Asset Management Business Processes

Asset Management – Assets

Asset Creation

AM.020.010  Adding Assets Manually – Basic Add
AM.020.011  Adding Assets Manually – Express Add
AM.020.012  Adding SVP Items
AM.020.013  Adding Leased Assets
AM.020.014  Adding GSFIC Managed Project Assets
AM.020.015  Adding Federally-Funded Asset
AM.020.016  Adding Non Capital Assets
AM.020.017  Adding CWIP Assets
AM.020.018  Capitalizing a CWIP Asset
AM.020.019  Adding Assets Acquired with MRR Funds
AM.020.020  Manually Adding Asset with Multiple Chartstrings
AM.020.030  Copying an Asset
AM.020.040  Creating and Maintaining Parent-Child Assets

Asset Adjustments and Transfers

AM.020.050  Adding Component Costs to an Asset
AM.020.051  Adding and Updating Asset Information
AM.020.052  Transferring Assets Between ChartFields
AM.020.053  Re-Categorizing Assets
AM.020.054  Adjusting Cost of an Asset
AM.020.055  Adding or Changing Salvage Value of an Asset
AM.020.056  Transferring Asset Between Locations
AM.020.057  Adding Room Number to an Asset Location
AM.020.059  Changing Asset’s Useful Life
AM.020.060  Changing In Service Date of an Asset
AM.020.061  Transaction Reversal
AM.020.062  Review Transaction Reversal

Depreciating an Asset

AM.020.070  Depreciating Assets
AM.020.071  Adjusting Accumulated Depreciation
AM.020.072  Running Load Depr Reporting Table – Monthly
AM.020.073  Running Load Depr Reporting Table – Yearly
AM.020.074  Loading NBV Table

Asset Retirements

AM.020.080  Retiring Assets
AM.020.081  Retiring Non Capital Assets

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AM.020.082  Reinstating Assets
AM.020.083  Retiring Missing Assets
AM.020.084  Reinstating Missing Assets and Re-Retire
AM.020.085  Retiring Asset That Has Been Traded In

**Asset Warranties, Maintenance, and Repair**

AM.020.090  Adding and Tracking Asset Warranties
AM.020.091  Adding and Tracking Maintenance Contracts
AM.020.092  Tracking Repair Service Information

**Online Asset Inquiry**

AM.020.100  Searching for Assets
AM.020.101  Viewing Cost History
AM.020.102  Viewing Book History
AM.020.103  Reviewing Asset Accounting Entries
AM.020.104  Verifying Open Transactions
AM.020.105  Editing/Deleting Pending Transactions

**Asset Management – Integration**

**Integration with Other PeopleSoft Modules**

AM.010.010  Running BOR_AM_ASSET_AP_TO_AM_LOAD Query
AM.010.011  Moving Receiver to AM
AM.010.012  Loading Vouchers into AM
AM.010.013  Reviewing Pre AM Pages
AM.010.014  Deleting a Transaction from the Pre AM Page
AM.010.015  Running Payables/Purchasing Interface
AM.010.016  Reviewing Interface Page
AM.010.017  Consolidating Assets
AM.010.018  Unitizing Assets
AM.010.019  Running Transloader Process
AM.010.020  Adding an Asset with Trade In Proceeds via Payables/Purchasing
AM.010.030  Adding Assets from the Payables System

**Asset Management – Month End**

**Month End Processes**

AM.030.010  Running Accounting Entry Creation
AM.030.020  Closing Period Depreciation (includes re-run depr close process)
AM.030.030  Journal Generate – Edit/Post