



Asset Management User Acceptance Testing

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1:00pm

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Personalizations

▶ My Personalizations > Navigation Personalizations

- You can turn off the Auto-Complete functionality for all pages.

Autocomplete Yes [Explain](#)

- You can also set the Drop Down Menu to be permanently sorted alphabetically (Ascending or Descending)

Drop down Menu Sort Order None [Explain](#)

▶ Personalize Page

- The AutoComplete can also be disabled at the Component and Page level by going to the Personalize Page link from the page.

Page Personalization

- Put this page in front (the current tab) when I come into this component.
- Save the state of the View All settings on this page.
- Save tabbing order personalized below.

To define new tabbing order, select Clear Tabbing Order, then click items to include in desired sequence.
This new Tab order setting may be overridden by the people code command SetCursorpos().
To rearrange tabbing order, select Remove from order, Move up in order, or Move down in order, then click appropriate items to rearrange.

- Disable Autocomplete for the entire page.
- Disable Autocomplete for the entire component.

Personalizations

	Test Scenario	Expected Result
1	<p>From Home page:</p> <ul style="list-style-type: none">Click on Personalize Content and choose Menu type:<ul style="list-style-type: none">Top Menu, Menu (left), or Main menu (left with icons)	User is able to choose Menu Option
2	<p>Navigate to My Personalizations > Navigation Personalizations</p> <ul style="list-style-type: none">Choose your menu sort and AutoComplete options (if desired). (Menu sort only applicable to Top Menu)	User is able to select options and it has the desired effect

AM Module Overview

- ▶ Basic PeopleSoft Asset Management functionality remains the same
- ▶ AM Security remains unchanged.
- ▶ Some modifications due to the elimination of BOR modifications in favor of PS delivered functionality
 - Ex: Federal Assets
- ▶ New functionality
 - Ability to add items that need to be tracked that are less than \$3000
 - Express Add

AM Module Overview

- ▶ New functionality
 - Combo-edit rules in AM
 - File Attachments
- ▶ All AM queries now use the naming convention, BOR_AM_xyz so some query names have changed.

AM Objectives

- ▶ Exposure to the new 9.2 environment
- ▶ Ensure that you are able to execute key processes such as creating assets, performing adjustments, and running month end processes
- ▶ High level validation of data (please keep timing differences in mind)
- ▶ Additional business unit specific testing outside of the ITS system testing

AM Testing Scenarios

- ▶ Adding Assets:
 - Add an Asset with a cost over \$5000.00 using Basic
 - Add an asset with a cost over \$5000.00 using Express Add
 - Only basic asset information is available to entry (i.e. no access to licenses, attributes, etc.)
 - Capitalization occurs upon Save
 - Add an asset with a cost below \$3000.00. These will be physical assets (below the 3000 threshold)
 - Items with a cost below 3000.00 are stored in a separate table, Cost_Non_Cap

Express Add

Favorites > Main Menu > Asset Management > Asset Transactions > Owned Assets > Express Add



Cost / Asset Information | Asset Add Work Page 1 | Asset Add Work Page 2 | Depreciation Request Work | Asset Book Work | Depreciation Request Work | Joint V

Asset Information

Unit 53000
 Profile ID COMP05YR
 Description UAT Test Asset
 Location 0031 ROGERS HALL
 Tag Number 123456
 Accum Depr in Current Pd

Asset ID NEXT
 Trans Date 02/11/2015
 Acctg Date 01/31/2015
 Trans Code
 Currency USD
 Rate Type AVG

Asset Cost Information

Book Name ALLASSETS Quantity 1.0000 Cost 60,000.00 USD Salvage 0.00 USD
 Category Cost Type Accum Depr 0.00 YTD Depr 0.00 USD
 Default Profile

Chartfields

Fund	Dept	Program	Class	Project	Bud Ref
10000	0811000	11100	11000		2015

Asset Additional Information

Asset Type IT Hardware
 Asset Subtype
 CAP #
 Threshold ID UNDER3K
 Serial ID 123456789
 Asset Class
 *Asset Status In Service
 FERC Code
 Acquisition Date 02/11/2015
 *Acquisition Code Purchased
 Collateral Asset
 Parent/Child None
 Seq #
 Set R and D Info...
 Hazardous Code Info...
 Hazardous Asset
 Taggable Asset
 Capitalized Asset
 Composite Asset
 Parent ID

