendar.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Understanding Depreciation Calculations”

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Processing Asset Depreciation”

Defining Depreciation Terms and Rates

To set up depreciation terms, use the Terms Definition (DEPR_TERMS_DEFN) component, the Rate-User Defined (UD_DEPR_RATE) component, and the Period Allocation (RUN_AMCALLOC) component.

This section lists the pages used to set up depreciation terms and rates and discusses how to define depreciation terms.

Pages Used to Define Depreciation Terms

Page Name	Object Name	Navigation	Usage
Depreciation Terms	DEPR_TERMS_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Depreciation, Terms Definition	Enter terms to be applied to depreciation in a global environment. These terms are used to alter depreciation calculations so that they comply with specific country requirements. Terms defined at this level are available to be selected when you are specifying depreciation methods and when you have enabled global options.
Rate-User Defined	UD_DEPR_RATE_TBL	Set Up Financials/Supply Chain, Product Related, Asset Management, Depreciation, Rate-User Defined	Establish rates by useful life.
Life and Rate Information	MR_AM_LIFERATE	Click the Life and Rate Information button from the Rate-User Defined page.	View and update rate by useful life.
AM Period Allocation	RUN_AMCALLOC	Set Up Financials/Supply Chain, Product Related, Asset Management, Depreciation, Period Allocation, AM Period Allocation	Create depreciation expense allocation tables.

Defining Depreciation Terms

Access the Depreciation Terms page.

Depreciation Terms

SetID: SHARE Depreciation Special Terms: ACCEL01

Find | View All First 1 of 1 Last

*Effective Date: 01/01/1900

*Description: Accelerated Term Depreciation

Special Terms Customize | Find | View All | First 1-2 of 10 Last

	*Year of Life	Depreciation Percent (%)		
1	1	10.000000	+	-
2	2	10.000000	+	-

Depreciation Terms page

Depreciation terms are used to adjust depreciation calculations so that they comply with specific country requirements. Using additional terms affects how depreciation is calculated:

Term	Depreciation
Special	Depreciation x Rate
Accelerated	Depreciation x Rate
Initial	Cost x Rate
Increase	Depreciation x Rate

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Processing Asset Depreciation”

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Understanding Depreciation Calculations”

Defining Depreciation Limits

To set up depreciation terms, use the Limits (DEPR_LIMIT_DEFN) component.

Depreciation limits are used to specify the maximum amount of depreciation that you can expense on your assets for each year of life.

This section discusses how to define depreciation limits.

Page Used to Define Depreciation Limits

Page Name	Object Name	Navigation	Usage
Depreciation Limits	DEPR_LIMIT_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Depreciation, Limits	Specify the maximum amount of depreciation that you can expense on your assets for each year of life. As a rule, depreciation limits are specified by tax authorities.

Defining Depreciation Limits

Access the Depreciation Limits page.

If you choose, you can use the delivered Depreciation Limit table to reduce the number of table setup tasks. PeopleSoft Asset Management delivers limits based on U.S. tax law. Currently, this defines depreciation limits for luxury automobiles.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Understanding Depreciation Calculations”

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Processing Asset Depreciation”

(DEU) Setting Up Multishift Codes

To set up multishift codes, use the Multi-Shift Codes (MULTI_SHIFT_DEFN) component.

This section provides an overview of multishift codes and lists the page used to define multishift codes.

Understanding Multishift Codes

German businesses can accelerate their depreciation by specifying usage across multiple production shifts. This increases the depreciable amount and reduces the useful life. This functionality was developed to satisfy German asset accounting rules. You can do so by establishing codes for each additional shift that indicate the rate by which annual depreciation should increase. Once you have defined these codes, you can select them for assets as they are added to the system. When you run depreciation, the Depreciation (AM_DEPR_CALC) application engine applies the rates to the depreciation calculations. As annual depreciation increases, the useful life of an asset decreases.

The following tables show the effect of multishift codes on depreciation amounts and useful life. In the tables, the example assumes that the asset has a cost of 1,000 EUR, a useful life of 10 years, and an in-service date of January 1, 2001. The end depreciation date is December 31, 2010. It is being depreciated by using the Straight Line method.

Example Without Multishift Rates

The following table shows depreciation with no multishift rates applied.

Year	NBV	Number of Shifts	Factor	Depreciation Amount
Year 1	1000	1	0%	100
Year 2	900	1	0%	100
Year 3	800	1	0%	100
Year 4	700	1	0%	100
Year 5	600	1	0%	100
Year 6	500	1	0%	100
Year 7	400	1	0%	100
Year 8	300	1	0%	100
Year 9	200	1	0%	100
Year 10	100	1	0%	100

Example with Multishift Rates

In the following multishift operation, the Two Shifts Factor has been established as 50 percent and the Three Shifts Factor has been established as 100 percent. Annual depreciation therefore increases, and the asset's useful life decreases from ten years to seven years:

Year	NBV	Number of Shifts	Factor	Depreciation Amount
Year 1	1000	1	0%	100
Year 2	900	1	0%	100
Year 3	800	2	50%	150
Year 4	650	2	50%	150

Year	NBV	Number of Shifts	Factor	Depreciation Amount
Year 5	500	3	100%	200
Year 6	300	3	100%	200
Year 7	100	2	50%	100
Year 8	-	-	-	-
Year 9	-	-	-	-
Year 10	-	-	-	-

Example with Multishift Rates by Accounting Period

The next multishift operation demonstrates multishift rates by accounting period:

Year	Period	NBV	Number of Shifts	Factor	Depreciation Before Multishift	Depreciation After Multishift	Depreciation Periods
Year 1	01-12	1000	1	0%	100	100	12
Year 2	01-12	900	1	0%	100	100	12
Year 3	01-09	800	2	50%	75	112.50	13.5
Year 3	10	687.5	3	100%	8.33	16.66	2
Year 3	11	670.84	3	100%	8.33	16.67	2
Year 3	12	654.18	3	100%	8.33	16.67	2
Year 4	01-12	637.5	2	50%	100	150	18
Year 5	01-06	487.5	2	50%	50	75	9
Year 5	07-12	412.5	1	0%	50	50	6
Year 6	01-12	362.5	3	100%	100	200	24

Year	Period	NBV	Number of Shifts	Factor	Depreciation Before Multishift	Depreciation After Multishift	Depreciation Periods
Year 7	01-12	162.5	2	50%	100	150	18
Year 8	01-12	12.5	1	0%	12.5	12.5	1.5
Year 9	01-12	-	-	-			-
Year 10	01-12	-	-	-			-

Note. Zero or no accounting period denotes that the whole fiscal year uses the same number of shifts. Accounting period 1 to 13 indicates multishift operation applies only to that specific period. If you don't set up the fiscal year or accounting period, one shift operation appears by default.

Page Used to Set Up Multishift Codes

Page Name	Object Name	Navigation	Usage
Multi-Shift Codes	MULTI_SHIFT_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Depreciation, Multi-Shift Codes	Enter rates by which depreciation should be increased based on the number of production shifts an asset is used.

Enabling Options to Stop Negative Depreciation

This section provides an overview of the setup necessary to stop negative depreciation and lists the pages used to enable this option.

Understanding the Option to Stop Negative Depreciation

In compliance with International Accounting Standards (IAS) and Generally Accepted Accounting Principles (GAAP), PeopleSoft provides the option to stop the depreciation calculation in the event the salvage value of an asset exceeds that of its NBV. Based on the rules you establish at the Installation Option and Business Unit/Book levels, the depreciation calculation program stops depreciating assets when the NBV is less than the salvage value. Hence, the system does not create negative depreciation amounts in order to reach to the salvage value at the end of the asset's useful life.

It is important to understand that the depreciation program works at the ChartField level such that you can define a particular salvage value for one ChartField value but not for the other. For example, assume that an asset belongs to two different departments (X and Y, 40% and 60%, respectively) and the total cost of the asset is 62,000 USD. However, the salvage value could be zero for department X and 2,000 USD for department Y. The depreciation calculation generates depreciation for each department separately as two independent rows.

Enable the option to stop negative depreciation for the following:

- Installation Options - Asset Management
- Asset Management Business Unit Definition - Business Unit/Book Feature page
- Asset Net Book Value Report (AMDP2100)

The Asset Net Book Value report shows multi-ChartField assets that have had their depreciation stopped for at least one ChartField. You can select to show assets with negative NBV only and you can select to show assets whose NBV is less than the salvage value.

The alternate approach to handling an asset when the NBV of an asset becomes less than its salvage value is to allow the system to generate negative depreciation until the NBV equals the salvage value at the end of the asset's useful life. To use this approach, simply do not select the Stop Depr when NBV < Salvage options.

PeopleSoft also delivers a Negative Depreciation query (AM_NEG_DEPR_NBV_LT_SALVAGE) that reports those assets that have a NBV that is less than their salvage value for any given fiscal year and period. This query is based upon the depreciation reporting table (DEPR_RPT.)

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Understanding Depreciation Calculations,” Calculating Depreciation When Salvage Value Exceeds Net Book Value (NBV).

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Understanding Depreciation Calculations,” Allow Negative Depreciation.

Pages Used to Set Up the Stop Depreciation Option

Page Name	Object Name	Navigation	Usage
Installation Options - Asset Management	INSTALLATION_AM	Set Up Financials/Supply Chain, Install, Installation Options, Asset Management	Select the Stop Depr when NBV < Salvage check box to enable the option system-wide.
Asset Management Definition - Business Unit/Book Feature	BU_BOOK_FEATURE	Set Up Financials/Supply Chain, Business Unit Related, Assets, Asset Management Definition, Business Unit/Book Feature	Select the Stop Depr when NBV < Salvage check box to enable the option at the business unit level.
Asset Net Book Value report (AMDP2100)	RUN_AMDP2100	Asset Management, Financial Reports, Cost and Depreciation, Asset Net Book Value, Parameters	Select to report assets with negative NBV only and assets with NBV < Salvage.

See Also

PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook, “Setting Installation Options for PeopleSoft Applications,” Defining Asset Management Installation Options

Chapter 4, “Establishing PeopleSoft Asset Management Business Units,” Defining Business Unit/Book Feature Options, page 37

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “PeopleSoft Asset Management Reports,” Depreciation Reports

CHAPTER 8

Setting Up Tax Processing and Tax Reporting

This chapter provides an overview of PeopleSoft Asset Management tax processing and reporting and discusses how to:

- (AUS) Define VAT thresholds.
- Define tax credits and tax credit status.
- (FRA) Define business tax by location.
- (CAN, IND, and USA) Define and maintain tax classes.
- (IND) Set up tax asset blocks.
- (IND) Define tax entities and tax options.
- (JPN) Define residual rates.
- (USA) Set up retirement basis reduction codes.
- (USA) Define qualified investment codes.
- Define property tax authorities.

Understanding Tax Processing and Reporting

PeopleSoft Asset Management provides a number of tables to help you manage your tax processing and reporting needs.

- (AUS) Define value-added tax (VAT) thresholds.
- (IND) Set up asset blocks.
- (IND) Define tax entities.
- (JPN) Set up residual rate definitions.
- Set up retirement basis reduction codes.
- Set up qualified investment codes.
- Set up property tax authorities.

(AUS) Defining VAT Thresholds

Set up VAT Thresholds using the Thresholds - VAT (ASSET_THRESHOLDS) component, the VAT Defaults (VAT_DFLT_SRCH_DTL) component, .

This section provides an overview of VAT thresholds and discusses how to define VAT thresholds.

Understanding VAT Thresholds

The Asset Thresholds page enables you to store thresholds for a number of adjustment periods to satisfy Australia's legislative requirements. Under Australia's "Goods and Services Tax: Division 129 - Making Adjustments For Changes In Extent Of Creditable Purpose," clients who make a form of supply known as Input Taxed Supply need to track fixed assets utilized in making this type of supply. You can track fixed assets used for Input Taxed Supply from reporting period to reporting period and make adjustments to account for any changes.

Pages Used to Define VAT Thresholds

Page Name	Object Name	Navigation	Usage
Asset Thresholds	ASSET_THRESHOLD	Set Up Financials/Supply Chain, Product Related, Asset Management, Taxes, Thresholds – VAT, Asset Thresholds	Store thresholds for a number of adjustment periods.
VAT Defaults Setup	VAT_DEFAULTS_DTL	Select VAT Default link from the Asset Class definition page.	Specify VAT Defaults Setup.

Defining VAT Thresholds

Access the Asset Thresholds page.

Asset Thresholds

***SetID:**
***Schedule Type Code:**
Currency:

Description:

Short Desc:

Find | View All First 1 of 1 Last

***Effective Date:**
Status:

Thresholds Customize | Find | View All First 1-4 of 4 Last

	From Amount	To Amount	Number of Years		
1	0.01	10000.00	0	+	-
2	10000.01	50000.00	1	+	-
3	50000.01	499999.99	5	+	-
4	500000.00	1000000000000000.00	10	+	-

Asset Thresholds page

Enter the threshold's *from* amount and *to* amount range, as well as the number of years required for mandatory review.

Note. The system does not validate the range of thresholds that you specify. To satisfy the threshold ranges specified by the legislation, the amount ranges do not overlap.

Keep the following criteria in mind when identifying thresholds:

- The minimum threshold is 0.01.
- The from amount, to amount, and number of years are required for each row.
- The basis from amount must be 0.01 more than the previous basis to amount.
- The number of years must be greater in each subsequent row.

Note. For calculation of last date of review, if an asset's cost is greater than the maximum to amount threshold, the number of years for the maximum to amount threshold is used.

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, "Using the Global Features of PeopleSoft Asset Management," (AUS) Using PeopleSoft Asset Management Options to Meet Australian Requirements.

See [Chapter 5, "Establishing Asset Processing," Setting Up Asset Classes, page 53.](#)

Defining Tax Credits

To define tax credits, use the Tax Credit (TAX_CREDITS) component and the Credit Status (TAX_CR_STATUS) component.

This section discusses how to set up tax credits.

Understanding Tax Credits

PeopleSoft Asset Management is delivered with tax credits defined as business incentive credits:

- Energy Tax Credit
- Regular Investment Tax Credit
- Rehabilitation Tax Credit

These credits are based on existing U.S. tax law, and it is recommended that you review the delivered Tax Credit table before adding any credits.

Pages Used to Define Tax Credits

Page Name	Object Name	Navigation	Usage
Tax Credits	TAX_CREDIT	Set Up Financials/Supply Chain, Product Related, Asset Management, Taxes, Credits	Set up your own tax credit tables or modify existing tables.
Tax Credit Status	TAX_CR_STATUS	Set Up Financials/Supply Chain, Product Related, Asset Management, Taxes, Credit Status	Set up credit statuses for tax credits by country.

Setting Up Tax Credits

Access the Tax Credits page.

Reduction Type	Indicates whether a reduction in the cost basis is required. Three codes are provided: <i>B</i> : Basis reduction <i>P</i> : Percentage rate reduction <i>N</i> : No reduction
Credit Rate Percent	Enter the rate of the credit.
Basis Reduction Rate Percent	Enter the corresponding rate to reduce the basis. A basis reduction rate of 100 percent means that there will be no reduction in the cost basis of the asset to which the tax credit rate is applied.

(FRA) Defining Business Tax by Location

Use the Business Tax by Location (ASSET_LOC_RATE) component to define business tax by location.

PeopleSoft Asset Management enables you to store tax rates by location. These tax rates are used to calculate and report business tax assessed on the gross value of fixed assets. This taxation method is used in global settings, especially France.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Using the Global Features of PeopleSoft Asset Management,” (FRA) Using PeopleSoft Asset Management Options to Meet French Requirements

Page Used to Define Business Tax by Location

Page Name	Object Name	Navigation	Usage
Asset Loc Rate	ASSET_LOC_RATE	Set Up Financials/Supply Chain, Product Related, Asset Management, Taxes, Business Tax by Location, Asset Loc Rate	Enter and store tax rates by location. Rates are used to calculate and report a business tax assessed on the gross value of fixed assets in some countries, especially France.

(CAN, IND, and USA) Defining and Maintaining Tax Classes

Use the Tax Class Definition (TAX_CLASS_DEFN) component to set up tax classes.

This section provides an overview of how to use tax classes and discusses how to define tax classes.

Understanding How to Use Tax Classes

Tax class is a classification system established by the U.S. Internal Revenue Service (IRS) to determine the period over which you can expense tax depreciation. The IRS has assigned classes to particular types of depreciable property, and there are assigned rates for each class. The classifications delivered with PeopleSoft Asset Management list the available IRS-defined tax classes.

Tax class rates are used in Canada to calculate depreciation as allowed by the Capital Cost Allowance (CCA). Asset pools or classes and CCA rates are set by governmental regulations. In the year that assets are acquired, 50 percent of the normal rate should be used. The value that you enter for an asset tax class for the CCA rate percent is used later when you run a process to calculate the CCA rate.

Tax class is also used to define tax rates by group for processing tax and depreciation in India. The tax group is a subcategory of the tax block in India. PeopleSoft Asset Management defines tax blocks in the Asset Block component. Therefore, tax class is a subgroup of the asset block in PeopleSoft Asset Management. The tax class is associated with assets in the Profile component and the Express Add component as Guideline Class.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Using the Global Features of PeopleSoft Asset Management,” (CAN) Using Asset Management Options to Meet Canadian Requirements

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Using the Global Features of PeopleSoft Asset Management,” (IND) Using PeopleSoft Asset Management Options to Meet Indian Requirements

Page Used to Define Tax Class

Page Name	Object Name	Navigation	Usage
Tax Class	TAX_CLASS_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Taxes, Classes, Tax Class	Set up or review tax classes. Tax Class determines the period over which you expense tax depreciation. The Tax Class table for the SHARE tableset is shipped with guideline class lives for property. Tax Class is informational only and is not used in any calculations. You can set up your own tax classes or use those already set up in the SHARE Tax Class table. Define class and block rate for the tax class. This is equivalent to the <i>tax group</i> for India.

Defining Tax Classes

Access the Tax Class page.

Tax Class

SetID: SHARE **Guideline Tax Class:** 00.11

***Effective Date:** 01/01/1900 ***Status:** Active

Description: Office Furniture, Fixtures, and Equipment

Class Life Range

Lower	Middle	Upper
8.0	10.0	12.0

Class/Block Rate

Asset Block:

Rate%:

Comments:

Includes furniture and fixtures that are not a structural component of a building. Includes such assets as desks, files, safes, and communications equipment. Does not include communications equipment that is included in other classes.

Tax Class page

Class Life Range

Lower

Enter the asset lifetime expectancy minimum in a range.

Middle	Enter the asset lifetime expectancy average or middle or range.
Upper	Enter the asset lifetime expectancy maximum in a range.
Class/Block Rate	
Asset Block	Enter the asset block with which this tax class should be associated for depreciation and tax reporting in India. Asset tax blocks are defined by the Indian Tax Depreciation Act (Indian Income Tax Act 1961).
Rate % (rate percentage)	(CAN) Canada: Enter the appropriate CCA rate percentage for this tax class to calculate the CCA for Canada. The Capital Cost Allowance (CCA) is "a tax deduction that Canadian tax laws allow a business to claim for the loss in value of capital assets due to wear and tear or obsolescence" (Canada Customs and Revenue Agency). If you buy a property or a piece of equipment to use in your business, you don't deduct the entire cost of it against your income for that particular year. Instead, you deduct a calculated portion of the expense over a period of years as the property or the equipment depreciates. The Canada Customs and Revenue Agency has assigned classes to particular types of depreciable property, and there are assigned rates for each class. (IND) India: Enter the tax group rate percentage that will be associated with the asset block and tax entity used to process depreciation and tax reporting for India.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, "Using the Global Features of PeopleSoft Asset Management," (CAN) Using Asset Management Options to Meet Canadian Requirements

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, "Using the Global Features of PeopleSoft Asset Management"

(IND) Setting Up Tax Asset Blocks

Use the Asset Block (ASSET_BLOCK) component to define asset blocks.

This section provides an overview of asset blocks and discusses how to define asset blocks.

Understanding Asset Blocks

Asset blocks are required for India tax reporting. According to the Indian Tax Depreciation Act (Indian Income Tax Act 1961), does not recognize depreciation on individual assets. Instead, it groups similar pools of assets under the concept of a *tax block*. There are only four blocks of assets prescribed under the act:

- Buildings.
- Furniture and fixtures.
- Machinery and plants.
- Intangibles.

Annual tax depreciation is reported to the India tax authority per tax block, per fiscal year. The PeopleSoft system uses the asset block to maintain tax block definitions for India.

Page Used to Set Up Asset Blocks

Page Name	Object Name	Navigation	Usage
Asset Block	ASSET_BLOCK	Set Up Financials/Supply Chain, Product Related, Asset Management, Taxes, Asset Block, Asset Block	Define assets blocks. This is equivalent to the <i>tax block</i> for India.

Defining Asset Blocks

Access the Asset Block page.

Asset Block

SetID: SHARE

Customize Find  First 1-4 of 4 Last			
	*Block of Assets	Description	Comment
1	BUILDINGS	Buildings	 + -
2	FURNITURE & FIXTU	Furniture & Fixtures	 + -
3	PLANTS & MACHINEI	Plants & Machinery	 + -
4	INTANGIBLES	Intangibles	 + -

Asset Block page

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Using the Global Features of PeopleSoft Asset Management,” (IND) Using PeopleSoft Asset Management Options to Meet Indian Requirements

(IND) Defining Tax Entities and Tax Options

Use the Tax Entity Definition (TAX_ENTITY_DEFN) component to define tax entities and tax options.

This section discusses how to:

- Set up tax entities for Indian tax reporting.
- Set up tax options.

The tax entity is the reporting entity for depreciation and taxes in India. It is defined by the asset blocks, tax class tax rates, setID calendar, and business unit and books that are associated with it.

Pages Used to Define Tax Entities and Tax Options

Page Name	Object Name	Navigation	Usage
Entity	TAX_ENTITY_DEFN	Set Up Financials/Supply Chain, Product Related, Asset Management, Taxes, Tax Entity Definition, Entity	Define the tax reporting entity. Tax entity is composed of one or more business units, and tax reporting is required per entity for India.
Tax Options	TAX_ENTITY_ATTR	Set Up Financials/Supply Chain, Product Related, Asset Management, Taxes, Tax Entity Definition, Tax Options	Define the 50 percent rule as it applies for assets. Assets in India are grouped separately to include assets that have been in service for more than 180 days in one group and those that have been in service for less than 180 days in another. For assets in service less than 180 days, only 50 percent of normal depreciation rate is allowed (per Section 32).

Setting Up Tax Entities for Indian Tax Reporting

Access the Entity page.

Entity | Tax Options

Tax/Reporting Entity: INDIA

Description

Descr: India Tax/Reporting Entity

Entity Book Information Find | View All First 1 of 2 Last

*Entity Book: CORP *Calendar SetID: SHARE *Calendar ID: I1

Book					
	*Business Unit	*Book Name	Calendar	Currency	Conversion Date
1	IND01	CORP	I1	INR	01/01/2000
2	IND02	CORP	I1	INR	01/01/2000
3	IND03	CORP	I1	INR	01/01/2000

Entity page

Tax/Reporting Entity

Displays the name of the tax reporting entity that you are defining or working with.

Entity Book

The value selected here defines how to group the tax or reporting entity. All asset books are available regardless of setID.

Calendar SetID	Select the setID for the calendar that you want to associate with this entity book. Once a calendar setID is selected, you are limited to the calendar IDs available within that setID.
Calendar ID	Select the calendar ID from the available calendars for the selected setID.
Business Unit	Enter the business unit to be included in this tax reporting entity from the list of available business units.
Book Name	Enter the asset book name (business unit or book) to be included in this tax reporting entity from the list of available business unit or book definitions.
Calendar	Displays the calendar code.
Currency	Displays the currency code based on the value associated with the book entered.
Conversion Date	The conversion date is equal to the actual date or fiscal year start date of the beginning of asset management operations in India. This determines whether you can modify the opening balance calculated in the first fiscal year. This is used only for tax report entity and not just reporting entity.

Setting Up Tax Options

Access the Tax Options page.

Tax Options page

This page defines whether to use the Indian 50 percent rule. Assets owned for less than the specified number of days are depreciated at half of the normal rate, or 50 percent. It also defines whether manual adjustments to the tax depreciation balance inquiry (TAX_DEPR_BAL) page are allowed.

50% rule, assets in service <	Enter the maximum number of in-service days to which the 50 percent rule applies. For example, if the 50 percent rule applies for assets in service <i>less than</i> 180 days, enter <i>180</i> .
Country	Select the country for which the 50 percent rule applies.
Update on Close Balances	Select one of these options: Update on Close Balances: Select this option if the calculated closing balance can be manually adjusted. Update on other amounts: Select this option if other calculated amounts can be manually adjusted.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Using the Global Features of PeopleSoft Asset Management,” (IND) Using PeopleSoft Asset Management Options to Meet Indian Requirements

(JPN) Defining Residual Rates

Use the Residual Rate Definition (RESIDUAL_RATE_TBL) component to define residual rates.

