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 GSIFIC 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.020.058  Cost Adjustments to Assets
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
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