Save Notify

Add

Cost / Asset Information | Asset Add Work Page 1 | Asset Add Work Page 2 | Depreciation Request Work | Asset Book Work | Depreciation Request Work | Joint Venture Work

Physical Assets

Cost / Asset Information | Asset Add Work Page 1 | Asset Add Work Page 2 | Depreciation Request Work | Asset Book Work | Depreciation Request Work | Joint Venture Work

Asset Information

Unit 53000 Asset ID NEXT
Profile ID SVP Trans Date 01/31/2015
Description UAT Test Physical Asset Acctg Date 01/31/2015
Location 0014 PUBLIC SAFETY BLDG. Trans Code
Tag Number 123456 Currency USD
 Accum Depr in Current Pd Rate Type AVG

Asset Cost Information Find | View All First 1 of 1 Last

Book Name	Quantity	Cost	Salvage
ALLASSETS	1.0000	650.00 USD	

Category	Cost Type	Accum Depr
		0.00

Chartfields

Fund	Dept	Program	Class
10000	0611800	11100	11000

Asset Additional Information

Asset Type Other
Asset Subtype
CAP # Seq #
Threshold ID UNDER3K Hazardous Code Info...
Serial ID Hazardous Asset
Asset Class Taggable Asset
*Asset Status In Service Capitalized Asset
FERC Code Composite Asset
Acquisition Date 01/31/2015
*Acquisition Code Purchased
Collateral Asset
Parent/Child None Parent ID

Save Notify Add

Message

Save as Physical? (8005,193)

Capitalization Threshold determines that this asset will not be capitalized but can be stored in AM for physical inventory purposes. Continue?

OK Cancel

AM Testing Scenarios

	Test Scenario	Expected Result
3	Add an Asset with a cost over \$5000.00 using Basic Add AM →Asset Transactions→Owned Assets →Basic Add	Asset will be created
4	Add an asset with a cost over \$5000.00 using Express Add. Use a January accounting date. AM →Asset Transactions→Owned Assets →Express Add	Asset will be created
5	Add an asset with a cost below \$3000.00 using Basic Add or Express Add. Use a January accounting date.	Receive message: "Save as Physical?" Reply OK to message

Attach a file

Favorites > Main Menu > Asset Management > Asset Transaction > Owned Assets > Basic Add

ORACLE

General Information | Operation/Maintenance | Asset Acquisition Detail | Location/Comments/Attributes | Manufacture/License/Custodian | Asset Entry Work

Unit 53000 Asset ID 000000450010 Intermediate Teaching System Tag 51460 In Service

Asset Information

Description	Intermediate Teaching System	Short Desc	Intermedia
CAP #		Seq #	
<input checked="" type="checkbox"/> Taggable Asset		Tag Number	51460
Asset Class		<input checked="" type="checkbox"/> Capitalized Asset	
Asset Type	Equipment	<input checked="" type="checkbox"/> New Asset	
Asset Subtype		<input type="checkbox"/> Available For Use	
*Asset Status	In Service	<input type="checkbox"/> In Physical Use	
Acquisition Date	07/29/2013	Appraisal Date	
Placement Date	07/29/2013	Last Update	
Collateral Asset		Parent ID	
*Acquisition Code	Purchased	Region Code	
FERC Code		Composite Asset ID	
Financing Code			
Fair Value	0.000		
Replacement Cost			
Index Name			
SubIndex Name			
Parent/Child	None		
Profile ID	SVP		
Threshold ID			
<input type="checkbox"/> Composite Asset			

Book Page Set R and D Info...
Attachments (0)

Fair Value Details

Attach a file

- ▶ All file types can be attached.

Seq # Tag Number 51460

Unit 53000 Asset ID 000000450010 Intermediate Teaching System Tag Number 51460 In Service

Attachments

Details Personalize | Find | View All | First 1-4 of 4 Last

File Name	Description	User	Name	Date/Time Stamp
Change_delete_pending_transaction.docx	test Word file			
Assetid401309_christy.xls	test Excel file			
update_cost_table.txt	test TXT file			
Updating_Assets_Handout.pdf	test pdf. file			

Adding large attachments can take some time to upload, therefore, it is advisable to save the transaction before adding large attachments.