This section lists the page used to set up residual rates for each useful life year of an asset.

This feature is used primarily in Japanese tax reporting.

Page Used to Set Up Residual Rate

Page Name	Object Name	Navigation	Usage
(JPN) Residual Rate Definition	RESIDUAL_RATE_TBL	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Residual Rate Definition	Define the different residual rates for each useful life year for Japanese local tax.

Setting Up Retirement Basis Reduction Codes

To set up retirement basis codes, use the Retirement Basis Reduction (TRAN_EXCLUDE_TBL) component.

This section discusses how to define retirement basis codes.

Page Used to Set Up Retirement Basis Codes

Page Name	Object Name	Navigation	Usage
Retirement Basis Reduction	TRAN_EXCLUDE_TBL	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Retirement Basis Reduction	Set up retirement basis reduction codes.

Defining Retirement Basis Codes

Access the Retirement Basis Reduction page.

These codes are used when you opt to retire an asset by using its original cost basis adjusted by all non-excluded transactions. In this way, for example, you could exclude any indexed revaluation adjustments.

Note. For this option to work correctly, any transaction type or types that you want to exclude must have unique transaction codes.

(USA) Defining Qualified Investment Codes

To set up qualified investment codes, use the Qualified Investment Codes (QIV) component.

This section provides an overview of qualified investment codes and lists the page used to define qualified investment codes.

Understanding Qualified Investment Codes

When one or more tax credits are taken for an asset, you may need to adjust the basis of that asset before additional credits can be computed. PeopleSoft Asset Management uses the Qualified Investment Codes to determine the portion of the asset's basis that qualifies for the tax credit. Eligibility for each code is determined by the effective date compared to the placed-in-service date for the asset. In addition to tax credits, standard Qualified Investment Codes corresponding to a specific tax system and life are included with the delivered tableset.

Page Used to Define Qualified Investment Codes

Page Name	Object Name	Navigation	Usage
Qualified Investment	QUAL_INV	Set Up Financials/Supply Chain, Product Related, Asset Management, Financials, Qualified Investments	Add or modify qualified investment codes. Enter a unique ID to add a new code. Define the life expressed as periods in Compare Life. The life entered here is validated against the asset's useful life.

Defining Property Tax Authorities

Use the Tax Authority (AM_TAX_AUTHORITY) component to define the property taxing authority codes.

Property tax is administered differently based on the governing laws based on the taxing structure of the location of the property.

Page Used to Define Property Tax Authority Codes

Page Name	Object Name	Navigation	Usage
Tax Authority	AM_TAX_AUTHORITY	Set Up Financials/Supply Chain, Product Related, Asset Management, Taxes, Property Tax Authorities, Tax Authorities	Define codes for property tax authorities to be used to associate with taxable property assets.

CHAPTER 9

Integrating PeopleSoft Asset Management with Other Products

This chapter provides an overview of how Asset Management integrates with other applications and discusses how to:

- Integrate with PeopleSoft Billing.
- Integrate with PeopleSoft Budgeting.
- Integrate with PeopleSoft General Ledger.
- Integrate PeopleSoft Asset Management with PeopleSoft IT Asset Management.
- Integrate PeopleSoft Asset Management with PeopleSoft Maintenance Management.
- Integrate PeopleSoft Asset Management with PeopleSoft Real Estate Management.
- Process PeopleSoft Asset Management, Purchasing, and Payables transactions.
- Process PeopleSoft Purchasing and Payables transactions with PeopleSoft Asset Management.
- Integrate with PeopleSoft Project Costing.
- Integrate with PeopleSoft Strategic Sourcing.
- Preview data in the loader tables.
- Approve load lines.
- Run the transaction loader.
- Consolidate and unitize assets.
- Export property tax data to third-party tax systems.
- Import asset data by using the Excel to Component Interface utility.

Understanding How PeopleSoft Asset Management Integrates with Other Applications

PeopleSoft Asset Management directly integrates with the following PeopleSoft Enterprise applications:

- Billing
- Budgeting
- General Ledger
- IT Asset Management
- Maintenance Management

- Payables
- Project Costing
- Purchasing
- Real Estate Management
- Strategic Sourcing

Integrating With PeopleSoft Billing

PeopleSoft Asset Management integrates with PeopleSoft Billing to pass transactions from assets when the *Retire With Sale* option has been exercised for an asset. When enabled, you can generate a bill to the purchaser of an asset that is being moved out of your asset database, and pass the transaction to PeopleSoft Billing. PeopleSoft Billing then generates appropriate accounting entries to relieve fixed assets, calculate VAT as necessary, debit PeopleSoft Receivables, and post to PeopleSoft General Ledger.

Integrating With PeopleSoft Budgeting

PeopleSoft Asset Management provides an interface to PeopleSoft Budgeting. To create asset-based budgets, make asset data and depreciation information available to PeopleSoft Budgeting.

Asset Management uses an SQR process (AMBD1000.SQR) to populate the budget asset (BD_ASSET*) tables. Once you run the SQR process to populate the asset tables in Budgeting, you can use asset data in Budgeting. Load all assets from a business unit for a specified fiscal year or period range directly into the Budgeting tables to integrate asset information with Budgeting.

Capital acquisition plans (CAPs) can be added directly into PeopleSoft Asset Management.

Integrating With PeopleSoft General Ledger

PeopleSoft Financials requires that you transfer journals from PeopleSoft Asset Management to your general ledger system. This may be PeopleSoft General Ledger or another external system. As part of the setup for your PeopleSoft asset system, establish a general ledger business unit and ledger, general ledger calendar, journal sources, and accounting entry templates. When you define operators, set up journal distribution privileges for them. This setup enables you to distribute accounting entries for asset transactions and depreciation and generate journals to PeopleSoft General Ledger.

If the general ledger and asset management databases are not integrated, or if you use a different general ledger system, you must complete some prerequisite tasks before integrating the two systems.

Integrating With PeopleSoft IT Asset Management

PeopleSoft IT Asset Management is a system of integrated management processes, strategies, and technologies that provide you with complete control over your IT assets throughout the asset life cycle. PeopleSoft Asset Management integrates with PeopleSoft IT Asset Management by sharing assets in the Asset Repository. PeopleSoft IT Asset Management embeds network discovery tools into PeopleSoft Asset Management to collect perpetual IT asset inventory for reconciliation to the Asset Repository Manager (ARM). When you use PeopleSoft IT Asset Management with PeopleSoft Maintenance Management, the repository stores organizational asset information including physical and financial definitions, acquisition history and maintenance history. PeopleSoft IT Asset Management provides a central workspace to manage discovered and reconciled results, monitor collected metrics, and drill down to detailed asset data for problem solving and information gathering activities. This interactive workspace collects detailed hardware and software inventory information and authorized versus unauthorized license deployment with access to contract and warranty information relative to IT assets. Oracle has partnered with a provider of network discovery tools in PeopleSoft IT Asset Management to perpetually inventory IT assets including software and hardware devices that connect to your network. After the discovery tool collects usage data, it is reconciled to the Asset Repository Manager using configurable business rules that define reconciling data-points. The asset reconciliation engine compares discovered asset inventory to that stored in the ARM, where all organizational assets are stored with complete business data, acquisition history, maintenance history and financial data. Because IT assets are perpetually inventoried using network discovery tools, IT assets are always accurately reflected in business data and financial reporting.

Integrating With PeopleSoft Maintenance Management

The asset repository facilitates sharing common asset data regardless of preferred view and level of granularity. Maintenance management requires a technical view of an asset to maintain appropriate spare parts lists and to facilitate maintenance scheduling of service, materials, and labor. PeopleSoft Maintenance Management builds maintenance functionality off of asset management software utilities like auto-discovery, software delivery, license tracking, usage meter monitoring, configuration management, and contract management. Each component can be identified by serial number, model, manufacturer, and associated warranty and the Asset Repository carries original cost per component when known.

Integrating With PeopleSoft Payables

When you use PeopleSoft Asset Management with PeopleSoft Payables, you have the opportunity to share asset information between these applications. Before you can send voucher information to PeopleSoft Asset Management, you must determine that the point in the payment process at which you want to capitalize the asset is when the invoice for the asset is received and registered in Payables.

If your PeopleSoft Financials and Supply Chain suite includes Payables and Asset Management, you have real-time access to the vendor, voucher, and order data in that system. The interface between these PeopleSoft applications eliminates the need for dual maintenance of vouchers and their corresponding asset data. Payables sends all asset additions, adjustments and retirements for unposted vouchers to PeopleSoft Asset Management. PeopleSoft Asset Management receives information from PeopleSoft Payables in a consistent manner by using Application Engine programs.

The PeopleSoft system enables *split-funding* of assets within the business processes for PeopleSoft Payables. A one-time setup of the batch processes used by PeopleSoft Asset Management to “receive” assets from PeopleSoft Payables allows a single asset ID to be assigned to multiple cost or expense distributions of a single asset. Using a sequence number as a sub-identifier, the asset capitalization and depreciation amounts can be allocated to one or many distribution lines.

Integrating With PeopleSoft Project Costing

PeopleSoft Asset Management integrates with PeopleSoft Project Costing by sharing information about assets associated with ongoing projects. Assets that originate in Project Costing are usually the outcome of construction projects.

When performing asset maintenance, organizations frequently do so via a project effort. By creating a project, the maintenance organization is oftentimes able to more precisely plan/budget, track, manage, and account for the effort than if numerous unrelated Work Orders (WOs) were generated. The Manage Project feature uses Maintain Asset via Project primarily by introducing the concept of the work order into the process and adds the process of project-based management of asset maintenance. Maintaining an asset with a project involves creating and planning a project, incurring costs against the project, and expensing or capitalizing costs from the work. An enterprise that must both perform their own capital improvement projects and manage large-scale ad hoc maintenance and preventive maintenance efforts may use projects to manage asset maintenance activities.

The *Maintain Asset via Project* process manages the high-level steps of undertaking a project to maintain or upgrade an asset. The typical process is:

- Plan and budget for maintenance of an asset.
- Obtain approval for the maintenance.
- Create a project plan and work orders for the effort to maintain the asset.
- Fulfill the work orders.
- Capture the costs—labor, materials, and depreciation--associated with the effort.
- Identify rules by which capitalization of capital improvement costs will occur.
- Determine whether to expense or capitalize various project costs.
- Capitalize and expense project costs.

PeopleSoft Project Costing provides the *Create and Plan Project to Maintain an Asset* process. The goal is to establish a project and associated activities that allow the organization to begin work on maintaining an asset. Once the project and activities are created, work orders are issued to authorize maintenance tasks to occur. Normally, the project is created for either capital improvement projects in which the costs will be capitalized or for large-scale maintenance projects which require more sophisticated project management than the simple dispatching of technicians to work orders.

The process to account for project/asset costs enables the operations manager to review transactions booked to the project for accuracy, and for the accountant responsible for projects and assets to examine the costs to be sure that they contain the correct ChartField values for expenses and the correct information to affect asset values.

Integrating With PeopleSoft Purchasing

When you use PeopleSoft Asset Management with PeopleSoft Purchasing, you have the opportunity to share asset information between these applications. Before you can send receipt information to PeopleSoft Asset Management, you must determine that the point in the procurement process at which you want to capitalize the asset is when an asset is received in PeopleSoft Purchasing.

If your PeopleSoft Financials and Supply Chain suite includes PeopleSoft Purchasing as well as PeopleSoft Asset Management, you have real-time access to the vendor, voucher, and order data in this system. The interface between these PeopleSoft applications eliminates the need for dual maintenance of receipts and their corresponding asset data. PeopleSoft Purchasing sends all asset additions, adjustments and retirements for unposted receipts to PeopleSoft Asset Management. PeopleSoft Asset Management receives information from PeopleSoft Purchasing in a consistent manner by using Application Engine programs.

The PeopleSoft system enables *split-funding* of assets within the business processes for Purchasing. A one-time setup of the batch processes used by PeopleSoft Asset Management to “receive” assets from either Purchasing allows a single asset ID to be assigned to multiple cost or expense distributions of a single asset. Using a sequence number as a sub-identifier, the asset capitalization and depreciation amounts can be allocated to one or many distribution lines.

Integrating With PeopleSoft Real Estate Management

PeopleSoft Asset Management enables you to manage property assets and to maintain property specific details such as legal descriptions and property tax information within the Asset Repository. Centralizing this asset data in one database enables multiple applications to access the asset and exchange data details as needed. When setting up assets, you can specify property information, space statistics, and location information. You can break property assets down into sublevels: Site, Building, Area, Floor, and Space. Properties can be created directly within Asset Management, then optionally fed to a Computer aided facility management (CAFM) utility, such as Centerstone, exploded into working facility maps where assignments of space allocation and employees can be made, and then fed back to update the repository.

The property component enables you to manage property tax bill tracking, and other statistics that help with reporting/portals such as occupancy, maximum occupancy, square footage per department or other categorization, and so on.

Leases can be attached at any asset level but once they are, their children cannot be attached while that lease is still active. Subleases allow them to be released out, and that is the only case where the rule does not apply. Total area defaults and is controlled by the repository, but rentable and usable space can be modified on the lease. With PeopleSoft Real Estate Management, you can create and manage a lease between a landlord and tenant simply by pulling the property asset data stored within the Asset Repository.

Integrating With PeopleSoft Strategic Sourcing

PeopleSoft Asset Management integrates with the PeopleSoft Supply Chain Management Strategic Sourcing module, enabling you to put unused assets up for auction and, if a bid is awarded, automatically generate a retirement transaction.

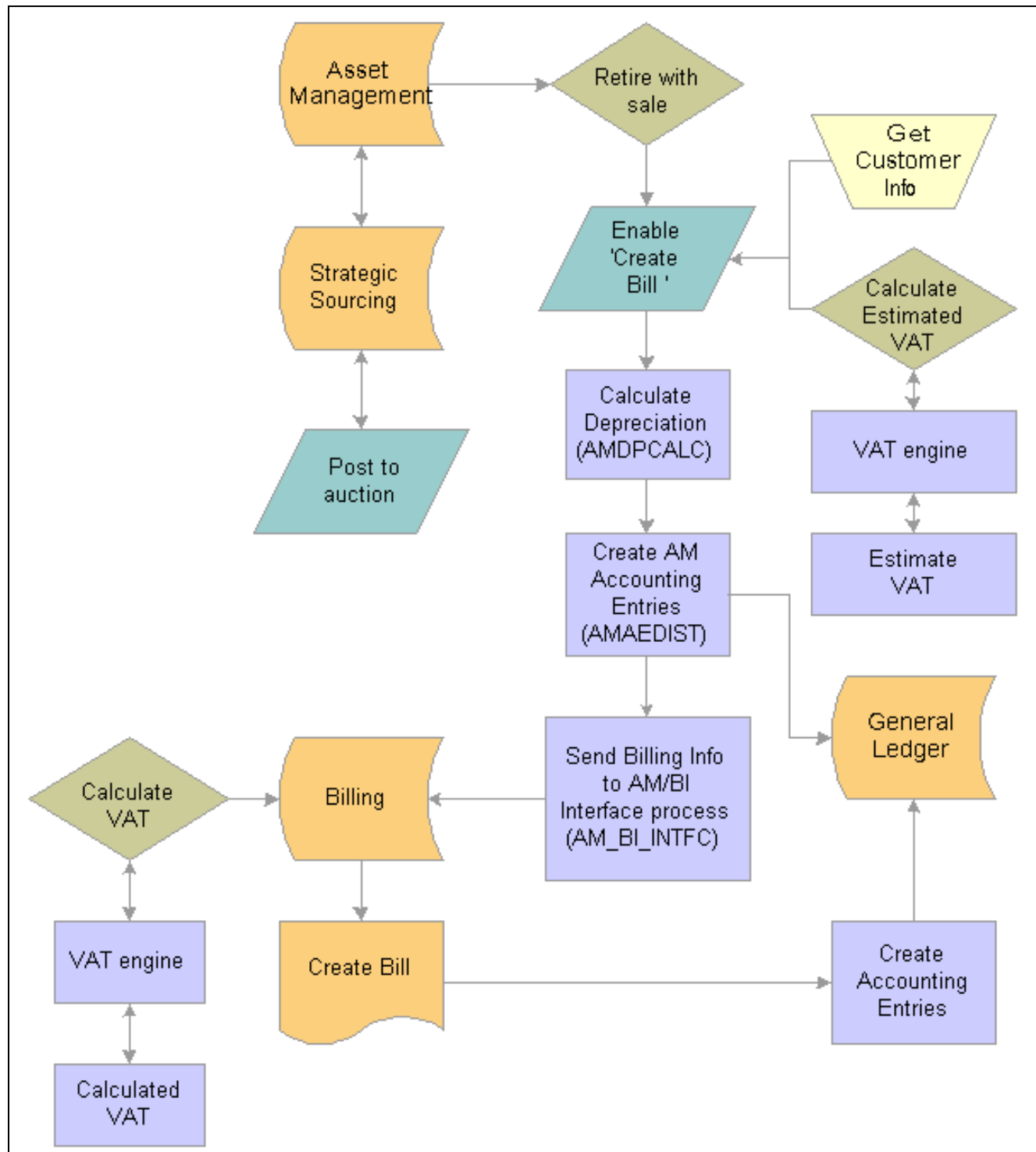
Integrating with PeopleSoft Billing

This section provides an overview of integrating PeopleSoft Asset Management with PeopleSoft Billing and discusses how to enable the integration.

Understanding How to Integrate with PeopleSoft Billing

PeopleSoft Asset Management integration with PeopleSoft Billing enables you to complete asset life cycle processes, bill retire with sale transactions and generate accounting entries in PeopleSoft Billing and PeopleSoft Asset Management. Using the AM BI Interface process, you can pass asset *Retire With Sale* transactions from PeopleSoft Asset Management to PeopleSoft Billing to generate appropriate accounting entries to relieve fixed assets, calculate VAT as necessary, debit Receivables, and post to PeopleSoft General Ledger. You can also send asset reinstatements to PeopleSoft Billing as credit lines.

This diagram displays the data and process flow that occurs when you integrate PeopleSoft Asset Management with PeopleSoft Billing:



PeopleSoft Asset Management integration with PeopleSoft Billing process data flow

When an asset is retired by sale in PeopleSoft Asset Management:

1. Retire the asset with a sale in PeopleSoft Asset Management and collect the appropriate customer information within PeopleSoft Asset Management.
2. Send the transaction information and billing information to the Billing Interface using the AM/BI process (AM_BI_INTFC).

When PeopleSoft Strategic Sourcing puts an asset on an auction site for sale:

1. If the auction bid is awarded, PeopleSoft Strategic Sourcing sends the customer information and asset sold proceeds to PeopleSoft Asset Management, to initiate and complete the retirement transaction with proceeds from bid price.
 - a. PeopleSoft Asset Management retires the asset and creates the appropriate accounting entries for sale.
 - b. You run the AM BI interface process to send the retirement sales transaction and billing information to Billing.

Note. You must collect customer information at the time of sale and send this information to PeopleSoft Billing with the retirement transactions, as assets can be purchased by an individual or entity not currently in the Customer Master table.

2. If the auction bid is not awarded, PeopleSoft Strategic Sourcing returns the asset to PeopleSoft Asset Management and changes the auction status to allow PeopleSoft Asset Management to realize any asset activity as a cost adjustment, transfer, or retirement.

PeopleSoft Asset Management interfaces with PeopleSoft Billing if you installed PeopleSoft Billing, and if you:

1. Select the Billing Interface Processing option on the Asset Management Interface Options page, and set up a default billing business unit, bill type, bill source, and bill by identifier.
2. Select the Create Bill option on the Retire Assets page.

If PeopleSoft Asset Management interfaces with PeopleSoft Billing, PeopleSoft Asset Management creates the proceeds to the billing clearing account. PeopleSoft Asset Management sends to PeopleSoft Billing the proceeds clearing account in order to reflect both sides of the customer's debt. When PeopleSoft Billing receives the PeopleSoft Asset Management data, PeopleSoft Billing reverses the clearing account and generates the receivable account.

PeopleSoft Asset Management calculates an estimated VAT amount (if necessary), generates retirement and sales accounting entries, and posts the entries to PeopleSoft General Ledger. If PeopleSoft Asset Management interfaces with PeopleSoft Billing, you run the AM/BI Interface process to send the transactions to Billing to book the sale, create accounting entries, generate the invoice, and post the debt to PeopleSoft Receivables. If retirement is originated from PeopleSoft Strategic Sourcing, Asset Management does not send VAT information to Billing (Strategic Sourcing does not process VAT). If retirement is originated from Assets Management, Asset Management calculates VAT estimates only.

Note. PeopleSoft Asset Management VAT is *estimated* and PeopleSoft Billing VAT is the actual *calculated* VAT taking customer and bill by information into account.

Enabling PeopleSoft Billing Integration with PeopleSoft Asset Management

To establish processing between PeopleSoft Asset Management and PeopleSoft Billing, you must select the Billing Interface Processing option from the Billing Interface group box in the AM Business Unit Definition component. This activates integration between the two applications and enables the Create Bill option on the Asset Management Retirement page. PeopleSoft Billing is the only billing interface that is supported by this feature.

When you activate the Billing interface, you must also enter values for the BI Unit, Bill Source, Bill Type, and Bill By Identifier fields. If Billing business units and other Billing information to complete the business unit definitions on this page have not yet been defined, you must do so before beginning transaction processing.

You must define the default book in the AM Business Unit Definition component. This is the default book for the AM/BI Interface. This should also be established as the primary book in your PeopleSoft General Ledger setup.

Also, establish the accounting entry template to be used in retirement transactions where the asset is retired with the disposal code *Retire w/Sale*. You must designate the account for the Billing clearing account, *Proceeds to Billing*, in the accounting entry template. This maintains balanced accounting entries between PeopleSoft Asset Management and PeopleSoft Billing accounts.

PeopleSoft Asset Management and PeopleSoft Billing Business Unit Mapping

To accommodate InterUnit and non-InterUnit scenarios for PeopleSoft Asset Management asset retirement integration, the AM BI Interface process writes the BUSINESS_UNIT_AM and BUSINESS_UNIT_AMTO values to the INTFC_BI table, writes the BUSINESS_UNIT_AM value to the BI_HDR table, and writes the BUSINESS_UNIT_AMTO value to BI_LINE table. Writing these values to Billing tables enables you to track the entity retiring the assets, as well as the entity receiving the asset. Billing supports one General Ledger to business unit (BUSINESS_UNIT_TO) per invoice. Therefore, PeopleSoft Asset Management to business units must share the same corresponding PeopleSoft General Ledger business unit. Billing supports multiple Asset Management to business units at the line level, but each business unit to must be booked to the same General Ledger to business unit.

PeopleSoft Asset Management is not required to populate the INTFC_BI.INTERUNIT_FLG. If PeopleSoft Asset Management passes an InterUnit customer, the PeopleSoft Billing Interface populates this field with Y (yes).

The Billing Interface also populates the INTFC_BI.BUSINESS_UNIT_GL field, based on the billing business unit (INTFC_BI.business_unit) Asset Management passes.

If the Billing Interface is creating an InterUnit bill (INTFC_BI.InterUnit_flg = Y), it populates the INTFC_BI.BUSINESS_UNIT_TO field (when Asset Management passes no value) with the BUSINESS_UNIT_GL value, which the interface obtains from the CUST_OPTION table, based on the customer ID. If the Billing Interface is not able to determine a value for the INTFC_BI.BUSINESS_UNIT_TO field using customer defaulting, it stops the transaction and marks it in error.

See Also

Chapter 4, “Establishing PeopleSoft Asset Management Business Units,” Selecting Asset Management Interface Options, page 41

Chapter 6, “Setting Up Accounting Entry and Financial Processing for PeopleSoft Asset Management,” Defining Accounting Entries, page 93

PeopleSoft Enterprise Billing 9.0 PeopleBook, “Establishing PeopleSoft Billing Business Units”

PeopleSoft Enterprise Billing 9.0 PeopleBook, “Structuring Bills,” Defining Bill Types

PeopleSoft Enterprise Billing 9.0 PeopleBook, “Structuring Bills,” Defining Bill Sources

PeopleSoft Enterprise Billing 9.0 PeopleBook, “Structuring Bills,” Defining Bill-By Identifiers

Integrating with Budgeting

This section provides an overview of integration Asset Management with Budgeting and discusses how to:

- Load the budgeting asset catalog.

- Use the budgets interface.

Understanding How to Integrate With Budgeting

Asset Management provides an interface to Budgeting. To create asset-based budgets, make asset data and depreciation information available to Budgeting. The Asset Management to Budgeting Structured Query Report (SQR) populates the BD_ASSET* tables. Once you run the SQR (AMBD1000.SQR) to populate the asset tables in Budgeting, you can use asset data in Budgeting.

CAPs can be added directly into Asset Management.

Load all assets from a business unit for a specified fiscal year or period range directly into the Budgeting tables to integrate asset information with Budgeting.

