

Slide notes: We are now going to look at an instance of Asset Re-Classification. When an Asset is re-classified, it is moved from one Asset Group to another. 1st, we are going to look at an Asset that is in a wrong Group.

















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|                    |                          |            |         |    |    |     |                 |            |             |             |   |
|                    | Asset Master D           | efiniti    | on      |    |    |     |                 |            |             |             |   |
|                    | Asset master b           | Ginner     | UT1     |    |    |     |                 |            |             |             |   |
|                    |                          |            |         |    |    |     |                 |            |             |             |   |
| Asset Kev          | 20014                    |            |         |    |    |     |                 |            | External Ve | erification |   |
| Asset Account      | 200-14                   |            |         |    |    |     |                 |            |             | 0.0         |   |
| Description        | AC SPLIT DAIKIN 1,5PK IN | VERTER     |         |    |    |     |                 |            |             |             |   |
| Transaction Status | open                     | -          |         |    |    |     |                 |            |             |             |   |
| Control Acct       | 10-00-00-70 ASSET CAPITA | L, COMPUTE | RS      |    |    |     |                 |            |             | ~           |   |
| Depr Control       | 10-00-00-71 ASSETS, ACCU | M DEPR, CO | MPUTERS |    |    | <   |                 |            |             | 2           |   |
| Control Code       | 102 AIR CONDITIONERS     |            |         |    |    |     |                 |            |             |             |   |
| Depreciate On ?    | 100                      |            |         |    |    |     |                 |            |             | Notes       |   |
| Group              | COMPUTERS                |            |         |    |    |     |                 |            |             | 0.0         |   |
| Sub Group          |                          |            |         |    |    |     |                 |            |             |             |   |
| Dept               |                          |            |         |    |    |     |                 |            |             |             |   |
|                    |                          |            |         |    |    |     |                 |            |             | ~           |   |
| >>> Asset          | Items                    |            |         |    |    | 5   |                 |            |             | E           |   |
| 1 200-14-01        | AC SPLIT DAIKIN 1,5PK IN | VERTER     | _       |    |    |     |                 |            |             |             |   |
|                    |                          |            |         |    |    |     | Last Updated By | Terry      |             | _           |   |
|                    |                          |            |         |    |    |     | Last Updated    | 03/03/2010 | l,          |             |   |
|                    |                          |            |         |    |    |     |                 |            |             |             |   |
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Slide notes: This Asset is an Air Conditioner, but is currently listed as part of the Group of Computers. We cannot re-classify the Asset on the Asset Master record though.



Slide 7 Slide notes:



Slide notes: We have to use the 'Move Asset' option.

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|   | Asset Re-Classification: -     |      |   |
|   |                                |      |   |
| Asset   |                                |      |   |
| Current Group<br>New Group  |                                |      |   |
| Trans Date<br>Period  | 08/03/2010<br>Feb 2010 (p 109) |      |   |
|   |                                |      |   |
|   | Transfer                       |      |   |
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|                              | Asset Re-Classification: - |       |
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|                              |                            |       |
| Asset                        |                            |       |
| Current Group                |                            |       |
| New Group                    | 0.479.7910                 |       |
| Period                       | Feb 2010 (p 109)           |       |
|                              |                            |       |
|                              |                            |       |
|                              | Transfer                   |       |
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Slide notes: The system will show the current Group, and we select the new Group.



Slide notes: The Transaction Date will default to today, but should be changed if necessary. In this case, we wish to re-classify at the end of the February Period.







Slide notes: Nevertheless, it is important to perform the re-classification as close as possible to the latest Transaction on the Asset, because all to-date totals should be transferred to the new Group.



Slide notes: Here we have the help and explanation.





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|  | Asset Re-Classification: -          |    |
|  |                                     |    |
| Asset  | 20014                               |    |
| Current Group<br>New Group                                       | 21 COMPUTERS<br>22 AIR CONDITIONERS |    |
| Trans Date<br>Period   | 28/02/2010<br>Feb 2010 (p 109)      |    |
|  |                                     |    |
|  | Transfer                            |    |
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Slide notes: If we are confident of the re-classification as specified, then we choose TRANSFER.

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|                                 | Selection Dialog   |      |       |   |
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|                                 |  | Next | •     |   |
|                                 |  |      |       |   |
|                                 | The asset transfer to the new group has been completed successfully. |      |       |   |
|                                 |  |      |       |   |
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Slide notes: The system performs a number of financial Transactions to affect the transfer correctly, and then advises us accordingly.

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|                                 | The asset transfer to the new group has been completed successfully. |
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Slide 21 Slide notes:



Slide 22 Slide notes:



Slide notes: If we check the Asset again, we will see that the Group on the Asset Master has been changed to the new Group.



Slide 24 Slide notes:



Slide 25 Slide notes:



Slide 26 Slide notes:

| Submit Quit Function | ans Commands                   |               |        |   |             |                 |                    |             |            |   |
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|                      | Asset Master Defin             | nition        |        |   |             |                 |                    |             |            |   |
|                      |                                |               |        |   |             |                 |                    | External Ve | rification |   |
| Asset Account        | 20014                          | گ             |        |   |             |                 |                    |             | ~          |   |
| Description          | AC SPLIT DAIKIN 1,5PK INVERTED |               |        |   |             |                 |                    |             |            |   |
| Transaction Status   | open                           | -             |        |   |             |                 |                    |             |            |   |
| Control Acct         | 10-00-00-72 ASSET CAPITAL, AIF | R CONDITIONER | S      |   |             |                 |                    |             | ~          |   |
| Depr Control         | 10-00-00-73 ASSETS, ACCUM DEPR | R, AIR CONDIT | IONERS |   | <u>&lt;</u> |                 |                    |             | >          |   |
| Control Code         | 102 AIR CONDITIONERS           |               |        |   |             |                 |                    |             |            |   |
| Depreciate On ?      | 100                            |               |        |   |             |                 |                    |             | Notes      |   |
| Group                | AIR CONDITIONERS               |               |        |   |             |                 |                    |             |            |   |
| Sub Group            |                                |               |        |   |             |                 |                    |             |            |   |
| Dept                 |                                |               |        |   |             |                 |                    |             |            |   |
|                      |                                |               |        |   |             |                 |                    |             | ~          |   |
| >>> Asset            | Items                          |               | -      |   | 5           |                 |                    |             | 2          |   |
| 1 200-14-01          | AC SPLIT DAIKIN 1,5PK INVERTER | 2             | _      |   |             |                 |                    |             |            |   |
|                      |                                |               |        |   |             | Last Updated By | 1erry<br>93/03/201 | n           |            |   |
|                      |                                |               |        |   |             | Last Updated    | 037637201          | D.          |            |   |
|                      |                                |               |        |   |             |                 |                    |             |            |   |
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Slide notes: And of course, if we should drill into the Transactions, we will see how the system has performed the re-classification.