JD Edwards World

Fixed Assets Guide

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1 Overview
Overview to Fixed Assets

The JD Edwards World Fixed Assets system is flexible. This flexibility is helpful as many companies delay processing fixed asset information until they are ready to compute period depreciation. For example, you can use the Fixed Assets system’s automated asset setup to update asset information on a daily, monthly, quarterly, or annual basis.

This section contains the following:

- System Integration
- Fixed Assets Features
- Fixed Assets Process
- Fixed Assets Files
- Fixed Assets Menu Overview

System Integration

The JD Edwards World Fixed Assets system links to many of the other systems that your company uses within JD Edwards World. System integration helps ensure that asset information and account transactions are consistent. You need to enter fixed asset and account information only once throughout your company. This saves considerable time and money, especially when you need to record numerous and complex business transactions daily, and update or revise asset information, such as depreciation rates and account numbers.

The Fixed Assets system is integrated with the following JD Edwards World systems:

<table>
<thead>
<tr>
<th>Table</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address Book</td>
<td>Fixed Assets accesses the Address Book system to retrieve up-to-date name and address information for:</td>
</tr>
<tr>
<td></td>
<td>- Tax authorities</td>
</tr>
<tr>
<td></td>
<td>- Lessors, financiers, and insurers</td>
</tr>
<tr>
<td></td>
<td>- Employees responsible for the asset</td>
</tr>
</tbody>
</table>
Overview to Fixed Assets

<table>
<thead>
<tr>
<th>Table</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Accounting</td>
<td>The Fixed Assets and General Accounting systems access and store detailed transaction information in the same table, the Account Ledger (F0911). To maintain integrity between the two systems, you process all transactions through both the general ledger (G/L) and fixed assets.</td>
</tr>
<tr>
<td>Procurement</td>
<td>To keep company purchases and asset records concurrent and up-to-date, the Fixed Assets and Procurement systems access and store information in both the Account Ledger table (F0911) and the Item Master table (F1201). When you purchase assets, you must create asset master records in the Item Master table to identify the new assets in your system. The system creates the necessary general ledger accounts in the Account Ledger.</td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>The Fixed Assets and Accounts Payable system are integrated through the Account Ledger table (F0911). You can enter charges associated with fixed assets through Accounts Payable. The system automatically enters the asset number from the purchase order to the accounts payable voucher and updates the Account Ledger table.</td>
</tr>
</tbody>
</table>

The following graphic shows the integration of the Fixed Assets System with other systems within JD Edwards World.

![Image](image.png)
Fixed Assets Features

The Fixed Assets system includes the following features:

- Multiple depreciation books and methods
- Automated asset setup
- Asset search and location
- Insurance and financing information
- Asset transfers, splits, and disposals
- Asset reports (standard and user-defined)

Multiple Depreciation Books and Methods

You can maintain multiple sets of depreciation books for an asset. You can depreciate assets in different ways for different purposes. For example, you might set up the books for an asset to reflect a three-year life for taxation purposes and a five-year life for financial statement purposes. Or, you might have a set of depreciation books for different currencies.

For each set of books that you maintain for an asset, you can assign null depreciation and either a user-defined depreciation method or one of the following 18 predefined depreciation methods:

- Straight line
- Sum of the year’s digits
- 125% declining balance to cross-over
- 150% declining balance to cross-over
- Double declining balance to cross-over
- Fixed percent on declining balance
- Accelerated cost recovery system (ACRS) standard
- ACRS optional
- Units of production
- Modified accelerated cost recovery system (MACRS) luxury cars - domestic
- Fixed percent of luxury cars - foreign
- MACRS standard
- MACRS alternative
- ACRS alternate real property
- Fixed percent of cost
- Fixed percent on declining balance to cross-over
- Alternative minimum tax (AMT) luxury autos
- Adjusted current earnings (ACE) luxury autos
You can calculate depreciation daily, weekly, monthly, quarterly, or annually. You can also base your depreciation calculations on a 4-4-5 fiscal pattern or a 13-period pattern.

**User-Defined Depreciation**

Although the JD Edwards World Fixed Assets system provides a wide range of depreciation rules, you might need a specific depreciation combination other than those provided with the standard depreciation rules. With user-defined depreciation, you can substitute various depreciation conventions, formulas, and spread patterns to define depreciation methods specific to your company without custom programming. For example, you can copy an existing rule and modify it to create a depreciation method for your specific needs.

You can set up user defined depreciation methods to establish:

- User-specific depreciation formulas without custom program modifications
- User-specific depreciation rules and conventions
- Depreciation methods for specific categories of assets
- Specific depreciation methods for assets placed in service during certain periods
- Specific depreciation methods for certain years

**Automated Asset Setup**

You can use default rules to define default depreciation instructions for individual asset cost accounts by company. When you add newly acquired assets to the Fixed Assets system, the information you establish in default rules is included automatically in the new asset records. You can override the defaults for special cases. Using default rules saves time, especially if you frequently add assets to the system. You can define default values for:

- Accounting class
- Equipment class
- Depreciation accounts
- Revenue accounts
- Depreciation information

**Asset Search and Location**

You can use the system's search capabilities to locate assets based on:

- Company
- Equipment status
- Description
- Responsible business unit
- Current location
- First 10 category codes
You can also track the history of an asset’s movement from location to location.

**Insurance and Financing Information**

You can record and access the insurance information for an asset, such as insurance company, policy number, premium cost, value, and replacement cost. You can also account for leased and mortgaged assets and track monthly payments, purchase options, and contract information.

**Asset Transfers, Splits, and Disposals**

You can use the Fixed Assets system to record asset transfers, splits, and disposals in your accounting ledgers.

<table>
<thead>
<tr>
<th>Action</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asset transfers</td>
<td>You can transfer assets from one account to another or from one business unit and account to another. You can transfer assets individually or in groups. You can also use the transfer program to change asset information globally, without actually transferring assets.</td>
</tr>
<tr>
<td>Asset splits</td>
<td>You can split an asset into one or more new assets. The system prorates the asset’s cost and accumulated depreciation to the new assets and creates the appropriate journal entries. Use asset splits when you want to dispose of or transfer part of an asset.</td>
</tr>
<tr>
<td>Asset disposals</td>
<td>You can dispose of assets individually or in groups. The system automatically creates the journal entries for each asset disposal based on your specifications.</td>
</tr>
</tbody>
</table>

**Fixed Asset Reports**

You can print two types of fixed asset reports:
Overview to Fixed Assets

Report Description

Data Record Extraction and Management (DREAM) Writer
Use this report writer to select and sequence the data that you want to appear on a predefined report. You can use DREAM Writer to:
- Compile depreciation schedules and projections
- Report asset master information
- Print transaction ledgers, reconciliation, and retirement analyses
- Prepare property tax worksheets to use when calculating your property taxes
- Maintain integrity between the Fixed Assets and General Accounting systems

Spreadsheet Tool for Asset Reporting (STAR)
Use this flexible report writer to retrieve any data from the Item Master table (F1201) and Item Balances table (F1202) that is not included in the predefined reports for the Fixed Assets system. In addition to the numerous user-defined reports that you can create, STAR includes several additional fixed asset reports, such as the Additions and Retirements Report and the Disposal Analysis Report.

Fixed Assets Process

The following process is an example outline that follows an asset from its purchase to its disposal, and includes the yearly close. Use this example as a guideline only. Specific steps and procedures vary from company to company.

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master and depreciation information</td>
<td>Enter the master information for the newly acquired asset and verify the default depreciation information.</td>
</tr>
<tr>
<td>Voucher entry</td>
<td>Enter an accounts payable voucher for the asset.</td>
</tr>
<tr>
<td>Post vouchers to the G/ L and fixed assets</td>
<td>Post the batch that contains the voucher for the asset.</td>
</tr>
<tr>
<td>Compute depreciation</td>
<td>Compute depreciation in preliminary mode to review journal entries that will be posted to fixed assets and the G/ L when you compute depreciation in final mode.</td>
</tr>
</tbody>
</table>
### Task Description

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer assets</td>
<td>Transfer assets in preliminary mode to review journal entries that will be posted to fixed assets and the G/L when you transfer assets in final mode.</td>
</tr>
<tr>
<td>Asset split</td>
<td>Split program automatically creates and posts journal entries to the G/L and then to fixed assets.</td>
</tr>
<tr>
<td>Asset disposal</td>
<td>Dispose of asset in preliminary mode to review journal entries that will be posted to G/L and fixed assets when you dispose of assets in final mode.</td>
</tr>
<tr>
<td>Annual asset balance close</td>
<td>Close asset balances on a yearly basis, after you run the final depreciation. The close program creates the balance records for the next year with cumulative and net balance forward amounts. The close program also carries forward depreciation information.</td>
</tr>
</tbody>
</table>

---

![Diagram](image-url)
Fixed Assets Files

The JD Edwards World Fixed Assets system contains both primary and secondary files.

Primary Files

The JD Edwards World Fixed Assets system stores asset and transaction information in three primary files:

<table>
<thead>
<tr>
<th>File</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item Master (F1201)</td>
<td>Stores basic information about each asset, such as:</td>
</tr>
<tr>
<td></td>
<td>- Asset number</td>
</tr>
<tr>
<td></td>
<td>- Asset description</td>
</tr>
<tr>
<td></td>
<td>- Account coding</td>
</tr>
<tr>
<td></td>
<td>- Category codes</td>
</tr>
<tr>
<td>Item Balances (F1202)</td>
<td>Stores the balance amount for each asset account by ledger type for each year. This table also stores the depreciation information for each asset.</td>
</tr>
<tr>
<td>Account Ledger (F0911)</td>
<td>Stores audit trails of general ledger journal entries for both the Item Balances table (F1202) and the Account Balances table (F0902).</td>
</tr>
</tbody>
</table>

Secondary Files

The Fixed Assets system also accesses the following secondary files:

- Location Tracking (F1204)
- Item Messages (F1205)
- Units of Production Schedule (F1208)
- Location History Text (F1210)
- Parent History (F1212)
- Default Depreciation Accounts (F12002)
- Depreciation Defaults by Ledger Type (F12003)
- User Defined Depreciation Rules (F12851)
- User Defined Depreciation Annual Rules (F12852)
- User Defined Depreciation Formulas (F12853)
- User Defined Depreciation Spread Formulas (F12854)
- User Defined Codes (F0005)
Fixed Assets Menu Overview

Menu Overview - Fixed Assets
Fixed Assets Master Menu G12

Daily Operations

* Fixed Assets Master Information G1211
* Posting General Ledger to Fixed Assets G1212
* Cost Information and Reports G1213

Periodic Operations

* Depreciation G1221
* Transfer, Splits and Disposals G1222
* Quarterly and Year to Date Reports G1223
* Integrity Reports G1224
* Year End Processes G1225

Setup Operations

* System Setup G1241
* User Defined Codes G1242

Advanced and Technical Operations

* Advanced Operations G1231
* Set Up User Defined Depreciation G1232
* Asset Revaluation G1234
2 Asset Identification
Overview to Asset Identification

Objectives

- To create asset master records
- To create other asset identification records
- To locate assets and exit to a desired program
- To track asset locations

About Asset Identification

You must identify every asset in the system before you can use the Fixed Assets system. Identifying assets consists of the following tasks:

- Creating an asset master record
- Verifying depreciation information
- Entering additional asset information
- Searching for asset information
- Locating parent and component information
- Tracking asset locations

Asset Identification Information

Asset identification consists of three types of information:

- Asset master record
- Supplemental and specification information
- Message logs

You must create an asset master record to identify each of your company's assets. You can also include supplemental data and message logs to further define the assets in the system.

Asset Master Record

The asset master record consists of the basic information that identifies an asset. You must create asset master records so that you can:

- Manage asset depreciation
- Track asset costs
Overview to Asset Identification

- Record asset splits, transfers, and disposals

When you create the master record, the system uses information from depreciation account rules to create balance records that are used to compute depreciation. The depreciation account rules define the various depreciation accounts that are associated with each class of assets, as well as the depreciation methods (either hard-coded or user defined) for each ledger associated with the asset.

Supplemental and Specification Information

You can enter supplemental information to record information that is important to your company but is not included in the asset master record. Enter specification data to record static information about assets. You define and maintain the databases for both supplemental and specification data. You can set up data types that use a columnar format, text format, or both. You can also set up security for supplemental and specification data by user identification.

Message Logs

Use message logs to record and track short informational messages about assets that the master record and supplemental data screens cannot accommodate. For example, you can use message logs to:

- Indicate the status and condition of an asset
- Record details about asset transfers or disposals
- Log problems or complaints about a specific asset

You can use paragraph, outline, or any other format you choose to enter information in message logs.

Category Codes

You set up category codes to classify assets for tracking and reporting throughout the Fixed Assets system. You can define up to 23 category codes to meet your company's information needs. Use these category codes in asset master records to describe assets and group similar asset types.

JD Edwards World recommends setting up the first category code to group assets into accounting classes. In this case, the first category code is typically referred to as the Major Accounting Class. You can set up this category code with a one-to-one relationship with asset cost accounts in the general ledger. You can also select another category code to identify assets by the depreciation methods you assign each one.

If you use Fixed Assets with the JD Edwards World Equipment/Plant Management system, the two systems access the same category code tables. The system displays the first 10 of 23 category codes on the Asset Information and Asset Search and Location screens. Equipment/Plant Management users frequently use the first ten category codes as selection criteria for multiple tasks, such as selecting equipment for updating meter readings, selecting equipment to enter location information, and so on. You should reserve as many of the first ten category codes in the equipment master as you need for equipment maintenance purposes.
See Also

- Setting Up User Defined Codes for more information about how user defined codes are used to organize asset information
- Setting Up User Defined Codes in the Equipment Billing Guide or the Equipment/Plant Maintenance Guide for more information about reserving the first ten category codes for equipment and plant management
- Mapping Category Codes for more information about establishing relationships between category codes
- Setting Up Depreciation Account Rules for more information about inserting default information into the asset master record

Identification Numbers

You can use one of the following three numbers as the primary number to identify assets throughout your system:

- Item number
- Unit number
- Serial number

Different branches of your company might refer to assets in different ways. For example, accounting personnel might identify equipment by item number. Maintenance personnel might refer to equipment by unit number or the manufacturer's serial number.

Every asset master record in your system must include an item number. You can enter unit and serial numbers if needed. You must define which of these numbers is used as the primary number for identifying assets in your system. Any identification number that you assign to an asset on the asset master record must be unique throughout your entire system.

See Also

- Setting Up Fixed Asset Constants for information about using asset identification numbers

Parent and Component Relationships

You can set up parent and component relationships to group individual assets. For example, when you create master records, you can identify a computer as a parent item. You can identify the monitor, keyboard, and mouse as components of the computer. Those components, in turn, might be the parents of still other components, and so on.

Parent assets can be physical assets or “pseudo” assets. You can set up pseudo assets to group assets under a parent that does not directly incur costs or generate revenue. For example, you can set up departments as parent pseudo assets. Each department can have a certain number of cubicles as component assets. Each cubical can be the pseudo parent of real assets, such as computers, telephones, and so on.
You can establish up to 25 hierarchical levels of a parent item. The system assigns a number to each component according to its level in the hierarchy. This is particularly useful for tracking complex assets.
Create an Asset Master Record

Creating an Asset Master Record

You must create an asset master for every asset that you want to manage throughout the Fixed Assets system. When you create master records, you establish basic information about each asset:

- Asset numbers to uniquely identify the asset
- The department or profit center that is responsible for the asset
- The cost account for the asset
- The date you acquired the asset
- User-defined category code descriptions of asset status, class, and so on
- Textual descriptions or remarks to help you locate the asset

When you create master records for an asset, the system automatically creates:

- Ledgers in the Item Balances table (F1202)
- Depreciation information, based on depreciation rules that you define during system setup, including the depreciation start date (the asset’s acquisition date)
- General ledger account information, based on depreciation account rules you define during system setup

The system stores asset master records in the Item Master table (F1201). When you request specific asset transactions, the system accesses or updates the information in this table.

This program supports import functionality. See the Technical Foundation Guide for more information.

Before You Begin

- Verify that all system setup activities are complete. See System Setup for more information about setting up the Fixed Assets system.
To create an asset master record

On Master Information

1. Complete the following fields:
   - Desc. 01
   - Company Number
   - Responsible BU
   - Asset Cost BU/Obj/Sub
   - Date Acquired (including a 4-digit year)

2. Complete the following optional fields:
   - Desc. 01
   - Desc. 02
   - Desc. 03
   - Unit Number
   - Serial Number
   - Parent Number
   - Location/Start Date
   - Equipment Status
   - Current Item Qty
   - Employee (Address Book Number)
   - Remark
Create an Asset Master Record

3. Enter A in the following field:
   - Action Code


5. Choose Item Description Translation. The Item Description Translation screen displays.

6. To add or change the non-domestic descriptions for an asset, complete the following fields:
   - Language
   - Description

7. Press Enter to save the information and return to Master Information.

8. Choose Item Master - Category Codes.
   Depending on how you set the processing options, the Item Master - Category Codes screen may display after entering data on Master Information.
9. On Item Master - Category Codes, complete the following optional fields:
   - Category Codes 01-23 (These fields may display with specific field names, such as Accounting Class.)
   - State
   - Tax Entity
   - Tax Rate/Area
   - Financing Method
   - ITC

   **Note:** Depending on how you set the processing options, some category code fields may require entry.

10. Press Enter to save the information and return to Master Information.
11. To review default depreciation information, choose Depreciation & Accounting Values.
12. On Depr & Accounting Values, change fields, as needed, to revise depreciation or account information.

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item Number</td>
<td>An 8-digit number that uniquely identifies an asset.</td>
</tr>
<tr>
<td>Desc. 01</td>
<td>A user defined name or remark.</td>
</tr>
<tr>
<td></td>
<td><strong>Form-specific information</strong></td>
</tr>
<tr>
<td></td>
<td>The system displays the first line of the user defined description on all screens and reports. You can use any part of the description line when you locate an asset using the query search on the Search and Location screen.</td>
</tr>
<tr>
<td>Unit Number</td>
<td>A 12-character alphanumeric code used as an alternate identification number for an asset. This number is not required, nor does the system assign a number if you leave the field blank when you add an asset. If you use this number, it must be unique. For equipment, this is typically the number stenciled on the equipment.</td>
</tr>
<tr>
<td>Serial Number</td>
<td>A 25-character alphanumeric number that you can use as an alternate asset identification number. You may use this number to track assets by the manufacturer’s serial number. You are not required to use a serial number to identify an asset. Every serial number you enter must be unique.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>---------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Parent Number</td>
<td>An identification code for an asset that you can enter in one of the following formats:</td>
</tr>
<tr>
<td></td>
<td>1. Item number (a computer-assigned, 8-digit, numeric control number)</td>
</tr>
<tr>
<td></td>
<td>2. Unit number (a 12-character alphanumeric field)</td>
</tr>
<tr>
<td></td>
<td>3. Serial number (a 25-character alphanumeric field)</td>
</tr>
<tr>
<td></td>
<td>Every asset has an item number. You can use unit number and serial number to further identify assets as needed.</td>
</tr>
<tr>
<td></td>
<td>If this is a data entry field, the first character you enter indicates whether you are entering the primary (default) format that is defined for your system, or one of the other two formats. A special character (such as “/” or “*”) in the first position of this field indicates which asset number format you are using. You assign special characters to asset number formats on the Fixed Assets system constants screen.</td>
</tr>
<tr>
<td>Form-specific information</td>
<td>A number that identifies the immediate parent asset in a parent/component relationship. For example, a car phone and radar detector are components that belong to a car. If you leave this field blank, the system uses the asset’s primary identification number. If you change the parent number, the system displays a window so you can enter the date on which you assigned the asset a new parent.</td>
</tr>
<tr>
<td>Company Number</td>
<td>A code that identifies the company that owns or is assigned to an asset or group of assets. You set up companies in the system to represent a reporting level that has a complete balance sheet and any intercompany transactions with other companies. You can define a specific organization, entity, partnership, and so on, as a company. You use Company Numbers and Names to define the companies in your system.</td>
</tr>
<tr>
<td></td>
<td><strong>Note:</strong> Use Company 00000 only for default values, such as dates and Automatic Accounting Instructions (AAIs). You cannot use Company 00000 when entering transactions.</td>
</tr>
<tr>
<td>Form-specific information</td>
<td>The system uses the company number from the parent master record as a default value for this field when you set up parent/component relationships.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>------------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Responsible BU</td>
<td>The accounting entity (business unit) that is responsible for the asset’s cost or expense. You assign a business unit to an asset. The responsible business unit is used for responsibility reporting purposes. <strong>Note:</strong> You can enter numbers and characters in this field. The system right-justifies them (for example, CO123 appears as _ _ _ CO123). You cannot inquire on business units for which you have no authority.</td>
</tr>
<tr>
<td>Date Acquired</td>
<td>Enter the date your company acquired the asset. The system uses this date as the date on which to start depreciation for the asset. If you want the system to calculate depreciation from a date other than the date acquired, you can change the start depreciation date on Depreciation and Accounting Values. You can also change the depreciation start date on the Depreciation Information screen.</td>
</tr>
<tr>
<td>Equipment Status</td>
<td>A user defined code (12/ES) that identifies the equipment or disposal status of an asset, such as available, down, or disposed. <strong>Form-specific information</strong> The system updates the value in this field when you run the Asset Disposal program to dispose of the asset.</td>
</tr>
<tr>
<td>Asset Cost Account - Business Unit</td>
<td>The business unit to which the system charges original acquisition cost and any supplemental capital additions. The system uses a default value for this field based on the value you specify on the Master Information screen when you create a new asset master record. You can change this default value on Depreciation Information only if you have not entered any transactions for the account.</td>
</tr>
<tr>
<td>Asset Cost Account - Object</td>
<td>The object account to which the original acquisition cost and any supplemental capital additions have been charged. If the asset is a non-capitalized lease, this should be the expense account that lease payments are charged to. This expense account should have default coding instructions set up for method 00 (no depreciation method used).</td>
</tr>
<tr>
<td>Asset Cost Account - Subsidiary</td>
<td>The subsidiary account to which the original acquisition cost and any supplemental capital additions have been charged.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>------------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| Current Item Qty | This is the current number of units for an asset. It is used in conjunction with the original quantity. This field should always reflect the current or remaining amount of units.  
  Form-specific information  
  The default value for this field is 1. If you dispose of a portion of an asset’s original quantity, you should adjust the current quantity downward to reflect the amount actually remaining. If you change the current quantity for an asset, a window appears so that you can enter a location and effective date for the quantity change. If you split an asset, the system automatically updates this field. |
| Employee         | A number that identifies an entry in the Address Book system. Enter the Address Book number of the employee assigned to the asset or the employee responsible for the asset.  
  Form-specific information  
  This is the address book number of the employee assigned to the equipment or the employee responsible for the equipment.  
  You can change the soft coding description on this field to another valid Address Book entry type. For example, to track where assets are purchased, you can change the field name to Supplier and enter supplier Address Book numbers for individual assets. |
| AFE Number       | You can enter information in this field to track an item that is Authorized for Expenditure. You can use information in this field to search for an asset through the Query Search function. This field also appears in the Job Cost and Work Order systems to allow you to tie a job, a work order, and an asset together if necessary. |
| Tax Entity       | The address number of the tax authority to which property taxes are paid.                                                                                                                                                                                                                                                                                                                                                                                                        |
| Tax Rate/Area    | A code that identifies a tax or geographic area that has common tax rates and tax distribution. The tax rate/area must be defined to include the tax authorities (for example, state, county, city, rapid transit district, or province), and their rates. To be valid, a code must be set up in the Tax Rate/Area table (F4008).  
  The system updates this field from the F0006 table when you run the Update Prop Tax State/Entity program (P12821).  
  Typically, U.S. sales and use taxes require multiple tax authorities per tax rate/area, whereas VAT requires only one simple rate.  
  The system uses this code to properly calculate the tax amount. |
Create an Asset Master Record

Field Explanation

Financing Method
A user defined code (system 12, code FM) that designates how a fixed asset was acquired, for example, financed or purchased outright.

Amount - Investment Tax Credit
The amount of Investment Tax Credit (ITC) to be considered in depreciation calculations. This amount is only used with Accelerated Cost Recovery System (ACRS) Depreciation (Method 07) and Depreciation Information code “4,” which requires basis reduction to cost minus 1/2 of ITC amount.

What You Should Know About

Category codes
You assign category codes to assets when you create master records. You can use the Category Code Mapping program to set up your system to use default values for the category codes that you assigned assets.

If a category code has been mapped, it will not allow manual changes on the category code screen.

The category codes can be seen on one screen.

Depreciation category code
Use the Depreciation Category Code to divide assets into depreciation classes. The depreciation information is defined in the company ledger depreciation rules.

See Setting Up Fixed Asset Constants and Setting Up Company Ledger Depreciation Rules for more information.

Deleting asset master records
You can delete asset master records only under the following circumstances:

- Transactions have not posted to the fixed assets Item Balances table (F1202). After transactions have posted to fixed assets, you cannot delete an asset even if the balance amounts are zero.
- The asset does not have associated amounts in Beginning Balance Setup. You must delete any asset amounts in Beginning Balance Setup before you can delete the asset master record.
- Any transactions that have not been posted to the Account Balances table (F0902) are deleted.
- Any transactions that have been posted to the Account Balances table (F0902) are voided. (You cannot delete transactions that are posted to Account Balances.)

Changing location information in asset master records
You can enter location and start date information for an asset when you create the asset master record. After you create the asset master record, you must use the Asset Transfer or Location Transfer programs to add or revise location and start date information.
Create an Asset Master Record

Creating asset master records automatically

If you set up the FA range for cost accounts in the automatic accounting instructions (AAIs), the system can automatically create asset master records. The system creates the records based on the default information you specify when you set up the Fixed Assets system.

See Setting Up Automatic Accounting Instructions for more information.

Changing the parent number for an asset

You can change the parent number for an asset on Master Information. You may want to change parent numbers to update or establish parent and component relationships. If you change a parent number, you must either specify the date the parent number changed for the asset or accept the default value of the current system date.

Changing the status of an asset

If you use the Equipment/Plant Management system with the Fixed Assets system, you can change the status of an asset on the Master Information screen. If you change the status of an asset, you must indicate the date and time the status of the asset changed, and whether you want the system to update all the children of the asset to the same status.

Optional required field entry

Depending on how you set the processing options, the AFE entry number, the Location, and the Start Date may be required fields.

See Also

- Setting Up User Defined Codes (P00051) for more information about using category codes to classify assets
- Mapping Category Codes (P1391) for more information about setting up category code default values for your system
- Verify Depreciation Information for more information about depreciation and account rules
- Work with PC Import/Export in the Technical Foundation Guide for more information on importing data

Processing Options

See Item Master Information (P1201).
What You Should Know About

**Required fields**

Use can set processing options #2-5 to make the following fields mandatory:
- Location and Location Start Date
- Unit Number
- Category Code
- AFE field

**Protected fields**

Use processing options #6-10 to control whether to allow user input or changes to the following fields:
- Date Disposed
- Equipment Status
- Accounting Class category code
- Depreciation category codes

You can also set processing options to allow or disallow the addition of a child asset, if the parent asset has been disposed.

The program will allow entry of the Work Center field. The field will call a business unit name and will function identically to the Responsible Business Unit field. The program will not allow a change of blank to the data dictionary item SBLI if it has defaulted in as an I.
Verify Depreciation Information

Verifying Depreciation Information

When you create asset master records, the system automatically assigns depreciation information to each asset. You define the default values that the system assigns to new assets when you set up the fixed assets constants, depreciation account and ledger depreciation rules for your system.

Every asset that you set up in the system has one master record. In addition, the asset can have several different ledgers. Each ledger is represented by a separate balance record in the Item Balances table (F1202). You can assign a different depreciation method to each ledger.

If needed, you can also set up different subledger information within each ledger. This may include different life months or salvage value for a particular subledger. For example, this may include additions to an asset, or even a completely different depreciation method. When more than one subledger exists, a message displays and you can review depreciation information one subledger at a time.

After you set up asset master records, you can review both master information and balance information on Depreciation Information. You may want to review Depreciation Information to verify that the depreciation rules that you have set up for the system are correct for individual assets. For example, you can verify the following information:

- Master record information, such as the business unit, object, and subsidiary accounts that the system uses to create journal entries
- All the ledgers assigned to the asset, such as budget and depreciation ledgers
3B Verify Depreciation Information

- Depreciation methods for the asset
- Subledger details, which may include life months, depreciation method, salvage value, and so forth

As you enter master records for individual assets or from the Fixed Assets menu, you can review the default depreciation information based on the depreciation rules. Access depreciation information to:

- View depreciation information for an asset for any fiscal year.
- Override an asset's default depreciation information for current or future fiscal years.
- Add new ledger types and depreciation methods to individual assets if you use the defaults setting in Fixed Assets Constants.

This program supports export functionality. See the Technical Foundation Guide for more information.

To verify depreciation information

On Depreciation Information

1. To locate an asset, complete the following field:
   - Item Number

2. To indicate the year to verify depreciation information, complete the following field:
   - Fiscal Year
3. To view depreciation information for a specific subledger, complete the following fields:
   - Subledger/ Type
4. Verify the following account information fields:
   - Accounting Cat Cd
   - Depreciation Cat Cd
   - Asset Cost Account
   - Accum Depreciation
   - Depr Expense
   - Revenue Credit
5. Verify the following depreciation information fields:
   - Book Description
   - De Me (Depreciation Method)
   - Life Mths (Months)
   - Dep Inf (Depreciation Information - Initial Term Apportionment)
   - MC (Method of Computation - Compute Direction)
   - Meth %
   - Date Dep Started
6. Choose Full Detail.
7. Verify the following fields:
   - Salvage Value
   - Method 9 Sch No

8. For assets that display the message “Multiple Subledgers Exist,” choose Previous Subledger and Next Subledger to see the additional subledger information.

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subledger</td>
<td>A code that identifies a detailed auxiliary account within a general ledger account. A subledger can be an equipment item number, an address book number, and so forth. If you enter a subledger, you must also specify the subledger type.</td>
</tr>
<tr>
<td>Subledger Type</td>
<td>A user defined code (00/ST) that is used with the Subledger field to identify the subledger type and subledger editing. On the User Defined Codes screen, the second line of the description controls how the system performs editing. This is either hard-coded or user defined. For example: A: Alphanumeric field, do not edit N: Numeric field, right justify and zero fill C: Alphanumeric field, right justify and blank fill</td>
</tr>
<tr>
<td>Accounting Cat Cd</td>
<td>A user defined code (12/C1) that determines the accounting class category code. You use this accounting category code to classify assets into groups or families, for example, 100 for land, 200 for vehicles, and 300 for general office equipment. JD Edwards World recommends that you set up major class codes that correspond to the major general ledger object accounts in order to facilitate the reconciliation to the general ledger. <strong>Note:</strong> To use the major accounting class code, you must set up a value for blank in the user defined code table.</td>
</tr>
<tr>
<td>Depreciation Cat Cd</td>
<td>Use this Fixed Asset category code to group assets into “depreciation” categories. Inquiries, reports, journals, and other processes that depend on the depreciation category will make reference to the value in this category code. <strong>Note:</strong> You must set up a default value for this category code.</td>
</tr>
<tr>
<td>Asset Cost Account Bus. Unit</td>
<td>The business unit to which the system charges original acquisition cost and any supplemental capital additions. The system uses a default value for this field based on the value you specify on the Master Information screen when you create a new asset master record. You can change this default value on Depreciation Information only if you have not entered any transactions for the account.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Accum Depreciation Bus. Unit</td>
<td>The business unit to which the system charges accumulated depreciation amounts. Form-specific information: The system uses a default value for this field from the responsible business unit you enter on the asset master record or the default value you set up in Depreciation Account Rules. You determine which value the system uses when you set up Fixed Asset Constants. You can change this default value on Depreciation Information only if you have not entered any transactions for the account.</td>
</tr>
<tr>
<td>Depre Expense Bus. Unit</td>
<td>The business unit to which the system charges depreciation expense. Form-specific information: The system uses a default value for this field from the responsible business unit you enter on the asset master record or the default value you set up in Depreciation Account Rules. You determine which value the system uses when you set up Fixed Asset Constants. You can change this default value on Depreciation Information only if you have not entered any transactions for the account.</td>
</tr>
<tr>
<td>Revenue Credit Bus. Unit</td>
<td>The business unit that the system credits for revenue amounts that originate in Equipment/Plant Management billing programs. Form-specific information: The system uses a default value for this field from the responsible business unit you enter on the asset master record or the default value you set up in Depreciation Account Rules. You determine which value the system uses when you set up Fixed Asset Constants. You can change this default value on Depreciation Information only if you have not entered any transactions for the account.</td>
</tr>
<tr>
<td>Bk</td>
<td>The user defined ledger type code (list 09, type LT) that identifies the account ledger, or book, for the asset. You can maintain as many sets of depreciation books (ledger types) for an asset as you need so you can depreciate an asset in different ways for different purposes. For example, an asset might have a three-year life for tax purposes, but a five-year life for financial statement purposes. Each set of books can have different depreciation methods and depreciation values. Form-specific information: If you leave this field blank, the system uses the default value you set up on the Item Setup Default Coding screen.</td>
</tr>
</tbody>
</table>
### Field: Depreciation Method

The user defined code (system 12, type DM) that indicates the method of depreciation for the specified book. In addition to any user defined depreciation methods you set up for your company, the following standard depreciation methods are available in the Fixed Assets system:

<table>
<thead>
<tr>
<th>Code</th>
<th>Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>00</td>
<td>No depreciation method used</td>
</tr>
<tr>
<td>01</td>
<td>Straight Line Depreciation</td>
</tr>
<tr>
<td>02</td>
<td>Sum of the Year’s Digits</td>
</tr>
<tr>
<td>03</td>
<td>125% Declining Balance to Cross-Over</td>
</tr>
<tr>
<td>04</td>
<td>150% Declining Balance to Cross-Over</td>
</tr>
<tr>
<td>05</td>
<td>Double Declining Balance to Cross-Over</td>
</tr>
<tr>
<td>06</td>
<td>Fixed % on Declining Balance</td>
</tr>
<tr>
<td>07</td>
<td>ACRS Standard Depreciation</td>
</tr>
<tr>
<td>08</td>
<td>ACRS Optional Depreciation</td>
</tr>
<tr>
<td>09</td>
<td>Units of Production Depreciation</td>
</tr>
<tr>
<td>10</td>
<td>MACRS Luxury Cars - Domestic</td>
</tr>
<tr>
<td>11</td>
<td>Fixed % Luxury Cars - Foreign</td>
</tr>
<tr>
<td>12</td>
<td>MACRS Standard Depreciation</td>
</tr>
<tr>
<td>13</td>
<td>ACRS Alternative Depreciation</td>
</tr>
<tr>
<td>14</td>
<td>ACRS Alternative Real Property</td>
</tr>
<tr>
<td>15</td>
<td>Fixed % of Cost</td>
</tr>
<tr>
<td>16</td>
<td>Fixed % on Declining Balance to Cross-Over</td>
</tr>
<tr>
<td>17</td>
<td>AMT Luxury Auto</td>
</tr>
<tr>
<td>18</td>
<td>ACE Luxury Auto</td>
</tr>
</tbody>
</table>

**Note:** Any additional depreciation methods you create for your organization must have an alpha code.

### Field: Life Mths

The life of an asset in months or periods. The system uses months or periods only to express the life of an asset. For example, if your company uses a 12-month calendar, then a five-year ACRS asset has a 60-month life. If your company uses a 13-month calendar, then a five-year ACRS asset has a 65-month life, and so on. You must specify a life month value for all user defined depreciation methods, and for all standard depreciation methods, except the standard methods 00, 06, 09, 11, and 15.
### Field Explanation

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dep Inf</td>
<td>A code for additional depreciation information. This code is used for Investment Tax Credit (ITC) and averaging conventions. The system validates the code you enter in this field against user defined code table 12/AC. Valid codes are:</td>
</tr>
<tr>
<td>0</td>
<td>No ITC Taken</td>
</tr>
<tr>
<td>1</td>
<td>Three Year Method (3 1/3%)</td>
</tr>
<tr>
<td>2</td>
<td>Five Year Method (6 2/3%)</td>
</tr>
<tr>
<td>3</td>
<td>Seven Year Method (10%)</td>
</tr>
<tr>
<td>4</td>
<td>ACRS Method with Basis Reduction (10% ITC)</td>
</tr>
<tr>
<td>5</td>
<td>ACRS Method without Basis Reduction (2% ITC or No ITC)</td>
</tr>
<tr>
<td>A</td>
<td>Actual Date of Depreciation Start Period</td>
</tr>
<tr>
<td>M</td>
<td>Mid-Month Convention</td>
</tr>
<tr>
<td>Q</td>
<td>Mid-Quarter Convention</td>
</tr>
<tr>
<td>Y</td>
<td>Mid-Year Convention</td>
</tr>
<tr>
<td>P</td>
<td>Middle of Period</td>
</tr>
<tr>
<td>F</td>
<td>First-half/Second-half</td>
</tr>
<tr>
<td>W</td>
<td>Whole Year</td>
</tr>
<tr>
<td>N</td>
<td>First Day of Next Period</td>
</tr>
<tr>
<td>R</td>
<td>First Day of Next Year</td>
</tr>
<tr>
<td>S</td>
<td>Actual Start Date for Primary Rule/First Day of Period for Secondary Rule</td>
</tr>
</tbody>
</table>

**Note:** Numeric codes apply to standard depreciation methods only.

To determine the date for **F** (First-half/Second-half), use the following guidelines:

- If the asset was placed in service in the first half of the year then the adjusted depreciation start date is the first day of the year.
- If the asset was placed in service in the second half of the year then the adjusted depreciation start date is the first day of the succeeding year.
- The first half of the year expires at the close of the last day of the calendar month which is closest to the middle of the tax year.
- The second half of the year begins the day after the expiration of the first half of the tax year.
### Field | Explanation
--- | ---
Meth Comp | A code that indicates the method of computation that the system uses to calculate depreciation based on the depreciation method you specify.  
Valid codes are:

- **C**: Current year to date. Calculates only the current year’s depreciation.
- **I**: Inception to date. Recalculates the entire depreciation amount from the start date through the current year. Prior-year depreciation is then subtracted to determine current year depreciation. This method results in a one-time current period correction for any errors in prior period depreciation.
- **F**: Inception to date. Calculates inception to date for the first rule (if there are two rules) and uses a C for the second rule.
- **P**: Current period. Calculates depreciation for the current period and then extrapolates the annual amount based on the cumulative percent from the period pattern and year-to-date posting. Any depreciation calculated for the current period is subtracted.
- **R**: Remaining months. Depreciates the net book value as of the beginning of the current tax year over the remaining life of the asset. This results in the amortization of prior period calculation errors over the remaining life of the asset.

#### Form-specific information

Some depreciation methods require specific methods of computation. If you enter methods that are not compatible, the system displays an error message. You must specify either computation method C or a choice between methods I and R for all depreciation methods. You can use method P instead of I or R for methods 01, 06, 13, and 15.

Method % | Enter the percentage you want the system to use when calculating depreciation. Use whole numbers. For example, enter 10 for 10%. The system uses a percentage when computing the following methods of depreciation:

- **06**: Fixed % on Declining Balance. (This method of depreciation is commonly used by Canadian and utility companies.)
- **11**: Fixed % Luxury Car - Foreign.
- **15**: Fixed % of Cost.
- **16**: Fixed % on Declining Balance to Cross-Over.

The system also uses this field to compute any user defined depreciation method in which you specify a percentage.
### Field Explanation

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date Dep Started</td>
<td>The date when the depreciation computations start for an asset. This date can be different from the date the asset was acquired.</td>
</tr>
<tr>
<td>Salvage Value</td>
<td>The amount you expect to receive in cash or trade-in allowance when you dispose of an asset at the end of its useful life.</td>
</tr>
<tr>
<td>Schedule No/ Method 9</td>
<td>The alphanumeric code you assign to a units of production schedule. You must set up the schedules you want to use for method 09 (Units of Production Depreciation) in advance on the Units of Production Schedule screen.</td>
</tr>
</tbody>
</table>

### What You Should Know About

#### Revising general ledger information

You can revise general ledger information only if you have not posted transactions to the accounts.

If you want to revise cost account or accumulated depreciation account information after posting to the accounts, you can use the asset transfer programs.

See Transferring Fixed Assets for more information.

#### Revising account information

If you choose to lock either the accumulated depreciation account or the depreciation expense account to the cost account, you can change only the business unit for either of these accounts and then only prior to the initial posting. Subsequent changes to these accounts can be made only through the asset transfer program.

See Setting Up Fixed Asset Constants for more information.

#### Revising depreciation information

If you choose on Fixed Assets Constants to compute depreciation by using the depreciation rules, you can revise only the Depreciation Start Date, and Salvage Value fields. All other depreciation information must be changed through the ledger depreciation rules.

See Setting Up Ledger Depreciation Rules for more information.

#### Subsidiaries and subledgers

The main difference between a subsidiary and a subledger is that a subsidiary is a portion of an actual account number. A different subsidiary number means a different account number in the Account Master File (F0901). The purpose of a subledger is to allow for greater detail within a single account number.
Subledgers

Typically, subledgers are attached to assets at the time cost is assigned to an asset. When a journal entry or Accounts Payable voucher is created, an Account Ledger (F0911) record is created. A subledger and subledger type may be associated with the transaction at that time. When the F0911 record is posted, a separate Account Balances (F0902) record is created for each subledger and subledger type. Similarly, when an F0911 record is posted to Fixed Assets, a separate Asset Account Balances File (F1202) record is created for each subledger and subledger type. When the Compute Depreciation program is run, the subledger and subledger type are copied from the cost account record and utilized for the accumulated depreciation and depreciation expense F1202 records. To track expenses other than depreciation expense, such as maintenance, attach different subledgers and subledger types to the journal entry or voucher. Only the accumulated depreciation and depreciation expense accounts copy the subledger and subledger type from the cost account.

Cost records and subledgers

When an Asset Master File (F1201) record is created, a cost account record is created in the F1202 file with a blank subledger. When cost is added with a subledger, a second F1202 record is created. The dual cost records only occur in the first year of an asset’s life. When the Asset Account Balance Close program is run at the end of the year, no F1202 record is created in the new year for the F1202 without a subledger attached because it has no amount.

Depreciation start date

There is a processing option behind the P1202 to prevent changing the depreciation start date.

Depreciation and account values

The P1202 allows three additional selection criteria:

- Subledger/ Type
- Accounting Category Code
- Depreciation Category Code

See Also

- Work with PC Import/Export in the Technical Foundation Guide for more information on exporting data.

Processing Options

See Depreciation and Accounting Values (P1202).
Enter Additional Asset Information

Entering Additional Asset Information

You can enter additional details to further define the assets in your system. The Fixed Assets system stores detailed asset information in user-defined databases. Use this additional information to report and track information that is important to your company, but is not included on the asset master record.

Entering additional asset information includes the following tasks:

- Entering Supplemental Information
- Entering Specification Information
- Entering Insurance Information
- Entering Financing Information
- Entering Description Translations
- Working with Message Logs

Entering Supplemental Information

Enter supplemental information to track, review, and report on additional information that is not contained in the asset master record. You can define and maintain any type of supplemental data you need by asset class. For example, you might set up supplemental data for motor graders. The data might include vibration readings, oil readings, condition reports, and so on.

When supplemental data has been entered for a particular data type, the OP (Option) field for that data type is highlighted. You can set up supplemental data security to limit the number of users who are authorized to view the data.

You can use a narrative text format or one of two types of columnar data text formats to enter and display supplemental data.

<table>
<thead>
<tr>
<th>Format</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Narrative (N)</td>
<td>Use this data type to access the Supplemental Text Entry screen. You can use this text format to enter unlimited text information about assets.</td>
</tr>
</tbody>
</table>
### Enter Additional Asset Information

<table>
<thead>
<tr>
<th>Format</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Columnar (C)</td>
<td>Use this data type to access the Supplemental Code Entry screen. When you set up supplemental data screens using this data type, you can define the columns into which you enter information.</td>
</tr>
<tr>
<td>Columnar-Message (M)</td>
<td>Use this data type to access the Supplemental Code Entry screen. You can use this data type in the same way as the columnar type.</td>
</tr>
</tbody>
</table>

### Before You Begin

- Set up data types for supplemental information. See Setting Up Supplemental Data.

### To enter supplemental information

On Data Entry

1. To display a list of valid supplemental data types specific to an asset, complete the following field:
   - Item Number (Asset Number)
2. Enter 1 next to one or more types of information, such as Capacity, in the following field:
   - OP (Option)
The User Def Code Entry – Fx Asset screen displays.

3. Complete the appropriate fields.

4. To enter text for a specific line of code (C and M display formats only), choose Text option.

5. On Text Entry – Fixed Assets, enter text on each line, as needed.

6. To review or change the standard message, choose Generic Message (M display mode only).
### Enter Additional Asset Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
</table>
| Item Number          | An identification code for an asset that you can enter in one of the following formats:  
  1. Item number (a computer-assigned, 8-digit, numeric control number)  
  2. Unit number (a 12-character alphanumeric field)  
  3. Serial number (a 25-character alphanumeric field)  
Every asset has an item number. You can use unit number and serial number to further identify assets as needed.  
If this is a data entry field, the first character you enter indicates whether you are entering the primary (default) format that is defined for your system, or one of the other two formats. A special character (such as "/" or "*" in the first position of this field indicates which asset number format you are using. You assign special characters to asset number formats on the Fixed Assets system constants screen. |
| Display Mode - Code or Narrative | The format of a data type. This code determines the display mode for supplemental data. Valid codes are:  
  C. Code format, which displays the screen for entering code-specific information. These codes are associated with User Defined Codes table (F0005).  
  N. Narrative format, which displays the screen for entering narrative text.  
  P. Program exit, which allows you to exit to the program you specified in the Pgm ID field.  
  M. Message format, which displays the screen for entering code-specific information. However, the system can edit the code values you enter against values in the Generic Rates and Messages table (F00191). This code is not used by the Human Resources or Financials systems. |

### What You Should Know About

**Entering additional text**  
You can use the Text option to enter additional information for assets using the text format. This is especially helpful if you want to enter text on a supplemental data screen that you have defined as columnar.

**Choosing Specification Sheets**  
If you choose Specification Sheets (SP) from Data Entry, the system displays the Specification Data Entry screen.  
See Entering Specification Information for more information about using specification sheets.
See Also

- Setting Up Supplemental Data for more information about Supplemental Data Security

Entering Specification Information

From Fixed Assets (G12), choose Fixed Asset Master Information
From Fixed Asset Master Information (G1211), choose Specification Data Entry

You can use the supplemental data type SP to enter specification information for your assets. Use specification information to report on static asset information. For example, you might set up this supplemental data type to record and report on the information from asset nameplates and specification sheets.

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nameplate information</td>
<td>A nameplate is the metal plate, or other label, attached to an asset. The nameplate often includes information about the asset, such as:</td>
</tr>
<tr>
<td></td>
<td>• Model number</td>
</tr>
<tr>
<td></td>
<td>• Power requirements</td>
</tr>
<tr>
<td></td>
<td>• Manufacture date</td>
</tr>
<tr>
<td>Specification sheets</td>
<td>Specification sheets come from the asset manufacturer. Specification sheets include specific information about an asset, such as:</td>
</tr>
<tr>
<td></td>
<td>• Operating instructions</td>
</tr>
<tr>
<td></td>
<td>• Safety information</td>
</tr>
<tr>
<td></td>
<td>• Power</td>
</tr>
<tr>
<td></td>
<td>• Dimensions</td>
</tr>
</tbody>
</table>

You set up and access the specification database as one of your supplemental data types. You can define what specification information you want to track, in which positions the data is entered, and the length of the data fields. You can also set up the specification database so that the system will edit specification information against user defined code tables.

Before You Begin

- Set up specification types for specification information. See Setting Up Supplemental Data for more information.
To enter specification information

On Specification Data Entry

1. To locate a piece of equipment with SP as a valid supplemental data type, complete the following field:
   - Item Number (Asset Number)
2. Complete all appropriate fields.
3. If there are more than 16 specification fields, choose Next Page.

Entering Insurance Information

You can record insurance information for an asset. The Fixed Asset system does not require insurance information, but this information can be helpful if you want to track the insurance company, policy number, renewal month, and so on, for an asset. The data that you enter on the Insurance Information screen is informational only.
To enter insurance information

On Insurance Information

1. To locate an asset, complete the following field:
   - Item Number (Asset Number)

2. To record insurance information, complete any of the following fields.
   - Insurance Company
   - Insurance Policy Number
   - Renewal Month
   - Insurance Premium
   - Insurance Value
   - Replacement Cost
   - Last Years Cost

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item Number</td>
<td>An 8-digit number that uniquely identifies an asset.</td>
</tr>
<tr>
<td>Insurance Company</td>
<td>The name of the company issuing a specific insurance policy for a piece of equipment or property.</td>
</tr>
<tr>
<td>Insurance Policy Number</td>
<td>The insurance policy number for the asset. This field is used for informational purposes only.</td>
</tr>
<tr>
<td>Renewal Month</td>
<td>The month in which the insurance policy is to be renewed.</td>
</tr>
<tr>
<td>Insurance Premium</td>
<td>The cost of the insurance premium.</td>
</tr>
</tbody>
</table>
### Enter Additional Asset Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Insurance Value</td>
<td>The declared value for insurance reporting purposes. You must use the query facility to prepare reports as prescribed by your insurance company.</td>
</tr>
<tr>
<td>Replacement Cost</td>
<td>The current or estimated replacement cost of the asset. Typically, replacement cost is established by objective means, such as an appraisal or an industry valuation guideline. Replacement costs are often used for insurance reporting and special financial statements.</td>
</tr>
<tr>
<td>Last Years Cost</td>
<td>The estimate cost to replace the asset if it were purchased in the prior year. You must use the query facility for any reports needed.</td>
</tr>
</tbody>
</table>

### Processing Options

See [Insurance Information (P12012)](#).

### Entering Financing Information

You can record financing information for an asset. The Fixed Asset system does not require finance information, but this information can be helpful if you want to track the financier, type of financing, monthly payments, purchase options, and so on, for an asset. You can also track contract and expiration dates. The data you enter on the Financing Information screen is informational only.

From Fixed Assets (G12), choose **Fixed Asset Master Information**

From Fixed Asset Master Information (G1211), choose **Finance Information**
To enter financing information

On Financing Information

1. To locate an asset, complete the following field:
   - Item Number (Asset Number)

2. To record financing information, complete any of the following fields.
   - Financing Method
   - Lessor, Renter or Mort (Mortgagee)
   - Purchase Option
   - Purchase Option Price
   - Purchase Option Maximum
   - Purchase Option Credit %
   - Contract Date
   - Date Expired
   - Monthly Payment
   - Explanation
   - Explanation - Remark

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financing Method</td>
<td>A user-defined code (system 12, code FM) that designates how a fixed asset was acquired, for example, financed or purchased outright.</td>
</tr>
</tbody>
</table>
Enter Additional Asset Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lessor, Renter or Mort</td>
<td>The address book number for the lessor, renter, or lending institution.</td>
</tr>
<tr>
<td>Purchase Option</td>
<td>A code that indicates if there is an option to purchase a leased or rented asset. This code is informational only. Valid codes are:</td>
</tr>
<tr>
<td></td>
<td>Y Yes, there is a purchase option for the asset</td>
</tr>
<tr>
<td></td>
<td>N No, there is not a purchase option for the asset</td>
</tr>
<tr>
<td>Purchase Option Price</td>
<td>The purchase price, if you have the option to purchase a leased or rented asset. This is informational only.</td>
</tr>
<tr>
<td>Purchase Option Maximum</td>
<td>The maximum dollar amount that applies toward the purchase, if applicable. That is, if a portion of the monthly payment is accrued as a credit towards the eventual purchase of the asset, this is the maximum amount of the credit. This concept is typically used with IBM rentals.</td>
</tr>
<tr>
<td>Purchase Option Credit %</td>
<td>The fixed percentage of the monthly payment that applies to the purchase of the asset. You must enter a percent as a decimal. That is, 25% must be entered as .25.</td>
</tr>
<tr>
<td>Contract Date</td>
<td>The date the contract for the asset was put into effect.</td>
</tr>
<tr>
<td>Date Expired</td>
<td>The date the contract for the asset expired.</td>
</tr>
<tr>
<td>Monthly Payment</td>
<td>The amount of the monthly payment for the asset you are financing, renting, or leasing. This is informational only.</td>
</tr>
<tr>
<td>Explanation</td>
<td>A description, remark, name, or address.</td>
</tr>
<tr>
<td>Explanation - Remark</td>
<td>A name or remark that describes an element in the JD Edwards World systems.</td>
</tr>
</tbody>
</table>

Processing Options

See Financing Information (P12013).

Entering Description Translations

From Fixed Assets (G12), choose Fixed Asset Master Information
From Fixed Asset Master Information (G1211), choose Item Description Translation

You can assign descriptions to assets in languages other than your domestic language. After you enter the non-domestic descriptions for your assets, you can review them on the Asset Search and Location screen.

The system stores non-domestic asset descriptions in the Master Information - Alternate Description table (F1201D).
To enter description translations

On Item Description Translation

1. Complete the following fields:
   - Skip to Item Number
   - Language - To
2. To enter the non-domestic description, complete the following field:
   - To Description
3. Choose More Details.
4. To enter additional descriptions, complete the additional description fields.

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Language From</td>
<td>The language you want to use to print reports or documents, or to view information on the screen.</td>
</tr>
<tr>
<td></td>
<td><strong>Form-specific information</strong></td>
</tr>
<tr>
<td></td>
<td>Enter the user-defined code for the language you want to see in the From Description field. If you leave this field blank, the system uses the code you set up for the domestic language as the default value.</td>
</tr>
<tr>
<td>Language To</td>
<td>A user-defined code (system 01/ type LP) that specifies a language to use in screens and printed reports.</td>
</tr>
<tr>
<td></td>
<td><strong>Form-specific information</strong></td>
</tr>
<tr>
<td></td>
<td>Enter the code for the language you want to use in the To Description field.</td>
</tr>
<tr>
<td></td>
<td>For World, if you leave the Language field blank, the system uses the language that you specify in your user preferences. If you do not specify a language in your user preferences, the system uses the default language for the system.</td>
</tr>
<tr>
<td></td>
<td>Before any translations can become effective, a language code must exist at either the system level or in your user preferences.</td>
</tr>
<tr>
<td></td>
<td><strong>Form-specific information</strong></td>
</tr>
<tr>
<td></td>
<td>Enter the code for the language you want to use in the To Description field.</td>
</tr>
</tbody>
</table>
Working with Message Logs

You can use the message log to enter short text messages that pertain to an asset, such as the notification of a particular problem with the asset. You can also set up tickler dates or units on which you want to receive a reminder message for the asset.

For example, you can indicate a unit meter reading, such as miles or hours, or a specific date when you want to remember to make an appointment for the scheduled maintenance of an asset.

The system stores tickler dates and units in the account you define for the AT00 automatic accounting instruction.

Working with asset messages includes the following tasks:

- Entering an asset message
- Viewing asset messages

To enter an asset message

On Master Information

1. To locate an asset, complete the following field:
   - Asset Number

2. Choose Message Log Entry.

3. On Log Entry, complete the following fields:
   - Item Number (Asset Number)
4B Enter Additional Asset Information

- Message From

4. Type a text message in the following field:
  - Message

5. Complete the following optional fields:
  - Msg Type
  - Tickler M/H (Miles/Hours)
  - Tickler Dte

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Msg Type</td>
<td>A user-defined code (system 12, type EM) that identifies the type of message, such as A for Actual Maintenance or T for Lease Terms. You use different message types for reporting and control purposes.</td>
</tr>
<tr>
<td>Tickler M/H</td>
<td>The meter reading, in units such as miles or hours, at which you want to receive a reminder message about an asset. If you use this field, you must run the Update Message Log program on a regular basis.</td>
</tr>
<tr>
<td>Tickler Dte</td>
<td>The date that you want to receive a reminder message about an asset.</td>
</tr>
</tbody>
</table>

Form-specific information

For Equipment/Plant Maintenance:

You can associate this date with a scheduled maintenance date and include a message to the technician that performs the maintenance.

What You Should Know About

Displaying asset messages

To display asset messages, use Asset Search and Location in the Equipment/Plant Management format. The system highlights the asset number of any asset that has an existing message.

See Searching for Asset Information for more information about alternate formats on the Asset Search and Location screen.

Printing asset messages

To print the existing messages for an asset, you must run the Maintenance Log program. This program is available in the Equipment/Plant Management system on the Equipment/Plant Maintenance menu.
To view asset messages

If a message exists for an asset, the system highlights the asset number in the Item Number/Description field. After you view an asset message, the system no longer highlights the asset number.

On Master Information

1. Choose Asset Search & Location.

2. To locate an asset, complete one or more of the following fields:
   - Inventory Number (Asset Number)
   - Description

3. Enter 6 (Choose Review Message Log) in the following field next to the item number.
   - OP (Option)
4. On Review Message Log, enter 1 (View Message) in the following field:
   - OP (Option)

   The View/ Send Message screen displays.

---

**What You Should Know About**

**Using tickler miles or hours** If you use tickler miles or hours, you must run the global Update Message Log program as often as you update meter readings.
See Also

- Searching for Asset Information (P1204) for more information about locating assets
Search for Asset Information

Searching for Asset Information

You can use Asset Search and Location to locate any asset that you need to access within the Fixed Assets system. For example, if you need to review the cost summary for an asset, but you do not know its asset number, you can find the number by entering the description of the asset on Asset Search and Location. You can also use the other asset identification information you know, such as company and responsible business unit, to search for all the assets in the system that share the same attributes.

Use Asset Search and Location to complete multiple tasks for a single asset. For example, after you locate an asset, you can access the cost summary program directly from Asset Search and Location without returning to the Fixed Assets menu. Some of the tasks that you can perform from Asset Search and Location include:

- Updating asset master records
- Entering asset messages
- Reviewing component relationships
- Accessing cost summary information
- Creating location transfer records
- Revising supplemental data
- Reviewing parent and component history records

If you use the Equipment/Plant Management system with the Fixed Assets system, you can also:

- Enter permit and license information.
- Complete PMs.

The following illustration shows the different programs that you can access from Asset Search and Location.
Search for Equipment by:

* Company
* Equipment Status
* Description
* Responsible Business Unit
* Location
* Category Codes

Exit To:

* Location Transfer
* Parent History Inquiry
* Search for Like Assets
* Component Relations
* Message Log Review
* Cost Summary
* Asset Master
* Supplemental Data
* Location History
* License Tracking
* Backlog Management
* Completed PM
* Log Entry

Searching for asset information includes the following tasks:

- [Searching for Assets by Field](#)
- [Searching for Assets by Query](#)

This program supports export functionality. See the Technical Foundation Guide for more information.

**What You Should Know About**

**Alternate formats**

Use the function keys to toggle your view of asset information on Asset Search and Location. One format displays location information and is most helpful for Equipment/Plant Management users. The other format displays description information that is most helpful for Fixed Assets users.

**Query search mode**

Use the function keys to toggle between the search and query search modes.
Parent and component relationships

Component assets appear indented on the Asset Search and Location screen. Depending on your search criteria, indented assets are not necessarily the components of the preceding asset.

Using an asterisk in a search field

When you enter an asterisk (*) in one of the category code fields or the Equipment Status field, the system locates all assets with any value in those fields.

Searching for Assets by Field

When you search for assets by field, you can locate groups of similar assets or individual assets. Complete multiple fields to narrow your search to an individual asset.

For example, to review a list of all of your company’s backhoes, you can enter as much information as you know about the backhoes on Asset Search and Location. The system searches the asset information databases and all the assets that meet the criteria that you enter in the fields appear.

To search for assets by field

On Asset Search and Location

1. Complete any combination of the following fields to locate a specific asset:
   - Company
   - Depr Cat Cd (Depreciation Category Code)
   - Equip Status
5B Search for Asset Information

- Description
- Responsible BU
- Location
- Inventory Number
- Category Codes 01-23

2. Choose Full Detail to review more information.

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company</td>
<td>A code that identifies the company that owns or is assigned to an asset or group of assets. You set up companies in the system to represent a reporting level that has a complete balance sheet and any intercompany transactions with other companies. You can define a specific organization, entity, partnership, and so on, as a company. You use Company Numbers and Names to define the companies in your system. <strong>Note:</strong> Use Company 00000 only for default values, such as dates and Automatic Accounting Instructions (AAIs). You cannot use Company 00000 when entering transactions.</td>
</tr>
<tr>
<td>Depr Cat Cd</td>
<td>Use this Fixed Asset category code to group assets into &quot;depreciation&quot; categories. Inquiries, reports, journals, and other processes that depend on the depreciation category will make reference to the value in this category code. <strong>Note:</strong> You must set up a default value for this category code.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>---------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Equip Status</td>
<td>A user-defined code (12/ES) that identifies the equipment or disposal status of an asset, such as available, down, or disposed.</td>
</tr>
<tr>
<td>Description</td>
<td>The alpha name or description of a fixed asset.</td>
</tr>
<tr>
<td>Responsible BU</td>
<td>The accounting entity (business unit) that is responsible for the asset’s cost or expense. You assign a business unit to an asset. The responsible business unit is used for responsibility reporting purposes.</td>
</tr>
<tr>
<td>Note:</td>
<td>You can enter numbers and characters in this field. The system right-justifies them (for example, CO123 appears as _ _ _ CO123). You cannot inquire on business units for which you have no authority.</td>
</tr>
<tr>
<td>Location</td>
<td>The current physical location of an asset. This must be a valid business unit or job number in the Business Unit Master file (F0006).</td>
</tr>
<tr>
<td>Inventory Number</td>
<td>For Inventory Management clients only. This number links an equipment number set up in the Inventory system to the same equipment number set up in the JD Edwards World Fixed Assets system.</td>
</tr>
<tr>
<td>Form-specific information</td>
<td>This is a number assigned in the Inventory Management system that identifies equipment repair parts, parts lists, and routings that relate to this asset or piece of equipment. For example, the number could identify a replacement part for which inventory is maintained. This number could also identify the parts list and routing used to maintain this piece of equipment. This number is informational only and is edited against the Inventory Master.</td>
</tr>
<tr>
<td>Category Codes</td>
<td>A user defined code (12/C2) that is used to classify assets into groups or families. You use the equipment category code as a subclass to further define the accounting class, for example, 310 for copy equipment, 320 for projectors, and 330 for typewriters within the accounting class for general office equipment.</td>
</tr>
<tr>
<td>Note:</td>
<td>If you do not want to use the major equipment class, you must set up a value for blank in the user defined code table.</td>
</tr>
</tbody>
</table>

**Searching for Assets by Query**

You can perform a query search using characters that represent only partial information. Use an asterisk (*) to perform a wildcard query. For example, if you enter CAT* as the query, the system searches the Asset Master and Supplemental database. The system retrieves all assets that include a word that begins with CAT.
in the Description fields, or the first 10 category code fields, such as Category, Caterpillar, and so on.

Before You Begin

- You must build a search word table to perform a query search. See Updating the Search Word Table for more information about the search word table.

To search for assets by query

On Asset Search and Location

1. Complete the following field:
   - Description
2. Choose Query Search.
   You remain in the query search mode until you toggle back to the regular search mode.

See Also

- Work with PC Import/Export in the Technical Foundation Guide for more information on exporting data.

Processing Options

See Item Search Original Display Format (P1204).
Locate Parent and Component Information

Locating Parent and Component Information

Before Fixed Assets (G12), choose Fixed Asset Master Information
From Fixed Asset Master Information (G1211), choose Asset Search and Location

After you establish parent and component relationships for your assets on Master Information, you can view all the components for a specific asset. View parent and component relationships so you can:

- Track asset costs at the parent or component level.
- Review up to 25 levels of parent and component relationships.

Locating parent and component information includes the following tasks:

- Reviewing Parent and Component History
- Reviewing Current Asset Components
What You Should Know About

| Changing equipment parent and component relationships | You can make changes to asset parent and component relationships by changing the parent number for an asset on Asset Master. |
| Displaying parent information | Select Display Parent to display a component’s immediate parent. |
| Displaying the next component level | Select Next Level to display all of the components of a specific asset. The component for which you select Next Level moves to the first display level, and its components display beneath it, according to the display level you choose. |
| Searching for similar assets by category codes | You can search for all the assets with category codes that match those of a specified parent or component by selecting Search Like Equipment. When you select this option, the system displays the Asset Search and Location screen completed with category code values identical to those of the selected asset. |

**Note**: If you access the Item Component screen from a menu rather than from Asset Search and Location, this feature is not available.

Reviewing Parent and Component History

From Fixed Assets (G12), choose Fixed Asset Master Information

From Fixed Asset Master Information (G1211), choose Parent History Information

You can toggle between parent and component history to display all current and previous parents for a component. You can also toggle to display all current and previous components for a parent. Use date fields to limit your inquiry to selected dates or leave the date fields blank to review the entire history of a component or parent.
To review parent and component history

On Parent History Information

1. Complete the following field:
   - Item Number.

2. Choose Toggle (F2) to alternately toggle the display information on the Parent History Information screen between parent component history.
Processing Options

See Parent History Information (P12212).

Reviewing Current Asset Components

From Fixed Assets (G12), choose Fixed Asset Master Information
From Fixed Asset Master Information (G1211), choose Master Information

You can display current component information for a selected parent.