Composite Asset ID

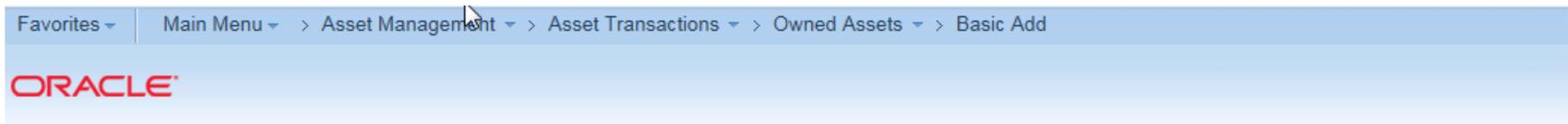
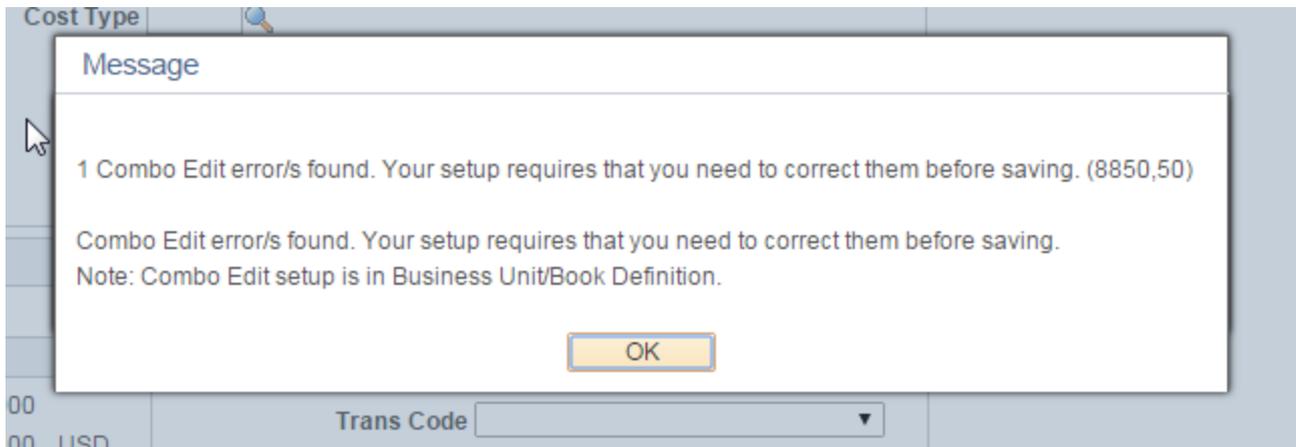
AM Testing Scenarios

	Test Scenario	Expected Result
6	<p>Attach a file to an asset – either one you are creating in UAT or an existing asset.</p> <p>AM → Asset Transactions → Owned Assets → Basic Add.</p> <p>Link at the bottom of the General Information tab.</p>	<p>See the Attachments link on the General Information page</p> <p>Successfully able to attach a file</p>

Combo Edits in Asset Management

- ▶ Combo Edit rules enforced in AM
 - Valid Budget Ref required(ACCTBDREF)
 - Valid Fund code required(ACCTFUND)
 - Fund codes 60000, 61000, 62000 require accounts between 100000–1999999, 20000–299999, 300000–399999 (AGENCYFUND)
 - Fund code of 60000 requires a Dept id of 0000000, A000001–A999999 or E1000000–E2000000 (FUNDDEPT)
 - Valid fund and program code required for fund codes starting with 12(FNDPRGACCT)
 - Fund codes beginning with 12 must have program codes within a specified range (FUNDPROG)
 - Fund 20000 requires a valid project id (FUNDPROJ)

Combo Edits in Asset Management



Unit 53000 Asset ID NEXT Tag In Service

Combo Edit Errors					Personalize	Find	First	1 of 1	Last
Line	Detail	Message Set Number	Message Number	Message Text	Asset ID	Book Name	Account		
2	Detail	9600	31	Combo error for fields FUND_CODE/ PROJECT_ID in group FUNDPROJ.	NEXT	ENTERPRISE	165000		



Save



Add



Update/Display



Include History



Correct History

[General Information](#) | [Operation/Maintenance](#) | [Asset Information](#) | [Asset Acquisition Detail](#) | [Location/Comments/Attributes](#) | [Manufacture/License/Custodian](#) | [Asset Entry Work](#) | [Asset Entry Wor](#)