Pages Used to Integrate with Budgeting

Page Name	Object Name	Navigation	Usage
Load Asset Catalog	BD_RUN_AM_ITEM	Asset Management, Asset Transactions, Capital Acquisition Planning, Load Budgeting Asset Catalog	Load the budgeting asset catalog.
Run Budgets to AM Interface	RUN_AMBD1000	Asset Management, Asset Transactions, Capital Acquisition Planning, Send To Budgeting	Load all assets from a business unit for a fiscal year or period range that you specify directly into the Budgets tables.

Using the Budgets Interface Page

Access the Run Budgets to AM Interface page, and complete the appropriate fields.

The interface tables loaded by this process are emptied and reloaded each time that it is run. A separate Budgets process, AMBD1000.SQR, formats the asset data for use in the Budgeting process.

Note. If the number of assets that you are processing is large (200,000 or more), consider reducing it into smaller batches. For example, you might process one or more departments, categories, projects, or a similar breakdown to narrow the number of items being processed at one time. The exact number of assets that make up the "breaking point" beyond which you should process in smaller batches varies depending on your database platform, tablespace and rollback size, and other factors.

Integrating With General Ledger

This section provides an overview of integrating Asset Management with General Ledger.

Understanding How to Integrate With General Ledger

Regardless of the general ledger system that you use, you must transfer journals from Asset Management to General Ledger. As part of the setup for your asset system, establish a general ledger business unit and ledger, general ledger calendar, journal sources, and accounting entry templates. When you define operators, set up journal distribution privileges for them. This setup enables you to distribute accounting entries for asset transactions and depreciation and generate journals to General Ledger.

If the General Ledger and Asset Management databases aren't integrated, or if you use a different general ledger system, you need to complete some prerequisite tasks before integrating the two systems.

Two processes are required to complete the bridge between Asset Management and another general ledger system:

- At installation, rename JRNL_HEADER to JRNL_HEADER_FS, and rename JRNL_LN to JRNL_LN_FS. Using Application Designer, change these records from views to SQL tables, and create the tables.
 - On a regular basis, unload the journal headers and lines from one database to the other.
- To send journals to an outside general ledger system, design a conversion program that converts Asset Management journal headers and lines to the format required by your general ledger system.

Asset management also uses the book code and document sequencing functionality available through General Ledger.

See Also

PeopleSoft Enterprise General Ledger 9.0 PeopleBook, "Integrating and Transferring Information Among Applications," Integrating General Ledger with Other PeopleSoft Applications

Chapter 6, "Setting Up Accounting Entry and Financial Processing for PeopleSoft Asset Management," Defining Document Sequencing, page 114

Chapter 6, "Setting Up Accounting Entry and Financial Processing for PeopleSoft Asset Management," Defining Accounting Entries, page 93

Integrating Asset Management With IT Asset Management

This section provides an overview of integrating asset management with IT Asset Management.

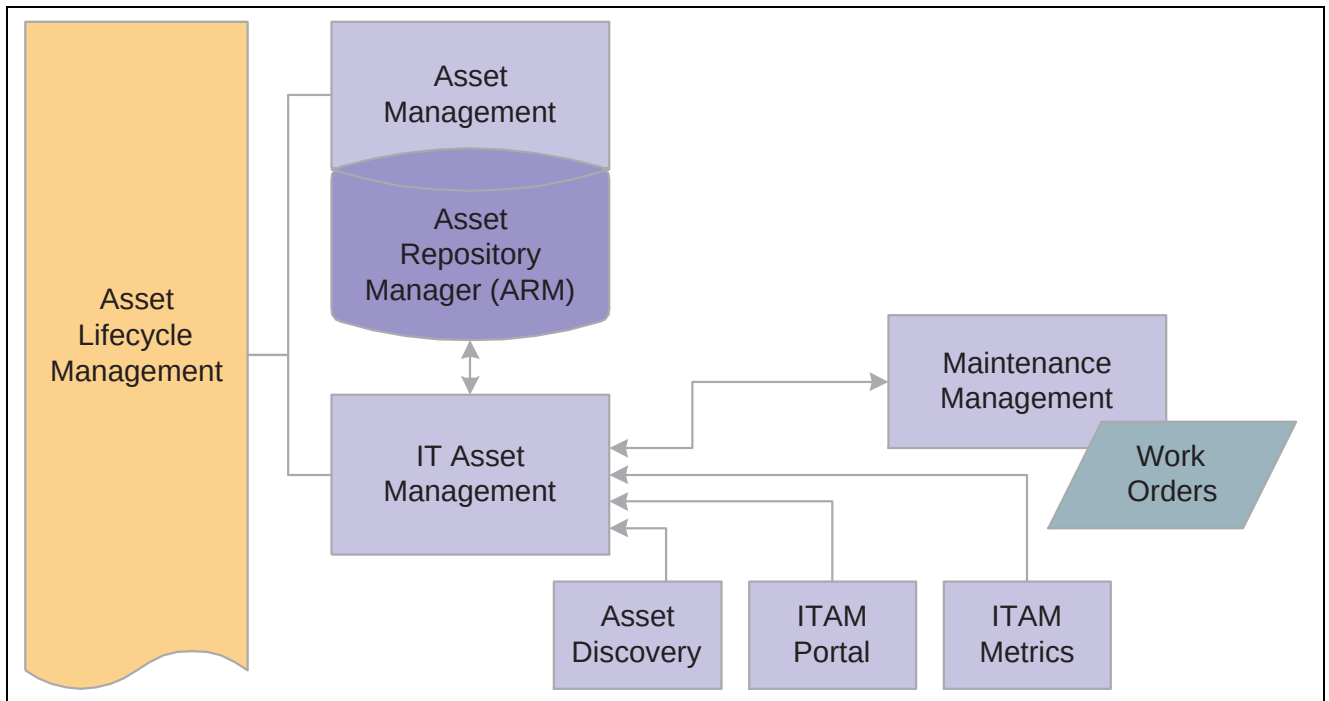
Understanding How to Integrate With IT Asset Management

IT asset management represents an entire system of integrated management processes, strategies and technologies implemented to provide you with complete control over your IT assets throughout the asset life cycle. Asset Management integrates with IT Asset Management by sharing assets in the Asset Repository.

IT Asset Management embeds network discovery tools into Asset Management to collect perpetual IT asset inventory for reconciliation to the Asset Repository Manager (ARM). When you use IT Asset Management with Maintenance Management, the repository stores organizational asset information including physical and financial definitions, acquisition history and maintenance history. IT Asset Management provides a central workspace to manage and deploy IT Asset Management systems, view discovered and reconciled results, monitor collected metrics, and drill-down to detailed asset data for problem solving and information gathering activities. This interactive workspace collects detailed hardware and software inventory information and authorized versus unauthorized license deployment with access to contract and warranty information relative to IT assets.

PeopleSoft has partnered with network discovery tools in IT Asset Management to perpetually inventory IT assets including software and hardware devices that connect to your network. After the discovery tool collects usage data, it is reconciled to the Asset Repository Manager using configurable business rules that define reconciling data-points. The asset reconciliation engine compares discovered asset inventory to that stored in the ARM, where all organizational assets are stored with complete business data, acquisition history, maintenance history and financial data. Because IT assets are perpetually inventoried using network discovery tools, IT assets are always accurately reflected in business data and financial reporting.

This diagram shows the basic integration between Asset Management and IT Asset Management.



IT Asset Management and Asset Management integration diagram

Note. You must use Asset Management before you can use IT Asset Management.

See Also

PeopleSoft Enterprise IT Asset Management 9.0 PeopleBook, “Working with the Asset Repository”

Integrating Asset Management with Maintenance Management

This section provides an overview of integrating asset management with Maintenance Management.

Understanding How to Integrate With Maintenance Management

Asset Management integrates with Maintenance Management by creating service request and work order links between asset warranty claims or other asset maintenance events, and assets. Asset Management maintains assets in the Asset Repository, where they are accessible among the ALM products, including Maintenance Management. Each asset record stores maintenance activity details and can be adjusted, transferred or retired by Maintenance Management processes.

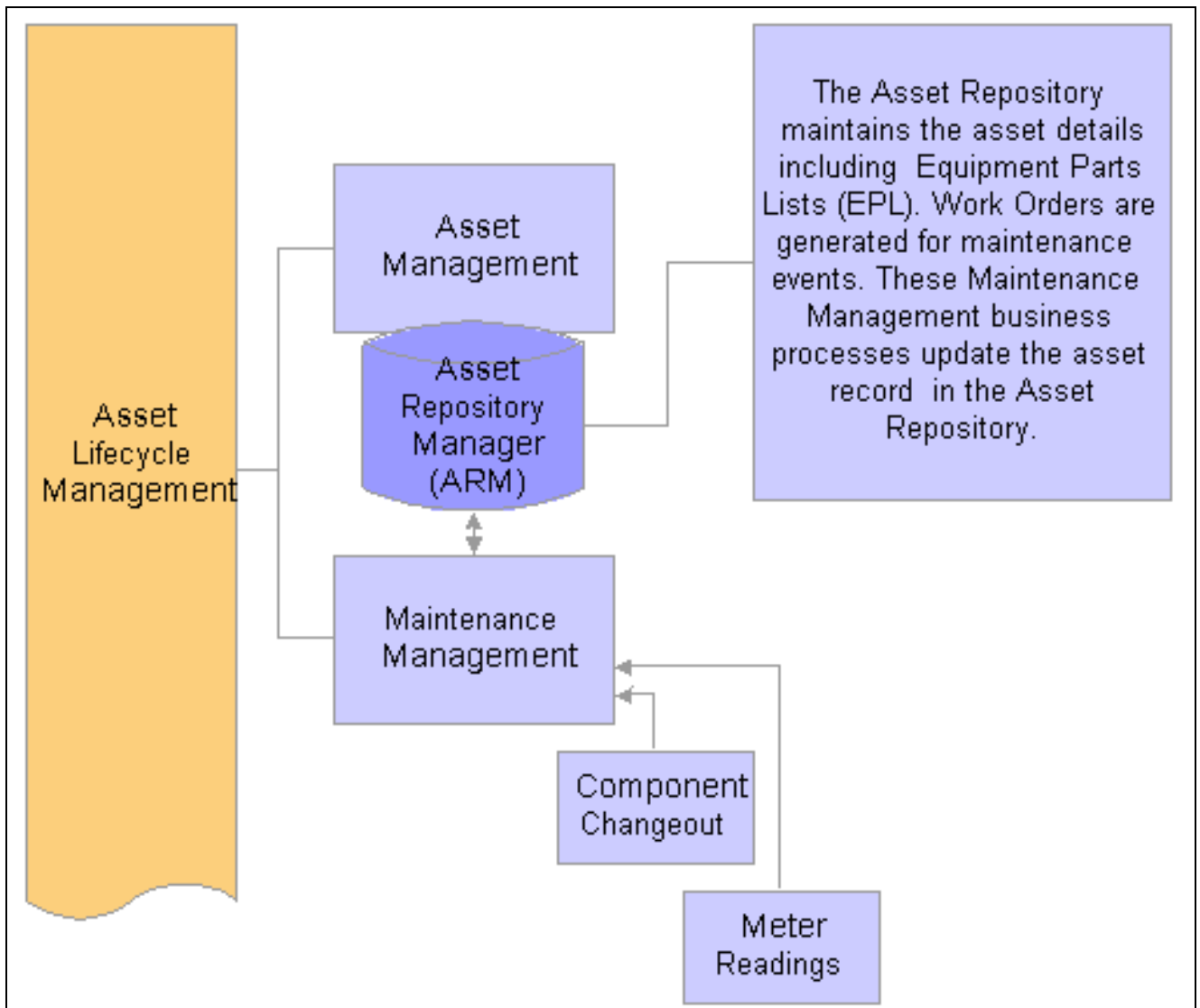
Work orders are used to track the costs associated with maintaining or creating assets. In Maintenance Management, a work order consists of multiple work order tasks with each task specifying the asset that is being maintained as well as a related project and activity. Each task is used to identify the transaction costs of performing the asset maintenance. These transaction costs flow from Maintenance Management into various systems including Asset Management. A work order task can only specify one asset, one project and one activity, but any given asset, project and activity can be maintained by multiple work orders or work order tasks. When an asset is selected from the Asset Management asset repository for maintenance or repair through a work order, Maintenance Management notifies the user of any warranties associated with the asset being worked on in the work order. You can then file warranty claims for the work performed to recover the cost of the work performed.

With a preventive maintenance schedule in place, Maintenance Management can automatically generate work orders and maintenance forecasts to help you ensure that your asset base is optimally maintained. You have the option of setting up resource requirements for a work order task for labor, materials, purchased or on-hand parts, and tools resources prior to scheduling these resources. To simplify this process, you can set up work order task templates that define these requirements for different types of tasks and problems. Another method of determining parts that may be required to repair an asset is by accessing an Equipment Parts List (EPL), which is part of the Assets Management asset repository and lists the asset and any parts or other information associated with the asset. If special requirements are specified, this information can be copied forward to be used as the basis for scheduling those resources. When setting up requirements, you have the option of indicating whether to calculate estimated costs either at the business unit level or at the shop level for labor, materials, and tools resources. The total estimated costs for each resource are accumulated in the work order's cost page. When each work order task is executed, the total actual costs for each work order task resource is also displayed in the work order's cost page, along with any variances between the two and stored at the asset level within the asset repository.

Asset Management can record and attach meter readings to assets and force a preventive maintenance event if a meter falls outside the tolerance range defined on the Meter Type page. When a meter reading falls outside of the tolerance range, Asset Management creates a preventive maintenance work order. The system only performs this function when you have defined a preventive maintenance schedule ID for the asset with a range meter type assigned to the schedule ID. The Asset Repository enables you to require a meter for any kind of work order in order to complete the work order.

While Maintenance Management offers tactical reporting and analytics for understanding costs and effectiveness by shop and asset, the ability to analyze operations and costs across the enterprise is key to driving wholesale changes into the organization. Searches can be done to identify parts used anywhere in your entire organization. This information can be invaluable when you are trying to address the impact of a manufacturer recall or to ensure that a decision to upgrade a component is executed consistently throughout the enterprise. The integrated Asset Repository Manager enables you to rapidly identify, access, and analyze your entire asset base. Separate financial and operational asset hierarchies within the asset repository lets financial users view the asset base from one perspective and lets operations and maintenance users view it from a totally different perspective.

This diagram shows how the Maintenance Management and Asset Management products integrate.



Maintenance Management and Asset Management integration diagram

See Also

PeopleSoft Enterprise Maintenance Management 9.0 PeopleBook, “Understanding Integrated and Shared Products Setup Considerations”

Integrating Asset Management with Real Estate Management

This section provides an overview of integrating asset management with Real Estate Management.

Understanding How to Integrate With Real Estate Management

Asset Management integrates with Real Estate Management by managing the defined property assets associated with Real Estate Management in the Asset Repository and by providing the integration with third-party CAFM software vendors, such as Centerstone, to manage employee/department to property assets information .

Real Estate Management utilizes Asset Management centralized Asset Repository Manager as the source of all operational and financial property asset information. The repository provides property tax tracking against each site or building stored. Using existing functionality in Asset Management including express capitalization from Project Costing enables companies to perform project management and then capitalize or expense the costs related to their properties accordingly.

Asset Management provides third-party CAFM integration through the centralized asset repository. The financial asset from the repository is used along with employee and department information from PeopleSoft Enterprise HCM as the source to the CAFM solution for space management. The property floor and space information, and employee space assignments performed in the CAFM solution are then updated automatically back to the repository to provide a single source of information on accurate measurements of spaces within properties and timely assignments of employees in spaces. This information can then be passed to General Ledger for facility cost allocations based on square feet or meters per department as well as providing an up-to-date space utilization model.

When creating a lease in Real Estate Management, you use Asset Management's centralized asset repository for property information. You can select the property from a list or enter the property information manually. To select the property from the list, properties must already exist in the repository through either manual entry or through the third-party CAFM integration. The properties are known to be valid as they are generated into the repository in a controlled manner: through the capitalization processes between Project Costing and Asset Management, through the asset entry as a new acquisition or through the third-party CAFM integration. The integration between Asset Management and the third-party CAFM provider also enables Real Estate Management to use information about the property assets captured in the Asset Repository such as size of spaces, location of assets within these spaces, and employee assignments to spaces.

The following provides a high level picture of the actual integration steps between Asset Management and the third-party CAFM provider:

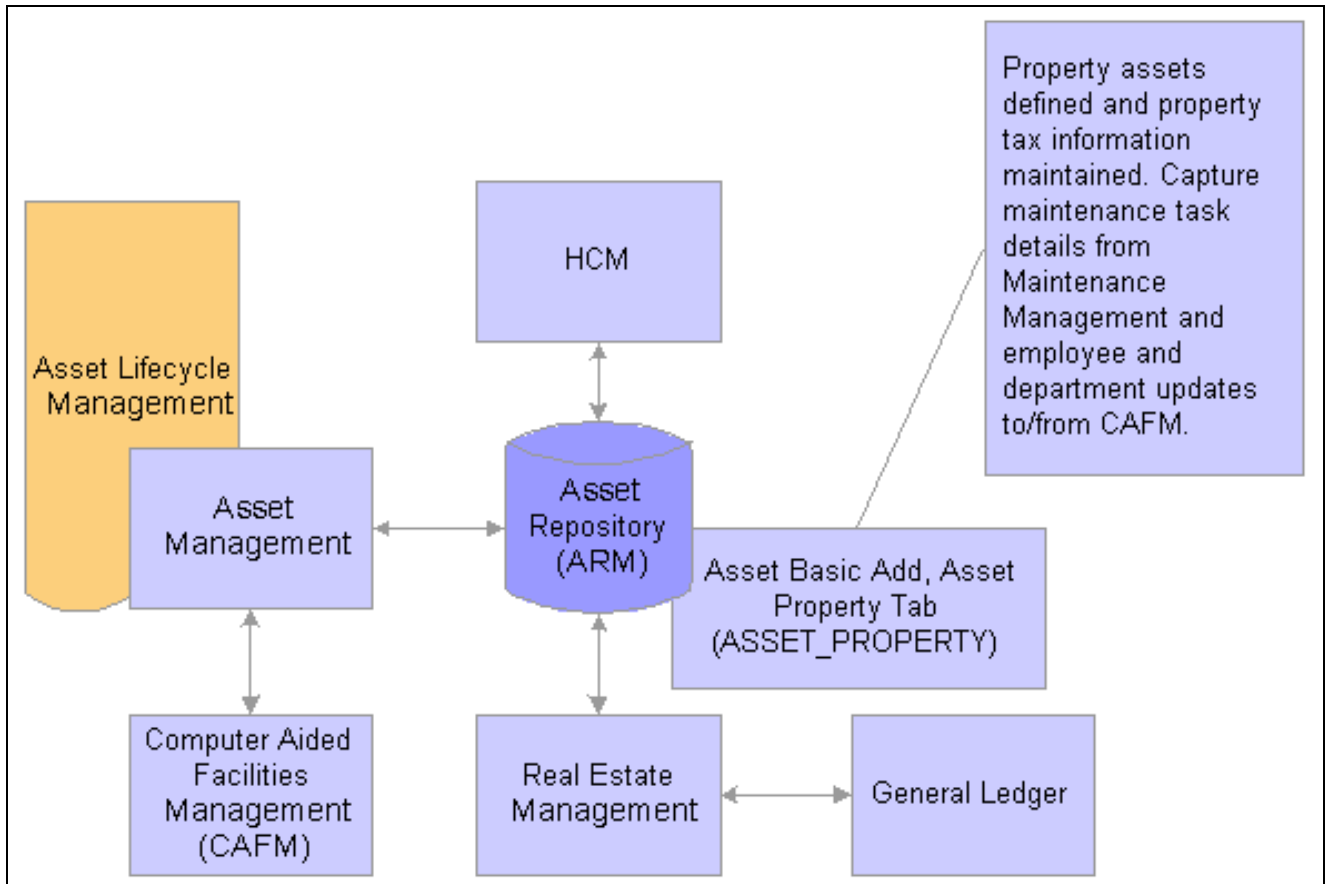
- CAFM provides a listening connector for PeopleSoft's Integration Broker that resides on the PeopleSoft webserver.
- The predefined messages and transactions are tailored to the functional analysis of the data transmissions.
- Incoming messages to the PeopleSoft server that are from CAFM are directed to the connector by the Gateway server which then sends the messages to PeopleSoft Target Connectors.
- In turn, the PeopleSoft Target Connectors deliver the messages to either Component Interfaces or are embedded directly to the corresponding tables.

The following information is exchanged between the two systems:

- Organizational information including the employee names and identification numbers, department assignments, and organizational hierarchy using the PeopleSoft department trees.
- Asset information for properties residing in the Asset Management centralized asset repository. The CAFM solution then builds out sites and buildings to the lower levels of floors and spaces, and updates any measurement and occupancy information.
- Employee or department assignments to properties. Once assigned and sent back from CAFM to Asset Management, this data is used to update the custodians of the various property assets. A department can be assigned to the custodian for a building, floor, space, etc., but if an employee is assigned to a particular space, their department can override the default department set as the custodian. This information can then be used by General Ledger as the basis for cost allocations using tables residing with the asset repository.

For more complex facility allocations factoring in common or shared space, the third-party CAFM provider reports can be imported into the general ledger as the space allocation basis.

The following diagram displays the process flow for Real Estate Management integration:



Asset Management and Real Estate Management integration points

See Also

PeopleSoft Enterprise Real Estate Management 9.0 PeopleBook, “Integrating with Other Applications”

Exchanging Asset Data with Centerstone CAFM

Asset Management shares the asset repository with Real Estate Management. The asset repository integrates with Centerstone sending space allocation information for defined property assets as well as employee and department information. In turn, Centerstone passes updated space allocation information for existing assets as well as new “sub” assets, such as floor, space and area, with the measurements from the CAFM application, and the employee assignments to the “sub” assets, back to PeopleSoft.

The asset repository supports integration to Real Estate Management by enabling asset property records (ASSET_PROPERTY) to have asset components. There is a one-to-one relationship between an asset and the asset property. During asset creation, when the asset type *Property* is selected, the Property Information tab is enabled. Information relating to the property asset as well as property tax information is stored here.

Note. Defining an asset as property is only available from the Asset Basic Add component.

The following are the impacts of the integration on the asset repository:

- Non-structural assets are assigned to properties as a component of the property asset, and the property asset includes a defined location. The assignment of non-structural assets to structural assets is done through the Component Of ID field in the asset table. A non-structural asset will have its Component Of ID set to the Asset ID of a structural asset. In this way, the non-structural asset is “located” at that property.

The Component Of ID has only one key, the ASSET_ID. The system assumes that non-structural assets belong to the same business unit that owns the property. When integrating with CAFM solutions such as CenterStone, only structural assets are supported.

- The asset repository requires that the property asset definition also include an associated employee or asset custodian. The asset custodian (ASSET_CUSTODIAN) is a child table of the asset table and allows a N-1 relationship between employees (custodians) and the assets. When exchanging information with CenterStone, new employee information linked to a property updates the asset custodian table.

To support these functions, the following rules apply:

- You can view the allocation basis from the (RE_ALLC_BASIS_VW) page in Real Estate Management. Use the allocation feature in General Ledger to setup their own allocations process using this view as the basis. The allocation basis record is populated as follows:
 - The statistics code and statistical account comes from these fields defined for the asset property business unit. The statistics amount comes from the sum of the total area of all properties using the same statistical account.
 - If there is an employee who is the custodian of the property, the employee ID, business unit and department ID are derived from the employee tables defined in Human Capital Management. If a property doesn't have an employee associated as a custodian, then the department ID of the asset custodian is used.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Processing Allocations," Defining the Allocation Basis.

- When an employee moves out of a space, the employee ID defined in the asset custodian table is cleared, and the department ID of the first parent property that has a department ID assigned to it is used for the current property. If none of the parent properties have a department ID, it is left blank.
- When viewing the general ledger allocations, the view itself is the current value of the department space usages. You can use the Space Allocation report to search over this view.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Processing Allocations," Producing Allocations Reports.

Prerequisites

Before you can use the space allocation link with Centerstone CAFM utilities, you must first have completed the following steps:

1. Complete the installation of Centerstone CAFM to set up the appropriate integration messages between PeopleSoft and eCenterstone.

See *PeopleSoft Enterprise Financials, ESA, and Supply Chain Management 9.0 Product-Specific Installation Instructions*, "Integrating PeopleSoft Enterprise 9.0 Asset Management With eCenterstone Space Management Solution".

2. Enable Space Management integration with Asset Management on the Installation Product Options page for Asset Management (INSTALLATION_AM) in the installation component (INSTALLATION).

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, "Setting Installation Options for PeopleSoft Applications," Defining Asset Management Installation Options.

3. Establish the statistics code and statistical account for Space Allocation for each Asset Management business unit on the Interface Options page (BUS_UNIT_INTFC_OPT) of the define business units component (BU_DEFN).