To review current equipment components

On Master Information

1. Locate a specific asset.
2. Choose Component Cost and Net Book Value (NBV). The Item Components screen displays.
3. On Item Components, to access the level of component information you need, use options.

Processing Options

See Assembly Components and NBV (P12011).
Track Asset Locations

Tracking Asset Locations

You can track physical asset movements and perform asset relocations. You can review planned, current, and historical asset locations in ascending or descending date order. You can also associate text with location records and create new location records to relocate assets.

For example, if you want to know where an asset is scheduled to be on a certain date, you can review all the location information for the asset. You can also make any necessary changes to an asset location record or enter new location records. Finally, you can enter details about any of your revisions by entering location tracking text for the location information.

Tracking asset locations includes the following tasks:

- Entering Location Information
- Reviewing Location Information
- Revising Location Information

Entering Location Information

From Fixed Assets (G12), choose Transfers, Splits, and Disposals
From Transfers, Splits, and Disposals (G1222), choose Location Transfer

You can enter location information to track asset relocations. If you have multiple quantities of an asset, such as computers, you can also:

- Relocate quantities of the same asset to more than one current location.
- Relocate quantities of the same asset to a single location from more than one current location.

An asset can be in multiple locations based on its quantity. For example, you might have an asset named computers. The computers might be in many different locations throughout your office building. Later, you might rearrange your office building so that you have one central location for all your computers. The computers that were once at different locations are now consolidated into one location. The system automatically transfers all components that are at the same location as the parent.

When you enter location information for an asset, the system updates the Item Master (F1201) and the Location Tracking (F1204) tables.
You can use the following methods to enter location information:

- Entering location information with inquiry
- Entering location information without inquiry

**What You Should Know About**

**Entering location information with inquiry**

Use this method when you want to review asset location information before you create a new location record. This method is especially helpful when you need to relocate assets with more than one current location.

For example, before you relocate a certain quantity of scaffolding to a new jobsite, you need to know where that quantity of scaffolding is currently located. You might also want to know of any other planned locations for the scaffolding.

**Entering location information without inquiry**

Use this method when you want to create location records without reviewing location information first. When you use this method, you must enter all the required location information from a blank screen.

For example, you might use this method if you need to relocate several assets and you do not want to search for the individual location records of each one.
Updating fields in the Item Master table (F1201)

When you update the location information for an asset, the system automatically updates the following fields in the Item Master table (F1201):

- Equipment Status
- Location and Start Date (if the current transfer beginning date is greater than the existing location/start date and you have only one current location)

You can assign beginning location and start dates to assets only when you create master records or relocate the asset. After you create the master record, you can make changes to the location and start date fields using the Transfer Processing program only.

Location dates

When you specify the dates for location information, note the following guidelines:

- The system prevents you from entering location information if the relocation date is after the asset disposal date.
- Any location information that you enter with a date after the system date must have a location code of Planned (P).

Multiple current locations

When the asset has multiple current locations, the Location and Start Date fields in the master record are blank. The system displays the message Multiple Current Locations in the location description line.

Consolidating assets to one location

The system automatically consolidates location records when you enter location information for multiple assets with identical billing information. For example, if you enter location information with identical relocation dates, times, and billing information for assets that are currently in multiple locations, the system creates one location record for all the assets.

Relocating partial quantities

When you relocate partial quantities of an asset, the system modifies the original location record to a history record for the full quantity. The system also creates a new current record to show the quantity that remains at the original location and a new current record for the quantity you relocated.

Entering location information out of sequence

You enter location information out of sequence when you record the relocation of an asset from a location where it does not currently reside. The system issues a warning message. If you do not change the From Location field, the system sorts out the location records by date and determines whether to create a new location tracking line or update an existing location record.

For example, you might need to create location records out of sequence if the paperwork for the asset relocation is delayed. In this case, the paperwork might be entered after the asset is actually moved to the most current location.
Parent and component relationships

When you enter location information for an asset that is the parent of components, the system automatically relocates all components that are at the same location as the parent to the new location.

To enter location information with inquiry

On Location Transfer

1. To locate a specific asset, complete any of the following fields:
   - Item Number
   - Location
   - Transfer No.

2. To specify the type of location tracking records that you want to review, complete the following field:
   - Location Code

   The screen displays the location information for the asset. You can locate another asset or return to Transfers, Splits, and Disposals.

3. To enter location information, complete the following fields:
   - To (Location)
   - Date
   - Time

The system clears the Beginning Date and Time, Ending Date and Time, Remark fields, and related Equipment/Plant Management billing fields.

5. Complete the following optional fields:
   - Begin Date
   - Begin Time
   - LC (Location Code)
   - Eq St (Equipment Status)
   - Rt Cd (Rate Code)
   - Quantity
   - Unit Amount
   - Action

6. To specify a different billing account, complete the following optional fields:
   - Business Unit
   - Object
   - Subsidiary

7. For each asset that you want to relocate, choose Transfer.

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location Code</td>
<td>A code that indicates the type of location record. You can enter the following valid values:</td>
</tr>
<tr>
<td></td>
<td>C    Current. Displays only the current location for an asset.</td>
</tr>
<tr>
<td></td>
<td>H    Historical. Displays all previous locations for an asset.</td>
</tr>
<tr>
<td></td>
<td>P    Planned or scheduled. Displays only the planned location dates for an asset. You enter planned locations for an asset in the Equipment/Plant Management system.</td>
</tr>
<tr>
<td></td>
<td>*    Displays all locations (current, planned, and historical) that meet your search criteria.</td>
</tr>
</tbody>
</table>

The default value for this field is C.

Note: You cannot change historical (type H) location records. The system automatically updates location records to type H when you change the location and start date of an asset.

| Transfer Number | A number that identifies a transfer record for an asset or group of assets. You can assign this number to new transfer records. If you leave this field blank when you perform a location transfer, the system assigns the transfer record a number from Next Numbers. |
### Field Explanation

**Date**

The date on which an address, item, transaction, or table becomes active or the date from which you want transactions to display. The system uses this field depending on the program. For example, the date you enter in this field might indicate when a change of address becomes effective, or it could be a lease effective date, a price or cost effective date, a currency effective date, a tax rate effective date, and so on.

**Form-specific information**

Enter the date on which you want to transfer an asset to a new location. If you transfer an asset with location inquiry, the system automatically fills in the date from the asset's location tracking line. You can override this date. If you clear the date in this field, the system uses the date in the Transfer Date field. If you leave the transfer date field blank as well, the system uses the system date.

**Note:** To transfer an asset to a new current location, the beginning date must be greater than the start date of the existing current location.

**Time**

The time that the asset is transferred to a new location.

**Form-specific information**

Transfer Time: If you leave this field and the Begin Time field blank, the system uses the beginning standard hours you set up for the job on Rental Rules.

Begin Time: If you transfer an asset with location inquiry, the system automatically fills in the time from the asset's location tracking line. You can override this time. If you clear the time in this field, the system uses the time in the Transfer Time field. If you leave this field blank, the system uses the beginning standard time you set up on Rental Rules.

### To enter location information without inquiry

**On Location Transfer**

1. Complete the following fields:
   - To (Location)
   - Item Number
2. Complete the following optional fields:
   - Date
   - Time
   - From Loc (Location)
   - Transfer No.
3. To enter location information, complete the following optional fields:
   - Eq St (Equipment Status)
   - Begin Date
   - Begin Time

4. To enter additional location information, choose More Details.

**Processing Options**

See *Asset Transfer – Single/ Multiple (P12108)*.

**Reviewing Location Information**

From Fixed Assets (G12), choose *Fixed Asset Master Information*
From Fixed Asset Master Information (G1211), choose *Location Inquiry*

Use Location Inquiry to view all of the recorded location changes for a particular asset, location, transfer number, or date.
To review location information

On Location Inquiry

1. Complete the following field:
   - Item Number (Asset Number)

2. For more specific location information, complete any of the following fields:
   - Sequence (A/ D)
   - Location Code
   - Location
   - Transfer Number
   - Date From
   - To Date

3. To review additional location information, choose More Details.
### Field Explanation

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
</table>
| Sequence (A/ D)| A code that indicates in what order the system displays location history records. The system displays location records based on the value in the Beginning Date field. Valid values are:  
A Ascending. System displays the oldest location record first and the most current record last.  
D Descending. System displays the most current location record first and the oldest record last. This is the default order. |
| Location Code  | A code that indicates the type of location record. You can enter the following valid values:  
C Current. Displays only the current location for an asset.  
H Historical. Displays all previous locations for an asset.  
P Planned or scheduled. Displays only the planned location dates for an asset. You enter planned locations for an asset in the Equipment/ Plant Management system.  
* Displays all locations (current, planned, and historical) that meet your search criteria. The default value for this field is C. |

**Note:** You cannot change historical (type H) location records. The system automatically updates location records to type H when you change the location and start date of an asset.
### Field Explanation

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transfer Number</td>
<td>A number that identifies a transfer record for an asset or group of assets. You can assign this number to new transfer records. If you leave this field blank when you perform a location transfer, the system assigns the transfer record a number from Next Numbers.</td>
</tr>
<tr>
<td>Date From</td>
<td>The beginning date in the date range. This is the date from which you want the system to display information.</td>
</tr>
<tr>
<td>To Date</td>
<td>This identifies an ending date after which you do not want to include information.</td>
</tr>
</tbody>
</table>

### What You Should Know About

**Printing location records**

You can print the Location Tracking Report to review current, historical, and planned locations for selected assets. This report prints the same information from the Location Tracking table (F1204) that you see online on Location Inquiry.

The Location Tracking Report is a DREAM Writer. You can use processing options to specify the asset number (Item Number, Unit Number, or Serial Number) that prints on the report. You can also print the tracking text associated with location records.

### Processing Options

See [Location Inquiry (P12215)]().

See [Location Tracking Report (P12460)]().

### Revising Location Information

You can make revisions to individual asset location records. For example, you can change the asset’s status, meter readings, or transfer number.

If your company uses Location Billing to bill for asset use, the location record might include location billing information. You can use Location Revisions to make changes to location billing information if you have not yet billed for the asset. After you bill for the asset’s use, you cannot change location billing information.

**To revise location records**

On Location Inquiry

1. To locate an individual location record, complete the following fields:
   - Item Number (Asset Number)
2. Choose Location Revisions.

3. On Location Revisions, complete any of the following fields:
   - Ending Date
   - Ending Time
   - Transfer Number
   - Equipment Status
   - Remark
   - Curr Meter Reading
   - Orig Meter Reading
   - Column (Aisle)
   - Row (Bin)

4. To revise location billing information, complete any of the following fields:
   - Transfer Action
   - Equipment Rate Code
   - Business Unit
   - Subledger
   - Subledger Type
   - Billing Amount
### Field Explanation

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Beginning Date</strong></td>
<td>The date on which an address, item, transaction, or table becomes active or the date from which you want transactions to display. The system uses this field depending on the program. For example, the date you enter in this field might indicate when a change of address becomes effective, or it could be a lease effective date, a price or cost effective date, a currency effective date, a tax rate effective date, and so on.</td>
</tr>
<tr>
<td><strong>Ending Date</strong></td>
<td>The date that the asset was removed or returned from a particular location.</td>
</tr>
<tr>
<td><strong>Ending Time</strong></td>
<td>The time that the asset was transferred from the job or will no longer is at a specified location.</td>
</tr>
</tbody>
</table>

### What You Should Know About

**Entering location tracking text**

Choose Text to enter a text message for individual location records. For example, you might want to note specific instructions or explanations for a transfer. When you enter a text message for an asset, the system highlights the Option field next to the asset on Asset Search and Location.

**Informational fields**

The system displays the following fields only for your information on Location Revisions:

- Quantity
- Rate Table
- Rate Group

**Revising location billing information**

You can revise only location billing information that has not been billed.

### Processing Options

See [Location Revisions (P12041)](#).
3  Process G/L to Fixed Assets
Overview to Process G/L to Fixed Assets

Objectives

- To understand how costs and expenses are associated with fixed assets
- To revise G/L journal entries before they are posted with fixed assets
- To split G/L journal entries
- To post G/L journal entries to fixed assets

About Processing G/L to Fixed Assets

You can generate fixed asset journal entries through any JD Edwards World system that creates entries in the G/L transaction table, the Account Ledger (F0911).

Systems that frequently generate journal entries that affect the Fixed Assets system include:

- Accounts Payable
- General Accounting
- Inventory
- Procurement
- Equipment Management

The system identifies fixed asset journal entries based on the fixed asset range of accounts you set up in the automatic accounting instructions (AAIs). Accounts that fall within the FX range of the AAIs include:

- Asset cost accounts
- Accumulated depreciation accounts
- Operating expense accounts
- Asset disposal accounts

In addition to determining which accounts fall into the fixed asset range, you can use subledger functionality to reflect another dimension of your costs. For example, you can use subledgers to show original cost, additions, and, if necessary, restatement or revaluation cost. This is useful when these components have different depreciation schedules.

After the system creates journal entries for the asset transactions that you enter, possibly including subledger information, you must post the entries first to the general ledger, and then to fixed assets. When you post to the general ledger, the system updates the Account Balances table (F0902). When you post to fixed assets,
the system updates the Item Balances table (F1202). You can manually post journal entries to fixed assets, or you can set up your system to post the journal entries to fixed assets when you post the entries to the general ledger.

Before posting journal entries to fixed assets, the system verifies that each entry includes the following:

- A general ledger post code of P (F0911’s GLPOST field equals a ‘P’), which means the journal entry has been posted to the Account Balances table (F0902)
- An account that falls within the fixed asset range of accounts set up in automatic accounting instructions (FX AAI’s)
- A fixed asset post code of blank (F0911’s GLBRE field) to indicate that the system can post the journal entry to the Item Balances table (F1202)
- A valid asset number is populated in the F0911’s Serial Number (GLASID) field
- A hold code of blank (F0911’s GLALT3 field)

When you post journal entries to fixed assets, the system updates the Item Balances table and marks each transaction as posted.

The following graphic shows the type of journal entries that affect fixed assets, and how the system assigns entries to the Fixed Assets system:

Processing general ledger journal entries to fixed assets includes the following tasks:

- Working with G/ L journal entries
- Posting G/ L journal entries to fixed assets
- Making corrections to fixed asset balances
- Reviewing asset costs
Work with G/L Journal Entries

Working with G/L Journal Entries

You can revise fixed asset journal entries that are posted to the general ledger before they post to fixed assets. For example, you might want to review journal entries to ensure that all of the fixed asset information is included, such as asset numbers. You also work with G/L journal entries if you want to keep any transactions that fall within the fixed asset (FX) range of AAIs from posting to fixed assets. An example of this type of journal entry would be for transactions that you record to make corrections to the general ledger.

Working with G/L journal entries includes the following tasks:

- Revising Unposted Journal Entries
- Splitting Unposted Journal Entries
- Printing a Journal Entries Report

Revising Unposted Journal Entries

Use Revise Unposted Entries to make specific changes to journal entries before they are posted to fixed assets. For example, you can:

- Revise or add an asset number to a journal entry.
- Revise or add a description to further explain a journal entry.
- Create a master record for journal entries that include an asset cost account for an asset that is new to the system.
- Revise the hold or pass code on a journal entry to temporarily or permanently prevent it from posting to fixed assets.
- Post individual journal entries immediately (interactively) to fixed assets rather than in a batch job.
- Add or review text notes to individual journal entries.

Note: To ensure the integrity of your transaction records and audit trails, the system prevents changes to account information that has already been posted to the general ledger, such as G/L account number, amount, G/L date.
9B Work with G/L Journal Entries

To revise unposted journal entries

On Revise Unposted Entries

1. To locate a journal entry, complete any of the following fields:
   - Company Number
   - Account Number
   - Business Unit
   - Object Account
   - Batch No/Type
   - Document No/Ty/Co
   - F/A Hold Code (G/L Posting Code)
   - Ledger Type

2. To change or add a transaction description, complete the following field:
   - Explanation

3. To change the hold code for a transaction, complete the following field:
   - F/A Hold Code (G/L Posting Code)

4. To prevent a transaction from posting, complete the following field:
   - F/A Pass Code (Batch Rear End Posted Code)

5. To automatically create a new asset master record when you run Post G/L Entries to Assets (P12800), leave the following field blank:
   - Item Number (Asset Number)
Note: You must set up the Fixed Assets AAIIs in advance for this feature to work.

6. To create a new asset master record or review an existing record, enter 1 (Mstr Info) in the following field:
   - OP (Option)

7. To review individual transactions, enter 4 (Orig Entry) in the following field:
   - OP (Option)

8. To post individual journal entries immediately to fixed assets, enter 2 (Post) in the following field:
   - OP (Option)

9. To either attach a text note to the journal entry or to review a note already attached, enter 5 (Generic Text) in the following field:
   - OP (Option)

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account Number</td>
<td>A field that identifies an account in the general ledger. You can use one of the following formats for account numbers:</td>
</tr>
<tr>
<td></td>
<td>Standard account number (business unit.object.subsidiary or flexible format)</td>
</tr>
<tr>
<td></td>
<td>Third G/L number (maximum of 25 digits)</td>
</tr>
<tr>
<td></td>
<td>8-digit short account ID number</td>
</tr>
<tr>
<td></td>
<td>Speed Code</td>
</tr>
<tr>
<td></td>
<td>The first character of the account indicates the format of the account number. You define the account format in the General Accounting Constants program.</td>
</tr>
<tr>
<td></td>
<td>Form-specific information</td>
</tr>
<tr>
<td></td>
<td>To limit your search to transactions with amounts distributed to a specific account, enter an account number. If you enter an account number in this field, do not enter information in the Business Unit or Object Account fields.</td>
</tr>
</tbody>
</table>
### Field | Explanation
--- | ---
Document Type | A user defined code (system 00/ type DT) that identifies the origin and purpose of the transaction.
JD Edwards World reserves several prefixes for document types, such as vouchers, invoices, receipts, and timesheets.
The reserved document type prefixes for codes are:
P Accounts payable documents
R Accounts receivable documents
T Payroll documents
I Inventory documents
O Order processing documents
J General ledger/ joint interest billing documents
The system creates offsetting entries as appropriate for these document types when you post batches.

F/ A Hold Code | Enter a character in this field to temporarily keep a transaction from posting to the Fixed Assets system. You can update this code to any character other than X or *. The X code is reserved for Fixed Assets Time Entry. The * code is reserved for selection of all hold codes in the Revise Unposted Entries program (P12102).
When you run the Post Unposted F/ A Entries program, the system only posts transactions with a "batch rear end" value of blank, a G/ L post code value of P, and a hold code value of blank.

F/ A Pass Code | The valid post codes for fixed asset transactions are as follows:
blank Unposted. Transaction has not yet been posted to the Item Balances table (F1202).
P Pass. Transaction does not fall within the FX range of accounts as set up in automatic accounting instructions (AAIs) and will not post to fixed assets. You can manually update this field to P through the Revise Unposted Entries program (P12102). Use P in this field when the account number is within the fixed asset range of accounts, but you do not want the transaction to post to fixed assets. You can change this field from blank to P or from P to blank.
* Posted. Transaction has been posted to the Item Balances table. You cannot change this value.

This field appears twice on the Revise Unposted Entries screen.

**Note:** Transactions with an asterisk (*) in this field have already been posted to fixed assets. These transactions do not appear on Revise Unposted Entries. To view all fixed asset transactions, regardless of post code, enter @ in this field.
### Field Explanation

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
</table>
| PC (Batch Rear End Posting Code) | The valid post codes for fixed asset transactions are as follows:  
blank Unposted. Transaction has not yet been posted to the Item Balances table (F1202).  
P Pass. Transaction does not fall within the FX range of accounts as set up in automatic accounting instructions (AAIs) and will not post to fixed assets. You can manually update this field to P through the Revise Unposted Entries program (P12102). Use P in this field when the account number is within the fixed asset range of accounts, but you do not want the transaction to post to fixed assets. You can change this field from blank to P or from P to blank.  
* Posted. Transaction has been posted to the Item Balances table. You cannot change this value.  

**Form-specific information**  
This field appears twice on the Revise Unposted Entries screen (F/A Pass Code and PC).  
Use this field to manually update a transaction to a P (Pass) status. |

| Asset Number-Input | An identification code for an asset that you can enter in one of the following formats:  
1 Item number (a computer-assigned, 8-digit, numeric control number)  
2 Unit number (a 12-character alphanumeric field)  
3 Serial number (a 25-character alphanumeric field)  
Every asset has an item number. You can use unit number and serial number to further identify assets as needed.  
If this is a data entry field, the first character you enter indicates whether you are entering the primary (default) format that is defined for your system, or one of the other two formats. A special character (such as “/” or “*”) in the first position of this field indicates which asset number format you are using. You assign special characters to asset number formats on the Fixed Assets system constants screen.  

**Form-specific information**  
If you leave this field blank and the account falls within the cost account (FA) range in the AAIs, the system automatically creates a new asset master record when you run the batch Fixed Asset Post. |
## What You Should Know About

**Viewing the results of an interactive post**
When you post journal entries interactively, the system does not automatically generate the Journal Entries report. You can run the Journal Entries report to review the results of your interactive post, or you can review the results on online using the Cost Summary screen.

**Notes attached to journal entries**
When you attach a generic text note to a journal entry, the attachment persists through the posting process. The note will be viewable through Item Transaction Inquiry after posting.

**Updating the Pass Code**
You cannot update the Pass Code to * (posted) through Global Updates. You can only update it to P (Pass).

**Generic text**
In program P12211 any existence of generic text will be indicated by the Document field being underlined and highlighted in yellow. The user can attach or retrieve the generic text message/memo by using the F14 key. In program P12102 any existence of generic text will be indicated by the Option field being reversed imaged in red. The user can attach or retrieve the generic text message memo by placing a 5 in the option field.

**Purchase Order Inquiry**
The Cost Summary (P122101) and Revise Unposted Entries (P12101) programs allow a program exit to Order Inquiry (P430301) by pressing function key F9. There is also a processing option to each to select the appropriate DREAM Writer Version.

**Posting edit code**
The program looks at the Fixed Asset Posting Edit Code in the F0901. If it has the value of 2, the program will update F1202 with no subledger and subledger type, even if a subledger exists on the F0901.

**Integrity program**
The G/L to Fixed Assets Integrity program (P127013) obtains accounts in the FX AA1 range, and the general accounting balances will be retrieved. This program compares the general ledger balances to the fixed asset balances on an account by account basis and will print balances that do not agree. It will reconcile each general ledger transaction identified as an exception to recalculate the difference and will determine whether the balance from the transaction is included in the general ledger of fixed asset balances.

### See Also
- Creating an Asset Master Record

### Processing Options
See [Revise Unposted Entries (P12102)](https://example.com/).
Splitting Unposted Journal Entries

You can use Revise Unposted Entries to split a journal entry into two or more entries before you post to fixed assets. For example, you might split unposted journal entries when an accounts payable invoice for multiple assets is distributed to one account, but you need to capitalize each asset separately.

For example, an invoice for computers can be distributed in the full amount to the G/L asset account for computers. However, you might want to capitalize each computer separately in fixed assets. You can split the original journal entry for computers into several assets, such as central processing unit, printer, monitor, and keyboard.

After you split a journal entry, you can review the transactions on Revise Unposted Entries.

To split unposted journal entries

On Revise Unposted Entries

1. To locate a journal entry, complete any of the following fields:
   - Company Number
   - Account Number
   - Business Unit
   - Object Account
   - Batch No/ Type
   - Document No/ Ty/ Co
   - F/ A Hold Code (G/ L Posting Code)
   - Ledger Type

2. Enter 3 (Split).
3. On Split Journal Entry, complete the following fields:
   - Item Number (Asset Number)
   - Amount
   - Units (if applicable)
   - Explanation-2

4. Enter C (Change) in the following field:
   - Action Code

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Explanation - 2</td>
<td>A name or remark that describes an element in the JD Edwards World systems.</td>
</tr>
<tr>
<td></td>
<td>Form-specific information</td>
</tr>
<tr>
<td></td>
<td>Enter a remark to describe the journal entry split. If you leave this field</td>
</tr>
<tr>
<td></td>
<td>blank, the system uses the description of the original journal entry as the</td>
</tr>
<tr>
<td></td>
<td>default value.</td>
</tr>
</tbody>
</table>

What You Should Know About

**Splitting a portion of a journal entry**

You cannot split a portion of a journal entry. When you split a G/L journal entry into two or more entries, the new totals must add up to the total amount of the original journal entry.
Printing a Journal Entries Report

You can print a journal entries report to review a list of all the transactions that have been posted to the general ledger and are eligible to post to fixed assets, but have not yet been posted to fixed assets. The FX range identifies the beginning and ending range of asset accounts that can post to fixed assets.

This report is a printed version of Revise Unposted Entries.

<table>
<thead>
<tr>
<th>Do Document</th>
<th>G/L Account, Description, Subledger/Type</th>
<th>LT</th>
<th>Amount</th>
<th>Units</th>
<th>Item Description/Explanation</th>
<th>Line Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>PV 538 06/15/17</td>
<td>Capital Improvements</td>
<td>AA</td>
<td>2,000.00</td>
<td></td>
<td>No Item Master Record</td>
<td>6.0 H</td>
</tr>
<tr>
<td>PV 568 06/15/17</td>
<td>Vehicles</td>
<td>AA</td>
<td>8,925.64</td>
<td></td>
<td>No Item Master Record</td>
<td>13.0</td>
</tr>
<tr>
<td>PV 568 06/15/17</td>
<td>Vehicles</td>
<td>AA</td>
<td>4,000.00</td>
<td></td>
<td>Tenco Tractor, Inc.</td>
<td>14.0 H</td>
</tr>
<tr>
<td>PV 568 06/15/17</td>
<td>Vehicles</td>
<td>AA</td>
<td>4,000.00</td>
<td></td>
<td>Tenco Tractor, Inc.</td>
<td>14.0 H</td>
</tr>
</tbody>
</table>

What You Should Know About

Report messages

If you post a journal entry that does not include an asset number, the message No Item Master Record appears on the report.

You should create a master record for the asset and attach the new asset number to the journal entry using Revise Unposted Entries.

Processing Options

See Unposted F/A Transactions (P12301).
Post G/L Journal Entries to Fixed Assets

Posting G/L Journal Entries to Fixed Assets

- From Fixed Assets (G12), choose **Posting G/L to Fixed Assets**
- From Posting G/L to Fixed Assets (G1212), choose **Post G/L Entries to Assets**

After you verify the information in the unposted fixed asset journal entries, you must post the entries to the Item Balances table (F1202). All journal entries that are within the fixed asset (FX) range of AAIs must be posted to the Item Balances table to update the Fixed Assets system with current transaction records.

Posting G/L journal entries to fixed assets consists of the following tasks:

- [Posting a Batch of Journal Entries](#)
- [Verifying the Post Process](#)

**Posting a Batch of Journal Entries**

After you verify the information in the unposted fixed asset journal entries, you must post the entries to the Item Balances table (F1202). All journal entries that fall within the fixed asset (FX) range of AAIs must be posted to the Item Balances table to update the Fixed Assets system with current transaction records.

Before posting G/L journal entries to fixed assets, the system verifies that each entry includes:

- A G/L post code of P (posted to the Account Ledger table, the F0911’s GLPOST field equals a ‘P’)  
- The account is within the FX range you set up in the AAIs  
- A fixed asset post code of blank (F0911’s GLBRE)  
- A valid item number or an account within the cost account (FA) range of the AAIs  
- A hold code of blank (F0911’s GLALT3)

When you run the Post G/L Entries to Assets program, the system posts all fixed asset journal entries to the Item Balances table. The post program updates the Item Balances table and marks each transaction as posted.
Verifying the Post Process

After the post process is complete, the system generates a Post Unposted Fixed Asset Entries report. You can review this report to verify the results of the post. The report indicates all journal entries that were not posted and why. It also notes any automatic processes that might have occurred during the post.

<table>
<thead>
<tr>
<th>Do Document</th>
<th>G/L Account</th>
<th>Description</th>
<th>Item Number</th>
<th>Amount</th>
<th>Units</th>
<th>Message Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>PV 572 06/15/17</td>
<td>50.2030.</td>
<td>Heavy Equipment</td>
<td>10663</td>
<td>19,785.60</td>
<td>AA</td>
<td>Item Master record created.</td>
</tr>
<tr>
<td>PV 573 06/15/17</td>
<td>50.2030.</td>
<td>Heavy Equipment</td>
<td>10671</td>
<td>675,795.80</td>
<td>AA</td>
<td>Item Master record created.</td>
</tr>
<tr>
<td>PV 574 06/15/17</td>
<td>50.2030.</td>
<td>Heavy Equipment</td>
<td>10680</td>
<td>25,782.55</td>
<td>AA</td>
<td>Item Master record created.</td>
</tr>
</tbody>
</table>

Three messages can appear in the Message Area column on this report:

<table>
<thead>
<tr>
<th>Message</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unable to Post - The record is not in the Item Master Table</td>
<td>This message indicates that you did not assign an asset number to an unposted journal entry and the system was unable to assign a number automatically.</td>
</tr>
<tr>
<td>Item Number Assigned</td>
<td>If you did not assign an asset number to an unposted journal entry, this message indicates that the system has automatically assigned an asset number based on the FA range in the AAIs.</td>
</tr>
</tbody>
</table>
### Message Description

<table>
<thead>
<tr>
<th>Message</th>
<th>Description</th>
</tr>
</thead>
</table>
| Item Master Record Created | This message indicates that the system created an asset master record and its corresponding balance record for a posted transaction. If you do not create these records for an asset before running the post program, the system automatically creates them under the following circumstances:  
  - The asset number is blank in the Account Ledger table (F0911)  
  - The object account falls within the FA, FC and FX ranges of AAIs  
  - The Depreciation Default Coding must be established for the account and ledgers  
  - The GLBRE (Batch Rear End Post Code) field on the F0911 record must be blank  
  - The transaction cannot be on Hold (GLALT3 field in the F0911 record must be blank)  
  - You use the Post G/ L Entries to Assets program to run the post  

The asset is created by the Post G/ L Entries to Assets program (P12800). This program can be launched from the menu or from the G/ L Post program (P09800) if the processing option is activated.  

The system creates asset masters and balance records based on the values you enter in Depreciation Account Rules and Ledger Depreciation Rules.  

**Note:** Automatic asset creation in the Item Master is a great tool when you are first starting to use Fixed Assets, but can be dangerous if most of your assets are established. Failure to recognize the feature is activated can result in one asset being established multiple times.

You can also verify the results of the post to fixed assets online. To review posted fixed asset transactions and the effects of the post on other account information, access the following screens:

<table>
<thead>
<tr>
<th>Screen</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asset Search and Location</td>
<td>Review new assets and corresponding master records that are generated by the post. This is useful if you split a general ledger transaction before running Post G/ L Entries to Assets.</td>
</tr>
</tbody>
</table>
### Screen Description

<table>
<thead>
<tr>
<th>Screen</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost Summary</td>
<td>Review how the new transactions affect cost accounts and balances.</td>
</tr>
<tr>
<td>Assembly Components and NBV</td>
<td>Review how parent/component relationships are affected by the post. You can also see any changes to the net book value of an asset.</td>
</tr>
</tbody>
</table>

### What You Should Know About

#### Posting to F/A and G/L at the same time

You can set the processing option in the G/L Post program (P9800) to automatically run the Post G/L Entries to Assets program (P12800). However, setting this option will post all available batches to F/A, not just the batch that is currently being posted to G/L.

#### Posting to G/L and run depreciation or transfer

If management approval is not required (as designated in the G/L Constants), you can activate a processing option in either the Compute Depreciation (P12850) or Asset Transfer (P12108) programs to post entries to G/L. Be sure to enter the correct version for the appropriate batch type.

#### Version prompt

If you would like a prompt for a version, use the following steps:

- Access Menu Revisions (P00908) and inquire on the menu where the program is set up.
- Page down to access the selection that contains the program P12800
- Change the value in the field, Batch, from 1 to 0
- Type a C in the Action Code and press Enter

Note: If you access Menu Revisions using FASTPATH from the menu that contains the program, you must exit to a different menu, then return to the original menu for the change to take affect.

#### Posting individual transactions

Individual transactions can be posted using the Revised Unposted Entries program (P12102):

1. Inquire on a the specific account or batch
2. Select a transaction and assign the appropriate Asset ID as required
3. Type a C in the Action Code and a 2 next to the transaction to post
4. Press Enter.
**Passing on transactions**

To pass on a single transaction, access the Revised Unposted Entries program (P12102) and complete the following steps:

1. Locate the transaction you do not wish to post
2. Type a P in the PC column and a C in the Action Code
3. Press Enter

You will receive a warning message to verify your action. Press enter to acknowledge the message and continue.

To pass on all transactions displayed, enter a P in the F/A Pass Code field in the header portion of the screen and press F6. If there are multiple pages in your display, you must scroll through all the screens to affect all transactions; otherwise, only those transactions that display on the first screen will be updated.

**Note:** You cannot perform the global update if you did not inquire with specific header information (i.e. Account Number, Batch Number/Type, etc.).

**Correcting an entry**

In Revised Unposted Entries (P12102), type a P in the F/A Pass Code field and inquire on the transaction (using account number, batch number or document number). When you locate your transaction, remove the P from the PC column, type a C in the Action Code, and press Enter. This will return the transaction to an unposted status so it can be posted.

**DP and AT document types**

These transactions are created under the following conditions:

- When you complete one side of either the depreciation and transfer void process, this will create an entry with DP (depreciation) and AT (transfer void) document types.
- You create a journal entry using AT or DP as the document type

**Note:** Never void an AT transaction. Transfer these assets back instead.

**Accessing transactions using the Revise Unposted Entries program**

The Revise Unposted Entries program (P12102) must search through every Account Ledger (F0911) transaction in the system where the field GLBRE field (Batch Rear End Posted Code) is blank. After these transactions are located, the system compares the account number on the transaction to those established in the AAI ranges for FX items. Only those transactions that fall within the designated FX ranges are displayed in Revise Unposted Entries.

To avoid processing problems, always run Identify New Entries as a sleeper program. This program update the GLBRE field with a value of P for all transactions whose accounts do not fall within the FX ranges defined. Then, when you access Revise Unposted Entries, the system can bypass these records.
Inability to locate a posted transaction

There could be several reasons for this to occur:

- The account number on the transaction falls within the range of accounts described by the FX AAIs. Transactions with account numbers that are not set up in the FX ranges will not display.
- If the account is a cost or depreciation account, in addition to being set up in the FX ranges it must also be defined in the FC (for cost) or FD (for depreciation) AAIs.
- If the transaction has been "passed" (the GLBRE field has a value of P) you must enter a P in the F/A Passed Code field in the header portion of the screen to display it.
- If the transaction is on Hold you must enter an H in the F/A Hold Code field in the header portion of the screen to display it.
- If the depreciation has already been run for this transaction or if it has been transferred, the transaction will not appear on this form because it the F1201 and F1202 files have already been updated.
- The processing option in the Post program for G/L was set to post F/A entries to Fixed Assets.

Placing a transaction on hold

- Using Revised Unposted Entries, locate the transaction, type an H in the HC (hold code) column and a C in the Action Code, and press Enter. This will prevent the transaction from posting.

To place all transactions on Hold, enter an H in the F/A Hold Code field in the header portion of the screen and press F6. If there are multiple pages in your display, you must scroll through all the screens to affect all transactions; otherwise, only those transactions that display on the first screen will be updated.

Transactions not posting

In addition to placing a 2 next to the transaction, you must also have a C in the Action Code as well as a valid Asset ID entered in the Item Number field.
Posting to multiple assets

To post a transaction to multiple assets you must perform a JE Split through the Revised Unposted Entries program (P12102). All assets to be assigned to the journal entry must exist in the Item Master (F1201) prior to completing the split function.

To perform the split:

- Type a C in the Action Code, type a 3 next to the transaction to split, and press Enter. The JE Split screen will display.
- Split the asset balance as desired, assign appropriate asset numbers, and press Enter. The Revise Unposted Entries screen will display.
- Verify the split occurred as desired.

**Note:** A JE Split, as described above, is not the same as using the Asset Split program (P12106). The asset will not be split physically into other assets; only the journal entry is split. Also, when you split the JE you must split the entire amount. For example, if you have a $1000 entered for a JE line, you cannot split a $500 portion; you must split the entire amount.

### Processing Options

See [Post Unposted F/A Entries (P12800)](#).
Make Corrections to Fixed Asset Balances

Making Corrections to Fixed Asset Balances

Any corrections that you make to journal entries that are created by the Fixed Assets system to update the Item Balances (F1202) table must be posted to the general ledger. For example, if you make an error when you split an asset, and create out of balance journal entries, you must make the appropriate adjusting journal entries, and post them to the general ledger.

Making corrections to fixed asset balances consists of the following tasks:

- Correcting General Ledger Balances
- Correcting Fixed Asset Balances
- Correcting Depreciation Entries

See Also

- Running Integrity Reports for more information about out of balance records in the general ledger or fixed assets
- Working with G/L Journal Entries for more information about creating journal entries

Correcting General Ledger Balances

If the balance in the Item Balances table for fixed assets is correct, but the balance in the general ledger is incorrect, you must create a journal entry to update the general ledger.

To correct general ledger balances

From Fixed Assets (G12), choose **Posting T/L to Fixed Assets**
From Fixed Assets (G1212), choose **Revised Unposted Journal Entries**
11B Make Corrections to Fixed Asset Balances

On Revise Unposted Entries

1. To keep the transaction from posting to Fixed Assets, enter P (Pass) in the following field:
   - F/A Pass Code

2. Complete the remaining fields, as needed, to create a journal entry to correct the G/L balance.

Correcting Fixed Asset Balances

If the balance in the general ledger is correct, but the balance in the fixed asset Item Balances table is not, you must post an adjusting journal entry to both the general ledger and fixed assets. Then, you must void the entry in the general ledger and then pass on the voided entry in fixed assets.

To correct the Fixed Asset balance, enter a journal entry.

1. Post the adjusting journal entry to the general ledger.

2. Post the adjusting journal entry to the Fixed Assets system.

3. To return the general ledger to the correct balance, void the original general ledger entry.

4. To pass the transaction and keep the adjusting journal entry from posting to Fixed Assets again, on Revise Unposted Entries, complete the following field:
   - F/A Pass Code
Correcting Depreciation Entries

The programs that compute depreciation in the Fixed Assets system are self-correcting. If you enter an adjusting journal entry to correct a depreciation error, the journal entry might correct the depreciation in the current period, but the error will re-occur when you run the programs to calculate depreciation in the next period.

You can use journal entries to correct depreciation errors only when the Method of Computation is P or C. If you use Method of Computation P, the system calculates depreciation only for the current period. If you use Method of Computation C, the system allows journal entry corrections at the end of the fiscal year, after depreciation has been calculated.

To correct errors for final depreciation that has been posted to the general ledger, you must void the depreciation post to the general ledger and then post the void to Fixed Assets. See the note below for summarized depreciation journal entries.

To correct final depreciation that has not been posted to the general ledger, you must post the final depreciation to the general ledger, void the general ledger entry, and then post the void back to fixed assets. See the note below for summarized depreciation journal entries.

Caution: Do NOT void summarized journal entries. If you need to make corrections to summarized journal entries, you must enter a detailed journal entry and post the entry to the G/L and fixed assets. You can also use a STAR report to reverse these amounts, or, you can use backup information to restore the fixed asset balance records that were on the system before the depreciation computation.
Reviewing Asset Costs

Review asset costs when you want to see inception-to-date, year-to-date, and month-to-date account balances for individual assets. You can also review the detailed general ledger transactions (F0911 records) that have been posted to the Item Balances table (F1202) for an individual account balance.

Cost accounts, or object accounts, each represent a type of cost. Examples of costs accounts include:

- Labor
- Parts
- Materials

When you review costs by cost accounts, you get a financial perspective of business costs. View costs by cost account when you want to access:

- All account balances relating to a specific asset
- Asset acquisition costs, depreciation amounts, revenue, maintenance expense, operating expense, and so on for a specific period
- Abbreviated income statement and balance sheet information for an asset
To review asset costs

On Cost Summary

1. To locate a specific asset, complete the following field:
   - Item Number (Asset Number)

2. To specify the costs that you want to review, complete the following optional fields:
   - From Date/Period
   - Through Date/Period
   - Ledger Type
   - Detail/Summary (D/ S/ O)
   - Units/Unit Cost (Y/ A/ B)
   - Subledger/Type (*=All)

3. To review more information, choose Full Detail (F4).
4. To review the posted transactions for an individual account balance, choose Item Transaction Inq.

5. To add or review any generic text notes attached to journal entries, choose Generic Text (F14).
<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>From Date/Period</td>
<td>The beginning date of the range in a search. If you do not specify a beginning date, the system uses the current date. Form-specific information: The Cost Summary programs are date-sensitive. If you do not specify a beginning date, the system uses the first day of the current fiscal year.</td>
</tr>
<tr>
<td>Through Date/Period</td>
<td>A number that identifies either a fiscal period (numbers 1 to 14) or an ending date. The screen includes information through this date. Form-specific information: The Cost Summary programs are date-sensitive.</td>
</tr>
<tr>
<td>Detail/Summary (D/S/O)</td>
<td>Enter the following values, as needed:</td>
</tr>
<tr>
<td>D</td>
<td>No summarization</td>
</tr>
<tr>
<td>O</td>
<td>Object account level of summarization when sequencing by object</td>
</tr>
<tr>
<td>R</td>
<td>Subsidiary account level of summarization when sequencing by subsidiary</td>
</tr>
<tr>
<td>S</td>
<td>Complete summarization by Automatic Accounting Instruction object account</td>
</tr>
<tr>
<td>Note:</td>
<td>To see the transaction ledger for a particular account, do not choose D (No summarization). Note, however, that miles and units always display in a summarized amount.</td>
</tr>
<tr>
<td></td>
<td>You define how the system summarizes accounts in the setup of the AT automatic accounting instructions (AAIs).</td>
</tr>
</tbody>
</table>

You define how the system summarizes accounts in the setup of the AT automatic accounting instructions (AAIs).
<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Units/ Unit Cost (Y/ A/ B)</td>
<td>A code that determines whether the system displays amounts or statistical units. You can use statistical units to track equipment information for a piece of equipment. Valid values are: N Display currency amounts. This is the default value. Y Display statistical units such as hours. The statistical units you define for this code are stored in the ATO0 automatic accounting instruction. A Display statistical units such as those used to indicate fuel consumption. The statistical units you define for this code are stored in the FMA automatic accounting instruction. B Display statistical units such as miles. The statistical units you define for this code are stored in the FMB automatic accounting instruction. Equipment can accumulate usage amounts based on hours, miles, fuel, and so on. When you display equipment costs by units or unit cost, the first account listed shows the number of units that have accumulated for that piece of equipment. The remaining account balances reflect actual amounts divided by the total units or a per unit cost for each account.</td>
</tr>
<tr>
<td>Ledger Type</td>
<td>The user defined ledger type code (list 09, type LT) that identifies the account ledger, or book, for the asset. You can maintain as many sets of depreciation books (ledger types) for an asset as you need so you can depreciate an asset in different ways for different purposes. For example, an asset might have a three-year life for tax purposes, but a five-year life for financial statement purposes. Each set of books can have different depreciation methods and depreciation values. Form-specific information The system assigns a default ledger type of AA (Actual Amounts) for this field.</td>
</tr>
<tr>
<td>Subledger - G/ L</td>
<td>A code that identifies a detailed auxiliary account within a general ledger account. A subledger can be an equipment item number, an address book number, and so forth. If you enter a subledger, you must also specify the subledger type. Form-specific information You can identify work orders as subledgers in your system. Work orders are often the most common subledgers in the Fixed Assets and Equipment/Plant Management systems.</td>
</tr>
</tbody>
</table>
### Field Explanation

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subledger Type</td>
<td>A user defined code (XX/ST) that is used with the Subledger field to identify the subledger type and subledger editing. On the User Defined Codes screen, the second line of the description controls how the system performs editing. This is either hard-coded or user defined. For example:</td>
</tr>
<tr>
<td></td>
<td>A</td>
</tr>
<tr>
<td></td>
<td>N</td>
</tr>
<tr>
<td></td>
<td>C</td>
</tr>
</tbody>
</table>

---

### What You Should Know About

**Detailed transactions**

- Detailed transactions (F0911 records) appear only under the following circumstances:
  - Account balances were not updated directly by a conversion program that did not create detailed transactions to support the balances.
  - Transactions are not summarized by the G/L Summarization program.

**Generic text notes**

- You can attach free-form notes to individual documents displayed on Item Transaction Inquiry by using the generic text function. Documents that have notes attached are indicated by a highlighted document number in the Document field.

**Open purchase orders**

- You can use the Open Orders function to access Open Order Inquiry to review any open purchase orders.

---

### Processing Options

See [Cost Summary by Account Code (P122101)](#).
Capitalization of Fixed Assets

Capitalizing Fixed Assets

From Fixed Assets (G12), choose **Cost Information and Reports**
From Cost Information and Reports (G1213), choose **Cost Summary**

Capitalization of fixed assets is done through the General Accounting (System 09). This method, similar to the voucher entry method, allows the user to update all tables (General Ledger and Fixed Assets: F0911, F0902, and F1202).

A fixed asset is defined as an item that has physical substance and a life in excess of one year. It is bought for use in the operation of the business and is not intended for resale to customers. Examples of fixed assets include buildings, machinery, autos, and land. Fixed assets, with the exception of land, are subject to depreciation. Fixed assets are usually referred to as property, plant, and equipment.

The capitalization of Fixed Assets is the process where you enter accounting entries for a fixed asset in order to make it available for depreciation. Basically, this process adds costs to fixed assets by debiting cost accounts.

There are different ways of capitalizing fixed assets:

- You can process entries directly into the Beginning Balances in the Fixed Asset module. These entries do not update the Account Balances Table (F0902).
- You can capitalize assets is through a voucher entry transaction in Accounts Payable.

The following summarizes the process for capitalizing fixed assets in the Fixed Assets module.

1. Create a journal entry debiting an asset cost account and crediting a bank (cash) account.
2. Post the journal entry batch. The system updates the G/ L Posted Code (POST) field in F0911 and creates Account Balances (F0902) records.

**Note:** At this time, no entries to the Fixed Asset system have been created.

3. Review costs associated with the asset on Cost Summary (P122101). The asset can now be depreciated.
Before You Begin

- Enter the asset number in the Asset field of the asset cost account entry. The system updates the Account Ledger (F0911) table. Alternatively, you can enter the asset number on Revise Unposted Entries (P12102).

To create a journal entry

On Journal Entry

1. To create a journal entry debiting an asset cost account and crediting a bank (cash) account, complete the following fields:
   - Account No
   - Amount
   - Explanation 2 (optional)
To post transactions from G/L to Fixed Assets

On Revise Unposted Entries

2. Complete the following to select the batch created in the original journal entry:
   - Batch No/Type

3. Choose 2 (Post). The system updates Asset Account Balances (F1202).

To review the Cost Summary
4. Complete the following:
   - Item Number (Asset Number)
   - Through Date/ Period

5. Complete the following, as needed:
   - Detail/ Summary (D/ S/ O)
   - Units/ Unit Cost (Y/ A/ B)
   - Subledger/ Type (* = All)

The asset now has cost and can be depreciated.
4 Standard Depreciation
Overview to Standard Depreciation

Objectives

- To understand how standard depreciation is calculated
- To enter units of production, if required
- To calculate standard depreciation
- To post depreciation to the general ledger

About Standard Depreciation

After you set up depreciation rules and establish master information, depreciation information, and account balances for the assets in your system, you can calculate standard asset depreciation.

Asset depreciation consists of the following tasks:

- Understanding depreciation methods
- Entering units of production (optional)
- Calculating standard depreciation
- Posting depreciation to the G/ L

Note: Enter units of production only if your organization uses units of production to compute depreciation (Method 09).

See Also

- User Defined Depreciation for information about user defined depreciation.
Understand Standard Depreciation Methods

About Standard Depreciation Methods

You assign depreciation methods to an asset when you create a master record. The system performs depreciation calculations based on the established depreciation rules for each standard depreciation method.

The Fixed Assets system includes the following predefined, standard depreciation methods:

- Method 00 – Null Depreciation
- Method 01 – Straight Line
- Method 02 – Sum of the Year’s Digits
- Methods 03, 04, and 05 – Declining Balance to Cross-Over
- Method 06 – Fixed Percent on Declining Balance
- Method 07 – ACRS Standard
- Method 08 – ACRS Optional
- Method 09 – Units of Production
- Method 10 – MACRS Luxury Cars - Domestic
- Method 11 – Fixed Percent Luxury Cars - Foreign
- Method 12 – MACRS Standard
- Method 13 – MACRS Alternative
- Method 14 – ACRS Alternate Real Property
- Method 15 – Fixed Percent of Cost
- Method 16 – Fixed Percent on Declining Balance to Cross-Over
- Method 17 – AMT Luxury Autos
- Method 18 – ACE Luxury Autos
The following rules apply to the predefined depreciation methods included in the Fixed Assets system:

- The system does not allow accumulated depreciation to exceed the depreciable basis. The depreciable basis for an asset is the asset's original cost minus its salvage value. When the total of an asset's current depreciation and accumulated depreciation is greater than the depreciable basis, the system calculates current depreciation by subtracting the accumulated depreciation from the depreciable basis.

- The system calculates a full period's depreciation for the initial period that you acquire an asset. If you do not calculate depreciation for the month you dispose of an asset, you should run the disposal before you run the depreciation. Exceptions to this rule are the mid-month, mid-quarter, and mid-year conventions.

Standard Depreciation Calculation – Process Flow

The system calculates depreciation for the asset cost based on the standard depreciation method that you assign to an asset.

What You Should Know About

Life months

Life months are not required for predefined depreciation methods 06, 09, 11, and 15. If you enter life months for any of these methods, it is informational only. The system depreciates assets you assign these methods until the cost is fully depreciated or you dispose of them.

Life months are required for all user defined depreciation methods.
Understand Standard Depreciation Methods

Depreciating an asset after disposal

When you dispose of an asset, the disposal program zeros out the cost and accumulated depreciation amounts for the asset. When the depreciation method uses a mid-year convention for the asset’s depreciation and the asset is not fully depreciated at the time of disposal, the depreciation program cannot calculate the final depreciation amount (cost and accumulated depreciation amounts both being zero as a result of the disposal program).

To depreciate an asset after disposal, you must put a disposal date in the asset master record, compute depreciation, remove the date from the master record, and finally, run the disposal program to actually dispose of the asset.

Short years

A short year is a year where the normal number of periods is greater than the number of period ending dates set up in the Company Fiscal Date table (F0008). Use remaining life (R) for all the assets that your organization acquires before or during a short year. For example, if the first year for the depreciation of an asset is a short year, use the remaining life (R) method of computation.

Depreciation methods that use the mid-year convention (Y)

The system begins depreciation calculations for all methods that use the mid-year convention at the mid-point of a regular tax year. For example, if you place an asset in service in April for a calendar year and assign MACRS depreciation with the mid-year convention, the system only calculates depreciation for one-half year beginning in July.

Method 00 – Null Depreciation

No depreciation is calculated.

Method 01 – Straight Line

The system depreciates the asset’s cost (less salvage value) in equal amounts over the estimated useful life (life periods) of the asset.

When you use the straight line depreciation method, you can designate a mid-month, mid-quarter, or mid-year averaging convention. If you do not designate a convention, the system depreciates the full month for the period you place the asset in service.
When you use straight line depreciation, you must indicate one of the following computation methods:

<table>
<thead>
<tr>
<th>Computation Method</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inception-to-date (I)</td>
<td>$\frac{(\text{Cost} - \text{Salvage Value})}{\text{life months}} \times \text{elapsed months} - \text{accumulated depreciation} = \text{period depreciation}$. For example, depreciation for January 1998 would be calculated as follows: $\frac{(100,000.00 - 0)}{60} \times 6 - 8,333.00 = 1,667.00$</td>
</tr>
</tbody>
</table>
| Remaining life (R)       | $\frac{(\text{Net book value} - \text{salvage})}{\text{Remaining life periods}} \times \text{months elapsed year-to-date} - \text{year-to-date depreciation} = \text{period depreciation}$. For example, depreciation for January 1998 would be calculated as follows: $\frac{(91,667.00 - 0)}{55} \times 1 - 0 = 1,667.00$ The following rules apply to this calculation:  
  - The cost less prior years’ accumulated depreciation equals the net book value (NBV).  
  - If the NBV less salvage value is greater than zero, it is divided by the remaining life months as of the beginning of the current fiscal year.  
  - Net Book Value is calculated at the beginning of each fiscal year by netting the cost amount and the cumulative prior years balance for accumulated depreciation. |
| Current period (P)       | $\text{Adjusted cost} / \text{life months} = \text{period depreciation}$. For example, depreciation for January 1998 would be calculated as follows: $\frac{100,000.00 - 0}{60} = 1,667.00$ |

**Note:** The examples used throughout this chapter are based on the following information, unless otherwise noted: Cost = $100,000, salvage value = 0, life months = 60, and acquisition date = 08/01/98.

**Method 02 – Sum of the Year’s Digits**

The system applies changing fractions each year to the adjusted cost of the asset. When you use this depreciation method, you must indicate the current year-to-date (C) computation method.
What you Should Know About

**Current year-to-date (C)**

(Cost - salvage value) * remaining useful life / sum of the years = year's depreciation. Year's depreciation / number of normal periods in the year = period depreciation.

The following rules apply to this depreciation calculation:

- The system converts life periods into years. For example, 36 life months / 12 months = 3 years.
- The denominator is the sum-of-the-years digits (SYD), calculated as follows:
  \[ SYD = n * \frac{(n + 1)}{2} \] where \( n \) = useful life in years.
  For example, if life months equals 36 (3 years), the SYD is 6:
  \[ 3 * \frac{(3 + 1)}{2} = 6. \]
- The numerator is the remaining useful life at the beginning of the year.
- The system makes allocations throughout the useful life of the asset. For example, if you purchase an asset during the eighth month of the year, \( 5/12 \) of the first full year's depreciation is deductible in that year. In the second year, \( 7/12 \) of the first full year's depreciation, and \( 5/12 \) of the second year's depreciation are allowed. These allocations are followed for the entire life of the asset.
- To accommodate the mid-year convention for an asset, you must change the depreciation start date to the midpoint of the year.

**Methods 03, 04, and 05 – Declining Balance to Cross-Over**

The declining balance to cross-over methods use the following percentages:

- Method 03 – 125%
- Method 04 – 150%
- Method 05 – 200%

**Note:** Although the system does not consider the salvage value of an asset during the depreciation calculation, it will not depreciate an asset below its salvage value.

When you use a declining balance to cross-over method to depreciate an asset, you must indicate one of the following methods of computation:
Understand Standard Depreciation Methods

### Computation Method Description

<table>
<thead>
<tr>
<th>Computation Method</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inception-to-date (I)</td>
<td></td>
</tr>
</tbody>
</table>
\[(NBV \times \text{percentage}) / \text{life periods} \times \text{elapsed periods}\] - Accumulated Depreciation = period depreciation. 

For example, using method 05, yearly depreciation would be calculated as follows: 
1997: \([(100,000.00 \times 200\%) / 60 \times 5] - 0.00 = 16,666.67
1998: \([(100,000.00 - 16,666.67) \times 200\% / 60 \times 12] = 33,333.33

The following rules apply to this depreciation calculation:
- The cost less prior years’ accumulated depreciation equals the net book value (NBV).
- Calculate NBV at the beginning of the year.
- When the NBV divided by remaining life months is greater than the depreciation for the period, you have reached “cross-over” for the asset. At this point, the depreciation for the period will equal the NBV divided by the remaining life months.

| Remaining life (R) | NBV (if greater than zero) \times \text{percentage} / \text{remaining life periods} = period depreciation. 

For example, yearly depreciation would be calculated as follows: 
1997: \[100,000.00 \times 200\% / 60 \times 5 = 16,667.67
1998: \[83,333.33 \times 200\% / 60 \times 12 = 33,333.33

The following rules apply to this depreciation calculation:
- When NBV divided by the remaining periods is greater than the period depreciation, you have reached “cross-over” for the asset.
- The cost is reduced by the accumulated depreciation for purposes of calculating NBV at the end of each fiscal year.
- Remaining Life Periods equals the asset’s life periods.

| Alternative minimum tax (AMT) | You can use Method 04 (150% Declining Balance to Cross-over) for alternative minimum tax purposes. |

---

### Method 06 – Fixed Percent on Declining Balance

When you use the fixed percent on declining balance depreciation method, you must indicate one of the following methods of computation:

<table>
<thead>
<tr>
<th>Computation Method</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current year-to-date (C)</td>
<td></td>
</tr>
</tbody>
</table>
\[(\text{Cost} - \text{accumulated depreciation}) \times \text{fixed percent} / \text{number of normal periods} = \text{period depreciation}.\]
Understand Standard Depreciation Methods

<table>
<thead>
<tr>
<th>Computation Method</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current period (P)</td>
<td>The current period method of computation is the same as current year-to-date except that it does not “catch up” depreciation amounts within the year. If you run your first depreciation in March, the system calculates depreciation for March only. The system does not calculate depreciation for January and February.</td>
</tr>
</tbody>
</table>

Method 07 – ACRS Standard

You can use the Accelerated Cost Recovery System (ACRS) method to compute the tax depreciation deduction for most tangible depreciable property that you place in service after 1980 but before 1987. Cost recovery methods and period are the same for both new and used property. The system does not use the asset’s salvage value to compute ACRS allowances.

ACRS standard depreciation uses only one method of computation:

<table>
<thead>
<tr>
<th>Computation Method</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current year-to-date (C)</td>
<td>(Cost - accumulated depreciation) * fixed percent based on ACRS IRS table) / number of normal periods = period depreciation.</td>
</tr>
</tbody>
</table>

Personal Property

The ACRS statutory recovery percentage for personal property that is placed in service after 1980 and before 1987 is determined by an IRS-prescribed table. The table takes into account the type of property (3-year, 5-year, 10-year, or 15-year) and the year you placed the property in service.

Real Property

Generally, the adjusted basis of real property is recovered over a period of 19 years for real property that is placed in service after May 8, 1985, but before 1987. For real property that is placed in service after March 15, 1984, but before May 9, 1985, the unadjusted basis is recovered over a period of 18 years. A 15-year recovery period applies to real property that is placed in service after 1980 but before March 16, 1984, and to low-income housing.

The recovery percentages for such property other than low-income housing is similar to the use of the 175% declining balance method with a later-year switch to the straight line method.
You can use the following conventions with the ACRS depreciation method:

<table>
<thead>
<tr>
<th>Convention</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full-month</td>
<td>Can be used for real property that you place in service before March 16, 1984, and for low-income housing. With the full-month convention, the system handles real property that you place in service at any time during a particular month as being placed in service on the first day of that month. This allows a full month’s cost recovery for the month that you placed the property in service. If you dispose of the property anytime during a particular month, but before the end of a recovery period, you are not allowed cost recovery for the month you disposed of the property.</td>
</tr>
<tr>
<td>Mid-month</td>
<td>Can be used for real property that you place in service after March 15, 1984. With the mid-month convention, the system handles real property that you place in service anytime during a particular month as being placed in service at the middle of that month. This allows a one-half month’s cost recovery for the month you placed the property in service. If you dispose of the property during a month, but before the end of a recovery period, you are allowed cost recovery for one-half of the month you disposed of the property.</td>
</tr>
<tr>
<td>Mid-year</td>
<td>With the regular method of ACRS standard depreciation, the mid-year convention is mandatory and built into the applicable tables. You are not allowed any deduction for the year you dispose of an asset.</td>
</tr>
</tbody>
</table>

**Method 08 – ACRS Optional**

If you prefer a slower recovery on the cost of ACRS property than the percentages provided, you might elect to use a straight line recovery method. This method provides a longer recovery period.

The ACRS optional depreciation method uses one of two methods of computation:

<table>
<thead>
<tr>
<th>Computation Method</th>
<th>Description</th>
</tr>
</thead>
</table>
| Inception-to-date (I) | $((\text{Cost} - \text{Salvage Value}) / \text{life months}) \times \text{elapsed months}) - \text{accumulated depreciation} = \text{period depreciation.}$  
For example, depreciation for January 1998 would be calculated as follows:  
$(100,000.00 - 0) / 60 \times 6 - 8,333.00 = 1,667.00$ |
**Remaining life (R)**

\[
\frac{(\text{Net book value} - \text{salvage})}{\text{Remaining life periods}} \times \text{months elapsed year-to-date} - \text{year-to-date depreciation} = \text{period depreciation}.
\]

For example, depreciation for January 1998 would be calculated as follows:

\[
\left( \frac{91,667.00}{55} \right) \times 1 - 0 = 1,667.00
\]

The following rules apply to this calculation:

- The cost less prior years' accumulated depreciation equals the net book value (NBV).
- If the NBV less salvage value is greater than zero, it is divided by the remaining life months as of the beginning of the current fiscal year.

The calculation for ACRS Optional is the same as Straight Line except for the following:

- The system bases the depreciation calculation on the cost, rather than the adjusted cost (cost less salvage value).
- The system uses the mid-year convention for personal property.
- The system calculates a full month of depreciation in the month that you acquire the property and no depreciation in the month that you dispose of it for 15-year real property.
- The system calculates one-half month of depreciation in the months that you acquire and dispose of 18- and 19-year real property.
- If depreciation information is 04 (ACRS method with Basis Reduction), the system reduces the cost by one-half of the Income Tax Credit (ITC) amount assigned on Master Information.

### Method 09 – Units of Production

When you use the units of production depreciation method, you must indicate the current year-to-date method of computation:

<table>
<thead>
<tr>
<th>Computation Method</th>
<th>Description</th>
</tr>
</thead>
</table>
| Current year-to-date (C) | (Year-to-date production / depreciable unit base) \* (asset cost - accumulated depreciation).  

The system calculates the depreciable unit base as follows:  
Original units +/- revisions to estimate - prior year's production = depreciable unit base.

You must run the Units of Production Close procedure to roll current year information forward into the following year.
Understand Standard Depreciation Methods

Method 10 – MACRS Luxury Cars - Domestic

You must apply the following rules to this method of depreciation:

- Method of computation must be current year-to-date
- Life months must be 60
- Convention must be mid-quarter (Q) or mid-year (Y)

You can take only a limited amount of annual depreciation on a passenger automobile for tax purposes:

<table>
<thead>
<tr>
<th>Annual Depreciation</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>After 12/31/86</td>
<td>1st year 2,560.00</td>
</tr>
<tr>
<td>Before 01/01/89</td>
<td>2nd year 4,100.00</td>
</tr>
<tr>
<td></td>
<td>3rd year 2,450.00</td>
</tr>
<tr>
<td></td>
<td>4th year 1,475.00</td>
</tr>
<tr>
<td>After 12/31/88</td>
<td>1st year 2,660.00</td>
</tr>
<tr>
<td>Before 12/31/90</td>
<td>2nd year 4,200.00</td>
</tr>
<tr>
<td></td>
<td>3rd year 2,550.00</td>
</tr>
<tr>
<td></td>
<td>4th year 1,475.00</td>
</tr>
<tr>
<td>After 12/31/90</td>
<td>1st year 2,660.00</td>
</tr>
<tr>
<td>Before 12/31/91</td>
<td>2nd year 4,300.00</td>
</tr>
<tr>
<td></td>
<td>3rd year 2,550.00</td>
</tr>
<tr>
<td></td>
<td>4th year 1,575.00</td>
</tr>
<tr>
<td>After 12/31/91</td>
<td>1st year 2,760.00</td>
</tr>
<tr>
<td>Before 12/31/92</td>
<td>2nd year 4,400.00</td>
</tr>
<tr>
<td></td>
<td>3rd year 2,650.00</td>
</tr>
<tr>
<td></td>
<td>4th year 1,575.00</td>
</tr>
<tr>
<td>After 12/31/92</td>
<td>1st year 2,860.00</td>
</tr>
<tr>
<td>Before 01/01/94</td>
<td>2nd year 4,600.00</td>
</tr>
<tr>
<td></td>
<td>3rd year 2,750.00</td>
</tr>
<tr>
<td></td>
<td>4th year 1,675.00</td>
</tr>
<tr>
<td>After 12/31/93</td>
<td>1st year 2,960.00</td>
</tr>
<tr>
<td>Before 01/01/95</td>
<td>2nd year 4,700.00</td>
</tr>
<tr>
<td></td>
<td>3rd year 2,850.00</td>
</tr>
<tr>
<td></td>
<td>4th year 1,675.00</td>
</tr>
<tr>
<td>After 12/31/94</td>
<td>1st year 3,060.00</td>
</tr>
<tr>
<td>Before 01/01/96</td>
<td>2nd year 4,900.00</td>
</tr>
<tr>
<td></td>
<td>3rd year 2,950.00</td>
</tr>
<tr>
<td></td>
<td>4th year 1,775.00</td>
</tr>
</tbody>
</table>
Method 11 – Fixed Percent Luxury Cars - Foreign

Calculation: NBV * fixed percent = year’s depreciation. Year’s depreciation / number of normal periods = period depreciation.

The following rules apply to this method of depreciation:

- You must use the current year-to-date (C) method of computation.
- The depreciation amount for a year is limited to 2,000.00.