AM Testing Scenarios

	Test Scenario	Expected Result
7	<p>Attempt to add an asset with a fund code = 20000 with no project id in Basic Add, Asset Acquisition Detail.</p> <p>AM → Asset Transactions → Owned Assets → Basic Add.</p>	<p>Receive an error that a combo edit error was found.</p> <p>See combo edit error on Combo Edit Page</p>
8	<p>Attempt to add an asset with a fund code = 20000 with no project id in Express Add</p> <p>AM → Asset Transactions → Owned Assets → Express Add.</p>	<p>Receive an error that a combo edit error was found.</p> <p>See combo edit error on Combo Edit Page</p>

Create a Federal Asset

- ▶ Federal Assets will be tracked using PeopleSoft delivered fields
 - Asset Class Field will store type of federal asset
 - Asset Attribute fields will store agency, condition, and percent

Create a Federal Asset

Favorites ▾ Main Menu ▾ > Asset Management ▾ > Asset Transactions ▾ > Owned Assets ▾ > Basic Add

ORACLE

General Information | Operation/Maintenance | Asset Information | Asset Acquisition Detail | Location/Comments/Attributes | Manufacture/License/Custodian | ▶

Unit 53000 Asset ID NEXT Tag In Service

Asset Information

Description: Test Federal Asset Short Desc: test combo

CAP #: Seq #: Tag Number:

Taggable Asset

Asset Class:

Asset Type: IT Hardware

Asset Subtype:

*Asset Status: In Service

Acquisition Date: 02/11/2015

Placement Date: 02/11/2015

Collateral Asset:

*Acquisition Code: Purchased

FERC Code:

Financing Code:

Fair Value: 0.00 USD

Replacement Cost:

Index Name:

Subindex Name:

Parent/Child: None

Profile ID: COMP05YR

Threshold ID: UNDER3K

Composite Asset

Book Page Set R and D Info... Attachments (0)

Look Up Asset Class

SetID: SHARE

Asset Class: begins with

Look Up Clear Cancel Basic Lookup

Search Results

View 100 First 1-2 of 2 Last

Asset Class	Description
FEDFEDITL	Federal, Federal Title
FEDINSTTL	Federal, Institution Title

Create a Federal Asset

Favorites ▾ Main Menu ▾ > Asset Management ▾ > Asset Transactions ▾ > Owned Assets ▾ > Basic Add

ORACLE

General Information | Operation/Maintenance | Asset Information | Asset Acquisition Detail | **Location/Comments/Attributes** | Manufacture/License/Custodian

Unit 53000 Asset ID NEXT Tag In Service

Location

Comments

Physical and Custom Attributes Find | View All First 1 of 1 Last

Effective Date

Color

Height Height Units

Width Width Units

Length Length Units

Weight Weight Units

Capacity Capacity Units

Power Rating Power Rating Units

Custom Attributes Personalize | Find | View All | First 1-3 of 3 Last

Attribute	Attribute Name	Value	UOM		
<input type="text" value="FEDAGENCY"/> <input type="button" value="🔍"/>	Federal Agency	<input type="text" value="DOAS"/>	<input type="text"/> <input type="button" value="🔍"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="FEDCOND"/> <input type="button" value="🔍"/>	Federal Condition	<input type="text" value="Good"/>	<input type="text"/> <input type="button" value="🔍"/>	<input type="button" value="+"/>	<input type="button" value="-"/>
<input type="text" value="FEDPERCENT"/> <input type="button" value="🔍"/>	Federal Percentage	<input type="text" value="100"/>	<input type="text"/> <input type="button" value="🔍"/>	<input type="button" value="+"/>	<input type="button" value="-"/>

Detailed Description

Image

AM Testing Scenarios

	Test Scenario	Expected Result
9	<p>Create a Federal Asset</p> <p>Populate Asset Class on the General Information page with one of the federal asset codes in the drop down box</p> <p>Go to the Location/Comments/Attributes page and populate the custom attributes</p> <p>AM →Asset Transactions→Owned Assets →Basic Add</p>	<p>Should see two choices under Asset Class related to Federal Assets</p> <p>Should see FEDAGENCY, FEDCOND, and FEDPERCENT under the section, Physical and Custom Attributes</p>

Addition Cost Adjustment

- ▶ For Cost Adjustment type “Addition”, the depreciation convention should be “Following Month”.
 - Modification that defaulted the depreciation convention to “following month” was eliminated so default is now “actual month”
 - Depreciation convention will need to be manually updated to “following month”

