

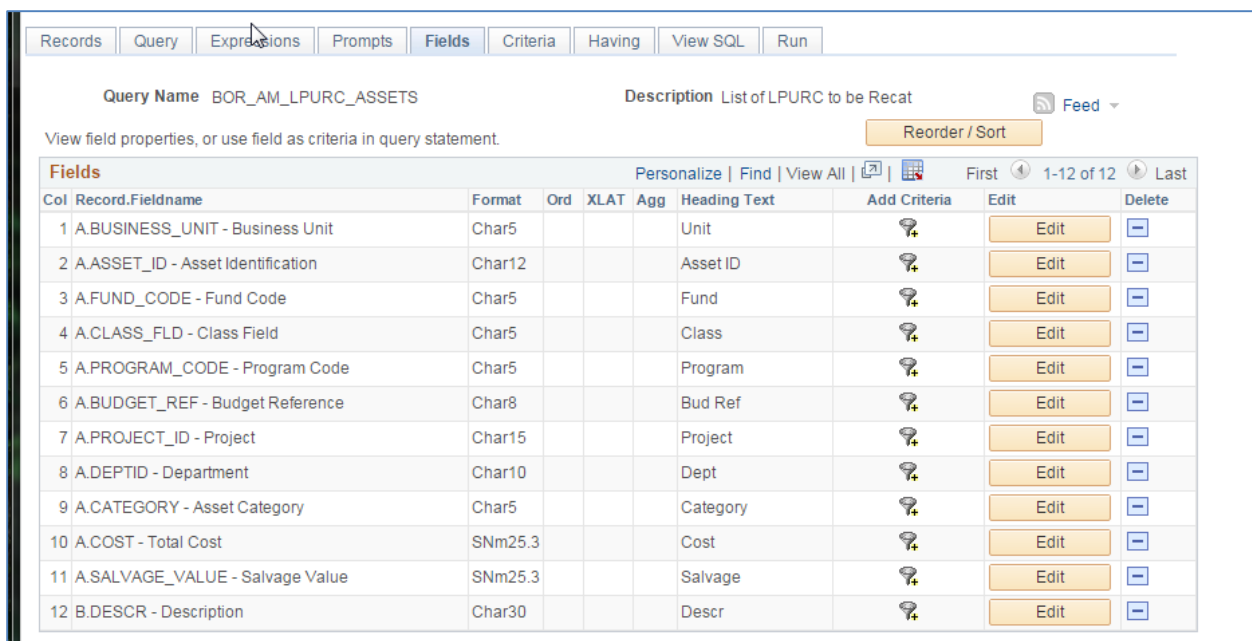
Re-Categorizing Leased Capital Assets

Currently all Capital Lease assets use a single asset category code of LPURC, which charges the fixed asset to 166000 and the associated accumulated depreciation to 166900. With the move to a Standard Chart of Accounts, the decision was made to expand the accounts. Several new categories were added in PeopleSoft Financials to support the new account numbers. These categories are shown below and have been associated with existing Profile ID's. The full listing of profile ID's, categories, and accounts are listed in Appendix A of this document.

- LBLDG, Account 162100
- LIMPR, Account 163100
- LITEQ, Account 165100
- LMACH, Account 165100
- LVEHC, Account 16510
- LINF, Account 167100

Institutions will need to take steps to re-categorize any assets that are currently in the LPURC category so that they are charged to the correct account. The steps to identify and re-categorize these assets are detailed below.

- 1) Run the BOR_AM_LPURC_ASSET_CLEANUP query (**Reporting Tools > Query > Query Manager or Query Viewer**) which will identify any in-service assets that currently have a category of LPURC, which is charged to account 166000.



Col	Record.Fieldname	Format	Ord	XLAT	Agg	Heading Text	Add Criteria	Edit	Delete
1	A.BUSINESS_UNIT - Business Unit	Char5				Unit		Edit	
2	A.ASSET_ID - Asset Identification	Char12				Asset ID		Edit	
3	A.FUND_CODE - Fund Code	Char5				Fund		Edit	
4	A.CLASS_FLD - Class Field	Char5				Class		Edit	
5	A.PROGRAM_CODE - Program Code	Char5				Program		Edit	
6	A.BUDGET_REF - Budget Reference	Char8				Bud Ref		Edit	
7	A.PROJECT_ID - Project	Char15				Project		Edit	
8	A.DEPTID - Department	Char10				Dept		Edit	
9	A.CATEGORY - Asset Category	Char5				Category		Edit	
10	A.COST - Total Cost	SNm25.3				Cost		Edit	
11	A.SALVAGE_VALUE - Salvage Value	SNm25.3				Salvage		Edit	
12	B.DESCR - Description	Char30				Descr		Edit	

- 2) The query will prompt you for your business unit. The query results provide you with a list of assets that require re-categorization.