Method 12 – MACRS Standard

You must depreciate most tangible property that you place in service after 1986 using MACRS, for tax purposes. Depending on the type of property, you will recover the cost over a 3-, 5-, 7-, 10-, 15-, 20-, 27 1/2-, 31 1/2-, or 39-year period. You recover the cost using the applicable depreciation method, the applicable recovery period, and the applicable convention.

MACRS calculations use the following statutory recovery methods and conventions:

<table>
<thead>
<tr>
<th>Recovery Method/Convention</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-, 5-, 7-, and 10-year period calculations</td>
<td>The system calculates depreciation using the 200% declining balance method and the mid-year or mid-quarter convention, with a switch to the straight line method in later years.</td>
</tr>
<tr>
<td>27 1/2-, 31 1/2-, and 39-year period calculations</td>
<td>The system calculates depreciation using the straight line method and the mid-month convention.</td>
</tr>
<tr>
<td>15 and 20-year period calculations</td>
<td>The system calculates depreciation using the 150% declining balance method and the mid-year or mid-quarter convention, with a switch to straight line method in later years.</td>
</tr>
</tbody>
</table>

To compute depreciation, the system uses MACRS depreciation tables which contain the annual percentage depreciation rates to be applied to the adjusted basis of property in each tax year. The tables include the appropriate convention and a switch from the declining balance method to the straight line method in the appropriate year.

Use one of the following conventions with this depreciation method:

<table>
<thead>
<tr>
<th>Convention</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mid-month</td>
<td>You can apply this convention to residential and nonresidential real property. Based on this convention, the system calculates one-half month’s depreciation for the month you acquired or disposed of the property.</td>
</tr>
</tbody>
</table>
Understand Standard Depreciation Methods

<table>
<thead>
<tr>
<th>Convention</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Half-year</td>
<td>Apply this convention to property other than residential and nonresidential property. Based on this convention, the system calculates one-half year’s depreciation for the year you acquire or dispose of the property.</td>
</tr>
</tbody>
</table>
| Mid-quarter      | You can apply this convention to all property other than nonresidential real property and residential rental property, if more than 40 percent of the total basis of such property is placed in service during the last three months of the tax year. Based on this convention, the system calculates depreciation at the midpoint of the quarter that you acquire or dispose of the property. The system computes the MACRS deduction for the first year by determining the depreciation for the full tax year and then multiplying it by one of the following percentages, depending on the quarter you placed the property in service:  
  - First quarter - 87 1/2%  
  - Second quarter - 62 1/2%  
  - Third quarter - 37 1/2%  
  - Fourth quarter - 12 1/2% |

Method 13 – MACRS Alternative

You can use the MACRS alternative depreciation method for the following categories of property:

- Tangible property used outside the U.S.
- Property that is tax exempt
- Property that is tax exempt and bond financed
- Property that is imported from a foreign country for which an Executive Order is in effect because the country maintains trade restrictions or engages in other discriminatory acts
- Property for which you have made an alternative MACRS election

If you use the MACRS Alternative depreciation method, you must indicate the inception-to-date (I), current period (P), or remaining life (R) method of computation. You must also indicate a mid-month, half-year, or mid-quarter convention.

Method 14 – ACRS Alternate Real Property

You can use this depreciation method to recover costs by using a straight line method over the regular recovery period or a longer recovery period. You must make this election on your tax return for the year that you placed the property in service. The ACRS straight line depreciation tables contain the annual percentage depreciation rates. The rates are applied to the unadjusted basis of property in each tax year.
You must indicate the current year-to-date method of computation with the ACRS Alternate Real Property depreciation method.

**Method 15 – Fixed Percent of Cost**

The system calculates the fixed percent of cost depreciation method as follows:

\[
\text{Cost} \times \text{fixed percent} = \text{year’s depreciation. Year’s depreciation} / \text{number of normal periods} = \text{period depreciation.}
\]

You must indicate the current year-to-date (C) or current period (P) method of computation with this depreciation method. The current period method is the same as the current year-to-date with the exception that it does not “catch up” depreciation amounts within the year. If you run your first depreciation in March, the system calculates depreciation for the month of March only. The system does not calculate depreciation for January and February.

**Method 16 – Fixed Percent on Declining Balance to Cross-Over**

You must indicate one of the following methods of computation:

<table>
<thead>
<tr>
<th>Computation Method</th>
<th>Description</th>
</tr>
</thead>
</table>
| Remaining life (R)  | NBV (if greater than zero) * fixed percent / life months = period depreciation. You must apply the following rules to this calculation:  
  ▪ You have reached “cross-over” when the NBV divided by the remaining period is greater than the period depreciation. At this point, the period depreciation equals the NBV divided by the remaining periods.  
  ▪ The cost is reduced by accumulated depreciation for purposes of calculating NBV at the end of each fiscal year. |
| Inception-to-date (I) | NBV * fixed percent / number of life months = period depreciation. Apply the following rules to this calculation:  
  ▪ After each full year an asset is in service, the cost is reduced by the accumulated depreciation to determine the NBV.  
  ▪ You have reached “cross-over” when the NBV divided by remaining life months is greater than the period depreciation. At this point, the depreciation for the period will equal the NBV divided by the remaining life months. |

**Method 17 – AMT Luxury Autos**

Apply the following rules to the AMT luxury autos method of depreciation:

▪ The method of computation must be inception-to-date (I) or remaining life (R).
Understand Standard Depreciation Methods

- Life months must be 36 or 60.
- Depreciation information must be mid-quarter convention (Q) or mid-year convention (Y).
- The annual deduction is the amount calculated from 150% declining balance method (Method 04), subject to the cost recovery ceilings for passenger automobiles.

You can take only a limited amount of annual depreciation on a passenger automobile for tax purposes.

See Also

- Method 10—MACRS Luxury Cars - Domestic for the table of annual depreciation limits

Method 18 – ACE Luxury Autos

Apply the following rules to ACE Luxury Autos method of depreciation:

- Method of computation must be inception-to-date (I) or remaining life (R)
- Life months must be 36 or 60
- Depreciation information must be mid-quarter convention (Q) or mid-year convention (Y)

The annual depreciation is the amount calculated from the straight line method (Method 01), subject to the cost recovery ceilings for passenger automobiles.

See Also

- Method 10—MACRS Luxury Cars - Domestic for the table of annual depreciation limits
Enter Units of Production

Entering Units of Production

From Fixed Assets (G12), enter 27
From Advanced Operations (G1231), choose Units of Production Schedule

**Note:** Enter units of production only if your company uses units of production to compute depreciation (Method 09).

You enter units of production to provide the system with the current production information it needs to compute depreciation based on the units of production method (Method 09).

You can use the Units of Production Schedule screen to track your original estimate of the total number of units in the reserve base, the total of your prior year revisions to the original estimate, and current year revisions to the original estimate. You can change these amounts as your estimates for production change throughout the year. When you run the annual close, the system automatically rolls the totals to prepare for the new year of estimates and revisions.

You must enter units of production before you run the Compute Depreciation program. The system calculates the units of production depreciation for a period only if you update the year-to-date production amount for the period.

**Before You Begin**

- Set up the units of production schedule
To enter units of production

On Units of Production Schedule

1. Complete the following fields to locate a unit of production schedule:
   - Schedule Number
   - Ledger Type

2. Complete the following field to update the schedule:
   - Year-to-Date Production

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schedule Number</td>
<td>The alphanumeric code you assign to a units of production schedule. You must set up the schedules you want to use for method 09 (Units of Production Depreciation) in advance on the Units of Production Schedule screen.</td>
</tr>
<tr>
<td>Ledger Type</td>
<td>The user defined ledger type code (list 09, type LT) that identifies the account ledger, or book, for the asset. You can maintain as many sets of depreciation books (ledger types) for an asset as you need so you can depreciate an asset in different ways for different purposes. For example, an asset might have a three-year life for tax purposes, but a five-year life for financial statement purposes. Each set of books can have different depreciation methods and deprecation values. Form-specific information Each schedule you create is a combination of a unique schedule number and a ledger type.</td>
</tr>
</tbody>
</table>
### Field Explanation

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Y-T-D Production</td>
<td>Units that were produced year-to-date. You must manually update this field. The system uses the value in this field to calculate the Current Unit of Production Factor.</td>
</tr>
</tbody>
</table>

**See Also**

- Understand Depreciation Methods for more information about the units of production method of depreciation
- Setting Up Units of Production (P1208)
Calculate Standard Depreciation

Calculating Standard Depreciation

From Fixed Assets (G12), choose **Depreciation**
From Depreciation (G1221), choose **Compute Depreciation**

Use the Fixed Assets system to calculate standard depreciation year-to-date, through the “as of” date that you specify. You can compute asset depreciation each period, quarterly, or annually.

Run the Compute Depreciation program to calculate standard depreciation for assets to which you assign standard depreciation methods (Methods 01-18).

You can run the depreciation program in Preliminary or Final mode. It is strongly recommended that you run a preliminary depreciation for proofing purposes before you run the actual or final depreciation.

**Preliminary Depreciation**

Preliminary depreciation does not create journal entries or update any tables. You can run preliminary depreciation as many times as you need.

The preliminary depreciation process does the following:

- Edits the information you enter in the processing options.
- Edits the accounts to which the system will post the depreciation journal entries.
- Prints a report that shows the amounts that will post to each depreciation account when you run the final depreciation. This report also shows cost, resulting accumulated depreciation, depreciation information, and year-to-date depreciation for the assets you specify.

If the system finds any errors during the preliminary depreciation, an error message prints on the preliminary report. You should correct any errors that appear on the report and rerun the preliminary depreciation.

Access the depreciation information you have set up for individual assets or asset classes to correct the errors that show on the preliminary depreciation report. You can review and revise this information whenever you need to make changes to depreciation computations.

**Final Depreciation**

When you run a depreciation program in final mode, the system creates depreciation journal entries and posts them to the Item Balances table (F1202). The
system also submits the depreciation journal entries to the general ledger post program to update the Account Ledger table (F0911).

The final depreciation process does the following:

- Edits the information that you enter in the processing options
- Edits the accounts to which the system will post the depreciation journal entries
- Prints a report that shows the amounts posted to the depreciation accounts for each asset number (If there is an error, the depreciation process does not create journal entries for that particular asset and an error message prints on the report.)
- Creates fixed asset journal entries for the accumulated depreciation and depreciation expense accounts affected by the depreciation (These journal entries have a document type of DP (Depreciation) and a batch type of X.)
- Updates the Item Balances table (F1202)
- Can submit depreciation journal entries for batch processing in order to post to the general ledger using the version specified in the processing options

Calculating depreciation consists of the following tasks:

- Calculating Standard Depreciation
- Reviewing the Depreciation Journal Report

### Before You Begin

- You must run the annual close for the previous year account balances before the system can generate depreciation journal entries for a new fiscal year.

### See Also

- Verifying Depreciation Information (P1202)

### Calculating Standard Depreciation

Use the Compute Depreciation program to calculate depreciation for assets to which you assign standard depreciation methods (Methods 01-18).

When you select Compute Depreciation, the system displays a DREAM Writer versions list. The DREAM Writer version list includes DEMO versions that you can run or copy and modify to suit your needs. When you run a version, the system displays Processing Options Revisions before submitting the job for processing.

When you run Compute Depreciation in final mode, the system creates depreciation journal entries. The system automatically posts the journal entries to fixed assets and submits the journal entries to the general ledger post program for posting.

You can post the depreciation journal entries to the Account Balances table (F0902), or you can set up your system to automatically post the entries. In order for the system to automatically post depreciation journal entries to the general ledger, you must:
- Set Management Approval of Input to No (N) in General Accounting Constants (the system looks at the GCIARF field to see if management approval is required).
- Indicate a post version in the processing options for the Compute Depreciation program.

Compute Depreciation will not calculate depreciation for assets that have any one of the following conditions:
- The asset is fully depreciated as determined by the Cost Summary program P122101
- The asset has a date in the Date Disposed field (DSP) in the Item Master file (F1201);
- The Date Depreciation Started (DSD) on the Item Balances file (F1202) is in the future
- The Depreciation Method (ADM) on the Item Balances file is set to 00

You must consider the following if you wish to run the Compute Depreciation program in Summary mode:
- The system will create only one record per account, ledger type, subledger, and company.
- There will be no detail transactions by asset to support the balances in the F1202 file.
- If you summarize depreciation transactions, you will not be able to use the Fixed Asset Repost Ledger program (P12910) to recover lost transactions.
- If you summarize depreciation transactions, you will not be able to post a void of those summarized transactions to Fixed Assets.

**Creating Monthly Depreciation Projections**

The Depreciation Projections program (P12860) is designed to do annual, not monthly, projections. If you want to create monthly projections, follow the steps below:

1. Create a new ledger type for the projection process by adding the new ledger type to User Defined Code table 09/ LT.
2. Add the new ledger type to the Depreciation Default Coding (P12002) for the asset cost accounts for which you want monthly projections. This will assign the new ledger type to all future assets.
3. Add the new ledger type to current assets using the Add New Ledger to Assets program (P12823).
4. Once you have assigned the new ledger type to all desired assets, create projections by running the Compute Depreciation program (P12850) in Final mode for the new ledger type. Do this for each period. After the last period of a year for the new ledger type, run the Annual Close program (P12825).
A/P and A/R Set Up to Require Asset Numbers

The system may be set to require an Asset ID on the general ledger distribution entry screen of the Accounts Payable Standard Voucher Entry (P04105) and Accounts Receivable Standard Invoice Entry (P03105) programs. The Asset ID will be required if you enter an account number that falls within the ranges of the FX Automatic Accounting Instructions. FX AAI ranges determine which journal entries in the general ledger must be posted to fixed assets. The account number you use must fall within that range.

1. Create a new version of the A/R and A/P Journal Entry program (P03101). Enter a 1 in the Fixed Assets processing option to require that an asset ID be entered if an account is within the FX AAI account ranges.

2. In the Journal Entries processing option of the Standard Voucher Entry program (P04105), enter the DREAM Writer version of the Journal Entry program to call. This is the version of P03101 you created in step 1 above.

3. In the Journal Entries processing option of the Standard Invoice Entry program (P03105), enter the DREAM Writer version of the Journal Entry program to call. This is the version of P03101 you created in step 1 above.

After you have completed the above steps, both the Standard Voucher Entry and the Standard Invoice Entry programs will require asset IDs for any account within the FX AAI ranges.

Reviewing the Depreciation Journal Report

You can review the results of the depreciation post. After each preliminary and final depreciation computation, the system generates a Depreciation Journal report. The report includes the following information:

<table>
<thead>
<tr>
<th>Report Information</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Percentage/ Cross-over (%/ XO)</td>
<td>Two asterisks (**) appear in this field if the asset has reached crossover for the declining depreciation methods (methods 03, 04, 05, or 16). The asset reaches crossover when straight line depreciation produces a larger expense than declining depreciation. The system then starts calculating depreciation based on straight line computations. A percent appears in this field if you use methods 06, 11, or 15. This number is entered in the Method % field on Depreciation Information. If you use method 16, which uses a fixed percent and crossover, a percent appears in this field instead of two asterisks.</td>
</tr>
<tr>
<td>Depreciation cost</td>
<td>The original acquisition cost of an asset plus any additional costs.</td>
</tr>
<tr>
<td>Accumulated depreciation</td>
<td>The ending accumulated depreciation amount of the asset. The amount is cumulative. The system calculates the amount according to the “as of” date for the report.</td>
</tr>
<tr>
<td>Report Information</td>
<td>Description</td>
</tr>
<tr>
<td>-------------------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>Depreciation start date</td>
<td>A 4-digit year is used rather than a 2-digit year.</td>
</tr>
</tbody>
</table>
## Depreciation Journal

<table>
<thead>
<tr>
<th>Parent No.</th>
<th>Description</th>
<th>Start Date</th>
<th>Dep %</th>
<th>Life</th>
<th>LT</th>
<th>Mo</th>
<th>I</th>
<th>X</th>
<th>C</th>
<th>MOS</th>
<th>Cost</th>
<th>Accum Dep</th>
<th>Year to Date</th>
<th>Current</th>
<th>Salvage Method</th>
<th>Sch No</th>
<th>Ledger/Ty</th>
</tr>
</thead>
<tbody>
<tr>
<td>1006</td>
<td>Office Building</td>
<td>07/15/17</td>
<td>360</td>
<td>0</td>
<td>0</td>
<td>R</td>
<td>360</td>
<td></td>
<td></td>
<td></td>
<td>75,364.72</td>
<td>5,024.34</td>
<td>1,256.10</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1006</td>
<td></td>
<td>07/15/17</td>
<td>450</td>
<td>0</td>
<td>0</td>
<td>M</td>
<td>450</td>
<td></td>
<td></td>
<td></td>
<td>75,364.72</td>
<td>3,935.78</td>
<td>1,187.98</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1035</td>
<td>Executive Desks</td>
<td>10/15/17</td>
<td>84</td>
<td>0</td>
<td>0</td>
<td>C</td>
<td>120</td>
<td></td>
<td></td>
<td></td>
<td>9,617.47</td>
<td>3,754.59</td>
<td>1,006.79</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1035</td>
<td></td>
<td>10/15/17</td>
<td>120</td>
<td>0</td>
<td>0</td>
<td>Y</td>
<td>120</td>
<td></td>
<td></td>
<td></td>
<td>9,617.47</td>
<td>2,622.83</td>
<td>566.61</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total Depr Exp Account:

<table>
<thead>
<tr>
<th>Description</th>
<th>AA</th>
<th>D1</th>
<th>D2</th>
<th>D3</th>
<th>D4</th>
<th>D5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dep Cost</td>
<td></td>
<td>76,689.73</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accum Dep</td>
<td></td>
<td>5,047.56</td>
<td>2,179.46</td>
<td>21.06</td>
<td>64.86</td>
<td>69.09</td>
</tr>
<tr>
<td>Year to Date</td>
<td></td>
<td>1,257.32</td>
<td>23.22</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Value</td>
<td></td>
<td>961.74</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Summary

- **Office Building**
  - Depreciation: 76,689.73
  - Accum Dep: 5,047.56
  - Year to Date: 1,257.32
  - Current Value: 961.74

- **Executive Desks**
  - Depreciation: 9,617.47
  - Accum Dep: 3,754.59
  - Year to Date: 1,006.79
  - Current Value: 566.61

---

12850 JD Edwards World  
Page - 3  
Data - 06/30/17  
As of - 06/30/17

Preliminary  
A Model Construction Mgmt Co  
Depr Exp Acct - YARD.8315.

### 2017 Depreciation

<table>
<thead>
<tr>
<th>Parent No.</th>
<th>Description</th>
<th>Start Date</th>
<th>Dep %</th>
<th>Life</th>
<th>LT</th>
<th>Mo</th>
<th>I</th>
<th>X</th>
<th>C</th>
<th>MOS</th>
<th>Cost</th>
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<th>Ledger/Ty</th>
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<tr>
<td>1006</td>
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<td>360</td>
<td>0</td>
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<td>1,256.10</td>
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</tr>
<tr>
<td>1006</td>
<td></td>
<td>07/15/17</td>
<td>450</td>
<td>0</td>
<td>0</td>
<td>M</td>
<td>450</td>
<td></td>
<td></td>
<td></td>
<td>75,364.72</td>
<td>3,935.78</td>
<td>1,187.98</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1035</td>
<td>Executive Desks</td>
<td>10/15/17</td>
<td>84</td>
<td>0</td>
<td>0</td>
<td>C</td>
<td>120</td>
<td></td>
<td></td>
<td></td>
<td>9,617.47</td>
<td>3,754.59</td>
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<tr>
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Total Depr Exp Account:

<table>
<thead>
<tr>
<th>Description</th>
<th>AA</th>
<th>D1</th>
<th>D2</th>
<th>D3</th>
<th>D4</th>
<th>D5</th>
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</thead>
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<tr>
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<td>76,689.73</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accum Dep</td>
<td></td>
<td>5,047.56</td>
<td>2,179.46</td>
<td>21.06</td>
<td>64.86</td>
<td>69.09</td>
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<tr>
<td>Year to Date</td>
<td></td>
<td>1,257.32</td>
<td>23.22</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Current Value</td>
<td></td>
<td>961.74</td>
<td></td>
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</tr>
</tbody>
</table>

### Summary

- **Office Building**
  - Depreciation: 76,689.73
  - Accum Dep: 5,047.56
  - Year to Date: 1,257.32
  - Current Value: 961.74

- **Executive Desks**
  - Depreciation: 9,617.47
  - Accum Dep: 3,754.59
  - Year to Date: 1,006.79
  - Current Value: 566.61

---

12850 JD Edwards World  
Page - 4  
Data - 06/30/17  
As of - 06/30/17

Preliminary  
A Model Construction Mgmt Co  
Depr Exp Acct - YARD.8320.

### 2017 Depreciation

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<th>Parent No.</th>
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<th>Mo</th>
<th>I</th>
<th>X</th>
<th>C</th>
<th>MOS</th>
<th>Cost</th>
<th>Accum Dep</th>
<th>Year to Date</th>
<th>Current</th>
<th>Salvage Method</th>
<th>Sch No</th>
<th>Ledger/Ty</th>
</tr>
</thead>
<tbody>
<tr>
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<td>Office Building</td>
<td>07/15/17</td>
<td>360</td>
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<td>0</td>
<td>R</td>
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<td>0</td>
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<td>0</td>
<td>Y</td>
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<td></td>
<td>9,617.47</td>
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</table>

Total Depr Exp Account:

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</tr>
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<td></td>
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<tr>
<td>Year to Date</td>
<td></td>
<td>1,257.32</td>
<td>23.22</td>
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<td></td>
<td></td>
</tr>
<tr>
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<td></td>
<td>961.74</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Summary

- **Office Building**
  - Depreciation: 76,689.73
  - Accum Dep: 5,047.56
  - Year to Date: 1,257.32
  - Current Value: 961.74

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  - Depreciation: 9,617.47
  - Accum Dep: 3,754.59
  - Year to Date: 1,006.79
  - Current Value: 566.61
### Depreciation Journal (continued)

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Accum Depr Account</th>
<th>Depr LT Me I XO C Mos</th>
<th>Cost</th>
<th>Accumulated Year to Date</th>
<th>Current Year Depreciation</th>
<th>Salvage</th>
<th>Meth</th>
<th>Sch No</th>
<th>Ledger/Ty</th>
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<tr>
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<td>10,863.04</td>
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<td></td>
<td></td>
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<td></td>
<td></td>
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<tr>
<td>D3</td>
<td>181,255.94</td>
<td>23,233.83</td>
<td>6,235.22</td>
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<tr>
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<td>7,317.69</td>
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<tr>
<td>D5</td>
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<td>23,484.11</td>
<td>6,485.50</td>
<td>69.09</td>
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</tr>
</tbody>
</table>

**Summary Totals by Account, Ledger Type**

<table>
<thead>
<tr>
<th>Accumulated Depre. Account</th>
<th>Amount</th>
<th>LT Subldr/Ty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Company</td>
<td>325,535.03</td>
<td>33,142.91</td>
</tr>
<tr>
<td></td>
<td>11,332.77</td>
<td>1,635.57</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Depre. Expense Account</th>
<th>Amount</th>
<th>LT Subldr/Ty</th>
</tr>
</thead>
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<tr>
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<td>AA 00001901 W</td>
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<tr>
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<tr>
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<td>64.86</td>
<td>D3 00001901 W</td>
</tr>
<tr>
<td>YARD,8315.</td>
<td>64.86</td>
<td>D4 00001901 W</td>
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<tr>
<td>YARD,8315.</td>
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<td>D5 00001901 W</td>
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<tr>
<td>YARD,8421.</td>
<td>.74</td>
<td>D1</td>
</tr>
</tbody>
</table>

**Grand Total**

| AA       | 325,535.03 | 33,142.91 | 11,332.77 | 1,635.57 |
| D1       | 181,255.94 | 51,391.03 | 10,863.04 | 20.32    |
| D3       | 181,255.94 | 23,233.83 | 6,235.22  | 64.86    |
| D4       | 181,255.94 | 30,431.18 | 7,317.69  | 64.86    |
| D5       | 181,255.94 | 23,484.11 | 6,485.50  | 69.09    |
What You Should Know About

**Date selection**
You must choose to use either processing option 2 or processing option 3.

Use processing option 2 to run depreciation for a specific period and fiscal year based on the fiscal date patterns you have set up for your system.

Use processing option 3 if you want to calculate through a specific date, as in 4-4-5 accounting. If you use processing option 3, the system calculates the actual number of days to use in the depreciation method for each asset.

See Setting Up Asset Acquisition Years for more information about fiscal date patterns and 4-4-5 accounting.

**Convention selection**
If you budget your assets with a mid-year convention, and a legal stipulation requires that you change the convention for all your first year assets to a mid-quarter convention, you can use processing options 4 and 5. You can use STAR to determine whether or not you need to change the convention for your first year assets.

**G/L selections**
Processing option 11 works only when:

- You run the depreciation program in final mode
- You have Management Approval set to No (N) on System Constants

**Carrying balances forward**
When closing fixed assets for year, if AA ledger has zero balance and processing option #1 is not set to carry balances forward, tax ledgers will not be created for new year. A warning is issued.

**Subledgers**
Assets with subledgers should only be transferred at the end of the year after depreciation has been run for the final period. If assets with subledgers are transferred during the year, Compute Depreciation can provide unpredictable results for these assets. To correct this issue, transfer the assets back to the original subledger accounts.

**Posting edit code**
When the posting edit code on Account Master (F0901) is M, the program recognizes this and creates valid entries for posting.

See Also

- Work with DREAM Writer in the World Software Common Foundation Guide for information about running, copying, and changing a DREAM Writer version

Processing Options

See [Depreciation Journal (P12850)](P12850).
Post Depreciation to the G/L

Posting Depreciation to the G/L

After you run either the standard or user defined depreciation in final mode, you can review and post any batches that did not post during the depreciation calculation process. Posting depreciation to the general ledger consists of the following tasks:

- Reviewing the Depreciation Journal
- Running the Depreciation Post to G/L
- Voiding a Depreciation Batch

Reviewing the Depreciation Journal

After you run the depreciation programs in final mode, you can approve depreciation batches that did not post during the depreciation process.

If you run the depreciation in preliminary mode first and correct any errors, you need to review and approve the final depreciation journal entries only under the following circumstances:

- Management Approval of Input is set to Yes (Y) in General Accounting Constants.
- You did not indicate a post version in the processing options for Compute Depreciation.

To review the depreciation journal

On Depreciation Journal Review

1. To locate a batch, complete any of the following fields:
   - User ID
   - Batch Status
   - Batch Number
2. To approve the batch to post, complete the following field:
   - Approved
Running the Depreciation Post to G/L

You must manually post any depreciation journal entries to the general ledger that you approve on Depreciation Journal Review. Use the Depreciation Post to G/L to submit these batches for posting.

What You Should Know About

Posting a specific batch
If you specify a batch number, date, or user ID and do not clear the batch selection field after you run the post, the next time the system automatically submits a depreciation batch for posting, the batch will not post unless the data matches the information in the batch selection field.

Posting edit code
The P12800 recognizes the posting edit code (FPEC) when it has value of ‘2’. It moves blanks to subledger and subledger type to Item Balances (F1202) as glossary for that field.

Voiding a Depreciation Batch

Before You Begin

- Make sure the Depreciation Batch was run in detail. If it has not been run in detail the batch cannot be voided since there are not any detail F0911 records.
- Post the voided batch to both Fixed Assets and General Accounting if depreciation was run in final.
- Locate the document number on the Item Transaction Inquiry screen, accessed from the Cost Summary screen, or run the R12855 report.

To void the depreciation batch

On Enter Journal Entries

1. To find the document to void, inquire on the document type “X” and document number.

   Note: Verify that the entries display with a P (Posted) Code.

2. Choose Void. The system creates new journal entries to void the depreciation.

Posting Voided Depreciation Entries

After you void a depreciation batch on Enter Journal Entries, you must post the void to both the General Ledger (F0911) and to the Depreciation Post to GL program (G1221/ R09801).
Caution: Make sure and use the correct version of the R09801 Program. It will not work to post the batch using the General Ledger post on G0911. Make sure and specify the batch number in the post process.

To post the Void to Fixed Assets, do one of the following:

- Assets Program – Run the Post GL Entries to Assets Program-G1222/ R12800). If using this option, make sure the post version has the desired batch number in the data selection. Submitting a blind execution could cause issues as it does a wide-open post. Make sure and post only the desired batch.

- Revise Unposted Entries Program - Use the Revise Un-posted Entries program-G1212/ R12102. If using this option, inquire on the batch number and batch type. This will display all the entries that have not been posted to the Fixed Assets System for the batch. Use the normal processing procedures for this program to post the entries.

You can verify the void entries on the Depreciation Journal Review screen. Inquire on the batch and verify that the original entries (Posted Code equal to P) and the void entries (Post Code equal to blank) display.

The Batch status will have changed from Posted to Approved (or Pending).

Once the Reversing Entries are posted to fixed assets, the correct balances will display in the Cost Summary. Use the Cost Summary screen to verify that the depreciation amounts have been reversed for the month in question.

Note: You must consider batch approval when running this process.

Processing Options

See General Ledger Post - Fixed Assets (P09800).
5 User Defined Depreciation
Overview to User Defined Depreciation

Objectives

- To understand how user defined depreciation is calculated
- To calculate user defined depreciation
- To set up user defined depreciation

About User Defined Depreciation

After you set up depreciation rules and establish master information, depreciation information, and account balances for the assets in your system, you can calculate user defined asset depreciation.

Asset depreciation consists of the following tasks:

- Understanding user defined depreciation methods
- Calculating user defined depreciation
- Setting up user defined depreciation

See Also

- Standard Depreciation for information about standard depreciation, units of production depreciation, and posting depreciation to the general ledger.
Understand User Defined Depreciation Methods

About User Defined Depreciation Methods

You assign depreciation methods to an asset when you create a master record. The system performs depreciation calculations based on the established depreciation rules for each user defined depreciation method.

User Defined Depreciation Methods

Although the JD Edwards World Fixed Assets system provides a wide range of standard depreciation methods, you might need a specific depreciation algorithm other than those provided with the standard depreciation methods.

An organization that operates in a multi-site, multi-national, and/or multi-currency environment is likely to require a broad sample of the variations of the elements of depreciation. With user defined depreciation, you have access to all the elements of the depreciation equation. You can use these elements to define depreciation methods to meet your unique depreciation needs.

For example, you can set a user-defined period number to ensure that depreciation methods used complies with depreciation rules defined by Russian legislation. Setting a user-defined period number will allow for the tracking of the actual, remaining total number periods. For example, if the asset is a 36-month asset, the actual total number of periods will start at 36 and work down to one.
Elements of Depreciation

The following graphic shows the elements of depreciation and their relationship:

- Cost (Basis)
- Accumulated Depreciation
- Net Book Value
- Modified Depreciation
  - Start Date (In-Service)
  - Disposal Date
- Cost Expiration Date
- Date Acquired
- Salvage Value
- Annual Rule
- Time (Life)
- Depreciation Rule
User defined depreciation uses the following elements, combined into depreciation rules, to control depreciation:

<table>
<thead>
<tr>
<th>Depreciation Elements</th>
<th>Description</th>
</tr>
</thead>
</table>
| **Cost**                  | Costs can be divided in different ways for different assets according to the nature of the assets, such as buildings, equipment, vehicles, and so forth. Cost also occurs for a single asset in multiple books or ledgers for such purposes as financial accounting, consolidated reporting, management and cost accounting and regulatory purposes. Cost can affect depreciation in many different ways. For example:  
  - Several elements of asset cost may exist in a single book or ledger.  
  - Several elements of cost might exist at one specific time, or spread out over time.  
  - Cost might exist concurrently in multiple currencies.  
  - Cost in one dimension might be a function of the cost in another dimension. One element of cost might be a function of another element. |
| **Time (life years)**     | The life of an asset is represented in the depreciation process as a subdivision of time. Different depreciation methods might use different subdivisions of time. For example, the subdivision of time might be:  
  - The same as the fiscal year of your organization  
  - Related to the date the cost for the asset is incurred  
  - Related to the year of a political or regulatory entity |
| **Accumulated depreciation** | At any point during the life of an asset, the total of all depreciation taken is referred to as accumulated depreciation.                                                                                       |
| **Net book value**        | At any time during the life of an asset, the current or net book value is equal to the cost less the accumulated depreciation. For example, at the beginning of an asset’s life, when no depreciation has been taken, the net book value is equal to the original cost. At the end of the asset’s life, when all possible depreciation has been taken, the net book value is equal to the salvage value of the asset, if any. |
**Depreciation Elements** | **Description**
---|---
Salvage value and depreciable basis | At the end of the life of an asset, when it is no longer suitable for use within your organization, residual value might exist. This value, whether it is realized from the market, or from scrapping and salvaging, is referred to as the salvage value. Typically, the amount that is amortized over the life of an asset excludes this amount. The salvage value is used in the depreciation process to arrive at the depreciable basis of that asset, or the cost less the salvage value.

**Dates**
Depreciation takes place over time. Consequently, there are many instances in the depreciation process in which different dimensions of time [dates] are important. Dates that might especially affect the depreciation process include:
- Asset acquisition dates
- Depreciation start dates
- Asset disposal dates
- Cost expiration date
Frequently, depreciation conventions require a modification of one or more of these dates.

**Period Number**
A period number to allow for the tracking of the actual remaining total number of periods. For example, if an asset is a 36-month asset, the actual total number of periods will start at 36 and work down to 1.

---

**User-Defined Depreciation Concepts**

The Fixed Assets system uses account rules and depreciation rules. Account rules define the association between cost accounts and the related accumulated depreciation and depreciation expense accounts. Depreciation rules define the algorithm that the system applies to the cost of an asset over the course of the asset’s life every time you compute depreciation.

Depreciation rules are the key to user defined depreciation.

**What You Should Know About**

**Cost**
The cost for an asset is the focal point of the depreciation equation. The system uniquely identifies each cost for an asset.
**Dates**

Depreciation rules are date sensitive. When you set up depreciation rules, you must specify the dates that rule is effective.

**Limits and bases**

The amount you depreciate an asset can be subject to limits and bases. The limits and bases might be sensitive to particular dates. For example, the entire depreciation formula might be appropriate to a specific period of time, or a specific portion of the life of the asset.

**Formulas**

The depreciation formula might be as simple as a single percentage of the cost that applies to each year throughout the life of the asset. Or, the formula might relate to the utilization of the asset. The potential for formula variations is virtually infinite. For example:

- Salvage value can be a factor in the depreciation formula.
- The formula might provide occasions where the depreciation stops, and then resumes.
- Multiple depreciation formulas can relate to the same cost, possibly in different years or in different ledgers.

**Apportionment - periodic and cumulative**

The system stores the cost apportionments in the Item Balance table (F1202). The apportionment of the cost over time is stored as a cumulative balance in the accumulated depreciation records. The periodic apportionment of the cost is stored in the depreciation expense records. Each depreciable cost has at least one cumulative record and one periodic record for each year of the life of an asset.

**Reporting years**

The reference points in time can be a variable in the depreciation process. For example, a single legal entity might be required to determine and report depreciation according to different patterns of dates. Also, the fiscal years of entities might change.

**General ledger accounts**

Each Item Balance record is associated with an asset master record. The nature of an account refers to the type of cost. Asset costs are typically classified into categories, such as Real Property, Machinery, Equipment, and so on. The balance sheet business unit includes the cost and accumulated depreciation for the asset. For depreciation expense, the business unit might be an operating department, a project, or a location.
| **Depreciation accounts** | Two accounts are especially important in the depreciation process:  
  - Depreciation Expense - As you compute depreciation for the basis of an asset, the system records the result as an expense of each of the years benefited by the cost.  
  - Accumulated Depreciation - It is important to know the original cost of an asset. The system records the expiration of the cost in an account that can be considered a part of the cost account. This contra account is called the Accumulated Depreciation account.  
  In some cases, the depreciation mechanism might require multiple accumulated depreciation and depreciation expense accounts. |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Item balance character</strong></td>
<td>The system uses a character code to uniquely identify each Item Balance record that is related to depreciation. The character code indicates whether a record is a cost, accumulated depreciation or depreciation expense. Other accounts that are not related to the depreciation process, but are important to the depreciation equation, such as disposal accounts, are also identified by the system with an Item Balance Character code. Item Balance Character codes enable the system to identify and access specific records easily.</td>
</tr>
<tr>
<td><strong>Asset</strong></td>
<td>The system associates cost with an asset. You use category codes to classify assets within an accounting category and a depreciation category.</td>
</tr>
<tr>
<td><strong>Annual depreciation amount</strong></td>
<td>The system accesses various depreciation rules for an asset by codes in the Item Balances table. The codes identify depreciation method, computation direction, and so on for each depreciation rule that you use. Based on the specific depreciation rule, the system calculates depreciation on an annual basis. The system stores the annual depreciation amount for an asset in the associated Item Balance Accumulated Depreciation record. Once the system calculates the annual depreciation amount, it then deals with the initial term apportionment. Any special conventions are applied based on the options you define for the specific rule.</td>
</tr>
<tr>
<td><strong>Periodic depreciation journal entries</strong></td>
<td>The annual depreciation amount is subject to spread patterns of percentages that determine how the annual depreciation is to be apportioned to periods within a year. The system applies any conventions that relate to special apportionment during the first, last, and disposal year. The system creates general ledger journal entries based on the rules established for each ledger. Based on the account rules, the system updates the Item Balance records for the depreciation expense and accumulated depreciation expense.</td>
</tr>
</tbody>
</table>
User-Defined Depreciation Rule Components

The user-defined depreciation rules are defined in three components as shown in the following illustration.

The Components of Depreciation Rules

- Header
- Depreciation Rules
- Rule Conventions
- Annual Rules

Header

The header information is key to identifying the depreciation rule and includes information, such as:

- Method code
- Initial term apportionment
- Compute direction (also called the method of computation)
- Asset life
- Relevant dates
- Rule description

Rule Conventions

The rule conventions define certain parameters within which the rules operate, such as:

- First and last year spreads
- Disposal apportionment
- Secondary depreciation amount treatment
- Life year reference
- Over-depreciation indicators
- Negative depreciation indicators

Annual Rules

The annual rules define the specifics of how the depreciation is actually calculated. For a given depreciation rule, one or more annual rules might exist. For a given year
Understand User Defined Depreciation Methods

there might be primary and secondary rules. Annual rule specifics include such things as:

- Beginning and ending years for each annual rule
- Placed in service months
- Annual multipliers
- Spread patterns
- Formula codes for both depreciation and depreciable basis

User Defined Depreciation Calculation — Process Flow

The system calculates depreciation for an asset cost based on the depreciation rules that you define. The rules relate to the category of the asset cost. The system determines which depreciation rule to use. The system associates accounting and depreciation categories in the asset master record and the cost account in the Cost Item Balance record with the corresponding information in the depreciation rule.
Calculate User Defined Depreciation

Calculating User Defined Depreciation

From Fixed Assets (G12), choose Depreciation
From Depreciation (G1221), choose Compute UDD Depreciation

Use the Fixed Assets system to calculate user defined depreciation year-to-date, through the “as of” date that you specify. You can compute asset depreciation each period, quarterly, or annually.

Run the Compute User Defined Depreciation program to calculate depreciation for assets to which you assign user defined depreciation methods.

You can run the depreciation program in Preliminary or Final mode. It is strongly recommended that you run a preliminary depreciation for proofing purposes before you run the actual or final depreciation.

You can also use the Compute User Defined Depreciation program to forecast depreciation for assets for up to ten years into the future. When you run the Compute User Defined Depreciation program in forecast mode, the system does not create journal entries.

You can access the Compute UDD Depreciation program from the Depreciation menu (G1221).

Preliminary Depreciation

The preliminary depreciation process does the following:

- Edits the information you enter in the processing options.
- Edits the accounts to which the system will post the depreciation journal entries.
- Prints a report that shows the amounts that will post to each depreciation account when you run the final depreciation. This report also shows cost, resulting accumulated depreciation, depreciation information, and year-to-date depreciation for the assets you specify.

Preliminary depreciation does not create journal entries or update any tables. You can run preliminary depreciation as many times as needed.

If the system finds any errors during the preliminary depreciation, an error message prints on the preliminary report. You should correct any errors that appear on the report and rerun the preliminary depreciation.

Access the depreciation information you have set up for individual assets or asset classes to correct the errors that show on the preliminary depreciation report. You
can review and revise this information whenever you need to make changes to depreciation computations.

**Final Depreciation**

When you run a depreciation program in final mode, the system creates depreciation journal entries and posts them to the Item Balances table (F1202). The system also submits the depreciation journal entries to the general ledger post program to update the Account Ledger table (F0911).

The final depreciation process does the following:

- Edits the information that you enter in the processing options
- Edits the accounts to which the system will post the depreciation journal entries
- Prints a report that shows the amounts posted to the depreciation accounts for each asset number (If there is an error, the depreciation process does not create journal entries for that particular asset and an error message prints on the report.)
- Creates fixed asset journal entries for the accumulated depreciation and depreciation expense accounts affected by the depreciation (These journal entries have a document type of DP (Depreciation) and a batch type of X.)
- Updates the Item Balances table (F1202)
- Can submit depreciation journal entries for batch processing (You can submit these entries in order to post to the general ledger, using the version specified in the processing options.)

Calculating user defined depreciation consists of the following tasks:

- Calculating User Defined Depreciation
- Reviewing the User Defined Depreciation Journal Report

**Before You Begin**

- You must run the annual close for the previous year account balances before the system can generate depreciation journal entries for a new fiscal year.

**See Also**

- Verifying Depreciation Information (P1202)
- Setting Up Depreciation Rules (P12851) for more information about user defined depreciation

**Calculating User Defined Depreciation**

Use the Compute User Defined Depreciation program to calculate depreciation for assets to which you assign user defined depreciation methods. The program refers to the special handling code in the depreciation methods you set up for the user defined codes table for Depreciation Methods (12/ DM) to determine whether or not the depreciation method is user defined.
When you select Compute User Defined Depreciation, the DREAM Writer versions list appears. The DREAM Writer versions list includes DEMO versions that you can run or copy and modify to suit your needs. When you run a version, Processing Options Revisions appears before the system submits the job for processing.

When you run Compute User Defined Depreciation in final mode, the system creates fixed asset and general ledger journal entries. The system automatically posts the fixed asset journal entries and then submits the general ledger journal entries for posting.

You can approve and post the general ledger journal entries, or you can set up your system to automatically post the entries when you run the depreciation program. For the system to automatically post depreciation journal entries to the general ledger, you must:

- Set Management Approval of Input to No (N) in General Accounting Constants
- Indicate a post version in the processing options for the Compute User Defined Depreciation program

Run the Compute User Defined Depreciation program, to calculate and store the annual depreciation amount for each asset in the Item Balances table (F1202). The program refers to the Spread Pattern table that relates to the depreciation rule and applies the Year-to-Date Percentage to the annual depreciation amount. The resulting calculation is the depreciation amount for the current period.

**What You Should Know About**

**Initial term apportionment code**

There is an Initial Term Apportionment Code of S for the Actual Start Date for the Primary Rule and the 1st Day of the Period for the Secondary Rule. This allows for a different modified start date for the primary and secondary calculation.

**Salvage value field**

The Salvage Value field (Memo Commitment) is updated in the F1202 with the calculated salvage value from a formula. Only the amount calculated for the primary rule will be used to update the Item Balance records.

**Reviewing the User Defined Depreciation Journal Report**

You can review the results of the user defined depreciation calculation program. The system generates a User Defined Depreciation Journal report for each preliminary and final depreciation computation you run. You can use processing options and data selections in combination to control the amount of detail information that prints on the report. You can use the report as an audit tool for determining whether user defined rules and formulas reflect accurate asset depreciation information.

The User Defined Depreciation Journal report prints each user defined depreciation method on a separate page and includes three types of information:
Information | Description
---|---
Account class and depreciation information | Identifies account classes and the user defined depreciation methods you assigned to each class in Depreciation Default Coding. Use this section of the report to review how the program made specific depreciation calculations.

Asset numbers and journal entry amounts | Lists each asset that you assigned to the account class and the depreciation for the period calculated by the specific user defined method. Depending on the processing options and data selections you choose, you can review the specific depreciation formulas and element values that the depreciation calculation program used to arrive at the final depreciation amount for an individual asset.

Company totals | Prints the total amounts for accumulated depreciation and depreciation expense accounts by ledger and company. This section of the report also lists account numbers and subledger information.

### User Defined Depreciation Journal

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description / Account</th>
<th><em>Start Dates</em></th>
<th><em>Life</em></th>
<th>Cost</th>
<th>Accum Depr</th>
<th>Percent</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>444</td>
<td>444</td>
<td>10/15/16</td>
<td>10/01/16</td>
<td>001</td>
<td>100.0000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>500</td>
<td>test 500-char code w/depr</td>
<td>01/01/16</td>
<td>01/01/16</td>
<td>001</td>
<td>6,000.00</td>
<td>2,000.00</td>
<td>100.0000</td>
</tr>
</tbody>
</table>
## User Defined Depreciation Journal with Details

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description / Account</th>
<th>Actual Modified Year</th>
<th>Cost</th>
<th>Accum Depr</th>
<th>Percent</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>444</td>
<td>444</td>
<td>10/15/16</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Depreciation Journal Details

- **Company**: 50 A Model Construction Mgmt Co
- **Ledger Type**: AA
- **Cost Account**: 50.2030
- **Accum Depr Acct**: 50.2130
- **Deprec. Method**: Straight Line - 5 year
- **Deprec. Life**: 60
- **Initial Term**: 1st Day of 1st Month
- **Effective**: 01/01/00

### Rule 1 SL (Remaining Days)

<table>
<thead>
<tr>
<th>Element</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asset Life Days Remaining</td>
<td>001</td>
</tr>
</tbody>
</table>

### Rule 1 SL (Inception Through Current Year)

<table>
<thead>
<tr>
<th>Element</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asset Cost-Inception Through Current Year</td>
<td>6,000.00</td>
</tr>
</tbody>
</table>

### Rule 1 SL (Basic (Cost-Salvage))

<table>
<thead>
<tr>
<th>Element</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basis Amount</td>
<td>6,000.00</td>
</tr>
</tbody>
</table>

---

### See Also

- Working with DREAM Writer in the World Software Common Foundation Guide for information about running, copying, and changing a DREAM Writer version

### Processing Options

See **Depreciation Journal - User Defined Depreciation (P12855)**.
Set Up User Defined Depreciation

Setting Up User Defined Depreciation

From Fixed Assets (G12), enter 27
From Advanced Operations (G1231), choose Set Up Depreciation
From Set Up User Defined Depreciation (G1232), choose Depreciation Rule Revisions

You can set up user defined depreciation methods to define as many specific depreciation methods as your company needs without custom programming. Set up user defined depreciation when you need specific depreciation algorithms other than the standard depreciation rules that are included in the Fixed Assets system. For example, you can copy an existing straight-line rule and insert the appropriate life period information to create a depreciation method for your specific needs.

The system computes depreciation using depreciation rules. When you set up user defined depreciation methods, you must define the depreciation rules, formulas, and date spreads that you want the system to use to calculate depreciation for your fixed assets.

The system stores both standard and user defined depreciation methods in the User Defined Code table 12/DM. When you run the program to compute user defined depreciation, the system distinguishes user defined methods from standard methods by a special handling code. User Defined Depreciation Methods must have a ‘1’ in the first position of the Special Handling Code in the UDC/12/DM table.

Setting up user defined depreciation consists of the following tasks:

- Setting Up Depreciation Rules
- Setting Up Depreciation Formulas
- Setting Up Depreciation Spread Patterns

Setting Up Depreciation Rules

Depreciation rules control how the system computes depreciation for an asset. You must specify the rules that you want the system to incorporate when making calculations for user defined depreciation methods. When you set up rules for a depreciation method, you define a hierarchy of conventions that you want the system to apply to the cost of an asset.

The Fixed Assets system includes the base rules for computing standard depreciation methods in user defined depreciation. You cannot change the standard rules that are included in the Fixed Assets system, but you can copy and modify these rules to define depreciation methods specific to your company. For example, if you want to set up a depreciation rule for straight-line depreciation with a life
period combination that is not included in the Fixed Assets system, you can use Depreciation Rule Revisions to copy an existing straight-line rule and change the life periods.

User defined depreciation rules must have alphabetic identifiers to distinguish them from standard depreciation rules. When you set up depreciation rules, the system stores the information in the Depreciation Rule Header table (F12851) and the Annual Depreciation Rule table (F12852).

At the highest level, you can set up depreciation rules to apply to the entire period of time over which you want cost of an asset to be apportioned. Or, you can define rules for the period in which the asset was placed in service.

A depreciation rule consists of four parts:

<table>
<thead>
<tr>
<th>Depreciation Rule Part</th>
<th>Description</th>
</tr>
</thead>
</table>
| Header                 | Information that references the depreciation method in which the rule is to be used, such as:  
  - The code that identifies the method  
  - Special characteristics of the rule  
  - Period over which the asset cost is to be apportioned  
  - Placed in service date for the asset  
  - Date through which the method is effective  
  
You use the information in the header to tie a specific depreciation rule to an asset. |
| Rule conventions       | Rule conventions dictate how the system calculates depreciation based on the life year rules and formulas you specify for the rule. These conventions apply to the entire apportionment period referenced by the rule. You can set up rule conventions to:  
  - Override of the business unit destination of the depreciation expense.  
  - Spread the first and last year of cost apportionment. For example, you can designate a rule to spread depreciation throughout the year, or spread the depreciation proportionate beginning with the depreciation start or end date.  
  - Allow the utilization of a second annual rule.  
  - Use the asset's life periods or the fiscal year as the beginning reference point in determining the current life year of an asset.  
  - Depreciate more cost than exists for an asset.  
  - Allow negative depreciation amounts to be computed in the formula during the life of an asset. |
Set Up User Defined Depreciation

<table>
<thead>
<tr>
<th>Depreciation Rule Part</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Life year rules</td>
<td>The basic equation for computing depreciation for a life year consists of a multiplier that is applied to a cost or basis. The resulting amount is subject to a minimum (base) and a maximum (limit). The basis amount that is multiplied might be subject to an overall floor or salvage value. The same rule might apply to multiple life-years, or it might apply to a single life year of a cost. You can define a rule for any asset life year. You can also define a separate rule for the disposal year of an asset.</td>
</tr>
</tbody>
</table>

Formulas
The formulas that are used by the life year rules can be applied to any element in the depreciation equation, such as:
- Multiplier
- Depreciable basis
- Base
- Limit
- Salvage value

When you set up user defined depreciation rules, you must address each part of the rule.

Setting up user defined depreciation rules includes:
- Referencing the rule (by revising header information on Depreciation Rules Revision)
- Specifying conventions for the rule
- Setting up the life year rules
- Defining formulas that apply to the depreciation equation

To revise depreciation rules

From Fixed Assets (G12), choose Hidden Selection 27
From Fixed Assets (G1231), choose Setup User Defined Depreciation
From Setup User Defined Depreciation (G1232), choose Depreciation Rule Revisions
On Depreciation Rule Revisions

1. Complete the following fields:
   - Life (Periods)
   - Initial Term Apportionment
   - Compute Direction
   - In Service From/ Thru (Date From/ Date Thru)
   - Effective From/ Thru
   - Pattern Reference

2. Enter the appropriate code in the following field:
   - Depreciation Method
To revised user defined codes

From General systems (G00), choose General User Defined Codes

On General User Defined Codes

3. Enter an alphabetic, two-character code in the following field:
   - User Defined Codes

4. Choose More (F24).
5. To identify the depreciation method as a user defined method, complete the following field:
   - Special Handling Code

6. To return to Depreciation Rule Revisions, choose Exit Program.

7. On Depreciation Rule Revisions, complete the following field with the code for the depreciation method to which you want to add the rule:
   - Depreciation Method

**To specify conventions for the rule**

- From Fixed Assets (G12), choose Hidden Selection 27
- From Fixed Assets (G1231), choose Setup User Defined Depreciation
- From Setup User Defined Depreciation (G1232), choose Depreciation Rule Revisions

On Depreciation Rule Revisions
To define the conventions of the depreciation rule, complete any of the following fields:
- Depreciation Expense Business Unit
- First Year Spread
- Last Year Spread
- Disposal Year
- Secondary Account/ %
- Life Year Reference
- Allow Over Depreciation
- Allow Negative Depreciation

**To set up life year rules**

On Depreciation Rule Revisions

1. Complete the following fields:
   - Life Year-From (Asset Life Year-Start)
   - Life Year-Thru (Asset Life Year-Through)
   - In Service Month (IS Mo)
   - Annual Multiplier

2. Enter 1 (Period Pattern) in the following field:
   - OP (Option)

3. On Depreciation Spread Patterns, to add a new spread pattern, complete the following fields:
   - Budget Pattern Code (Per Pat)
   - Desc
   - Period 01-14

4. Choose Exit Program.

5. On Depreciation Rule Revisions, to attach the spread pattern to the rule, enter 1 (Period Pattern) in the following field:
   - OP (Option)

6. On Depreciation Spread Patterns, complete the following field:
To define formulas for the rule

On Depreciation Rule Revisions

1. Choose Formula.

2. On Depreciation Formula Revisions, to define a new formula, complete the following fields:
   - Formula ID
   - Description
   - Formula
   - Multiplier/Constant

To select formulas for depreciation elements

On Depreciation Rule Revisions

1. Complete the following fields with the codes for the formulas that you want the system to use for each element of the depreciation equation:
   - Depreciation Formula-Multiplier
   - Depreciation Formula-Basis
   - Secondary Percentage Continuation

2. Choose Details.
3. For additional formula specifications, complete any of the following optional fields:

- Depreciation Formula-Base
- Depreciation Formula-Limit
- Depreciation Formula-Salvage Value

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Life(Periods)</td>
<td>The life of an asset in months or periods. The system uses months or periods only to express the life of an asset. For example, if your company uses a 12-month calendar, then a five-year ACRS asset has a 60-month life. If your company uses a 13-month calendar, then a five-year ACRS asset has a 65-month life, and so on. You must specify a life month value for all user defined depreciation methods, and for all standard depreciation methods, except the standard methods 00, 06, 09, 11, and 15.</td>
</tr>
</tbody>
</table>
Field | Explanation
--- | ---
Initial Term Apport | A code for additional depreciation information. This code is used for Investment Tax Credit (ITC) and averaging conventions. The system validates the code you enter in this field against user defined code table 12/AC. Valid codes are:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>No ITC Taken</td>
</tr>
<tr>
<td>1</td>
<td>Three Year Method (3 1/3%)</td>
</tr>
<tr>
<td>2</td>
<td>Five Year Method (6 2/3%)</td>
</tr>
<tr>
<td>3</td>
<td>Seven Year Method (10%)</td>
</tr>
<tr>
<td>4</td>
<td>ACRS Method with Basis Reduction (10% ITC)</td>
</tr>
<tr>
<td>5</td>
<td>ACRS Method without Basis Reduction (2% ITC or No ITC)</td>
</tr>
<tr>
<td>A</td>
<td>Actual Date of Depreciation Start Period</td>
</tr>
<tr>
<td>M</td>
<td>Mid-Month Convention</td>
</tr>
<tr>
<td>Q</td>
<td>Mid-Quarter Convention</td>
</tr>
<tr>
<td>Y</td>
<td>Mid-Year Convention</td>
</tr>
<tr>
<td>P</td>
<td>Middle of Period</td>
</tr>
<tr>
<td>F</td>
<td>First-half/Second-half</td>
</tr>
<tr>
<td>W</td>
<td>Whole Year</td>
</tr>
<tr>
<td>N</td>
<td>First Day of Next Period</td>
</tr>
<tr>
<td>R</td>
<td>First Day of Next Year</td>
</tr>
<tr>
<td>S</td>
<td>Actual Start Date for Primary Rule/First Day of Period for Secondary Rule</td>
</tr>
</tbody>
</table>

Note: Numeric codes apply to standard depreciation methods only.

To determine the date for F (First-half/Second-half), use the following guidelines:

- If the asset was placed in service in the first half of the year then the adjusted depreciation start date is the first day of the year.
- If the asset was placed in service in the second half of the year then the adjusted depreciation start date is the first day of the succeeding year.
- The first half of the year expires at the close of the last day of the calendar month which is closest to the middle of the tax year.
- The second half of the year begins the day after the expiration of the first half of the tax year.
### Field | Explanation
--- | ---
**Compute Direction** | A code that indicates the method of computation that the system uses to calculate depreciation based on the depreciation method you specify. Valid codes are:
- **C**: Current year to date. Calculates only the current year’s depreciation.
- **I**: Inception to date. Recalculates the entire depreciation amount from the start date through the current year. Prior-year depreciation is then subtracted to determine current year depreciation. This method results in a one-time current period correction for any errors in prior period depreciation.
- **F**: Inception to date. Calculates inception to date for the first rule (if there are two rules) and uses a C for the second rule.
- **P**: Current period. Calculates depreciation for the current period and then extrapolates the annual amount based on the cumulative percent from the period pattern and year-to-date posting. Any depreciation calculated for the current period is subtracted.
- **R**: Remaining months. Depreciates the net book value as of the beginning of the current tax year over the remaining life of the asset. This results in the amortization of prior period calculation errors over the remaining life of the asset.

**Date From** | The beginning date for which the transaction or code is applicable.

#### Form-specific information
The date the asset is placed in service or the modified depreciation start date. The system validates this date against the company date patterns. If you leave this field blank, the system uses a default value of 01/01/00 (January 01, 1900). If only the date differentiates two or more depreciation rules, the system will not allow overlapping dates.

**Date Thru** | The ending date for which the transaction or code is applicable.
<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date - Beginning Effective</td>
<td>The date on which an address, item, transaction, or table becomes active or the date from which you want transactions to display. The system uses this field depending on the program. For example, the date you enter in this field might indicate when a change of address becomes effective, or it could be a lease effective date, a price or cost effective date, a currency effective date, a tax rate effective date, and so on.</td>
</tr>
<tr>
<td></td>
<td>Form-specific information</td>
</tr>
<tr>
<td></td>
<td>The date from which a depreciation rule is effective. The system validates this date against the company date patterns. If you leave this field blank, the system uses a default value of 01/01/00 (January 01, 1900). If only the dates differentiate two or more depreciation rules, the system will not allow overlapping dates.</td>
</tr>
<tr>
<td>Date - Ending Effective</td>
<td>The date on which the item, transaction, or table becomes inactive or through which you want transactions to display. This field is used generically throughout the system. It could be a lease effective date, a price or cost effective date, a currency effective date, a tax rate effective date, or whatever is appropriate.</td>
</tr>
<tr>
<td></td>
<td>Form-specific information</td>
</tr>
<tr>
<td></td>
<td>The date through which a depreciation rule is effective. The system validates this date against the company date patterns. If you leave this field blank, the system uses a default value of 01/01/00 (January 01, 1900). If only the dates differentiate two or more depreciation rules, the system will not allow overlapping dates.</td>
</tr>
<tr>
<td>Pattern Ref</td>
<td>A code that identifies date patterns. You can use one of 15 codes. You must set up special codes (letters A through N) for 4-4-5, 13 period accounting, or any other date pattern unique to your environment. An R, the default, identifies a regular calendar pattern.</td>
</tr>
<tr>
<td></td>
<td>Form-specific information</td>
</tr>
<tr>
<td></td>
<td>Use this field to reference a date pattern that is specific to the initial term for asset depreciated under the rule. This is particularly useful if the date patterns your company uses now are different from previous years due to mergers or short years. The system refers to this pattern in order to adjust the depreciation start date.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>-----------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Depr Expense Business Unit</td>
<td>A code that allows an override of the destination of the depreciation expense. Valid codes are: blank No Override 1 Responsible Business Unit 2 Location Business Unit 3 Work Center Business Unit</td>
</tr>
<tr>
<td>1st Year Spread</td>
<td>A code that designates how you want the system to apportion the first year of depreciation for an asset. Valid codes are: Blank Modified Depreciation Start Date 1 Entire Year 2 Actual Depreciation Start Date 3 Placed in Service Period</td>
</tr>
</tbody>
</table>
### Field Explanation

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Yr Spread</td>
<td>A code that designates how you want the system to apportion the last year of depreciation for an asset. Valid codes are:</td>
</tr>
<tr>
<td></td>
<td>blank  Modified depreciation end date</td>
</tr>
<tr>
<td></td>
<td>1      Entire year</td>
</tr>
<tr>
<td>Disposal Year</td>
<td>A code that designates how you want the system to apportion depreciation when you dispose of the asset. Valid codes are:</td>
</tr>
<tr>
<td></td>
<td>blank  To End of Disposal Period</td>
</tr>
<tr>
<td></td>
<td>A      Actual Disposal Date</td>
</tr>
<tr>
<td></td>
<td>Y      Mid-Year</td>
</tr>
<tr>
<td></td>
<td>Q      Mid-Quarter</td>
</tr>
<tr>
<td></td>
<td>M      Mid-Month</td>
</tr>
<tr>
<td></td>
<td>P      Middle of Period</td>
</tr>
<tr>
<td></td>
<td>F      First-Half / Second-Half</td>
</tr>
<tr>
<td></td>
<td>L      Last Day of Previous Period</td>
</tr>
<tr>
<td></td>
<td>I      Inverse of Initial Term Apportionment</td>
</tr>
<tr>
<td></td>
<td>N      None</td>
</tr>
<tr>
<td>Secondary Acct/ %</td>
<td>A code that designates how the system uses the amount calculated by the Secondary Account/Percent rule when determining the annual depreciation amount. Valid codes are:</td>
</tr>
<tr>
<td></td>
<td>blank  No secondary percentage</td>
</tr>
<tr>
<td></td>
<td>1      Greater of amounts calculated by Rule 1 or Rule 2</td>
</tr>
<tr>
<td></td>
<td>2      Lesser of amounts calculated by Rule 1 or Rule 2</td>
</tr>
<tr>
<td></td>
<td>6      Amount from Rule 1 to Accumulated Depreciation Account 1; amount from Rule 2 to Accumulated Depreciation Account 2</td>
</tr>
<tr>
<td></td>
<td>7      Amount from Rule 1 to Accumulated Depreciation Account 1 plus Depreciation Expense Account 1 equals Rule 1 amount; amount from Rule 2 to Accumulated Depreciation Account 2 plus Depreciation Expense Account 2 equals Rule 2 amount</td>
</tr>
<tr>
<td></td>
<td>8      Two Amounts - Two A/ D Accounts and Three D/ E Accounts \</td>
</tr>
<tr>
<td></td>
<td>The system uses this field in conjunction with the Secondary Percent Continuation field.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>----------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Life Year Reference</td>
<td>A code that designates the beginning reference point from which you want the system to determine the current life year of an asset. Valid codes are:</td>
</tr>
<tr>
<td></td>
<td>blank  1st day of depreciation start year</td>
</tr>
<tr>
<td></td>
<td>1    Depreciation start date (modified)</td>
</tr>
<tr>
<td>Allow Over Depreciation</td>
<td>A code that indicates whether you want the system to allow over depreciation for an asset. Use this field when you want the system to allow depreciation in excess of the basis, or when you want to allow depreciation beyond the period you define as the life of the asset, as in the ACRS Luxury Autos depreciation method. Valid values are:</td>
</tr>
<tr>
<td></td>
<td>blank Over depreciation NOT allowed during asset life, take remaining basis at end of asset life</td>
</tr>
<tr>
<td></td>
<td>1    Accumulated depreciation may EXCEED adjusted basis during asset life, take remaining basis at end of asset life</td>
</tr>
<tr>
<td></td>
<td>2    Over depreciation NOT allowed during asset life, allow depreciation beyond asset life</td>
</tr>
<tr>
<td></td>
<td>3    Accumulated depreciation may EXCEED adjusted basis during and beyond asset life</td>
</tr>
<tr>
<td></td>
<td>The default for this field is blank. The system uses this field in conjunction with the Allow Negative Depreciation field.</td>
</tr>
<tr>
<td>Allow Negative Depreciation</td>
<td>A code that indicates whether you want to allow depreciation formulas to calculate negative amounts. Valid codes are:</td>
</tr>
<tr>
<td></td>
<td>N    Negative depreciation not allowed</td>
</tr>
<tr>
<td></td>
<td>Y    Accumulated depreciation may be less than adjusted basis</td>
</tr>
<tr>
<td></td>
<td>You can enter a 1 for yes (Y) or a 2 for no (N). The default value is N.</td>
</tr>
<tr>
<td>Asset Life Year - Start</td>
<td>The first asset life year to which the rule pertains. You must set up detail annual rules for a depreciation rule, beginning with year 1 and extending through every year in the life of the asset. The system does not allow “gaps” between years. You can set up the detail annual rules beyond the life of the asset. A single record may represent several contiguous years, but the system does not allow duplicate years. Valid values are 1 through 998, and 999. Use 999 only to set up a specific rule for the disposal year of an asset.</td>
</tr>
<tr>
<td>Asset Life Year - Through</td>
<td>The last year in the life of an asset to which the rule pertains. You can set up the detail annual rules beyond the life of the asset. Each rule must have a rule for contiguous years beginning with 1. A single record can represent several contiguous years, but the system does not allow duplicate years.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>-----------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| IS Mo     | This field refers to the month the asset is placed in service. You can specify rules by inclusive ranges. When you use the value of blank, the system continues to use the annual rule for the last specified placed in service month until it finds a higher placed in service month value. The system uses the values you enter in this field as follows:  
- First, the system searches for an exact match. (For example, if an asset is placed in service in month 01, the system looks for a Placed In Service Month value of 01 for that year.)  
- If an exact match does not exist, the system searches for a value of blank.  
- If a value of blank does not exist, the system continues to use the annual rule for the last specified placed in service month for a range of months until it finds the next highest month you specify. For example, if you set up annual rules for the Placed In Service Months of 01, 03, 06, and 09, the system uses the rule you specify for 01 during the first and second months, the rule you specify for 03 during the third, fourth, and fifth months, the rule you specify for 06 during the sixth, seventh, and eighth months, and the rule you specify for 09 for the remaining months.  
Valid values are blank, 01, 02, 03, 04, 05, 06, 07, 08, 09, 10, 11, and 12. |
| Annual Multiplier | A percentage that you can use as an element within a formula, or by itself. The system applies this percentage to the basis of an asset to derive depreciation. If no basis is defined for the asset, then the system applies this percentage to the cost. Enter a value in this field as a decimal. For example, enter 10% as .10 and 150% as 1.5. |
| Per Pat   | The code for a specific depreciation spread pattern. A pattern determines how the annual depreciation amount is to be apportioned to periods within a year. You can designate spread patterns for individual years, or for a group of years. |
| Secondary % Continuation | Use this code to indicate whether an annual depreciation rule is a primary or secondary rule. |
What You Should Know About

**Standard depreciation rules**
The User Defined Depreciation program includes a basic rule set that represents all of the rules used by the 18 standard depreciation methods. You can identify the standard depreciation methods and base depreciation rules by numeric identifiers.