The screenshot shows the Oracle Financial Transactions interface for a Cost Adjust/Transfer Asset transaction. The breadcrumb trail is: Favorites > Main Menu > Asset Management > Asset Transactions > Financial Transactions > Cost Adjust/Transfer Asset. The Oracle logo is visible in the top left. The main transaction type is 'Main Transaction', and the asset is '2013 Dodge Charger Pursuit' with tag '210594'. The 'Action' dropdown menu is highlighted with a red box and set to 'Addition'. The 'Copy Changes to Other Books' checkbox is checked, and the 'Include Convention' dropdown is set to 'Exclude Convention'. The 'Transaction Date' and 'Accounting Date' are both '02/12/2015'. The 'Rate Type' is 'AVG'. The 'GO!' button is visible next to the 'Action' dropdown. At the bottom, there are buttons for 'Save', 'Return to Search', 'Previous in List', 'Next in List', 'Notify', 'Update/Display', and 'Include History'. The breadcrumb trail at the bottom of the page is: Main Transaction | Asset Cost Wrk | Asset Cost 01 Wrk | Asset Cost Wrk2 | Asset Book Wrk1 | Asset Cost Wrk3 | Depr Rqst1 Wrk | Depr Rqst2 Wrk | Joint Venture Work | Virtu.

Addition Cost Adjustments

[Main Transaction](#) | [Cost Information](#) | [Asset Cost Wrk](#) | [Asset Cost 01 Wrk](#) | [Asset Cost Wrk2](#) | [Asset Book Wrk1](#) | [Asset Cost Wrk3](#) | [Depr Rqst1 Wrk](#) | [Depr Rqst2 Wrk](#)

Unit 53000 Asset ID 000000450001 2013 Dodge Charger Pursuit Tag 210594 In Service

[Change Location](#)

Book Find | View All First 1 of 2 Last

Book Name ALLASSETS All Assets Base Currency USD **Convention** Actual Month

[Cost History](#)

Edit Cost Information

Adjust All Rows Percent Quantity Cost Curr USD [Apply](#) [+](#) [-](#)

Quantity	Cost	Salvage	Category	Cost Type	Unit
1.0000	22,678.45	0.00	VEHIC		53000

Chartfields Personalize | Find | View All | [Print](#) | [Grid](#) First 1 of 1 Last

Fund	Dept	Program	Class	Project	Bud Ref
10600					

[Main Transaction](#) | [Cost Information](#) | [Asset Cost Wrk](#) | [Asset Cost 01 Wrk](#) | [Asset Cost Wrk2](#) | [Asset Book Wrk1](#) | [Asset Cost Wrk3](#) | [Depr Rqst1 Wrk](#) | [Depr Rqst2 Wrk](#)

Unit 53000 Asset ID 000000450001 2013 Dodge Charger Pursuit Tag 210594 In Service

[Change Location](#)

Book Find | View All First 1 of 2 Last

Book Name ALLASSETS All Assets Base Currency USD **Convention** Following Month

[Cost History](#)

Edit Cost Information

Adjust All Rows By Percent Quantity Cost Curr USD [Apply](#) [+](#) [-](#)

Quantity	Cost	Salvage	Category	Cost Type	Unit
1.0000	22,678.45	0.00	VEHIC		53000

Chartfields Personalize | Find | View All | [Print](#) | [Grid](#) First 1 of 1 Last

Fund	Dept	Program	Class	Project	Bud Ref
10600	1214000	17800	11000		2013

Adjust Current Row By USD [Apply](#)

[Save](#) [Return to Search](#) [Previous in List](#) [Next in List](#) [Notify](#)

[Update/Display](#) [Include History](#)

AM Testing Scenarios

	Test Scenario	Expected Result
10	<p>Perform an “Addition” Cost Adjustment to an asset.</p> <p>Change the Depreciation convention to Following Month (default will be Actual Month)</p> <p>Use a January accounting date for the transaction</p> <p>Asset Management → Asset Transactions → Financial Transactions → Cost Adjust/Transfer Asset</p>	<p>Actual Month will default as the depreciation convention;</p> <p>Cost will be modified on an asset.</p>

AM Testing Scenarios

	Test Scenario	Expected Result
11	Perform a Book Adjustment to an asset to change its useful life. Use the Life to Date convention and a January accounting date. Asset Management → Asset Transactions → Asset Book Information → Define Tax/Depr Criteria	Useful life will be modified for an asset.
12	Retire an asset. Use a January accounting date. Asset Management → Asset Transactions → Asset Disposal → Retire/Reinstate Asset	Asset will be retired.

