

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 Assets Manually – 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

Leased Assets

- AM.020.075 Adding a Lease
- AM.020.076 Amending Lease
- AM.020.077 Expiring a Lease

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.010.011 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