All numeric methods and formulas are reserved for the use of JD Edwards World. Numeric rules can be refreshed from the JDFDATA environment, which will be periodically updated for changes to the depreciation rules.

You can inquire on the numeric rules and methods and use them as the basis for creating modified user defined depreciation rules with alpha identifiers.

**Locating an existing depreciation method**
Use function keys to help you locate the depreciation method you are looking for. For example, if you enter values in as many of the fields as you can to identify a depreciation method and press enter, you can use function keys to skip to the first depreciation method that most closely matches your criteria. Then, use function keys to scroll through all existing methods with similar values. This is particularly helpful when you have numerous depreciation methods.

After you locate the depreciation methods that you are looking for, you can also use a function key to skip directly to the rules portion of the screen.

**Protecting user defined depreciation methods**
After you set up the user defined depreciation methods you want to use, use the Edit Disable field to protect them from further revision.

Processing Options

See [Depreciation Rule Revisions (P12851)](#).

Setting Up Depreciation Formulas

You can define or revise depreciation formulas. You can then attach the formulas to the elements of the depreciation equation in a life year rule. Use the four basic mathematical functions (+ - * / ) and parentheses for nesting amounts or quantities to construct depreciation formulas in algebraic format.

The Fixed Assets system includes codes that you can use to represent the elements that the system uses to retrieve the related amounts or quantities from the Item Balance table, Item Master table, Date Pattern table, and so on. For example, you can define a depreciation method that is based on a formula that you create to subtract salvage value from cost.

A comprehensive list of the elements that you can use to define formulas to include in depreciation rules appears in Appendix A.
You can access the Depreciation Formula Revision screen directly from the menu, or you can access the screen from Depreciation Rule Revision. For example, if you are revising depreciation rules, and you want to update a formula associated with the rule, you can access Depreciation Formula Revision to review and revise formulas you have previously defined without exiting from the Depreciation Rule Revision program.

**Note:** User defined depreciation formulas must have alphabetic identifiers to distinguish them from standard depreciation formulas. You can modify only the alpha formulas, but you can use the numeric formulas as a starting point to create your own formulas with alphabetic identifiers.

To set up depreciation formulas

On Depreciation Formula Revision

1. To set up or locate an existing formula, complete the following field:
   - **Formula ID**
     Choose the field sensitive help for Formula ID to review a list of valid formulas or to search for a specific formula by code or description.

2. To revise or define the formula, complete the following fields:
   - **Description**
   - **Formula**
   - **Multiplier/Constant**
Set Up User Defined Depreciation

Field Explanation

Formula The system uses the formula you enter in this field to calculate an amount for an associated formula ID. You can attach the formulas you define on Formula Revisions to the Depreciation Rule Revisions screen. You can define the following depreciation formulas:

- Multiplier
- Basis
- Base
- Limit
- Salvage value

Formulas can include a combination of formula elements listed on the Depreciation Formula Revisions screen, the four basic mathematical functions, and parentheses for nesting amounts or quantities. Use the following valid symbols for these basic mathematical functions:

+ Addition
- Subtraction
* Multiplication
/ Division
() Left and right parentheses

Multiplier/ Constant A percentage or amount that can be incorporated into a formula as an element to derive depreciation.

Processing Options

See Depreciation Formula Revisions (P12853).

Setting Up Depreciation Spread Patterns

When you run depreciation, the system calculates an annual depreciation amount. Then, the system calculates depreciation for a particular period based on a percentage. You set up period pattern spread rules to specify how you want to recognize the annual depreciation amount within a year. If you do not set up a spread pattern for your depreciation rule, the system spreads the annual depreciation amount equally among the normal number of periods that you set up for your organization.

You can enter spread amounts for periods 01 through 14. The total of the spread percentages that you enter must sum to 100 before the system will allow the pattern to be added or an existing pattern changed.

The system stores depreciation spread patterns in the Depreciation Spread Pattern table (F12854).
To set up depreciation spread patterns

On Depreciation Spread Patterns

1. To set up or locate a depreciation pattern code, complete the following field:
   - Budget Pattern Code

2. To define or revise a depreciation pattern code, complete any of the following fields:
   - Period 01-14

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
</table>
| Period 01 | Enter the percentage of depreciation you want to record for the asset in the first period. You can enter spread percentages as:  
  - Whole numbers (such as 20 for 20%)  
  - Whole numbers with a decimal, where the decimal is a fraction of the percentage (such as 50.5 for 50 1/2%)  
  - Zero or blank, for no percentage  
  You can enter spread percentages for up to 14 periods. The total of the spread percentages must sum to 100.  
**Note:** You set up the default periods for the fiscal year on Date Pattern Revisions for company 00000. |
6  Fixed Asset Journal Entries
Overview to Fixed Asset Journal Entries

Objectives

- To split an asset into one or more new assets
- To transfer an asset from one account to another account
- To globally change category codes using the asset transfer program
- To dispose of assets

About Fixed Asset Journal Entries

You can use the Fixed Assets system to record asset splits, transfers, and disposals in your accounting ledgers. When you indicate what assets you want to affect by a split, transfer, or disposal, the system automatically creates the necessary journal entries.

In addition, by using subledger functionality you can transfer or dispose of asset costs from a single subledger if necessary.

After the system creates the fixed asset journal entries, you must post the entries to the Account Ledger (F0911) and the Item Balances (F1202) tables.

Creating fixed asset journal entries includes the following tasks:

- Splitting fixed assets
- Transferring fixed assets
- Disposing of fixed assets
Split Fixed Assets

Splitting Fixed Assets

From Fixed Assets (G12), choose Transfers, Splits and Disposals
From Transfers, Splits and Disposals (G1222), choose Asset Split

You can split an existing asset into one or more new assets. The asset does not have to have a quantity greater than one. You can split assets by units, dollars, or percentage. For example, use the Asset Split program to perform the following tasks:

- Split an asset entered as a bulk quantity into smaller lots or units.
- Remove a portion of an asset to create two independent assets.
- Dispose of a component (part) of an asset.
- Transfer a component (part) of an asset.
- Correct an asset that was entered as one item which should have been entered as multiple assets.

When you complete the asset split process, the system automatically updates and creates the necessary asset records and accounts, as follows:

- Creates Item Master records for the new assets generated during the split based on the original asset master record
- Updates the Current Item Quantity field on the original asset’s master record
- Creates location tracking records for the new assets based on the original asset master record
- Updates the Quantity field on the original asset’s location tracking record
- Creates Item Balances records for the depreciation methods and ledger types for the new assets based on the original asset record
- Creates journal entries for both the original asset and the new assets based on the original asset’s costs and accumulated depreciation account numbers (The system creates these entries for each ledger type and posts them to the general ledger.)
- Submits the journal entries for posting to the Item Balances table for document type Asset Split (AS)
The following graphic illustrates how the Asset Split program works:

Splitting fixed assets consists of the following tasks:

- [Entering Asset Split Information](#)
- [Posting Journal Entries for Asset Splits](#)

**Entering Asset Split Information**

You must enter asset split information to indicate to the system what assets you want to divide and what accounts the split transaction should affect.
To enter asset split information

You can include journal entries related to multiple asset splits in a single batch.

On Asset Split

1. To create a batch for the split journal entries, complete the following fields:
   - Explanation
   - G/L Date
   - Asset Number
   - Method

   The information for the original asset displays.

   Note: The system assigns the batch number that remains the same until you leave the Asset Split program.
2. To establish information for the new asset, complete the following fields:
   - Item Cost
   - Item Quantity
   - Pcnt (Percent) (optional)
   - New Item Description

3. Choose Full Detail (F4).

4. Complete the following optional fields:
- Unit Number
- Serial Number

The system updates the Remaining Item Cost and Quantity based on the asset cost and quantity amounts you enter.

5. To accept the transaction, enter Y in the field following this confirmation message:

- Is this information correct? (Y/N)

The screen clears. The system automatically posts the journal entries for the split to the Account Ledger table (F0911) and submits the batch for posting to fixed assets with the document type AS (Asset Split).
### Field Explanation

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Method (A/ U/ %)</td>
<td>A code that tells the system which method to use when it allocates costs and units during an asset split. Valid codes are:</td>
</tr>
<tr>
<td></td>
<td>A Assigns the currency amount that you enter for the new assets. The system creates a ratio based on the amount that you enter for the new assets and the amount that remains for the original asset. The ratio determines the number of units that will be distributed to the new and original assets.</td>
</tr>
<tr>
<td></td>
<td>U Assigns the unit amount that you enter for the new assets. The system creates a ratio based on the units that you enter for the new assets and the units that remain for the original asset. This ratio determines the currency amount distributed to the new and original assets.</td>
</tr>
<tr>
<td></td>
<td>% Distributes the cost and units based on the percentage amount you enter.</td>
</tr>
<tr>
<td></td>
<td>blank Distributes the cost and units based on the cost and unit amounts you enter. The system does not perform any ratios.</td>
</tr>
<tr>
<td>Item Cost</td>
<td>The original acquisition cost of an asset.</td>
</tr>
<tr>
<td>Item Quantity</td>
<td>The original number of units for an asset. If assets are purchased and accounted for in quantities (more than one), you can specify the original quantity purchased. For example, if you purchase 100 office chairs, you would set up one asset item with an original quantity of 100. Then, as you disposed of office chairs, you would adjust the current quantity to reflect the current balance. This allows you to track assets purchased in bulk quantity on one master record.</td>
</tr>
<tr>
<td>Form-specific information</td>
<td>The number of units to be split to the new item or asset. If the value in the Method field is U or blank, enter a unit amount. If the value is $ or %, leave this field blank. The system calculates the amount and percentage based on the current item quantity you enter.</td>
</tr>
<tr>
<td>Percentage of Cost</td>
<td>The percentage relationship of the cost of an asset to the total cost of the asset from which it is being split.</td>
</tr>
</tbody>
</table>

**What You Should Know About**

**Deleting or voiding asset splits**

After you accept an asset split transaction, you cannot delete the split. Create manual journal entries to move balances back to the original asset, and then populate the Date Disposed (DSP) in the Item Master (P1201) for the new asset that was created in error by the split.
Using an asset split to transfer asset costs
When you split an asset, the journal entries for the split post to the same cost and accumulated depreciation accounts as the original asset.

Splitting an asset into another existing asset number
To maintain the integrity of your fixed asset records, the system prevents an asset from being split into an existing asset number. When you split an asset, the system assigns the new asset a number from Next Numbers, or you can assign a unique asset number to the new asset.

Splitting assets after the disposal date
To maintain the integrity of your fixed asset records, the system prevents asset splits after the date you dispose of the asset. You can split an asset only before its disposal date.

Splitting assets with multiple current locations
You can perform an asset split only if the asset has a single current location.

Updating the salvage value
You must manually change an asset’s salvage value after an asset split. The salvage value remains the same for the original asset and is blank for the new assets. You can change these amounts on the Depreciation Information screen.

Fully depleting an original asset
Use the percentage method to fully deplete an original asset cost and split it into one or more new assets. When you deplete the original asset 100%, you prevent it from having any remaining balance amounts due to rounding.

Rounded amounts for posted splits
The system uses a percentage to calculate cost and accumulated depreciation for the split information that you enter on Asset Split. The system calculates this percentage regardless of the method of split that you specify. When you exit the program, the system updates asset records based on the percentage. If you review the asset split journal entries that the system creates, you might notice a rounding difference between the amounts that you entered and the amounts that post to cost and accumulated depreciation.

Secondary depreciation split
Any secondary accumulated depreciation amounts are split in proportion with the primary accumulated depreciation amounts.

Defining both the quantity and balance
You may set the Method (#MOS) in the header of the Asset Split program (P12106) to blank, which then permits you to enter data into amount, percent, and unit quantity fields. You use this method when you are splitting a balance where the percentage or unit amount is not proportionate to the amount being split (splitting $30,000 and 7 units from $60,000 and 10 units).
**AS document type and the ending balance**

The Asset Split program (P12106) must create an ending balance and a balance forward amount to use when computing depreciation. If the Balance Forward field (APYC) is not populated, the Compute Depreciation program (P12850) cannot calculate Net Book Value (NBV) correctly. In addition, monthly depreciation would be overstated in the first month of the split.

This entry has no impact on the General Ledger, as the account balance did not change. Only the detail allocation at the asset level changed as a result of the asset split. Fixed Assets integrity is not compromised, nor is the total Fixed Asset balance.

If the system-generated entries are not acceptable in your accounting process, you may create a manual journal entry with AS as the document type, and post it to the appropriate G/L period. Your manual journal entry must include cost and accumulated depreciation. Expense would remain where it was incurred. The effect of the previous steps would be an overstatement of the period accumulated depreciation for the first period of depreciation for the asset.

---

**Asset Splits and Prior-Year Entries**

When using the Asset Split program (P12106) to split an asset, entries will be created to the last day of the prior fiscal year if the asset has a balance forward. An asset will have a balance forward if it existed in the prior year or the balances were entered through the beginning balance program.

For example, on a calendar fiscal date pattern running from 01/01 through 12/31 an asset is split in fiscal year 2017 that has a beginning balance will have AS document type entries created with a 12/31/16 GL date. This will occur regardless of the period in fiscal year 2017 that the asset split occurs. These entries will only happen for those assets that existed in the prior year or were entered through beginning balances. The entries created are marked as posted in the F0911, as they are in/out to the same account resulting in no change to the balance of an account. Therefore, entries resulting from the Asset Split program do not affect Balance Sheets or Income Statements that may have already been issued for the prior year. For assets added and split in the current year, the G/L date for the period that the split takes place in, will be used.

When an asset split occurs, new asset records are created. For example, an asset is added for 2 computers in fiscal year 2016 and in fiscal year 2017 the asset is split into 2 assets: 1 computer for each asset. There are now 2 assets on the books. While the system creates a new asset master for split out computer; the computer itself is a year old. The split program will create the depreciation information for the new records using the existing methods from the original asset. The start depreciation date will remain the same as the original asset.

As the asset for the computer created from the split program is a year old, the Fixed Asset system needs to reflect this. The only way this can happen is to create the AS document records with a prior year-end G/L date of 12/31/16 so that beginning
balances get updated correctly. Beginning balances are then used by the Compute Depreciation program to accurately calculate depreciation on both assets.

The Cost Summary Inquiry form will also use the beginning balance fields to accurately show the Inception-to-Date vs. Year-to-Date balances.

If the asset split entries were created with a G/L date using the period the asset split takes place in, then the system would not calculate depreciation correctly. Here are some of the issues that would result:

- The newly split-out asset would not have beginning balance information that is needed after the 1st year of an asset's life. The asset in the above example is really in year 2 of its life. This is based on the start date, which was copied from the original asset.

- The original asset would be calculated based on its original value because the system is using the beginning balance amounts for fiscal year 2001. These amounts would be the original amounts prior to the split. The Beginning Balance amounts are used to calculate the current year depreciation amounts when you use methods I, R, and C.

If the Asset Split program were to only update the beginning balance amounts and not create a split entry, here is what would happen:

- If the annual close from the prior year were to be run again, the beginning balance amounts would be updated. The original asset would go back to the value it had prior to the split; the new asset would then become 0, with no cost or accumulated depreciation.

- Without the AS document, there is nothing to link back to the F0911. This can cause an integrity issue, especially if the Fixed Asset Repost program were to be run. (The repost program would update the original asset back to its original cost, plus there will still be cost on the newly split-out asset. This situation would result in larger balances on the Fixed Asset system compared to the General Ledger system.)

**Posting Journal Entries for Asset Splits**

When you accept the asset split transaction, the system automatically posts the asset split journal entries to the Account Balances table (F0902).

You must post the journal entries generated by the split program to the Item Balances table (F1202). The system includes a separate version of the Item Balances post program that posts journal entries with the document type AS (Asset Split).

**See Also**

- Working with DREAM Writer in the World Software Common Foundation Guide for information about running, copying, and changing a DREAM Writer version

**Processing Options**

See Asset Split (P12106).
Transferring Fixed Assets

You can use the transfer procedure to record asset transfers from one business unit or account to another. You can transfer assets based on the entire account structure (business unit, object, and subsidiary) or a portion of the account structure. For example, if you move a computer from one department to another department in your company, you use the transfer program to create the journal entries that reflect the move.

You can use the transfer program to record retroactive transfers. A retroactive transfer occurs before the current G/L date that you record as of that prior date. When you process a retroactive transfer, the depreciation expense amount for the period between the actual transfer and the processing of the transfer is also transferred to the new account as you specify in the processing options. For example, if a piece of equipment was physically transferred from one business unit to another several months prior to actually processing the transfer, you can enter the actual date of transfer and the new depreciation expense account at the same time.

When information for a large block of assets changes, you can also use the transfer program to make global changes to the information with or without transferring the assets. For example, if you change the responsible business unit for a fleet of trucks without actually moving them. You can use the transfer program to change the following asset information:

- Responsible business unit
- Work center
- Property tax entity
- Property state tax
- Tax rate/ area
- Location (if the asset has only one current location)
- Start date
- Category codes

You can use the transfer procedure to change a specific category code value for all the assets within a company or asset class without having to change each master record individually.
When you complete the asset transfer process, the program automatically creates the appropriate journal entries with a document type of Asset Transfer (AT). The program then submits the batch to post to the Item Balances table (F1202) and the Account Ledger table (F0911). When a transfer is done, the BREQ (Budget-Requested) field is updated to represent a "transfer in" and the BAPR (Budget-Approved) field is updated to represent a "transfer out" in the F1202.

You can transfer assets individually or in mass quantities. The transfer program is the same DREAM Writer for both single and mass transfers. You use processing options to indicate to the system whether you are performing a mass or single transfer.

The transfer process has two modes: preliminary and final. You should run a preliminary transfer to verify the transfer journal entries that the system creates for the transaction before you run the final transfer. The preliminary transfer does not update accounts.

After you run the preliminary transfer and correct any errors that appear on the report, you can run the final transfer. The final transfer updates the asset accounts.

**What You Should Know About**

**Preliminary asset account transfer**

A preliminary asset account transfer performs the following tasks:

- Edits the "transfer to" information that you enter in the processing options
- Prints a report that shows the journal entries that the system creates when you run the final transfer
Preliminary asset information change

A preliminary asset information change performs the following tasks:

- Edits the new item master information that you enter in the processing options
- Prints a report that shows the original item master information and the new information that the system creates when you run the final transfer

Final asset account transfer

A final asset account transfer performs the following tasks:

- Edits the "transfer to" information that you enter in the processing options
- Creates journal entries for the asset accounts that are affected by the asset transfer
- Prints a report showing the journal entries
- Updates the item master information in the Item Master table (F1201)
- Posts the journal entries to the appropriate Item Balances (F1202) ledgers, depending on the type of transfer

Final asset information change

A final asset information change performs the following tasks:

- Edits the new asset information that you enter in the processing options
- Prints a report that shows the original asset master information and the new asset information that the system creates
- Updates the asset master information records in the Item Master table (F1201)

Account locks

The transfer program respects any depreciation account locks that you specify in Fixed Asset Constants. If either the accumulated depreciation accounts or the depreciation expense accounts are locked to their respective cost accounts, the transfer program determines which depreciation accounts are locked to the new cost accounts. The transfer program adjusts the depreciation accounts accordingly.

Using *blank as a valid value

When you make global changes to asset information using the Asset Transfer program, you enter new values only in the fields for the values that you want to change. Any fields you leave blank are not affected by a change. If you want to change the value for a field to blank, you must enter "*blank" in the field.

Automatic update

When you transfer an asset in final mode, the Asset Transfer program automatically updates the records in the Item Balances table (F1202). You must then post the transfer journal entries to the general ledger. If the transfer journal entries are in error, you must correct the errors through the general ledger.

See Making Corrections to Fixed Asset Balances for more information.
<table>
<thead>
<tr>
<th>Transfering assets by subledger</th>
</tr>
</thead>
<tbody>
<tr>
<td>JD Edwards World recommends that you transfer an asset from one subledger to another only at the fiscal year end unless one of the following conditions apply:</td>
</tr>
<tr>
<td>• The asset does not have any accumulated depreciation.</td>
</tr>
<tr>
<td>• All ledgers for the asset are depreciated using the Inception to Date method of calculation.</td>
</tr>
<tr>
<td>To transfer assets from one subledger to another, you must first run a final depreciation through the fiscal year end. Run the transfer for the asset in final mode. After the transfer entries post, run the fixed asset annual close.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Transferring depreciation expense and revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>You can use the transfer program to change depreciation expense and revenue information in the asset master. The program can update this information, but it does not move the balances or create journal entries. To transfer depreciation expense and revenue, you must use journal entries.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Transferring assets for billing purposes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do not use the Mass Asset or Single Asset Transfer programs to enter asset location information for billing purposes. Use only the Location Transfer program to transfer assets with associated billing information.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Transferring an asset after the disposal date</th>
</tr>
</thead>
<tbody>
<tr>
<td>To maintain the integrity of your fixed asset records, the system prevents asset transfers after the date you dispose of the asset. You can transfer an asset only before its disposal date.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Posting transfer journal entries</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Asset Transfer program posts the journal entries for asset transfers to fixed assets Item Balances table (F1202) before posting the Account Ledger table (F0911).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mass or single asset transfer</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Single Asset Transfer and the Mass Transfer programs are identical programs. When the Single Asset Transfer is used, only the processing options are revealed. When the Mass Transfer version is used, data selection can be used. The key difference is the processing option for entering an asset number which will be used when a single asset transfer occurs. If this field is left blank, the system will assume that it is a Mass Transfer and read the data selection to determine which assets to transfer.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Depreciation expense</th>
</tr>
</thead>
<tbody>
<tr>
<td>If the transfer is performed before depreciation is calculated, the whole period’s depreciation expense will go to the new account. If depreciation is run prior to a transfer, the depreciation expense is prorated between the two accounts for that period based on the transfer date.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Depreciation expense accounts for retroactive transfers</th>
</tr>
</thead>
<tbody>
<tr>
<td>You can specify a retroactive transfer date only if the depreciation expense account changes at the same time. Any balances, positive or negative, in the old depreciation expense account between the transfer date and the G/L date are reversed out and the system creates a single journal entry to the new depreciation expense account. This includes any calculated amounts for partial periods.</td>
</tr>
</tbody>
</table>
Time limits for retroactive transfers

If you process a retroactive transfer that has a transfer date prior to the beginning of the current year, only the year-to-date amount of depreciation expense is transferred to the new depreciation expense account. Amounts prior to the beginning of the current year are not transferred. For example, if you process a retroactive transfer in February 2019 that actually took place in November 2018, only the depreciation expense for January and February 2019 will be transferred.

Category codes

You can change all the category codes in the Item Master table (F1201) through the transfer program.

G/L selections

The processing option for DREAM Writer version selection works only under the following conditions:

- You run the depreciation program in final mode.
- You have Management Approval set to No (N) on System Constants.

Voiding a transfer

Do not void a transfer. Voiding a transfer only updates the Asset Account Balances (F1202) file and not the Asset Master File (F1201). To correct a transfer, create a transfer back to the original location. The transfer program updates the F1201 and the F1202 records. After transferring records back to their origin the transfer can be regenerated using correct data. The Asset Transfer program automatically updates the records in the F1202 and the General Ledger (GL), the transfer journal entries must be posted to GL by the General Ledger Post (R09801).

Prior periods

Transfers should only be performed in the current period. Transfers run in prior periods can cause unpredictable results. When a transfer occurs in the same period in which there is an existing depreciation expense balance, the current period’s depreciation expense will be apportioned to the new account based on the transfer date.

Location start date

If you specify a new location in the Location processing option, the G/L date must be less than or equal to the system date. The asset transfer program will not permit planned (future) transfer dates. You can designate a planned transfer using the Location Transfer program (P12115).

Management approval

The system looks at the GCIARF field for management approval.

See Also


Processing Options

See Asset Transfer – Single/ Multiple (P12108).
Dispose of Fixed Assets

Disposing of Fixed Assets

You can use the disposal programs in the Fixed Assets system to record asset disposals. You can also record new asset costs for trade-in transactions.

When you dispose of an asset, you can indicate a specific method of disposal, such as scrapped, theft, or charity. The system updates the asset master record with the disposal date (unless you enter a date in the asset master record) and indicates the method of disposal in the Equipment Status field. The system also creates the journal entries for the disposal. You must post the disposal journal entries to the general ledger and fixed assets.

The disposal programs create journal entries for accounts based on the disposal account rules that you set up. These rules can be very simple or complex based on your company’s needs. These rules replace information originally contained in the FDS series of automatic accounting instructions.

If you must dispose of more than one ledger, a second currency ledger for instance, you can indicate which ledgers to include. In addition, different account information can be specified to preserve the cost and accumulated depreciation accounts and use a reserve account in their place. Different account information can also be used to comply with charitable deduction reporting requirements in some countries.

If necessary, you can dispose of a single subledger for one or more assets.

Disposing of fixed assets consists of the following tasks:

- Performing Single Asset Disposals
- Performing Mass Asset Disposals

Before You Begin

Verify that the following tasks are complete:

- Disposal account rules are set up
- Depreciation is recorded through the disposal date of the asset
- Cash receipts from disposal proceeds are posted to fixed assets
- Accounts payable vouchers for trade-ins are posted to fixed assets
# What You Should Know About Accessing accounts for disposal journal entries

When you dispose of an asset, the system must access the following accounts in order to create the appropriate journal entries:

- **Accumulated Depreciation and Cost** - You set up these accounts when you create the asset master record.

- **Net Book Value, Cash Clearing, and Cash Proceeds** - You set up these accounts when you set up the Disposal Account Rule Table. When cost and accumulated depreciation amounts are equal, the Disposal programs will not create an entry line for the Net Book Value of zero.

## Disposal account rule table

The Automatic Accounting Instructions that contained company specific disposal journal account information are replaced by a Disposal Account Rule Table. This new table enables the user to store company specific disposal account information by disposal method and by ledger type, providing additional flexibility.

## Disposal journal entries

The system creates disposal journal entries only for the Actual Amounts (AA) ledger unless you specify additional ledgers in the processing options.

## Voiding disposal entries

You can void disposal entries. Use the Single Asset Disposal program to void disposal journal entries the system creates in the Mass Disposal program.

When you void disposal journal entries, the system automatically updates the Disposal Date and Equipment Status in the Item Master table (F1201).

## Disposal date

You do not have to remove the disposal date from the asset master record before you run disposal. You can leave the disposal date blank for the disposal program and the system uses the date from the asset master. If both the asset master record and the disposal program have blank dates, the system uses the G/L date.

If you do use the disposal date in the disposal program and a date exists in the asset master record, you get a message that the date exists in the asset master. The date in the asset master record is not overwritten.

The edit of the disposal date has been changed in the disposal programs to not force the user to remove the date disposed before disposing an asset.

For assets with multiple subledgers attached, the Single Asset Disposal will prompt the user to note if the disposal date should be updated when additional costs exist.

## Secondary accumulated depreciation accounts

If you define a secondary accumulated depreciation account (from the SDA AAI) for an asset, the disposal program handles the balance for that account.
Subledgers
When disposals are run for assets with subledgers, the assets are disposed of at the subledger level. For example, when a cost account is being cleared, a credit is created in the cost account for each subledger and an offsetting debit is created in the net book value account defined in the disposal setup. This also happens for the accumulated depreciation account.

Modifying an entry
A processing option has been added to prevent the user from modifying account and amount information for a disposal journal entry.

Performing Single Asset Disposals
You can use Single Asset Disposals to dispose of assets individually. Dispose of assets individually to record the gains and losses that result from a disposal, and to record the new asset cost if there is a trade-in. You can also use Single Asset Disposals to void or delete a disposal entry for a particular asset whether it was disposed of by the Mass Disposals or Single Asset Disposals procedures.

The system creates disposal journal entries based on the disposal type that you specify when you enter disposal information. You can use Single Asset Disposals to perform four types of disposals:

<table>
<thead>
<tr>
<th>Disposal Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Simple disposal (with no</td>
<td>Use simple disposal when the disposal does not involve proceeds. For example, use this disposal type if you dispose of an asset and do not receive cash for the asset because it was destroyed, given to charity, and so on. The system uses the business unit in the Net Book Value account that you set up in the Disposal Account Rules table. If the business unit in that account rule is blank, the system uses the responsible business unit from the asset’s master record.</td>
</tr>
<tr>
<td>proceeds)</td>
<td></td>
</tr>
<tr>
<td>Disposal with cash proceeds</td>
<td>Use a disposal with cash proceeds when you receive cash for an asset. When you specify this disposal type, the system debits the Cash/Clearing account and credits the Proceeds from Sale account. If you use this disposal type, you must attach the asset item number to the cash receipt entry for the Cash/Clearing Account. The system uses the business unit from the respective disposal account rules for Net Book Value, Cash/Clearing, or Proceeds from Sale accounts. If the business unit in any of these rules is blank, the system uses the responsible business unit from the asset’s master record.</td>
</tr>
<tr>
<td>Disposal with trade-in</td>
<td>Use a disposal with trade-in when you trade an asset in for another asset and there are no cash proceeds. When you use this type of disposal, you must enter the new asset’s master information before you run the Single Asset Disposals program to dispose of the asset you trade in.</td>
</tr>
</tbody>
</table>
26B Dispose of Fixed Assets

<table>
<thead>
<tr>
<th>Disposal Type</th>
<th>Description</th>
</tr>
</thead>
</table>
| Disposal with cash proceeds and trade-in | Use a disposal with cash proceeds and trade-in when a disposal involves a combination of both cash and trade-in on an asset. Before you run the Single Asset Disposals program to dispose of the asset you traded in, you must to:  
  - Enter the master record information for the new asset.  
  - Post the accounts payable entry to the general ledger and fixed assets if you paid additional cash for the new asset.  
When you receive cash for an asset, you debit the cash account and credit the Cash/ Clearing account. Then, when you dispose of the asset using the Single Asset Disposals program, the system debits the Cash/ Clearing account and credits the Proceeds from Sale account. |

Performing single asset disposals consists of the following:
- Entering disposal information
- Reviewing and revising disposal entries
- Posting the disposal entries

To enter disposal information

On Single Asset Disposals

1. To add a new batch for the disposal journal entries, complete the following fields:
   - G/ L Date
   - Subledger/ Subledger Type
- Disposed Asset Number
- Disposal Method
- Date Disposed or Retired
- Type of Disposal
- New Asset Number if Trade In

**Note:** The batch number assigned by the system remains the same until you leave the asset disposal program. You can also include journal entries that relate to multiple asset disposals in a single batch.

2. To accept the transactions, complete the field following this message:
   - Is this Information Correct? (Y/ N)

3. If you are disposing of a single subledger, complete the field following this message:
   - Should the Date Disposed be Updated? (Y/ N)

The system clears the screen and creates the disposal journal entries.

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disposal Method</td>
<td>A user defined code (12/ ES) that identifies the equipment or disposal status of an asset, such as available, down, or disposed.</td>
</tr>
</tbody>
</table>
26B Dispose of Fixed Assets

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Type of Disposal</td>
<td>The type of disposal determines what journal entries the system creates. There are four types of disposals. Valid codes are:</td>
</tr>
<tr>
<td></td>
<td>1 Simple disposal, no trade in and no cash proceeds</td>
</tr>
<tr>
<td></td>
<td>2 Disposal with cash proceeds</td>
</tr>
<tr>
<td></td>
<td>3 Disposal with trade-in</td>
</tr>
<tr>
<td></td>
<td>4 Disposal with trade-in &amp; cash proceeds</td>
</tr>
</tbody>
</table>

Caution: If there are amounts in the Inception to Date column/ Cost and Accumulated Depreciation fields on the Cost Summary screen, the asset disposal is not complete. After you successfully complete both steps of the asset disposal process, Post to G/ L and Post G/ L Entries to Assets, there will be no amounts in the Inception to Date column/ Cost and Accumulated Depreciation fields.

What You Should Know About

Using a subledger and subledger type

If you specify a subledger and subledger type in the disposal information, the asset disposal updates only the specified subledger. You can choose whether to update the disposal date or leave it blank.

Trade-in and highlighted asset field

If the Item Number field is highlighting and the error message is 0025, Record Invalid, there is no Asset Master record set up for the new asset in the F1201 file. When you do a disposal with trade-in, you must create a master record of the new asset before you dispose of the original asset.

Disposed asset and the compute depreciation journal

When an asset is disposed, it will appear on the Depreciation Journal for tax ledgers until the end of the current fiscal year. This is done to permit accurate tax reporting. Even if no depreciation is calculated, the asset will appear on the Depreciation Journal. The asset will not appear on the Depreciation Journal for the next fiscal year once you run the Fixed Asset Annual Close.

To review and revise disposal entries

On Single Asset Disposals

1. To locate a single disposal journal entry, complete the following fields:
   - Document Number
   - G/ L Date

2. To void disposal journal entries, complete the following field:
   - Void
To post the disposal entries

You must manually post single disposal journal entries to the general ledger and fixed assets. To perform this task, run the following posts:

- Disposal Post to G/L (P09800)
- Post G/L Entries to Assets

What You Should Know About

**Posting G/L entries to assets**

The default version of the Post G/L Entries to Assets program posts all unposted fixed asset entries. To post only disposal entries, you must create your own version of the post program and attach it to the menu option.

See Also

- Setting Up Disposal Account Rules
- Posting Journal Entries to the G/L in the General Accounting I Guide
- Posting a Batch of Journal Entries to Fixed Assets (P12800)
- Working with DREAM Writer in the World Software Common Foundation Guide for information about running, copying, and changing a DREAM Writer version

Processing Options

See [Single Asset Disposal (P12105)](#).

Performing Mass Asset Disposals

Use Mass Asset Disposals to:

- Dispose of multiple assets instead of a single asset.
- Use data selections to indicate the assets that you want to dispose of.
- Post the disposal entries to the general ledger automatically. The Mass Asset Disposals program performs this post automatically unless you specify Batch Approval in your system's setup.

The system creates disposal journal entries based on the disposal type that you specify when you enter disposal information. You can use Mass Asset Disposals to perform two types of disposals:
## 26B Dispose of Fixed Assets

### Disposal Type

<table>
<thead>
<tr>
<th>Disposal Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Simple disposal (with no proceeds)</td>
<td>Use simple disposal when the disposals do not involve proceeds. For example, use this disposal type if you want to dispose of assets and do not receive cash for them because they were destroyed, given to charity, and so on. The system uses the business unit in the Net Book Value account that you set up in the Disposal Account Rule table. If the business unit in that account is blank, the system uses the responsible business unit from the asset master records.</td>
</tr>
<tr>
<td>Disposal with cash proceeds</td>
<td>Use a disposal with cash proceeds when you receive cash for disposed assets. When you specify this disposal type, the system debits the Cash/Clearing account and credits the Proceeds from Sale account. If you use this disposal type, you must attach asset numbers to the cash receipt entries for the Cash/Clearing account. The system uses the business unit from the disposal account rule for Net Book Value, Clearing, or Proceeds from Sale accounts. If the business unit in any of these rules is blank, the system uses the responsible business unit from the asset master records.</td>
</tr>
</tbody>
</table>

You can use processing options to run a preliminary or final mass disposal. The preliminary disposal does not create disposal journal entries. Run a preliminary disposal for proofing purposes before you run the final disposal.

### What You Should Know About Preliminary Disposal

The preliminary disposal performs the following tasks:

- Edits the disposal information you selected in the DREAM Writer
- Prints a report that shows the journal entries that the system will create when you run a final disposal
Final Disposal

The final disposal performs the following tasks:

- Edits the disposal information you selected in the DREAM Writer
- Creates journal entries for the accounts affected by the disposals
- Prints a report that shows the journal entries
- Updates the Date Disposed and Equipment Status fields in master records for the disposed assets
- Shows a zero cost basis for the disposed assets
- Submits the journal entries for posting to the general ledger

**Note:** If the system finds any errors during the final disposal process, it does not create journal entries for the assets in error. Instead, the system prints an error message on the final report. Correct these errors and rerun the final disposal.

Summary totals

Summary totals by ledger type and disposal account are available in the Mass Disposal program.

Performing mass disposals consists of the following tasks:

- Entering mass disposal information
- Posting journal entries for mass disposal

To enter mass disposal information

On Mass Disposals

Select a DREAM Writer version and complete the appropriate processing options on Processing Options Revisions.

**Note:** Use Data Selections to indicate what accounts you want to affect by the disposal. Company and item number are mandatory data sequence items for the mass disposal procedure.
To post journal entries for mass disposals

If your system requires batch approval, you must post the disposal journal entries manually to the general ledger before you run Post G/L Entries to Assets.

If your system does not require batch approval, it automatically performs the post to the general ledger. You must run only the Post G/L Entries to Assets to post journal entries for mass disposals to fixed assets.

What You Should Know About

G/L selections

The processing option for the G/L post submittal works only under the following conditions:

- You run the depreciation program in final mode.
- You have Management Approval set to No (N) on System Constants.

See Also

- Posting G/L Journal Entries to Fixed Assets (P12800)
- Posting Journal Entries to the G/L in the General Accounting I Guide
- Working with DREAM Writer in the World Software Common Foundations Guide for information about running, copying, and changing a DREAM Writer version

Processing Options

See Mass Disposals (P12104).

Disposing of an Asset Early

A disposition is the permanent withdrawal of property from use in a trade or business or in the production of income. A withdrawal may be made by sale, exchange, involuntary conversion, retirement, abandonment, or destruction. A disposition of property before the end of its recovery period is referred to as an early disposition.

Required Setup for Computing Depreciation

Compute Depreciation (P12850) does not require special setup because the early disposition rules have been accounted for in the P12850 program. Compute User Defined Depreciation (P12855) will require special setup to accommodate the desired depreciation results in the year of an early disposition.

Disposal year rules are designed to allow an asset to calculate depreciation to meet the requirements of a disposal year convention in the year an asset has been disposed. This type of disposal would take place during the asset’s life and not in the year the asset is placed in service, or in the final year when an asset becomes...
fully depreciated. In the first and final years of an asset’s life, the First Year Spread and Last Year Spread will override the disposal rules.

Use the Depreciation Rule Revisions program (P12851) and Depreciation Formula Revisions program (P12853) to establish a disposal year depreciation calculation setup as the 999 life-year rule. This 999 life-year rule needs to be set up and added to the applicable Depreciation Rule. These rules only apply to those depreciation methods using a compute direction of I or C. If you are using compute direction R or P, disposal year processing has already been accommodated; therefore, no 999 life-year rule is required.

The 999 life-year rule will only be observed by the Compute User Defined Depreciation program (P12855), and for those assets that have the date disposed field populated.

Performing an early disposal

The following steps are to be followed in order to take the correct amount of depreciation prior to running Single Asset Disposal (P12105) or Mass Disposals (P12104).

1. From the Asset Master Information screen (P1201), manually enter the Date Disposed for the asset which is being disposed of early. Equipment Status may also be entered at this time but is not required.

2. Run Compute Depreciation (P12850) and/or Compute User Defined Depreciation (P12855) for each ledger that is applicable to the asset. Depreciation must be run through the end of the disposal fiscal year. Refer to the section above for special setup required for Compute User Defined Depreciation (P12855).

3. After verifying the correct amount of depreciation has been taken for each ledger, Single Asset Disposal (P12105) or Mass Disposals (P12104) can now be run to dispose of the asset’s ledgers. The date disposed used in the Single Asset Disposal (P12105) or Mass Disposals (P12104) must be the same date that was entered in step 1.
7 Revaluation
Overview to Revaluation

Objectives

- To understand how revaluation is calculated
- To calculate revaluation

About Revaluation

After you set up revaluation codes and revaluation indices, you can calculate asset revaluation.

Asset revaluation consists of the following tasks:

- Understanding revaluation methods
- Calculating revaluation
About Revaluation

Revaluation is the process by which the costs of assets are restated in terms of current worth. There are a number of theories of revaluation, none of them comprehensive. Two of the more prominent theories are known as constant currency accounting and current cost accounting. Regardless of the theory employed, the basic concept behind revaluation is that of comparability. The essential question is whether, over time, you can make a meaningful comparison between financial statements when such factors as the rate of inflation and the current cost of assets are considered.

Under constant currency accounting, also known as constant purchasing power accounting, the effect of inflation is the major factor taken into consideration. Inflation trends upward, though it can vary widely from country to country, from virtually insignificant, single-digit rises to three- and even four-digit rates. Comparing costs from one year to the next in a hyperinflationary economy is meaningless unless the currency fluctuation is factored in. In some countries, you are required to adjust costs as the value of the currency changes. Even without a government mandate, you might want to revalue assets for reporting purposes.

The current cost accounting model relies primarily on the assumption that, apart from any currency changes, the price of assets can change significantly compared to the general price level. Further, that price can go up or down. Within this model, a topic of particular concern is the cost of replacing assets. One of the questions that this brings up is whether a company has sufficient insurance coverage to replace a given asset with one that is comparable.

For example, a manufacturing facility that was purchased several years ago for 1,000,000.00 could most likely not be replaced for that same 1,000,000.00 today if it burned down. While inflation might account for some of the difference, it is possible that the current cost of building supplies and labor has risen beyond the rate of inflation. Conversely, if a personal computer, originally purchased three years ago for 4,000, is stolen, it is quite possible that a comparable replacement can be found for less than that original cost, because the cost of computer-related equipment has been decreasing. If a company revalues its assets for insurance purposes, it can ensure adequate coverage when such dramatic losses occur.

The revaluation of large numbers of assets is most often accomplished through the use of indices. These indices are obtained from sources external to the company, whether from governments or other organizations. The indices can be used as multipliers or divisors. They can be expressions of change over periods as short as a single day or as long as several years. The indices can be applied to only current year balances or to prior year balances as well. The application of these indices to the proper selection of assets to revalue through a method of calculation can yield
significant results, whether your aim is to revalue for insurance purposes, to meet government reporting requirements, or to report to management for future planning.

Revaluation Indices

A revaluation index is simply a value that has been determined by an agency, governmental or private firm outside your company, which reflects a change in cost that can be applied to your assets. The change may relate to currency fluctuations or the price of certain kinds of assets in the marketplace or some combination of factors. Depending on your approach to revaluation, or government regulations concerning revaluation, you may need only a single index or you may need several tables of indices. These are entered into the system manually and then are applied to your assets in the manner that you select.

Revaluation Calculation Methods

There are two revaluation calculation methods you can choose when you run your revaluation. The two methods are:

- Revaluation Year Balances
- Inception-to-Date

While both methods revalue both your cost and your accumulated depreciation amounts, it is the way that the posted balances are handled that differentiates them.

Revaluation Year Balances

When you select Revaluation Year Balances, the system revalues the current year-to-date balance separately and then the beginning balance.

For example, the current year-to-date amounts for both primary and secondary accumulated depreciation are revalued and the adjustment amount is calculated. Then the beginning balances in both the depreciation accounts are revalued and their adjustment amounts are calculated. Then the adjustments for both the year-to-date and the beginning balances are added together and one journal entry is created for the account you have specified in the processing options. An offsetting journal entry is also created for posting to the cost offset account you set up in the FR AAIs. If you need to track both current adjustments and prior year adjustments, you must set up offset accounts for both the FR2 (current year accumulated depreciation) and FR3 (prior year accumulated depreciation) AAIs. Offsetting journal entries are then created automatically for these two offset accounts.

Revaluation for the asset cost is treated similarly except that there is only a single offset.

Inception-to-Date

When you select the Inception-to-Date calculation method, account balances for every year are revalued. For example, year-to-date activity in the asset cost account is revalued for each year and the adjustment amount is calculated for each year. The
adjustment amounts are then summed and a journal entry is created for that amount, to be posted to the account specified in the processing options. The offsetting entry is created for posting to the cost offset account you set up in the FR AAIs. Both primary and secondary accumulated depreciation are treated similarly except for the offsets. If you need to track both current adjustments and prior year adjustments, you must set up offset accounts for both the FR2 (current year accumulated depreciation) and FR3 (prior year accumulated depreciation) AAIs. Offseting journal entries are created automatically for these two offset accounts.

Revaluation by Index or Factor

For either of the two revaluation methods, you can specify whether to use the values entered in your index tables as true indices or as factors. The two approaches yield very different results and the values in your index tables would likely be quite different depending on the approach taken or mandated. For example, assume that an asset purchased in June 2018 at a cost of 25,000 must be revalued in June of 2019. Use the following index table:

<table>
<thead>
<tr>
<th>Date</th>
<th>Index</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 2018</td>
<td>137.251</td>
</tr>
<tr>
<td>July 2018</td>
<td>140.049</td>
</tr>
<tr>
<td>August 2018</td>
<td>142.370</td>
</tr>
<tr>
<td>September 2018</td>
<td>145.317</td>
</tr>
<tr>
<td>October 2018</td>
<td>145.307</td>
</tr>
<tr>
<td>November 2018</td>
<td>151.964</td>
</tr>
<tr>
<td>December 2018</td>
<td>156.915</td>
</tr>
<tr>
<td>January 2019</td>
<td>162.556</td>
</tr>
<tr>
<td>February 2019</td>
<td>166.350</td>
</tr>
<tr>
<td>March 2019</td>
<td>170.012</td>
</tr>
<tr>
<td>April 2019</td>
<td>174.012</td>
</tr>
<tr>
<td>May 2019</td>
<td>178.032</td>
</tr>
<tr>
<td>June 2019</td>
<td>180.931</td>
</tr>
</tbody>
</table>

Index Revaluation

In index revaluation, the values for June 2018 and June 2019 are combined into a fraction, using June 2018 as the denominator. This fraction is then multiplied by the original cost of the asset. The equation would look like the following:

Cost * (June 2019 value/ June 2018 value) = Revalued cost
or

\[ 25,000 \times \left( \frac{180.931}{137.251} \right) = 32,956.23 \]

**Factor Revaluation**

In factor revaluation, the values in the index table become simple multipliers. The table is viewed somewhat differently, though. The values in the table would be considered valid as of June 2019 and the revaluation factor is then derived from the acquisition date. This number is then multiplied by the original cost. The equation would look like the following:

\[ \text{Cost} \times \text{June 2018 value} = \text{Revalued cost} \]

or

\[ 25,000 \times 137.251 = 3,431,275.00 \]
Calculate Revaluation

Calculating Revaluation

| From Fixed Assets (G12), choose 27 |
| From Advanced Operations (G1231), choose Revalue Assets |
| Asset Revaluation (G1234), choose Revaluation Journal |

Use the Revaluation Journal program to revalue your assets. The program can be run in preliminary mode to view the projected revaluation amounts or in final mode to update the Item Master (F1201), Item Balance (F1202), and Journal Entries (F0911) tables with these amounts. Unless you specify otherwise, the system updates the cost, primary accumulated depreciation, and secondary accumulated depreciation accounts. You determine which assets or asset groups to revalue through data selection.

To create an unrecognized gain or loss, you can designate a subledger to post the revaluation adjustment. With this method, you can preserve your historical cost while continuing to revalue your assets.

When you select Revaluation Journal, the system displays a DREAM Writer versions list. The DREAM Writer versions list includes DEMO versions that you can run or copy and modify to suit your needs. When you run a version, the system displays Processing Options Revisions before submitting the job for processing.

What You Should Know About

**Revaluation Journal report**
The report is printed asset by asset under each account. If you revalue large numbers of assets, the report can be long. You can maintain the report as a spool file unless you are required to print a hard copy.

**Inception to date revaluation requirement**
To calculate an inception to date revaluation, Item Balance (F1202) table records must exist for every year of the life of every asset that is included in the revaluation.

**Revaluation by amount or allocation**
To revalue assets by set amounts or allocations, you must either manually create journal entries or use STAR to create them.

**Updating the Item Master table (F1201)**
Through processing options, you can limit the effect of revaluation to updating either or both the Last Year Cost and the Replacement Cost fields.

**Journal review**
Batch type AR is integrated into Journal Review, so you can drill down and view documents through the General Ledger Batch Review (P09202).
See Also

- Working with DREAM Writer in the World Software Common Foundation Guide for information about running, copying, and changing a DREAM Writer version

Processing Options

See Revaluation Journal (P12845).
8 Year-End Processes
Overview to Year-End Processes

Objectives

- To close annual account balances in preparation for the new fiscal year
- To close units of production in preparation for the new fiscal year

About Year-End Processes

The Fixed Assets system includes annual processing programs that you can run at the end of the fiscal year. Use these programs to create new records for a new fiscal year.

If your company uses depreciation method 09 to depreciate assets by units of production, you must run the Units of Production Close after you close your annual account balances. Do not run this close program unless you use method 09 to calculate depreciation.

Run year-end processing programs after you run your final depreciation for the year. You must run the annual close for current year account balances before you can run depreciation calculations for the next fiscal year.

Closing the year includes the following tasks:

- Closing annual account balances
- Closing units of production (optional)
Close Annual Account Balances

Closing Annual Account Balances

From Fixed Assets (G12), choose Year End Process
From Year End Process (G1225), choose Asset Account Balance Close

The purpose of the annual close is to create new records for your new fiscal year with a new balance forward amount. It uses the amount in the Balance Forward field from your current fiscal year F1202 record and adds to it the value for each Net Posting field. Then, it creates a new F1202 record for the new fiscal year and updates the Balance Forward field with the new amount.

When you run the close, new balance records are created in the Item Balances table (F1202) for each of the following:

- Asset
- Fiscal year
- Ledger type
- Subledger
- Account (business unit/ object/ subsidiary)

You can use Asset Account Balance Close to do the following:

<table>
<thead>
<tr>
<th>Task</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Close fixed assets</td>
<td>You can run the annual close program to close fixed assets any time, before or after you close the general ledger.</td>
</tr>
<tr>
<td>Task</td>
<td>Description</td>
</tr>
<tr>
<td>------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Rerun the annual close</td>
<td>The main reason to rerun the annual close is to update information that wasn't posted to G/L or F/A at the time the close was run initially. You can run the Asset Account Balance Close as many times as you need to. The first time that you run the annual close, the program creates Item Balances records for the next year. If you rerun the close, the program only creates records if they do not already exist in the system. If the records do exist, the program updates balance information to reflect any new information. Net posting (period) activity is not affected and as such, may require you to rerun depreciation if it has already been computed for periods in the new fiscal year. This will allow the system to correct changes for over or under depreciation. Rerunning the close does not update depreciation information. For example, after you close fixed assets, you might find that you have more transactions to enter. You can enter those transactions and run the close again. The system processes only those transactions that you enter since the previous close.</td>
</tr>
<tr>
<td>Close more than one year at a time</td>
<td>You can close a specific company, range of companies, or all companies during the same annual close. You can also close a specific ledger or any other data selection field that is in the Item Balances table.</td>
</tr>
</tbody>
</table>

The asset account balance close is separate from the general ledger annual close. When you run Asset Account Balance Close:

- The program carries forward fixed asset beginning balance records for the next year by updating the amounts in the following Item Balance fields:
  - Prior Year Net Postings
  - Prior Year End Balance
- The program creates depreciation information records for the next year. You cannot run depreciation for the next fiscal year until you run the annual close.

**Caution:** Be sure to specify a century and year when you run the Asset Account Balance Close program.

The following graphic shows how the program creates depreciation information records for the next year:
Before You Begin

- Verify that all transactions are posted to G/L and F/A for accounts shared by the two systems (including depreciation for all ledger types).
- Verify that no one accesses the fixed asset tables while you run the Asset Account Balance Close. The program is unable to close records that are locked by other system applications. Records that a user accesses elsewhere in the system are not affected by the close.
- Run all F/A integrity reports and verify that balances are correct.
- Verify all assets, which are to be retired by year-end, are disposed.

What You Should Know About

**Depreciation entries for the next fiscal year**
You must run Asset Account Balance Close for the current year before the system can generate depreciation journal entries for the next fiscal year.

**Closing assets with accounts in several companies**
If you have assets with accounts in several companies, include all appropriate accounts and companies when you make your selections. If you close only some accounts for the asset, or if you do not close all of an asset’s companies, the close information might be inaccurate.

**Running the close for a range of companies**
To include a range of companies in your annual close, ensure that they share the same fiscal year pattern.
Carrying balances forward  
To track cost and unit information for disposed assets, you can use the “Disposed Asset Begin Balance Creation” processing option to specify the ledgers in which you want to carry balances forward. If you do not want to carry balances for disposed assets forward, leave the processing option blank.

Running the Close

Only one processing option exists for the annual close which allows for assets which were disposed in the current year to have their expense and revenue balances carried forward. This feature is used sparingly by clients who have projects and/or jobs associated with these assets and track expenses and revenues that go into the next year.

The key component to running the annual close is the Data Selection field for Fiscal Year. This field must be set to match the fiscal year in your fiscal date pattern(s). Other Data Selection fields can be used to selectively close accounts. Check with your company’s general policy for grouping accounts and assets for processing. Also, make sure that tax books not only have been run, but are also closed at some point. The most common issue that occurs, aside from having unposted transactions, is when the AA ledger type is closed separately from tax books (ledger types D1- D5) and the tax books never get closed.

The program does not generate any report, and will not give any indication that it has completed. The easiest way to determine whether or not it is finished is to view the Depreciation and Accounting Values screen and see if records have been created for the new fiscal year. You will not have F1202 records for assets disposed in the previous year (the Date Disposed field will be completed in the Item Master) or for assets with zero costs. Also, tax books for disposed assets will not roll forward since AA cost is zeroed out.

Processing Options

See Item Balance Annual Close (P12825).
Close Units of Production

Closing Units of Production

From Fixed Assets (G12), choose Year End Processes
From Year End Processes (G1225), choose Units of Production Close

Use the Units of Production Close to update the schedules that you have set up for the units of production method of depreciation (method 09). When you run the units of production close, the system makes the following adjustments:

- Rolls the year-to-date production amount into the Prior Year’s Production field
- Clears the prior year’s production amount
- Rolls the current year revisions amount into the Prior Year’s Revisions field
- Clears the prior year’s revisions amount

When you select Units of Production Close, the system submits the job to batch.

Note: Run the Units of Production Close program only if your organization uses units of production to compute depreciation.

Before You Begin

- Verify that your current year revisions and year-to-date production amounts are accurate.
- Run the final depreciation for the year.
- Run the Asset Account Balance Close program for fixed assets.
9 Fixed Assets Reports
Overview to Fixed Asset Reports

Objectives

- To identify the reports available in the Fixed Assets system
- To use reports for controlling and reporting fixed assets

About Fixed Asset Reports

Print and review fixed asset reports to access the information to manage your company’s fixed assets.

Printing fixed asset reports consists of the following tasks:

- Printing asset information reports
- Printing depreciation reports
- Running integrity reports
- Printing quarterly and year-to-date reports

See Also

- Work with DREAM Writer in the World Software Common Foundation Guide for information about running, copying, and changing DREAM Writer versions
Print Asset Information Reports

Printing Asset Information Reports

You can print asset information reports at any time with the report versions included in the Fixed Assets system. Use asset information reports to verify the fixed asset information that the system stores in the Item Master table (F1201).

Printing asset information reports consists of the following tasks:

- Printing the Master List Report
- Printing the Assets by Finance Method Report
- Printing the Transaction Ledger Report
- Printing the Asset Cost Analysis Report

Printing the Master List Report

You can print the Master List report to see a printed version of the information that you enter on Master Information when you create asset master records. For each asset that you specify, the report lists the following information:

- First three category codes
- Parent
- Item, unit, and serial numbers
- Responsible business unit
- Date acquired
- Property tax information
Printing the Assets by Finance Method Report

You can print the Assets by Finance Method report to see a printed version of the information that you enter for assets on the Financing Information screen. The report includes the following information:

- Asset and parent number
- Description
- Lessor, renter, or mortgagee
- Monthly amount owed

Processing Options

See [Item by Finance Method (P12421)].
Printing the Transaction Ledger Report

You can print the Transaction Ledger report to review all the transactions for an asset. The report prints the transactions by company and in the order that they occurred. You can view the asset number, the affected account, a brief explanation, the G/L date, a currency and unit amount, and so on, for each transaction. The report shows currency and unit totals for each company.

The transactions that print on the Transaction Ledger report come from the Account Ledger table (F0911), which stores journal entry audit trails. Unless you specify otherwise, the report includes all asset transactions that have accumulated in the Account Ledger since the ledger was last summarized.

You can run two versions of this report:

- Posted – Prints asset transactions that are posted to fixed assets and the general ledger.
- Unposted – Prints asset transactions that are not posted to fixed assets. The transactions are not necessarily posted to the general ledger.

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Subledger/Type</th>
<th>Account Description</th>
<th>Explanation</th>
<th>Do ty</th>
<th>G/L Account</th>
<th>Amount</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>1300</td>
<td>YARD.8421</td>
<td>Backhoe, Caterpillar</td>
<td>Ownership Portion</td>
<td>1</td>
<td>426 T5</td>
<td>40.00</td>
<td>8.00</td>
</tr>
<tr>
<td>1329</td>
<td>YARD.8421</td>
<td>Truck, Pickup, Ford</td>
<td>Ownership Portion</td>
<td>1</td>
<td>426 T5</td>
<td>6.00</td>
<td>8.00</td>
</tr>
<tr>
<td>1388</td>
<td>YARD.8421</td>
<td>Scraper, Auger, CAT</td>
<td>Ownership Portion</td>
<td>1</td>
<td>651E T5</td>
<td>80.00</td>
<td>8.00</td>
</tr>
<tr>
<td>2049</td>
<td>YARD.8421</td>
<td>Truck, Pickup, Ford</td>
<td>Ownership Portion</td>
<td>1</td>
<td>651E T5</td>
<td>6.00</td>
<td>8.00</td>
</tr>
<tr>
<td>1300</td>
<td>YARD.8422</td>
<td>Backhoe, Caterpillar</td>
<td>Operating Portion</td>
<td>1</td>
<td>426 T5</td>
<td>80.00</td>
<td></td>
</tr>
</tbody>
</table>

Processing Options

See Fixed Asset Ledger - Posted (P12420).

Printing the Asset Cost Analysis Report

You can print the Cost Analysis report to review the various costs that are associated with an asset. Use the Cost Analysis report to measure the operating efficiency and effectiveness of assets, such as equipment. You can analyze these amounts in month-to-date, year-to-date, or inception-to-date increments. The Cost Analysis report includes asset information, such as:

- Net book value
- Revenue earned
- Ownership costs
- Disposals

Two columns on the report require further explanation:

<table>
<thead>
<tr>
<th>Column</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Month-to-date (MTD)</td>
<td>The amount, in currency or units, charged to the asset in the month you designate in the Through Date/Period for the report.</td>
</tr>
<tr>
<td>Amount/Hour MTD</td>
<td>The amount in hours charged to the asset in the month you designate in the Through Date/Period for the report.</td>
</tr>
</tbody>
</table>
## Cost Analysis Report

### Equipment Cost Detail

**Item**: 1001 AA9 Motor Grader  
**Description**: Ripper, Power Assist, Push Block, Scarifier, Enclosure C  
**Sub Ledger T Account Number**: 50.2030, 50.2130  
**Cost Account**: Heavy Equipment  
**Net Book Value**: 57,443.21  
**Hours or Miles**: 4.00  
**Amount**: 14,360.80  
**Amount/Hour**: 1,436.09

### Ownership Portion

**YARD.8411**:  
**Net Book Value**: 37,338.07  
**Ownership Portion**: 200.00  
**Revenue Earned**: 550.00  
**Operation Portion**: 140.00  
**Maintenance Portion**: 190.00  
**Other Portion**: 20.00  
**Depreciation**: 5,744.34  
**Revenue Earned**: 550.00

### Operating Portion

**YARD.8412**:  
**Net Book Value**: 8,925.45  
**Operating Portion**: 140.00  
**Maintenance Portion**: 190.00  
**Other Portion**: 20.00  
**Fog**: 49.25  
**Tires**: 8,925.45  
**Operation Costs**: 8,974.70  
**Maintenance Costs**: 12.96  
**Drivers/Differentials**: 321.33  
**Labor**: 150.96  
**Total**: 51,992.36  
**A Model Construction Mgmt Co**: 51,992.36

### Maintenance Costs

**Net Book Value**: 121.31  
**Operation Costs**: 2,243.67  
**Maintenance Costs**: 485.25  
**Total**: 51,992.36  
**A Model Construction Mgmt Co**: 51,992.36

---

*Fixed Assets Guide (Revised - January 15, 2007)*
Generate STAR Reports

Generating STAR Reports

If you need to access fixed asset information from your system that is not included in the predefined DREAM Writer reports provided in the Fixed Assets system, you can use the Spreadsheet Tool For Asset Reporting (STAR). STAR is similar in setup to DREAM Writer. Use STAR when you need more flexibility in specifying the format of a fixed asset report.

When you generate STAR reports, you can specify any of the following:

- Data fields and specific selections that you want to include in the report from the Item Master and Item Balances tables
- The sequence of the data on the report
- The location of totals on the report
- Column headings
- Size of columns
- Sequence of columns

STAR reports on data from only the Item Master (F1201) and Item Balances (F1202) tables. You can use STAR to create reports that show balances or activity for fixed assets, or that print only the data that meets your specified tolerance limit. For example, you can create a report that lists only assets that have a depreciation expense greater than 1,000 dollars. In addition to the numerous user defined reports that you can create, STAR includes several other fixed asset reports, such as the Additions and Retirements Report and the Disposal Analysis Report.

This section contains the following:

- Generating STAR Reports
- Printing Supplemental Data Reports

See Also

- The STAR Guide for more information about using STAR

Printing Supplemental Data Reports

From Fixed Assets (G12), choose Fixed Asset Master Information. From Fixed Asset Master Information (G1211), choose an option under Supplemental Data or Specification Data.
You can print supplemental data reports to review the additional information that you have recorded in the system for your assets. Printing supplemental data reports consists of the following tasks:

- Printing the Data by Item report
- Printing the Data by Data Type report
- Printing the Specification Data report

What You Should Know About

Processing time

The processing time for supplemental data reports depends on the amount of history that you retain in the fixed asset tables.

Printing the Data by Item Report

The Data by Item Supplemental Data report lists the supplemental information that you assigned to individual assets. Print this report to review the asset information that the system stores in the Supplemental Data tables (F12090, F12092, F12093) and the Item Master table (F1201).

| Item Number | 1300 | Backhoe, Caterpillar 426 |
| Parent Number | 1300 |
| Company Number | 50 | A Model Construction Mgmt Co |
| Location | 5003 Airport Access Road |
| Effective Capacity | 
| Fuel Capacity From Through | Gallons |
| FU | 10/15/16 | 28.00 |
| GL | 10/15/16 | engine oil 2.20 |
| Oil Reserve Capacity | 
| Tickler Date Address Number | 
| Address Number | 
| Oil usage is variable based on load. Check oil levels in accordance to maintenance schedule. |
| Total | 30.20 |

Processing Options

See [Fixed Assets Supplemental Data (P12400)](#).

Printing the Data by Data Type Report

The Data by Data Type Supplemental Data report lists supplemental data information by data type. Print this report to review the address book supplemental data information for assets by data type.
## Capacity

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Name</th>
<th>Effective Date</th>
<th>From</th>
<th>Through</th>
<th>Gallons</th>
</tr>
</thead>
<tbody>
<tr>
<td>1001</td>
<td>AA9 Motor Grader</td>
<td>10/15/16</td>
<td>100.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1300</td>
<td>Backhoe, Caterpillar 426</td>
<td>10/15/16</td>
<td>28.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total for: Fuel Capacity 128.00

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Name</th>
<th>Effective Date</th>
<th>From</th>
<th>Through</th>
<th>Gallons</th>
</tr>
</thead>
<tbody>
<tr>
<td>1001</td>
<td>AA9 Motor Grader</td>
<td>10/15/16</td>
<td>7.25</td>
<td>Engine oil</td>
<td></td>
</tr>
<tr>
<td>1300</td>
<td>Backhoe, Caterpillar 426</td>
<td>10/15/16</td>
<td>2.20</td>
<td>engine oil</td>
<td></td>
</tr>
</tbody>
</table>

The oil usage is variable based on amount of loads being moved. Check oil levels on a regular basis.

The oil usage is variable based on load. Check oil levels in accordance to maintenance schedule.