See [Chapter 4, "Establishing PeopleSoft Asset Management Business Units," page 17.](#)

4. Enable and define or modify trees with business units from which properties and employees will be used to exchange information with Centerstone CAFM.

See [Chapter 4, “Establishing PeopleSoft Asset Management Business Units,” page 17.](#)

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, “Defining and Using ChartFields,” Adding Department Values.

See *Enterprise PeopleTools 8.46 PeopleBook*, “PeopleSoft Tree Manager”.

5. Establish asset types and subtypes within Asset Management to define property assets.

See [Chapter 5, “Establishing Asset Processing,” page 47.](#)

6. Establish active property assets with designated types and subtypes in the asset repository.

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Adding and Maintaining Assets”.

7. Optionally record property taxes associated with property assets using the Record Property Taxes page and component (ASSET_PROP_TAX).

See *PeopleSoft Enterprise Asset Management 9.0 PeopleBook*, “Adding and Maintaining Assets”.

Pages Used to Integrate With Centerstone CAFM

Page Name	Object Name	Navigation	Usage
Basis Generation For Allocation Process	AM_SPC_ALLOC	Asset Management, Send/Receive Information, Load Interface, Space Allocation	Generate the cost basis for the space allocation process.
CAFM Property Integration	RE_REQ_SYNC_RUN	Asset Management, Send/Receive Information, Computer Aided Facility Mgmt, Property Integration	Exchange property information with Centerstone CAFM application using these processes: • <i>RE_REQ_ELOC</i> Request employee location from CAFM. • <i>RE_REQ_PROP</i> Request property size and occupancy from CAFM. • <i>RE_REQ_FPLAN</i> Request new and deleted properties from CAFM.

Page Name	Object Name	Navigation	Usage
CAFM Department Integration	RE_PUB_DEPT_RUN	Asset Management, Send/Receive Information, Computer Aided Facility Mgmt, Department Integration	Exchange department information with Centerstone CAFM application using the RE_PUB_DEPT process: This application engine process is a Full Sync of Department Tree that transfers the department tree specified for the selected business unit to CAFM so their system understands the general departmental breakdown. With that information, the CAFM system can properly assign custodians to property assets and employees to spaces. CAFM has no ability to modify department data, as the FSCM tables are considered the master data.
CAFM Employee Integration	RE_PUB_EMPL_RUN	Asset Management, Send/Receive Information, Computer Aided Facility Mgmt, Employee Integration	Exchange employee information with Centerstone CAFM application using the RE_PUB_EMPL process: The application engine process is a Full Sync of Employees that transfers the employee data from the HR employee tables residing in FSCM. This data is provided to the CAFM system so that employees can be assigned to spaces on the floor plan when users are performing space management. CAFM has no ability to modify employee data, as the FSCM HR tables are considered the master data.

Establishing Space Allocation Basis for Centerstone CAFM

Access the Basis Generation For Allocation Process page.

Use a run control definition to establish the space allocation cost basis. The space allocations exchanged with Centerstone can be measured by square feet, meters or any other measurement that suits your organization. This process determines how the actual space allocated by Centerstone should be measured.

Centerstone creates the space allocations and passes them back to PeopleSoft. The allocation is then used to calculate the cost, for example, per square foot used by a specific department or resource. The information can then be used by General Ledger in the Allocation Process and in generating financial statistics and reports.

Exchanging Property Information with Centerstone CAFM

Access the CAFM Property Integration page.

CAFM Property Integration

Run Control ID: 1 [Report Manager](#) [Process Monitor](#) [Run](#)

Description	Sync Option
1 Request for Employee Location from CAFM	Incremental Sync
2 Request for Property Size and Occupancy from CAFM	Incremental Sync
3 Request for New and Deleted Properties from CAFM	Incremental Sync

[Message Monitor](#)

CAFM Property Integration page

Each process name to be run and its description is displayed.

Sync Option

Select the integration broker message type to be used. The options are:

- *FullSync*

A full synchronization message will exchange all information even if it has not changed since the last time the information was requested. The exception for rule this is that when requesting New Properties, full sync will behave like an incremental sync.

- *Incremental Sync*

An incremental synchronization message will exchange only information that has changed since the last time the information was requested.

When you run the process, the requested CAFM data updates the following PeopleSoft tables:

- *ASSET*
- *ASSET_CUSTODIAN*
- *ASSET_LOCATION*
- *ASSET_PROPERTY*
- *ASSET_ACQ_DET*

Exchanging Department Information with Centerstone CAFM

Access the CAFM Department Integration page.

CAFM Department Integration

Run Control ID: 1 [Report Manager](#) [Process Monitor](#) [Run](#)

CAFM Department Integration Run Control Parameters

*Business Unit GL

*Tree Name

[Message Monitor](#)

CAFM Department Integration page

Business Unit GL Select the associated GL business unit from which employees are selected to exchange information.

Tree Name Select the appropriate Department tree from which employees selected are to exchange information.

Note. If you select a tree other than Department, the process will fail.

Exchanging Employee Information with Centerstone CAFM

Access the CAFM Employee Integration page.

The employee integration with Centerstone CAFM does not require the input of any parameters.

Processing PeopleSoft Asset Management, Purchasing, and Payables Transactions

This section provides an overview of processing Asset Management, Purchasing and Payables transactions and discusses how to:

- Process PeopleSoft Purchasing transactions with PeopleSoft Asset Management.
- Process PeopleSoft Payables transactions with PeopleSoft Asset Management.

Understanding PeopleSoft Asset Management, Purchasing and Payables Transactions

PeopleSoft Purchasing sends receipts to PeopleSoft Asset Management as either capitalized or non-capitalized assets. If non-capitalized assets are created from Purchasing, these assets can be capitalized when the voucher information is received from Payables.

Note. PeopleSoft Asset Management automatically capitalizes assets created from PeopleSoft Payables as long as the asset profile used is able to be capitalized. Additionally, retirement transactions communicated from AP/PO to AM represent only closed vouchers, if that action was selected at the business unit level and canceled receipts.

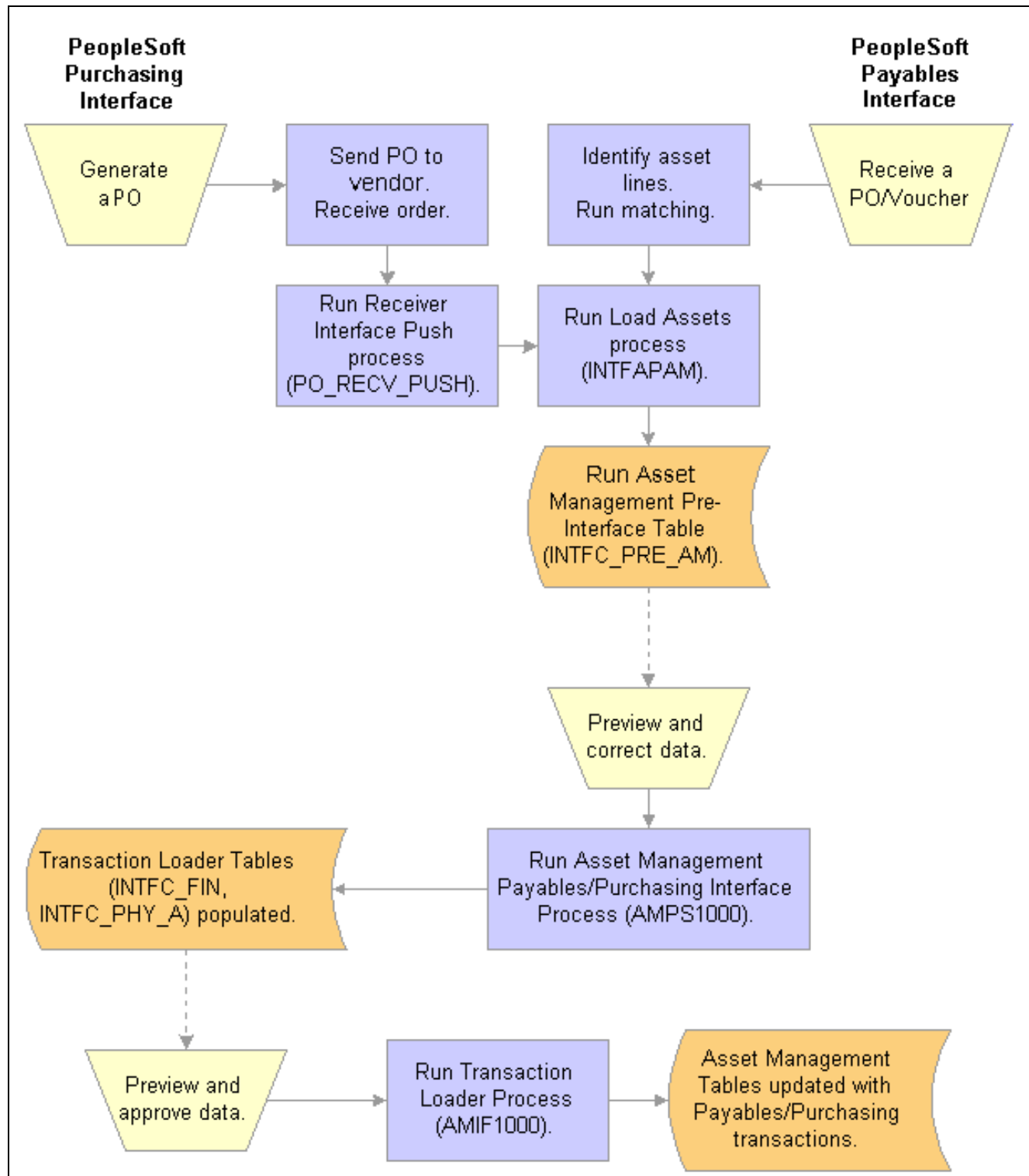
See Chapter 4, “Establishing PeopleSoft Asset Management Business Units,” Selecting Asset Management Interface Options, page 41.

See *PeopleSoft Enterprise Purchasing 9.0 PeopleBook*, “Getting Started With PeopleSoft Purchasing,” PeopleSoft Purchasing Integrations.

Before you can incorporate Asset Management with Purchasing and Payables transactions, you need to understand:

- The flow of data from PeopleSoft Purchasing to PeopleSoft Asset Management.
- The flow of data from PeopleSoft Payables to PeopleSoft Asset Management.

The data flow conforms to the logical steps that you take to create integrated transactions between Asset Management and these applications:



Data flow from Payables and Purchasing to Asset Management

Processing Payables Transactions with Asset Management

Asset Management provides the opportunity to add assets in mass directly from existing accounts payable vouchers. To do so, accounts payable voucher information is loaded into Asset Management by using the Payables/Purchasing Interface.

Note. If you are using Projects to capture data on your asset-related POs and receipts, the system passes purchasing and receipts data through the Projects to Asset Management interface rather than the Payables/Purchasing Interface. In this way, the PeopleSoft system provides the navigation from the Asset Acquisition Detail page to POs and receipts, as well as the associated projects.

To send asset information from Payables to Asset Management:

1. Identify the voucher lines as asset-related in Payables.

This enables you to enter asset information on the Voucher Invoice Information page.

It is not necessary to enter the asset ID on the receiver or voucher panels, unless you want to:

- Specify your own, unused asset ID on the receiver or voucher instead of using the NEXT asset ID available in PeopleSoft Asset Management.

If split-funding is enabled for the batch process, the asset ID is appended with a sequence number to identify multiple distribution lines to a single asset for cost and depreciation allocation.

- Add additional cost to an existing asset.

For example, suppose that the receiving clerk enters an unused asset ID on a receipt unbeknownst to the payables clerk entering the voucher. The payables clerk leaves the asset ID as *NEXT* on the voucher, and the asset ID entered in Receiving is carried through to PeopleSoft Asset Management.

In most cases, it is most reliable to leave the asset ID as *NEXT* on the receiver *and* voucher pages, and PeopleSoft Asset Management assigns the next asset ID when the Transaction Loader is run.

For example, suppose that you create a PO and receive 10 computers. The computer is a serialized item and the PO Business Unit option is set to *not* capitalize at the point of receipt. When you select Create Assets in Receiving, you see 10 lines on the receiver page; 10 interface lines are then sent to Assets. If fully processed these lines into Assets, this would result in 10 non-financial assets created from Receiving, and the Transaction Loader would have assigned the next 10 unused asset IDs for the AM business unit. Generally, when you create a voucher for 10 computers, you commonly enter one line with a quantity equal to 10, unless the computers are going to different departments. Because the receiver or PO is copied onto the voucher, the PO and receiver entries are sent to Assets when the voucher data is sent. It is by sending these receiver and PO entries that the single line from Payables is able to match and capitalize the 10 assets created earlier, as the PO and receiving keys are stored in acquisition detail. It is recommended that you copy the receiver onto the voucher because Assets more matching information available to match the PO and AP data, and it allows for a more detailed navigation from the Asset Acquisition Detail page. Copying the receiver onto the voucher is also recommended when there are multiple receivers to a PO, and essential when matching multiple vouchers to a PO.

If, as in the above example, the receiving and voucher data is processed into Assets at the same time, the 10 lines from Purchasing Receiving and single line from Payables are grouped together for matching in Assets processing to create 10 financial assets from Payables. Follow these steps:

2. Save and approve the voucher.
3. Run matching (depending on your setup options), and post the voucher to accounts payable.

Warning! If the voucher data being sent to Asset Management relates to previous assets that were created from Purchasing, the voucher *must* be matched to the PO and receiver. There can be no overrides with respect to receivers or receiver quantities exceptions. If encountered, Accounts Payable Receiver Match Exceptions RULE_R500 or RULE_R600 must not be overridden on asset-related vouchers; this interface cannot properly match up PO, receiver, voucher, and asset data with receiver match exceptions that have been overridden. Duplicate assets may result.

Note. If matching is not required for the vendor, you cannot use the Copy Receiver function when copying to a voucher. You can use only the Copy PO function to copy PO distribution lines. It is recommended that when creating vouchers for asset-related items, you copy the voucher information from the receiver, with the understanding that in some cases only the PO is available in Payables. If only the PO is copied onto the voucher, Payables must associate receivers with the vouchers.

4. Run the Load Assets Application Engine process (INTFAPAM) to populate the Asset Management Pre-Interface Loader table (INTFC_PRE_AM).

The Pre-Interface Loader determines the appropriate type of asset transactions to be loaded into the Asset Management Loader Tables, based on the voucher information and comparing it to the receiving information.

You can process adjustments by first unposting the vouchers, making changes to them, and then reposting and sending the adjustments to Asset Management. Rematching, if applicable, is also required.

When a voucher that was already sent to Asset Management is closed, the asset that was originally created by the voucher results as a negative addition, retirement, or no transaction. The appropriate action is defined during system setup on the Establish Business Units, Interface Options page.

If the initial posting and unposting are processed in the same run of AMPS1000, no asset is created because the two transactions cancel each other out. Load status for the first posting entry is set to *Consolidated*; load status for the unposting and closing entry is set to *Done*.

When a voucher that has previously been distributed to Asset Management is unposted and the ChartFields are changed, corresponding asset transfers are not handled. Asset transfers can only be made in the Asset Management system. In addition, once an asset has been capitalized from the PO, you cannot change the profile on the receiver or voucher pages, nor can you create a subsequent voucher to affect this asset with a new profile. Ensure that profiles are correct on the PO and in the item master catalog.

5. Preview the data in the Pre-Interface table, and make corrections as needed.
6. Run the Payables/Purchasing Interface process (AMPS1000_RQST) from Asset Management, Send/Receive Information, Retrieve Info from AP/PO.

This process loads the Transaction Loader tables (INTFC_FIN and INTFC_PHY_A). Every voucher line becomes a *Pending Asset Load* transaction, with book and cost information entered automatically according to the asset profile ID, cost, and quantity on the voucher. If your profile ID uses multiple books, then multiple book and cost information is generated. If an existing asset ID is specified on a voucher, then the cost associated with that voucher is added to the existing asset as a cost adjustment transaction.

Asset Management assigns asset cost as:

$$(\text{Asset Cost}) = (\text{Sum of Item Costs}) + (\text{Use Tax}) + (\text{Sales Tax}) + (\text{Freight}) + (\text{Miscellaneous Charges}) + (\text{Nonrecoverable VAT})$$

7. Preview data in the loader tables, and approve load lines.
8. Run the Transaction Loader (AMIF1000) to load these transactions into the Asset Management tables.

Note. Because the Payables Interface sets the default profile switch to *Yes* in the load tables, all books on the Transaction Loader asset profile automatically appear by default for each asset. In addition, all lines appear as automatically approved.

Warning! Ensure that if any of the assets that you are adding through the Payables/Purchasing interface include references to foreign currency, the exchange rate for that currency is defined in the currency exchange rate tables. If an exchange rate has not been defined, the assets will not populate the PS_COST table.

See *PeopleSoft Enterprise Application Fundamentals 9.0 PeopleBook*, “Defining Financials and Supply Chain Management Common Definitions,” Specifying Currency Options for the Journal Source.

Note. 1. Credit memos created in PeopleSoft Payables are not sent to PeopleSoft Asset Management by way of the Payables Application Engine. The asset manager should make these adjustments manually in the Cost Adjust/Transfer component.

2. AMPS1000 interprets asset sequence numbers when assigning NEXT asset id. Asset ids for Split-funded assets using the asset id sequence number to associate multiple distribution lines to a single asset ID are assigned in this step of the interface process.

3. Each distribution line entered in Payables for a split-funded asset will become a different cost line in Asset Management. If the same ChartFields are used for the different lines, the integration process will not consolidate the Cost lines.

See Also

PeopleSoft Enterprise Payables 9.0 PeopleBook, “Basic Voucher and Payment Processing”

PeopleSoft Enterprise Payables 9.0 PeopleBook, “Processing Batch Vouchers”

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Adding and Maintaining Assets”

Processing PeopleSoft Purchasing Transactions with PeopleSoft Asset Management

Asset Management enables you to add assets from existing purchase orders (POs) and receipts.

Note. If you are using PeopleSoft Projects to capture data on asset-related POs and receipts, the system passes purchasing and receipts data through the Projects-to-Asset Management interface rather than directly from the Payables or Purchasing interface. In this way, the PeopleSoft system provides the navigation from the Asset Acquisition Detail page to POs and receipts, as well as the associated projects.

To send purchasing information to Asset Management:

1. Generate a PO for the asset in Purchasing.

The PO should include the relevant AM business unit, profile ID, Capital Acquisition Plan (CAP) number, sequence number, tag number, employee ID, capitalization status, and cost type.

If the quantity on the requisition is one, enter an asset tag number on the requisition to enable the PO and the receiver to appear by default.

Note. You can specify a CAP number and sequence number on a requisition (or a PO, if you do not use a requisition) in Purchasing to tie an asset to a budget. The system then passes the CAP information from the requisition to the PO to the receiver, and then into Asset Management.

2. Send the PO to the vendor.

3. When you receive the asset, enter it as *Received* in Purchasing.

The asset information specified on the PO appears by default to the receiver; you can record additional asset information on the receiving pages of Purchasing.

4. Run the Receiver Interface Push Application Engine process (PO_RECVPUSH) in Purchasing.

This process loads receiver lines into the Pre-Interface table (INTFC_PRE_AM).

Note. The Receiver Interface Push process can be run in multiple ways. If you are processing a receipt that has no inventory-related lines, the Receiver Interface Push process is used. If you are processing a receipt that has both inventory-related lines as well as asset related lines, the Receiver Interface Push process runs as part of the Receipts Assets and Putaway process.

5. Run the Pre-Interface table (INTFC_PRE_AM) process. Preview the data in the Pre-Interface table, and make corrections as needed.

Note. The Receiver Interface Push application engine process (PO_RECVPUSH) must be run to send receiver information related to a purchase order to PeopleSoft Asset Management. Both the Receiver Interface Push process and the Payables to Assets Interface process must be run when the voucher is created from a PO.

6. Run the Payables/Purchasing Interface process (AMPS1000).

This process loads the Transaction Loader tables (INTFC_FIN and INTFC_PHY_A).

7. Preview data in the loader tables, and adjust the approval status if necessary.

Interface IDs appear with a status of *Pre-approved*. Set them to *Unapproved* on the Financial and Physical A Approval pages as needed.

8. Run the Transaction Loader process (AMIF1000) to load these transactions into the Asset Management tables.

Note. Because the Purchasing Interface sets the default profile switch to *Yes* in the load tables, the Transaction Loader automatically retrieves by default all book information defined on the asset profile for each asset created. In addition, all lines received are automatically approved.

Although capitalizing at the point of receipt is not a recommended accounting practice, an asset entered through Purchasing may be either capitalized or uncapitalized. There are two ways to do this. The Capitalize check box on the PeopleSoft Purchasing Business Unit page allows you to specify that items are capitalized at the point of receipt. If an item is to be capitalized at the point of receipt, a financial asset is created when the receiver lines are loaded by the Transaction Loader. If an item is not capitalized at time of receipt, you can capitalize it later by either of the following methods:

- If your system is integrated with Payables, run the Payables Interface once a voucher has been entered for this asset, followed by the Pre-Interface and Transaction Loader to load the data.

The asset is capitalized automatically by using the cost information entered on the voucher.

- You can capitalize the asset manually by using the Asset Basic Information component.

This method is not recommended if you have Payables and use the interface from Payables to Asset Management.

Assets are capitalized and depreciated based on actual cost and the date on which the asset is placed in service. This assumes that the asset has been received and invoiced by the vendor. Capitalization of an asset can include asset cost plus freight, taxes, and adjustments for installations. Each of these items may be treated differently for financial and tax purposes and can be determined only from the vendor's invoice.

Capitalizing an asset from PO cost may over- or understate the asset account on the balance sheet because the final invoice cost has not been received. When the asset has been received and invoiced, it can then be capitalized correctly and depreciated by using the actual invoiced costs. Additionally, if the asset has been capitalized upon receipt with differing ChartField information at the time of invoicing, it requires that the financial designation of the asset be finalized on the requisition.

If an asset has been received but not invoiced, it is included in the receipt accruals posted to the general ledger, but they are not yet capitalized. GAAP and FASB do not specifically support this accounting treatment; however, a standard recommendation is to maintain proper independent documentation that supports all recording of assets and expenses.

If an asset is created from PeopleSoft Purchasing, and it is serialized (or unitized later in Asset Management) and the corresponding voucher line's cost is different from the receiving amount, the difference is distributed to all assets created from the receipt.

The serialization attribute on the item is the easiest, most efficient, and most effective way to use the interface. The serialization attribute also streamlines the business process. Unitization or consolidation should only be necessary if you haven't installed Purchasing, because PeopleSoft Purchasing serializes or leaves items and assets consolidated for the entire process.

Items used in this interface should be properly established in the item master catalog.

When an item is created, it can be classified as an asset by assigning an asset profile ID on the Purchasing Attributes page. An item can also be specified as serial-controlled on the Item Definition – Inventory: Tracking/Description page. Verify that the item ID is classified correctly prior to receiving assets. This saves you much time and eliminates such processes as Unitization and Consolidation. If, for example, you receive five items and the PO/AM interface should create five individual assets as opposed to one asset with a quantity of five, then the item ID should be serial-controlled, and it should also have an asset profile ID assigned in Purchasing Attributes.

However you choose to capitalize, understand that once an asset has been capitalized in Asset Management, you cannot subsequently change related asset or ChartField information in the subsystems. In other words, asset transfers are not performed from PeopleSoft Purchasing or Payables; transfers are handled only in PeopleSoft Asset Management.

If an asset is split-funded, the batch process generates the next asset ID based upon a subordinate sequence number identifying multiple distribution lines to a single asset allowing asset cost to be split across all identified accounting distributions.

Note. Non-financial assets created in Purchasing (not capitalized at the point of receipt) automatically display a status of *Received*. The asset remains in *Received* status until the asset is paid or the decision is made to capitalize the asset. When the asset is invoiced in Payables and that invoice information is processed by the PO/AP/AM interface, the status of the asset is updated to *In Service*, and the asset is capitalized.

Note. Asset Management does not make adjustments for existing assets from the PO interface. The process only adds new assets.

See Also

PeopleSoft Enterprise Purchasing 9.0 PeopleBook, “Receiving Shipments,” Entering Asset Information

Processing Purchasing and Payables Transactions with Asset Management

This section discusses how to:

- Preview data in the Pre-Interface table.
- Run the Payables/Purchasing interface (AMPS1000).

Pages Used to Process Purchasing and Payables Transactions with Asset Management

Page Name	Object Name	Navigation	Usage
Pre-AM 1	INTFC_PRE_AM_01	Asset Management, Send/Receive Information, Preview AP/PO Information	Preview the data in the Pre-Interface PreAM 1 table.
Payables/Purchasing Interface	RUN_AMPS1000	Asset Management, Send/Receive Information, Retrieve Info from AP/PO	Run the Pre-Interface Loader to load the data (from Payables or Purchasing) into the Asset Management Loader tables.

Previewing Data in the Pre-Interface Table

Access the Pre-AM 1 page.

Asset Management enables you to add assets from existing POs and receipts or from existing accounts payable vouchers.