Verify Open Transactions

Favorites > Main Menu > Asset Management > Depreciation > Open Transactions > Review

ORACLE

Open Transactions

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value

Search Criteria

Business Unit: = 53000

Asset Identification: begins with

Asset Book Name: begins with

Transaction Date: =

Accounting Date: =

Transaction Type: =

Depreciation Calc Status: = Pending Depreciation

Acctg Entry Creation Status: =

Reporting Process Status: =

Group Consolidation Status: =

Search Clear Basic Search Save Search Criteria

Search Results

View All

Business Unit	Asset Identification	Asset Book Name	Date/Time Stamp	Transaction Date	Accounting Date	Transaction Type	Depreciation Calc Status	Acctg Entry Creation Status
53000	000000450379	ALLASSETS	12/04/2014 10:49:45AM	11/18/2014	12/02/2014	Addition	Pending	Never
53000	000000450380	ALLASSETS	12/11/2014 3:12:40PM	11/17/2014	12/09/2014	Addition	Pending	Never
53000	000000450381	ALLASSETS	12/11/2014 3:28:29PM	11/20/2014	12/09/2014	Addition	Pending	Never
53000	000000450382	ALLASSETS	12/12/2014 8:40:40AM	12/08/2014	12/11/2014	Addition	Pending	Never
53000	000000450382	ENTERPRISE	12/12/2014 8:40:40AM	12/08/2014	12/11/2014	Addition	Pending	Pending
53000	000000450383	ALLASSETS	12/15/2014 10:37:00AM	12/15/2014	12/15/2014	Addition	Pending	Never
53000	000000450384	ALLASSETS	12/15/2014 10:35:35AM	12/15/2014	12/15/2014	Addition	Pending	Never
53000	000000450385	ALLASSETS	12/12/2014 9:40:46AM	12/05/2014	12/11/2014	Addition	Pending	Never
53000	000000450385	ENTERPRISE	12/12/2014 9:40:46AM	12/05/2014	12/11/2014	Addition	Pending	Pending
53000	000000450386	ALLASSETS	12/17/2014 9:59:13AM	12/17/2014	12/17/2014	Addition	Pending	Never
53000	000000450386	ENTERPRISE	12/17/2014 9:59:13AM	12/17/2014	12/17/2014	Addition	Pending	Pending
53000	000000450387	ALLASSETS	12/17/2014 10:05:07AM	12/17/2014	12/17/2014	Addition	Pending	Never
53000	000000450388	ALLASSETS	12/17/2014 10:06:55AM	12/17/2014	12/17/2014	Addition	Pending	Never
53000	000000450389	ALLASSETS	12/18/2014 10:10:31AM	12/16/2014	12/16/2014	Addition	Pending	Never

AM Testing Scenarios

	Test Scenario	Expected Result
13	<p>Verify that the assets that you created or modified in steps 3-12 are shown as Open Trans.</p> <p>Asset Management → Depreciation → Open Transactions → Review. Choose Depreciation Cal Status of “Pending Depreciation” on the Search page</p>	<p>Should see Open Trans for added or modified assets.</p>

AM Testing Scenarios

	Test Scenario	Expected Result
14	<p>Run Month End processes for January:</p> <p>Depreciation Calculation Asset Management → Depreciation → Processing</p> <p>Accounting Entry Creation Asset Management → Accounting Entries</p> <p>Depreciation Close Asset Management → Accounting Entries</p>	Entries posted to Dist_Ln

AM Testing Scenarios

	Test Scenario	Expected Result
15	Run Federal Asset Report BOR Menus →BOR Asset Management →Federal Assets	The Federal asset created in prior step should show up on the report
16	Run BOR_AM_Asset_Listing Query (formerly BOR_Asset_Listing_Auditors) and verify results Reporting Tools →Query	Verify Results at a very high level
17	Verify that 27 BOR_AM queries exist Reporting Tools →Query	Should see 27 BOR_AM queries
18	Query the Non-Capitalized Cost Table, Cost_Non_Cap Reporting Tools →Query	Asset from Step 5 is in table.

AM Homework

- ▶ Generate Capital Ledger Journals for January
- ▶ Retrofit any queries
- ▶ High level validation
- ▶ BOR_AM_ASSET_AP_TO_AM_LOAD (formerly the BORQM002 query) -- optional
 - Due to the “clean-up” required for Pending items, you may not have any items to load.
- ▶ Security has not changed for AM, but please verify that all your AM users have access to the menu items they were expecting to see.



Questions?