Total for: Oil Reserve Capacity 9.45

Total for: Capacity 137.45

## Processing Options

See [All Item Numbers by Data Type (P12440)](#).

## Printing the Specification Data Report

Print the Specification Data report to review specification data for a piece of equipment. You can print the report as a blank template for someone to complete at the equipment location, or as a report with complete data.
<table>
<thead>
<tr>
<th>Item Number</th>
<th>Motor, 500hp GE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Page No.</td>
<td>01</td>
</tr>
<tr>
<td>Unit Number</td>
<td>01.151</td>
</tr>
<tr>
<td>Description</td>
<td>EXHAUST FAN MOTOR</td>
</tr>
<tr>
<td>Horsepower</td>
<td>500.00</td>
</tr>
<tr>
<td>Phase</td>
<td>3</td>
</tr>
<tr>
<td>Voltage</td>
<td></td>
</tr>
<tr>
<td>RPM</td>
<td>1800</td>
</tr>
<tr>
<td>Enclosure</td>
<td>EXPLOSION</td>
</tr>
<tr>
<td>Frame</td>
<td>509LL</td>
</tr>
<tr>
<td>Frequency (HZ)</td>
<td>60</td>
</tr>
<tr>
<td>Type</td>
<td>K</td>
</tr>
<tr>
<td>NEMA Design</td>
<td>B</td>
</tr>
<tr>
<td>Manufacturer</td>
<td>GE General Electric</td>
</tr>
<tr>
<td>Model</td>
<td>5K509RN204AE</td>
</tr>
<tr>
<td>Serial Number</td>
<td>5K509RN204</td>
</tr>
<tr>
<td>Manager</td>
<td>O'Malley, James P.</td>
</tr>
<tr>
<td>Work Order</td>
<td>8414</td>
</tr>
</tbody>
</table>

### Processing Options

See [Specification Data Report (P12416)].

See [STAR Specifications Report (P126000A)].

See [Equipment Cost Analysis (P12424)].
Print Depreciation Reports

Printing Depreciation Reports

The Fixed Assets system includes depreciation reports that you can use to review selected depreciation information.

Printing depreciation reports consists of the following tasks:

- Printing the Depreciation Schedule
- Printing Depreciation Projection Reports

Printing the Depreciation Schedule

From Fixed Assets (G12), choose Cost Information and Reports.
From Cost Information and Reports (G1213), choose Depreciation Schedule.

You can print the Depreciation Schedule report to review a list of assets and their corresponding depreciation expense and net book value amounts for each ledger. You can specify the sequence of this report by depreciation expense account or by accumulated depreciation account as of any date.

The Depreciation Schedule report shows the balances in the Item Balances table (F1202) without computing depreciation.

You can also use the Depreciation Schedule report after you enter the beginning balances for assets during the conversion process to the Fixed Assets system. You can use this report as a tool to review your entries and help you reconcile differences between the Item Balances table (F1202) and the Account Balances table (F0902).

The Depreciation Schedule report includes the following information:

- Cost – The original acquisition cost of the asset.
- Accumulated depreciation – The accumulated depreciation amount of the asset. This is a cumulative amount that is calculated according to the depreciation method that you specify for the asset.
- Depreciation expense year-to-date – The amount of depreciation charged to the asset thus far this year.
- Depreciation expense current – The amount of depreciation charged to the asset since the last final depreciation. This amount is based on the date that you specify for the report.
- Net book value – The difference between the asset’s cost and its accumulated depreciation.
- Remaining (Rem) life – The periods remaining until the asset is fully depreciated. If the disposal date of the asset is prior to the date the asset will be fully depreciated, the system uses the month and year to determine the remaining periods that print on the report.
## Depreciation Schedule - Cost and Accumulated Depreciation By Ledger Type

### Costs by Ledger Type

<table>
<thead>
<tr>
<th>Item No.</th>
<th>Description</th>
<th>Start Date</th>
<th>Ser. No.</th>
<th>Life</th>
<th>MT</th>
<th>C Months</th>
<th>Cost</th>
<th>Depreciation Expense</th>
<th>Accumulated Depreciation</th>
<th>Net Book Value</th>
<th>Salvage Value</th>
<th>Meth</th>
<th>Sch No.</th>
<th>Ledger/Ty</th>
</tr>
</thead>
<tbody>
<tr>
<td>1035</td>
<td>Executive Desks</td>
<td>10/15/16</td>
<td>AA</td>
<td>01</td>
<td>01</td>
<td>0</td>
<td>9,617.47</td>
<td>3,366.11</td>
<td>961.74</td>
<td>961.74</td>
<td>6,251.36</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1035</td>
<td>YARD.8320.</td>
<td>10/15/16</td>
<td>D1</td>
<td>12</td>
<td>Y</td>
<td>84</td>
<td>9,617.47</td>
<td>4,570.73</td>
<td>841.08</td>
<td>841.08</td>
<td>5,046.74</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1018</td>
<td>Ace Truck, 3/4 Ton Panel</td>
<td>06/15/18</td>
<td>AA</td>
<td>01</td>
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<th>Salvage Value</th>
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**Company Total**: 325,530.31

**Grand Total**: 325,530.31
Print Depreciation Projection Reports

Printing Depreciation Projection Reports

| From Fixed Assets (G12), choose Year End Processes | From Year End Processes (G1225), choose Depreciation Projections |

You can print the Depreciation Projections report to see a list of annual depreciation amounts for an asset. Use the Depreciation Projections report to:

- Compare two depreciation ledgers. For example, you can compare the book and tax ledgers to determine the tax deferral that arises when you compute depreciation using one method for tax purposes and another method for your general ledger.
- View the depreciation projections for one ledger.
- Forecast annual depreciation amounts for up to 41 years. You can forecast for existing assets that have cost in the current year and a depreciation start date in the current or prior year.

The Depreciation Projections report is based on the cost that exists in the beginning fiscal year you enter for the report. The report does not include future costs.

You can select the level of detail that you want to print on the Depreciation Projections report. Each level of detail that you select shows the depreciation expense by year for a specific ledger type. You can also use the level of detail to see the difference in annual depreciation when you compare two ledger types. The report includes the following levels of detail:

- Summary by company
- Summary by depreciation expense account and company
- Detail by asset and summary by depreciation expense account and company

The report includes the following information:

- Cost – The original acquisition cost of the asset.
- Fiscal year (Fs Yr) – The fiscal year associated with the information that appears on this line of the report.
- Depreciation for actual amounts (Depreciation AA) – The depreciation expense amount for ledger type AA.
- Depreciation for DI (Depreciation DI) – The accumulated depreciation amount for a user defined ledger type, such as D1.
- Book/Tax difference – The difference between the depreciation expense amounts in the two ledgers. For example, the difference between the book ledger (AA) and a tax ledger (D1).

### What You Should Know About

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<th>You must select the current or prior fiscal year. The fiscal year that you select to begin your depreciation projections must be a year for which your assets have records in the Item Balances table (F1202).</th>
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<td>The projections report does not include assets that you have fully depreciated or disposed of.</td>
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### Depreciation Projections Report

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**Notes:**
- The report details depreciation projections for various assets.
- Each entry includes the item number, description, cost, salvage, and depreciation details.
- The depreciation is calculated over a specified period (Mons Yr).
- Differences and types are also noted.
Processing Options

See Depreciation Projections (P12860).
See Depreciation Schedule (P12411).
Run Integrity Reports

Running Integrity Reports

Run integrity test programs to supplement your internal balancing procedures by locating potential balancing problems and data inconsistencies. Integrity test programs generate reports to help ensure that your systems remain in balance. For example, the fixed asset Item Balances (F1202) might be out of balances with the general ledger under the following circumstances:

- Journal entries are posted to the general ledger but not to fixed assets (or vice versa).
- You made changes to the fixed asset (FX) range of accounts in the automatic accounting instructions (AAIs) and did not include an account which might have been previously included in the FX range, or vice versa.
- You made changes to the general ledger account numbers and have not run the Update Company Number, Business Unit/ Object/ Subsidiary program.
- Asset account records have been purged from Account Balances (F0902), but not from fixed asset Item Balances (F1202), or vice versa.

Running integrity reports consists of the following tasks:

- Printing the Fixed Assets to G/L Integrity report
- Printing the Unposted to Fixed Asset Transactions report
- Printing the Fixed Asset Transaction report
- Printing the G/L to Fixed Assets Integrity report

When to Run Integrity Reports

You can use integrity reports to identify and correct balance errors immediately. JD Edwards World recommends that you run integrity reports at least once a week during the conversion process at new installation sites or during a learning period for new users. All other users should run integrity reports on a monthly basis, at a minimum.

Before You Begin

- Post all fixed asset transaction batches. The system performs integrity tests only on posted records.
### Printing the Fixed Assets to G/L Integrity Report

You can use the Fixed Assets to G/L Integrity report to compare account records in the fixed asset balance table to the records in the general ledger balance table. The system prints any records that are not in balance on the report.

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</tr>
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<td>287.25</td>
<td>0.00</td>
</tr>
<tr>
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</tr>
<tr>
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<td>0.00</td>
</tr>
<tr>
<td>YARD.8486.140</td>
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<td>36.00</td>
<td>0.00</td>
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</tr>
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<td>1897.50</td>
<td>0.00</td>
</tr>
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</table>

**Processing Options**

See [F/A to G/L Integrity (P127011)](#).

**Printing Unposted Fixed Asset Transactions**

Differences between the F0902 file balances and the F1202 file balances are often caused by transactions that have been posted to the general ledger and have not been posted to fixed assets. The Unposted to F/A Transaction integrity (P12301) is used to identify these transactions.

1. There is one processing option for this report that determines how the asset number will print.
2. Use data selection to limit the scope of the report.

3. This report shows individual journal entry transactions that have been posted to the account balances file (F0902) and not posted to fixed assets item balances file (F1202). This report uses the FX range of AAIs to determine which transactions are available to post to fixed assets.

4. The Hold Code (GLALT3) will print on this report. Use this code to scan the report to find any transactions that are on hold, which can cause the report to show an out of balance condition.

Print the Unposted Fixed Asset Transactions report to review the transaction ledger table. Any fixed asset transactions that are within the FX range in the AAIs and are posted to the general ledger, but not to fixed assets, appear on this integrity report.

<table>
<thead>
<tr>
<th>Do Document</th>
<th>G/L Account</th>
<th>Description</th>
<th>Item Line</th>
<th>Ty Number</th>
<th>Date</th>
<th>Amount</th>
<th>Units</th>
<th>Description/Explanation</th>
<th>Number</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>BE 1635</td>
<td>06/15/17</td>
<td>Computer</td>
<td>AA</td>
<td>50.2070</td>
<td></td>
<td>17.50</td>
<td></td>
<td>* No Item Master Rec</td>
<td>1.0</td>
<td>A&amp;B Electric Motor</td>
</tr>
<tr>
<td>PV 538</td>
<td>06/15/17</td>
<td>Tires</td>
<td>AA</td>
<td>50.8452</td>
<td></td>
<td>8,825.64</td>
<td>6.0</td>
<td>* No Item Master Rec</td>
<td>13.0</td>
<td>Tenco Tractor, Inc</td>
</tr>
<tr>
<td>PV 568</td>
<td>06/15/17</td>
<td>Safety Equipment</td>
<td>AA</td>
<td>50.8484</td>
<td>4,000.00</td>
<td></td>
<td></td>
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<td></td>
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</tr>
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<td>06/15/17</td>
<td>Computer</td>
<td>AA</td>
<td>50.2070</td>
<td></td>
<td>17.50</td>
<td></td>
<td>* No Item Master Rec</td>
<td>14.1</td>
<td>Tenco Tractor, Inc</td>
</tr>
<tr>
<td>00001901 W</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>A Model Construction Mgmt Co</td>
<td>2.0</td>
<td></td>
</tr>
</tbody>
</table>

Processing Options

See Unposted F/A Transactions (P12301).

Printing the Fixed Asset Transaction Report

Print the Fixed Asset Transaction report to review all the transactions in the Account Ledger table (F0911) for a specific account during the current fiscal year. The current fiscal year is based on the company associated with a particular account. Use this transaction report to identify problems and discrepancies between the Item Balances table (F1202) and the Account Balances table (F0902). The information on this report will show the exact status of each journal entry according to the F0911 values held in the G/L post code field (GLPOST) and the Fixed Assets post code field (GLBRE). Differences between these two fields will point you to an explanation for an integrity issue here and on the Fixed Assets to G/L integrity report.

The Fixed Asset Transaction report includes only those transactions that you have posted to the general ledger or fixed assets. The report lists the following totals for each account:

- Total of all transactions
- Total of all transactions posted to the general ledger and posted to fixed assets
- Total of all transactions posted to the general ledger and unable to post to fixed assets
• Total of all transactions posted to the general ledger and not yet posted to fixed assets
• Total of all transactions not posted to the general ledger, but posted to fixed assets
• Total of all transactions not posted to the general ledger and unable to post to fixed assets

**Note:** The Fixed Asset Transaction report prints one line per Account Ledger record. Use data selections to print only the transactions that you need to review for specific accounts and to keep the size of the report manageable.

The Fixed Asset Transaction report includes the following information:

• General ledger posted code (G/ L P C) – A code that indicates whether a transaction has been posted to the general ledger.
• Fixed asset pass code (F/ A P C) – A code that indicates whether a transaction has been posted to fixed assets.

The totals of the transactions that were passed on (have a post code of P in the GLBRE field) or have a Hold code in the alternate post code 3 (GLALT3) field appear in the Not Posted to G/ L and Unable to Post to F/ A columns, respectively. Those transactions would not appear on other reports.

**Before You Begin**

• Post any transactions to the general ledger that have not yet been posted.
• Post any transactions to fixed assets that have not yet been posted.

**What You Should Know About**

**Beginning balances**

The Fixed Asset Transaction report includes only Account Ledger transactions that you have posted to the general ledger or fixed assets. The report does not include fixed asset balances that you entered through Beginning Balances Setup if you did not specify supporting transactions.

**Summarized depreciation transactions**

The Fixed Asset Transaction report does not include summarized depreciation transactions. You can specify summarized transactions when you run the final depreciation for your assets.
F/A Pass Code of P

The system does not post transactions with an F/A Pass Code of P to fixed assets. A transaction can have a F/A Pass code of P for the following reasons:

- The transaction has an account number that is not included in the FX range of AAIs. The Identify New Entries program assigns P only to transactions that do not fall within the FX range of the AAIs.
- You changed the pass code manually to P on Revise Unposted Entries so that the transaction would not post to the Item Balances table (F1202).

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Document Number</th>
<th>G/L Date</th>
<th>Asset Number</th>
<th>P</th>
<th>C</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>50.2070</td>
<td>538 PV 06/15/17</td>
<td>00001006</td>
<td>P</td>
<td>60.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>50.2070</td>
<td>538 PV 06/15/17</td>
<td>00001006</td>
<td>P</td>
<td>60.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>50.2070</td>
<td>538 PV 06/15/17</td>
<td>00001006</td>
<td>P</td>
<td>1,042.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>50.2070</td>
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<td>P</td>
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<td></td>
<td></td>
</tr>
<tr>
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<td>538 PV 06/15/17</td>
<td>P</td>
<td>17.50</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>50.2070</td>
<td>538 PV 06/15/17</td>
<td>00001006</td>
<td>P</td>
<td>60.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>50.2070</td>
<td>538 PV 06/15/17</td>
<td>P</td>
<td>16.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>50.2070</td>
<td>1635 BE 06/15/17</td>
<td>P</td>
<td>17.50</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Printing the G/L to Fixed Assets Integrity Report

You can use the G/L to Fixed Assets Integrity report to compare account records in the general ledger balance table to the records in the fixed assets balance table. You use this report to find transactions that have been posted to the general ledger but have not been posted to the fixed assets system. It is a detail report that uses the FX Automatic Accounting Instruction (AAI) range of accounts to compare the Account Balances table (F0902) to the Asset Account Balances table (F1202) and then reconciles the differences through the Account Ledger table (F0911). When the system finds accounts that are out of balance between the Account Balances (F0902) and Asset Account Balances (F1202), the program accesses the Account Ledger (F0911) detail to determine what each transaction would look like if it was posted to Fixed Assets. Based on the Account Ledger G/L Post Code (GLPOST) and Passed Code (GLALT3) values, the system prints on the report (R127013) which side of the transaction, General Ledger or Fixed Assets, is not posted. This report shows balances "As Of" the date the report is run. It shows all posted journal entry transactions.

This is the most powerful of the integrity reports. It uses the entire range of accounts defined in the FX AAIs to compare the General Ledger Balance table (F0902) to the Fixed Asset Balance table (F1202). Through processing options, you can choose to print transaction detail for exception transactions only.

The system also reconciles any out of balance accounts on a transaction-by-transaction basis. When the system locates an out of balance account, it determines the difference between the balances and then processes each general ledger detail...
transaction as if it had been posted to Fixed Assets. A new difference is calculated for each detail transaction, attempting to reduce the difference to zero. The posting codes for each line also prints and allow you to determine exactly which transactions are causing the problem. If there is an out of balance condition shown on the report, use the integrity reports as your tools to resolve the issue.

To identify the exception transactions, the system compares the G/L Post Code with the Batch Rear End Code for each detail transaction from the General Ledger Transaction table (F0911). The following table shows the comparison and result:

<table>
<thead>
<tr>
<th>G/L Post Code</th>
<th>Batch Rear End Code</th>
<th>Exception Identification</th>
</tr>
</thead>
<tbody>
<tr>
<td>P</td>
<td>*</td>
<td>OK</td>
</tr>
<tr>
<td>P</td>
<td>P</td>
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<tr>
<td>P</td>
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<td>Exception</td>
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<td>blank</td>
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<td>Exception**</td>
</tr>
<tr>
<td>blank</td>
<td>blank</td>
<td>Exception**</td>
</tr>
</tbody>
</table>

** These do not cause an imbalance between the General Ledger Balance (F0902) and the Fixed Asset Balance (F1202) tables. However, the month-end balances might not be accurate without these postings.

**Note:** If a batch ends in error for any reason the Account Ledger (F0911) G/L Post Code and Passed Codes can be erroneously updated, thus care should be taken when reconciling entries.

As with all of the JD Edwards World integrity reports, this report should be run on a regular basis.

What You Should Know About

**Multi-currency environments**

You can choose to run this report over your ledgers that reflect alternate currencies.
<table>
<thead>
<tr>
<th>Account Number/Asset ID</th>
<th>Description</th>
<th>General Ledger</th>
<th>Fixed Assets</th>
<th>Difference</th>
<th>Code</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
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<tr>
<td>1601.2030</td>
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<td>120.00</td>
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<td>120.00</td>
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<td></td>
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<tr>
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<td></td>
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</tr>
<tr>
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<tr>
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<td>350 PV 02/20/17</td>
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<tr>
<td>351 PV 02/20/17</td>
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<td>100.00</td>
<td></td>
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</tr>
<tr>
<td>352 PV 02/20/17</td>
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<td>100.00</td>
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<td>Unposted G/L-F/A</td>
</tr>
<tr>
<td>353 PV 02/20/17</td>
<td></td>
<td>100.00</td>
<td>100.00</td>
<td></td>
<td>N</td>
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</tr>
<tr>
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<td>100.00</td>
<td></td>
<td>N</td>
<td>Unposted G/L-F/A</td>
</tr>
<tr>
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<td>100.00</td>
<td>100.00</td>
<td></td>
<td>N</td>
<td>Unposted G/L-F/A</td>
</tr>
<tr>
<td>356 PV 02/20/17</td>
<td></td>
<td>100.00</td>
<td>100.00</td>
<td></td>
<td>N</td>
<td>Unposted G/L-F/A</td>
</tr>
<tr>
<td>357 PV 02/20/17</td>
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<td>100.00</td>
<td>100.00</td>
<td></td>
<td>N</td>
<td>Unposted G/L-F/A</td>
</tr>
<tr>
<td>358 PV 02/20/17</td>
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<td>100.00</td>
<td></td>
<td>N</td>
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</tr>
<tr>
<td>359 PV 02/20/17</td>
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<td>100.00</td>
<td>100.00</td>
<td></td>
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<td>Unposted G/L-F/A</td>
</tr>
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<td>Totals</td>
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<td>120.00</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Processing Options

See G/L to F/A Balance Integrity Report (P127013).

Resolving Differences

Typical reasons for differences between General Ledger and Fixed Assets are:

- Entries are posted to Fixed Assets and not the General Ledger or vice versa. Post all entries.
- Changes to the FX AAI ranges were made after posting. All Fixed Assets accounts must be specified within the FX ranges of accounts.
- Changes were made to the Account Master (F0901). Run the Update Co#, BU/Obj/Sub - F1202 (R12802) global update.
- Records have been purged from either the Account Balances (F0902) or Asset Account Balances (F1202), but not both. The same records must be purged from both tables.

Common Points among All Reports

The following are common among all Fixed Asset integrity reports:

- The main cause for differences is that something is not posted;
- Other reasons for differences between G/L and Fixed Assets are:
  - Changes were made to the FX AAI ranges;
  - Changes were made to G/L account numbers and the Update Co#, BU/Obj/Sub - F1202 global update (P12802) has not been run; or
  - Records were purged in the F0902 file but not in the F1202, or vice versa.

As with any of the integrity reports, all of these reports should be run on a periodic basis.

Except for the Fixed Assets Transaction Report (P127012), these reports submit automatically from the menu. To use data selection or data sequencing, set up different versions of the report. Put those new versions on the menu so they can be called without submitting automatically.

What You Should Know About

Subledgers

Fixed Asset integrity reports are not intended to show detail on a subledger basis. The reports are designed to display information at the account level, not at the subledger level. User defined reports as well as screens allow a review of the detail information at the subledger level.
Print Quarterly and Year-to-Date Reports

Printing Quarterly and Year-to-Date Reports

The Fixed Assets system includes quarterly and year-to-date reports that you can print to review selected fixed asset information.

Printing quarterly and year-to-date reports consists of the following tasks:
- Printing the Fixed Asset Item Reconciliation report
- Printing the Fixed Asset Account Reconciliation report
- Printing the Fixed Asset Retirements report
- Printing the Sale of Business Property report
- Printing the Depreciation and Amortization report
- Printing the Depreciation Expense report
- Printing the Property Tax Worksheet

Printing the Fixed Asset Item Reconciliation Report

You can run the Fixed Asset Item Reconciliation report to help you reconcile a specific asset or all assets for a company. Run this report by asset to review the account activity for an asset’s cost and accumulated depreciation. You can use the report to reconcile activity for a particular quarter or the entire fiscal year.

What You Should Know About

Beginning balance

The beginning balance for the asset cost, accumulated depreciation, and net book value of an asset. The beginning balance for the asset cost and accumulated depreciation amounts are as of the end of the period prior to the quarter or the year you request for the report. The beginning balance for the net book value equals the asset cost beginning balance less the accumulated depreciation beginning balance.
### Ending balance
The ending balance for the asset cost, accumulated depreciation, and net book value of an asset. The ending balance for the asset cost and accumulated depreciation amounts equals the beginning balances plus any additions and transfers in, less any transfers out and disposals. The ending balance for the net book value is the difference between the ending balances for the asset cost and accumulated depreciation.

### Quarterly reports
You can print quarterly reports only for the Actual Amounts (AA) ledger type. Other ledgers do not necessarily have the transaction detail that is needed to determine the disposal, transfer in, and transfer out amounts on a quarterly basis.

### Asset disposals
You do not see an amount in the Year-to-Date Disposals field for a non-AA ledger type.
### Fixed Asset Item Reconciliation Report

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Description</th>
<th>LT</th>
<th>Beginning Balance</th>
<th>YTD Additions</th>
<th>YTD Transfers In</th>
<th>YTD Transfers Out</th>
<th>YTD Disposals</th>
<th>Ending Balance</th>
</tr>
</thead>
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<td>11,582.12</td>
<td>34,921.75</td>
</tr>
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</table>
Processing Options

See F/ A Reconciliation Report (P12431).

Printing the Fixed Asset Account Reconciliation Report

You can print the Fixed Asset Account Reconciliation report to help you reconcile the activity of a specific account or all accounts for a company. Run this report by account to review each item number within an account. You can use this report to reconcile the account’s activity for a particular period, quarter, or fiscal year.
## Fixed Asset Account Reconciliation Report

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Description</th>
<th>Item Number</th>
<th>LT Balance</th>
<th>YTD Transfers</th>
<th>YTD In</th>
<th>YTD Out</th>
<th>YTD Disposal</th>
<th>Ending Balance</th>
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<tr>
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<td></td>
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<td>75,364.72</td>
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</tbody>
</table>
Processing Options

See F/A Account Reconciliation Report (P12435).

Printing the Fixed Asset Retirements Report

You can print the Fixed Asset Retirements report to review the gain or loss on the disposal of an asset for any ledger. You can print asset disposal information for actual amounts for a particular quarter or the entire year. You can also print and compare asset disposal information for two ledger types for an entire year, or any time after depreciation is fully calculated for non-AA ledger type.

What You Should Know About

<table>
<thead>
<tr>
<th>Cost</th>
<th>The original asset cost plus any additional costs for the asset through the as of date that you specify for the report.</th>
</tr>
</thead>
<tbody>
<tr>
<td>First ledger less second ledger</td>
<td>The difference between the gain/loss amount of two ledgers, if you are comparing two ledgers on this report. For example, you can compare your book and federal tax gains and losses.</td>
</tr>
<tr>
<td>Quarterly reports</td>
<td>You can print a Fixed Asset Retirements quarterly report for ledger type AA. You cannot print a quarterly report for non-AA ledger types unless the ledger type's depreciation is fully calculated for the year.</td>
</tr>
</tbody>
</table>
### Fixed Asset Retirements Report

**Fixed Asset Retirements Report**

**Date** - 4/26/16  
**As of** - 12/31/17

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Description</th>
<th>Start Date</th>
<th>LT Depr Date</th>
<th>Disp Date</th>
<th>Proceeds</th>
<th>Cost</th>
<th>Accumulated Depreciation</th>
<th>Net Book Value</th>
<th>Gain/Loss</th>
<th>1st Ledger less</th>
<th>2nd Ledger less</th>
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</thead>
<tbody>
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<td>06/26/17</td>
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<td>11,582.12</td>
<td>1,582.13</td>
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<tr>
<td>30TS</td>
<td>Scrapers</td>
<td>AA</td>
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<td>23,164.25</td>
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<td>11,582.12</td>
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<td>1,582.13</td>
<td>1,582.13</td>
</tr>
<tr>
<td>30</td>
<td>Heavy Equipment</td>
<td>AA</td>
<td></td>
<td>10,000.00</td>
<td>23,164.25</td>
<td>11,582.12</td>
<td>11,582.12</td>
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<td>1,582.13</td>
<td>1,582.13</td>
<td>1,582.13</td>
</tr>
<tr>
<td>50</td>
<td>General Accounts</td>
<td>AA</td>
<td></td>
<td>10,000.00</td>
<td>23,164.25</td>
<td>11,582.12</td>
<td>11,582.12</td>
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<td>1,582.13</td>
<td>1,582.13</td>
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<tr>
<td>00050</td>
<td>A Model Construction</td>
<td>AA</td>
<td></td>
<td>10,000.00</td>
<td>23,164.25</td>
<td>11,582.12</td>
<td>11,582.12</td>
<td>1,582.13</td>
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<td>1,582.13</td>
</tr>
</tbody>
</table>

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**Fixed Asset Guide (Revised - January 15, 2007)**

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3BP Print Quarterly and Year-to-Date Reports
Processing Options

See Fixed Asset Retirements Report (P12432).

Printing the Sale of Business Property Report

You can print the Sale of Business Property report to review information about disposed assets. You can print the Sale of Business Property report for personal property or real property. You might want to use these reports when you prepare your taxes. The information in the Sale of Business Property report can be especially helpful if you need to prepare an IRS Form 4797.

The personal property version of the report includes the following information:

<table>
<thead>
<tr>
<th>Information</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disposal proceeds</td>
<td>The amount received on the sale of the asset. The system determines this amount by the account that you set up in the Disposal Account Rules as the Balance Character Code ‘9’ value.</td>
</tr>
<tr>
<td>Cost</td>
<td>The original cost plus any additional costs for the asset through the fiscal year-end date that you specify for the report.</td>
</tr>
<tr>
<td>Section 1245 recapture amount</td>
<td>The accumulated depreciation or disposal gain amount, whichever is less (but not less than zero).</td>
</tr>
<tr>
<td>Section 291</td>
<td>This field does not apply to personal property.</td>
</tr>
<tr>
<td>Section 1231 gain/ loss</td>
<td>The disposal gain or loss less the recapture amount for assets disposed of after the year.</td>
</tr>
<tr>
<td>Ordinary gain/ loss</td>
<td>The disposal gain or loss less the recapture amount for assets disposed of in the first year.</td>
</tr>
</tbody>
</table>

If you select to report on Personal Property, the system calculates the last four amount fields as follows:

- Recapture Amount is Accumulated Depreciation or Disposal Gain or Loss, whichever is less, but not less than zero.
- Nothing prints in the Section 291 column.
- Section 1231 Gain/ Loss is Disposal Gain or Loss minus the Recapture Amount for assets not disposed of in the first year.
- Ordinary Gain/ Loss is Disposal Gain or Loss minus the Recapture Amount for assets disposed of in the first year.
If you select to report on Real Property, the system calculates the last four amount fields as follows:

- **Recapture Amount** is Accumulated Depreciation less what accumulated depreciation would have been if using straight-line, Inception-to-Date method, or Disposal Gain or Loss, whichever is less, but not less than zero.

- **Section 291** is the amount that goes into Recapture Amount if Personal Property less what did go into Recapture Amount for Real Property multiplied by 20%.

- **Section 1231 Gain/ Loss** is Disposal Gain or Loss minus the Recapture Amount and minus Section 291 for asset not disposed of in the first year.

- **Ordinary Gain/ Loss** is Disposal Gain or Loss minus the Recapture Amount and minus Section 291 for assets disposed of in the first year.

### What You Should Know About

<table>
<thead>
<tr>
<th>Disposal proceeds</th>
<th>The amount earned on the sale of the asset. The system determines this amount by the account that you set up in the FDS05 range of AAIs.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cost</td>
<td>The original cost plus any additional costs for the asset through the fiscal year-end date that you specify for the report.</td>
</tr>
<tr>
<td>Accumulated depreciation</td>
<td>The amount depreciated for the asset through the fiscal year-end date on the report.</td>
</tr>
<tr>
<td>Disposal gain/loss</td>
<td>The difference between the asset's disposal proceeds and its net book value.</td>
</tr>
<tr>
<td><strong>Section 1250 recapture amount</strong></td>
<td>The lesser of one of the following:</td>
</tr>
<tr>
<td></td>
<td>- Accumulated depreciation less the depreciation that would have been available under the straight line method</td>
</tr>
<tr>
<td></td>
<td>- Gain</td>
</tr>
<tr>
<td><strong>Section 291</strong></td>
<td>Twenty percent of the excess of:</td>
</tr>
<tr>
<td></td>
<td>- The amount that would be recaptured as ordinary income if such property was Section 1245</td>
</tr>
<tr>
<td></td>
<td>- The amount recaptured under Section 1250</td>
</tr>
<tr>
<td><strong>Section 1231 gain/loss</strong></td>
<td>The disposal gain or loss less the recapture amount and less Section 291 for assets not disposed of in the first year.</td>
</tr>
<tr>
<td><strong>Ordinary gain/loss</strong></td>
<td>The disposal gain or loss less the recapture amount for assets disposed of in the first year.</td>
</tr>
<tr>
<td>Item</td>
<td>Description</td>
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<tr>
<td>305</td>
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<td>A Model Construction Mgmt Co</td>
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Sales of Business Property - Personal Property

Sale of Business Property

Date: 4/26/16

As of: 12/31/17
Processing Options

See Sale of Business Property (P12434).

Printing the Depreciation Expense Report

Print the Depreciation Expense report to review an asset’s current cost, depreciation expense, and net book value for a specific fiscal period, quarter, or year. The report also includes the status and depreciation information for each asset. You can use processing options to specify the ledger types, fiscal years, and fiscal periods that print on the report.
## Depreciation Expense Report

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<tr>
<th>Item Number</th>
<th>Description</th>
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<th>LT</th>
<th>Cost</th>
<th>Accumulated Depreciation</th>
<th>. . . Depreciation Year to Date</th>
<th>Current Net Book Value</th>
<th>Start Date</th>
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<td>71,642.17</td>
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<td>18,048.17</td>
<td>9,277.06</td>
<td>167,438.51</td>
</tr>
<tr>
<td>1417</td>
<td>Motor Grader</td>
<td>AA</td>
<td></td>
<td>217,358.16</td>
<td>32,603.76</td>
<td>21,735.84</td>
<td>10,867.92</td>
<td>184,754.60</td>
</tr>
<tr>
<td>1425</td>
<td>Grader, Cat 1600</td>
<td>AA</td>
<td></td>
<td>197,082.35</td>
<td>52,099.64</td>
<td>25,717.48</td>
<td>12,859.74</td>
<td>145,743.91</td>
</tr>
</tbody>
</table>

**Note:** The report includes depreciation expense information for various items, categorized by type and location, as of **06/30/17**.
Processing Options

See Depreciation Expense Report (P12430).

Printing the Depreciation and Amortization Report

You can print the Depreciation and Amortization report to review asset cost and year-to-date depreciation as of the fiscal year that you specify for the report. You might use this report when preparing your taxes. The information in the Depreciation and Amortization Report can be especially helpful if you need to prepare an IRS Form 4562.

Print the Depreciation and Amortization report for each ledger type that you use. The fiscal year you select should be the year for which you want to report depreciation taken. For example, if you are preparing your tax report for 2017, you would select fiscal year 17.

What You Should Know About Depreciation information

A code you use to specify additional depreciation information. The system uses this code for Investment Tax Credit (ITC) and averaging conventions, such as mid-month (M), mid-quarter (Q), and mid-year (Y).

Cost

The original cost plus any additional costs for the asset through the as of date you specify for the report.

Transferred assets

If you transfer an asset to another company during the year, the entire depreciation expense amount for the year is reflected on the new company.

Depreciation and Amortization Report

<table>
<thead>
<tr>
<th>Item Number</th>
<th>Description</th>
<th>LT</th>
<th>Depr</th>
<th>As of</th>
<th>Cost</th>
<th>Year to Date Depreciation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1013</td>
<td>Engine, Diesel, Cummins</td>
<td>D1</td>
<td>11/17/17</td>
<td>84 Y</td>
<td>9,549.12</td>
<td>1,169.28</td>
</tr>
<tr>
<td>1417</td>
<td>Motor Grader</td>
<td>D1</td>
<td>10/07/17</td>
<td>84 Y</td>
<td>217,358.16</td>
<td>26,615.52</td>
</tr>
<tr>
<td>1396</td>
<td>Caterpillar Crawler, 2016</td>
<td>D1</td>
<td>06/17/17</td>
<td>84 Y</td>
<td>175,342.29</td>
<td>21,470.64</td>
</tr>
<tr>
<td>1388</td>
<td>Scraper, Auger, CAT 651E</td>
<td>D1</td>
<td>05/31/17</td>
<td>84 Y</td>
<td>237,419.00</td>
<td>29,071.98</td>
</tr>
<tr>
<td>2053</td>
<td>Backhoe, Caterpillar 416</td>
<td>D1</td>
<td>05/15/17</td>
<td>84 Y</td>
<td>35,627.00</td>
<td>4,362.54</td>
</tr>
<tr>
<td>1329</td>
<td>Truck, Pickup, Ford</td>
<td>D1</td>
<td>03/19/17</td>
<td>84 Y</td>
<td>17,395.00</td>
<td>2,130.00</td>
</tr>
<tr>
<td>2049</td>
<td>Truck, Pickup, Ford</td>
<td>D1</td>
<td>03/17/17</td>
<td>84 Y</td>
<td>19,270.00</td>
<td>2,355.62</td>
</tr>
<tr>
<td>1034</td>
<td>ESCO High Alloy Blade</td>
<td>D1</td>
<td>01/05/17</td>
<td>84 Y</td>
<td>4,792.16</td>
<td>586.80</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>716,762.73</td>
<td>87,766.38</td>
</tr>
</tbody>
</table>

Processing Options

See Depreciation and Amortization Report (P12433).
Printing the Property Tax Worksheet

From Fixed Assets (G12), choose Year End Processes
From Year End Processes (G125), choose Property Tax Worksheet

You can print the Property Tax Worksheet to review summarized totals for assets by tax entity and year acquired. You can use the Property Tax Worksheet to prepare your property taxes for local governing authorities. The worksheet includes a work area for the tax preparer’s notes.

The Property Tax Worksheet shows the following asset information:

- Company number and name
- Tax entity address book number and mailing information
- Accounting and equipment classes
- Asset number
- Description
- Date acquired
- Cost

Before You Begin

- Run the Update Property Tax State/Entity program to reflect any asset location changes on the worksheet.

<table>
<thead>
<tr>
<th>Acc</th>
<th>Etm</th>
<th>Item Number</th>
<th>Description</th>
<th>Date Acquired</th>
<th>Cost</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>30</td>
<td>3TS</td>
<td>1034</td>
<td>ESCO High Alloy Blade 12 ft, Carbon edge</td>
<td>01/05/17</td>
<td>4,792.16</td>
<td></td>
</tr>
<tr>
<td>70</td>
<td></td>
<td>1370</td>
<td>Plotter</td>
<td>09/15/17</td>
<td>17,348.72</td>
<td></td>
</tr>
<tr>
<td>70</td>
<td></td>
<td>1361</td>
<td>CAD/CAM Autotrol</td>
<td>10/22/17</td>
<td>8,914.07</td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>3AE</td>
<td>1353</td>
<td>Drill Motors</td>
<td>11/15/17</td>
<td></td>
<td></td>
</tr>
<tr>
<td>30</td>
<td>3TS</td>
<td>1013</td>
<td>Engine, Diesel, Cummins 458 BHP</td>
<td>11/17/17</td>
<td>9,549.12</td>
<td></td>
</tr>
</tbody>
</table>

Total by Date Acquired. . 40,604.07

What You Should Know About

Worksheet detail

The Property Tax Worksheet is a simple informational worksheet. It does not compute detail rates at the tax authority level.

Worksheet organization

The Property Tax Worksheet is organized by company and tax entity. The Total by Date Acquired amount is a summary amount for the year.
Processing Options

See Property Tax Worksheet (P12422).
Overview to System Setup

Objectives

- To set up the Fixed Asset system to meet specific business needs

About System Setup

Before you use the Fixed Assets system, you must define fixed asset information that you want the system to use during processing procedures. Set up this information to customize the Fixed Assets system for your specific business needs.

Setting up Fixed Assets consists of the following tasks:

- Setting up fixed asset constants
- Setting up user defined codes
- Setting up automatic accounting instructions
- Setting up next numbers
- Setting up asset acquisition years
- Setting up depreciation account rules
- Setting up ledger depreciation rules
- Setting up ledger type rules
- Setting up disposal account rules
- Setting up revaluation indices
- Setting up units of production schedules
- Mapping category codes
- Setting up supplemental data
- Setting up beginning balances
What You Should Know About

**Fixed Assets constants** Establishes system basics, such as:
- The default business units for asset cost, accumulated depreciation, depreciation expense, and revenue accounts for an asset
- The category code number that you use to define the depreciation category for use in the depreciation rules
- The code that determines whether depreciation is derived from the depreciation rules or from information stored with each asset
- The codes that determine whether the depreciation accounts specified in the company depreciation account rules are locked to their respective cost accounts
- The symbols that identify the three types of asset identification numbers, including your company’s primary number
- The category code number that you use to define the asset class for use in the supplemental database
- The number of category codes that appear on the asset master record and other data entry screens

**User defined codes** Defines customized codes, such as:
- Asset category codes, including major accounting class and major asset class
- Finance methods
- Asset status codes
- Asset message types

**Automatic accounting instructions** Defines accounting information and general ledger relationships when the Fixed Assets system interacts with the General Accounting system.

**Next numbers** Enables the system to automatically assign numbers to various items in the system that require unique numbers.

**Asset acquisition years** Defines date patterns in the system for every fiscal year in which assets are acquired and each year thereafter for any asset that you want to depreciate.

**Depreciation account rules** Simplifies the creation of new asset master records by establishing default values for the Master Information screen, such as:
- Cost account links and their effective dates
- Accumulated depreciation accounts
- Depreciation expense accounts
- Major accounting class
- Major equipment class
- Revenue account
Ledger depreciation rules
Specifies the depreciation methods for groups of assets by defining the groups according to any of the following:
- Company
- Accounting category
- Depreciation category
- Asset cost account
- Effective dates

Further define how assets are depreciated within the groups by specifying depreciation methods by ledger type.

Ledger type rules
Controls processing for specific ledger types. Specify any necessary ledger dependencies and associated transaction creation. Further define:
- Currency codes
- Date pattern overrides
- Period number overrides
- Rounding rules

Disposal account rules
Specifies the accounts used for asset disposal.

Revaluation indices
Automates revaluation so that you can easily keep pace with inflation or market fluctuations.

Units of production schedules
Establishes units of production schedules so the system can calculate depreciation by the measurements of production you track and record in the system for your company.

Category code mapping
Maps specific business unit category codes to specific asset category codes.

Supplemental data
Defines additional data you can use to track assets.
- Define the types data that you want to track
- Determine which data type will appear for groups of assets with Data Type Cross Reference
- Define specification sheets, such as asset nameplate information
- Establish security to limit user access to supplemental data

Beginning balances
Simplifies the initial conversion to the Fixed Assets system by recording beginning balances for assets in the Item Balances table (F1202).
Set Up Fixed Asset Constants

Setting Up Fixed Asset Constants

From Fixed Assets (G12), choose 29
From Fixed Asset System Setup (G1241), choose Fixed Asset Constants

You set up fixed asset constants to control how your business environment uses the features in the Fixed Assets system. For example, you can choose whether to access the hard-coded depreciation methods or the user-defined depreciation rules when you determine depreciation for your assets. You can also specify the business unit that appears as a default value for the various asset accounts when you create a master record for a new asset.

You set up fixed asset constants only one time for the entire Fixed Assets system. Set up constant values for company 00000 so that all the companies in your organization that access the Fixed Assets system use the same constant values. Be aware that the values you set up for the Fixed Assets system on Fixed Asset Constants also affect the Equipment/Plant Management system.

Caution: To avoid inconsistencies, do not change the constant values that you set up for your system. For example, if you change the default business unit for asset accounts, the change affects only the assets that you add to the system after the change.
To set up fixed asset constants

On Fixed Asset Constants

Complete the following fields:

- Default Asset Cost Business Unit
- Default Depreciation Expense Business Unit
- Default Accumulated Depreciation Business Unit
- Default Revenue-Billing Business Unit
- Depreciation Category Code
- Calculate Depreciation Utilizing Rules
- Lock Accumulated Depreciation Account
- Lock Depreciation Expense Account
- Symbol to Identify Item Number
- Symbol to Identify Unit Number
- Symbol to Identify Serial Number
- Supplemental Category Code
- Display first 10 category codes
<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Default Asset Cst BU:</td>
<td>This code determines where the business unit for the asset cost account comes from when you add a new asset. When you add a new asset, the system uses the business unit that this value represents on Depreciation Information. Valid codes are:</td>
</tr>
<tr>
<td>Y = Resp BU, N = Co No</td>
<td>Y Responsible Business Unit. The system uses the business unit from the responsible business unit on the Master Information screen.</td>
</tr>
<tr>
<td></td>
<td>N Company. The system uses the business unit from the company number on the Master Information screen.</td>
</tr>
<tr>
<td>Note: Typically the business unit and company share the same number. For example, business unit 50 usually contains general accounts for company 50.</td>
<td></td>
</tr>
<tr>
<td>Default Depr Exp BU:</td>
<td>This code determines where the business unit for the depreciation expense comes from when you add a new asset. When you add an asset, the system uses the business unit that this value represents on Depreciation Information. Valid codes are:</td>
</tr>
<tr>
<td>Y = Resp BU, N = Deflt</td>
<td>Y Responsible business unit. The system uses the business unit from the responsible business unit on the Master Information screen.</td>
</tr>
<tr>
<td></td>
<td>N Default. The system uses the business unit from the Item Setup Default Coding screen.</td>
</tr>
<tr>
<td>Default Accum Dep BU:</td>
<td>This code determines where the business unit for accumulated depreciation comes from when you add a new asset. When you add an asset, the system uses the business unit that this value represents on Depreciation Information. Valid codes are:</td>
</tr>
<tr>
<td>Y = Resp BU, N = Deflt</td>
<td>Y Responsible business unit. The system uses the business unit from the responsible business unit on the Master Information screen.</td>
</tr>
<tr>
<td></td>
<td>N Default. The system uses the business unit from the Item Setup Default Coding screen.</td>
</tr>
<tr>
<td>Default Rev-Bill BU:</td>
<td>This code determines where the business unit for revenue and billing comes from when you add a new asset. When you add an asset, the system uses the business unit that this value represents on Depreciation Information. Valid codes are:</td>
</tr>
<tr>
<td>Y = Resp BU, N = Deflt</td>
<td>Y Responsible business unit. The system uses the business unit from the responsible business unit on the Master Information screen.</td>
</tr>
<tr>
<td></td>
<td>N Default. The system uses the business unit from the Item Setup Default Coding screen.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>-----------------------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Depreciation Calc Use Rules Flag</td>
<td>Controls where the depreciation programs get the depreciation information, including the depreciation accounts to use, the ledgers and subledgers for which depreciation must be calculated, and the depreciation methods to be used. Valid codes are:</td>
</tr>
<tr>
<td>blank</td>
<td>The depreciation programs refer to values stored in the Asset Balance table for depreciation information. The system stores information in each asset record. These values are taken as default depreciation values from Company Ledger Depreciation Rules when the asset master is created.</td>
</tr>
<tr>
<td>1</td>
<td>The depreciation programs refer to the Company Ledger Depreciation Rules for the depreciation information.</td>
</tr>
<tr>
<td>Lock Accumulated Depreciation Account</td>
<td>Controls whether an Accumulated Depreciation Account specified in the Company Depreciation Account Rules is locked to the Asset Cost Account specified on the same screen. Valid codes are:</td>
</tr>
<tr>
<td>blank</td>
<td>No lock is present.</td>
</tr>
<tr>
<td>1</td>
<td>Lock is on. In every company depreciation account rule, the accumulated depreciation account specified is locked to the asset cost account. The accumulated depreciation account cannot be changed after the first posting to the account. Prior to the first posting the business unit can be changed. After the first posting, changes must be made through the asset transfer procedure.</td>
</tr>
<tr>
<td>Lock Depreciation Expense Account</td>
<td>Controls whether the Depreciation Expense Account specified in the Company Depreciation Account Rules is locked to the Asset Cost Account specified on the same screen. Valid codes are:</td>
</tr>
<tr>
<td>blank</td>
<td>No lock is present.</td>
</tr>
<tr>
<td>1</td>
<td>Lock is on. In every company depreciation account rule, the depreciation expense account specified is locked to the asset cost account. The depreciation expense account cannot be changed after the first posting to the account. Prior to the first posting the business unit can be changed. After the first posting, changes must be made through the asset transfer procedure.</td>
</tr>
<tr>
<td>Depreciation Cat. Cd</td>
<td>Use this Fixed Asset category code to group assets into “depreciation” categories. Inquiries, reports, journals, and other processes that depend on the depreciation category will make reference to the value in this category code.</td>
</tr>
<tr>
<td><strong>Note:</strong></td>
<td>You must set up a default value for this category code.</td>
</tr>
</tbody>
</table>
### Field: Symbol to Identify Item Number

You can assign one of three different numbers to an asset. These numbers are:

- **Item Number**—an eight-digit, computer assigned number
- **Serial Number**—a twenty-five digit model or serial number
- **Unit Number**—a twelve-digit, alphanumeric, user defined number

When you enter an asset number, you may use a prefix or symbol to designate the number you enter. If you use this number most often, you should leave the symbol blank so that you just need to enter the number. If it is not the number you use most often, you should define a symbol, such as / or *, that you will type before you enter the number so that the system knows which number you are representing.

**Note:** You can leave only one asset number blank. The other two must have a symbol so that all three numbers are unique. Verify that the symbols you use are not significant for any other purposes of data entry, for example, a period or comma.

### Field: Symbol to Identify Unit Number

You can assign one of three different numbers to an asset. These numbers are:

- **Item Number**—An eight-digit, computer assigned number
- **Serial Number**—A twenty-five-digit model or serial number
- **Unit Number**—A twelve-digit, alphanumeric, user defined number

When you enter an asset number, you may use a prefix or symbol to designate the number you enter. If you use this number most often, you should leave the symbol blank so that you just need to enter the number. If it is not the number you use most often, you should define a symbol, such as / or *, that you will type before you enter the number so that the system knows which number you are representing.

**Note:** You can leave only one asset number blank. The other two must have a symbol so that all three numbers are unique. Be sure that this symbol is not significant for any other purposes of entry, for example, a period or comma.
### Symbol to Identify Serial Number

You can assign one of three different numbers to an asset. These numbers are:

- **Item Number** — Eight-digit, computer assigned number
- **Serial Number** — Twenty-five-digit model or serial number
- **Unit Number** — Twelve-digit, alphanumeric, user-defined number

When you enter an asset number, you may use a prefix or symbol to designate the number you enter. If you use this number most often, you should leave the symbol blank so that you just need to enter the number. If it is not the number you use most often, you should define a symbol, such as * or *, that you will type before you enter the number so that the system knows which number you are representing.

**Note:** You can leave only one asset number blank. The other two must have a symbol so that all three numbers are unique. Be sure that this symbol is not significant for any other purposes of entry, for example, a period or comma.

### Supplemental Cat. Cd

Enter the number of the equipment category code that controls which supplemental data types the system displays on the Equipment Management supplemental data screens.

When you set up supplemental data, you use Data Type Cross Reference to specify which types of data appear on supplemental data screens. For example, on Equipment Constants, you can specify equipment category code 2 (Major Equipment Class) as the supplemental data category code. Then, on Data Type Cross Reference, you can specify which data types are appropriate for each class of equipment you set up under Major Equipment Class, such as specification sheets and transportation notes for heavy equipment.

### Display all 10 report codes (Y/ N)

This code controls the number of category code fields the system displays on various screens. Examples of these fields might include Accounting Class, Equipment Class, and so on. Valid codes are:

- **Y** Display first 10 category codes
- **N** Display only the first five category codes

Set the number of category codes that appear on your screens to accommodate the number of category codes you use in your system. You can change the value in this field at any time.
What You Should Know About

<table>
<thead>
<tr>
<th>Changing fixed asset constants</th>
</tr>
</thead>
<tbody>
<tr>
<td>It is recommended that you do not change your fixed asset constants. If you do, be aware that for some fixed asset constants, you must perform an additional process to update the system with your latest change. For example, if you change the symbol for your primary asset number on Fixed Asset Constants, you must also run the Refresh Item Number program in the Fixed Assets Global Updates.</td>
</tr>
</tbody>
</table>

See Also

- Setting Up User Defined Depreciation for more information on depreciation rules
Set Up User Defined Codes

Setting Up User Defined Codes

Many fields throughout the Fixed Assets system accept only user defined codes. You can customize the Fixed Assets system by setting up user defined codes to meet the needs of your business environment.

User defined codes are stored in tables related to a specific system and code type. For example, 12/ FM represents system 12 (Fixed Assets) and user defined code list FM (Finance Methods). User defined code tables determine what codes are valid for the individual fields in your system. If you enter a code that is not valid for a field, the system displays an error message. For example, you can only enter codes in the Major Accounting Class Code field on the Master Information screen that exist in the user defined code table for system 12 and code type C1.

You can access all user defined code tables through a single user defined code screen. After you select a user defined code screen from a menu, change the System Code field and the User Defined Codes field to access another user defined code table.

Caution: User defined codes are central to the software's systems. You must be thoroughly familiar with user defined codes before you change them. The effort you put into designing the user defined codes your company uses can greatly affect your overall satisfaction with the system.

The following user defined codes are the primary codes for the Fixed Assets system:

<table>
<thead>
<tr>
<th>User Defined Code</th>
<th>Description</th>
</tr>
</thead>
</table>
| Major accounting class (system 12, type C1) | Use to group assets into categories, such as office equipment, furniture, heavy equipment, plant equipment, and so on.  
JD Edwards World recommends that you set up a one-to-one relationship with major accounting class and the asset cost account to aid in running user defined depreciation. |
### User Defined Code Description

<table>
<thead>
<tr>
<th>User Defined Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major equipment class</td>
<td>Use to further divide assets into subclasses. For example, set up codes to divide office equipment into groups, such as copiers, computers, printers, and so on.</td>
</tr>
<tr>
<td>(system 12, type C2)</td>
<td></td>
</tr>
<tr>
<td>Additional classification codes</td>
<td>The Fixed Assets system includes additional classification codes that make up eight of the codes that can appear on Master Information. You can use the following codes for any additional business requirements that you may have:</td>
</tr>
</tbody>
</table>
| (system 12, types C3 - C10 and types F1 - F0, F21 - F23) | - Manufacturer (Class Code 3)  
- Model Year (Class Code 4)  
- Equipment Usage (Class Code 5)  
- Class Code 6  
- Class Code 7  
- Class Code 8  
- Class Code 9  
- Class Code 10 |
| Finance methods                        | Use to specify how an asset was acquired, such as leased or purchased outright. Finance method information is stored in the Item Master table (F1201).                                                                 |
| (system 12, type FM)                   |                                                                                                                                                                                                             |
| Revaluation codes                      | Use to identify revaluation index tables. For example, set up codes to identify revaluation tables for separate countries.                                                                                     |
| (system 12, type RI)                   |                                                                                                                                                                                                             |
| Depreciation methods                   | Use to define depreciation methods. In addition to the standard depreciation methods 00 - 18, you can define your own depreciation methods with user defined depreciation. Standard depreciation methods use numeric code identifiers. You must use alphabetic code identifiers for any user defined depreciation methods you set up. Both standard and user defined depreciation methods are stored in user defined code table 12/ DM. When you run depreciation computation programs, the system distinguishes user defined depreciation methods from standard methods by a 1 in the Special Handling Code field. |
| (system 12, type DM)                   |                                                                                                                                                                                                             |
| Equipment status codes                 | Use to specify types of disposals, such as sold, scrapped, or charity. Status and disposal information is stored in the Item Master table (F1201).                                                                 |
| (system 12, type ES)                   | You can also use this category code to specify the operational status of equipment status, such as available, working, down, or disposed.                                                                      |
| Equipment message type codes           | Use to define and group different types of messages, such as planned maintenance, problem reporting, lease terms, and so on.                                                                               |
| (system 12, type EM)                   |                                                                                                                                                                                                             |
What You Should Know About

Predefined classification code

The Fixed Assets system includes two classification codes that are hard-coded and cannot be changed or deleted. These codes are DP (type of disposal) and DM (depreciation method).

Integrating with the Equipment/Plant Management system

The Equipment/Plant Management system uses many category codes from the Fixed Assets system. Depending on how you set up your constants, the system displays only the first five or ten codes on most screens such as Asset Master and Asset Search and Location. JD Edwards World recommends that you assign specific equipment needs to as many of the first ten category codes as you need. This will help you perform online searches for equipment. You can use the remaining codes for fixed asset reporting needs.

To set up user defined codes

On any user defined codes screen

1. To locate the user defined code table that you want to set up or revise, complete the following fields:
   - System Code
   - User Defined Codes

2. To revise the user defined code table, complete the following fields:
What You Should Know About

- **Defining blank as a valid user defined code value**
  To define blank as a valid value in a user defined code table, leave the Character Code field blank and enter at least one character in the Description field. JD Edwards World recommends that you type a period in the last position of the field.

- **Deleting a user defined code**
  To delete a user defined code, use the field exit key to delete the information in the Character Code and Description fields.

- **User defined code table 12/LT (Fixed Asset Ledger Types)**
  This user defined code table has been replaced by the Ledger Type Master table (F0025). You can access fixed asset ledger types formerly defined in the user defined code table through Ledger Type Rules from the Fixed Asset System Setup menu.

See Also

- Working with User Defined Codes in the World Software Common Foundation Guide for more information about setting up user defined codes
- Set Up Ledger Type Rules (P002512) for more information about setting up ledger types specific to Fixed Assets
Set Up Automatic Accounting Instructions

Setting Up Automatic Accounting Instructions

Many programs need information about your account structure and specific account values in order to process business transactions properly. You define your account structure and specific account values using automatic accounting instructions (AAIs). The system stores the AAI values you define for your company in the Automatic Accounting Instructions table (F0012). Whenever a program performs an accounting function, it accesses this table.

You set up AAIs based on ranges of account numbers. The system includes predefined ranges. You must specify the object and subsidiary accounts for the ranges as necessary.

This section contains the following:

- Setting Up Automatic Accounting Instructions
- AAIs for User Defined Depreciation
- AAIs for Revaluation
- Using AAI Screens

You must set up the following AAI ranges for the Fixed Assets system:

- FX – Identifies accounts that post to fixed assets and equipment
- FA – Identifies accounts for which the system can automatically create any necessary asset master records when you run a post to fixed assets
- FC – Identifies asset cost accounts
- FD – Identifies accumulated depreciation accounts
- AT – Identifies accounts and descriptive text that define totals for summary reporting
- SDA – Identifies the secondary accumulated depreciation account
- SDE1 – Identifies the secondary depreciation expense account
- SDE2 – Identifies the tertiary depreciation expense account
- DS1-DS4 – Identifies depreciation statistics accounts
- FR1-FR3 – Identifies revaluation offset accounts
Caution: Many programs in the Fixed Assets system use specific AAIs and AAI ranges. You should be thoroughly familiar with the use of an AAI or AAI range before you make any changes to the AAI values.

What You Should Know About

AAI ranges

The system uses single AAI values to find individual accounts and AAI ranges to find account ranges. When you set up AAI ranges, you must note the following guidelines:

- You can set up a maximum of 49 account ranges for a single company.
- The maximum number of account ranges you can set up for all your companies combined is 200.
- Do not skip AAI ranges. For example, do not set up FX range 01-02 and FX05-06, leaving FX03-04 blank for later use. If the system searches the AAIs for an account and finds a gap in a range, it stops the search.
- You must set up your AAI ranges consecutively, but you are not required to set up your object accounts in numerical order.

FX Range

The FX AAI ranges are the key to Fixed Assets. Any account that will be used for Fixed Assets needs to be included in the FX range. FX ranges are entered as pairs. For example, FX01 and FX02 (1200 to 1299.99999999) are the beginning and end of the first FX range. FX03 and FX04 (1300 to 1399.99999999) are the beginning and end of the second FX range. There are 49 possible FX ranges available. Any transaction that does not fall within an FX range is not eligible to be posted to Fixed Assets. The system looks only at those accounts for transactions to post to Fixed Assets.

Since the FX range of accounts is used to determine which journal entries in the general ledger must be posted to fixed assets, you must specify all fixed asset accounts within the FX range of accounts. For example:

- FX01-FX02 – Beginning and ending range for asset cost accounts
- FX03-FX04 – Beginning and ending range for accumulated depreciation accounts
- FX05-FX06 – Beginning and ending range for depreciation expense accounts

When you set up the FX range of AAIs, you must apply the following rules:

- Define up to 49 FX ranges per company, starting with FX01-FX02 and ending with FX97-FX98 for each company.
- There can be no breaks in the AAI ranges. For example, if there is an FX01, FX02, FX05 and FX06 the system will read the information in FX01 and FX02 and stop. It will ignore anything in FX05 and beyond. The solution in this case is either to enter FX03 and FX04.
- Use even number for ending ranges, such as FX02 and FX98.
Set Up Automatic Accounting Instructions

- Make sure that the FX ranges do not overlap. This can cause unpredictable results.
- Set up company-specific FX ranges, or use the default company 00000 to set up the FX range for all your companies at one time. If you set up a company-specific FX range for one company, you must set up the FX ranges (starting with FX01-FX02) for all companies.
- JD Edwards recommends that you specify a Business Unit for FX AAIs. Once a business unit is specified it becomes necessary to setup AAIs for each company.
- Specify an object account for each FX range.
- Include subsidiary accounts as needed. Subsidiary accounts are optional. If you want to include all subsidiaries in the FX range, include .99999999 in the ending range. For example, if you use subsidiary accounts, you might have a range of accounts that includes accounts 3000-4000.99999999. Then, if you add other subsidiaries to your chart of accounts at a later time, you do not have to change your AAIs.

**FA Range**

The system uses the FA range to identify which asset cost accounts allow the system to create necessary asset master records when you run a post to fixed assets. If you post a transaction with a cost account in the FA range for an asset, and you do not identify an asset with the transaction, the fixed asset post program automatically creates a master record for the unidentified asset.

The system creates master records using the default information specified for accounts and depreciation. The description of the asset is derived from the following sources:

- Line 1 - Explanation 1 from the Account Ledger table (F0911)
- Line 2 - Explanation 2 from the Account Ledger table (F0911)
- Line 3 - Account Description from the Account Master table (F0901)

**Caution:** If you set up the FA range and you enter a general ledger transaction without a value in the Asset Number field, the system automatically creates a new master record. If you have two transactions that are related to the same asset, the system creates duplicate records. Automatic asset creation is optional.

In most cases, JD Edwards World does not recommend that clients use this functionality. Typically this functionality is used when the fixed asset system is being implemented.

When you set up the FA range of AAIs, you must apply the following rules:

- Define up to 49 FA ranges, starting with FA01-FA02 and ending with FA97-FA98 for each company.
- Define only asset cost accounts for this AAI range.
- JD Edwards World does not recommend that you specify a Business Unit for this AAI. Once a business unit is specified, you must then set up each company. As long as object accounts are the same across companies you will not have to specify a business unit and will have much more flexibility in setting up this AAI. The default of company 00000 is recommended.

- As with the FX ranges, make sure that there are no breaks in the numbers (with blank objects accounts).

- Make sure that the FA ranges do not overlap. This can cause unpredictable results.

- Set up Depreciation Rules for the asset cost account. The system uses the default values on the Depreciation Account Rules and Ledger Depreciations Rules screens to create asset master records.

- Set up company-specific FA ranges, or use the default company 00000 to set up the FA range for all your companies at one time. If you set up a company-specific FA range for one company, you must set up the FA ranges (starting with FA01-FA02) for all companies.

  **Caution:** JD Edwards World recommends that you not set up the FA ranges until you have finished converting to the Fixed Assets system.

### FC Range

The system uses the FC range in the AAIs to determine which account ranges are reserved for asset cost accounts. FC ranges work similar to the FX ranges in that there is up to 49 pairs allowed and they must be in pairs. FC01 and FC02 are the beginning and end of the first FC range; FC03 and FC04 are the beginning and end of the second FC range, and so on.

When you set up the FC range of AAIs, you must apply the following rules:

- Define up to 49 FC ranges.
- Define account ranges for all asset cost accounts.
- Set up FC account ranges for company 00000 only. The FC range is not company-specific.
- As with the FX ranges, make sure that there are no breaks in the numbers (with blank objects accounts).
- Make sure that the FC ranges do not overlap. This can cause unpredictable results.
- The FC ranges in conjunction with the FD ranges make up the Net Book Value (NBV). If there is any overlap between the FC and FD ranges an incorrect NBV will result.

### FD Range

The system uses the FD range in the AAIs to determine which account ranges are reserved for accumulated depreciation accounts. As above, FD ranges work similar to the FX ranges in that there is up to 49 pairs allowed and they must be in pairs.
FD01 and FD02 are the beginning and end of the first FD range; FD03 and FD04 are the beginning and end of the second FD range, etc.

When you set up the FD range of AAIs, you must apply the following rules:

- Define up to 49 FD ranges.
- Define account ranges for all accumulated depreciation accounts.
- Set up FD account ranges for company 00000 only. The FD range is not company-specific.
- As with the FX ranges, make sure that there are no breaks in the numbers (with blank objects accounts).
- Make sure that the FD ranges do not overlap. This can cause unpredictable results.
- The FD ranges and the FC ranges make up the Net Book Value (NBV). If there is any overlap between the FD and FC ranges an incorrect NBV will result.

**AT AAIs**

The system uses the AT AAIs to determine which general ledger accounts are included in the summary lines on the Cost Summary screen (P122101), and the Cost Analysis Report (R12424). Use AT01-AT99 to specify these interim total accounts and wording that the system displays for each total on the Cost Summary screen. There are 99 levels available.

For example, you might specify that your balance sheet accounts are in account range 1000-3999 and your income and expense accounts are in the 4000-8999 range. You could set up your AT AAIs as follows:

- AT01 – Object account 4000. This interim total sums all object accounts below 4000, or accounts 0-3999. The system does not include object account 4000.
- AT02 – Object account 9000. This interim total sums all object accounts between 4000-8999. The system does not include object account 9000.

The system automatically creates a grand total on the Cost Summary screen. You do not need to specify an interim total for the Cost Summary grand total.

Using the AT AAIs is optional. If you set up the AT AAIs, you must apply the following rules:

- Define interim totals between AT01-AT99.
- Use AT00 to define the account number that stores statistical information, such as hours or miles.
- AT AAIs can be set up to be company specific.
- JD Edwards World does not recommend you specify a Business Unit for this AAI. Once a business unit is specified, clients must then set up each company and each business unit. As long as object accounts are the same across business units (and companies) you will not need to specify a business unit and will have much more flexibility in setting up this AAI. The default of company 00000 is recommended.
AAIs for User Defined Depreciation

If you set up user defined depreciation for your assets, you must set up the following AAIs:

SDA AAIs

The system uses the SDA AAIs to determine which account to use as the secondary accumulated depreciation account. If you are not using a secondary accumulated depreciation account then you must setup the SDA AAIs for Company 00000 with a blank business unit, a blank object account, and a bogus value in the subsidiary field. This AAI cannot be set up to be company specific. Only company 00000 should be set up.