Note. If the fields on this page are changed, the voucher data may not match the PeopleSoft Asset Management data. In this case, the Load Status of the inconsistent rows should be set to *Errored*. You should then correct the voucher and resend it to PeopleSoft Asset Management. Physical information can be changed here because it does not affect capitalization or depreciation. In case AMPS1000 sets the status to *Errored*., you need to check the message log on the process monitor for the error message. Care should be taken to keep these changes in sync with purchasing and receiving data.

This table provides a step-by-step example of how a typical transaction flows from Purchasing to Asset Management:

Step	PeopleSoft Application	Page	Notes
Enter a PO.	Purchasing	Purchase Order - Form	Select the vendor, buyer, item, unit of measurement, and amount. Click Defaults to access the Purchase Order Defaults page.
Enter Asset Management information.	Purchasing	Purchase Order Defaults	Enter the AM unit and asset profile ID. Clear the Capitalize check box if you want to send assets to Asset Management with a status of To be Capitalized. Click OK.
Select all lines from Purchasing.	Purchasing	Purchase Order Defaults	This action returns you to the Purchase Order - Form page.
Select Matching.	Purchasing	Purchase Order - Form	In the Go To region of the page, select <i>11-Matching</i> from the drop-down list box.
Select Match Action and Match Rules.	Purchasing	PO Matching	N/A
Dispatch the PO.	Purchasing	Dispatch Purchase Orders	N/A
Create receipts.	Purchasing	Receiving (RECV_WPO_AM)	Click Asset Information.
Assign the tag number, serial ID, and asset ID.	Purchasing	Receiving: Asset Information (RECV_WPO_AM)	Select the appropriate icons, and save the page.
Process receipts.	Purchasing	Process Receipts	N/A
View your asset transactions to be processed.	Asset Management	Load Preview - Pre AM 1	N/A

Step	PeopleSoft Application	Page	Notes
Run the Purchasing/ Payables Interface to load the Transaction Loader tables.	Asset Management	Purchasing/Payables Interface	N/A
Run the Transaction Loader to load the Asset Management tables.	Asset Management	Transaction Loader Request	N/A
Review the asset in Asset Basic Information.	Asset Management	Asset Acquisition Detail	You should see an acquisition row for each asset.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Adding and Maintaining Assets”

Running the Payables/Purchasing Interface

Access the Payables/Purchasing Interface page.

When running this process, be aware of how the Pre-Interface Loader and the Transaction Loader each handles multisource transactions:

- In the case where there is a three-way match between a PO, a receipt, and a voucher, and they are all asset-related, the receipt must be processed into the Asset Management Pre-Interface Loader table earlier than or at the same time as the voucher record.

The receipt may be processed by the Pre-Interface Loader at the same time, but the voucher cannot be processed by the Pre-Interface Loader before the receipt. This ensures that you are not paying for assets before they are received.

- Ensure that the Pre-Interface Loader and the Transaction Loader have fully processed any previous runs before you run the Pre-Interface Loader again.

If you haven't fully processed the Transaction Loader after running the Pre-Interface Loader, you may create duplicate assets. The Pre-Interface Loader checks for assets that have been added from Receiving when a voucher is processed through the interface in order to avoid creating duplicate assets. The system does not look in the interface tables, therefore, if the Transaction Loader has not yet processed any previous runs of the Pre-Interface Loader. The result is that these unprocessed assets will not be available in the acquisition detail tables to perform matching.

This table provides a more detailed step-by-step example of how a typical transaction flows from Payables to Asset Management. In this example, Payables receives data from Purchasing:

Step	PeopleSoft Application	Page	Notes
Create a voucher by copying the receiver or PO.	Payables	Voucher - Invoice Information (VCHR_EXPRESS)	Click Copy PO/Recv. This action opens the Voucher Copy Worksheet.
Manually associate receivers if only the PO is copied onto the voucher.	Payables	Voucher - Invoice Information (VCHR_EXPRESS)	Click the Associate Receivers link.
Select the PO or receiver unit and receiver ID that you want to pay, and click the Copy PO button.	Payables	Voucher - Invoice Information (VCHR_EXPRESS)	After clicking the Copy PO button, you are returned to the Voucher-Invoice Information page.
Verify that the item is ready for matching.	Payables	Voucher Attributes (VCHR_STATUS_IA)	In the Match Action group box, <i>Ready</i> should appear as the status.
Match processes.	Payables	Match Request	N/A
Verify that there are no receiver exceptions.			N/A
Verify that the voucher can be posted.	Payables	Voucher Attributes - Matched Vouchers	N/A
Post the voucher.	Payables	Voucher Posting Request	N/A
Verify that <i>Posted</i> appears as the voucher post status.	Payables	Voucher Inquiry	N/A
Run the Load Assets process.	Payables	Load Assets Request	This loads Payables transactions to the Pre-Interface table.
Review and correct data if necessary.	Asset Management	Load Preview - Pre AM 1	N/A
Run the Purchasing/Payables Interface to load the Transaction Loader tables.	Asset Management	Purchasing/Payables Interface	N/A

Step	PeopleSoft Application	Page	Notes
Review and correct the data if necessary.	Asset Management	Financials Transactions and Physical Transaction A	N/A
Run the Transaction Loader to load the Asset Management tables.	Asset Management	Transaction Loader Request	N/A
Verify the asset cost on the Cost History page.	Asset Management	Asset Cost History (ASSET_TRANS_01)	You should see a cost row for each book of the related profile ID.
Review the asset in Asset Basic Information, and verify that the asset is capitalized.	Asset Management	Asset Acquisition Detail	You should see an acquisition row for each asset. The row from the PO is retained, not updated, and a new row from Payables is added.

Note. The Purchasing interface process does not check for non-PO received assets when processing vouchers for PeopleSoft Asset Management.

Integrating with PeopleSoft Project Costing

This section provides an overview of integration PeopleSoft Asset Management with PeopleSoft Project Costing.

Understanding PeopleSoft Project Costing Integration

Assets that originate in Project Costing are usually the outcome of construction projects. They can accumulate cost information associated with salvage and removal costs, proceeds from sales and the like.

When you establish integration between PeopleSoft Asset Management and PeopleSoft Project Costing, you can perform the following processes from PeopleSoft Project Costing:

- Set up express capitalization.
- Set up manual capitalization.
- Define express assets and relate them to projects.
- Capitalize assets by using express capitalization.
- Capitalize assets by using manual capitalization.
- Review and approve assets.
- Retire assets.

PeopleSoft Project Costing can also send cost information to PeopleSoft Asset Management for group assets that have not yet been consolidated. The cost for unrealized assets is accumulated as a pseudo group member asset, and depreciated at the group asset level.

Project Costing sends asset information directly to the Asset Management Loader Tables (INTFC_FIN and INTFC_PHY_A) by using the Project Costing-Asset Management Integration Application Engine process (RUN_PC_AM). This enables you to depreciate costs with a project before its completion.

Note. PeopleSoft Asset Management creates transactions in Asset Management tables from other feeder systems by using the Transaction Loader (AMIF1000) application engine. Transactions for existing assets that have a status of *Retired* or *Transferred* are not passed through the Transaction Loader; they are processed within their respective components.

Once you have transferred data from Project Costing, you can preview data in the loader tables, approve the load lines, approve the interface ID, and run the Transaction Loader process to transfer the data into Asset Management tables.

- The Transaction Loader tables load using the express automated process.
- The approval of the data in the Transaction Loader tables can be set to automatically approve or set to require manual review and approval.
- The Transaction Loader Approval interface allows you to review and cancel the process. You can then go back to the source systems to correct data that may not be loading as anticipated.

The Transaction Loader process can run automatically when:

- Asset profiles have been defined.
- Unitization and consolidation rules have been defined for the project.
- Items have been defined as serialized or non-serialized.
- Asset Capitalization triggering rules have been established for the project.
 - One or more assets have been created from the project costs and put in service.
 - Depreciation schedules have been activated so that depreciation expenses are generated.
 - The asset(s) have been updated in the Asset Repository.
 - Parent-child and component relationships have been established among the assets if needed.
 - Adjustments to assets have been recorded so that existing asset's values reflect accurately.

Note. If you are sending Parent-Child assets from Project Costing, the Transaction Loader relies on information that you have defined on the Asset Definition page of the Capitalize Project Assets component to accurately create the asset definition in Asset Management. If you have identified an existing parent asset for the asset that you are capitalizing from Project Costing, the Transaction Loader automatically creates a child asset. If you enter an asset ID in Project Costing, and also enter that same asset ID in the Parent ID field and it does not exist in the Asset Management PARENT_ASSET table, Transaction Loader creates a parent asset.

See Also

PeopleSoft Enterprise Project Costing 9.0 PeopleBook, “Managing Assets”

Integrating with Strategic Sourcing

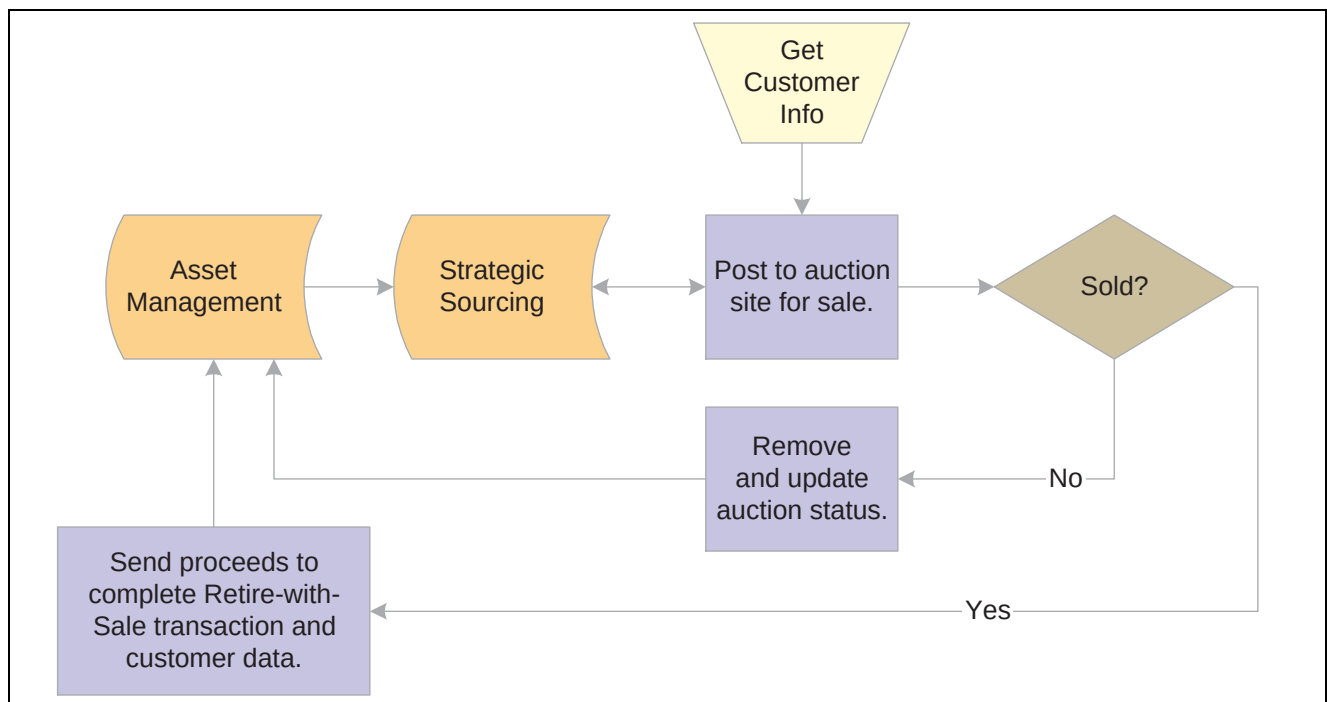
This section provides an overview of integrating Asset Management with Strategic Sourcing.

Understanding Integrating With Strategic Sourcing

When a sale is initiated by Strategic Sourcing, information required to bill for the auctioned asset is made available to Asset Management and sent to Billing (if applicable). Processing transactions in multiple currencies is also available.

If you integrate with Billing, you are able to generate billing invoices for assets sold at auction. This link provides a conduit for accessing customer information when generating billing invoices.

This process map shows the typical data flow between these products:



Asset Management integration to Strategic Sourcing data flow

Note. Strategic Sourcing does not process all types of assets. Any assets tagged as hazardous material or that have been retired, transferred, or subjected to reinstatement, or that are subject to VAT are not processed by Strategic Sourcing. The Strategic Sourcing statuses are available within the Asset Basic Add page. These are: *Sold in Auction*, *Sent to Auction*, *Not Allowed to be Auctioned*, and *Allowed to be Auctioned*.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Retiring Assets,” Putting Assets Up for Auction

Previewing Data in the Loader Tables

This section discusses how to:

- Preview the financial loader tables.
- Preview physical data in the loader tables.

Understanding Previewing Data in the Loader Tables

The most common way to transfer data to Asset Management is to populate two loader tables, Financial (INTFC_FIN) and Physical A (INTFC_PHY_A). These tables are typically populated when you:

- Run the Payables/Purchasing interface to upload data from Purchasing or Payables.
- Run the Asset Management integration process from Projects.
- Run mass changes in Asset Management.
- Convert data from a previous fixed asset system to Asset Management.
- Dispose of assets using the disposal worksheet.
- Make impairments and revaluations through worksheet pages
- Receive financial transactions from Maintenance Management business processes.
- Upload assets using Excel to CI feature.

You can view data loaded into these tables, giving you the opportunity to preview the data to be loaded into Asset Management when you run the Transaction Loader.

Pages Used to Preview Data in the Loader Tables

Page Name	Object Name	Navigation	Usage
Financial Transactions	INTFC_FIN_01	Asset Management, Send/Receive Information, Approve Financial Information, Review	View data in the financial loader table.
Physical Transactions A	INTFC_PHY_A	Asset Management, Send/Receive Information, Approve Physical Information, Review A	View data in the physical loader table.
Physical Transactions B	INTFC_PHY_B	Asset Management, Send/Receive Information, Approve Physical Information, Review B	View data in the physical loader table. This table and page are mainly used during conversion.

Previewing the Financial Loader Tables

Access the Financial Transactions page.

Interface ID	Identifies the interface process that populated the table.
Interface Line Number	Displays the row that you are viewing in the table.
PI ID (physical inventory ID)	Displays the physical inventory control ID. A value appears if the transactions were generated by the Physical Inventory process (AMPI1000).
Mass Change Definition	Displays the mass change definition used if you have populated this table by running a mass change.

Auto Approval Status
(automatic approval status)

This check box is selected if you have set the Approved field to a value of Y in the loader table (when converting); if the transactions came from Purchasing, Projects, or Payables and you selected Auto Approval on the AM Specific Fields page of the Asset Mass Change component; or if you selected Auto Approval on the physical inventory control ID. If this check box is not selected, you must approve the interface ID manually.

Asset ID

When the asset ID is set to *NEXT*, the next asset number for your business unit is assigned to this asset when you run the Transaction Loader. If the asset is subject to split-funding treatment, a subidentifying sequence number is appended to the asset ID. These are assigned when you retrieve information from Purchasing or Payables.

The Financial Transactions page (INTFC_FIN) displays financial information and associated ChartFields one row at a time. This is the data that the Transaction Loader uses to populate the Asset Management tables; after you review it, you can make changes as needed depending on your editing permissions established at the user preferences level.

Warning! Updates can be made to conversion data (by using SQL) or other financial data that has not been calculated by a program. However, when data has been calculated by a mass change, the Payables/Purchasing interface or the Capitalize Project Assets interface should not be changed without careful consideration of the implications of such changes. Any information manually updated could cause integrity problems and you must be certain that you understand the changes you are making before you make them.

Previewing Physical Data in the Loader Tables

Access the Physical Transactions A page or the Physical Transactions B page.

Preview the data and complete the appropriate fields.

Approving Load Lines

This section discusses how to:

- Approve financial load line interface IDs.
- Approve physical interface IDs.

Although most records appear preapproved, you may need to approve all pending interface IDs before loading them into the Asset Management tables. The Interface Asset Information component includes pages on which you can approve pending interface IDs.

Pages Used to Approve Load Lines

Page Name	Object Name	Navigation	Usage
Approve Financial	INTFC_FIN_APPR	Asset Management, Send/Receive Information, Approve Financial Information, Approve	Approve the data in the financial loader table. The page displays a summary of all the interface IDs pending approval in the financial loader table.
Approve Physical A	INTFC_PHY_APPR_A	Asset Management, Send/Receive Information, Approve Physical Information, Approve-A	View data in the physical loader table.
Approve Physical B	INTFC_PHY_APPR_B	Asset Management, Send/Receive Information, Approve Physical Information, Approve-B	View data in the physical loader table. This table and page are mainly used during conversion.

Approving Financial Load Line Interface IDs

Access the Approve Financial page.

Intfc ID (interface ID)	Identifies by number the interface process used to populate the table.
Unit	Reflects the business unit that receives these transactions when you run the Transaction Loader.
PI ID (physical inventory ID)	Appears if you have populated this table by generating reconciliation transactions as part of a physical inventory process.
Transaction/Interface Load ID and Load Type	Load lines are summarized by these fields. The load type is much like the trans type, but provides a greater level of detail. Each trans type in PeopleSoft Asset Management can generate several different load types.

This table displays some load types (those marked with an asterisk are uncommon):

Load Type	Long Name	Financial or Physical
AAD	Additional Cost Add	Financial
ACQ	Insert Acquisition Detail	Physical *
ADD	Asset Add	Financial
ADJ	Asset Cost Adjustment	Financial
ADP	Asset Depreciation Write-off	Financial

Load Type	Long Name	Financial or Physical
ADQ	Adjust Cost & Add Acquisition Detail	Financial and physical *
ARA	Add Retired Asset	Financial and physical
ASD	Asset Deletion	Financial and physical
AUP	Asset Information Update	Physical
BKD	Book Deletion	Financial *
BKS	Book Change	Financial
BSD	Selective Book Delete	Financial *
CAP	Asset Capitalization	Financial
CLC	Custodian/Location Change	Physical *
CIC	Capitalize into Composite	Financial
CN1	Conversion of First Book	Financial and physical
CN2	Conversion of Subsequent Books	Financial
FAD	Financial and Physical Add	Financial
GRP	Group ID Asset Add	Financial and physical
IHI	Physical Inventory History Insert	Physical
IUI	InterUnit Transfer, In Side	Financial and physical
IUO	InterUnit Transfer, Out Side	Financial
LAD	Leased Asset Add	Financial and physical *
NAD	Non-financial Add	Physical

Load Type	Long Name	Financial or Physical
OPT	Open Transaction Generator	Not applicable *
PHY	Physical Asset Change	Physical
PRT	Partial Retirement	Financial
RAQ	Replace Acquisition Detail	Physical
RCT	Asset Recategorization	Financial
REI	Asset Reinstatement	Financial
RET	Asset Retirement	Financial
RNA	Non-financial Retirement	Physical
TRF	IntraUnit Transfer	Financial

Approving Physical Interface IDs

Access the Approve Physical A page or the Approve Physical B page.

Review and complete the applicable fields.

Running the Transaction Loader

This section discusses how to run the transaction loader (AMIF1000).

Understanding the Transaction Loader Run Process

The Transaction Loader reads data staged in the loader tables and populates Asset Management tables with the data. Use the Transaction Loader whenever the loader tables have been populated as a result of integration with other applications or conversion from a previous fixed-asset system, or to complete data updates processed by a mass change or physical inventory.

Note. If you are converting from a previous fixed-asset system, you must run the Transaction Edit program (AMIFEDIT) before running the Transaction Loader. The Transaction Edit program performs edit checks on the data fields that you specify to help ensure that the information that you load into Asset Management is correct. Review the data loaded into INTFC_FIN, INTFC_PHY_A, and INTFC_PHY_B, and view the Transaction Loader (AMIF1000) carefully before you run it. You may need to change some of the data defaults that it contains.

If you are using the Transaction Loader to integrate information from Purchasing or Payables, you may want to consolidate or unitize load lines. This is only necessary if you are unable to use the serialization characteristics in the item master catalog. If you choose to do so, consolidation or unitization must be completed before running the Transaction Loader.

For converted assets and assets loaded through the Transaction Loader, the default is to book accumulated depreciation to the *previous* period. However, if you populate the START_PD, END_PD, and FISCAL_YEAR fields on the Financial Loader table (INTFC_FIN) with the values for the current period, and the amount in the DEPR field is not 0, any accumulated depreciation is booked to the *current* period.

Page Used to Run the Transaction Loader

Page Name	Object Name	Navigation	Usage
Run Transaction Loader	RUN_AMIF1000	Asset Management, Send/Receive Information, Load Transactions, Load Transactions into AM	Run the Transaction Loader process.

Running the Transaction Loader - Request Page

Access the Run Transaction Loader page.

Run Transaction Loader page

Run Control Parameters

System Source

One load ID may come from multiple system sources—for example, from both PeopleSoft Purchasing and PeopleSoft Payables. To run *all* lines with the same load ID, leave the System Source field blank. To process only PeopleSoft Billing, Payables, or only the Purchasing load lines with the ID, and so on, then enter that system.

Process PeopleSoft Maintenance Management Transactions

Select to process Maintenance Management transactions. This options displays if you have installed Maintenance Management. If the option is unchecked, the transaction loader will not process Maintenance Management transactions.

Find Trans Load ID (optional)

If you do not already know the interface ID that you want to process, the Transaction Loader enables you to search for transactions based on system source, load type, and load status, and whether they consist of physical or financial records. You can use as many or as few of these criteria as you want. The more you use, the narrower your search is.

The load status can be one of the following values. Enter the appropriate value:

Load Status	Definition
<i>Consolidate</i> (consolidated)	Transactions Consolidated (will not be loaded)
<i>Errored</i>	Transaction Errors Note. To rerun transactions in status <i>Errored</i> you have to change the load status to <i>Pending</i> .
<i>In Process</i>	Processing is ongoing.
<i>Loaded</i>	Transactions Loaded
<i>On Hold</i>	Transaction are not processed.
<i>Pending</i>	Transactions Not Loaded
<i>Replaced</i>	Transaction line replaced with alternate line.
<i>Unitized</i>	Transactions Unitized (will not be loaded)

Consolidating and Unitizing Assets

This section provides an overview of consolidating and unitizing assets and tell you how to:

- Consolidate assets from the Consolidate Assets - FROM Assets page.
- Consolidate and save your new asset as a load line from the Consolidate Assets - TO Assets page.
- View detailed information on the load line that you selected from the Unitizing Assets - FROM Assets page.
- Specify any details for proportional unitization from the Proportional Unitization Defaults page.
- Define the individual assets into which you want this load line unitized, and view totals and balances.

Understanding the Consolidation and Unitization of Assets

When you run the Transaction Loader, each pending load line generates a unique asset in PeopleSoft Asset Management. If you want to consolidate many load lines into a single asset, or split a load line into many assets (unitize), you must do so *before* running the Transaction Loader.

Although it is preferable to use the Item Master Catalog to predefine asset serialization characteristics, the system allows you to unitize or consolidate financial or physical asset load lines. You may have one line that actually represents several different assets; for example, you may pay for 10 computers with one voucher line. If you run the PeopleSoft Payables Interface without unitizing, this voucher line becomes one pending load line for one asset, and the quantity is equal to 10. To generate *several* assets, you must first unitize the single load line into 10 separate lines. Then when you run the Transaction Loader, each load line generates one asset; that is, 10 assets are created, each having a quantity equal to one.

Note. Establishing items in the master catalog with serialization attributes can save you much time by making the unitization and consolidation step unnecessary. If you want unitized assets when receiving or generating the voucher for items with multiple quantities (receiver and voucher lines have a quantity greater than one), establish those items as serialized. If your items should not be considered an asset unless their quantity is greater than one—for example, a dozen—then establish those items as nonserialized. Even if you do not use the item master catalog for other business processes, it may make sense to set up your asset items in the catalog as a one-time setup activity.

This documentation discusses consolidating and unitizing assets rather than load lines. However, it is important to remember that the assets don't actually exist until you run the Transaction Loader.

Pages Used to Consolidate and Unitize Assets

Page Name	Object Name	Navigation	Usage
Consolidate Assets - FROM Assets	ASSET_CONSOL_01	Asset Management, Send/Receive Information, Load Transactions, Consolidate Assets	Consolidate assets with an action of Add. Leave the dialog box blank, and click OK.
Consolidate Assets - TO Asset	ASSET_CONSOL_02	Asset Management, Send/Receive Information, Load Transactions, Consolidate Assets, TO Asset	Consolidate and save your new asset as a load line.
Unitize Assets - FROM Asset	ASSET_UNIT_01	Asset Management, Send/Receive Information, Load Transactions, Unitize Assets	View detailed information on the load line that you selected.
Proportional Unitization Defaults	ASSET_UNIT_01A	Click the EZ Unitize button on the Unitize Assets - FROM Assets page.	Specify details for proportional unitization.
Unitize Assets - TO Assets	ASSET_UNIT_02	Asset Management, Send/Receive Information, Unitize Assets, TO Assets	Define individual assets into which you want this load line unitized.
Unitization Totals	ASSET_UNIT_SP	Click the Totals/Balance link on the Unitize Assets - TO Assets page.	View totals and balances.

