



Updating Asset Profile/Depreciation Attributes

Purpose

The Agency Financial Asset Processor should use this job aid to update an existing asset record with a new Profile ID and/or Depreciation Attributes

Procedure

Navigation: Asset Management>Asset Transactions>Asset Book Information>Define Tax/Depr Criteria

Note: Changing the Profile ID on the Asset Information Page only, will not update the Depreciation attributes on the Book Page.

1. Complete the Find an Existing Value tab. The Book Depreciation Transaction page displays.

Book Depreciation

Unit: ITDS1 Asset ID: 10012 INTEL PENTIUM P5/200 Tag: 10012 In Service

Trans Date: 05/23/2007 Accounting Date: 05/23/2007 Profile ID: ISEQUIP3

Depreciation Attributes Find | View All First 1 of 1 Last

*Book Name: GASB GASB34 Base Currency: USD
Status: Depreciable Total Cost: 1,810.00
In Service Date: 11/01/1997 Depreciate When In Service
Begin Depr Date: 11/01/1997
Convention: Actual Month End Retire Conv:

*Method: Straight Line Calculation Type: Remaining Value
Percent: Limit Pct: Low Limit: Monthly
Useful Life: 36 DB Pct: UOP ID: Low Value
Schedule: Method ID: Depr Pass Life
End Date: Future Depr Yrs: 'Avg Option: None
 Special Depreciation [Special Terms](#)

Depr Limit: Cost Basis Limit:
Salvage %:
Multi-Shift Code:
 Child Inherits Parent's Life [Go to Asset Basic Information](#)
 Impairment Process

Save Return to Search Previous in List Next in List Notify

2. Select a new Useful Life (in months). You should reference the configured useful life for existing Profile ID's

Book - Depreciation | Book - Tax | RequestWork0 | Asset Book Wrk1 | RequestWork1 | RequestWork2 | Joint Venture Work

Unit: ITDS1 Asset ID: 10012 INTEL PENTIUM P5/200 Tag: 10012 In Service

Trans Date: 05/23/2007 Accounting Date: 05/23/2007 Profile ID: ISEQUIP3

Note: The Profile ID is changed in the Asset Information Page

Depreciation Attributes

Book Name: GASB34 Base Currency: USD
Status: Depreciable Total Cost: 1,810.00
In Service Date: 11/01/1997 Depreciate When In Service
Begin Depr Date: 11/01/1997
Convention: Actual Month End Retire Conv:
Method: Straight Line Calculation Type: Remaining Value
Percent: Limit Pct: Low Limit: Monthly
Useful Life: 72 DB Pct: UOP ID: Low Value
Schedule: Method ID: Depr Pass Life
End Date: Future Depr Yrs: Avg Option: None
 Special Depreciation [Special Terms](#)
Depr Limit: Cost Basis Limit:
Salvage %:
Multi-Shift Code:
 Child Inherits Parent's Life [Go to Asset Basic Information](#)
 Impairment Process

Save | Return to Search | Previous in List | Next in List | Notify

3. Click 

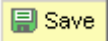
4. Change the Profile ID on the Asset Information Page

Navigation: Asset Management>Asset Transactions>Owned Assets>Basic Add

5. Complete the Find an Existing Value tab. The Asset Information page displays.

The screenshot shows the 'Asset Information' page for an asset with ID 10012. The 'Profile ID' field is highlighted with a red circle and contains the value '1EQUIPMENT'. The page includes a 'Save' button and a 'Return to Search' button.

6. Select a new Profile ID

7. Click . The asset and updated Profile ID has now been successfully saved.