SDE AAIs

The system uses the SDE AAIs to determine which accounts to use as the secondary and tertiary depreciation expense accounts:

- SDE1 – Use for the secondary depreciation expense account.
- SDE2 – Use for the tertiary depreciation expense account.

DSxxx AAIs

The system uses the DSxxx AAIs (where xxx is the depreciation category code that you specify on Fixed Asset Constants) to determine which accounts to use for depreciation statistical amounts. You must specify accounts for the following DSxxx AAIs:

- DS1xxx – Use for year-to-date depreciation statistic.
- DS2xxx – Use for original value depreciation statistic.
- DS3xxx – Use for base value depreciation statistic.
- DS4xxx – Use for general ledger depreciation statistic.


AAIs for Revaluation

If you compute revaluation for your assets, you must set up the FRxxx AAIs.

FRxxx AAIs

The system uses the FRxxx AAIs (where xxx is the revaluation code that you specify on Revaluation Index) to determine which accounts to use for revaluation offset amounts. The FR AAIs are used in conjunction with the Asset Revaluation program (R12845). You must specify accounts for the following FRxxx AAIs:

- FR1xxx – Use for the cost revaluation offset account. This AAI is mandatory if you compute revaluation.
- FR2xxx – Use for the offset account for the current year portion of accumulated depreciation revaluation. This AAI is mandatory if you compute revaluation.
- FR3xxx – Use for the offset account of the prior year portion of accumulated depreciation revaluation. This AAI is optional if you compute revaluation.

The actual codes are stored in User Defined Code Table 12/ RI. Users have the option of having multiple indexes and therefore multiple accounts. Users may choose to set up default accounts for this AAI. To do this set up FR1, FR2 and FR3 and do not tie it to a revaluation index. All others must be tied to a revaluation index and cannot be company specific.

When setting up this AAI the object field is required. If the business unit field is left blank the system will use the responsible business unit to create the full account number.

**Using AAI Screens**

The Automatic Accounting Instructions screen shows an index, or list, of the AAIs used by the systems. To view AAIs for Fixed Assets, choose Automatic Accounting Instructions from the Fixed Assets setup menu (G1241).

![Automatic Accounting Instructions Screen](image)

**Note:** The system uses the Sequence Number field only to determine where AAIs appear in the list. Programs are set up to search for specific AAI names, such as FX or FA, in the Item field. AAI names are hard-coded and cannot be changed.
You can use the roll keys to move through the screens and view all the AAIs, or you can skip to a specific AAI by entering its sequence number in the Skip to Sequence Number field.

You can access other AAI entry screens to make either single or multiple AAI revisions. For example, use the Single AAI Revisions screen to revise any AAI for a particular company. Use the Multiple AAI Revisions screen to revise or add more than one AAI for a company or specific AAIs for multiple companies.
See Also

- Working with AAIs (P00121) in the General Accounting I Guide

Processing Options

See AAI - Fixed Assets (P00121).
Set Up Next Numbers

Setting Up Next Numbers

From Fixed Assets (G12), enter 29
From Fixed Asset System Setup (G1241), choose **Next Numbers**

The Next Numbers program controls the automatic numbering in many systems. When you set up next numbers, you enable the system to automatically assign unique numbers to certain items. For example, when you create an equipment master for a new piece of equipment, the system assigns a unique number to the equipment. Or, when you enter a document, such as an invoice or journal entry, the system assigns a unique number to that document.

Next numbers works in conjunction with the data dictionary. Each data dictionary item that uses next numbers contains a next numbering index value, which corresponds to the line number containing the next number value for that data item. The program stores the increment for the next available number in the Next Numbers table (F0002) and automatically uses the next available number when one is assigned.

The Fixed Assets system automatically assigns unique numbers to the following items:

<table>
<thead>
<tr>
<th>Item Description</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item number</td>
<td>Use to identify the assets in your system by a unique number.</td>
</tr>
<tr>
<td>Fixed asset documents</td>
<td>Use to identify documents that the system creates when you run various Fixed Assets programs including:</td>
</tr>
<tr>
<td></td>
<td>- Compute Depreciation</td>
</tr>
<tr>
<td></td>
<td>- Single/Mass Asset Transfer</td>
</tr>
<tr>
<td></td>
<td>- Single/Mass Asset Disposal</td>
</tr>
<tr>
<td></td>
<td>- Enter Beginning Balances</td>
</tr>
<tr>
<td></td>
<td>- Asset Splits</td>
</tr>
<tr>
<td>Location information and associated text</td>
<td>Use to identify individual lines of location information and associated text. The system assigns every location tracking record a text number, whether you enter text for the record or not. Various programs in the system use the text key number internally.</td>
</tr>
</tbody>
</table>
### Item Description

| Location tracking information | Use to group location tracking records. The transfer number can include multiple location information lines for multiple pieces of equipment. For example, when you enter location tracking information for several pieces of equipment on one screen, the system generates a transfer number to group each line of information together as one transfer order. |

You set up next numbers only once for the entire system. The system stores the next available number for each program in the Next Numbers table (F0002). When you enter a new asset, transfer an asset, enter message text, or run a fixed asset program that generates a new document, the system automatically assigns the next available number to the new item.

**Caution:** You must specify the first next number for the Asset ID Number. The number must be a value of 1 or greater.

If you convert to the Fixed Assets system, you must specify an Asset ID Number that is greater than your highest asset identification number. Other next number specifications are optional.

### To set up next numbers

#### On Next Numbers

1. To locate next numbers for a specific system, complete the following field:
   - System Code
2. For each number to set up, complete the following fields:
- **Next Number**
- **Check Digit**

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>System Code</td>
<td>A user defined code (98/SY) that identifies a JD Edwards World system.</td>
</tr>
<tr>
<td>Next Number</td>
<td>The next number which will automatically be assigned by the system. Next numbers can be used for many types of documents including voucher numbers, invoice numbers, journal entry numbers, employee numbers, address numbers, and so on. Next numbers can be reviewed from the Operations Control Menu. You must adhere to the next numbers that have been pre-established unless custom programming has been provided.</td>
</tr>
<tr>
<td>Check Digit</td>
<td>A number that prevents the Next Numbers program (P0002) from assigning transposed numbers. If you use check digits, the system automatically adds a number to the end of each number that it assigns through Next Numbers.</td>
</tr>
</tbody>
</table>

**What You Should Know About**

- **Changing a next number**
  - JD Edwards World recommends that you do not change a next number. If you must change a next number, change it to a greater value only.

- **Deleting a next number**
  - If you delete a next number value, you might get unpredictable results. JD Edwards World recommends that you do not delete next number values.

- **Changing the sequence of next numbers**
  - Do not change the sequence of the next numbers in the table. Each next number must remain on its current line because programs reference a specific line in the table.
  
  For example, in the General Accounting system the next number for journal entries must be on the second line.

- **Next numbers by company and fiscal year**
  - You can assign next numbers for the Fixed Assets system by company or by company and fiscal year for selected original documents.
  
  See the Technical Foundation Guide for more information about next numbers.
Check digits

The system uses check digits to prevent the assignment of transposed numbers. Check digits help reduce typing errors during data entry by adding a random digit to the end of a next number. It is recommended that you use the check digit for item numbers, but not for document, transfer, and text key numbers.
Set Up Asset Acquisition Years

Setting Up Asset Acquisition Years

From Fixed Assets (G12), enter 29
From Fixed Asset System Setup (G1241), choose Asset Acquisition Years

The system uses date patterns and asset acquisition years to compute depreciation. Date patterns define the beginning date and all period-ending dates for a designated fiscal year. When you run the depreciation program, the system generates depreciation journal entries only for assets that have a date pattern set up for their year of acquisition and every year thereafter.

You must define asset acquisition years for every company. You must also define the date patterns for every asset acquisition year and each year thereafter for any asset that you are still depreciating. For example, if you have assets in the system that you acquired in 2006, you must set up 01/01/06 as an asset acquisition year and the date patterns for all the years from 2006 throughout the current fiscal year defined in the system.

You must define date patterns at least one year into the future for the expected life of your longest-lived asset.

See Also

- Setting Up Fiscal Patterns in the General Accounting I Guide for more information about date patterns
To set up asset acquisition years

On Asset Acquisition Years

1. To define the fiscal year that assets were acquired and each year thereafter for every company, complete the following fields:
   - Company
   - Date Pattern (DP)
   - Number of Periods (No Pd)
   - Beginning Year
   - Current Period Number (Cur Per)

2. Choose Date Pattern Revisions.
3. On Date Pattern Revisions, to set up new date patterns, complete the following fields:

- **Fiscal Date Pattern Code**
- **Fiscal Year Beginning**
- **Date - End of Period**
- **Century**

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>D P</td>
<td>A code that identifies date patterns. You can use one of 15 codes. You must set up special codes (letters A through N) for 4-4-5, 13 period accounting, or any other date pattern unique to your environment. An R, the default, identifies a regular calendar pattern.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>-----------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>No Pd</td>
<td>The system uses this field to determine the normal number of accounting periods for annual budgeting and fixed asset depreciation.</td>
</tr>
<tr>
<td></td>
<td>In budgeting, this is used to spread the annual budget to equal amounts for each accounting period when a budget pattern code has not been defined.</td>
</tr>
<tr>
<td></td>
<td>The system calculates depreciation for each accounting period as the annual amount divided by the normal number of periods if the Depreciation Information code is not “C”. (The system uses the “C” Depreciation Information code when depreciation amounts are calculated based on monthly tables, which the IRS only provides for 12 accounting periods.)</td>
</tr>
<tr>
<td></td>
<td><strong>Note:</strong> If you have 12 accounting periods and you are using the 13th period for audit adjustments, normal number of periods is 12.</td>
</tr>
<tr>
<td>Begin Year</td>
<td>The first day of the fiscal year. A fiscal year spanning 2016 - 2017 and beginning September 1 would be entered as 090116 (US date format).</td>
</tr>
<tr>
<td>Cur Per</td>
<td>A number that identifies the current accounting period (from 1 to 14). The system uses this number to generate error messages, such as PBCO (Posted Before Cut Off) and PACO (Posted After Cut Off).</td>
</tr>
<tr>
<td>Date - End of Period 01</td>
<td>The month end date in 12 period (monthly) accounting. The period end date in 13 period, 52 period, or 4-4-5 period accounting.</td>
</tr>
<tr>
<td></td>
<td><strong>Form-specific information</strong></td>
</tr>
<tr>
<td></td>
<td>You can use period 13 for audit adjustments in 12-period accounting by setting up period 12 to end on December 30 and period 13 to end on December 31. You can set up period 14 in the same way for 13 period or 4-4-5 accounting. The system validates the dates you enter.</td>
</tr>
<tr>
<td>Date - End of Period 01 - CTRY</td>
<td>This is the century associated with the period ending date. The century number is the first two digits of the year. For example, if the year is 1998, the century is 19. If the year is 2003, the century is 20.</td>
</tr>
</tbody>
</table>
Set Up Depreciation Account Rules

Setting Up Depreciation Account Rules

From Fixed Assets (G12), enter 29
From Fixed Asset System Setup (G1241), choose Depreciation Account Rules

Depreciation account rules are links between the cost accounts for your assets and the depreciation accounts that hold the accumulated depreciation and depreciation expense amounts. They also specify how you classify your assets when you first enter the assets into the system. This ensures both simplified asset creation, and more accurately controlled posting of your depreciation amounts. When you run your depreciation calculations, the calculation programs refer to these rules to determine to which accounts depreciation amounts are to be posted.

You can make these rules date-sensitive. For instance, if you decide that all depreciation for a particular class of assets, heavy equipment, must be posted to different accounts after January 1, you can set up a new rule with an effective date of January 1 and the depreciation will be properly posted thereafter for all your heavy equipment. Depreciation account rules are made up of the following:

- Effective dates
- Depreciation accounts
- Accounting class
- Equipment class
- Revenue accounts

Caution: You must set up depreciation account rules for every asset cost account in every company. Ensure that you set up depreciation account rules for any new cost accounts or companies that you add to your system at a later time. If you make any changes to depreciation account rules, you should verify that the values are correct before you enter new asset master records.
To set up depreciation account rules

On Company Depreciation Account Rules

Complete the following fields:

- Company Number
- Asset Cost Object
- Asset Cost Subsidiary (if applicable)
- Effective From Date
- Effective Through Date
- Accumulated Depreciation Account
- Depreciation Expense Account
- Depreciation Subledger Derived
- Major Accounting Class
- Major Equipment Class
- Revenue Credit Account
<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company Number</td>
<td>A code that identifies the company that owns or is assigned to an asset or group of assets. You set up companies in the system to represent a reporting level that has a complete balance sheet and any intercompany transactions with other companies. You can define a specific organization, entity, partnership, and so on, as a company. You use Company Numbers and Names to define the companies in your system. <strong>Note:</strong> Use Company 00000 only for default values, such as dates and Automatic Accounting Instructions (AAIs). You cannot use Company 00000 when entering transactions.</td>
</tr>
</tbody>
</table>
| Asset Cost Object     | The general ledger account (object number) used to record a fixed asset’s acquisition cost. Within each company, you define default coding instructions for asset cost accounts. Then, based on these default codes, when you set up a new asset, the system automatically assigns the following:  
  - Major and subclass codes  
  - G/ L accounts for depreciation and revenue  
  - Depreciation books |
| Asset Cost Subsidiary | The subsidiary account used in conjunction with the asset cost account.                                                                   |
| Date - Beginning Effective | The date on which an address, item, transaction, or table becomes active or the date from which you want transactions to display. The system uses this field depending on the program. For example, the date you enter in this field might indicate when a change of address becomes effective, or it could be a lease effective date, a price or cost effective date, a currency effective date, a tax rate effective date, and so on. |
| Date - Ending Effective | The date on which the item, transaction, or table becomes inactive or through which you want transactions to display. This field is used generically throughout the system. It could be a lease effective date, a price or cost effective date, a currency effective date, a tax rate effective date, or whatever is appropriate. |
| Accum Depre           | A field that identifies an account in the general ledger. You can use one of the following formats for account numbers:  
  - Standard account number (business unit.object.subsidiary or flexible format)  
  - Third G/ L number (maximum of 25 digits)  
  - 8-digit short account ID number  
  - Speed code  
  The first character of the account indicates the format of the account number. You define the account format in the General Accounting Constants program. |
<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depre Expense A</td>
<td>A field that identifies an account in the general ledger. You can use one of the following formats for account numbers:</td>
</tr>
<tr>
<td></td>
<td>- Standard account number (business unit.object.subsidiary or flexible format)</td>
</tr>
<tr>
<td></td>
<td>- Third G/L number (maximum of 25 digits)</td>
</tr>
<tr>
<td></td>
<td>- 8-digit short account ID number</td>
</tr>
<tr>
<td></td>
<td>- Speed code</td>
</tr>
<tr>
<td></td>
<td>The first character of the account indicates the format of the account number. You define the account format in the General Accounting Constants program.</td>
</tr>
<tr>
<td>Depre Subl Derived</td>
<td>Depreciation Expense Subledger Rule:</td>
</tr>
<tr>
<td></td>
<td>Blank or 1 - Same as Cost Subledger</td>
</tr>
<tr>
<td></td>
<td>2 Responsible Business Unit</td>
</tr>
<tr>
<td></td>
<td>3 Location Business Unit</td>
</tr>
<tr>
<td></td>
<td>4 “Employee” Address Book Number</td>
</tr>
<tr>
<td></td>
<td>5 “Tax Authority” Address Book Number</td>
</tr>
<tr>
<td></td>
<td>6 Authorization for Expenditure (AFE) Number</td>
</tr>
<tr>
<td>Major Accounting Class</td>
<td>A user defined code (12/ C1) that determines the accounting class category code. You use this accounting category code to classify assets into groups or families, for example, 100 for land, 200 for vehicles, and 300 for general office equipment.</td>
</tr>
<tr>
<td></td>
<td>JD Edwards World recommends that you set up major class codes that correspond to the major general ledger object accounts in order to facilitate the reconciliation to the general ledger.</td>
</tr>
<tr>
<td></td>
<td><strong>Note:</strong> If you do not want to use the major accounting class code, you must set up a value for blank in the user defined code table.</td>
</tr>
<tr>
<td>Major Equipment Class</td>
<td>A user defined code (12/ C2) that is used to classify assets into groups or families. You use the equipment category code as a subclass to further define the accounting class, for example, 310 for copy equipment, 320 for projectors, and 330 for typewriters within the accounting class for general office equipment.</td>
</tr>
<tr>
<td></td>
<td><strong>Note:</strong> If you do not want to use the major equipment class, you must set up a value for blank in the user defined code table.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Revenue Credit</td>
<td>A field that identifies an account in the general ledger. You can use one of the following formats for account numbers:</td>
</tr>
<tr>
<td></td>
<td>▪ Standard account number (business unit.object.subsidiary or flexible format)</td>
</tr>
<tr>
<td></td>
<td>▪ Third G/L number (maximum of 25 digits)</td>
</tr>
<tr>
<td></td>
<td>▪ 8-digit short account ID number</td>
</tr>
<tr>
<td></td>
<td>▪ Speed code</td>
</tr>
<tr>
<td></td>
<td>The first character of the account indicates the format of the account number. You define the account format in the General Accounting Constants program.</td>
</tr>
</tbody>
</table>

**What You Should Know About**

**Account association**

A perpetual association is assumed unless you enter a new rule. The Effective Through date of the original rule then becomes the day before the Effective From date of the new rule.

**Existing assets**

Any modifications that you make to the depreciation default values for an asset cost account or company affects only the new assets that you add to the system after making the changes. The modifications do not affect existing assets.

**Asset company numbers**

The company number that you associate with the asset cost and accumulated depreciation accounts must be the same as the company number that you assign to the asset.

**Major Accounting Class**

JD Edwards World recommends that you establish a one-to-one relationship between the asset cost account and the Major Accounting Class (user defined code table 12/C1).
Set Up Ledger Depreciation Rules

Setting Up Ledger Depreciation Rules

From Fixed Assets (G12), enter 29 From Fixed Asset System Setup (G1241), choose Ledger Depreciation Rules

A ledger depreciation rule is a definition of how a group of assets is depreciated. Ledger depreciation rules allow you to gather your assets into groups that require different depreciation methodologies. By using the various keys that determine groupings, you can group assets that have very little in common, other than their depreciation requirements. Depending on your requirements, you can create groups using any combination of the following parameters:

- Company
- Accounting category
- Depreciation category
- Asset cost account
- Subledger and subledger type
- Effective dates

Because you can use any combination of these parameters, you do not have to set up your rules by company. This allows you to group your assets across companies if that is more efficient. For example, you can group your assets by depreciation category alone and know that all those assets, regardless of which company they reside in, are treated exactly the same way when you calculate depreciation.

Caution: You must cover your entire asset base with the ledger depreciation rules you set up. Each ledger depreciation rule must have at least the AA ledger defined.
To set up ledger depreciation rules

On Company Ledger Depreciation Rules

1. Complete the following fields:
   - Company
   - Accounting Category
   - Depreciation Category
   - Asset Cost Object
   - Asset Cost Subsidiary (if applicable)
   - Asset Cost Subledger (if applicable)
   - Subledger Type (if applicable)
   - Effective From Date
   - Effective Through Date

2. For each ledger that you want to associate with the depreciation accounting rule, complete the following fields:
   - Ledger Type
   - Depreciation Method
   - Life Periods
   - TA (Initial Term Apportionment Code)
   - Compute Direction
3. For fixed percentage depreciation methods, complete the following field:
   ▪ Method Percent

4. If the depreciation method is Units of Production, complete the following field:
   ▪ Production Units Schedule

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company</td>
<td>A code that identifies the company that owns or is assigned to an asset or group of assets. You set up companies in the system to represent a reporting level that has a complete balance sheet and any intercompany transactions with other companies. You can define a specific organization, entity, partnership, and so on, as a company. You use Company Numbers and Names to define the companies in your system. <strong>Note:</strong> Use Company 00000 only for default values, such as dates and Automatic Accounting Instructions (AAIs). You cannot use Company 00000 when entering transactions.</td>
</tr>
<tr>
<td>Accounting Category</td>
<td>A user defined code (12/ C1) that determines the accounting class category code. You use this accounting category code to classify assets into groups or families, for example, 100 for land, 200 for vehicles, and 300 for general office equipment. It is recommended that you set up major class codes that correspond to the major general ledger object accounts in order to facilitate the reconciliation to the general ledger. <strong>Note:</strong> If you do not want to use the major accounting class code, you must set up a value for blank in the user defined code table.</td>
</tr>
<tr>
<td>Depreciation Category</td>
<td>A user defined code (12/ C2) that is used to classify assets into groups or families. You use the equipment category code as a subclass to further define the accounting class, for example, 310 for copy equipment, 320 for projectors, and 330 for typewriters within the accounting class for general office equipment. <strong>Note:</strong> If you do not want to use the major equipment class, you must set up a value for blank in the user defined code table.</td>
</tr>
<tr>
<td>Asset Cost Object Default</td>
<td>The general ledger account (object number) used to record a fixed asset’s acquisition cost. Within each company, you define default coding instructions for asset cost accounts. Then, based on these default codes, when you set up a new asset, the system automatically assigns the following: ▪ Major and subclass codes ▪ G/ L accounts for depreciation and revenue ▪ Depreciation books</td>
</tr>
<tr>
<td>Asset Account Subsidiary Default</td>
<td>The subsidiary account used in conjunction with the asset cost account.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>--------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Subledger - G/ L</td>
<td>A code that identifies a detailed auxiliary account within a general ledger account. A subledger can be an equipment item number, an address book number, and so forth. If you enter a subledger, you must also specify the subledger type.</td>
</tr>
</tbody>
</table>
| Subledger Type     | A user defined code (00/ST) that is used with the Subledger field to identify the subledger type and subledger editing. On the User Defined Codes screen, the second line of the description controls how the system performs editing. This is either hard-coded or user defined. For example:  
  A  Alphanumeric field, do not edit  
  N  Numeric field, right justify and zero fill  
  C  Alphanumeric field, right justify and blank fill |
| Effective From / Through | The date on which an address, item, transaction, or table becomes active or the date from which you want transactions to display. The system uses this field depending on the program. For example, the date you enter in this field might indicate when a change of address becomes effective, or it could be a lease effective date, a price or cost effective date, a currency effective date, a tax rate effective date, and so on. |
| Ledger Type        | The user defined ledger type code (list 09, type LT) that identifies the account ledger, or book, for the asset. You can maintain as many sets of depreciation books (ledger types) for an asset as you need so you can depreciate an asset in different ways for different purposes. For example, an asset might have a three-year life for tax purposes, but a five-year life for financial statement purposes. Each set of books can have different depreciation methods and depreciation values. |
### Field Explanation

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depreciation Method</td>
<td>The user defined code (system 12, type DM) that indicates the method of depreciation for the specified book. In addition to any user defined depreciation methods you set up for your company, the following standard depreciation methods are available in the Fixed Assets system: 00 No depreciation method used 01 Straight Line Depreciation 02 Sum of the Year’s Digits 03 125% Declining Balance to Cross-Over 04 150% Declining Balance to Cross-Over 05 Double Declining Balance to Cross-Over 06 Fixed % on Declining Balance 07 ACRS Standard Depreciation 08 ACRS Optional Depreciation 09 Units of Production Depreciation 10 MACRS Luxury Cars - Domestic 11 Fixed % Luxury Cars - Foreign 12 MACRS Standard Depreciation 13 ACRS Alternative Depreciation 14 ACRS Alternate Real Property 15 Fixed % of Cost 16 Fixed % on Declining Balance to Cross-Over 17 AMT Luxury Auto 18 ACE Luxury Auto <strong>Note:</strong> Any additional depreciation methods you create for your organization must have an alpha code and are considered User Defined Depreciation.</td>
</tr>
<tr>
<td>Life Per</td>
<td>The life of an asset in months or periods. The system uses months or periods only to express the life of an asset. For example, if your company uses a 12-month calendar, then a five-year ACRS asset has a 60-month life. If your company uses a 13-month calendar, then a five-year ACRS asset has a 65-month life, and so on. You must specify a life month value for all user defined depreciation methods, and for all standard depreciation methods, except the standard methods 00, 06, 09, 11, and 15.</td>
</tr>
</tbody>
</table>
### Set Up Ledger Depreciation Rules

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depreciation Information</td>
<td>A code for additional depreciation information. This code is used for Investment Tax Credit (ITC) and averaging conventions. The system validates the code you enter in this field against user defined code table 12/AC. Valid codes are:</td>
</tr>
<tr>
<td>0</td>
<td>No ITC Taken</td>
</tr>
<tr>
<td>1</td>
<td>Three Year Method (3 1/3%)</td>
</tr>
<tr>
<td>2</td>
<td>Five Year Method (6 2/3%)</td>
</tr>
<tr>
<td>3</td>
<td>Seven Year Method (10%)</td>
</tr>
<tr>
<td>4</td>
<td>ACRS Method with Basis Reduction (10% ITC)</td>
</tr>
<tr>
<td>5</td>
<td>ACRS Method without Basis Reduction (2% ITC or No ITC)</td>
</tr>
<tr>
<td>A</td>
<td>Actual Date of Depreciation Start Period</td>
</tr>
<tr>
<td>M</td>
<td>Mid-Month Convention</td>
</tr>
<tr>
<td>Q</td>
<td>Mid-Quarter Convention</td>
</tr>
<tr>
<td>Y</td>
<td>Mid-Year Convention</td>
</tr>
<tr>
<td>P</td>
<td>Middle of Period</td>
</tr>
<tr>
<td>F</td>
<td>First-half/ Second-half</td>
</tr>
<tr>
<td>W</td>
<td>Whole Year</td>
</tr>
<tr>
<td>N</td>
<td>First Day of Next Period</td>
</tr>
<tr>
<td>R</td>
<td>First Day of Next Year</td>
</tr>
<tr>
<td>S</td>
<td>Actual Start Date for Primary Rule/ First Day of Period for Secondary Rule</td>
</tr>
</tbody>
</table>

**Note:** Numeric codes apply to standard depreciation methods only.

To determine the date for F (First-half/ Second-half), use the following guidelines:

- If the asset was placed in service in the first half of the year then the adjusted depreciation start date is the first day of the year.
- If the asset was placed in service in the second half of the year then the adjusted depreciation start date is the first day of the succeeding year.
- The first half of the year expires at the close of the last day of the calendar month which is closest to the middle of the tax year.
- The second half of the year begins the day after the expiration of the first half of the tax year.
<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computation Method - ITD or Rem</td>
<td>A code that indicates the method of computation that the system uses to calculate depreciation based on the depreciation method you specify. Valid codes are:</td>
</tr>
<tr>
<td>C</td>
<td>Current year to date. Calculates only the current year’s depreciation.</td>
</tr>
<tr>
<td>I</td>
<td>Inception to date. Recalculates the entire depreciation amount from the start date through the current year. Prior-year depreciation is then subtracted to determine current year depreciation. This method results in a one-time current period correction for any errors in prior period depreciation.</td>
</tr>
<tr>
<td>F</td>
<td>Inception to date. Calculates inception to date for the first rule (if there are two rules) and uses a C for the second rule.</td>
</tr>
<tr>
<td>P</td>
<td>Current period. Calculates depreciation for the current period and then extrapolates the annual amount based on the cumulative percent from the period pattern and year-to-date posting. Any depreciation calculated for the current period is subtracted.</td>
</tr>
<tr>
<td>R</td>
<td>Remaining months. Depreciates the net book value as of the beginning of the current tax year over the remaining life of the asset. This results in the amortization of prior period calculation errors over the remaining life of the asset.</td>
</tr>
<tr>
<td>Method %</td>
<td>Enter the percentage you want the system to use when calculating depreciation. Use whole numbers. For example, enter 10 for 10%. The system uses a percentage when computing the following methods of depreciation:</td>
</tr>
<tr>
<td>06</td>
<td>Fixed % on Declining Balance. (This method of depreciation is commonly used by Canadian and utility companies.)</td>
</tr>
<tr>
<td>11</td>
<td>Fixed % Luxury Car - Foreign.</td>
</tr>
<tr>
<td>15</td>
<td>Fixed % of Cost.</td>
</tr>
<tr>
<td>16</td>
<td>Fixed % on Declining Balance to Cross-Over. The system also uses this field to compute any user defined depreciation method in which you specify a percentage.</td>
</tr>
<tr>
<td>Prod Units Schedule</td>
<td>The alphanumeric code you assign to a units of production schedule. You must set up the schedules you want to use for method 09 (Units of Production Depreciation) in advance on the Units of Production Schedule screen.</td>
</tr>
</tbody>
</table>
What You Should Know About

**Minimum requirements for non-depreciating assets**

You must set up the AA ledger type as a minimum for all your assets. Use depreciation method 00 with the AA ledger for non-depreciating equipment.

If you use the depreciation method 00, you are not required to define a depreciation account rule for the accumulated depreciation and depreciation expense accounts.

**Calculating depreciation by utilizing rules constant**

If this constant is set on in Fixed Asset Constants, the compute depreciation program uses the ledger depreciation rules to determine how to depreciate the assets. Any changes you want to make in how depreciation is handled must therefore be made at the ledger depreciation rule level, not at the asset level. You can pass the new depreciation information to the asset record by running the Update Depreciation Values program.
Set Up Ledger Type Rules

Setting Up Ledger Type Rules

From Fixed Assets (G12), enter 29 From Fixed Asset System Setup (G1241), choose Ledger Type Rules

You use ledger type rules to control processing for a specific ledger type. You can simplify processing at the ledger level by specifying ledger dependencies and transaction creation parameters. For example, you can specify an alternate currency ledger and the tax ledgers that are associated with it.

You can also revise rules to comply with regulatory requirements. For example, some countries require that costs be rounded or truncated to one decimal place. You can specify that the ledger for that currency be rounded or truncated as necessary.

By revising ledger type rules, you override the normal default values. For example, you may have a default date pattern that you use for depreciation calculations for your company, but you might have to override this pattern for one tax ledger because of regulatory requirements.

You can control several aspects of processing for a ledger type including:

- Relationships to other ledgers
- Currency of the ledger
- Override date and period patterns
- Transaction processing
To set up ledger type rules

On Ledger Type Rules

1. To locate a ledger type, complete the following field:
   - Ledger Type

2. Review the following fields and make any necessary changes:
   - Post Cost to this Ledger Type from Ledger Type
   - Transaction Creation
   - Ledger Currency Code
   - Override Date Pattern for Ledger Type
   - Override Number of Periods
   - Rounding Rule

Fixed Asset Transaction Creation Code

In the Fixed Assets system there is an option to use alternate ledgers in order to track Fixed Assets for various purposes, such as federal tax purposes, state tax purposes, or an industry requirement. Each alternate ledger can only have one transaction creation code assigned (either 1, 2, 3, 9, or blank). Different files will be updated based on which transaction code is assigned.

In the example below, D1, D2, D3, D4, D5 are examples and may be substituted with the appropriate alternate ledger. The Fixed Assets Transaction Creation Code determines what files will have records written to them for this ledger. The Ledger AA has a transaction creation code of 1, which is hard coded and cannot be changed.
by the user. A transaction code of 1 updates all the files in the chart and the
remaining codes update files as shown.

<table>
<thead>
<tr>
<th>Tran.</th>
<th>Create</th>
<th>F0911’s created</th>
<th>Update</th>
<th>Update</th>
<th>Create</th>
<th>Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA</td>
<td>D3</td>
<td>3</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>AA</td>
<td>D4</td>
<td>9</td>
<td>No</td>
<td>No</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>AA</td>
<td>D5</td>
<td>Blank</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Field**

**Explanation**

**Ledger Type**
The user defined ledger type code (list 09, type LT) that identifies the account ledger, or book, for the asset. You can maintain as many sets of depreciation books (ledger types) for an asset as you need so you can depreciate an asset in different ways for different purposes. For example, an asset might have a three-year life for tax purposes, but a five-year life for financial statement purposes. Each set of books can have different depreciation methods and depreciation values.

**Post Cost to this LT from LT**
This field enables the user to define the source ledger type of the cost when it is desirable to base the cost in this ledger on the cost from another ledger. This value is used by the Fixed Asset Post programs when determining the relationship of Ledger Types.

**Transaction Creation**
Balances in the Item Balance records for AA ledger will always be supported by General Ledger Transactions (F0911’s). This code allows user discretion for all other ledger types as follows:

- Blank: G/L Transactions will not be created by the Fixed Asset system.
- 1: This ledger is NOT parallel to any other ledger. All balances will be supported by G/L Transactions.
- 2: This ledger is Independent of the General Ledger. It is not necessary that transactions to this ledger be posted to General Ledger prior to posting them to this ledger.
- 3: This ledger is FULLY parallel to the General Ledger. All balances will be supported by transactions. Cost transactions will be created to this ledger to duplicate those arising from the “post from” ledger.
- 9: This is NOT a Fixed Asset Ledger. BYPASS all transactions to this ledger.

**Ledger Currency Code**
A code that indicates the currency that an amount is denominated in.
### Field Explanation

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Override Date Pattern for LT</td>
<td>Override the Company Date Pattern with this value. If left blank, no override will be performed. This value is used by Fixed Assets in calculating depreciation. No override is allowed for AA, CA, and AZ ledgers.</td>
</tr>
<tr>
<td>Override Number of Periods</td>
<td>Override the normal number of periods by this value. If left blank, no override will be performed. This value is used by Fixed Asset in calculating depreciation.</td>
</tr>
</tbody>
</table>

### What You Should Know About

#### Deriving cost from another ledger

If you specify that the cost in one ledger (for example, D1) should be derived from another ledger (for example, AA), then you must post cost to the other ledger, AA, first. The ledger type from which you derive the cost must be less than the ledger type to which you post the cost. For example, ledger type AA is alphabetically less than ledger type D1, therefore costs in D1 could be derived from AA.

**AA Ledger**

Costs for the AA ledger cannot be derived from another ledger.

**Ledger types unique to Fixed Assets**

Fixed Asset Ledger types formerly set up through user defined code table 12/LT are now set up using this screen and stored in the Ledger Type Master table (F0025).

**Transaction creation**

Transaction creation formerly controlled by special handling codes in the user defined code table 12/LT is now controlled by the Transaction Creation field on this screen.

### Using Multi-currency with Fixed Assets

Fixed assets are tracked in an alternate currency through the use of Detailed Currency Restatement, which means an asset is tracked in the AA and appropriate tax ledgers in the currency of the company (F0010). The Detailed Currency Restatement program (P11411) uses the AA ledger cost record to create the XA ledger in the account ledger (F0911) records in the currency assigned to the XA ledger. The XA ledger holds one defined currency system-wide.

**Note:** Compute Depreciation (P12850) does not create XA F0911 records from the AA.
Setting Up Ledger Type Rules for XA Ledger

You must set up the XA ledger in Depreciation Default Coding. When running Compute Depreciation (P12850) the program will create the F0911 records for ledger type AA and update the GLALT9 field with the value P. Detail Currency Restatement will not create XA records when AA records have the GLALT9 field populated with a P. If the XA ledger is not set up for Depreciation Default Coding (P12002), depreciation entries will not be booked for the XA ledger.

For example:

If you are depreciating 1/5 of your asset in the AA ledger, you will want to depreciate 1/5 out of the XA ledger. This is not the same as depreciating the AA ledger by multiplying it against the current exchange rate to create the XA ledger, because exchange rates change. One fifth of the AA ledger amount multiplied by the exchange rate may be higher or lower than 1/5 of the XA Ledger.

The following details the tables and ledger type rules.

<table>
<thead>
<tr>
<th>UDC Table</th>
<th>Ledger Type</th>
<th>Special Handling Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/ LT</td>
<td>AA</td>
<td>Blank – Default from Company Names and Numbers</td>
</tr>
<tr>
<td>09/ LT</td>
<td>CA</td>
<td>Blank – Can be a variety of currencies</td>
</tr>
<tr>
<td>09/ LT</td>
<td>XA</td>
<td>XXX – Where XXX is equal to the alternate currency code</td>
</tr>
</tbody>
</table>

1. Set Transaction Creation to 1.
2. Set Ledger Currency Code to the alternate currency.
3. Set up the asset item number in Master Information (P1201).
4. Set up the Depreciation Default Coding (P12002) for the AA and XA ledgers.

**Note:** Before you post (P12800) the cost to the Fixed Asset System, verify that the system has created the XA Ledger amount.

5. Run Compute Depreciation (P12850).
Set Up Disposal Account Rules

Setting Up Disposal Account Rules

| From Fixed Assets (G12), enter 29  
| From Fixed Asset System Setup (G1241), choose Disposal Account Rules |

Disposal account rules specify the accounts the disposal program uses for disposal journal entries. You set up the disposal account rules to direct the disposal journal entries to the appropriate offsetting account.

The disposal account rules make use of the balance character code to determine the nature of the journal entry. You can create separate rules for net book value disposal accounts, disposal cash clearing accounts, and disposal proceeds accounts. In addition, you can specify override accounts for the cost and accumulated depreciation accounts. This allows you to retain the amounts in the Item Balances table (F1202) and place these amounts in a reserve account.

You can set up company-specific rules or use the default company 00000 to set up the rules for all companies at one time. You can also specify different accounts by disposal method and ledger type.

**Caution:** You must set up at least a set of rules for company 00000 and ledger type AA. It is recommended that you set up separate accounts for net book value, cash clearing, and proceeds.
To set up disposal account rules

On Disposal Account Rules

![Image of disposal account rules setup interface]

1. Complete the following required fields:
   - Company
   - Balance Character Code (BC)
   - Object

2. To set up more specific rules, complete the following optional fields:
   - Disposal Method
   - Ledger Type (LT)
   - Business Unit
   - Subsidiary

**Balance Character Code**

The Balance Character Code is a numeric one-character field (CHCD) in the Asset Account Balances table (F1202) and is used to identify the type of record, based on the values below. Every F1202 record should be stamped with a CHCD value from 1 - 9, with one exception: not all expense accounts will have a balance character code. To enhance performance, programs in the Fixed Asset module use the balance character code to quickly determine which records represent cost, accumulated depreciation and depreciation expense. The balance character code can be updated using the Balance Character Code Update (P12920 on menu G1232). It updates the Balance Character Codes in the F1202 based on the AAI ranges in Fixed Assets system.
<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Company Number</td>
<td>A code that identifies the company that owns or is assigned to an asset or group of assets. You set up companies in the system to represent</td>
</tr>
<tr>
<td></td>
<td>a reporting level that has a complete balance sheet and any intercompany transactions with other companies. You can define a specific</td>
</tr>
<tr>
<td></td>
<td>organization, entity, partnership, and so on, as a company. You use Company Numbers and Names to define the companies in your system.</td>
</tr>
<tr>
<td></td>
<td><strong>Note:</strong> Use Company 00000 only for default values, such as dates and Automatic Accounting Instructions (AAIs). You cannot use Company</td>
</tr>
<tr>
<td></td>
<td>00000 when entering transactions.</td>
</tr>
<tr>
<td>Balance Character Code</td>
<td>A code that indicates in which range of accounts the account in the Item Balance falls. Valid values are:</td>
</tr>
<tr>
<td></td>
<td>A  Revaluation Cost Asset</td>
</tr>
<tr>
<td></td>
<td>B  Revaluation Accumulated Depreciation</td>
</tr>
<tr>
<td></td>
<td>C  Revaluation Secondary A/D</td>
</tr>
<tr>
<td></td>
<td>1  Cost</td>
</tr>
<tr>
<td></td>
<td>2  Accumulated Depreciation</td>
</tr>
<tr>
<td></td>
<td>3  Secondary Accumulated Depreciation</td>
</tr>
<tr>
<td></td>
<td>4  Depreciation Expense</td>
</tr>
<tr>
<td></td>
<td>5  Depreciation Expense - Secondary</td>
</tr>
<tr>
<td></td>
<td>6  Depreciation Expense - Tertiary</td>
</tr>
<tr>
<td></td>
<td>7  Net Book Value - Disposal</td>
</tr>
<tr>
<td></td>
<td>8  Disposal Clearing</td>
</tr>
<tr>
<td></td>
<td>9  Disposal Proceeds</td>
</tr>
<tr>
<td></td>
<td>Blank Miscellaneous Expense</td>
</tr>
<tr>
<td></td>
<td>(any expense which is defined above)</td>
</tr>
<tr>
<td>Object Account</td>
<td>The object account portion of a general ledger account. The term “object account” refers to the breakdown of the Cost Code (for example,</td>
</tr>
<tr>
<td></td>
<td>labor, materials, and equipment) into subcategories (for example, dividing labor into regular time, premium time, and burden). If you</td>
</tr>
<tr>
<td></td>
<td>are using a flexible chart of accounts and the object is set to 6 digits, it is recommended that you use all 6 digits. For example,</td>
</tr>
<tr>
<td></td>
<td>entering 000456 is not the same as entering 456, because the system enters three blank spaces to fill a 6-digit object.</td>
</tr>
<tr>
<td>Equipment Status</td>
<td>A user defined code (12/ ES) that identifies the equipment or disposal status of an asset, such as available, down, or disposed.</td>
</tr>
<tr>
<td>Field</td>
<td>Explanation</td>
</tr>
<tr>
<td>-----------------</td>
<td>-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Ledger Type</td>
<td>The user defined ledger type code (list 09, type LT) that identifies the account ledger, or book, for the asset. You can maintain as many sets of depreciation books (ledger types) for an asset as you need so you can depreciate an asset in different ways for different purposes. For example, an asset might have a three-year life for tax purposes, but a five-year life for financial statement purposes. Each set of books can have different depreciation methods and depreciation values.</td>
</tr>
<tr>
<td>Business Unit</td>
<td>The accounting entity (business unit) that is responsible for the asset’s cost or expense. You assign a business unit to an asset. The responsible business unit is used for responsibility reporting purposes. Note: You can enter numbers and characters in this field. The system right-justifies them (for example, CO123 appears as _ _ _ CO123). You cannot inquire on business units for which you have no authority.</td>
</tr>
<tr>
<td>Subsidiary</td>
<td>A subdivision of an object account. Subsidiary accounts include more detailed records of the accounting activity for an object account.</td>
</tr>
</tbody>
</table>

**What You Should Know About**

**Business unit default**

If you do not specify a business unit as part of the account number, the system retrieves the responsible business unit for the asset from the Asset Master table (F1201).

**Disposing of additional ledgers**

If you want to dispose of ledgers other than the AA ledger, you must set up rules for those ledgers. Unless you set up these rules, the system disposes of only the AA ledger.

**Cost and accumulated depreciation account overrides**

If you specify account overrides for cost, the accounts must be within the FCXX AAI range.

If you specify account overrides for primary accumulated depreciation or secondary accumulated depreciation, the accounts must be within the FDXX AAI range.
Set Up Revaluation Indices

Setting Up Revaluation Indices

<table>
<thead>
<tr>
<th>From Fixed Assets (G12), enter 27</th>
<th>From Advanced Operations (G1231), choose Revalue Assets</th>
</tr>
</thead>
<tbody>
<tr>
<td>From Asset Revaluation (G1234), choose Revaluation Index</td>
<td></td>
</tr>
</tbody>
</table>

A revaluation index is a numerical value that you use to recalculate, or restate, the costs of your assets, most often in economies affected by hyperinflation or in situations where there are wide fluctuations in supply and demand for the assets. You can set up revaluation indices to restate cost in terms of either constant currency accounting or current cost. Typically, index values are obtained from either governments or outside agencies.

You can set up revaluation indices to conform to whatever periodic recalculation is necessary. In truly hyperinflationary economies, some as high as triple digit, this might be a daily procedure. The setup also accommodates weekly, monthly, quarterly, annual, or other periodic intervals as needed. You create tables of indices, each identified by a revaluation code. You can create as many revaluation codes as you need in user defined code table 12/ RI.
To set up revaluation indices

On Revaluation Index

Complete the following fields:

- Reval Code
- Effective Date
- Index

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revaluation Code</td>
<td>A code which makes the Revaluation Index table (F12841) unique.</td>
</tr>
<tr>
<td>Date - Beginning Effective</td>
<td>The date on which an address, item, transaction, or table becomes active or the date from which you want transactions to display. The system uses this field depending on the program. For example, the date you enter in this field might indicate when a change of address becomes effective, or it could be a lease effective date, a price or cost effective date, a currency effective date, a tax rate effective date, and so on.</td>
</tr>
</tbody>
</table>
### Field: Rate Factor

A number that identifies the index or rate for calculations. The system multiplies the “from” amounts by this factor to calculate the amounts to be distributed. You can specify either positive or negative numbers and eight or fewer decimals. If you specify more than eight decimal positions, the system rounds to eight positions. If you leave this field blank, the default is 1.

If you specify a large whole number and a large number of decimal positions, the system might not be able to display the entire number. Even though all decimal positions cannot be displayed, they are stored (up to eight) correctly in the table.

**Note:** For annual budgets, you can specify zero to remove all balances and start over.

#### Form-specific information

For Fixed Asset Revaluation, this is either an index or factor, depending on how the revaluation calculation is done.

As an index, this value is the numerator of a fraction that is multiplied by the original cost of an asset to determine the revalued amount. The denominator of the fraction is the index from either the acquisition date or the depreciation start date, as designated in the processing options of the revaluation journal program.

As a factor, this value is simply multiplied by the original cost to determine the revalued amount. These calculations also apply to depreciation amounts.
Set Up Units of Production Schedules

Setting Up Units of Production Schedules

From Fixed Assets (G12), enter 27
From Fixed Asset Advanced Operations (G1231), choose Units of Production Schedule

Set up units of production schedules only if you use the Units of Production method of depreciation (method 09). You can set up schedules by ledger for as many different units of measure that your company uses, such as tons or miles.

The system performs two calculations based on the schedule information that you enter:

- Depreciable Unit Base = Original Units + Prior Year Revisions + Current Year Revisions - Units Produced in the Prior Year
- Current Units of Production = Units Produced Year-to-Date / Depreciable Unit Base

After you set up the units of production schedules for your system, you can print the Unit of Production report.
To set up a units of production schedule

On Units of Production Schedule

![Image of Units of Production Schedule]

Complete the following fields:

- **Schedule Number**
- **Ledger Type**
- **Description**
- **Units of Measure**
- **Units - Original**
- **Units - Prior Year Revisions**
- **Units - Current Year Revisions**
- **Prior Years Production**
- **Year-to-Date Production**

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schedule Number</td>
<td>The alphanumeric code you assign to a units of production schedule. You must set up the schedules you want to use for method 09 (Units of Production Depreciation) in advance on the Units of Production Schedule screen.</td>
</tr>
</tbody>
</table>
### Field | Explanation
---|---
Ledger Type | The user defined ledger type code (list 09, type LT) that identifies the account ledger, or book, for the asset. You can maintain as many sets of depreciation books (ledger types) for an asset as you need so you can depreciate an asset in different ways for different purposes. For example, an asset might have a three-year life for tax purposes, but a five-year life for financial statement purposes. Each set of books can have different depreciation methods and depreciation values.

Form-specific information
Each schedule you create is a combination of a unique schedule number and a ledger type.

Description | A user defined name or remark.

Unit of Measure | A user defined code (system 00' type UM) that identifies the unit of measurement for an amount or quantity. For example, it can represent a barrel, box, cubic yard, gallon, an hour, and so on.

Units - Original | The original estimate of the total number of units in the reserve base. The system uses this number to calculate the depreciable unit base.

Prior Year Revisions | The cumulative prior year revisions to the estimate of total units in the reserve base (Units-Original). The system uses this number to calculate the depreciable unit base.

Current Year Revisions | The current year revisions to the estimate of the total number of units in the reserve base (Units-Original). The system uses this number to calculate the depreciable unit base.

Prior Years Production | The number of units produced in all prior years. This number determines when an asset is fully depreciated. The system uses this number to calculate the depreciable unit base.

Y-T-D Production | Units that were produced year-to-date. You must manually update this field. The system uses the value in this field to calculate the Current Unit of Production Factor.

---

### What You Should Know About

**Creating master records**
You must set up units of production schedules before you create master records for assets that use the Units of Production depreciation method (Method 09).

**Running the Units of Production Close program**
Be sure that you run the Units of Production Close program. Units of Production Close rolls the current information into prior year fields and clears the current year fields for next year’s revisions and current production amounts.
Printing the Units of Production Report

You can print the Units of Production report to view all of the schedules that you have set up for the Units of Production depreciation method. You can use this report at the jobsite as a worksheet. For example, you can complete the production and revised unit reserves for your assets and then return the information to the main office.

You can run the units of production report by one of the following:

- Schedule number
- Ledger type
- Unit of measure

Run the Units of Production report to review the following information:

<table>
<thead>
<tr>
<th>Information</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Original Units</td>
<td>The original estimate of the total number of units in the reserve base</td>
</tr>
<tr>
<td>Prior Year Revisions</td>
<td>The cumulative prior-year adjustments to the original estimated units</td>
</tr>
<tr>
<td>Current Year Revisions</td>
<td>The current year adjustments to the original units</td>
</tr>
<tr>
<td>Units of Production Prior Year</td>
<td>The number of units produced in all prior years</td>
</tr>
<tr>
<td>Depreciable Units</td>
<td>An amount used to calculate the Current Unit of Production Factor. The system calculates this number using the following formula: Original Units + Prior Year Revisions + Current Year Revisions - Units of Production Prior Year = Depreciable Units</td>
</tr>
<tr>
<td>Units of Production Year-to-Date</td>
<td>The number of units that were produced year-to-date is used to calculate the Current Unit of Production Factor</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Schedule</th>
<th>Original Units</th>
<th>Prior Y</th>
<th>Curr Y</th>
<th>Units P</th>
<th>Depreciable Units</th>
<th>Unit Factor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schedule No</td>
<td>Original Units</td>
<td>Prior Y</td>
<td>Curr Y</td>
<td>Units P</td>
<td>Depreciable Units</td>
<td>Unit Factor</td>
</tr>
<tr>
<td>----------------</td>
<td>----------------</td>
<td>---------</td>
<td>--------</td>
<td>---------</td>
<td>-------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Motor Grader</td>
<td>10,000.00</td>
<td>4,500.00</td>
<td>5,500.00</td>
<td>.00000000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tons of Gravel</td>
<td>200,000.00</td>
<td>70,000.00</td>
<td>36,550.00</td>
<td>233,450.00</td>
<td>.00000000</td>
<td></td>
</tr>
</tbody>
</table>
Map Category Codes

Mapping Category Codes

When you set up the responsible business units that you want to use throughout your system, you assign category codes to each unit. You can set up category codes for your business units that would also be helpful for tracking and reporting on assets.

To use business unit category codes for tracking and reporting on assets, you can assign category code default values. You assign category code default values by associating, or mapping, the category codes that you set up for individual business units to the category codes you use for fixed assets. The system uses the default category code values when you create master records for new assets.

To map category codes

On Category Code Mapping

Complete the following fields:
- **Mapping Type**
- **Map to Category Code**
- **Map From Category Code**

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mapping Type</td>
<td>Enter a 1 in this field to map Business Unit Category Codes to Equipment Category Codes. Enter a 2 in this field to map Equipment Category Codes to Work Order Category Codes.</td>
</tr>
<tr>
<td>Map to Category Code</td>
<td>Use this field to specify defaults for your category codes. If the mapping type is 1, the equipment category code number in this field receives its default value from the Business Unit category code you specify in the Map From Category Code field on this screen. If the mapping type is 2, the Work Order category code in this field receives its default value from the Equipment category code you specify in the Map From Category Code field.</td>
</tr>
<tr>
<td>Map From Category Code</td>
<td>Use this field to set up defaults for your category codes. If the mapping type is 1, the Business Unit category code value you enter in this field is the default value for the Equipment category code you specify in the Map To Category Code field on this screen. If the mapping type is 2, the Equipment category code value you enter in this field is the default value for the Work Order category code you specify in the Map To Category Code field.</td>
</tr>
</tbody>
</table>

**What You Should Know About**

- **Mapping category codes with different values**
  
  The default values that you set up on Category Code Mapping appear on the Asset Master screen only if the values are valid for the business unit and the asset. For example, if you assign the default value for category code 05 from the Business Unit Master screen to category code 08 on the Asset Master screen, the values in both category code tables must match.

- **Mapping category codes with different character lengths**
  
  The system truncates any category codes that you assign from a business unit category code which is longer than three characters into a three-character category code field on the Asset Master screen.

- **Changing the responsible business unit for an asset**
  
  The system uses the responsible business unit that you enter on the Asset Master record to determine from which business unit to assign default category codes. If you change the responsible business unit for an asset, the system uses the default category codes based on the new business unit.
Set Up Supplemental Data

Setting Up Supplemental Data

You can use supplemental data to further define the assets in your system. The system stores detailed asset information as supplemental data. After you set up supplemental data, you can use it to report and track asset details that are important to your company, but are not included on the asset master record. You can define as many types of supplemental data as you need. You can also control which users have access to specific supplemental data types.

You define and maintain supplemental data by asset class. For example, you might set up supplemental data for an asset class that includes motor graders. The data might include fuel capacities, horsepower, oil readings, and so on. You can also use supplemental data types to define specification sheets. Use specification sheets to track nameplate data and other static asset information.

Setting up supplemental data consists of the following tasks:

This section contains the following:

- Setting Up Supplemental Data Types
- Setting Up Specification Sheets
- Assigning Data Types to Assets
- Setting Up Supplemental Data Security

Setting Up Supplemental Data Types

Use supplemental data to further define the assets in your system. You can define as many types of supplemental data as you need. If you use supplemental data, you must set up the types of data that you want to maintain. The Fixed Assets system includes three supplemental data formats:

- **Narrative (N)** – Use this data type to access the Supplemental Text Entry screen. You can use this text format to enter unlimited text information about equipment.

- **Columnar (C)** – Use this data type to access the Supplemental Code Entry screen. When you set up supplemental data screens using this data type, you can define the columns into which you enter information. The system edits the values you enter in the columns against the user defined code table you set up on the Data Type Definition screen.
Columnar-Message (M) – Use this data type to access the Supplemental Code Entry screen. You can use this data type in the same way as the columnar type. The only difference is that the system edits the values you enter in the columns of this data type against the generic rates and messages that you set up in the Generic Rates and Messages table (F00191).

The system stores the supplemental data types you set up in the Supplemental Data Types table (F12090).

To set up supplemental data types

On Data Type Definition

1. Complete the following fields:
   - Type Data (Ty Dt)
   - Description
   - Display Mode (DM)

2. Complete the following optional fields:
   - Code Title
   - Amount Title (Amt Title)
   - System Code (SY)
   - System Code (RT)
   - Word Search (WS)
<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ty Dt</td>
<td>A user defined code (system 12, type RT) used to group data. This code is alphanumeric and is typically an abbreviation, such as PT for lease payment terms, TX for lease taxation terms, and so on.</td>
</tr>
<tr>
<td>D M</td>
<td>The format of a data type. This code determines the display mode for supplemental data. Valid codes are:</td>
</tr>
<tr>
<td>C</td>
<td>Code format, which displays the screen for entering code-specific information. These codes are associated with User Defined Codes table (F0005).</td>
</tr>
<tr>
<td>N</td>
<td>Narrative format, which displays the screen for entering narrative text.</td>
</tr>
<tr>
<td>P</td>
<td>Program exit, which allows you to exit to the program you specified in the Pgm ID field.</td>
</tr>
<tr>
<td>M</td>
<td>Message format, which displays the screen for entering code-specific information. However, the system can edit the code values you enter against values in the Generic Rates and Messages table (F00191). This code is not used by the Human Resources or Financials systems.</td>
</tr>
</tbody>
</table>

Form-specific information

Display Mode P is not used by the Equipment/Plant Management or Fixed Assets systems.

Code Title

The heading for a column on Supplemental Data Entry that relates to user defined codes. Enter the user defined codes for the supplemental data type in this column. For example, if the supplemental data type relates to the educational degrees of employees (BA, MBA, PHD, and so on), the heading could be Degree.

Amt Title

The heading for a column on Supplemental Data Entry that relates to an amount. This column contains statistical or measurable information. For example, if the data type relates to bid submittals, the heading could be Bid Amounts.

SY

A user defined code (98/SY) that identifies a JD Edwards World system.

Form-specific information

A system code (system 98, type SY), such as 12 for Fixed Assets. The system uses this code for verification when you enter a value in a Type Data field. If you enter a value that is not in the table, the system displays an error message. The Edit on SY field works with the Edit on RT field. It is available for data types with user defined codes, but is not required. If you do not enter values in the Edit on SY and Edit on RT fields, the Type Data field is free form and no cursor-sensitive help is available.

Note: The Edit On function is not available for data types with narrative text.
<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
</table>
| RT    | Identifies the table that contains user defined codes. The table is also referred to as a code type.  

Form-specific information

A user defined code, such as PT for lease payment terms. The system uses this for verification when you enter a value in a Type Data field. If you enter a value that is not in the table, the system displays error message. The Edit On function is available for data types with user defined codes, but it is not required. If you do not enter values in the Edit on RT and Edit on SY fields, the Type Data field is free form and no cursor-sensitive help is available.  

**Note:** The Edit On function is not available for data types with narrative text.  

| W S  | This field determines whether you want to include the data stored under a particular supplemental data type in a word search of the supplemental database. The fields included in the word search are User Defined Code, Remark, Remark 2, and Narrative Text. To rebuild the data into the word search file, you must run the Build Search File for Fixed Assets program (P12BDWRD). This allows you to use the query search function on the Asset Search and Location screen (P1204) for the data in Supplemental Data. Valid codes are:  

Y Include in word search  
N Do not include in word search  

**Note:** You can enter 1 for yes or 2 for no. |
**What You Should Know About**

**Defining user defined codes as valid values for a data type**

Use the following guidelines to define user defined codes as valid values for a data type:

- The user defined code table must be set up before you can set up the data type.
- To assign a user defined code table to a data type, specify the install system and code type in the Edit on SY and Edit on RT fields.
- If your specification data type does not relate to an existing user defined code or generic message code, you can set up a new user defined code table. JD Edwards World recommends that you define the new tables for install systems 55-59. System 55-59 are reserved for client use. User defined code tables that you create for these systems will not be damaged during any reinstall processes.

See Working with User Defined Codes in the World Software Common Foundation Guide for more information about user defined codes.

**Defining Specification Sheets as a supplemental data type**

If you want to use specification sheets, you must define Specification Sheets as a type of supplemental data. Enter SP as the data type.

See also Defining Specification Data Types.

---

**Setting Up Specification Sheets**

Use specification sheets to define the types of static data that you want to record for a particular asset class, such as nameplate information. For each asset class, you can create up to 99 pages of data with as many as 16 data fields per page. You can set up the sequence in which the data displays, and specify the names for the various data fields.

**Before You Begin**

- Define Specification Sheets as a supplemental data type. See Setting Up Supplemental Data Types.
To set up specification sheets

On Specification Cross Reference

1. Complete the following fields:
   - Major Equipment Class (Category Code)

2. For each type of specification data that you want to define, complete the following fields:
   - Sequence Number
   - Description
   - Field Number
   - Field Type
   - Item Size
   - Display Decimals (DD or Disp Dec)
   - Right or Left (RL)
   - System Code (Syst Code)
   - User Defined Code (Us Cd)
   - File Name
   - Required Field (RY)

3. To create a new page if an equipment class requires more than 16 specification data types, complete the following field:
   - Page Number
<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Major Equipment Class</td>
<td>A user defined code (12/ C2) that is used to classify assets into groups or families. You use the equipment category code as a subclass to further define the accounting class, for example, 310 for copy equipment, 320 for projectors, and 330 for typewriters within the accounting class for general office equipment. <strong>Note:</strong> If you do not want to use the major equipment class, you must set up a value for blank in the user defined code table.</td>
</tr>
<tr>
<td>Sequence Number</td>
<td>A number that is used to sequence specification data. For any item of specification data, enter the number in the order you want it to appear on the Specification Data Entry screen (V1216).</td>
</tr>
<tr>
<td>Field Number</td>
<td>This number defines which field in the Specification Data table you are setting up. For this field number, you can define a description, the sequence in which it will display, and any editing rules that you want to apply to the data.</td>
</tr>
<tr>
<td>Field Type</td>
<td>Enter the type of data that the user will enter in the field on the Specification Data Entry screen. Valid values are: A Alpha Numeric N Numeric D Date T Time</td>
</tr>
<tr>
<td>Item Size</td>
<td>The field size of the data item. <strong>Note:</strong> All amount fields should be entered as 15 bytes, 0 decimals, and the data item type should be P (packed).</td>
</tr>
<tr>
<td></td>
<td>Form-specific information</td>
</tr>
<tr>
<td></td>
<td>Enter the size of the data item. The lowest value you can enter is 1 character and the highest value is 99,999 characters.</td>
</tr>
<tr>
<td>Disp Dec</td>
<td>Use this parameter to designate the number of decimals in the currency, amount, or quantity fields the system displays. For example, U.S. Dollars would be 2 decimals, Japanese Yen would be no decimals, and Cameroon Francs would be 3 decimals.</td>
</tr>
<tr>
<td></td>
<td>Form-specific information</td>
</tr>
<tr>
<td></td>
<td>For numeric specification data, if you do not enter a value in this field, the system uses a default value of 0.</td>
</tr>
<tr>
<td>Syst Code</td>
<td>A user defined code (98/ SY) that identifies a system within the software.</td>
</tr>
</tbody>
</table>
### Field Explanation

**File Name**
The identification, such as program number, table number, and report number, that is assigned to an element of software.

*Form-specific information*

Enter the number of the table you want the system to edit specification data values against. You can choose any table within any JD Edwards World system to edit against. However, the following tables have special features within the Equipment/Plant Management system:

- Work Order Master (F4801)
- Equipment Master by Item Number (F1201LA)
- Equipment Master by Unit Number (F1201LB)
- Short Address Book Number (F0101LA)
- Purchase Order Master (F4301)
- Inventory Master by Short Part Number (F4101LA)
- Inventory Master by Long Part Number (F4101LB)

If you specify one of these tables, the cursor-sensitive help screens for that field display a search screen or window for the table specified. In addition, the description of the data contained in the table appears as the description of the field on Specification Data Entry (V1216).

---

### What You Should Know About

**Defining the Item Size field**
The Item Size must equal the field size of the information that you want to display on the specification sheet. For example, if you want the asset serial number to display on the specification sheet, the Item Size must be 25.

**Specification sheet versions**
If you define multiple versions of specification sheets that include the same data types, it is recommended that you assign the same field numbers to the data types that are included in more than one version. For example, you might set up specification sheets for two equipment classes. Both versions of the specification sheets might include Capacity as a data type. If you want to report on all equipment by the capacity information that you store in the supplemental database, you must set up the Capacity data type in the same field for both versions of the specification data.

---

### Assigning Data Types to Assets

Use Data Type Cross Reference to define which types of supplemental data the system displays for a specific asset. When you assign supplemental data types to assets, you prevent the system from displaying data types that do not apply to the
assets when you review the supplemental data. For example, you might want to track different supplemental data types for different asset classes, such as electrical equipment and diesel-powered equipment. You can specify that the supplemental data types you set up for voltage, amperage, and so on, appear only for the assets in the asset class you set up for electrical equipment. If you choose not to use the Data Type Cross Reference feature, all the supplemental data types that you define appear for all assets.

Before You Begin

- Define supplemental category codes on Equipment Constants
- Set up supplemental data types

To assign supplemental data types to assets

On Data Type Cross Reference

1. To locate a specific asset category code value, complete the following field:
   - Category Code Value
2. To assign all the supplemental data types that you want to associate with the asset type, complete the following field:
   - Data Type

Setting Up Supplemental Data Security

From Fixed Assets (G12), enter 29
From Fixed Asset System Setup (G1241), choose Supplemental Data Security
You can set up supplemental data security to prevent or permit access to some or all supplemental data types according to individual user IDs. For example, you can allow a user to access all data types except the data type for lease payment terms (PT). Supplemental data security allows you to maintain sensitive information about equipment.

Setting up supplemental data security includes the following tasks:

- Establishing security by user ID
- Establishing security for all users

**To establish security by user ID**

On Supplemental Data Security

1. Complete the following fields:
   - User ID
   - Type of Data

2. To allow or prevent access to the data type, complete the following field:
   - Allow

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
</table>
| Allow   | A code that indicates whether a user is allowed access to the function key or selection. Valid codes are:  
| Y       | Yes, allow access |
| N       | No, prevent access |
| blank   | Yes, allow access (default). |
To establish security for all users

On Supplemental Data Security

1. Complete the following field to specify data types:
   - Type of Data
2. Enter *PUBLIC in the following field:
   - User ID
3. To allow or prevent access to the data type, complete the following field:
   - Allow

What You Should Know About

Using *Public

When you enter N in the Allow field for *Public, you prevent all users from accessing the supplemental data type that you specify except those for whom you individually permit access.
Set Up Short Years

Setting up Short Years

From General Accounting (G09), choose Organization & Account Set Up
From Organization & Account Set Up (G09411), choose Company Numbers & Names

When changing your financial date pattern or when setting up a new company within the fiscal year, you must address setup issues for the short year. For example, you must change the fiscal date pattern to reflect the short year (a year with less than the normal number of operating periods) and establish a new date pattern for subsequent years. Changing the date pattern might be a result of:

- A company’s decision to end the fiscal year at a different time
- A company merger or acquisition

Date patterns are associated with a date pattern code that you set up on the Company Numbers and Names or the Acquisition Years screen (both use program P00105).