Consolidating Assets – FROM Assets

Access the Consolidate Assets - FROM Assets page.

This page enables you to search for consolidation from assets with a particular value by using these search fields:

Field	Value
<i>Activity</i>	Activity ID derived from PeopleSoft Project Costing.
<i>Asset Category</i>	Asset Category
<i>Budget Reference</i>	Budget Reference
<i>Class Field</i>	Class Field
<i>Department</i>	Department
<i>Fund Code</i>	Fund Code
<i>Invoice Number</i>	Invoice - from PeopleSoft Payables
<i>Interface ID</i>	Interface ID
<i>Interface Line Number</i>	Interface Line Number
<i>Item ID</i>	Inventory Item - from PeopleSoft Payables
<i>Operating Unit</i>	Operating Unit - from PeopleSoft General Ledger
<i>PO Number</i>	Purchase Order - from PeopleSoft Purchasing
<i>Product</i>	Product
<i>Program Code</i>	Program Code
<i>Project</i>	Project - from Project Costing, Purchasing, or Payables.
<i>Receipt Line</i>	Receiver - from PeopleSoft Purchasing
<i>Receipt Number</i>	Receiver line number - from PeopleSoft Purchasing.

Field	Value
<i>Vendor ID</i>	Vendor
<i>Voucher ID</i>	Voucher - from Payables

You use different search fields when consolidating lines from different systems. For example, when consolidating lines from PeopleSoft Payables, you can search on *Voucher ID*. When consolidating lines from Purchasing, you can search on *PO Number*. If you enter *Invoice Number*, the system prompts you to select from a list of invoice numbers; if you enter *PO Numbers*, you receive a list of PO numbers.

Enter the search field that you want to use, and then enter the value to search for.

Note. Rows continue to be added to the scroll area on page one, based on the field and value combination actions. It may be necessary for you to delete unwanted rows.

From Asset Tabs

Chartfields	Review ChartField information related to the load line.
Cost	Review cost information related to the load line.
Interface	Review interface information, including the interface line, about the load line.

Select the asset with which to work in the TO Asset page by selecting the radio button at the beginning of a line. You can select only one asset at a time.

Note. It is recommended that you don't change the value of the profile ID, so that you are able to delete rows from the search grid on each tab in the component.

Consolidating Assets – TO Assets

Access the Consolidate Assets - TO Asset page.

Enter a information about your asset if appropriate. Most of the fields on this page are optional fields.

The values displayed in the Cost, Sales Tax, Freight, and Use Taxfields equals the sum of the value for all of the consolidated from assets.

To complete the consolidation process, load the resulting load transaction by using the Transaction Loader.

Unitizing Assets – FROM Assets

Access the Unitize Assets - FROM Asset page.

Verify that this is the line that you want to unitize, then click EZ Unitize to access the Proportional Unitization Defaults page, where you can proportionally unitize.

Note. Unitizing interface rows that contain a default PROFILE_ID equal to N (multibook assets) prompts unitization of all books. The cost of the other books for each new asset is based on the percent cost of the unitized book.

Specifying Details for Proportional Unitization

Access the Proportional Unitization Defaults page.

Note. If you enter a quantity but no description or profile at the prompt, these values appear by default from the Unitize From page.

The Unitize Assets - TO Assets page appears, and the system automatically inserts new load lines in the scroll region based on the prompt information that you entered. You do not have to separate out the assets manually. All of the amounts are prorated.

Unitizing Assets – TO Assets

Access the Unitize Assets - TO Assets page.

Certain information on this page appears by default from the originating system.

Information for assets that originated in accounts payable appears by default for these fields:

- Business Unit
- Voucher
- Voucher Line
- Invoice
- Cost
- Base Cost
- Sales Tax
- Base Sales Tax Amount
- Use Tax
- Base Use Tax Amount
- Freight
- Base Freight Amount
- Base Merchandise Amount
- VAT Non Recoverable (nonrecoverable value-added tax)
- Non-Recoverable Base Amount
- Recoverable VAT (recoverable value-added tax)
- VAT Recovery Base Amount

Note. These fields appear only after you have entered a profile ID, and you have moved the cursor out of that field or used the EZ Unitize function.

Information for assets that originated in Purchasing appears by default for these fields:

- Profile ID
- Business Unit
- PO No.(purchase order number)

- Cost
- Quantity

Information for assets that originated in Projects appears by default for these fields:

- Profile ID
- Business Unit
- Project
- Activity

Click the Totals/Balance link to access the Unitization Totals page, where you can view totals and balances.

To complete the unitization process, load the resulting load lines by using the Transaction Loader.

Exporting Property Tax Data to Third-Party Tax Systems

Companies are required to submit property tax in each jurisdiction where they operate and own property. When organizations have multiple locations in different taxing jurisdictions, this requirement is increasingly burdensome to the tax department. Many corporations have purchased third-party property tax software to manage and calculate their property tax and to file their returns. PeopleSoft Asset Management gives you the ability to export property-related asset information to third-party property tax systems such as Vertex, Taxware, and Property Tax Management Systems. An SQR program populates a property tax table for export to third-party property tax systems. The data fields selected for export is based upon the import file requirements of Vertex, but it is easily modified to suit those of other property tax vendors.

Export property tax information from the Load Property Tax Table page to export property tax data to third-party tax systems.

You can also build your own export table definition and export by using the PeopleTools Query Utility.

Page Used to Export Property Tax Data to Third-Party Tax Systems

Page Name	Object Name	Navigation	Usage
Load Property Tax Table	RUN_LDPRPTAX	Asset Management, Financial Reports, Load Reporting Tables, Load Property Tax Table	Export property tax information.

Loading the Property Tax Table Page

Access the Load Property Tax Table page, and complete the appropriate fields.

Note. While viewing and exporting data from the PS_PROPERTY_TAX table, note that the RETIREMENT_DT field in this table is used for both transfers out and retirements. When the asset is retired, a retirement date appears. For the assets that have been transferred out, a transfer transaction date appears, with the TRANS_IN_OUT switch set to *O*.

Importing Asset Data by Using the Excel to Component Interface Utility

PeopleSoft Asset Management provides the option to use a utility program that employs a delivered PeopleSoft Asset Management template and Microsoft Excel spreadsheets to upload asset information in batches. You can use the interface to upload asset information from a spreadsheet template when adding multiple assets to your database and to add set up data into the system.

The following component interfaces (CI) are provided by PeopleSoft Asset Management:

- Asset class (ASSET_CLASS_CI)
- Hazardous asset definition (ASSET_FSC_DEFN_CI)
- Category (CATEGORY_DEFN_CI)
- Depreciation schedule (DEPR_SCHEDULE_DEFN_CI)
- Depreciation terms (DEPR_TERMS_DEFN_CI)
- InterUnit Definition (IU_TRF_DEFN_TBL_CI)
- Operator Defaults for AM (OPR_DEFAULT_AM_CI)
- Asset Profile (PROFILE_CI)
- Non Financial Retirement (RETIRE_NF_CI)
- Non Financial Retirement - Backup (RETIRE_NF_CI_BKUP)
- User Defined Depreciation Rates (UD_DEPR_RATE_CI)
- Add transaction to asset financial and physical tables (INTFC_FINPHY_SS_A)
- Fair Market Value addition (AM_FMV_CI)

When using the INTFC_FINPHY_SS_A component interface, the data is loaded to INTFC_FIN and INTFC_PHY_A tables. Three interface types are allowed: CN1, CN2, and FAD. The default profile switch can be on or off. A preview page for the asset data enables you to preview the imported information from the spreadsheet. Finally, a PeopleTools component interface is delivered, enabling you to upload asset *Add* transactions into the PeopleSoft Asset Management database.

To import asset information to the database by using the Excel to Component Interface spreadsheets:

1. Connect to the PeopleTools Excel spreadsheet utility interface.
2. Define the Microsoft Excel template that you are importing.
3. Complete the Microsoft Excel spreadsheet template with the data to be imported for new assets.
4. Preview the data to be imported from the asset import preview page.
5. Select the component interface, and submit the data for addition to the database.

Detailed information about using the Excel to Component Interface Utility appears in the PeopleTools PeopleBook.

See Also

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Adding and Maintaining Assets”

PeopleSoft Enterprise Asset Management 9.0 PeopleBook, “Getting Started With PeopleSoft Enterprise Asset Management”

APPENDIX A

Configuring PeopleSoft Asset Lifecycle Management Background Processes

This appendix discusses how to configure temporary tables for batch processing.

Configuring Temporary Tables for Background Processing

When you run background batch processes in parallel, you risk data contention and deadlocks on temporary tables. To avoid this, PeopleTools enables you to dedicate specific instances of temporary tables for each process. When PeopleSoft Application Engine manages a dedicated temporary table instance, it controls the locking of the table before use and the unlocking of the table after use.

When you decide how many temporary table instances to dedicate for a process, consider the number of temporary tables that the process uses. More instances result in more copies of the temporary tables on the system. For example, if a process uses 25 temporary tables and you have 10 instances for a process, you will have 250 temporary tables on the system.

If you run processes in parallel and all of the dedicated temporary table instances are in use, the performance of the process decreases. You need to find a balance that works for your organization.

Note. When number of instances is specified, PeopleSoft Application Designer displays a list of the temporary tables for the process. Use the list to determine how many temporary tables each process uses.

Specify how many temporary table instances to dedicate for each of the following batch processes that can run in parallel in PeopleSoft Asset Management:

- Load Transactions (AMIF1000).
- Calculate Depreciation (AM_DEPR_CALC).
- Group Asset Consolidation (AMGRPCON)
- Create Accounting Entries (AM_AMAEDIST).
- Asset IU Processor (AM_IU_PRCS)
- Close Depreciation (AM_DPCLOSE).
- Depreciation Reporting (AMDPREPT).
- Payables/Purchasing Interface (AMPS1000).
- Cost Summarization (AM_COST_SUM).
- CGU Impairment (AM_CGU_IMP).
- What-if Depreciation (AM_DEPR_COMP).

- Revaluation in Mass (AMREVAL and AMDEPRWRTOFF)

The PeopleTools documentation discusses the usage of temporary tables in detail and describes how to specify the number of instances.

If you run any of the General Ledger COBOL processes, also configure the temporary tables for those processes. The *PeopleSoft Enterprise General Ledger 9.0 PeopleBook* discusses how to do this in detail.

See Also

PeopleSoft Enterprise General Ledger 9.0 PeopleBook, “Optimizing General Ledger Performance”

Enterprise PeopleTools 8.48 PeopleBook, “PeopleSoft Application Engine”.

Glossary of PeopleSoft Enterprise Terms

absence entitlement	This element defines rules for granting paid time off for valid absences, such as sick time, vacation, and maternity leave. An absence entitlement element defines the entitlement amount, frequency, and entitlement period.
absence take	This element defines the conditions that must be met before a payee is entitled to take paid time off.
academic career	In PeopleSoft Enterprise Campus Solutions, all course work that a student undertakes at an academic institution and that is grouped in a single student record. For example, a university that has an undergraduate school, a graduate school, and various professional schools might define several academic careers—an undergraduate career, a graduate career, and separate careers for each professional school (law school, medical school, dental school, and so on).
academic institution	In PeopleSoft Enterprise Campus Solutions, an entity (such as a university or college) that is independent of other similar entities and that has its own set of rules and business processes.
academic organization	In PeopleSoft Enterprise Campus Solutions, an entity that is part of the administrative structure within an academic institution. At the lowest level, an academic organization might be an academic department. At the highest level, an academic organization can represent a division.
academic plan	In PeopleSoft Enterprise Campus Solutions, an area of study—such as a major, minor, or specialization—that exists within an academic program or academic career.
academic program	In PeopleSoft Enterprise Campus Solutions, the entity to which a student applies and is admitted and from which the student graduates.
accounting class	In PeopleSoft Enterprise Performance Management, the accounting class defines how a resource is treated for generally accepted accounting practices. The Inventory class indicates whether a resource becomes part of a balance sheet account, such as inventory or fixed assets, while the Non-inventory class indicates that the resource is treated as an expense of the period during which it occurs.
accounting date	The accounting date indicates when a transaction is recognized, as opposed to the date the transaction actually occurred. The accounting date and transaction date can be the same. The accounting date determines the period in the general ledger to which the transaction is to be posted. You can only select an accounting date that falls within an open period in the ledger to which you are posting. The accounting date for an item is normally the invoice date.
accounting split	The accounting split method indicates how expenses are allocated or divided among one or more sets of accounting ChartFields.
accumulator	You use an accumulator to store cumulative values of defined items as they are processed. You can accumulate a single value over time or multiple values over time. For example, an accumulator could consist of all voluntary deductions, or all company deductions, enabling you to accumulate amounts. It allows total flexibility for time periods and values accumulated.
action reason	The reason an employee's job or employment information is updated. The action reason is entered in two parts: a personnel action, such as a promotion, termination, or change from one pay group to another—and a reason for that action. Action reasons are used by PeopleSoft Enterprise Human Resources, PeopleSoft Enterprise Benefits

	Administration, PeopleSoft Enterprise Stock Administration, and the COBRA Administration feature of the Base Benefits business process.
action template	In PeopleSoft Enterprise Receivables, outlines a set of escalating actions that the system or user performs based on the period of time that a customer or item has been in an action plan for a specific condition.
activity	In PeopleSoft Enterprise Learning Management, an instance of a catalog item (sometimes called a class) that is available for enrollment. The activity defines such things as the costs that are associated with the offering, enrollment limits and deadlines, and waitlisting capacities. In PeopleSoft Enterprise Performance Management, the work of an organization and the aggregation of actions that are used for activity-based costing. In PeopleSoft Enterprise Project Costing, the unit of work that provides a further breakdown of projects—usually into specific tasks. In PeopleSoft Workflow, a specific transaction that you might need to perform in a business process. Because it consists of the steps that are used to perform a transaction, it is also known as a step map.
address usage	In PeopleSoft Enterprise Campus Solutions, a grouping of address types defining the order in which the address types are used. For example, you might define an address usage code to process addresses in the following order: billing address, dormitory address, home address, and then work address.
adjustment calendar	In PeopleSoft Enterprise Campus Solutions, the adjustment calendar controls how a particular charge is adjusted on a student's account when the student drops classes or withdraws from a term. The charge adjustment is based on how much time has elapsed from a predetermined date, and it is determined as a percentage of the original charge amount.
administrative function	In PeopleSoft Enterprise Campus Solutions, a particular functional area that processes checklists, communication, and comments. The administrative function identifies which variable data is added to a person's checklist or communication record when a specific checklist code, communication category, or comment is assigned to the student. This key data enables you to trace that checklist, communication, or comment back to a specific processing event in a functional area.
admit type	In PeopleSoft Enterprise Campus Solutions, a designation used to distinguish first-year applications from transfer applications.
agreement	In PeopleSoft Enterprise eSettlements, provides a way to group and specify processing options, such as payment terms, pay from a bank, and notifications by a buyer and supplier location combination.
allocation rule	In PeopleSoft Enterprise Incentive Management, an expression within compensation plans that enables the system to assign transactions to nodes and participants. During transaction allocation, the allocation engine traverses the compensation structure from the current node to the root node, checking each node for plans that contain allocation rules.
alternate account	A feature in PeopleSoft Enterprise General Ledger that enables you to create a statutory chart of accounts and enter statutory account transactions at the detail transaction level, as required for recording and reporting by some national governments.
analysis database	In PeopleSoft Enterprise Campus Solutions, database tables that store large amounts of student information that may not appear in standard report formats. The analysis database tables contain keys for all objects in a report that an application program can use to reference other student-record objects that are not contained in the printed report. For instance, the analysis database contains data on courses that are considered

	for satisfying a requirement but that are rejected. It also contains information on courses captured by global limits. An analysis database is used in PeopleSoft Enterprise Academic Advisement.
Application Messaging	PeopleSoft Application Messaging enables applications within the PeopleSoft Enterprise product family to communicate synchronously or asynchronously with other PeopleSoft Enterprise and third-party applications. An application message defines the records and fields to be published or subscribed to.
AR specialist	Abbreviation for <i>receivables specialist</i> . In PeopleSoft Enterprise Receivables, an individual in who tracks and resolves deductions and disputed items.
arbitration plan	The arbiter when multiple price rules match the transaction. This plan determines the order in which the price rules are applied to the transaction base price.
assessment rule	In PeopleSoft Enterprise Receivables, a user-defined rule that the system uses to evaluate the condition of a customer's account or of individual items to determine whether to generate a follow-up action.
asset class	An asset group used for reporting purposes. It can be used in conjunction with the asset category to refine asset classification.
attribute/value pair	In PeopleSoft Enterprise Directory Interface, relates the data that makes up an entry in the directory information tree.
auction event	In PeopleSoft Strategic Sourcing, a sourcing event where bidders actively compete against one another to achieve the best price or score.
audience	In PeopleSoft Enterprise Campus Solutions, a segment of the database that relates to an initiative, or a membership organization that is based on constituent attributes rather than a dues-paying structure. Examples of audiences include the Class of '65 and Undergraduate Arts & Sciences.
authentication server	A server that is set up to verify users of the system.
base time period	In PeopleSoft Enterprise Business Planning, the lowest level time period in a calendar.
benchmark job	In PeopleSoft Enterprise Workforce Analytics Solution, a benchmark job is a job code for which there is corresponding salary survey data from published, third-party sources.
bid response	In PeopleSoft Strategic Sourcing, the response by a bidder to an event.
billing career	In PeopleSoft Enterprise Campus Solutions, the one career under which other careers are grouped for billing purposes if a student is active simultaneously in multiple careers.
bio bit or bio brief	In PeopleSoft Enterprise Campus Solutions, a report that summarizes information stored in the system about a particular constituent. You can generate standard or specialized reports.
book	In PeopleSoft Enterprise Asset Management, used for storing financial and tax information, such as costs, depreciation attributes, and retirement information on assets.
branch	A tree node that rolls up to nodes above it in the hierarchy, as defined in PeopleSoft Tree Manager.
budgetary account only	An account used by the system only and not by users; this type of account does not accept transactions. You can only budget with this account. Formerly called "system-maintained account."

budget check	In commitment control, the processing of source transactions against control budget ledgers, to see if they pass, fail, or pass with a warning.
budget control	In commitment control, budget control ensures that commitments and expenditures don't exceed budgets. It enables you to track transactions against corresponding budgets and terminate a document's cycle if the defined budget conditions are not met. For example, you can prevent a purchase order from being dispatched to a vendor if there are insufficient funds in the related budget to support it.
budget period	The interval of time (such as 12 months or 4 quarters) into which a period is divided for budgetary and reporting purposes. The ChartField allows maximum flexibility to define operational accounting time periods without restriction to only one calendar.
business activity	The name of a subset of a detailed business process. This might be a specific transaction, task, or action that you perform in a business process.
business event	In PeopleSoft Enterprise Receivables, defines the processing characteristics for the Receivable Update process for a draft activity. In PeopleSoft Enterprise Sales Incentive Management, an original business transaction or activity that may justify the creation of a PeopleSoft Enterprise Incentive Management event (a sale, for example).
business process	A standard set of 17 business processes are defined and maintained by the PeopleSoft Enterprise product families and are supported by the Business Process Engineering group. An example of a business process is Order Fulfillment, which is a business process that manages sales orders and contracts, inventory, billing, and so forth. See also <i>detailed business process</i>.
business unit constraints	In PeopleSoft Strategic Sourcing, these constraints apply to a selected Strategic Sourcing business unit. Spend is tracked across all of the events within the selected Strategic Sourcing business unit.
business task	The name of the specific function depicted in one of the business processes.
business unit	A corporation or a subset of a corporation that is independent with regard to one or more operational or accounting functions.
buyer	In PeopleSoft Enterprise eSettlements, an organization (or business unit, as opposed to an individual) that transacts with suppliers (vendors) within the system. A buyer creates payments for purchases that are made in the system.
buy event	In PeopleSoft Strategic Sourcing, for event creators, the purchase of goods or services, most typically associated with a request for quote, proposal, or reverse auction. For bidders, the sale of goods or services.
campus	In PeopleSoft Enterprise Campus Solutions, an entity that is usually associated with a distinct physical administrative unit, that belongs to a single academic institution, that uses a unique course catalog, and that produces a common transcript for students within the same academic career.
cash drawer	A repository for monies and payments taken locally.
catalog item	In PeopleSoft Enterprise Learning Management, a specific topic that a learner can study and have tracked. For example, "Introduction to Microsoft Word." A catalog item contains general information about the topic and includes a course code, description, categorization, keywords, and delivery methods. A catalog item can have one or more learning activities.
catalog map	In PeopleSoft Enterprise Catalog Management, translates values from the catalog source data to the format of the company's catalog.

catalog partner	In PeopleSoft Enterprise Catalog Management, shares responsibility with the enterprise catalog manager for maintaining catalog content.
categorization	Associates partner offerings with catalog offerings and groups them into enterprise catalog categories.
category	In PeopleSoft Enterprise Campus Solutions, a broad grouping to which specific comments or communications (contexts) are assigned. Category codes are also linked to 3C access groups so that you can assign data-entry or view-only privileges across functions.
channel	In PeopleSoft MultiChannel Framework, email, chat, voice (computer telephone integration [CTI]), or a generic event.
ChartField	A field that stores a chart of accounts, resources, and so on, depending on the PeopleSoft Enterprise application. ChartField values represent individual account numbers, department codes, and so forth.
ChartField balancing	You can require specific ChartFields to match up (balance) on the debit and the credit side of a transaction.
ChartField combination edit	The process of editing journal lines for valid ChartField combinations based on user-defined rules.
ChartKey	One or more fields that uniquely identify each row in a table. Some tables contain only one field as the key, while others require a combination.
checkbook	In PeopleSoft Enterprise Promotions Management, enables you to view financial data (such as planned, incurred, and actual amounts) that is related to funds and trade promotions.
checklist code	In PeopleSoft Enterprise Campus Solutions, a code that represents a list of planned or completed action items that can be assigned to a staff member, volunteer, or unit. Checklists enable you to view all action assignments on one page.
claimback	In the wholesale distribution industry, a contract between supplier and distributor, in which monies are paid to the distributor on the sale of specified products or product groups to targeted customers or customer groups.
class	In PeopleSoft Enterprise Campus Solutions, a specific offering of a course component within an academic term. See also <i>course</i> .
Class ChartField	A ChartField value that identifies a unique appropriation budget key when you combine it with a fund, department ID, and program code, as well as a budget period. Formerly called <i>sub-classification</i> .
clearance	In PeopleSoft Enterprise Campus Solutions, the period of time during which a constituent in PeopleSoft Enterprise Contributor Relations is approved for involvement in an initiative or an action. Clearances are used to prevent development officers from making multiple requests to a constituent during the same time period.
clone	In PeopleCode, to make a unique copy. In contrast, to <i>copy</i> may mean making a new reference to an object, so if the underlying object is changed, both the copy and the original change.
cohort	In PeopleSoft Enterprise Campus Solutions, the highest level of the three-level classification structure that you define for enrollment management. You can define a cohort level, link it to other levels, and set enrollment target numbers for it. See also <i>population</i> and <i>division</i> .

collection	To make a set of documents available for searching in Verity, you must first create at least one collection. A collection is set of directories and files that allow search application users to use the Verity search engine to quickly find and display source documents that match search criteria. A collection is a set of statistics and pointers to the source documents, stored in a proprietary format on a file server. Because a collection can only store information for a single location, PeopleTools maintains a set of collections (one per language code) for each search index object.
collection rule	In PeopleSoft Enterprise Receivables, a user-defined rule that defines actions to take for a customer based on both the amount and the number of days past due for outstanding balances.
comm key	See <i>communication key</i> .
communication key	In PeopleSoft Enterprise Campus Solutions, a single code for entering a combination of communication category, communication context, communication method, communication direction, and standard letter code. Communication keys (also called <i>comm keys</i> or <i>speed keys</i>) can be created for background processes as well as for specific users.
compensation object	In PeopleSoft Enterprise Incentive Management, a node within a compensation structure. Compensation objects are the building blocks that make up a compensation structure's hierarchical representation.
compensation structure	In PeopleSoft Enterprise Incentive Management, a hierarchical relationship of compensation objects that represents the compensation-related relationship between the objects.
component interface	A component interface is a set of application programming interfaces (APIs) that you can use to access and modify PeopleSoft Enterprise database information using a program instead of the PeopleSoft client.
condition	In PeopleSoft Enterprise Receivables, occurs when there is a change of status for a customer's account, such as reaching a credit limit or exceeding a user-defined balance due.
configuration parameter catalog	Used to configure an external system with PeopleSoft Enterprise. For example, a configuration parameter catalog might set up configuration and communication parameters for an external server.
configuration plan	In PeopleSoft Enterprise Incentive Management, configuration plans hold allocation information for common variables (not incentive rules) and are attached to a node without a participant. Configuration plans are not processed by transactions.
constituents	In PeopleSoft Enterprise Campus Solutions, friends, alumni, organizations, foundations, or other entities affiliated with the institution, and about which the institution maintains information. The constituent types delivered with PeopleSoft Enterprise Contributor Relations Solutions are based on those defined by the Council for the Advancement and Support of Education (CASE).
constraint	A business policy or rule that affects how a sourcing event is awarded. There are three types of constraints: business, global, and event.
content reference	Content references are pointers to content registered in the portal registry. These are typically either URLs or iScripts. Content references fall into three categories: target content, templates, and template pagelets.
context	In PeopleCode, determines which buffer fields can be contextually referenced and which is the current row of data on each scroll level when a PeopleCode program is running. In PeopleSoft Enterprise Campus Solutions, a specific instance of a comment or communication. One or more contexts are assigned to a category, which you link to

