

IES Client(v8.24) : My IES

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IES REPORTS AND QUERIES: - User Instructions

NAME:

1 - CHOOSE VERSION [Versions](#)

Report Version:

2 - CHOOSE SETTINGS

Format:

Output:

File Type:

Format:

Report Header:

3 - CHOOSE DATA SELECTOR [Change Settings](#)

Fixed choice:

Data Selector:

4 - TO e-MAIL THE RESULTS:

Dispatch By E-Mail

Mail To:

Message Body:

5 - ADAPT DATA SELECTION (if prompts are present) [How to adapt MY CHOICE](#)

Selection Tip	My Choice
1 Ctrl Acct = ?	[]
2 Asset Ctrl Code = ?	[]
3 Disposal Date >= ?	08/03/2010
4 Group Reg = ?	[]
5 Loss On Sale >=	0
6 Loss On Sale <=	999999999999999
7 Profit On Sale >=	0
8 Profit On Sale <=	999999999999999
9 Accum Dept >=	0
10 Accum Dept <=	999999999999999
11 MVV >=	0

Buttons: No, Yes, Cancel, OK, Help

6 - Record Select:

OPEN Records only

CLOSED Records Only

按行选择

7 - CHOOSE NEXT [Next](#)

Slide 1

Slide notes: A Majority of Reports based on the Asset Register will use the Data Selector shown here, and we are more likely to get the desired and correct results when we understand how this Data Selector works. In fact, this Data Selector selects all Asset Items from the Asset Register that qualify to the criteria shown here. That means that our Report of the moment may include Disposed Items that we did not mean to include, newly acquired Asset Items that we did not mean to include on the Report, etc., unless we pay careful attention to the criteria that we are able to adjust at this runtime step.

IES Client(0) v8.24 : My IES

Help About Quit Functions Commands

IES REPORTS AND QUERIES: - User Instructions

NAME: ASSET REGISTER: PRIMARY INV

1 - CHOOSE VERSION [Version](#)

Parent Version: system version: Asset Item Register

2 - CHOOSE SETTINGS

Parent: report

Output: FILE

File Type: txt text file

Template: 041 Infoled

Report Header: Asset Register: Primary INV

3 - CHOOSE DATA SELECTOR [Change Selection](#)

Typed choice:

Data Selector: ASSET ITEM SELECT

4 - TO e-MAIL THE RESULTS. Priority: Nochal

Dispatch By: E-Mail

Mail To: Asset Register: Primary INV

Message Body: report by mail

5 - ADAPT DATA SELECTOR (if prompts are present)

How to adapt the CHOICE

Selection Tip	My Choice
1 Ctrl Acct = ?	[]
2 Asset Ctrl Code = ?	[]
3 Disposal Date >= ?	08/03/2010
4 Group Reg = ?	[]
5 loss On Sale >=	0
6 loss On Sale <=	99999999999999
7 Profit On Sale >=	0
8 Profit On Sale <=	99999999999999
9 Accum Dept >=	0
10 Accum Dept <=	99999999999999
11 Inv >=	0

6 - Record Select:

OPEN Records only

CLOSED Records Only

ALL

7 - CHOOSE NEXT [Next](#)

Slide 2

Slide notes: All the criteria will always default to what can be considered the most likely criteria that the User may wish to apply when executing an Asset Register Report, but there are times when we may consider changing some of the criteria for a specific execution of a Report. The 1st Item we wish to consider is the Disposal Date. It will always default to "today", and therefore, if left unchanged it means that all Assets, whether disposed of or not yet, will qualify for inclusion on this criterion. So when we specifically wish to exclude Items disposed of after a certain different Date to the one stated here, then we should change this Date.



Slide 3
Slide notes:



Slide 4

Slide notes: For Reports that specifically target Disposed Assets, it may be worth considering whether we want to change the ranges for Profit and Loss on Sale amounts.



Slide 5

Slide notes: The Accumulated Depreciation Amount range will by default include all Assets, but we can use this criterion to filter out some results based on value of Accumulated Depreciation, when so desired.



Slide 6

Slide notes: Net Book Value will default to include all Assets, but if we wish to include only Assets with a minimum Value of 1.00, then we should change the bottom of the value range to 1.00 for the execution of a specific Report.



Slide 7
Slide notes:



Slide 8
Slide notes:



Slide 9
Slide notes:



Slide 10
Slide notes:



Slide 11

Slide notes: The Purchase Price and Purchase Date ranges can also be quite useful in some circumstances, to adjust in order to filter out some results that will otherwise be included.



Slide 12
Slide notes:



Slide 13
Slide notes:



Slide 14

Slide notes: The conclusion to this tutorial is simply that when we have a Report Result that includes unexpected or unwanted appearances of Asset Items, then it is time to consider the selection criteria more fully and re-execute the Report. After all, the Asset Register Reports will select All Asset Items present on the Register, whether disposed of or not, whenever purchased, whatever the value, etc., unless we change the selection criteria to suit current instructions.