Short Year Setup - Date Pattern Revisions

When setting up a short year for an existing company, complete the following process:

1. Set up the short year for the current date pattern. The last period of the short year will repeat itself (for example, through period 14). The change is a result of moving from a fiscal year date pattern to a calendar year date pattern.
2. Set up a new date pattern.

**Note:** This pattern must be set up from the year of the oldest asset in the system. Essentially, it will parallel the fiscal year coverage of the old date pattern, but in a different format (i.e. calendar months instead of fiscal periods). Therefore, if an asset dates back to 2000, you must set up a new date pattern beginning with 2000 and for each subsequent year up to and including the current year.
Set Up Short Years

**Note:** The previous screen shows a new date pattern that was created for a calendar year beginning with 2000 (the year the asset was established). A new pattern must be established for the years 2000 - 2017 (assuming 2017 is the current year).

3. Once the date pattern is set up, verify that all transactions are posted for the year.
4. Change the date pattern code to the new date pattern code.
5. Run the Asset Account Balance Close (P12825) for the short year. This process creates new records for the next fiscal year in the Items Balances file (F1202) and updates the Balance Forward field with a new balance.

**Special notes for using 4/4/4 accounting**

- For 4/4/4 accounting, you must also set up the next year’s date pattern.
- When using 4/4/4 accounting, be sure set up the correct number of periods, usually 13 periods, on the Company Numbers and Names/Asset Acquisition Years screen.
- If a reconciliation period is used, set it up as a separate period in the fiscal date patterns. The 13th period is usually the reconciliation period if calendar months are used, the 14th period usually the reconciliation period if 4/4/4 accounting periods are used. The reconciliation period is not used for computing depreciation on an asset. It is used only for reconciliation adjustments. When using a 4/4/4 date pattern, there are 13 periods of depreciation to compute, therefore the number of life months on the asset must be changed. For example, a 5-year (60-life month asset) is now a 5-year (65-life month) asset. To change your assets and their life months globally, change the item default coding and run Update Depreciation Values (P12822).

**Depreciation Issues**

Defining a short year creates an issue where depreciation begins in the first year under the new date pattern. Based on guidelines established by the tax code, you must change assets with a remaining NBV which exist in a short year or prior year to Method of Computation R. This change would take effect in the first full year of the new date pattern.

In addition, you will not be able to use depreciation methods based on the tax tables, such as ACRS or MACRS (depreciation methods 12, 13), because the date pattern change prevents the system from using the tax tables. The system cannot align columns and rows for tax table values. Method of Computation R cannot be used with many tax table methods. Therefore, you must change to methods 03, 04, or 05 for personal property, or 01 for real property, using Depreciation Default Coding program (P12002). Then, run Update Depreciation Values (P12822), which uses the defaults for the first full calendar year under the new date pattern. After updating...
the necessary assets, change the default coding back to the desired value for new assets added to the system for the first and future years of the new date pattern.

Repost with Recalculation Option

If you choose to repost to the Account Balances table (F0902) using Repost Account Ledger (P099102) with the processing option set to recalculate the fiscal year and period (because of the change in fiscal years), you must also run the Repost Ledger program in the Fixed Assets system (P12802) to update the Item Balances file (F1202).

Caution: The repost is not an option if you have depreciation entries that have been summarized, tax ledger transactions, or assets that were entered using beginning balance program, and therefore, journal entries were not created.

Do not use the repost in the following situations:

- Depreciation entries have been summarized. When entries are summarized Account Ledger (F0911) transactions no longer exist. To post to the Item Balances file (F1202), the detail in the Account Ledger file (F0911) must exist. Changing the fiscal date pattern to a short year does not generate any transactions for that year in the Account Ledger (F0911) file.
- Tax ledger transactions, unless F0911 Account Ledger records have been created.
- Assets that were entered using the beginning balance program and journal entries were not created. If the journal entries were not created the balance will not have the supporting F0911 records to repost.

If you cannot use the Repost option because of summarized depreciation transactions, set up a parallel environment in which to run the Fixed Assets system. This enables you to bring over fixed asset records from the Production environment as though you are doing a Fixed Asset conversion. You can also use this method if you have a new date pattern that is in the same fiscal year as the old date pattern. If this scenario exists, contact one of our analysts to assist you with the process.

If you can repost, there might be some depreciation consequences. Adjust your depreciation methods for assets using mid-year, mid-quarter, or mid-month conventions. Otherwise, they will be misstated as a result of running the Repost. In addition, you will have to manipulate the depreciation setup to reflect the depreciation balances correctly. You also will have to change the method of computation to R.

Possible Scenarios

Fiscal to Calendar or Fiscal to Fiscal with no duplication of fiscal years: These are the two easiest scenarios to handle. Simply follow the procedures described above.

Calendar to Fiscal or Fiscal to Fiscal with duplication of fiscal years: These scenarios result in the duplication of fiscal years. For example if your company’s normal date pattern is 1/1/17-12/31/17 and you need to switch to a 7/1/17-6/30/18, there will
be duplication of the fiscal year in the year of change. On the original date pattern the first period ends on Jan 31st which will dictate that year as fiscal year 17 (since the fiscal year is based on the last day of the first period). When switching to the new date pattern its first period will end on 7/31/17, which will also designate that year as fiscal year 17. That is where the problem lies. As soon as you switch the date pattern, the system will look for fiscal year 17 records because that is what you have told it to look for. That same problem occurs in the G/L.

There are a few possible solutions:

- It is possible to repost your data and that process will work if the necessary data are on your system. Remember that you could not have run depreciation in summary or used beginning balances without creating journal entries. Additionally, even if you meet this criterion for the AA ledgers, the tax ledgers will not repost unless you specifically have generated the F0911 records for those ledgers.

- Your company can dispose of all the assets and add them back to the system under the new date pattern. This will avoid the duplication of fiscal years, because you no longer will have F1202 balances for the same asset in fiscal year 17.

- You could run the annual close when you get to the end of your short year. That will create Century 20 and Fiscal Year 00 records, as in our example. Then you would need to purge or otherwise remove the F1202 balances for all years prior to 2018. Then using SQL or some other tool, update the Century 20 and Fiscal Year 18 records to read Century 20 and Fiscal Year 17.

- As a final option, you could run fixed assets in an alternate environment.

Whichever option your company chooses, you will need to make your adjustments as described throughout this document. The most important thing to remember is to test thoroughly, whichever method you choose. If necessary, get assistance from a field consultant. Be sure to back up your system before making the change.

**Caution:** After completing this process, run depreciation in preliminary mode and verify the values for the first period of the new year. We do not provide tax-consulting advice. Work with your tax advisor to verify that the depreciation setup will meet all appropriate legal requirements. The short year process described in this section is a guideline to help you achieve the desired results. It is not meant to represent, or give advice on, U.S. Tax Code Regulations.
Set Up Beginning Balances

Setting Up Beginning Balances

You can use Beginning Balance Setup to establish beginning balances for your assets in the Item Balance table (F1202) without having to enter and post journal entries. You can use the program to set up beginning balances for assets individually or in groups of assets that share the same cost and accumulated depreciation accounts.

Use Beginning Balance Setup to complete the following tasks:

- Enter beginning balances at system setup or during a conversion after general ledger balances have already been converted
- Change the cost basis of a ledger, other than the Actual Amounts (AA) ledger

When you create beginning balances, you must first enter the master information for each asset in the system. Next, you must enter the cost amount and accumulated depreciation amount, as of the last day of the previous fiscal year, for each asset. If you use a secondary accumulated depreciation account, you must also enter the secondary amount at this time. When you enter these amounts, the Beginning Balance Setup program automatically posts the entries to fixed assets. Finally, run the depreciation program to calculate depreciation for each month to update asset depreciation amounts to the current date.
After you finish setting up beginning balances, you can run the Fixed Assets to G/L Integrity test to verify that the cost and accumulated depreciation amounts in the Item Balances table (F1202) match the amounts in the Account Balances table (F0902).

Setting up beginning balances consists of the following:

This section includes instructions for the following:

- **To set up beginning balances for an individual asset**
- **To set up beginning balances for a group of assets**

**Before You Begin**

- Create master records for each asset in the system
- Verify that the amounts that you want to enter on the Beginning Balance Setup screen are already posted to the general ledger

**What You Should Know About**

<table>
<thead>
<tr>
<th>Displaying and updating a single ledger</th>
<th>You can use a processing option to limit the display to a single ledger. This permits easier updating of single ledgers.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assets with multiple subledgers</td>
<td>If you want to set up beginning balances for an asset with multiple subledgers, you must enter a unique subledger in the Subledger/ Type field when you first locate the asset. Enter the beginning balances for that subledger and then repeat the process for any remaining subledgers.</td>
</tr>
</tbody>
</table>
| Changing amounts for the cost or accumulated depreciation | The following rules apply if you want to change amounts for the cost or accumulated depreciation accounts:
  - If you entered balances using Beginning Balance Setup, the system displays the beginning balance amount for an asset when you locate the asset on Beginning Balance Setup. You can change the cost or the accumulated depreciation amounts by entering the full new amount.
  - If you entered the beginning balances as journal entries and then posted the entries to fixed assets, the system does not display the beginning balance amount on Beginning Balance Setup. You must enter the change in the amounts (the difference) instead of entering the new amount. |
| Updating amounts throughout the Fixed Assets system | The amounts you enter on Beginning Balance Setup are updated in the Balance Forward field of the Item Balances table (F1202) for each asset. |
| Using the DUP key to enter beginning balances | You can save time when entering beginning balances by using the DUP key to copy the amount on the preceding line. When you use the DUP key, the system displays a row of characters, such as asterisks. When you refresh the screen, you will see the actual repeated amounts. |
**Entering accumulated depreciation amounts**

You must enter the accumulated depreciation amount for the asset as of the end of the prior fiscal year, because the Compute Depreciation program calculates depreciation for each month as of the beginning of the fiscal year. For example, you might plan to use the Fixed Assets system in July. If you enter year-to-date amounts on Beginning Balance Setup in the Accumulated Depreciation Amount field, and then run depreciation, the system doubles the accumulated depreciation amounts. This is true for both the primary and secondary depreciation amounts.

**General ledger balance**

You affect only the balances in fixed asset Item Balances (F1202) table when you use the Beginning Balance Setup program. The program does not affect the balance in the general ledger, regardless of the processing options you choose.

---

**To set up beginning balances for an individual asset**

On Beginning Balance Setup

1. To locate an asset, complete the following field:
   - Item Number
2. To specify a fiscal year, complete the following field:
   - Fiscal Year
3. To specify a subledger, complete the following fields:
   - Subledger
   - Subledger Type
4. To set up or revise balance information, complete the following fields:
   - Cost Amount
   - Accumulated Depreciation Amount

5. To set up secondary depreciation, complete the following field in the detail area:
   - Secondary Accumulated Depreciation Amount

To set up beginning balances for a group of assets

1. To locate a specific group of assets, complete the following fields:
   - Cost Account
   - Accumulated Depreciation Account

2. To specify a fiscal year, complete the following field:
   - Fiscal Year

3. To specify a subledger, complete the following fields:
   - Subledger
   - Subledger Type

4. To set up or revise balance information, complete the following fields:
   - Cost Amount
   - Accumulated Depreciation Amount

5. To set up secondary depreciation, complete the following field in the detail area:
   - Secondary Accumulated Depreciation Amount

<table>
<thead>
<tr>
<th>Field</th>
<th>Explanation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item Number</td>
<td>An 8-digit number that uniquely identifies an asset.</td>
</tr>
<tr>
<td>Cost &amp; A/ D Acct</td>
<td>A field that identifies an account in the general ledger. You can use one of the following formats for account numbers:</td>
</tr>
<tr>
<td></td>
<td>- Standard account number (business unit.object.subsidiary or flexible format)</td>
</tr>
<tr>
<td></td>
<td>- Third G/ L number (maximum of 25 digits)</td>
</tr>
<tr>
<td></td>
<td>- 8-digit short account ID number</td>
</tr>
<tr>
<td></td>
<td>- Speed code</td>
</tr>
<tr>
<td></td>
<td>The first character of the account indicates the format of the account number. You define the account format in the General Accounting Constants program.</td>
</tr>
</tbody>
</table>
### Field Explanation

**Fiscal Yr**
A number that identifies the fiscal year. Generally, you can either enter a number in this field or leave it blank to indicate the current fiscal year (as defined on the Company Numbers and Names screen).

Specify the year at the end of the first period rather than the year at the end of the fiscal period. For example, a fiscal year begins October 1, 1998 and ends September 30, 1999. The end of the first period is October 31, 1998. Specify the year 98 rather than 99.

**Amount**
The actual amount. Debits are always entered as plus (+), and credits are entered as minus (-). You may enter decimals, dollar signs, and commas. The amount field will be examined and any non-significant symbols will be removed. Minus signs must be entered as a trailing figure. For example, the amount 5,000.01- would be interpreted as a credit of 5000.01.

**Amount - Accumulated Depreciation**
The total of all depreciation taken for an asset.

**Secondary A/ D Amount**
The cumulative prior year-end balance. The system uses this amount as the beginning balance for balance sheet and job cost accounts.

**Note:** Do not confuse this amount with the prior year-end net posting amount. The prior year-end net posting amount includes only the postings from the prior year. It does not include the ending balance of the previous year. The prior year-end net postings are typically used for profit and loss statement comparisons.

### Processing Options

See [Beginning Balance Adjustments (P12130)](#).

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*Fixed Assets Guide (Revised - January 15, 2007)*

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11 Fixed Asset Global Updates
Overview to Fixed Asset Global Updates

Objectives

- To make changes to multiple fixed asset records
- To identify what each global update program does
- To determine when each global update program should be used

About Fixed Asset Global Updates

You can make system-wide changes to fixed assets using global update processes. Fixed asset global updates consist of the following tasks:

- Updating asset information
- Updating accounts and ledgers
- Purging and archiving asset data
Update Asset Information

Updating Asset Information

You can update certain asset information globally to reduce the amount of processing time it takes to maintain current information in the Fixed Assets system and throughout your organization.

Updating asset information consists of the following tasks:

- Running the Update Message Log program
- Updating the Search Word table
- Updating state and tax entity information
- Updating depreciation values
- Running the Update Location Code Batch program
- Updating the Balance Character Code

Running the Update Message Log Program

From Fixed Assets (G12), enter 27
From Advanced Operations (G1231), choose Update Message Log

Caution: You should run this program only if you use the Tickler Miles/Hours field in the message log.

Run the Update Message Log program to keep tickler dates and units current in the message log. For example, if you set up a reminder message to appear every 3,000 miles for a piece of equipment, you use this update to ensure that the message appears when the equipment reaches the 3,000-mile mark.

Update Message Log compares tickler dates with the system date and tickler units (for example, miles or hours) to the current unit reading you record for the corresponding piece of equipment. The program updates all of the units that have reached or exceeded the tickler amounts you post in the AT00 automatic accounting instruction. When the update is complete, the corresponding equipment number on Asset Search and Location is highlighted to indicate that a message exists for the equipment.

When you select Update Message Log, the system submits the job directly to batch. You should update the message log frequently to keep message tickler units current. It is recommended that you run the Update Message Log as part of your unattended operations.
See Also

- Working with Message Logs for more information about using tickler dates and units
- Technical Foundation Guide for more information about running unattended operations (SLEEPER).

Updating the Search Word Table

You must build a search word table before you can perform a query search for an asset on the Asset Search screen. For example, you might perform a query search if you need to locate the master record for an asset, but you do not know the asset number. The Search Word table consists of possible words that you might use on a search screen to access the asset information you need.

Build Search Word File scans the asset information that you store in the system and creates a Search Word table on all the words found in the following places:

- Item Master table (F1201)
  - Asset description fields
  - Any remark fields
  - Any of the first ten category code fields
- Supplemental Data tables (F12090, F12092, F12093)
  - User defined code values
  - Remark fields
  - Narrative text

When you select Update Search Word File, the system submits the job directly to batch. You should run this update to maintain and refresh the Search Word table as you add, change, and delete assets in your system. It is recommended that you run the Update Search Word File as part of your unattended operations.

What You Should Know About

Using uppercase and lowercase descriptions for assets

The Build Search Word File procedure is not case sensitive. The procedure locates and retrieves words in the asset description fields regardless of whether they are uppercase or lowercase.

See Also

- Searching for Asset Information (P1204) for more information about performing a query search to locate assets
Updating State and Tax Entity Information

From Fixed Assets (G12), enter Year End Processes
From Year End Processes (G1225), choose Update Property Tax State/Entity

Caution: You should run this program only if you use the Job Cost system. The program updates tax entity information based on the information in Job Master records.

You can run the Update Property Tax State/Entity program to update the state and tax entity information for assets that change location from one tax entity to another. The program updates the Property Tax State, Tax Entity, and the Tax Rate/Area fields on the asset’s Master Information screen based on the information in the State, Tax Entity, and Tax Rate/Area fields on Job (Business Unit) Master Revisions.

The Update Property Tax State/Entity program accesses the following information to perform the update:

- “As of” date that you enter in the processing options
- Business unit (job) of the asset from Master Information if there is only one current location
- Business unit (location) of the asset from the Location Tracking table if there are multiple current locations or previous locations
- “To” (or more current) location if the asset changes location on the “As of” date

Update Property Tax State/Entity updates the Item Master table (F1201) based on the location of the asset as of the date that you enter in the processing options. If the asset changes location on this date, the system uses the more current location.

The following graphic illustrates how the Update Property Tax State/Entity program works:
When you select Update Property Tax State/Entity, the system displays a DREAM Writer version list. The version list includes a DEMO version that you can run or copy and modify to suit your needs. When you run a version, the system displays Processing Options Revisions before submitting the job for processing.

**See Also**

- Working with DREAM Writer in the World Software Common Foundation Guide for information about running, copying, and changing a DREAM Writer version

**Processing Options**

See [Update of Property Tax Information (P12821)](#).

**Updating Depreciation Values**

From Fixed Assets (G12), enter 27
From Advanced Operations (G1231), choose Update Depreciation Values

If you change depreciation values for a cost account, the system automatically updates all depreciation records in the Item Balances table (F1202) for the asset, ledger type, and current fiscal year. If you want to update the depreciation records for prior fiscal years, you must run Update Depreciation Values. The program updates every item that you select that uses the asset cost account with the new depreciation information.

You should run Update Depreciation Values only under the following circumstances:

- You change the depreciation values for a specific asset cost account or group of assets in the depreciation rules.
Item Balances records for an asset, ledger type, and fiscal year are not the same.

Depreciation amounts in the system are corrupted.

The DREAM Writer version list includes DEMO versions that you can run or copy and modify to suit your needs. When you run a version, the system displays Processing Options Revisions before submitting the job for processing.

Caution: Be sure you make data selections to specify only the depreciation records that you want to update.

Before You Begin

- Back up the Item Balances table (F1202)
- Verify that no one accesses the fixed assets files while you run the update

What You Should Know About Choosing an update method

Use the Depreciation Information Update Method processing options to control what depreciation information the program updates. You can choose one of the following options:

Blank Use this selection to update only current year records. The system uses the information in the cost records to update the depreciation information for records in the Item Balances table (F1202).

1 Use this selection if you want to specifically update records for other years, in addition to the current year. The system uses the information in the cost records to update the depreciation information for records in the Item Balances table (F1202).

2 Use this selection if you want the system to update records based on the information you set up in the depreciation rules. The program updates all records for all the years that you specify in data selection.

See Also

- Working with DREAM Writer in the World Software Common Foundation Guide for information about running, copying, and changing a DREAM Writer version

Processing Options

See Update of Depreciation Values (P12822).

Running the Update Location Code Batch Program

From Fixed Assets (G12), enter 27
From Advanced Operations (G1231), choose Location Code Update
You can update asset locations from a planned location to a current location. Run Update Location Code Batch to change planned asset locations to current asset locations when the system date reaches the “As of” date that you enter in the processing options.

For example, if you plan to distribute a fleet of trucks to a new location as of a certain date and enter that information into the system, you can run this program to automatically change the location information from a planned location status to a current location status. The program updates all planned locations that fit the criteria you select in the DREAM Writer selection list.

Update Location Code Batch updates the Location Tracking table (F1204) and the Item Master table (F1201).

The DREAM Writer version list includes DEMO versions that you can run or copy and modify to suit your needs. When you run a version, the system displays Processing Options Revisions before submitting the job for processing.

**Caution:** Be sure you make data selections to specify only the assets for which you want to update location information.

**See Also**

- Working with DREAM Writer in the World Software Common Foundation Guide for information about running, copying, and changing a DREAM Writer version

**Processing Options**

See **Location Code Batch Update (P12810)**.

**Updating the Balance Character Code**

Run the Balance Character Code Update program to identify Item Balance (F1202) records that are key to the user defined depreciation process among the other records that may exist for an asset, such as maintenance and other expense accounts. The system uses a Balance Character Code to identify the Item Balance records for the following accounts:

- Revaluation Cost Offset
- Revaluation Accumulated Depreciation
- Revaluation Secondary A/D
- Cost
- Accumulated depreciation
- Secondary accumulated depreciation
- Depreciation expense
- Depreciation expense - Secondary
- Depreciation expense - Tertiary
- Net book value
- Disposal clearing
- Disposal proceeds
- Miscellaneous expense

The Balance Character Code Update program flags these records in the Item Balances table with a code. When you run Calculate User Defined Depreciation, the program uses the balance character code to recognize records in the Item Balances table (F1202) that belong to cost, accumulated depreciation, and so on.

Run Balance Character Code Update when you:
- Set up your Fixed Assets system with user defined depreciation methods for the first time
- Make a change in the AAI's that affects the cost and accumulated depreciation ranges (FC and FD)

**Note:** You do not need to run this update for Item Balances records that are created internally. The system automatically updates the Balance Character Code field when creating Item Balance records through programs, such as Beginning Balance Setup, Fixed Asset Post, and Asset Split.

When you select Balance Character Code Update, the system submits the job directly to batch.
Update Accounts and Ledgers

Updating Accounts and Ledgers

You must update the accounts and ledgers in your system if you change your chart of accounts or frequently add new asset master records. You must also update the accounts and ledgers in your system if you add new ledgers or depreciation books for your assets.

Updating accounts and ledgers consists of the following tasks:

- Running the Identify New Entries program
- Adding new ledgers to assets
- Updating company numbers and accounts
- Running the Repost Ledger program
- Updating the item number in the account ledger

Running the Identify New Entries Program

| From Fixed Assets (G12), choose **Posting G/L to Fixed Assets**
| From Posting G/L to Fixed Assets (G1212), choose **Identify New Entries** |

Run Identify New Entries before you use the Revise Unposted Entries program or post new general ledger transactions to the fixed asset item balances table. Run this program frequently to reduce the time it takes the system to post journal entries to the general ledger or fixed assets.

JD Edwards World Fixed Assets and General Accounting systems share the same transaction table, the Account Ledger (F0911). The Account Ledger contains many journal entries that do not affect fixed asset accounting. When you run Identify New Entries, the system flags all non-fixed asset transactions. Flagged transactions are not processed in the Fixed Assets system. The Revise Unposted Entries program can processes journal entries much faster because it does not have to search through all general ledger transactions to locate fixed asset journal entries.

The following graphic illustrates how the Identify New Entries program sorts and marks transactions in the system:
When you select Identify New Entries, the system submits the job directly to batch. You should run this update as often as you add transactions to your system. JD Edwards World recommends running this program as part of your unattended operations.

**Caution:** Failure to run this program frequently and on a regular basis can have a significant impact on your ability to use the Revise Unposted Entry and the Fixed Asset post programs.

### What You Should Know About

**General ledger**

If you have been using JD Edwards World general ledger and now add the Fixed Assets system, the processing time increases for the Identify New Entries program. If you start the job and find that it is taking longer than expected, you can stop the program and start it again later. The program continues processing entries from where it left off.

### See Also

- Technical Foundation Guide for more information about running unattended operations (SLEEPER)
Adding New Ledgers to Assets

You can add new ledgers to the Item Balances table (F1202). Run the Add New Ledger to Assets program, for example, if your company’s tax department wants to add an additional state tax ledger, or book, to all fixed assets.

After you define the new ledger type and add it to the relevant depreciation rules, you must select the fiscal year that you want to update with the new ledger. The system then does the following:

- Creates beginning balance and period postings for asset cost accounts with blank subledgers only, based on the Actual Amounts (AA) ledger.
- Performs an edit to ensure that the new ledger is valid in the Depreciation Defaults by Ledger Type table (F12003). If it is not, the system adds the new ledger automatically.
- Duplicates the depreciation values that you set up in Ledger Depreciation Rules.

After you run Add New Ledger to Assets, you can use the Depreciation Information screen to verify the results of the update. Locate an asset that uses one of the account numbers with the new ledger type. You should see the newly added ledger type for the year in which you added the ledger.

**Caution:** Be sure you make data selections to specify only the records that you want to update with the new ledger.

The following graphic illustrates how the Add New Ledgers to Assets program creates a new ledger:

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11-13
run or copy and modify to suit your needs. When you run a version, the system displays Processing Options Revisions before submitting the job for processing. Use the processing options to specify a ledger type and fiscal year.

Before You Begin

- Set up the new ledger type in the General Accounting user defined code table for ledger types (09/ LT).
- Add the new ledger type on Depreciation Default Coding for each asset cost account and its corresponding depreciation values (depreciation method, life months, and so on).
- Back up the Item Balances table (F1202).

See Also

- Working with DREAM Writer in the World Software Common Foundation Guide for information about running, copying, and changing a DREAM Writer version

Processing Options

See Add a Ledger to Selected Assets (P12823).

Updating Company Numbers and Accounts

You must update company numbers and accounts in the Item Balances table (F1202) to correct any situations in which the company numbers and account numbers (business unit/object/subsidiary) in the Item Balances table do not match those in the Account Master (F0901). Company and account numbers in the Item Master table might not match those in the Account Master table if you change existing account numbers or companies for accounts that are within the fixed asset (FX) range.

Run the Update Company Number, Business Unit/Object/Subsidiary program any time that you change an existing account in your chart of accounts. For example, run this program when you:

- Change the object or subsidiary of an existing account
- Assign existing accounts to a different business unit
- Assign an existing business unit to a different company

Note: You must run this program when you make changes to existing account numbers. You do not need to run this program when you add an account number.

The Update Company Number, Business Unit/Object/Subsidiary program updates information from the Account Master table based on the system-assigned, short account ID number. The program updates accounts in the Item Master table (F1201)
when it detects a change to a cost, accumulated depreciation, expense, or revenue account.

The following graphic illustrates how the Update Company Number, Business Unit/Object/Subsidiary program works:

Before You Begin

- Verify that no one accesses the general accounting or fixed asset tables. The program is unable to update accounts that are locked by other system applications. Any account that a user accesses elsewhere in the system will not be updated.

Running the Repost Ledger Program

You can repost damaged account balances in the Item Balances table (F1202) to restore system integrity. You should run the repost only if you have no other means of restoring account information. Run the repost, for example, if account balance information is damaged as a result of hardware failure.

This program reposts only the transactions that include all of the following:

- A valid period number.
- A code that indicates a post to both the general ledger and fixed assets.
A valid asset number that exists in the Item Master table (F1201).

A transaction ledger type set up in Depreciation Default Coding, if one does not already exist in the Item Balances table.

A transaction account number in the Account Master table (F0901). The account number must fall within the Item FX range of accounts in the automatic accounting instructions.

Period postings for individual assets. The transaction must not be a balance forward record and cannot be summarized by period and account.

---

**Caution:** The Repost Ledger program clears all summarized account balances to zero. Do not use this program if your system includes item balance records without general ledger transactions, as in the case of summarized depreciation computations or beginning balances created without an audit trail.

The following graphic illustrates how the Repost Ledger program searches the General Ledger Transaction table (F0911) to create new asset balances in the Item Balances table (F1202).

---

When you select Repost Ledger from the Advanced Operations menu, the system displays a caution message. Proceed with the post. A DREAM Writer version list
appears. The versions list contains DEMO versions that you can run or copy and modify to suit your needs. When you run a version, the system displays Processing Options Revisions before submitting the job for processing.

**Caution:** Be sure you make data selections to specify only the records for which you want to run the repost.

### Before You Begin

- Verify that the following procedures are complete:
  - All transactions are posted first to the General Ledger and then to Fixed Assets.
  - All depreciation and transfer transactions are posted first to Fixed Assets and then to the General Ledger.
  - Verify that no one accesses the general accounting or fixed asset tables. The program is unable to update accounts that are locked by other system applications. Any account that a user accesses elsewhere in the system will not be updated.

### See Also

- Working with DREAM Writer in the World Software Common Foundation Guide for information about running, copying, and changing a DREAM Writer version

### Processing Options

See [Item Balance Repost (P12910)](#). 

### Updating the Item Number in the Account Ledger

<table>
<thead>
<tr>
<th>From Fixed Assets (G12), enter 27</th>
</tr>
</thead>
<tbody>
<tr>
<td>From Advanced Operations (G1231), choose Refresh Item Number in F0911</td>
</tr>
</tbody>
</table>

Normally, the symbol that you use to identify the item number in your system should not change. If you do change this symbol, you should update the item number in the Account Ledger (F0911). Run this program to ensure that all posted account ledger transactions contain the current primary item number format.

The item number and the symbol used to identify the item number are stored in the Account Ledger table.

When you select Refresh Item Number in F0911, the system submits the job directly to batch.

### Before You Begin

- Verify that no one accesses the general accounting or fixed asset tables. The program is unable to update accounts that are locked by other system applications. Any account that a user accesses elsewhere in the system will not be updated.
Running the Add New ACE Ledger

From Fixed Assets (G12), enter 27
From Advanced Operations (G1231), choose Add New ACE Ledger

Depreciation for Adjusted Current Earnings (ACE) is determined by when an asset was placed in service. According to this date criteria, the Add New ACE Ledger program creates the appropriate Item Balance (F1202) records based on the ACE class of the asset for each asset that is selected through DREAM Writer. The basis for ACE is then calculated as of the beginning of the year according to the rules applicable to the ACE class of the asset. Any current year costs arising in the fiscal year are also added to the ACE basis in the current year period in which they arise.

An asset will fall into one of the ACE classes listed below. The ACE basis (cost and depreciation) amounts for each class are then based on their corresponding balances in the Item Balance records for the Federal Tax (FED) or Alternative Minimum Tax (AMT) ledger.

<table>
<thead>
<tr>
<th>ACE Class</th>
<th>Date Placed in Service</th>
<th>FED Ledger</th>
<th>AMT Ledger</th>
<th>Cost Records</th>
<th>Accelerated Depreciation Records</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1990</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>2a</td>
<td>1/1/87 – 1990</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2b</td>
<td>8/1/86 – 12/31/86</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>1/1/81 – 12/31/86</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Pre 1/1/81</td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

Depreciation for ACE classes 1, 2 and 3 is based on Method of Depreciation 01 – Straight Line Depreciation with no salvage value over the remaining life of the asset. The remaining life is based on the value in the Depreciation defaults corresponding to the asset cost account for each asset for ACE classes 1, 2 and 3. Depreciation for ACE class 4 is the same as that for the Federal ledger type.

If this program is run more than once, the existing ACE Item balance record will be deleted first, and then created as described.

Fiscal Year

The program is specific for years beginning in 1990. If a conversion is necessary for subsequent years, you need to run this program for 1990, calculate depreciation and perform an annual close of the Item Balance records.

Ledgers Created

The program creates Item Balance records for the fiscal year beginning in 1990 with the ledger type specified in the first processing option. A ledger will be created if the following conditions are met:
- A ledger type that corresponds to the value entered in the first processing option exists in UDC table 09/ LT.
- A record exists in Depreciation Defaults for the ACE ledger type for the company and object/subsidiary combination for the asset cost account.
- The ACE ledger specified in processing option 1 is not blank, not CA, not AA, not equal to the FED type and not equal to the AMT type.
- The FED ledger and AMT ledger, if entered, are valid ledger types found in UDC 09/ LT

**Before You Begin**

- Back up the Item Balance File (F1202).
- Enter the new ACE ledger in User Defined Codes for system 09, user code LT.

  **Note:** The Description-2 field for the ACE ledger type must start with the letters ACE.

- Add the ACE Ledger Type to each combination of company and Asset Cost Object/Subsidiary using Item Setup Default Coding (P12002).
- Ensure that all Federal Tax Ledger and AMT Ledger balance records are accurate for all assets.

**To add new ACE ledger records**

**On Add New ACE Ledger**

1. Enter the following in the appropriate fields:
   - ACE ledger type
58B Update Accounts and Ledgers

- The ledger type for Federal Tax basis
- The ledger type for Alternative Minimum Tax (AMT) basis

2. Press Enter to continue.

3. Change or accept the data selections, and press Enter to run the program. After you run the program, you can run the Depreciation Journal (P12850) in preliminary mode to see if the ACE ledger was added correctly.

Processing Options

See Add New ACE Ledger (P12QAD1).
Purge and Archive Asset Data

Purging and Archiving Asset Data

From Fixed Assets (G12), enter 27
From Advanced Operations (G1231), choose Purge Selected Asset Files

You can delete old fixed asset records from your system. When you use the Fixed Assets purge program, you can purge entire data tables or specific records. You can also archive the records that you purge.

Use DREAM Writer versions to delete only those records that you specify in Processing Option Revisions. Company number and item number are mandatory data selections for this procedure.

Run the purge program to perform one or both of the following:

- Purge an asset that you disposed of in a prior year
- Purge the Item Balances table (F1202) for a prior year

Every record that the system purges during this procedure is transferred to a separate purge table. The purge table name is the same as the original table name with a P at the end. For example, the purge table for F1201 is F1201P.

If a purge table does not currently exist in your system, this purge procedure creates purge tables in the same library that the corresponding tables exist. If the purge table already exists in your system, this program adds purged records to the existing table.

JD Edwards World recommends that you back up any of the following tables you plan to purge:

- Item Master (F1201)
- Item Balances (F1202)
- Location Tracking (F1204)
- Item Messages (F1205)
- License Master (F1206)
- Maintenance Schedule (F1207)
- Parent History (F1212)
- Equipment Billing Rates (F1301)
- Status History (F1307)
A processing option allows you to purge balance records separately or in conjunction with other System 12 records. You can tell the system how many years of information to retain.

It is recommended that you verify with your auditor and CFO the number of years of records to retain on the system so that you can continue necessary reporting.

The program will NOT allow you to purge current year transactions from the F1202 file. Therefore, assets that are disposed in the current year cannot be purged from the F1202 balance file until the next fiscal year. Always verify that the annual close, period end close, and period end computations have been processed before purging.

The purge program will not purge assets which have children associated with them (that is, if the asset has a parent number that is different from the asset number itself). In order to purge these records you will need to select both Parent Number and Asset Number in Data Selection.

Purged records are copied to a separate file whose extension ends with P (i.e. F1202P). After records have been copied to the purge files, they are deleted. However, you will not regain space on your system until the new purge files have been moved to tape or diskette and the purged files are "reorganized". The reorganization procedure removes the space created by deleted records in the file and will order the existing records based on your request. Reorganize Files (P96999) is a technical program that should be executed only by authorized users. You do not have to archive your purged fixed asset records. If you do not want to save the records in a purge table, delete them from the system without saving them to a diskette or tape.

When you select Purge Selected Asset Files, the system displays a DREAM Writer versions list. The versions list includes DEMO versions that you can run or copy and modify to suit your needs. When you run a version, the system displays Processing Options Revisions before submitting the job for processing.

Since records for multiple years can be written to the purge files, you might want to rename the files to differentiate them from other purged fixed asset files. If the file remains in your library and the purge is run again, records will be added to the end of the file.

**Caution:** Be sure no one accesses the general accounting or fixed asset tables while you run this procedure. The program is unable to purge records that are locked by other system applications. Any records that a user accesses elsewhere in the system will not be purged.

After the purge is complete, JD Edwards World recommends that you copy the purged file to a different library, or copy to tape or diskette. If you are copying to another medium, e.g. tape or diskette, be sure to clear the data in the purge file(s) left on your system. The program prints a report that includes the asset number, description, responsible business unit, and disposal date (if applicable) of the purged assets. The report also shows which tables had records that were purged and a summary showing how many records were purged from each table.

**Caution:** Be sure you make data selections to specify only the records you want to purge.
Before You Begin

- Run the Asset Account Balance Close program.
- Back up any tables you plan to purge.

See Also

- About Data Removal (P09912) in the General Accounting I Guide for more information about purging tables.
- Working with DREAM Writer in the World Software Common Foundation Guide for information about running, copying, and changing a DREAM Writer version

Processing Options

See Purge Item Master and Item Balance Files (P12912).
12 Processing Options
## Asset Identification Processing Options

### Item Master Information (P1201)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DEFAULT OPTIONS:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a '1' to default the cost account information from the parent item when adding children items.</td>
<td></td>
</tr>
<tr>
<td><strong>REQUIRED FIELD OPTIONS:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Enter a '1' to require the Location to be entered.</td>
<td></td>
</tr>
<tr>
<td>Enter a '2' to default location from Responsible Business Unit and Start Date from Date Acquired if left blank.</td>
<td></td>
</tr>
<tr>
<td>Default of blank will not require the entry of either.</td>
<td></td>
</tr>
<tr>
<td>3. Enter a '1' to require the entry of a Unit Number when doing an add.</td>
<td></td>
</tr>
<tr>
<td>4. Enter a '1' to require the entry of Category Code Information when adding an Item Master.</td>
<td></td>
</tr>
<tr>
<td>5. Enter a '1' to require the entry of AFE field.</td>
<td></td>
</tr>
<tr>
<td><strong>PROTECTED FIELD OPTIONS:</strong></td>
<td></td>
</tr>
<tr>
<td>6. Enter a '1' to prevent entry/change to the Date Disposed.</td>
<td></td>
</tr>
<tr>
<td>7. Enter a '1' to prevent entry/change to the Equipment Status.</td>
<td></td>
</tr>
<tr>
<td>8. Enter a '1' to prevent entry/change to the Accounting Class, Category Code 1.</td>
<td></td>
</tr>
<tr>
<td>9. Enter a '1' to prevent entry/change to the Depreciation Category Code.</td>
<td></td>
</tr>
</tbody>
</table>
### Asset Identification Processing Options

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>10. Enter a '1' to not allow a child asset to be added to a disposed asset.</td>
<td></td>
</tr>
<tr>
<td><strong>DEFAULT WARNING:</strong></td>
<td></td>
</tr>
<tr>
<td>11. Enter a '1' to receive an error if exact Ledger Depreciation Rules information (F12003) is not found. Leave blank to receive a warning if exact Ledger Depreciation Rules information is not found.</td>
<td></td>
</tr>
</tbody>
</table>

### Depreciation and Accounting Values (P1202)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FIELD PROTECTION OPTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a '1' to prevent changes to the depreciation start date.</td>
<td></td>
</tr>
<tr>
<td>Leave blank to allow changes to the date.</td>
<td></td>
</tr>
<tr>
<td><strong>DREAM Writer VERSION SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Enter the Item Master version to use.</td>
<td></td>
</tr>
<tr>
<td>Leave blank to use ZJDE0001.</td>
<td></td>
</tr>
</tbody>
</table>

### Insurance Information (P12012)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DREAM WRITER VERSION:</strong></td>
<td></td>
</tr>
<tr>
<td>Enter the version for each program:</td>
<td></td>
</tr>
<tr>
<td>If left blank, ZJDE0001 will be used.</td>
<td></td>
</tr>
<tr>
<td>1. Master Information (P1201)</td>
<td></td>
</tr>
</tbody>
</table>
## Financing Information (P12013)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DREAM WRITER VERSION:</strong></td>
<td></td>
</tr>
<tr>
<td>Enter the version for each program:</td>
<td></td>
</tr>
<tr>
<td>If left blank, ZJDE0001 will be used.</td>
<td></td>
</tr>
<tr>
<td>1. Master Information (P1201)</td>
<td></td>
</tr>
</tbody>
</table>

## Item Search Original Display Format (P1204)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FORMAT CONTROL:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a '1' to display the Equipment Management screen format. Leave blank (default) to display the Fixed Asset screen format.</td>
<td></td>
</tr>
</tbody>
</table>

| **DW VERSION SELECTIONS:**                           |                                                   |
| 2. Enter the DREAM Writer version of the Scheduling Workbench (P48201) to call when the related option exit is used. Leave blank to call version ZJDE0001. |                                                   |
| 3. Enter the DREAM Writer version of the Component Cost and NBV (P12011) screen to call. Leave blank (default) to call version ZJDE0001. |                                                   |
| 4. Enter the DREAM Writer version of the Asset Master (P1201) to call. Leave blank to call version ZJDE0001. |                                                   |
| 5. Enter the DREAM Writer version of the Location Inquiry (P12215) to call. Leave blank to call version ZJDE0001. |                                                   |

| **DEFAULT VALUES:**                                   |                                                   |
| Enter the default for the Category Code selections. Blanks will select all. |                                                   |
| 6. Major Accounting Class                             |                                                   |
| 7. Major Equipment Class                              |                                                   |
### Assembly Components and NBV (P12011)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FORMAT CONTROL:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a '1' to display the Equipment Management screen format. Leave blank (default) to display the Fixed Asset screen format.</td>
<td></td>
</tr>
<tr>
<td>2. Enter a '1' to display amounts to billions without commas. Leave blank to display amounts to billions with commas.</td>
<td></td>
</tr>
<tr>
<td><strong>DEFAULT VALUES:</strong></td>
<td></td>
</tr>
<tr>
<td>3. Enter a default Item Number.</td>
<td></td>
</tr>
<tr>
<td>4. Enter a default display level.</td>
<td></td>
</tr>
<tr>
<td><strong>DREAM WRITER VERSIONS:</strong></td>
<td></td>
</tr>
<tr>
<td>Enter the version for each program: If left blank, ZJDE0001 will be used.</td>
<td></td>
</tr>
<tr>
<td>5. Master Information (P1201)</td>
<td></td>
</tr>
<tr>
<td>6. Location Inquiry (P12215)</td>
<td></td>
</tr>
<tr>
<td>7. Backlog Management (P48201)</td>
<td></td>
</tr>
<tr>
<td>8. Cost Summary (P122101)</td>
<td></td>
</tr>
</tbody>
</table>
### Parent History Information (P12212)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DREAM WRITER VERSION:</strong></td>
<td></td>
</tr>
<tr>
<td>Enter the version for each program:</td>
<td></td>
</tr>
<tr>
<td>If left blank, ZJDE0001 will be used.</td>
<td></td>
</tr>
<tr>
<td>1. Master Information (P1201)</td>
<td></td>
</tr>
</tbody>
</table>

### Asset Transfer – Single/Multiple (P12108)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PROCESSING MODE:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter “P” for Preliminary or “F” for Final. (Default is preliminary.)</td>
<td></td>
</tr>
<tr>
<td><strong>DATE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Enter the Journal Entry (GL) Date.</td>
<td>Must be used with processing option 9. You cannot enter a transfer date earlier than the G/ L Date (retroactive transfer) without also entering a new depreciation expense account number (see processing option 9).</td>
</tr>
<tr>
<td>(Final Depreciation must be posted through this date)</td>
<td></td>
</tr>
<tr>
<td>3. Enter the Transfer Date.</td>
<td></td>
</tr>
<tr>
<td>(Must be current year.)</td>
<td></td>
</tr>
<tr>
<td><strong>SINGLE/ MASS TRANSFER SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>4. Enter the Asset Number for Single Asset Transfer.</td>
<td></td>
</tr>
<tr>
<td>Leave blank for Multiple Asset Transfer using DREAM Writer data selection.</td>
<td></td>
</tr>
<tr>
<td><strong>TRANSFER INFORMATION:</strong></td>
<td></td>
</tr>
<tr>
<td>New Accounts: Leave blank for same account. (*BLANK changes subsidiary and/ or subledger to blank.)</td>
<td></td>
</tr>
<tr>
<td>Processing Option</td>
<td>Processing Options Requiring Further Description</td>
</tr>
<tr>
<td>--------------------------------------------------------</td>
<td>---------------------------------------------------</td>
</tr>
<tr>
<td>5. Asset Cost Account</td>
<td></td>
</tr>
<tr>
<td>Bus. Unit</td>
<td></td>
</tr>
<tr>
<td>Object</td>
<td></td>
</tr>
<tr>
<td>Subsidiary</td>
<td></td>
</tr>
<tr>
<td>6. Accum Depr Account</td>
<td></td>
</tr>
<tr>
<td>Bus. Unit</td>
<td></td>
</tr>
<tr>
<td>Object</td>
<td></td>
</tr>
<tr>
<td>Subsidiary</td>
<td></td>
</tr>
<tr>
<td>COST AND ACCUM DEPRECIATION SUBLEDGERS:</td>
<td></td>
</tr>
<tr>
<td>7. TO Subledger: Subledger</td>
<td></td>
</tr>
<tr>
<td>Subledger Ty.</td>
<td></td>
</tr>
<tr>
<td>8. FROM Subledger: Subledger</td>
<td></td>
</tr>
<tr>
<td>Subledger Ty.</td>
<td></td>
</tr>
<tr>
<td>WARNING: Transfers between Subledgers where Beginning Balances exist should be at year-end ONLY.</td>
<td></td>
</tr>
<tr>
<td>EXPENSE &amp; REVENUE TRANSFER INFORMATION:</td>
<td></td>
</tr>
<tr>
<td>9. Depreciation Expense</td>
<td></td>
</tr>
<tr>
<td>Bus. Unit</td>
<td></td>
</tr>
<tr>
<td>Object</td>
<td></td>
</tr>
<tr>
<td>Subsidiary</td>
<td></td>
</tr>
<tr>
<td>Subledger</td>
<td></td>
</tr>
<tr>
<td>Subledger Ty.</td>
<td></td>
</tr>
<tr>
<td>10. Asset Revenue</td>
<td></td>
</tr>
<tr>
<td>Bus. Unit</td>
<td></td>
</tr>
<tr>
<td>Object</td>
<td></td>
</tr>
<tr>
<td>Subsidiary</td>
<td></td>
</tr>
<tr>
<td>11. Enter an override explanation to be put in the journal entry explanation field.</td>
<td></td>
</tr>
<tr>
<td>ITEM MASTER INFORMATION:</td>
<td></td>
</tr>
<tr>
<td>Processing Option</td>
<td>Processing Options Requiring Further Description</td>
</tr>
<tr>
<td>-------------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>12. Enter Item Master Info. changes. Leave blank (default) for no change.</td>
<td>Processing Option 12g: You cannot enter a new start date without also entering a new location (processing option 12f). If you do enter a new location, but leave the start date blank, the G/L date becomes the new start date.</td>
</tr>
<tr>
<td>a. Responsible Business Unit</td>
<td></td>
</tr>
<tr>
<td>b. Work Center</td>
<td></td>
</tr>
<tr>
<td>c. Property Tax Entity</td>
<td></td>
</tr>
<tr>
<td>d. Property Tax State</td>
<td></td>
</tr>
<tr>
<td>e. Tax Rate/Area</td>
<td></td>
</tr>
<tr>
<td>f. Location</td>
<td></td>
</tr>
<tr>
<td>g. Start Date</td>
<td></td>
</tr>
</tbody>
</table>

**CATEGORY CODE INFORMATION:**

| 13. Enter Item Master Cat. Code changes. Leave blank (default) for no change. |
| a. Category Code 01 |
| b. " 02 |
| c. " 03 |
| d. " 04 |
| e. " 05 |
| f. " 06 |
| g. " 07 |
| h. " 08 |
| i. " 09 |
| j. " 10 |
| k. " 11 |
| l. " 12 |
| m. Category Code 13 |
| n. " 14 |
| o. " 15 |
| p. " 16 |
| q. " 17 |
| r. " 18 |
| s. " 19 |
| t. " 20 |
| u. " 21 |
| v. " 22 |
| w. " 23 |

**DW VERSION SELECTION:**
## 60B Asset Identification Processing Options

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>14. Enter a G/L Post version number to be executed automatically if processing in Final Mode ('ZJDE0028' for example).</td>
<td></td>
</tr>
</tbody>
</table>

**PRINT OPTIONS:**

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>15. Identify how to print asset number.</td>
<td>'1' = Item Number (default) '2' = Unit Number '3' = Serial/Tag Number</td>
</tr>
<tr>
<td>16. Enter a '1' to suppress page breaking on Asset Number.</td>
<td></td>
</tr>
</tbody>
</table>

### Location Inquiry (P12215)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>DREAM WRITER VERSION:</td>
<td></td>
</tr>
<tr>
<td>1. Enter the DREAM Writer version of the Asset Master to call.</td>
<td>Leave blank to call version ZJDE0001.</td>
</tr>
</tbody>
</table>

### Location Tracking Report (P12460)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINT OPTIONS:</td>
<td></td>
</tr>
<tr>
<td>1. Enter a '1' to print the Location Tracking text.</td>
<td>Leave blank (default) to print no associated text.</td>
</tr>
<tr>
<td>2. Choose which asset number to print:</td>
<td>'1' = Item number (default). '2' = Unit number. '3' = Serial number.</td>
</tr>
</tbody>
</table>
## Location Revisions (P12041)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OPTIONAL EDIT:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a '1' to allow modifications to future records only.</td>
<td></td>
</tr>
<tr>
<td>Enter a '2' to allow modifications to current records only.</td>
<td></td>
</tr>
<tr>
<td>Leave blank (default) to allow modifications to all records (history, current, and future).</td>
<td></td>
</tr>
<tr>
<td><strong>PROPERTY TAX UPDATE:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Enter a '1' to update the Property Tax fields in the Asset Master (F1201) when updating them on the Location.</td>
<td></td>
</tr>
<tr>
<td>Leave blank to only update Property Tax fields on the Location.</td>
<td></td>
</tr>
</tbody>
</table>
## Process G/L to Fixed Assets Processing Options

### Revise Unposted Entries (P12102)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DISPLAY OPTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a ‘1’ to display amounts to billions without commas. Leave blank to display amounts to millions with commas.</td>
<td></td>
</tr>
<tr>
<td><strong>UPDATE OPTION:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Enter ‘1’ to allow posting of cost to a different account than defined in the Asset Master. Leave blank (default) to prevent posting of cost to a different account than Asset Master.</td>
<td></td>
</tr>
<tr>
<td><strong>DREAM WRITER VERSIONS:</strong></td>
<td></td>
</tr>
<tr>
<td>3. Enter the DREAM Writer version of the Item Master (P1201) to call when the related option exit is used. Leave blank (default) to call version ZJDE0001.</td>
<td></td>
</tr>
<tr>
<td>4. Enter the DREAM Writer version of the Order Inquiry (P430301) to call when the related function key is used. Leave blank (default) to call version ZJDE0006.</td>
<td></td>
</tr>
<tr>
<td><strong>AU LEDGER OPTION:</strong></td>
<td></td>
</tr>
<tr>
<td>5. Enter ‘1’ to prevent the creation of the units ledger if units are present in the journal entry.</td>
<td></td>
</tr>
</tbody>
</table>
## Unposted F/A Transactions (P12301)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINT SELECTION:</td>
<td></td>
</tr>
<tr>
<td>1. Identify how to print Asset Number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>3 = Serial Number</td>
<td></td>
</tr>
<tr>
<td>2. Identify how to print the Amount.</td>
<td></td>
</tr>
<tr>
<td>blank = Amount w/ commas (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>1 = Amount w/o commas</td>
<td></td>
</tr>
</tbody>
</table>

## Post Unposted F/A Entries (P12800)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINT SELECTION:</td>
<td></td>
</tr>
<tr>
<td>1. Identify how to print Asset Number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>3 = Serial/ Tag Number</td>
<td></td>
</tr>
<tr>
<td>2. Identify how to print the Amount.</td>
<td></td>
</tr>
<tr>
<td>blank = Amount w/ commas (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>1 = Amount w/o commas</td>
<td></td>
</tr>
<tr>
<td>UPDATE OPTIONS:</td>
<td></td>
</tr>
<tr>
<td>3. Enter a '1' to use the asset number from the subledger type 'E' when the G/L asset number is blank.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Leave blank to use the G/L asset number only when posting to Fixed Assets.</td>
</tr>
<tr>
<td>4. Enter '1' to allow the posting of cost to a different account than defined in the Asset Master.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Leave blank (default) to prevent posting of cost to a different account defined in the Asset Master.</td>
</tr>
</tbody>
</table>
### Cost Summary by Account Code (P122101)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DISPLAY SEQUENCE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a '1' to display Asset in Repair Code (Subsidiary) sequence. Leave blank (default) to display in Account Code (Object) sequence.</td>
<td></td>
</tr>
<tr>
<td><strong>FORMAT CONTROL:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Enter a '1' to display amounts to billions without commas. Leave blank to display amounts to millions with commas.</td>
<td></td>
</tr>
<tr>
<td>3. Enter a '1' to display larger amount fields and the account number in the fold area only. Leave blank to display the account and smaller amount fields.</td>
<td></td>
</tr>
<tr>
<td><strong>DW VERSION SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>4. Enter the DREAM Writer version of the Order Inquiry (P430301) to call when the related option exit is used. Leave blank to call version ZJDE0006.</td>
<td></td>
</tr>
</tbody>
</table>
# Standard Depreciation Processing Options

## Depreciation Journal (P12850)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PROCESSING MODE:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter &quot;P&quot; for Preliminary or &quot;F&quot; for Final.</td>
<td>(DEFAULT is Preliminary.)</td>
</tr>
<tr>
<td><strong>DATE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Enter through period and fiscal year.</td>
<td></td>
</tr>
<tr>
<td>Leave blank to use current period and fiscal year.</td>
<td></td>
</tr>
<tr>
<td>Period:</td>
<td></td>
</tr>
<tr>
<td>Year:</td>
<td></td>
</tr>
<tr>
<td>3. Enter through date.</td>
<td></td>
</tr>
<tr>
<td>Leave blank to use period number and fiscal year. Use for 4/4/5 accounting and daily depreciation.</td>
<td></td>
</tr>
<tr>
<td>NOTE: Read Depreciation Help instructions for date pattern set up rules.</td>
<td></td>
</tr>
<tr>
<td><strong>CONVENTION SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>4. Update first year assets using Depreciation Methods 10, 12, 13, 17, and 18 with selected convention.</td>
<td>N = Mid-Year Convention (DEFAULT)</td>
</tr>
<tr>
<td>Y = Mid-Quarter Convention</td>
<td></td>
</tr>
<tr>
<td>5. Enter up to three additional ledgers (AMT, ACE, E&amp;P) for updating first year assets using Depreciation Methods 01, 03, 04, and 05 with convention selected in option 4.</td>
<td></td>
</tr>
<tr>
<td>Processing Option</td>
<td>Processing Options Requiring Further Description</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>RECORD SELECTION:</td>
<td></td>
</tr>
<tr>
<td>6. Identify ledger type selection.</td>
<td>Leave blank to select all ledgers.</td>
</tr>
</tbody>
</table>
| 7. Identify asset print selection.     | blank = assets with current period calculated depreciation.  
                                        | 1 = all assets where depreciation method is not 00 and asset is set up in fiscal year selected. No current period calculated depreciation is required. |
| PRINT SELECTION:                       |                                                  |
| 8. Identify how to print asset number. | 1 = Item Number (DEFAULT)                        |
|                                        | 2 = Unit Number                                  |
|                                        | 3 = Serial Number                                |
| 9. Identify how to print all Amounts.  | blank = Amounts w/ commas (DEFAULT)              |
|                                        | 1 = Amounts w/o commas                           |
| 10. Enter a '1' to print alternate format with enlarged Amount fields. | Leave blank to print regular format (DEFAULT). |
### General Ledger Post (P09800)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BATCH SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter Batch Number or Batch Date or Batch User ID</td>
<td></td>
</tr>
<tr>
<td><strong>PRINT SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Identify how to print amount fields on Post Journal:</td>
<td></td>
</tr>
<tr>
<td>'1' = to Millions (w/ commas)</td>
<td></td>
</tr>
<tr>
<td>'2' = to Billions (w/o commas)</td>
<td></td>
</tr>
<tr>
<td>Blank (Default) = No Journal Printed.</td>
<td></td>
</tr>
<tr>
<td>Processing Option</td>
<td>Processing Options Requiring Further Description</td>
</tr>
<tr>
<td>-------------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>3. Identify which account number to print on report:</td>
<td></td>
</tr>
<tr>
<td>'1' = Account Number</td>
<td></td>
</tr>
<tr>
<td>'2' = Short Account ID</td>
<td></td>
</tr>
<tr>
<td>'3' = Unstructured Account</td>
<td></td>
</tr>
<tr>
<td>'4' = (Default) Number Entered During Input</td>
<td></td>
</tr>
</tbody>
</table>

**FIXED ASSETS:**

4. Enter a '1' to post F/A entries to Fixed Assets.

**Note:** DREAM Writer version ZJDE0001 of Post G/L Entries to Assets (P12800) is executed when this option is selected. All transactions selected from that DREAM Writer will be posted rather than just the current entries being posted to G/L.

5. Enter a 'Y' if you wish to explode parent item time down to the assembly component level. Component billing rates will be used. (This applies to batch type 'T' only.)

**CASH BASIS ACCOUNTING:**

6. Enter a '1' to create and post Cash Basis accounting entries. (Applies to batch type G, K, M, W, & R only.)

7. Enter units ledger type for Cash Basis Accounting entries.
   (Default of blank will use "ZU" ledger type.)

**ACCOUNTING FOR 52 PERIODS:**

8. Enter a '1' for 52 Period Post.

**Note:** DREAM Writer data selection is used for 52 period posting ONLY. It is NOT used for the standard post to the F0902. Additionally, 52 period date patterns must be set up.