	3C access groups so that you can assign data-entry or view-only privileges across functions.
	In PeopleSoft Enterprise Incentive Management, a mechanism that is used to determine the scope of a processing run. PeopleSoft Enterprise Incentive Management uses three types of context: plan, period, and run-level.
control table	Stores information that controls the processing of an application. This type of processing might be consistent throughout an organization, or it might be used only by portions of the organization for more limited sharing of data.
cost plus contract line	A rate-based contract line associated with a fee component of Award, Fixed, Incentive, or Other. Rate-based contract lines associated with a fee type of None are not considered cost-plus contract lines.
cost plus pricing	In PeopleSoft Enterprise Pricer, a pricing method that begins with cost of goods as the basis.
cost profile	A combination of a receipt cost method, a cost flow, and a deplete cost method. A profile is associated with a cost book and determines how items in that book are valued, as well as how the material movement of the item is valued for the book.
cost row	A cost transaction and amount for a set of ChartFields.
counter sale	A face-to-face customer transaction where the customer typically selects items from the storefront or picks up products that they ordered ahead of time. Customers pay for the goods at the counter and take the goods with them instead of having the goods shipped from a warehouse.
course	In PeopleSoft Enterprise Campus Solutions, a course that is offered by a school and that is typically described in a course catalog. A course has a standard syllabus and credit level; however, these may be modified at the class level. Courses can contain multiple components such as lecture, discussion, and lab. See also <i>class</i> .
course share set	In PeopleSoft Enterprise Campus Solutions, a tag that defines a set of requirement groups that can share courses. Course share sets are used in PeopleSoft Enterprise Academic Advisement.
current learning	In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's in-progress learning activities and programs.
data acquisition	In PeopleSoft Enterprise Incentive Management, the process during which raw business transactions are acquired from external source systems and fed into the operational data store (ODS).
data cube	In PeopleSoft Analytic Calculation Engine, a data cube is a container for one kind of data (such as Sales data) and works with in tandem with one or more dimensions. Dimensions and data cubes in PeopleSoft Analytic Calculation Engine are unrelated to dimensions and online analytical processing (OLAP) cubes in PeopleSoft Cube Manager.
data elements	Data elements, at their simplest level, define a subset of data and the rules by which to group them. For Workforce Analytics, data elements are rules that tell the system what measures to retrieve about your workforce groups.
dataset	A data grouping that enables role-based filtering and distribution of data. You can limit the range and quantity of data that is displayed for a user by associating dataset rules with user roles. The result of dataset rules is a set of data that is appropriate for the user's roles.

delivery method	In PeopleSoft Enterprise Learning Management, identifies the primary type of delivery method in which a particular learning activity is offered. Also provides default values for the learning activity, such as cost and language. This is primarily used to help learners search the catalog for the type of delivery from which they learn best. Because PeopleSoft Enterprise Learning Management is a blended learning system, it does not enforce the delivery method. In PeopleSoft Enterprise Supply Chain Management, identifies the method by which goods are shipped to their destinations (such as truck, air, and rail). The delivery method is specified when creating shipment schedules.
delivery method type	In PeopleSoft Enterprise Learning Management, identifies how learning activities can be delivered—for example, through online learning, classroom instruction, seminars, books, and so forth—in an organization. The type determines whether the delivery method includes scheduled components.
detailed business process	A subset of the business process. For example, the detailed business process named Determine Cash Position is a subset of the business process called Cash Management.
dimension	In PeopleSoft Analytic Calculation Engine, a dimension contains a list of one kind of data that can span various contexts, and it is a basic component of an analytic model. Within the analytic model, a dimension is attached to one or more data cubes. In PeopleSoft Cube Manager, a dimension is the most basic component of an OLAP cube and specifies the PeopleSoft metadata to be used to create the dimension's rollup structure. Dimensions and data cubes in PeopleSoft Analytic Calculation Engine are unrelated to dimensions and OLAP cubes in PeopleSoft Cube Manager.
direct receipt	Items shipped from a warehouse or vendor to another warehouse.
direct ship	Items shipped from the vendor or warehouse directly to the customer (formerly referred to as <i>drop ship</i>).
directory information tree	In PeopleSoft Enterprise Directory Interface, the representation of a directory's hierarchical structure.
division	In PeopleSoft Enterprise Campus Solutions, the lowest level of the three-level classification structure that you define in PeopleSoft Enterprise Recruiting and Admissions for enrollment management. You can define a division level, link it to other levels, and set enrollment target numbers for it. See also <i>population</i> and <i>cohort</i>.
document sequencing	A flexible method that sequentially numbers the financial transactions (for example, bills, purchase orders, invoices, and payments) in the system for statutory reporting and for tracking commercial transaction activity.
dynamic detail tree	A tree that takes its detail values—dynamic details—directly from a table in the database, rather than from a range of values that are entered by the user.
edit table	A table in the database that has its own record definition, such as the Department table. As fields are entered into a PeopleSoft Enterprise application, they can be validated against an edit table to ensure data integrity throughout the system.
effective date	A method of dating information in PeopleSoft Enterprise applications. You can predate information to add historical data to your system, or postdate information in order to enter it before it actually goes into effect. By using effective dates, you don't delete values; you enter a new value with a current effective date.
EIM ledger	Abbreviation for <i>Enterprise Incentive Management ledger</i> . In PeopleSoft Enterprise Incentive Management, an object to handle incremental result gathering within the scope of a participant. The ledger captures a result set with all of the appropriate traces to the data origin and to the processing steps of which it is a result.

elimination set	In PeopleSoft Enterprise General Ledger, a related group of intercompany accounts that is processed during consolidations.
entry event	In PeopleSoft Enterprise General Ledger, Receivables, Payables, Purchasing, and Billing, a business process that generates multiple debits and credits resulting from single transactions to produce standard, supplemental accounting entries.
equitization	In PeopleSoft Enterprise General Ledger, a business process that enables parent companies to calculate the net income of subsidiaries on a monthly basis and adjust that amount to increase the investment amount and equity income amount before performing consolidations.
equity item limit	In PeopleSoft Enterprise Campus Solutions, the amounts of funds set by the institution to be awarded with discretionary or gift funds. The limit could be reduced by amounts equal to such things as expected family contribution (EFC) or parent contribution. Students are packaged by Equity Item Type Groups and Related Equity Item Types. This limit can be used to assure that similar student populations are packaged equally.
event	A predefined point either in the Component Processor flow or in the program flow. As each point is encountered, the event activates each component, triggering any PeopleCode program that is associated with that component and that event. Examples of events are FieldChange, SavePreChange, and RowDelete. In PeopleSoft Enterprise Human Resources, also refers to an incident that affects benefits eligibility.
event constraints	In PeopleSoft Strategic Sourcing, these constraints are associated with a specific sourcing event. Spend is tracked within the selected event.
event propagation process	In PeopleSoft Enterprise Sales Incentive Management, a process that determines, through logic, the propagation of an original PeopleSoft Enterprise Incentive Management event and creates a derivative (duplicate) of the original event to be processed by other objects. PeopleSoft Enterprise Enterprise Sales Incentive Management uses this mechanism to implement splits, roll-ups, and so on. Event propagation determines who receives the credit.
exception	In PeopleSoft Enterprise Receivables, an item that either is a deduction or is in dispute.
exclusive pricing	In PeopleSoft Enterprise Order Management, a type of arbitration plan that is associated with a price rule. Exclusive pricing is used to price sales order transactions.
fact	In PeopleSoft Enterprise applications, facts are numeric data values from fields from a source database as well as an analytic application. A fact can be anything you want to measure your business by, for example, revenue, actual, budget data, or sales numbers. A fact is stored on a fact table.
financial aid term	In PeopleSoft Enterprise Campus Solutions, a combination of a period of time that the school determines as an instructional accounting period and an academic career. It is created and defined during the setup process. Only terms eligible for financial aid are set up for each financial aid career.
financial sanctions	For U.S. based companies and their foreign subsidiaries, a federal regulation from the Office of Foreign Assets Control (OFAC) requires that vendors be validated against a Specially Designated Nationals (SDN) list prior to payment. For PeopleSoft Payables, eSettlements, Cash Management, and Order to Cash, you can validate your vendors against any financial sanctions list (for example, the SDN list, a European Union list, and so on).
forecast item	A logical entity with a unique set of descriptive demand and forecast data that is used as the basis to forecast demand. You create forecast items for a wide range of uses, but they ultimately represent things that you buy, sell, or use in your organization and for which you require a predictable usage.

fund	In PeopleSoft Enterprise Promotions Management, a budget that can be used to fund promotional activity. There are four funding methods: top down, fixed accrual, rolling accrual, and zero-based accrual.
gap	In PeopleSoft Enterprise Campus Solutions, an artificial figure that sets aside an amount of unmet financial aid need that is not funded with Title IV funds. A gap can be used to prevent fully funding any student to conserve funds, or it can be used to preserve unmet financial aid need so that institutional funds can be awarded.
generic process type	In PeopleSoft Process Scheduler, process types are identified by a generic process type. For example, the generic process type SQR includes all SQR process types, such as SQR process and SQR report.
gift table	In PeopleSoft Enterprise Campus Solutions, a table or so-called <i>donor pyramid</i> describing the number and size of gifts that you expect will be needed to successfully complete the campaign in PeopleSoft Enterprise Contributor Relations. The gift table enables you to estimate the number of donors and prospects that you need at each gift level to reach the campaign goal.
GDS	Abbreviation for <i>Global Distribution System</i> . Broad-based term to describe all computer reservation systems for making travel plans.
GL business unit	Abbreviation for <i>general ledger business unit</i> . A unit in an organization that is an independent entity for accounting purposes. It maintains its own set of accounting books. See also <i>business unit</i> .
GL entry template	Abbreviation for <i>general ledger entry template</i> . In PeopleSoft Enterprise Campus Solutions, a template that defines how a particular item is sent to the general ledger. An item-type maps to the general ledger, and the GL entry template can involve multiple general ledger accounts. The entry to the general ledger is further controlled by high-level flags that control the summarization and the type of accounting—that is, accrual or cash.
GL Interface process	Abbreviation for <i>General Ledger Interface process</i> . In PeopleSoft Enterprise Campus Solutions, a process that is used to send transactions from PeopleSoft Enterprise Student Financials to the general ledger. Item types are mapped to specific general ledger accounts, enabling transactions to move to the general ledger when the GL Interface process is run.
global constraints	In PeopleSoft Strategic Sourcing, these constraints apply across multiple Strategic Sourcing business units. Spend is tracked across all of the events from the multiple Strategic Sourcing business units.
group	In PeopleSoft Enterprise Billing and Receivables, a posting entity that comprises one or more transactions (items, deposits, payments, transfers, matches, or write-offs). In PeopleSoft Enterprise Human Resources Management and Supply Chain Management, any set of records that are associated under a single name or variable to run calculations in PeopleSoft business processes. In PeopleSoft Enterprise Time and Labor, for example, employees are placed in groups for time reporting purposes.
ideal response	In PeopleSoft Strategic Sourcing, a question that requires the response to match the ideal value for the bid to be considered eligible for award. If the response does not match the ideal value, you can still submit the bid, but it will be disqualified and ineligible for award.
incentive object	In PeopleSoft Enterprise Incentive Management, the incentive-related objects that define and support the PeopleSoft Enterprise Incentive Management calculation process and results, such as plan templates, plans, results data, and user interaction objects.

incentive rule	In PeopleSoft Enterprise Sales Incentive Management, the commands that act on transactions and turn them into compensation. A rule is one part in the process of turning a transaction into compensation.
incur	In PeopleSoft Enterprise Promotions Management, to become liable for a promotional payment. In other words, you owe that amount to a customer for promotional activities.
initiative	In PeopleSoft Enterprise Campus Solutions, the basis from which all advancement plans are executed. It is an organized effort targeting a specific constituency, and it can occur over a specified period of time with specific purposes and goals. An initiative can be a campaign, an event, an organized volunteer effort, a membership drive, or any other type of effort defined by the institution. Initiatives can be multipart, and they can be related to other initiatives. This enables you to track individual parts of an initiative, as well as entire initiatives.
inquiry access	In PeopleSoft Enterprise Campus Solutions, a type of security access that permits the user only to view data. See also <i>update access</i> .
institution	In PeopleSoft Enterprise Campus Solutions, an entity (such as a university or college) that is independent of other similar entities and that has its own set of rules and business processes.
integration	A relationship between two compatible integration points that enables communication to take place between systems. Integrations enable PeopleSoft Enterprise applications to work seamlessly with other PeopleSoft Enterprise applications or with third-party systems or software.
integration point	An interface that a system uses to communicate with another PeopleSoft Enterprise application or an external application.
integration set	A logical grouping of integrations that applications use for the same business purpose. For example, the integration set <code>ADVANCED_SHIPPING_ORDER</code> contains all of the integrations that notify a customer that an order has shipped.
item	In PeopleSoft Enterprise Inventory, a tangible commodity that is stored in a business unit (shipped from a warehouse). In PeopleSoft Enterprise Demand Planning, Inventory Policy Planning, and Supply Planning, a noninventory item that is designated as being used for planning purposes only. It can represent a family or group of inventory items. It can have a planning bill of material (BOM) or planning routing, and it can exist as a component on a planning BOM. A planning item cannot be specified on a production or engineering BOM or routing, and it cannot be used as a component in a production. The quantity on hand will never be maintained. In PeopleSoft Enterprise Receivables, an individual receivable. An item can be an invoice, a credit memo, a debit memo, a write-off, or an adjustment.
item shuffle	In PeopleSoft Enterprise Campus Solutions, a process that enables you to change a payment allocation without having to reverse the payment.
itinerary	In PeopleSoft Expenses, a collection of travel reservations. Itineraries can have reservations that are selected and reserved with the travel vendor. These itineraries are not yet paid for and can be referred to as <i>pending reservations</i> . Reservations that have been paid for are referred to as <i>confirmed reservations</i> .
joint communication	In PeopleSoft Enterprise Campus Solutions, one letter that is addressed jointly to two people. For example, a letter might be addressed to both Mr. Sudhir Awat and Ms. Samantha Mortelli. A relationship must be established between the two individuals in the database, and at least one of the individuals must have an ID in the database.

keyword	In PeopleSoft Enterprise Campus Solutions, a term that you link to particular elements within PeopleSoft Enterprise Student Financials, Financial Aid, and Contributor Relations. You can use keywords as search criteria that enable you to locate specific records in a search dialog box.
KPI	An abbreviation for <i>key performance indicator</i> . A high-level measurement of how well an organization is doing in achieving critical success factors. This defines the data value or calculation upon which an assessment is determined.
KVI	Abbreviation for <i>Known Value Item</i> . Term used for products or groups of products where the selling price cannot be reduced or increased.
landlord	In PeopleSoft Real Estate Management, an entity that owns real estate and leases the real estate to tenants.
LDIF file	Abbreviation for <i>Lightweight Directory Access Protocol (LDAP) Data Interchange Format file</i> . Contains discrepancies between PeopleSoft Enterprise data and directory data.
learner group	In PeopleSoft Enterprise Learning Management, a group of learners who are linked to the same learning environment. Members of the learner group can share the same attributes, such as the same department or job code. Learner groups are used to control access to and enrollment in learning activities and programs. They are also used to perform group enrollments and mass enrollments in the back office.
learning components	In PeopleSoft Enterprise Learning Management, the foundational building blocks of learning activities. PeopleSoft Enterprise Learning Management supports six basic types of learning components: web-based, session, webcast, test, survey, and assignment. One or more of these learning component types compose a single learning activity.
learning environment	In PeopleSoft Enterprise Learning Management, identifies a set of categories and catalog items that can be made available to learner groups. Also defines the default values that are assigned to the learning activities and programs that are created within a particular learning environment. Learning environments provide a way to partition the catalog so that learners see only those items that are relevant to them.
learning history	In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's completed learning activities and programs.
lease	In PeopleSoft Real Estate Management, a legally binding agreement between a landlord and a tenant, where the tenant rents all or part of a physical property from the landlord.
lease abstract	In PeopleSoft Real Estate Management, a summarized version of the complete lease contract with only the important terms. The lease abstract usually fits on one page and does not include legal terminology.
ledger mapping	You use ledger mapping to relate expense data from general ledger accounts to resource objects. Multiple ledger line items can be mapped to one or more resource IDs. You can also use ledger mapping to map dollar amounts (referred to as <i>rates</i>) to business units. You can map the amounts in two different ways: an actual amount that represents actual costs of the accounting period, or a budgeted amount that can be used to calculate the capacity rates as well as budgeted model results. In PeopleSoft Enterprise Warehouse, you can map general ledger accounts to the EW Ledger table.
library section	In PeopleSoft Enterprise Incentive Management, a section that is defined in a plan (or template) and that is available for other plans to share. Changes to a library section are reflected in all plans that use it.
line	In PeopleSoft Strategic Sourcing, an individual item or service upon which there can be a bid.

linked section	In PeopleSoft Enterprise Incentive Management, a section that is defined in a plan template but appears in a plan. Changes to linked sections propagate to plans using that section.
linked variable	In PeopleSoft Enterprise Incentive Management, a variable that is defined and maintained in a plan template and that also appears in a plan. Changes to linked variables propagate to plans using that variable.
LMS	Abbreviation for <i>learning management system</i> . In PeopleSoft Enterprise Campus Solutions, LMS is a PeopleSoft Enterprise Student Records feature that provides a common set of interoperability standards that enable the sharing of instructional content and data between learning and administrative environments.
load	In PeopleSoft Enterprise Inventory, identifies a group of goods that are shipped together. Load management is a feature of PeopleSoft Enterprise Inventory that is used to track the weight, the volume, and the destination of a shipment.
local functionality	In PeopleSoft Enterprise HRMS, the set of information that is available for a specific country. You can access this information when you click the appropriate country flag in the global window, or when you access it by a local country menu.
location	Locations enable you to indicate the different types of addresses—for a company, for example, one address to receive bills, another for shipping, a third for postal deliveries, and a separate street address. Each address has a different location number. The primary location—indicated by a <i>1</i> —is the address you use most often and may be different from the main address.
logistical task	In PeopleSoft Enterprise Services Procurement, an administrative task that is related to hiring a service provider. Logistical tasks are linked to the service type on the work order so that different types of services can have different logistical tasks. Logistical tasks include both preapproval tasks (such as assigning a new badge or ordering a new laptop) and postapproval tasks (such as scheduling orientation or setting up the service provider email). The logistical tasks can be mandatory or optional. Mandatory preapproval tasks must be completed before the work order is approved. Mandatory postapproval tasks, on the other hand, must be completed before a work order is released to a service provider.
market template	In PeopleSoft Enterprise Incentive Management, additional functionality that is specific to a given market or industry and is built on top of a product category.
mass change	In PeopleSoft Enterprise Campus Solutions, mass change is a SQL generator that can be used to create specialized functionality. Using mass change, you can set up a series of Insert, Update, or Delete SQL statements to perform business functions that are specific to the institution. See also <i>3C engine</i> .
match group	In PeopleSoft Enterprise Receivables, a group of receivables items and matching offset items. The system creates match groups by using user-defined matching criteria for selected field values.
MCF server	Abbreviation for <i>PeopleSoft MultiChannel Framework server</i> . Comprises the universal queue server and the MCF log server. Both processes are started when <i>MCF Servers</i> is selected in an application server domain configuration.
merchandising activity	In PeopleSoft Enterprise Promotions Management, a specific discount type that is associated with a trade promotion (such as off-invoice, billback or rebate, or lump-sum payment) that defines the performance that is required to receive the discount. In the industry, you may know this as an offer, a discount, a merchandising event, an event, or a tactic.

meta-SQL	Meta-SQL constructs expand into platform-specific SQL substrings. They are used in functions that pass SQL strings, such as in SQL objects, the SQLExec function, and PeopleSoft Application Engine programs.
metastring	Metastrings are special expressions included in SQL string literals. The metastrings, prefixed with a percent (%) symbol, are included directly in the string literals. They expand at run time into an appropriate substring for the current database platform.
multibook	In PeopleSoft Enterprise General Ledger, multiple ledgers having multiple-base currencies that are defined for a business unit, with the option to post a single transaction to all base currencies (all ledgers) or to only one of those base currencies (ledgers).
multicurrency	The ability to process transactions in a currency other than the business unit's base currency.
national allowance	In PeopleSoft Enterprise Promotions Management, a promotion at the corporate level that is funded by nondiscretionary dollars. In the industry, you may know this as a national promotion, a corporate promotion, or a corporate discount.
NDP	Abbreviation for <i>Non-Discountable Products</i> . Term used for products or groups of products where the selling price cannot be decreased.
need	In PeopleSoft Enterprise Campus Solutions, the difference between the cost of attendance (COA) and the expected family contribution (EFC). It is the gap between the cost of attending the school and the student's resources. The financial aid package is based on the amount of financial need. The process of determining a student's need is called <i>need analysis</i> .
node-oriented tree	A tree that is based on a detail structure, but the detail values are not used.
Optimization Engine	A PeopleTools component that Strategic Sourcing leverages to evaluate bids and determine an ideal award allocation. The award recommendation is based on maximizing the value while adhering to purchasing and company objectives and constraints.
pagelet	Each block of content on the home page is called a pagelet. These pagelets display summary information within a small rectangular area on the page. The pagelet provide users with a snapshot of their most relevant PeopleSoft Enterprise and non-PeopleSoft Enterprise content.
participant	In PeopleSoft Enterprise Incentive Management, participants are recipients of the incentive compensation calculation process.
participant object	Each participant object may be related to one or more compensation objects. See also <i>compensation object</i> .
partner	A company that supplies products or services that are resold or purchased by the enterprise.
pay cycle	In PeopleSoft Enterprise Payables, a set of rules that define the criteria by which it should select scheduled payments for payment creation.
payment shuffle	In PeopleSoft Enterprise Campus Solutions, a process allowing payments that have been previously posted to a student's account to be automatically reapplied when a higher priority payment is posted or the payment allocation definition is changed.
pending item	In PeopleSoft Enterprise Receivables, an individual receivable (such as an invoice, a credit memo, or a write-off) that has been entered in or created by the system, but hasn't been posted.