**TAX FILE UPDATE:**
<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>9. Identify when to update the Tax Work file (F0018):</td>
<td></td>
</tr>
<tr>
<td>'1' = V.A.T. or Use Tax only</td>
<td></td>
</tr>
<tr>
<td>'2' = for All Tax Amounts</td>
<td></td>
</tr>
<tr>
<td>'3' = for All Tax Explanation Codes</td>
<td></td>
</tr>
<tr>
<td>Blank (Default) = No Update to File</td>
<td></td>
</tr>
<tr>
<td><strong>Note:</strong> When using Vertex Taxes the Vertex Tax Register file will be updated instead of the Tax Work file for methods '1', '2', and '3'.</td>
<td></td>
</tr>
<tr>
<td>10. Adjust VAT Account for Cash Receipt Adjustments and Write Offs. Tax explanation must be a 'V':</td>
<td></td>
</tr>
<tr>
<td>'1' = update VAT amount only</td>
<td></td>
</tr>
<tr>
<td>'2' = update VAT amount, extended price and taxable amount</td>
<td></td>
</tr>
<tr>
<td>11. Adjust VAT Account for Discount Taken. The Tax Rules file must be set to Calculate Tax on Gross Amount, including Discount and Calculate Discount on Gross Amount, including Tax. Tax explanation must be a 'V':</td>
<td></td>
</tr>
<tr>
<td>'1' = update VAT amount only</td>
<td></td>
</tr>
<tr>
<td>'2' = update VAT amount, extended price and taxable amount</td>
<td></td>
</tr>
<tr>
<td><strong>PROPERTY MANAGEMENT:</strong></td>
<td></td>
</tr>
<tr>
<td>12. Enter DREAM Writer version of Property Management G/L Transaction Creation to be executed.</td>
<td></td>
</tr>
<tr>
<td>Default is version ZJDE0001. (This applies to batch types '2' and '/'.)</td>
<td></td>
</tr>
<tr>
<td><strong>UPDATE OPTION:</strong></td>
<td></td>
</tr>
<tr>
<td>13. Enter '1' to update short ID number, company, fiscal year/period number, century, and fiscal quarter in unposted transaction records selected for posting. (May be required for custom input programs.)</td>
<td></td>
</tr>
<tr>
<td><strong>REPORT FORMAT:</strong></td>
<td></td>
</tr>
<tr>
<td>14. Enter a '1' to print the Posting Journal in a 198 character format. The default of blank will print the format with 132 characters.</td>
<td></td>
</tr>
<tr>
<td>Processing Option</td>
<td>Processing Options Requiring Further Description</td>
</tr>
<tr>
<td>-----------------------------------------------------</td>
<td>---------------------------------------------------</td>
</tr>
<tr>
<td>DETAILED CURRENCY RESTATEMENT:</td>
<td></td>
</tr>
<tr>
<td>15. Enter a '1' to create currency restatement</td>
<td></td>
</tr>
<tr>
<td>entries. This creates records in the XA, YA, and/</td>
<td></td>
</tr>
<tr>
<td>or ZA ledgers depending on the version you are</td>
<td></td>
</tr>
<tr>
<td>running.</td>
<td></td>
</tr>
<tr>
<td>16. Enter the version of the Detailed Currency</td>
<td></td>
</tr>
<tr>
<td>Restatement (P11411) to execute.</td>
<td></td>
</tr>
<tr>
<td>Default of blank will execute ZJDE0001.</td>
<td></td>
</tr>
<tr>
<td>RECONCILIATION FILE PROCESSING:</td>
<td></td>
</tr>
<tr>
<td>17. Enter a '1' to update the Cross-Environment</td>
<td></td>
</tr>
<tr>
<td>Reconciliation file. Blank will not update the</td>
<td></td>
</tr>
<tr>
<td>reconciliation file.</td>
<td></td>
</tr>
<tr>
<td><strong>Note:</strong> The Cross-Environment Reconciliation</td>
<td></td>
</tr>
<tr>
<td>file can also be updated through the stand-alone</td>
<td></td>
</tr>
<tr>
<td>Cross-Environment File Creation program.</td>
<td></td>
</tr>
<tr>
<td>REVERSING JOURNAL ENTRIES:</td>
<td></td>
</tr>
<tr>
<td>18. When normal number of periods = 12 or 13 and</td>
<td></td>
</tr>
<tr>
<td>posting a reversing entry into period 12 or 13,</td>
<td></td>
</tr>
<tr>
<td>enter a '1' to create reversing journal entries to</td>
<td></td>
</tr>
<tr>
<td>the first period of the following year. This is to</td>
<td></td>
</tr>
<tr>
<td>avoid posting reversing entries to an adjusting</td>
<td></td>
</tr>
<tr>
<td>period.</td>
<td></td>
</tr>
<tr>
<td>Example: Normal number of periods = 12. Period 12</td>
<td></td>
</tr>
<tr>
<td>ends 12/30/xx and period 13 ends 12/31/xx. Journal</td>
<td></td>
</tr>
<tr>
<td>Entry date of 12/30/xx will post reversing entry to</td>
<td></td>
</tr>
<tr>
<td>period 01 of next year if processing option is set</td>
<td></td>
</tr>
<tr>
<td>to '1'.</td>
<td></td>
</tr>
<tr>
<td>BATCH TYPE SELECTION:</td>
<td></td>
</tr>
<tr>
<td><strong>Note:</strong> This option should NOT be changed by</td>
<td></td>
</tr>
<tr>
<td>User.</td>
<td></td>
</tr>
</tbody>
</table>
# User Defined Depreciation Processing Options

## Depreciation Journal – User Defined Depreciation (P12855)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PROCESSING MODE:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter 'P' for Preliminary or 'F' for Final. (DEFAULT is Preliminary)</td>
<td></td>
</tr>
<tr>
<td><strong>DATE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Enter the Thru Date.</td>
<td></td>
</tr>
<tr>
<td><strong>PRINT SELECTIONS:</strong></td>
<td></td>
</tr>
<tr>
<td>3. Identify how to print Asset Number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>4. Identify how to print Amounts.</td>
<td></td>
</tr>
<tr>
<td>blank = Amounts w/ commas (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>1 = Amounts w/o commas</td>
<td></td>
</tr>
<tr>
<td>5. Identify Asset print selection.</td>
<td></td>
</tr>
<tr>
<td>blank = Assets where depreciation method is not 00 and Asset is set up in Fiscal Year selected. No current period calculated Depreciation is required.</td>
<td></td>
</tr>
<tr>
<td>6. Enter a '1' to print Rule Details.</td>
<td></td>
</tr>
<tr>
<td>7. Enter a '1' to print Formula Element Amounts.</td>
<td></td>
</tr>
<tr>
<td>8. Enter a '1' to print totals without Subledgers (summarized to Account).</td>
<td></td>
</tr>
</tbody>
</table>
### User Defined Depreciation Processing Options

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>G/L SELECTIONS:</strong></td>
<td></td>
</tr>
<tr>
<td>9. Enter a G/L Post Version to be executed automatically if processing in Final Mode. (i.e. ZJDE0016)</td>
<td></td>
</tr>
<tr>
<td>10. Transaction (F0911) summarization selection for Accumulated Depreciation and Depreciation Expense Accounts. blank = no summarization 1 = summarize</td>
<td>NOTE: If you summarize, there will be no detail by Item Number to support the Item Balances. You cannot then use the F/A Repost program.</td>
</tr>
<tr>
<td>11. Transaction (F0911) creation selection for 'AA' ledger. blank = create 1 = do not create</td>
<td>NOTE: If you do not create transaction records for the AA ledger, you will not have detail to support the Item Balances. You cannot then use the F/A Repost program. This is generally used at implementation where the Account Balances have already been updated and only the Item Balance requires updating.</td>
</tr>
</tbody>
</table>

### Depreciation Rule Revisions (P12851)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EDIT OPTIONS:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a '1' to protect the rule if there is a '1' in the Edit Disable field.</td>
<td></td>
</tr>
</tbody>
</table>

### Depreciation Formula Revisions (P12853)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>EDIT OPTIONS:</strong></td>
<td></td>
</tr>
<tr>
<td>Processing Option</td>
<td>Processing Options Requiring Further Description</td>
</tr>
<tr>
<td>-------------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>1. Enter a '1' to protect the Edit Disable field. If left blank the Edit Disable field will not be protected.</td>
<td></td>
</tr>
</tbody>
</table>
### Asset Split (P12106)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FIXED ASSET POST:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter the DREAM Writer version number of the F/ A Post to be executed at completion of this session.</td>
<td></td>
</tr>
<tr>
<td>If left blank, version ZJDE0002 will be executed.</td>
<td></td>
</tr>
<tr>
<td><strong>NOTE:</strong> It is recommended that you only post transactions created by the Asset Split program. Set up a version of the F/ A Post where Document Type EQ &quot;AS&quot; is part of the selection criteria.</td>
<td></td>
</tr>
<tr>
<td><strong>DREAM WRITER VERSION:</strong></td>
<td></td>
</tr>
<tr>
<td>Enter the version for each program:</td>
<td></td>
</tr>
<tr>
<td>If left blank, ZJDE0001 will be used.</td>
<td></td>
</tr>
<tr>
<td>2. Master Information (P1201)</td>
<td></td>
</tr>
<tr>
<td><strong>OTHER LEDGER TYPES:</strong></td>
<td></td>
</tr>
<tr>
<td>3. Enter the ledger type if another ledger type is used for cost.</td>
<td>Blank will default the 'AA' ledger</td>
</tr>
</tbody>
</table>

### Asset Transfer – Single/Multiple (P12108)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PROCESSING MODE:</strong></td>
<td></td>
</tr>
<tr>
<td>Processing Option</td>
<td>Processing Options Requiring Further Description</td>
</tr>
<tr>
<td>-------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>1. Enter &quot;P&quot; for Preliminary or &quot;F&quot; for Final. (Default is preliminary.)</td>
<td></td>
</tr>
<tr>
<td>DATE SELECTION:</td>
<td>Must be used with processing option 9. You cannot enter a transfer date earlier than the G/L Date (retroactive transfer) without also entering a new depreciation expense account number (see processing option 9).</td>
</tr>
<tr>
<td>2. Enter the Journal Entry (GL) Date. (Final Depreciation must be posted through this date.)</td>
<td></td>
</tr>
<tr>
<td>3. Enter the Transfer Date. (Must be current year.)</td>
<td></td>
</tr>
<tr>
<td>SINGLE/MASS TRANSFER SELECTION:</td>
<td></td>
</tr>
<tr>
<td>4. Enter the Asset Number for Single Asset Transfer. Leave blank for Multiple Asset Transfer using DREAM Writer data selection.</td>
<td></td>
</tr>
<tr>
<td>TRANSFER INFORMATION:</td>
<td></td>
</tr>
<tr>
<td>New Accounts: Leave blank for same account. (*BLANK changes subsidiary and/or subledger to blank.)</td>
<td></td>
</tr>
<tr>
<td>5. Asset Cost Account</td>
<td></td>
</tr>
<tr>
<td>Bus. Unit</td>
<td></td>
</tr>
<tr>
<td>Object</td>
<td></td>
</tr>
<tr>
<td>Subsidiary</td>
<td></td>
</tr>
<tr>
<td>6. Accum Depr Account</td>
<td></td>
</tr>
<tr>
<td>Bus. Unit</td>
<td></td>
</tr>
<tr>
<td>Object</td>
<td></td>
</tr>
<tr>
<td>Subsidiary</td>
<td></td>
</tr>
<tr>
<td>COST AND ACCUM DEPRECIATION SUBLEDGERS:</td>
<td></td>
</tr>
<tr>
<td>7. TO Subledger: Subledger Subledger Ty.</td>
<td></td>
</tr>
<tr>
<td>8. FROM Subledger: Subledger Subledger Ty.</td>
<td>WARNING: Transfers between Subledgers where Beginning Balances exist should be at year-end ONLY.</td>
</tr>
<tr>
<td>EXPENSE &amp; REVENUE TRANSFER INFORMATION:</td>
<td></td>
</tr>
<tr>
<td>Processing Option</td>
<td>Processing Options Requiring Further Description</td>
</tr>
<tr>
<td>-------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>9. Depreciation Expense</td>
<td></td>
</tr>
</tbody>
</table>
  Bus. Unit  
  Object  
  Subsidiary  
  Subledger  
  Subledger Ty.  |
| 10. Asset Revenue |  
  Bus. Unit  
  Object  
  Subsidiary  |
| 11. Enter an override explanation to be put in the journal entry explanation field. |  
  PROCESSING OPTION 12G: You cannot enter a new start date without also entering a new location (processing option 12f). If you do enter a new location, but leave the start date blank, the G/L date becomes the new start date.  
  a. Responsible Business Unit  
  b. Work Center  
  c. Property Tax Entity  
  d. Property Tax State  
  e. Tax Rate/Area  
  f. Location  
  g. Start Date  |
<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>CATEGORY CODE INFORMATION:</td>
<td></td>
</tr>
<tr>
<td>13. Enter Item Master Cat. Code changes. Leave blank (default) for no change.</td>
<td></td>
</tr>
<tr>
<td>a. Category Code 01</td>
<td></td>
</tr>
<tr>
<td>b. &quot; 02</td>
<td></td>
</tr>
<tr>
<td>c. &quot; 03</td>
<td></td>
</tr>
<tr>
<td>d. &quot; 04</td>
<td></td>
</tr>
<tr>
<td>e. &quot; 05</td>
<td></td>
</tr>
<tr>
<td>f. &quot; 06</td>
<td></td>
</tr>
<tr>
<td>g. &quot; 07</td>
<td></td>
</tr>
<tr>
<td>h. &quot; 08</td>
<td></td>
</tr>
<tr>
<td>i. &quot; 09</td>
<td></td>
</tr>
<tr>
<td>j. &quot; 10</td>
<td></td>
</tr>
<tr>
<td>k. &quot; 11</td>
<td></td>
</tr>
<tr>
<td>l. &quot; 12</td>
<td></td>
</tr>
<tr>
<td>m. Category Code 13</td>
<td></td>
</tr>
<tr>
<td>n. &quot; 14</td>
<td></td>
</tr>
<tr>
<td>o. &quot; 15</td>
<td></td>
</tr>
<tr>
<td>p. &quot; 16</td>
<td></td>
</tr>
<tr>
<td>q. &quot; 17</td>
<td></td>
</tr>
<tr>
<td>r. &quot; 18</td>
<td></td>
</tr>
<tr>
<td>s. &quot; 19</td>
<td></td>
</tr>
<tr>
<td>t. &quot; 20</td>
<td></td>
</tr>
<tr>
<td>u. &quot; 21</td>
<td></td>
</tr>
<tr>
<td>v. &quot; 22</td>
<td></td>
</tr>
<tr>
<td>w. &quot; 23</td>
<td></td>
</tr>
<tr>
<td>DW VERSION SELECTION:</td>
<td></td>
</tr>
<tr>
<td>14. Enter a G/L Post version number to be executed automatically if processing in Final Mode ('ZJDE0028' for example).</td>
<td></td>
</tr>
<tr>
<td>PRINT OPTIONS:</td>
<td></td>
</tr>
<tr>
<td>15. Identify how to print asset number. '1' = Item Number (default) '2' = Unit Number '3' = Serial/Tag Number</td>
<td></td>
</tr>
<tr>
<td>16. Enter a '1' to suppress page breaking on Asset Number.</td>
<td></td>
</tr>
</tbody>
</table>
### Single Asset Disposal (P12105)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEDGER TYPE SELECTION:</td>
<td></td>
</tr>
<tr>
<td>1. Enter ledger types to be disposed.</td>
<td>If none are selected, entries will only be created for the AA ledger.</td>
</tr>
<tr>
<td>ACCOUNT AND BALANCE SECURITY:</td>
<td></td>
</tr>
<tr>
<td>2. Enter &quot;1&quot; to prevent changes to account and balance information.</td>
<td></td>
</tr>
</tbody>
</table>

### Mass Disposals (P12104)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PROCESSING MODE:</td>
<td></td>
</tr>
<tr>
<td>1. Enter &quot;P&quot; for Preliminary or &quot;F&quot; for Final. (DEFAULT is Preliminary.)</td>
<td></td>
</tr>
<tr>
<td>LEDGER TYPE SELECTION:</td>
<td></td>
</tr>
<tr>
<td>2. Enter ledger types to be disposed.</td>
<td>If none are selected, entries will only be created for the AA ledger.</td>
</tr>
<tr>
<td>SUBLEDGER SELECTION:</td>
<td></td>
</tr>
<tr>
<td>3. Enter Subledger/Subledger Type.</td>
<td></td>
</tr>
<tr>
<td>DATE SELECTION:</td>
<td></td>
</tr>
<tr>
<td>4. Enter Disposal Date.</td>
<td></td>
</tr>
<tr>
<td>5. Enter G/L Date for journal entry if different than Disposal Date.</td>
<td></td>
</tr>
<tr>
<td>DISPOSAL METHOD:</td>
<td></td>
</tr>
<tr>
<td>6. Enter Disposal Method. (See User Defined Codes for system 12, record type ES)</td>
<td></td>
</tr>
<tr>
<td>DESCRIPTION OVERRIDE:</td>
<td></td>
</tr>
<tr>
<td>7. Enter description to be used for the journal entry explanation.</td>
<td></td>
</tr>
</tbody>
</table>
### PRINT SELECTION:

8. Identify how to print asset number.
   - 1 = Item Number (DEFAULT)
   - 2 = Unit Number
   - 3 = Serial Number

### G/L POST SUBMITTAL:

9. Enter a G/L Post version number to be executed automatically if processing in Final Mode (i.e. ZJDE0029).
## Revaluation Processing Options

### Revaluation Journal (P12845)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DEFAULT OPTIONS:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter '0' for Preliminary or '1' for Final. (Default is Preliminary)</td>
<td></td>
</tr>
<tr>
<td>2. Enter the Journal Entry Date.</td>
<td></td>
</tr>
<tr>
<td><strong>REVALUATION SOURCE:</strong></td>
<td></td>
</tr>
<tr>
<td>3. Enter the FROM Ledger Type. (Leave blank to default 'AA' ledger)</td>
<td></td>
</tr>
<tr>
<td>4. Enter the FROM Subledger</td>
<td></td>
</tr>
<tr>
<td>5. Enter the FROM Subledger Type.</td>
<td></td>
</tr>
<tr>
<td><strong>REVALUATION DESTINATION:</strong></td>
<td></td>
</tr>
<tr>
<td>6. Enter the TO Ledger Type (Leave blank to use the Ledger Type from the Revaluation Source.)</td>
<td></td>
</tr>
<tr>
<td>7. Enter the TO Subledger (Leave blank for to use the Subledger from the Revaluation Source. NotE: If you enter a TO Subledger, you must also enter a TO Subledger Type.)</td>
<td></td>
</tr>
<tr>
<td>8. Enter the TO Subledger Type</td>
<td></td>
</tr>
<tr>
<td><strong>REVALUATION CALCULATION OPTIONS:</strong></td>
<td></td>
</tr>
<tr>
<td>9. Enter the Method of Calculation: 1 = Balances of Revaluation Year (Default) 2 = Inception-to-Date (Period Amounts from ALL selected years applied to Index/ Factor in effect at End of Each year, summed to derive current year)</td>
<td></td>
</tr>
<tr>
<td>Processing Option</td>
<td>Processing Options Requiring Further Description</td>
</tr>
<tr>
<td>-------------------</td>
<td>-------------------------------------------------</td>
</tr>
<tr>
<td>10. Enter Revaluation Code. (12/ RI)</td>
<td></td>
</tr>
<tr>
<td>11. Enter the Revaluation As of Date: (Default is G/ L Date).</td>
<td></td>
</tr>
<tr>
<td>12. Enter which Acquisition Date to use:</td>
<td></td>
</tr>
<tr>
<td>1 = Date Acquired (Default)</td>
<td></td>
</tr>
<tr>
<td>2 = Depreciation Start Date</td>
<td></td>
</tr>
<tr>
<td>3 = Revaluation Date</td>
<td></td>
</tr>
<tr>
<td>13. Determine the multiplier used in calculation:</td>
<td></td>
</tr>
<tr>
<td>1 = index formula (index as of revaluation date / index as of acquisition)</td>
<td></td>
</tr>
<tr>
<td>2 = factor</td>
<td></td>
</tr>
<tr>
<td>FILE UPDATE OPTIONS:</td>
<td></td>
</tr>
<tr>
<td>14. Enter a '1' to select fields/files to be updated:</td>
<td></td>
</tr>
<tr>
<td>a. Item Master last year cost with existing replacement cost.</td>
<td></td>
</tr>
<tr>
<td>b. Item Master with replacement cost</td>
<td></td>
</tr>
<tr>
<td>PRINTING OPTIONS:</td>
<td></td>
</tr>
<tr>
<td>15. Suppress printing of Audit Info.</td>
<td></td>
</tr>
<tr>
<td>Blank = Print file changes and calculations</td>
<td></td>
</tr>
<tr>
<td>1 = Print only file changes</td>
<td></td>
</tr>
<tr>
<td>16. Enter a '1' to suppress page break on each Asset Number.</td>
<td></td>
</tr>
<tr>
<td>17. Identify how to print Amounts.</td>
<td></td>
</tr>
<tr>
<td>Blank = Amounts w/ commas (default)</td>
<td></td>
</tr>
<tr>
<td>1 = Amounts w/o commas</td>
<td></td>
</tr>
<tr>
<td>VERSION SELECTION:</td>
<td></td>
</tr>
<tr>
<td>18. Enter the G/ L Post version to be executed automatically if processing in Final Mode. ('ZJDE0044' for example)</td>
<td></td>
</tr>
</tbody>
</table>
# Year-End Processes Processing Options

## Item Balance Annual Close (P12825)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DISPOSED ASSET BEGIN BALANCE CREATION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. For disposed assets with non Cost and Accumulated Depreciation Accounts that continue to carry beginning balances, (i.e. Expense and Revenue Accounts) Enter:</td>
<td></td>
</tr>
<tr>
<td>1 = carry these balances forward for the 'AA' Ledger only.</td>
<td></td>
</tr>
<tr>
<td>2 = carry these balances forward for the 'AA' and 'AU' ledgers.</td>
<td></td>
</tr>
<tr>
<td>3 = carry these balances forward for all ledgers.</td>
<td></td>
</tr>
<tr>
<td>Leave blank (default) to not carry forward any balances for assets that have been disposed.</td>
<td></td>
</tr>
<tr>
<td>2. For Disposed Assets with Cost or Accumulated Depreciation Accounts that continue to carry beginning balances Enter:</td>
<td></td>
</tr>
<tr>
<td>1 = Carry these balances forward for the 'AA' ledger only.</td>
<td></td>
</tr>
<tr>
<td>2 = Carry these balances forward for the 'AA' and 'AU' ledgers.</td>
<td></td>
</tr>
<tr>
<td>3 = Carry these balances forward for all ledgers.</td>
<td></td>
</tr>
<tr>
<td>Leave Blank (default) to not carry forward any balances for assets that have been disposed.</td>
<td></td>
</tr>
</tbody>
</table>
### Fixed Asset Reports Processing Options

#### Item by Finance Method (P12421)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINT SELECTION:</td>
<td></td>
</tr>
<tr>
<td>1. Identify how to print Asset Number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>3 = Serial/ Tag Number</td>
<td></td>
</tr>
<tr>
<td>2. Identify how to print the Amount.</td>
<td></td>
</tr>
<tr>
<td>blank = Amount w/ commas (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>1 = Amount w/o commas</td>
<td></td>
</tr>
</tbody>
</table>

#### Fixed Asset Ledger – Posted (P12420)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINT SELECTION:</td>
<td></td>
</tr>
<tr>
<td>1. Identify how to print the Amount.</td>
<td></td>
</tr>
<tr>
<td>blank = Amount w/ commas (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>1 = Amount w/o commas</td>
<td></td>
</tr>
</tbody>
</table>
### Equipment Cost Analysis (P12424)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORT SELECTION:</td>
<td></td>
</tr>
<tr>
<td>1. Identify how to print report.</td>
<td></td>
</tr>
<tr>
<td>D = Detail Report (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>O = Total by Object Account</td>
<td></td>
</tr>
<tr>
<td>S = Summary Report</td>
<td></td>
</tr>
<tr>
<td>R = Total by Subsidiary Account</td>
<td></td>
</tr>
<tr>
<td>DATE SELECTION:</td>
<td></td>
</tr>
<tr>
<td>2. Enter through period or through fiscal date.</td>
<td>Leave blank to use current period.</td>
</tr>
<tr>
<td>LEDGER TYPE SELECTION:</td>
<td></td>
</tr>
<tr>
<td>3. Enter a single ledger type.</td>
<td>Leave blank (default) for &quot;AA&quot; ledger.</td>
</tr>
<tr>
<td>UNITS SELECTION:</td>
<td></td>
</tr>
<tr>
<td>4. Enter a &quot;1&quot; to suppress units from printing on report.</td>
<td>Leave blank to print units (default).</td>
</tr>
<tr>
<td>5. Identify what Automatic Accounting Instruction to use for units.</td>
<td></td>
</tr>
<tr>
<td>Y = 'AT00' AAI (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>A = 'FMA' AAI</td>
<td></td>
</tr>
<tr>
<td>B = 'FMB' AAI</td>
<td></td>
</tr>
<tr>
<td>PRINT SELECTION:</td>
<td></td>
</tr>
<tr>
<td>6. Enter a &quot;1&quot; to omit printing assets with zero cost.</td>
<td>Leave blank to print all assets (DEFAULT).</td>
</tr>
<tr>
<td>7. Identify how to print asset number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>3 = Serial Number</td>
<td></td>
</tr>
<tr>
<td>8. Identify how to print the amounts.</td>
<td></td>
</tr>
<tr>
<td>blank = Amounts w/ commas (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>1 = Amounts w/o commas</td>
<td></td>
</tr>
</tbody>
</table>
### Fixed Assets Supplemental Data (P12400)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PRINT SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a 'N' to bypass printing text information on the report. Leave blank (default) to print the text.</td>
<td></td>
</tr>
<tr>
<td>2. Choose which asset number to print: '1' = Item Number (default). '2' = Unit Number. '3' = Serial Number.</td>
<td></td>
</tr>
</tbody>
</table>

### All Item Numbers by Data Type - Alpha/Item Number (P12440)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PRINT SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a 'N' to bypass printing text information on the report. Leave blank (default) to print the text.</td>
<td></td>
</tr>
<tr>
<td>2. Choose which asset number to print: '1' = Item Number (default). '2' = Unit Number. '3' = Serial Number.</td>
<td></td>
</tr>
</tbody>
</table>

### STAR Specifications Report (P126000A)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>COVER PAGE SPECIFICATION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a &quot;1&quot; to include the cover page of the selected versions.</td>
<td></td>
</tr>
</tbody>
</table>
### Specification Data Report (P12416)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Enter a '1' to display Specification Template. Leave blank to display Specification Data.</td>
<td></td>
</tr>
</tbody>
</table>

### Depreciation Schedule (P12411)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AS-OF PERIOD SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter the &quot;as-of&quot; period.</td>
<td></td>
</tr>
<tr>
<td>Leave blank (default) to use each company's current fiscal period.</td>
<td></td>
</tr>
<tr>
<td>2. Enter the &quot;as-of&quot; fiscal year.</td>
<td></td>
</tr>
<tr>
<td>Leave blank (default) to use each company's current fiscal year.</td>
<td></td>
</tr>
<tr>
<td><strong>LEDGER TYPE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>3. Enter a single ledger type.</td>
<td></td>
</tr>
<tr>
<td>Leave blank (default) for all ledger types.</td>
<td></td>
</tr>
</tbody>
</table>
### Processing Option

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINT OPTIONS:</td>
<td></td>
</tr>
<tr>
<td>4) Choose one of the following for report sequence:</td>
<td></td>
</tr>
<tr>
<td>'1' = sequence by Accumulated Depreciation Account (Default).</td>
<td></td>
</tr>
<tr>
<td>'2' = sequence by Depreciation Expense Account.</td>
<td></td>
</tr>
<tr>
<td>(NOTE: DREAM Writer sequencing must be consistent with this selection.)</td>
<td></td>
</tr>
<tr>
<td>5) Choose one of the following to print on the report:</td>
<td></td>
</tr>
<tr>
<td>'1' = Item Number (Default).</td>
<td></td>
</tr>
<tr>
<td>'2' = Unit Number.</td>
<td></td>
</tr>
<tr>
<td>'3' = Serial Number.</td>
<td></td>
</tr>
<tr>
<td>6) Enter a '1' to print all assets.</td>
<td>Leave blank (default) to omit printing assets with zero cost.</td>
</tr>
<tr>
<td>7) Enter a '1' to suppress commas on all Amount fields. Leave blank (default) to print with commas.</td>
<td></td>
</tr>
<tr>
<td>8) Enter a '1' to print Month and Year asset will be fully depreciated. Leave blank (default) to print Remaining Periods.</td>
<td></td>
</tr>
</tbody>
</table>

### Depreciation Projections (P12860)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>LEDGER SELECTION:</td>
<td></td>
</tr>
<tr>
<td>1. Enter the book ledger.</td>
<td></td>
</tr>
<tr>
<td>2. Enter the tax ledger.</td>
<td></td>
</tr>
</tbody>
</table>
### FISCAL YEAR SELECTION:

3. Enter the begin fiscal year.
   - Default is current fiscal year for company ‘00000’.

4. Enter the number of years to project depreciation.
   - Default is 3. Maximum is 41 or life of asset, if less.

### PRINT SELECTION:

5. Enter report summarization level.
   - 1 = Summary by Company (DEFAULT)
   - 2 = Summary by Depreciation Expense Account and Company
   - 3 = Detail by Asset, and Summary by Depre Expense Acct and Company

6. Identify how to print asset number.
   - 1 = Item Number (DEFAULT)
   - 2 = Unit Number
   - 3 = Serial/Tag Number

7. Identify how to print Amount fields.
   - blank = Amounts w/ commas (DEFAULT)
   - 1 = Amounts w/o commas

### F/A to G/L Integrity (P127011)

#### REPORTING SELECTION:

1. Enter a ‘1’ to ONLY print those accounts where the Item Balance (F1202) net postings do not equal the Account Balance (F0902) net postings.
   - Leave blank to print all accounts.
### Unposted F/A Transactions (P12301)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINT SELECTION:</td>
<td></td>
</tr>
<tr>
<td>1. Identify how to print Asset Number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>3 = Serial Number</td>
<td></td>
</tr>
<tr>
<td>2. Identify how to print the Amount.</td>
<td></td>
</tr>
<tr>
<td>blank = Amount w/ commas (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>1 = Amount w/o commas</td>
<td></td>
</tr>
</tbody>
</table>

### G/L to F/A Balance Integrity Report (P127013)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPORTING SELECTION:</td>
<td></td>
</tr>
<tr>
<td>1. Enter '1' to ONLY print those accounts</td>
<td></td>
</tr>
<tr>
<td>where the Item Balance (F1202) net</td>
<td></td>
</tr>
<tr>
<td>postings do not equal the Account</td>
<td></td>
</tr>
<tr>
<td>Balance (F0902) net postings.</td>
<td></td>
</tr>
<tr>
<td>Leave blank to print all accounts.</td>
<td></td>
</tr>
<tr>
<td>2. Enter the &quot;as of&quot; date.</td>
<td></td>
</tr>
<tr>
<td>Leave blank (default) to use each</td>
<td></td>
</tr>
<tr>
<td>company's current fiscal year and period.</td>
<td></td>
</tr>
<tr>
<td>3. Enter '1' to print transaction detail.</td>
<td></td>
</tr>
<tr>
<td>Leave blank (default) to print balance</td>
<td></td>
</tr>
<tr>
<td>information only.</td>
<td></td>
</tr>
<tr>
<td>LEDGER TYPE SELECTION:</td>
<td></td>
</tr>
<tr>
<td>4. Enter a ledger type to specify other</td>
<td></td>
</tr>
<tr>
<td>than AA.</td>
<td></td>
</tr>
<tr>
<td>Leave blank (default) for the AA ledger</td>
<td></td>
</tr>
<tr>
<td>type.</td>
<td></td>
</tr>
<tr>
<td>PRINT FORMAT CONTROL:</td>
<td></td>
</tr>
<tr>
<td>5. Enter '1' to suppress commas on all</td>
<td></td>
</tr>
<tr>
<td>amount fields.</td>
<td></td>
</tr>
<tr>
<td>Leave blank (default) to print with</td>
<td></td>
</tr>
<tr>
<td>commas.</td>
<td></td>
</tr>
</tbody>
</table>
### Fixed Asset Reports Processing Options

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>6. Enter ‘1’ to suppress the code explanation from printing. Leave blank (default) to print the code explanation.</td>
<td></td>
</tr>
</tbody>
</table>

### F/A Account Reconciliation Report (P12435)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FISCAL YEAR AND PERIOD SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter the fiscal year you wish to report activity. Leave blank to use current fiscal year.</td>
<td></td>
</tr>
<tr>
<td>2. Identify the period you wish to report activity.</td>
<td></td>
</tr>
<tr>
<td>01 - 14 = Specific Period</td>
<td></td>
</tr>
<tr>
<td>A = First Quarter</td>
<td></td>
</tr>
<tr>
<td>B = Second Quarter</td>
<td></td>
</tr>
<tr>
<td>C = Third Quarter</td>
<td></td>
</tr>
<tr>
<td>D = Fourth Quarter blank = Year to Date</td>
<td></td>
</tr>
<tr>
<td><strong>NOTE:</strong> Specific period and quarterly reporting are only allowed with ‘AA’ ledger type selection for option 3.</td>
<td></td>
</tr>
<tr>
<td><strong>LEDGER TYPE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>3. Enter the Ledger Type you wish to report activity.</td>
<td></td>
</tr>
<tr>
<td>If left blank, the ‘AA’ Ledger Type will be used.</td>
<td></td>
</tr>
<tr>
<td><strong>NOTE:</strong> If a Ledger Type other than ‘AA’ is entered, option 2 should be left blank to report Year to Date.</td>
<td></td>
</tr>
<tr>
<td><strong>PRINT SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>4. Identify how to print Asset Number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>3 = Serial Number</td>
<td></td>
</tr>
<tr>
<td>5. Identify how to print the Amounts.</td>
<td></td>
</tr>
<tr>
<td>blank = Amounts w/ commas (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>1 = Amounts w/ o commas</td>
<td></td>
</tr>
</tbody>
</table>
F/A Reconciliation Report (P12431)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FISCAL YEAR AND QUARTER SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter the fiscal year you wish to report activity. Leave blank to use current fiscal year.</td>
<td></td>
</tr>
<tr>
<td>2. Identify the quarter you wish to report activity.</td>
<td></td>
</tr>
<tr>
<td>1 = First Quarter</td>
<td></td>
</tr>
<tr>
<td>2 = Second Quarter</td>
<td></td>
</tr>
<tr>
<td>3 = Third Quarter</td>
<td></td>
</tr>
<tr>
<td>4 = Fourth Quarter</td>
<td></td>
</tr>
<tr>
<td>blank = Year to Date</td>
<td></td>
</tr>
<tr>
<td>NOTE: Values of 1, 2, 3, and 4 are only allowed with Ledger Type 'AA' selection for option 3.</td>
<td></td>
</tr>
<tr>
<td><strong>LEDGER TYPE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>3. Enter the Ledger Type you wish to report activity.</td>
<td></td>
</tr>
<tr>
<td>If left blank, the 'AA' Ledger Type will be used.</td>
<td></td>
</tr>
<tr>
<td>NOTE: If a Ledger Type other than 'AA' is entered, option 2 should be left blank to report Year to Date.</td>
<td></td>
</tr>
<tr>
<td><strong>PRINT SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>4. Identify how to print asset number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>3 = Serial Number</td>
<td></td>
</tr>
<tr>
<td>5. Identify how to print the Amounts.</td>
<td></td>
</tr>
<tr>
<td>blank = Amounts w/ commas (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>1 = Amounts w/ o commas</td>
<td></td>
</tr>
</tbody>
</table>
## Fixed Asset Retirements Report (P12432)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FISCAL YEAR AND QUARTER SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter the fiscal year you wish to report activity.</td>
<td></td>
</tr>
<tr>
<td>Leave blank to use current fiscal year.</td>
<td></td>
</tr>
<tr>
<td>2. Identify the quarter you wish to report activity.</td>
<td></td>
</tr>
<tr>
<td>1 = First Quarter</td>
<td></td>
</tr>
<tr>
<td>2 = Second Quarter</td>
<td></td>
</tr>
<tr>
<td>3 = Third Quarter</td>
<td></td>
</tr>
<tr>
<td>4 = Fourth Quarter</td>
<td></td>
</tr>
<tr>
<td>blank = Year to Date</td>
<td></td>
</tr>
<tr>
<td><strong>LEDGER TYPE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>3. Enter the Ledger Type you wish to report activity.</td>
<td></td>
</tr>
<tr>
<td>If left blank, the 'AA' Ledger Type will be used.</td>
<td></td>
</tr>
<tr>
<td>4. Enter a second comparison Ledger Type.</td>
<td></td>
</tr>
<tr>
<td>If left blank, no comparison reporting will be done.</td>
<td></td>
</tr>
<tr>
<td><strong>PRINT SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>5. Identify how to print Asset Number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>3 = Serial Number</td>
<td></td>
</tr>
<tr>
<td>6. Identify how to print the Amounts.</td>
<td></td>
</tr>
<tr>
<td>blank = Amounts w/ commas (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>1 = Amounts w/ o commas</td>
<td></td>
</tr>
</tbody>
</table>

## Sale of Business Property (P12434)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FISCAL YEAR SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter the fiscal year.</td>
<td></td>
</tr>
<tr>
<td>If you leave this option blank, the current fiscal year for the asset will be used.</td>
<td></td>
</tr>
</tbody>
</table>
### Fixed Asset Reports Processing Options

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LEDGER TYPE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Enter the ledger type.</td>
<td></td>
</tr>
<tr>
<td>If you leave this option blank, the 'AA' ledger will be used.</td>
<td></td>
</tr>
<tr>
<td><strong>VERSION SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>3. Choose type of property to report on.</td>
<td></td>
</tr>
<tr>
<td>1 = Personal Property</td>
<td></td>
</tr>
<tr>
<td>2 = Real Property (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td><strong>PRINT SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>4. Identify how to print asset number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>3 = Serial Number</td>
<td></td>
</tr>
<tr>
<td>5. Identify how to print amount fields.</td>
<td></td>
</tr>
<tr>
<td>blank = Amounts w/ commas (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>1 = Amounts w/ o commas</td>
<td></td>
</tr>
<tr>
<td><strong>DEPRECIATION METHODS:</strong></td>
<td></td>
</tr>
<tr>
<td>6. Select a UDD Method to be written to the report. This only applies to Real Property.</td>
<td></td>
</tr>
</tbody>
</table>

### Depreciation Expense Report (P12430)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DATE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter the period number and fiscal year.</td>
<td></td>
</tr>
<tr>
<td>Leave blank to use current period or fiscal year.</td>
<td></td>
</tr>
<tr>
<td>Period:</td>
<td></td>
</tr>
<tr>
<td>Year:</td>
<td></td>
</tr>
<tr>
<td><strong>LEDGER TYPE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Enter the ledger type.</td>
<td></td>
</tr>
<tr>
<td>If you leave this option blank, the 'AA' ledger will be used.</td>
<td></td>
</tr>
</tbody>
</table>
### Depreciation and Amortization Report (P12433)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRINT SELECTION:</td>
<td></td>
</tr>
<tr>
<td>1. Identify how to print asset number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>3 = Serial Number</td>
<td></td>
</tr>
</tbody>
</table>

### Property Tax Worksheet (P12422)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE SELECTION:</td>
<td></td>
</tr>
<tr>
<td>1. Enter acquisition cut-off date.</td>
<td></td>
</tr>
<tr>
<td>If you leave this option blank, assets acquired after its company's current period will not be included on the report.</td>
<td></td>
</tr>
<tr>
<td>2. Enter cost &quot;As Of&quot; date.</td>
<td></td>
</tr>
<tr>
<td>If you leave this option blank, cost will be &quot;As Of&quot; the current period for each asset's company.</td>
<td></td>
</tr>
<tr>
<td>Processing Option</td>
<td>Processing Options Requiring Further Description</td>
</tr>
<tr>
<td>-------------------------------------------------------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>ADDITIONAL COST LEDGER SELECTION:</td>
<td></td>
</tr>
<tr>
<td>3. Enter an additional ledger type for cost.</td>
<td></td>
</tr>
<tr>
<td>If you leave this option blank, only the 'AA' ledger type</td>
<td></td>
</tr>
<tr>
<td>will be used to determine cost.</td>
<td></td>
</tr>
<tr>
<td>PRINT SELECTION:</td>
<td></td>
</tr>
<tr>
<td>4. Enter a '0' to omit printing assets with zero cost.</td>
<td></td>
</tr>
<tr>
<td>If you leave this option blank, all selected assets will</td>
<td></td>
</tr>
<tr>
<td>appear on report.</td>
<td></td>
</tr>
<tr>
<td>5. Identify how to print asset number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>3 = Serial Number</td>
<td></td>
</tr>
</tbody>
</table>
## System Set Up Processing Options

### AAI – Fixed Assets (P00121)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enter the starting sequence number.</td>
<td></td>
</tr>
</tbody>
</table>

### Beginning Balance Adjustments (P12130)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>JOURNAL ENTRY CREATION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a '1' if you do NOT want to create journal entries for the beginning balances you will be entering. Leave blank (default) to create journal entries.</td>
<td></td>
</tr>
<tr>
<td>2. Enter a specific ledger type to display a single ledger for input. Leave 'BLANK' and all valid ledgers from the DEFAULTS will display for input.</td>
<td></td>
</tr>
<tr>
<td><strong>JOURNAL ENTRY CREATION:</strong></td>
<td></td>
</tr>
<tr>
<td>3. Enter a '1' to allow entry of Secondary Accumulated Depreciation Account.</td>
<td></td>
</tr>
</tbody>
</table>
## Fixed Asset Global Updates Processing Options

### Update of Property Tax Information (P12821)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DATE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter the &quot;As of&quot; date. (MM/ DD/ YY) The property tax state, tax entity, and tax rate/ area of the asset's location on this date will be used to update the Item Master File.</td>
<td>If the location is changed on this date, the &quot;to&quot; location, or more current location will be used.</td>
</tr>
</tbody>
</table>

### Update of Depreciation Values (P12822)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LEDGER TYPE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter the ledger you want to update.</td>
<td>Leave this option blank to update all ledgers.</td>
</tr>
<tr>
<td><strong>FISCAL YEAR SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>2. Enter the fiscal year you want to update.</td>
<td>Leave this option blank to update all fiscal years.</td>
</tr>
</tbody>
</table>
### DEPRECIATION INFORMATION UPDATE METHOD:

3) Choose the method of update to the depreciation information values. blank = use respective year's cost account depreciation values.

'1' = use current fiscal year's cost account depreciation values.

'2' = use the default values.

**EXAMPLE:** If option is blank, 1997 records will be updated with 1997 cost record values, 1998 records will be updated with 1998 cost record values, etc. If current fiscal year is 1998 and option is set to '1', all records, regardless of fiscal year, will be updated with values from 1998 cost record. If option is set to '2', all records selected will be updated with the default values as set up in Item Setup Default Coding.

4) Choose the method of update to the Depreciation Start Date. This only applies if option 3 is set to '2'. blank = Do not change/ update.

'1' = Update to Date Acquired.

'2' = Globally update Depreciation Start Date to date entered in option 5.

5) Enter the date to globally update Depreciation Start Date in all records selected. This only applies if option 4 is set to '2'. If this option is left blank and option 4 is set to '2', no change/ update to the Depreciation Start Date will happen.

### PRINT SELECTION:

6) Enter '1' to Print report showing the before and after values.

Leave blank (default) to not print a report.

### PROCESSING MODE:

7) Enter 'P' for Preliminary or 'F' for Final. (DEFAULT is Preliminary)
## Location Code Batch Update (P12810)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DATE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter the 'as of' date to use to update the planned status in the Location History file (F1204).</td>
<td></td>
</tr>
</tbody>
</table>

## Add a Ledger to Selected Assets (P12823)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>UPDATE SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter the ledger type to be added.</td>
<td></td>
</tr>
<tr>
<td>2. Enter the fiscal year for the ledger to be added.</td>
<td>Leave blank (default) to create the ledger in the asset's current fiscal year.</td>
</tr>
<tr>
<td>3. If the ledger already exists for an asset, enter a '1' to update the depreciation values from the defaults. Leave blank (default) to NOT update any existing records.</td>
<td></td>
</tr>
</tbody>
</table>

## Add New ACE Ledger (P12QAD1)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Enter the new ACE ledger type to be added.</td>
<td></td>
</tr>
<tr>
<td>2. Enter the ledger type to be used for the Federal Tax Basis.</td>
<td></td>
</tr>
<tr>
<td>3. Enter the ledger type to be used for the Alternative Minimum Tax (AMT) Basis.</td>
<td></td>
</tr>
</tbody>
</table>
### Item Balance Repost (P12910)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PRINT SELECTION:</strong></td>
<td></td>
</tr>
<tr>
<td>1. Enter a '1' to print differences and update Fixed Asset Balance File. Leave blank (default) to only print the differences between Transaction Ledger file (F0911) and Fixed Asset Balance file (F1202).</td>
<td></td>
</tr>
<tr>
<td>2. Identify how to print asset number.</td>
<td></td>
</tr>
<tr>
<td>1 = Item Number (DEFAULT)</td>
<td></td>
</tr>
<tr>
<td>2 = Unit Number</td>
<td></td>
</tr>
<tr>
<td>3 = Serial/Tag Number</td>
<td></td>
</tr>
<tr>
<td><strong>PURGE F1202 PERIOD AMOUNTS:</strong></td>
<td></td>
</tr>
<tr>
<td>3. Enter a '1' to first clear all period postings in F1202 for selected records prior to reposting. It is HIGHLY recommended that you back up your F1202 file if activating this selection. Note: You MUST verify that XJDE0001 for P129101 is correctly selecting the records you will be reposting. Only AA ledgers will be cleared.</td>
<td></td>
</tr>
</tbody>
</table>

### Purge Item Master and Item Balance Files (P12912)

<table>
<thead>
<tr>
<th>Processing Option</th>
<th>Processing Options Requiring Further Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PURGE SELECTION OPTIONS:</strong></td>
<td></td>
</tr>
</tbody>
</table>
### Processing Option

1. Enter a '1' next to the following files you want to purge:
   - F1201 - Item Master File
   - F1202 - Item Balances File
   - F1301 - Equipment Rental Rate File
   - F1204 - Location History File
   - F1205 - Item Message File
   - F1206 - License Master File
   - F1207 - Maintenance Schedule File
   - F1212 - Parent History File
   - F1307 - Status History File
   - F1308 - Maintenance Loops File
   - F13907 - Associated Service Types
   
   **Note:** If the F1201 File is selected for purge, all related files will also be purged.

2. Enter one of the following:
   - '1' = purge records for assets if the disposal date is less than the current fiscal year. Use this option when purging F1301, F1204, F1205, F1206, F1207, and F1307 only.
   - '2' = purge prior year Item Balance records for selected assets.
   - '3' = do both 1 and 2 above.

3. If purging prior year Item Balance (F1202) records, enter the number of years to retain. (The default and minimum is one year or current year balances.)

   **Note:** Be sure the Fixed Asset Annual Close has been run PRIOR to purging last year's Item Balance Records.

### PRINT OPTION:

4. Enter one of the following to print on the purge report:
   - '1' = Item Number
   - '2' = Unit Number
   - '3' = Serial/Tag Number
13 Appendices
Appendix A – Formula Elements

The Fixed Assets system includes the following elements that you can include in your depreciation formulas:

- 01—Asset Cost - Inception Through Current Year
- 02—Accumulated Depreciation - Prior Year Balance Forward (Primary)
- 03—Asset Life in Periods (rounded to whole periods)
- 04—Asset Life Periods Elapsed at Beginning of Current Year
- 05—Asset Life Periods Remaining at Beginning of Current Year
- 06—Asset Life Periods in Current Year (whole periods)
- 07—Salvage value (as calculated in Annual Rule)
- 08—Annual Depreciable Base Amount (as calculated in Annual Rule)
- 09—Annual Depreciable Limit (as calculated in Annual Rule)
- 10—Basis Amount (as calculated in the Annual Rule)
- 11—Multiplier (from Annual Rule Multiplier)
- 12—Formula Multiplier/ Constant (from Depreciation Formula)
- 13—Asset Life in Days
- 14—Asset Life Days Expired to Beginning of Year
- 15—Asset Life Days Remaining to Beginning of Current Year
- 16—Asset Life Days to Depreciate - Current Year
- 17—Asset Life Days Percent - Inception to Date thru Beginning of Current Year
- 18—Asset Life Days Percent - Current Year
- 19—Asset Life Days Percent Remaining - Current Year to Asset Life End
- 20—Asset Life Days Percent Inception thru End of Current Year
- 21—Asset Life Days Percent in First Year of Asset Life
- 22—Accumulated Depreciation - Year-to-Date Activity (Primary)
- 23—Accumulated Depreciation - Prior Year Balance Forward (Secondary)
- 24—Accumulated Depreciation - Year-to-Date Activity (Secondary)
- 25—Statistic Percent - Year-to-Date (DS1xxx / DS3xxx)
- 26—Statistic Percent - Current Period (DS1xxx / DS3xxx)
- 27—Statistic - Current Period (DS1xxx)
• 28—Statistic - Current Year-to-Date (DS1xxx)
• 29—Statistic - Original (DS2xxx)
• 30—Statistic - Base Inception-to-Date (DS3xxx)
• 31—GL Statistic (DS4xxx)
• 32—GL Statistic as Percent (DS4xxx / 100)
• 33—Units of Production - Current Year Percent
• 34—Units of Production - Current Year Production
• 35—Units of Production - Prior Year Production
• 36—Units of Production - Total Revisions
• 37—Sum of the Years Digits (denominator)
• 38—Sum of the Years Digits - Inverse of Years Digit
• 39—Sum of the Years Digits - Inverse of Years Digit - 1
• 40—Sum of the Years Digits - First Year Percent
• 41—Sum of the Years Digit - Last Year Percent
• 42—Investment Tax Credit
• 43—Replacement Cost
• 44—Replacement Cost Last Year
• 45—Insurance Value (on Item Master)
• 46—Salvage Value (on Item Balance)
• 47—Item Method Percent (on Item Balance)
• 48—Company/ LT Method Percent (Company/ LT rule)
• 49—Normal Number of Periods (Company/ LT rule)
• 50—Initial Year Apportionment Percent
• 51—Intermediate Accumulated Depreciation - Rule 1 (for “I” Compute Direction)
• 52—Intermediate Accumulated Depreciation - Rule 2 (for “I” Compute Direction)
• 53—Life Year in Process (for “I” Compute Direction)
• 54—Intermediate Accumulated Depreciation (2nd Rule of 1 or 2, “I” Direction)
• 55—Asset Life Periods (rounded to half periods)
• 56 - Disposal Year Apportionment %
• 57 – FA Balance: AA LT (DSA1)
• 58 – FA Balance: Current LT (DSA2)
• 59 – FA Balance: AAI line 4 LT (DSA3)
• 60 – GL Balance: AA LT (DSA4)
• 61 – GL Balance: Current LT (DSA5)


- 62 – GL Balance: AAI Line 4 LT (DSA6)
- 63 – Initial Period Apportionment %
- 64 – Actual Remaining Life Periods
- 65 - AD Year to Prior Period

**What you Should Know About**

**Depreciation (00)**

- **Code:** $ARDA
- **Source:** Calculated

Derived from the Depreciation Formula (FORD) in the
Annual Depreciation Rule table (F12852). Default value is the
Multiplier * Basis if the Multiplier field is not blank. If the
Multiplier field is blank, the first year amount is adjusted by
the Initial Term Apportionment Percent ($APIT). Disposal
Year amount is adjusted by the apportionment percentage
for the disposal year ($APDY).

**Asset Cost - Inception to Date Through Current Year (01)**

- **Code:** $COST
- **Source:** F1202

Sum of the prior year balance and all current year posting
fields from the Item Balance Cost records for an asset that
relate to the same cost (subledger). A cost record is
differentiated from other Item Balance records with a “0” in
the Balance Character Code (FLCHCD).

**Accumulated Depreciation - Prior Year Balance Forward (Primary) (02)**

- **Code:** $ADB1
- **Source:** F1202

Sum of the prior year balance fields from the Item Balance
Primary Accumulated Depreciation records for an asset that
relate to the same cost (subledger), and the associated
amounts in the Item Balance Tag table (F12021) through the
computation date. A Primary Accumulated Depreciation
record is differentiated from other Item Balance records with a “1” in the Balance Character Code (FLCHCD).

**Asset Life in Periods (03)**

- **Code:** $ALPT
- **Source:** F1202 or F12003

Asset Life in Periods is retrieved from either the Deprecation
LT Rule Cross Reference table (F12003) associated with the
Accounting Category, Depreciation Category,
Cost/ Object/ Subsidiary, Subledger Type/ Subledger of the
Asset Item Master and Item Balance record for the specific
Ledger Type, or the Item Balance table (F1202) depending on
the Depreciation Rule Fixed Asset constant in the Fixed Asset
Constants table (F1200).

**Asset Life Periods - Elapsed at Beginning of Current Year (04)**

- **Code:** $ALPE

Asset Life Periods Remaining at Beginning of Current Year
($ALPR) subtracted from the Asset Life in Periods ($ALPT).
<table>
<thead>
<tr>
<th><strong>Asset Life Periods Remaining at Beginning of Current Year (05)</strong></th>
<th>Code - $ALPR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asset Life Days Remaining at Beginning of Year ($ALDR) divided by 365.25. This amount is then multiplied by the Normal Number of Periods in a Year - Calculations ($NNPD).</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Asset Life Periods in Current Year (06)</strong></th>
<th>Code - $ALPC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asset Life Days Percent - Current Year ($APLC) multiplied by Asset Life in Periods ($ALPT).</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Salvage Value (07)</strong></th>
<th>Code - $ARSV</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source - Calculated in Annual Rule</td>
<td></td>
</tr>
<tr>
<td>Results of formula associated with the Salvage Value Rule (FORS). Default value is zero.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Lower Limit of Annual Depreciation (08)</strong></th>
<th>Code - $ARLL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source - Calculated in Annual Rule</td>
<td></td>
</tr>
<tr>
<td>Results of formula associated with the Lower Limit of Annual Depreciation (FORL). Default value is zero.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Upper Limit of Annual Depreciation (09)</strong></th>
<th>Code - $ARUL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source - Calculated in Annual Rule</td>
<td></td>
</tr>
<tr>
<td>Results of formula associated with the Upper Limit of Annual Depreciation (FORU). Default value is the remaining depreciable basis, unless the Over Depreciation Convention is set to allow over depreciation (LUOUDC). In this case, the limit is the amount calculated for Depreciation ($ARDA).</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Basis Amount (10)</strong></th>
<th>Code - $ARBA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source - Calculated in Annual Rule</td>
<td></td>
</tr>
<tr>
<td>Results of formula associated with the Basis Rule (FORB). Default value is Cost.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Multiplier (11)</strong></th>
<th>Code - $ARMP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source - Annual Rule</td>
<td></td>
</tr>
<tr>
<td>Multiplier specified in the annual rule.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Formula Amount/Constant (12)</strong></th>
<th>Code - $DFCA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source - Depreciation Formula</td>
<td></td>
</tr>
<tr>
<td>Depreciation Formula Amount from Depreciation Formula. Note that where this value represents an amount, it must represent the amount consistent with the way amounts are formatted in the database. For example, where decimals are specified as 2, the amount of 10.00 would be represented as 1000.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Asset Life in Days (13)</strong></th>
<th>Code - $ALDT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source - Calculated</td>
<td></td>
</tr>
<tr>
<td>Asset Life in Periods ($ALPT) divided by the Normal Number of Periods ($NNPD). This amount is then multiplied by 365.25 (no rounding and zero decimals).</td>
<td></td>
</tr>
<tr>
<td>Formula Element</td>
<td>Code</td>
</tr>
<tr>
<td>-----------------</td>
<td>------</td>
</tr>
<tr>
<td>Asset Life Days Expired to Beginning of Current Year</td>
<td>$ALDE</td>
</tr>
<tr>
<td>Asset Life Days Remaining at Beginning of Current Year</td>
<td>$ALDR</td>
</tr>
<tr>
<td>Asset Days to Depreciate - Current Year</td>
<td>$ALDC</td>
</tr>
<tr>
<td>Asset Life Days Percent - ITF thru Beginning of Current Year</td>
<td>$APLE</td>
</tr>
<tr>
<td>Asset Depreciation Days Percent - Current Year</td>
<td>$APLC</td>
</tr>
<tr>
<td>Asset Life Days % Remaining - Beginning of Year to Fully Depreciated Date</td>
<td>$APLR</td>
</tr>
<tr>
<td>Asset Life Days % Inception thru End of Current Year</td>
<td>$APLI</td>
</tr>
<tr>
<td>Asset Life Days % in 1st Year of Asset Life</td>
<td>$APL1</td>
</tr>
</tbody>
</table>

AbDt = Adjusted Date
AbDt Fully Depreciated Date (Adjusted) ($#FDDA)

AbDt - Calculate From Date - Asset (current year) ($CDFA)
**Accumulated Depreciation**

- **Year to Date Activity - Primary Account (22)**
  - Code: $ADC1
  - Source: Calculated
  - Sum of the current year posting fields thru the current period from the Item Balance (F1202) Accumulated Depreciation records for an asset that relate to the same cost. An Accumulated Depreciation record is differentiated with a 2 in the Balance Character code (FLCHCD). \((FLAN01 + FLAN02 + \ldots + FLAN0i)\) where \(i=1\) to Normal Number of Periods, where FLCHCD = 2. \(FLAPYC + FLAN01\) where \(i=1\) to current period.

- **Prior Year Balance Forward - Secondary Account (23)**
  - Code: $ADB2
  - Source: Calculated
  - Sum of the prior year balance fields (FLAPYC and L1APYC) from the Item Balance (F1201) Secondary Accumulated Depreciation records for an asset that relate to the same cost (Subledger), and the associated amounts in the Item Balance Tag (F12021) table through the computation date. A Secondary Accumulated Depreciation record is differentiated with a 3 in the Balance Character Code (FLCHCD).

- **Year to Date Activity - Secondary Account (24)**
  - Code: $ADC2
  - Source: Calculated
  - Sum of the current year posting fields through the current period from the Item Balance (F1202) Accumulated Depreciation records for an asset that relate to the same cost. An Accumulated Depreciation record is differentiated with a 3 in the Balance Character Code (FLCHCD). \((FLAN01 + FLAN02 + \ldots + FLAN0i)\) where \(i=1\) to Normal Number of Periods, where FLCHCD = 3. \(FLAPYC = FLAN0i\) where \(i=1\) to current period.

**Statistic % - Year to Date (25)**

- Code: $DSPY
- Source: Calculated
- \([\text{Statistic - Current Year to Date ($DSAY$)}] \div [\text{Statistic - Base ITD ($DSAB$)}]\)

**Statistic % - Current Period (26)**

- Code: $DSPP
- Source: Calculated
- \([\text{Statistic - Current Period ($DSAP$)}] \div [\text{Statistic - Base ITD ($DSAB$)}]\)

**Statistic - Current Period (27)**

- Code: $DSAP
- Source: F1202 associated DS1xxx AA1, Units LT
- Account: DS1xxx AA1, where xxx is from F1202 Category Code (LNDPCC) if present, or DS1 AA1 otherwise.
- Ledger Type: Units Ledger associated with the Depreciation Ledger (default to the AU ledger).
- Units Amount - Net Period Postings for Current Period
Statistic - Current Year to Date (28)

Code - $DSAY
Source - F1202 associated DS1xxx AAI, Units LT
Account: DS1xxx AAI, where xxx is from F1202 Category Code (LNDPCC) if present, or DS1 AAI otherwise.
Ledger Type: Units Ledger associated with the Depreciation Ledger (default to the AU ledger).
Units Amount + Balance Forward

Statistic - Original (29)

Code - $DSAO
Source: F1202 associated DS2xxx AAI, Units LT
Account: DS2xxx AAI, where xxx is from F1201 Category Code (LNDPCC) if present, or DS2 AAI otherwise.
Ledger Type: Units Ledger associated with the Depreciation Ledger (default to the AU ledger).
Units Amount + Balance Forward

Statistic - Base ITD (30)

Code - $DSAB
Source - F1202 associated DS3xxx AAI, Units LT
Account: DS3xxx AAI, where xxx is from F1201 Category Code (LNDPCC) if present, or DS3 AAI otherwise.
Ledger Type: Units Ledger associated with the Depreciation Ledger (default to the AU ledger).
Units Amount + Balance Forward

GL Statistic (31)

Code - $DSGY
Source - F0902 associated DS4xxx AAI, Units LT
Account: DS4xxx AAI, where xxx is from F1201 Category Code (LNDPCC) if present, or DS4 AAI otherwise.
Ledger Type: Units Ledger associated with the Depreciation Ledger (default to the AU ledger).
Units Amount + Balance Forward

GL Statistic as % (32)

Code - $DSGP
Source - Calculated
[GL Statistic ($DSGY)] / 100

Units of Production - Current Year % (33)

Code - $UPPC
Source - Calculated
[Units of Production - Current Year Production ($UPAC)] divided by [Units of Production - Total Revisions ($UPAR) - Units of Production Prior Year ($UPAB)]
<table>
<thead>
<tr>
<th>Formula Element</th>
<th>Description</th>
<th>Code</th>
<th>Source</th>
<th>Conditional</th>
<th>Key Based on Depreciation Rule Code (LNDPRL)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Units of Production - Current Year Production</td>
<td>Units of Production - Prior Year Production (35)</td>
<td>Code - $UPAC</td>
<td>Source - F1208</td>
<td>Conditional: F12003 if Depreciation Rule is rule 1; otherwise F1202.</td>
<td>F12003 if 1; F1202 otherwise</td>
</tr>
<tr>
<td>Units of Production - Total Revisions (36)</td>
<td>Code - $UPAB</td>
<td>Source - F1208</td>
<td>Conditional: F12003 if Depreciation Rule is rule 1; otherwise F1202.</td>
<td>LF1208 - FPUPY</td>
<td></td>
</tr>
<tr>
<td>Code - $UPAR</td>
<td>Source - F1208</td>
<td>Conditional: F12003 if Depreciation Rule is rule 1; otherwise F1202.</td>
<td>LF1208 - FPUPP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sum of the Years Digits (denominator) (37)</td>
<td>Code - $SYDS</td>
<td>Source - Calculated</td>
<td>Conditional: Life Year Reference is “Asset” - LULYRC =1</td>
<td>Denominator is the Sum of the Years Digits: ( \left( \left[ \text{Asset Life Years (ALYT)} \right] + \left( \left[ \text{Asset Life Years (ALYT)} \right] + 1 \right) \right) / 2 )</td>
<td></td>
</tr>
<tr>
<td>Sum of the Years Digits - Inverse of Years Digit (38)</td>
<td>Code - $SY11</td>
<td>Source - Calculated</td>
<td>Conditional: Life Year Reference is “Asset” - LULYRC =1</td>
<td>The numerator in the Sum of the Years Digit calculation. In the first year, the value for a 7 year asset would be 7. The second year would be 6, and so on. The value must be greater than 0 and less than or equal to the Asset Life in Years + 1 (ALYT) (for use in computing $SY12 for “stub” portion).</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>( \left[ \text{Asset Life in Years (ALYT)} \right] - \left[ \text{Life Year (ALYR)} \right] + 1 )</td>
<td></td>
</tr>
</tbody>
</table>
### Sum of the Years Digits - Inverse of Years Digit - 1 (39)
- **Code**: $SYI2
- **Source**: Calculated
- **Conditional**: Life Year Reference is “Asset” - LULYRC = 1
- Sum of Years Digits Depreciation is based on the Asset Life Year. If this does not equal the fiscal year, an allocation must be made. This is the numerator for the first part of years subsequent to the first year.
  \[ \text{SYD} - \text{Inverse of Years Digit (SYI1)} - 1 \]
- Value can be between 0 and the Asset Life in Years ($ALYT)

### Sum of the Years Digits - First Year % (40)
- **Code**: $SYP1
- **Source**: Calculated
- **Conditional**: Life Year Reference is “Asset” - LULYRC = 1
- Percentage used to allocate portion where Asset Life Year overlaps the Fiscal Life Year; the difference between the start of the asset life year and the end of the fiscal year as a percentage of the total year.
  \[ \frac{[\text{AbDt Current Fiscal Year End Date ($#CYEF)}] - [\text{AbDt Current Year Start Date - Asset ($#CYBA)}] + 1}{[\text{AbDt Current Fiscal Year End Date ($#CYEF)}] - [\text{AbDt Current Fiscal Year Beginning Date ($#CYBF)}] + 1} \]

### Sum of the Years Digits - Last Year % (41)
- **Code**: $SYPL
- **Source**: Calculated
- **Conditional**: Life Year Reference is “Asset” - LULYRC = 1
- The portion of the Asset Life Year that is deferred from a previous fiscal year because of the timing between the Fiscal and Asset Life Year, as a percentage of the year.
  \[ 1 - \text{[Sum of the Years Digits - First Year % ($SYP1)]} \]
- Default value is 0

### Item Master ITC Amount (42)
- **Code**: $IMIT
- **Source**: F1201 - FAAITY
- ITC Amount from Item Master.

### Replacement Cost (43)
- **Code**: $IMRC
- **Source**: F1201 - FAARPC
- Replacement Cost from Item Master.

### Replacement Cost Last Year - Item Master (44)
- **Code**: $IMRC
- **Source**: F1201 - FAARPC
- Replacement Cost Last Year from Item Master.

### Insurance Value (45)
- **Code**: $IMIV
- **Source**: F1201 - FAAIV
- Insurance Value from Item Master.

### Salvage Value (46)
- **Code**: $$IBSV
- **Source**: F1202 - FLTKER
- Salvage Value from Item Balance (F1202) record.
| **Item Method % (Item Balance) (47)** | Code - $MPIB  
Source - F1202 - FLADMP  
Percentage from Item Balance (F1202) record |
|---------------------------------------|---------------------------------------------------------------|
| **Company/LT Method % (Company/LT Rule) (48)** | Code - $MPLT  
Source - F12003 - FFADMP  
Percentage from Depreciation / Ledger Type Rule Cross Reference table (F12003); also known as Depreciation Default table |
| **Normal Number of Periods in a Year - Calculations (49)** | Code - $NNPD  
Source - F0010 / F0025  
Conditional: LHNNPO; CCCCCALD if LHNNPO +BLANK |
| **Apportionment % - Initial Year (50)** | Code - $APIT  
Source - Calculated  
Adjusted Asset Life Days in the Initial Year as a Percentage of all the days in the year. If the Disposal Date and Adjusted Depreciation Start Date are the same, then ZERO.  
(DSYE - (DSDA - 1)) divided by (DSYE - (DSYB - 1)) |
| **Intermediate Accumulated Depreciation - Rule 1 (51)** | Code - $IA1AA  
Source - Calculated  
Sum of Amounts calculated by rule 1 up to but not including the rule currently being calculated. Can be used when doing Inception to Date calculations to determine the re-calculated accumulated depreciation at the beginning of a year. (The amount is also available to rule 2). |
| **Intermediate Accumulated Depreciation - Rule 2 (52)** | Code - $IA2AA  
Source - Calculated  
Sum of Amounts calculated by rule 2 but not including the rule currently being calculated. Can be used when doing Inception to Date calculations to determine re-calculated accumulated depreciation at the beginning of a year. |
| **Life Year In Process (53)** | Code - $K  
Source - Calculated  
A counter of the current life year in process, for use in Inception to Date calculations where, for example, the Life Year might be needed as a divisor. |
| **Intermediate Accumulated Depreciation - 2nd Rule of 1 or 2 (54)** | Code - $ARTOT  
Source - Calculated  
Where the secondary account rule dictates that an annual amount is calculated as a result of the greater or lesser of the amounts calculated in the rule, the Intermediate total is the accumulation year by year, representing the intermediate accumulation amount. Appropriate for use in Inception to Date formulas where the secondary rule is a 1 or a 2. |
<table>
<thead>
<tr>
<th>Element Description</th>
<th>Formula</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asset Life Periods in Current Year (Rounded to 1/2)</td>
<td>$ALRH</td>
</tr>
<tr>
<td>Source</td>
<td>Calculated</td>
</tr>
<tr>
<td>Similar to Formula 06, except that this formula amount is rounded to the closest one-half. (Formula 06 amount is rounded to whole periods.)</td>
<td></td>
</tr>
<tr>
<td>Disposal Year Apportionment %</td>
<td>This element calculates the Disposal Year Apportionment percentage base on a percentage of days. This calculation will be based on one of the following:</td>
</tr>
<tr>
<td>(Disposal Date – Start of through Date Fiscal Year)/ Number of days in Current Fiscal Year.</td>
<td></td>
</tr>
<tr>
<td>Disposal Year Apportionment = 1.0 – Element 50 (Apportionment % - Initial Year).</td>
<td></td>
</tr>
<tr>
<td>FA Balance: AA LT (DSA1)</td>
<td>This element uses the DSA 1 AAI to retrieve the Inception to Date Asset Balance Information from the F1202 for the AA ledger type.</td>
</tr>
<tr>
<td>FA Balance: Current LT (DSA2)</td>
<td>This element uses the DSA 2 AAI to retrieve the Inception to Date Asset Balance Information from the F1202 for the current ledger type being depreciated.</td>
</tr>
<tr>
<td>FA Balance: AAI line 4 LT (DSA3)</td>
<td>This element uses the DSA 3 AAI to retrieve the Inception to Date Asset Balance Information from the 1202 for the Ledger Type defined on the description line 4 of the AAI.</td>
</tr>
<tr>
<td>GL Balance: AA LT (DSA4)</td>
<td>This element uses the DSA 4 AAI to retrieve the Inception to Date Asset Balance Information from the F0902 for the AA ledger type.</td>
</tr>
<tr>
<td>GL Balance: Current LT (DSA5)</td>
<td>This element uses the DSA 5 AAI to retrieve the Inception to Date Asset Balance Information from the F0902 for the current ledger type being depreciated.</td>
</tr>
<tr>
<td>GL Balance: AAI Line 4 LT (DSA6)</td>
<td>This element uses the DSA 6 AAI to retrieve the Inception to Date Asset Balance Information from the F0902 for the ledger type defined on the description line 4 of the AAI.</td>
</tr>
<tr>
<td>Initial Period Apportionment %</td>
<td>This element uses the Period Processing method of computation P only. If the modified start date is not the start of or the end of the period, this element will calculate the apportionment percentage to use. Mid-month or Actual Start Dates are examples of number of days that do not match full period results. For these examples, this element will calculate the apportionment percentage using the number of days elapsed in the period by the number of days in the period.</td>
</tr>
<tr>
<td>Actual Remaining Life Periods</td>
<td>If the life an asset is 36 periods, the actual total number of periods remaining would be 35 for depreciation purposes when calculating depreciation for the first period. For each period, this number would decrease by one.</td>
</tr>
<tr>
<td>AD Year to Prior Period</td>
<td>This is an accumulation of depreciation taken from the beginning of the asset’s life through the prior period that depreciation is being calculated for.</td>
</tr>
</tbody>
</table>
Appendix B – Functional Servers

About Functional Servers

Several JD Edwards World programs access functional servers. The purpose of functional servers is to provide a central location for standard business rules about entering documents, such as vouchers, invoices, and journal entries. These business rules establish the following:

- Data dictionary default values
- Field edits and valid values
- Error processing
- Relationships between fields or applications

The advantages of a functional server are:

- It reduces maintenance of entry programs because edit rules reside in one central location.
- You can standardize documents across all applications because you create them using the same business rules.
- Generally, the user interface (appearance and interaction) of a form is now separate from how a program works.

To set up business rules for an entry program

The steps for setting up business rules for an entry program are:

1. Create a DREAM Writer version for a specific functional server program (for example, XT0411Z1 for voucher entry).
2. Set the processing options within the version according to your company requirements.
3. Specify the version you want the entry program to use in the processing options for that entry program.

You can have all your entry programs use the same DREAM Writer version (and thus, use the same rules) or you can set up different DREAM Writer versions. JD Edwards World provides DREAM Writer version ZJDE0001 as the default functional server version for your entry programs.

Caution: Only the person responsible for system-wide setup should make changes to the functional server version. For more information about how to set up DREAM Writer versions, see the Technical Foundation Guide.
Example: Voucher Processing Functional Server

The following graphic shows the programs that use the voucher processing functional server. JD Edwards World provides two demo versions of the functional server, ZJDE0001 and ZJDE0002.
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