PeopleCode	PeopleCode is a proprietary language, executed by the PeopleSoft Enterprise component processor. PeopleCode generates results based on existing data or user actions. By using various tools provided with PeopleTools, external services are available to all PeopleSoft Enterprise applications wherever PeopleCode can be executed.
PeopleCode event	See <i>event</i> .
PeopleSoft Pure Internet Architecture	The fundamental architecture on which PeopleSoft 8 applications are constructed, consisting of a relational database management system (RDBMS), an application server, a web server, and a browser.
performance measurement	In PeopleSoft Enterprise Incentive Management, a variable used to store data (similar to an aggregator, but without a predefined formula) within the scope of an incentive plan. Performance measures are associated with a plan calendar, territory, and participant. Performance measurements are used for quota calculation and reporting.
period context	In PeopleSoft Enterprise Incentive Management, because a participant typically uses the same compensation plan for multiple periods, the period context associates a plan context with a specific calendar period and fiscal year. The period context references the associated plan context, thus forming a chain. Each plan context has a corresponding set of period contexts.
person of interest	A person about whom the organization maintains information but who is not part of the workforce.
personal portfolio	In PeopleSoft Enterprise Campus Solutions, the user-accessible menu item that contains an individual's name, address, telephone number, and other personal information.
phase	A level 1 task, meaning that if a task had subtasks, the level 1 task would be considered the phase.
pickup quantity	The product quantity that the customer is taking with them from the counter sales environment.
plan	In PeopleSoft Enterprise Sales Incentive Management, a collection of allocation rules, variables, steps, sections, and incentive rules that instruct the PeopleSoft Enterprise Incentive Management engine in how to process transactions.
plan context	In PeopleSoft Enterprise Incentive Management, correlates a participant with the compensation plan and node to which the participant is assigned, enabling the PeopleSoft Enterprise Incentive Management system to find anything that is associated with the node and that is required to perform compensation processing. Each participant, node, and plan combination represents a unique plan context—if three participants are on a compensation structure, each has a different plan context. Configuration plans are identified by plan contexts and are associated with the participants that refer to them.
plan template	In PeopleSoft Enterprise Incentive Management, the base from which a plan is created. A plan template contains common sections and variables that are inherited by all plans that are created from the template. A template may contain steps and sections that are not visible in the plan definition.
planned learning	In PeopleSoft Enterprise Learning Management, a self-service repository for all of a learner's planned learning activities and programs.
planning instance	In PeopleSoft Enterprise Supply Planning, a set of data (business units, items, supplies, and demands) constituting the inputs and outputs of a supply plan.
population	In PeopleSoft Enterprise Campus Solutions, the middle level of the three-level classification structure that you define in PeopleSoft Enterprise Recruiting and

	Admissions for enrollment management. You can define a population level, link it to other levels, and set enrollment target numbers for it. See also <i>division</i> and <i>cohort</i> .
portal registry	In PeopleSoft Enterprise applications, the portal registry is a tree-like structure in which content references are organized, classified, and registered. It is a central repository that defines both the structure and content of a portal through a hierarchical, tree-like structure of folders useful for organizing and securing content references.
predecessor task	A task that you must complete before you start another task.
price breaks	In PeopleSoft Strategic Sourcing, a price discount or surcharge that a bidder may apply based on the quantity awarded.
price components	In PeopleSoft Strategic Sourcing, the various components, such as material costs, labor costs, shipping costs, and so on that make up the overall bid price.
price list	Enables you to select products and conditions for which the price list applies to a transaction. During a transaction, the system either determines the product price based on the predefined search hierarchy for the transaction or uses the product's lowest price on any associated, active price lists. This price is used as the basis for any further discounts and surcharges.
price rule	The conditions that must be met for adjustments to be applied to the base price. Multiple rules can apply when conditions of each rule are met.
price rule conditions	Conditions that select the price-by fields, the values for the price-by fields, and the operator that determines how the price-by fields relate to the transaction.
price rule key	The fields that are available to define price rule conditions (which are used to match a transaction) on the price rule.
primacy number	In PeopleSoft Enterprise Campus Solutions, a number that the system uses to prioritize financial aid applications when students are enrolled in multiple academic careers and academic programs at the same time. The Consolidate Academic Statistics process uses the primacy number indicated for both the career and program at the institutional level to determine a student's primary career and program. The system also uses the number to determine the primary student attribute value that is used when you extract data to report on cohorts. The lowest number takes precedence.
primary name type	In PeopleSoft Enterprise Campus Solutions, the name type that is used to link the name stored at the highest level within the system to the lower-level set of names that an individual provides.
process category	In PeopleSoft Process Scheduler, processes that are grouped for server load balancing and prioritization.
process group	In PeopleSoft Enterprise Financials, a group of application processes (performed in a defined order) that users can initiate in real time, directly from a transaction entry page.
process definition	Process definitions define each run request.
process instance	A unique number that identifies each process request. This value is automatically incremented and assigned to each requested process when the process is submitted to run.
process job	You can link process definitions into a job request and process each request serially or in parallel. You can also initiate subsequent processes based on the return code from each prior request.

process request	A single run request, such as a Structured Query Report (SQR), a COBOL or Application Engine program, or a Crystal report that you run through PeopleSoft Process Scheduler.
process run control	A PeopleTools variable used to retain PeopleSoft Process Scheduler values needed at runtime for all requests that reference a run control ID. Do not confuse these with application run controls, which may be defined with the same run control ID, but only contain information specific to a given application process request.
product	A PeopleSoft Enterprise or third-party product. PeopleSoft organizes its software products into product families and product lines. Interactive Services Repository contains information about every release of every product that PeopleSoft sells, as well as products from certified third-party companies. These products appear with the product name and release number.
product adds	The pricing functionality where buying product A gets product B for free or at a price (formerly referred to as <i>giveaways</i>).
product bidding	In PeopleSoft Strategic Sourcing, the placing of a bid on behalf of the bidder, up or down to the bidder's specified amount, so that the bidder can be the leading bidder.
product category	In PeopleSoft Enterprise Incentive Management, indicates an application in the PeopleSoft Enterprise Incentive Management suite of products. Each transaction in the PeopleSoft Enterprise Incentive Management system is associated with a product category.
product family	A group of products that are related by common functionality. The family names that can be searched using Interactive Service Repository are Oracle's PeopleSoft Enterprise, PeopleSoft EnterpriseOne, PeopleSoft World, and third-party, certified partners.
product line	The name of a PeopleSoft Enterprise product line or the company name of a third-party certified partner. Integration Services Repository enables you to search for integration points by product line.
programs	In PeopleSoft Enterprise Learning Management, a high-level grouping that guides the learner along a specific learning path through sections of catalog items. PeopleSoft Enterprise Learning Systems provides two types of programs—curricula and certifications.
progress log	In PeopleSoft Enterprise Services Procurement, tracks deliverable-based projects. This is similar to the time sheet in function and process. The service provider contact uses the progress log to record and submit progress on deliverables. The progress can be logged by the activity that is performed, by the percentage of work that is completed, or by the completion of milestone activities that are defined for the project.
project transaction	In PeopleSoft Enterprise Project Costing, an individual transaction line that represents a cost, time, budget, or other transaction row.
promotion	In PeopleSoft Enterprise Promotions Management, a trade promotion, which is typically funded from trade dollars and used by consumer products manufacturers to increase sales volume.
prospects	In PeopleSoft Enterprise Campus Solutions, students who are interested in applying to the institution. In PeopleSoft Enterprise Contributor Relations, individuals and organizations that are most likely to make substantial financial commitments or other types of commitments to the institution.
proxy bidding	In PeopleSoft Strategic Sourcing, the placing of a bid on behalf of the bidder, up or down to the bidder's specified amount, so that the bidder can be the leading bidder.

publishing	In PeopleSoft Enterprise Incentive Management, a stage in processing that makes incentive-related results available to participants.
rating components	In PeopleSoft Enterprise Campus Solutions, variables used with the Equation Editor to retrieve specified populations.
record group	A set of logically and functionally related control tables and views. Record groups help enable TableSet sharing, which eliminates redundant data entry. Record groups ensure that TableSet sharing is applied consistently across all related tables and views.
record input VAT flag	Abbreviation for <i>record input value-added tax flag</i> . Within PeopleSoft Enterprise Purchasing, Payables, and General Ledger, this flag indicates that you are recording input VAT on the transaction. This flag, in conjunction with the record output VAT flag, is used to determine the accounting entries created for a transaction and to determine how a transaction is reported on the VAT return. For all cases within Purchasing and Payables where VAT information is tracked on a transaction, this flag is set to Yes. This flag is not used in PeopleSoft Enterprise Order Management, Billing, or Receivables, where it is assumed that you are always recording only output VAT, or in PeopleSoft Enterprise Expenses, where it is assumed that you are always recording only input VAT.
record output VAT flag	Abbreviation for <i>record output value-added tax flag</i> . See <i>record input VAT flag</i> .
recname	The name of a record that is used to determine the associated field to match a value or set of values.
recognition	In PeopleSoft Enterprise Campus Solutions, the recognition type indicates whether the PeopleSoft Enterprise Contributor Relations donor is the primary donor of a commitment or shares the credit for a donation. Primary donors receive hard credit that must total 100 percent. Donors that share the credit are given soft credit. Institutions can also define other share recognition-type values such as memo credit or vehicle credit.
reference data	In PeopleSoft Enterprise Sales Incentive Management, system objects that represent the sales organization, such as territories, participants, products, customers, and channels.
reference object	In PeopleSoft Enterprise Incentive Management, this dimension-type object further defines the business. Reference objects can have their own hierarchy (for example, product tree, customer tree, industry tree, and geography tree).
reference transaction	In commitment control, a reference transaction is a source transaction that is referenced by a higher-level (and usually later) source transaction, in order to automatically reverse all or part of the referenced transaction's budget-checked amount. This avoids duplicate postings during the sequential entry of the transaction at different commitment levels. For example, the amount of an encumbrance transaction (such as a purchase order) will, when checked and recorded against a budget, cause the system to concurrently reference and relieve all or part of the amount of a corresponding pre-encumbrance transaction, such as a purchase requisition.
regional sourcing	In PeopleSoft Enterprise Purchasing, provides the infrastructure to maintain, display, and select an appropriate vendor and vendor pricing structure that is based on a regional sourcing model where the multiple ship to locations are grouped. Sourcing may occur at a level higher than the ship to location.
relationship object	In PeopleSoft Enterprise Incentive Management, these objects further define a compensation structure to resolve transactions by establishing associations between compensation objects and business objects.
remote data source data	Data that is extracted from a separate database and migrated into the local database.

REN server	Abbreviation for <i>real-time event notification server</i> in PeopleSoft MultiChannel Framework.
requester	In PeopleSoft Enterprise eSettlements, an individual who requests goods or services and whose ID appears on the various procurement pages that reference purchase orders.
reservations	In PeopleSoft Expenses, travel reservations that have been placed with the travel vendor.
reversal indicator	In PeopleSoft Enterprise Campus Solutions, an indicator that denotes when a particular payment has been reversed, usually because of insufficient funds.
RFI event	In PeopleSoft Strategic Sourcing, a request for information.
RFx event	In PeopleSoft Strategic Sourcing, a request for proposal or request for a quote event when bidders submit their overall best bids and during which bidders do not actively compete against one another.
role	Describes how people fit into PeopleSoft Workflow. A role is a class of users who perform the same type of work, such as clerks or managers. Your business rules typically specify what user role needs to do an activity.
role user	A PeopleSoft Workflow user. A person's role user ID serves much the same purpose as a user ID does in other parts of the system. PeopleSoft Workflow uses role user IDs to determine how to route worklist items to users (through an email address, for example) and to track the roles that users play in the workflow. Role users do not need PeopleSoft user IDs.
roll up	In a tree, to roll up is to total sums based on the information hierarchy.
run control	A run control is a type of online page that is used to begin a process, such as the batch processing of a payroll run. Run control pages generally start a program that manipulates data.
run control ID	A unique ID to associate each user with his or her own run control table entries.
run-level context	In PeopleSoft Enterprise Incentive Management, associates a particular run (and batch ID) with a period context and plan context. Every plan context that participates in a run has a separate run-level context. Because a run cannot span periods, only one run-level context is associated with each plan context.
saved bid	In PeopleSoft Strategic Sourcing, a bid that has been created but not submitted. Only submitted bids are eligible for award.
score	In PeopleSoft Strategic Sourcing, the numerical sum of answers (percentages) to bid factors on an event. Scores appear only to bidders on auction events.
SCP SCBM XML message	Abbreviation for <i>Supply Chain Planning Supply Chain Business Modeler Extensible Markup Language message</i> . Supply Chain Business Modeler uses XML as the format for all data that it imports and exports.
search query	You use this set of objects to pass a query string and operators to the search engine. The search index returns a set of matching results with keys to the source documents.
search/match	In PeopleSoft Enterprise Campus Solutions and PeopleSoft Enterprise Human Resources Management Solutions, a feature that enables you to search for and identify duplicate records in the database.
seasonal address	In PeopleSoft Enterprise Campus Solutions, an address that recurs for the same length of time at the same time of year each year until adjusted or deleted.

section	In PeopleSoft Enterprise Incentive Management, a collection of incentive rules that operate on transactions of a specific type. Sections enable plans to be segmented to process logical events in different sections.
security event	In commitment control, security events trigger security authorization checking, such as budget entries, transfers, and adjustments; exception overrides and notifications; and inquiries.
sell event	In PeopleSoft Strategic Sourcing, for event creators, the sale of goods or services most typically associated with forward auctions. For bidders, the purchase of goods or services.
serial genealogy	In PeopleSoft Enterprise Manufacturing, the ability to track the composition of a specific, serial-controlled item.
serial in production	In PeopleSoft Enterprise Manufacturing, enables the tracing of serial information for manufactured items. This is maintained in the Item Master record.
service impact	In PeopleSoft Enterprise Campus Solutions, the resulting action triggered by a service indicator. For example, a service indicator that reflects nonpayment of account balances by a student might result in a service impact that prohibits registration for classes.
service indicator	In PeopleSoft Enterprise Campus Solutions, indicates services that may be either withheld or provided to an individual. Negative service indicators indicate holds that prevent the individual from receiving specified services, such as check-cashing privileges or registration for classes. Positive service indicators designate special services that are provided to the individual, such as front-of-line service or special services for disabled students.
session	In PeopleSoft Enterprise Campus Solutions, time elements that subdivide a term into multiple time periods during which classes are offered. In PeopleSoft Enterprise Contributor Relations, a session is the means of validating gift, pledge, membership, or adjustment data entry . It controls access to the data entered by a specific user ID. Sessions are balanced, queued, and then posted to the institution's financial system. Sessions must be posted to enter a matching gift or pledge payment, to make an adjustment, or to process giving clubs or acknowledgements. In PeopleSoft Enterprise Learning Management, a single meeting day of an activity (that is, the period of time between start and finish times within a day). The session stores the specific date, location, meeting time, and instructor. Sessions are used for scheduled training.
session template	In PeopleSoft Enterprise Learning Management, enables you to set up common activity characteristics that may be reused while scheduling a PeopleSoft Enterprise Learning Management activity—characteristics such as days of the week, start and end times, facility and room assignments, instructors, and equipment. A session pattern template can be attached to an activity that is being scheduled. Attaching a template to an activity causes all of the default template information to populate the activity session pattern.
setup relationship	In PeopleSoft Enterprise Incentive Management, a relationship object type that associates a configuration plan with any structure node.
share driver expression	In PeopleSoft Enterprise Business Planning, a named planning method similar to a driver expression, but which you can set up globally for shared use within a single planning application or to be shared between multiple planning applications through PeopleSoft Enterprise Warehouse.
short-term customer	A customer not in the system who is entered during sales order entry using a template.

single signon	With single signon, users can, after being authenticated by a PeopleSoft Enterprise application server, access a second PeopleSoft Enterprise application server without entering a user ID or password.
source key process	In PeopleSoft Enterprise Campus Solutions, a process that relates a particular transaction to the source of the charge or financial aid. On selected pages, you can drill down into particular charges.
source transaction	In commitment control, any transaction generated in a PeopleSoft Enterprise or third-party application that is integrated with commitment control and which can be checked against commitment control budgets. For example, a pre-encumbrance, encumbrance, expenditure, recognized revenue, or collected revenue transaction.
sourcing objective	For constraints, the option to designate whether a business rule is required (mandatory) or is only recommended (target).
speed key	See <i>communication key</i> .
SpeedChart	A user-defined shorthand key that designates several ChartKeys to be used for voucher entry. Percentages can optionally be related to each ChartKey in a SpeedChart definition.
SpeedType	A code representing a combination of ChartField values. SpeedTypes simplify the entry of ChartFields commonly used together.
staging	A method of consolidating selected partner offerings with the offerings from the enterprise's other partners.
standard letter code	In PeopleSoft Enterprise Campus Solutions, a standard letter code used to identify each letter template available for use in mail merge functions. Every letter generated in the system must have a standard letter code identification.
statutory account	Account required by a regulatory authority for recording and reporting financial results. In PeopleSoft Enterprise, this is equivalent to the Alternate Account (ALTACCT) ChartField.
step	In PeopleSoft Enterprise Sales Incentive Management, a collection of sections in a plan. Each step corresponds to a step in the job run.
storage level	In PeopleSoft Enterprise Inventory, identifies the level of a material storage location. Material storage locations are made up of a business unit, a storage area, and a storage level. You can set up to four storage levels.
subcustomer qualifier	A value that groups customers into a division for which you can generate detailed history, aging, events, and profiles.
Summary ChartField	You use summary ChartFields to create summary ledgers that roll up detail amounts based on specific detail values or on selected tree nodes. When detail values are summarized using tree nodes, summary ChartFields must be used in the summary ledger data record to accommodate the maximum length of a node name (20 characters).
summary ledger	An accounting feature used primarily in allocations, inquiries, and PS/nVision reporting to store combined account balances from detail ledgers. Summary ledgers increase speed and efficiency of reporting by eliminating the need to summarize detail ledger balances each time a report is requested. Instead, detail balances are summarized in a background process according to user-specified criteria and stored on summary ledgers. The summary ledgers are then accessed directly for reporting.
summary time period	In PeopleSoft Enterprise Business Planning, any time period (other than a base time period) that is an aggregate of other time periods, including other summary time periods and base time periods, such as quarter and year total.

summary tree	A tree used to roll up accounts for each type of report in summary ledgers. Summary trees enable you to define trees on trees. In a summary tree, the detail values are really nodes on a detail tree or another summary tree (known as the <i>basis</i> tree). A summary tree structure specifies the details on which the summary trees are to be built.
syndicate	To distribute a production version of the enterprise catalog to partners.
system function	In PeopleSoft Enterprise Receivables, an activity that defines how the system generates accounting entries for the general ledger.
system source	The system source identifies the source of a transaction row in the database. For example, a transaction that originates in PeopleSoft Enterprise Expenses contains a system source code of BEX (Expenses Batch). When PeopleSoft Enterprise Project Costing prices the source transaction row for billing, the system creates a new row with a system source code of PRP (Project Costing pricing), which represents the system source of the new row. System source codes can identify sources that are internal or external to the PeopleSoft Enterprise system. For example, processes that import data from Microsoft Project into PeopleSoft Enterprise applications create transaction rows with a source code of MSP (Microsoft Project).
TableSet	A means of sharing similar sets of values in control tables, where the actual data values are different but the structure of the tables is the same.
TableSet sharing	Shared data that is stored in many tables that are based on the same TableSets. Tables that use TableSet sharing contain the SETID field as an additional key or unique identifier.
target currency	The value of the entry currency or currencies converted to a single currency for budget viewing and inquiry purposes.
task	A deliverable item on the detailed sourcing plan.
tax authority	In PeopleSoft Enterprise Campus Solutions, a user-defined element that combines a description and percentage of a tax with an account type, an item type, and a service impact.
template	A template is HTML code associated with a web page. It defines the layout of the page and also where to get HTML for each part of the page. In PeopleSoft Enterprise, you use templates to build a page by combining HTML from a number of sources. For a PeopleSoft Enterprise portal, all templates must be registered in the portal registry, and each content reference must be assigned a template.
tenant	In PeopleSoft Real Estate Management, an entity that leases real estate from a landlord.
territory	In PeopleSoft Enterprise Sales Incentive Management, hierarchical relationships of business objects, including regions, products, customers, industries, and participants.
third party	A company or vendor that has extensive PeopleSoft Enterprise product knowledge and whose products and integrations have been certified and are compatible with PeopleSoft Enterprise applications.
tiered pricing	Enables different portions of a schedule to be priced differently from one another.
time span	A relative period, such as year-to-date or current period, that various PeopleSoft General Ledger functions and reports can use when a rolling time frame, rather than a specific date, is required.
total cost	In PeopleSoft Strategic Sourcing, the estimated dollar cost (sum of real price dollars and potential “soft” or non-price dollars) of a particular award approach.

travel group	In PeopleSoft Expenses, the organization's travel rules and policies that are associated with specific business units, departments, or employees. You must define at least one travel group when setting up the PeopleSoft Expenses travel feature. You must define and associate at least one travel group with a travel vendor.
travel partner	In PeopleSoft Expenses, the travel vendor with which the organization has a contractual relationship.
3C engine	Abbreviation for <i>Communications, Checklists, and Comments engine</i> . In PeopleSoft Enterprise Campus Solutions, the 3C engine enables you to automate business processes that involve additions, deletions, and updates to communications, checklists, and comments. You define events and triggers to engage the engine, which runs the mass change and processes the 3C records (for individuals or organizations) immediately and automatically from within business processes.
3C group	Abbreviation for <i>Communications, Checklists, and Comments group</i> . In PeopleSoft Enterprise Campus Solutions, a method of assigning or restricting access privileges. A 3C group enables you to group specific communication categories, checklist codes, and comment categories. You can then assign the group inquiry-only access or update access, as appropriate.
trace usage	In PeopleSoft Enterprise Manufacturing, enables the control of which components will be traced during the manufacturing process. Serial- and lot-controlled components can be traced. This is maintained in the Item Master record.
transaction allocation	In PeopleSoft Enterprise Incentive Management, the process of identifying the owner of a transaction. When a raw transaction from a batch is allocated to a plan context, the transaction is duplicated in the PeopleSoft Enterprise Incentive Management transaction tables.
transaction state	In PeopleSoft Enterprise Incentive Management, a value assigned by an incentive rule to a transaction. Transaction states enable sections to process only transactions that are at a specific stage in system processing. After being successfully processed, transactions may be promoted to the next transaction state and "picked up" by a different section for further processing.
Translate table	A system edit table that stores codes and translate values for the miscellaneous fields in the database that do not warrant individual edit tables of their own.
tree	The graphical hierarchy in PeopleSoft Enterprise systems that displays the relationship between all accounting units (for example, corporate divisions, projects, reporting groups, account numbers) and determines roll-up hierarchies.
tuition lock	In PeopleSoft Enterprise Campus Solutions, a feature in the Tuition Calculation process that enables you to specify a point in a term after which students are charged a minimum (or <i>locked</i>) fee amount. Students are charged the locked fee amount even if they later drop classes and take less than the normal load level for that tuition charge.
unclaimed transaction	In PeopleSoft Enterprise Incentive Management, a transaction that is not claimed by a node or participant after the allocation process has completed, usually due to missing or incomplete data. Unclaimed transactions may be manually assigned to the appropriate node or participant by a compensation administrator.
universal navigation header	Every PeopleSoft Enterprise portal includes the universal navigation header, intended to appear at the top of every page as long as the user is signed on to the portal. In addition to providing access to the standard navigation buttons (like Home, Favorites, and signoff) the universal navigation header can also display a welcome message for each user.
update access	In PeopleSoft Enterprise Campus Solutions, a type of security access that permits the user to edit and update data.

See also *inquiry access*.

user interaction object	In PeopleSoft Enterprise Sales Incentive Management, used to define the reporting components and reports that a participant can access in his or her context. All PeopleSoft Enterprise Sales Incentive Management user interface objects and reports are registered as user interaction objects. User interaction objects can be linked to a compensation structure node through a compensation relationship object (individually or as groups).
variable	In PeopleSoft Enterprise Sales Incentive Management, the intermediate results of calculations. Variables hold the calculation results and are then inputs to other calculations. Variables can be plan variables that persist beyond the run of an engine or local variables that exist only during the processing of a section.
VAT exception	Abbreviation for <i>value-added tax exception</i> . A temporary or permanent exemption from paying VAT that is granted to an organization. This term refers to both VAT exoneration and VAT suspension.
VAT exempt	Abbreviation for <i>value-added tax exempt</i> . Describes goods and services that are not subject to VAT. Organizations that supply exempt goods or services are unable to recover the related input VAT. This is also referred to as exempt without recovery.
VAT exoneration	Abbreviation for <i>value-added tax exoneration</i> . An organization that has been granted a permanent exemption from paying VAT due to the nature of that organization.
VAT suspension	Abbreviation for <i>value-added tax suspension</i> . An organization that has been granted a temporary exemption from paying VAT.
warehouse	A PeopleSoft Enterprise data warehouse that consists of predefined ETL maps, data warehouse tools, and DataMart definitions.
weight or weighting	In PeopleSoft Strategic Sourcing, how important the line or question is to the overall event. Weighting is used to score and analyze bids. For RFx and RFI events, weightings may or may not appear to bidders.
work order	In PeopleSoft Enterprise Services Procurement, enables an enterprise to create resource-based and deliverable-based transactions that specify the basic terms and conditions for hiring a specific service provider. When a service provider is hired, the service provider logs time or progress against the work order.
worker	A person who is part of the workforce; an employee or a contingent worker.
workset	A group of people and organizations that are linked together as a set. You can use worksets to simultaneously retrieve the data for a group of people and organizations and work with the information on a single page.
worksheet	A way of presenting data through a PeopleSoft Enterprise Business Analysis Modeler interface that enables users to do in-depth analysis using pivoting tables, charts, notes, and history information.
worklist	The automated to-do list that PeopleSoft Workflow creates. From the worklist, you can directly access the pages you need to perform the next action, and then return to the worklist for another item.
XML link	The XML Linking language enables you to insert elements into XML documents to create a links between resources.
XML schema	An XML definition that standardizes the representation of application messages, component interfaces, or business interlinks.
XPI	Abbreviation for <i>eXtended Process Integrator</i> . PeopleSoft XPI is the integration infrastructure that enables both real-time and batch communication with JD Edwards EnterpriseOne applications.

yield by operation

In PeopleSoft Enterprise Manufacturing, the ability to plan the loss of a manufactured item on an operation-by-operation basis.

zero-rated VAT

Abbreviation for *zero-rated value-added tax*. A VAT transaction with a VAT code that has a tax percent of zero. Used to track taxable VAT activity where no actual VAT amount is charged. Organizations that supply zero-rated goods and services can still recover the related input VAT. This is also referred to as exempt with recovery.

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