Unit	Asset ID	Fund	Class	Program	Bud Ref	Project	Dept	Category	Cost	Salvage	Descr
1	53000	450000400231	12220	42100	22100	2012	5031000	LPURC	14105.240	0.000	Tilting Kettle
2	53000	450000400234	12220	42100	22100	2012	5031000	LPURC	16382.520	0.000	COMBINATION OVEN
3	53000	450000400235	12220	42100	22100	2012	5031000	LPURC	7313.370	0.000	CONVECTION OVEN GAS
4	53000	450000400236	12220	42100	22100	2012	5031000	LPURC	7313.370	0.000	CONVECTION OVEN GAS
5	53000	450000400237	12220	42100	22100	2012	5031000	LPURC	6375.670	0.000	COOK HOLD OVEN CABINET
6	53000	450000400238	12220	42100	22100	2012	5031000	LPURC	5804.730	0.000	RANGE GAS HEAVY DUTY
7	53000	450000400239	12220	42100	22100	2012	5031000	LPURC	5804.730	0.000	RANGE GAS HEAVY DUTY
8	53000	450000400240	12220	42100	22100	2012	5031000	LPURC	15882.460	0.000	FRYER BATTERY, ELECTRIC

- 3) Re-categorize the asset by going to the Cost Adjust/Transfer Asset page (**Asset Management > Asset Transactions > Financial Transactions > Cost Adjust Transfer Asset**)
 - a. Choose a Transaction Date and Accounting Date in your current, open period.
 - b. Choose Action of "Recategorize".
 - c. Click the "GO!" button. This will take you to the Cost Information tab.

Oracle Financials Cost Adjust/Transfer Asset page. The breadcrumb trail is: Main Menu > Asset Management > Asset Transactions > Financial Transactions > Cost Adjust/Transfer Asset.

Unit: 53000, Asset ID: 450000400234, Description: COMBINATION OVEN, Tag: 210455, Status: In Service.

Main Transaction section:

- Transaction Date: 03/11/2016
- Accounting Date: 03/11/2016
- Transaction Code: [Empty]
- Rate Type: AVG
- Copy Changes to Other Books
- Copy to Other Books Options:**
 - Transfer Other Books by: Amount
 - Adjust Other Books By: Amount
 - Include Convention: Exclude Convention
- Action:** Recategorize (highlighted with a red box)
- GO! button

Buttons at the bottom: Save, Return to Search, Notify, Update/Display, Include History.

On the Cost Information tab, update the category from LPURC to the correct category. In this example, the category is being updated from LPURC to LM&E.

Before:

The screenshot shows the 'Cost Information' tab for an asset. The 'Category' field is highlighted with a red box and contains the value 'LPURC'. The 'Cost' field shows a value of 16,382.52. The 'Unit' is 53000. The 'Chartfields' table below shows the following data:

Fund	Dept	Program	Class	Project	Bud Ref
12220	5031000	22100	42100		2012

After:

The screenshot shows the same 'Cost Information' tab, but the 'Category' field is now highlighted with a red box and contains the value 'LM&E'. The 'Cost' field now shows a value of 16,382.52. The 'Unit' is 53000. The 'Chartfields' table below shows the following data:

Fund	Dept	Program	Class	Project	Bud Ref
12220	5031000	22100	42100		2012

- Once all your re-categorizations are complete, run Depreciation Calculation (**Asset Management > Depreciation > Processing > Calculate**). Depreciation Calculation can be run for only the assets that have been re-categorized or for all assets as part of month-end processing.

Favorites ▾ Main Menu ▾ > Asset Management ▾ > Depreciation ▾ > Processing ▾ > Calculate

ORACLE All ▾ >> Advanced Search Last Search

Depreciation Calculation

Run Control ID cmt2 Report Manager Process Monitor **Run**

Request Find | View All First 1 of 1 Last

*Request ID 1 Process Frequency Always

Unit 53000 Delete Stage Row Current

Book Name From Asset ID 450000400234 To Asset ID 450000400234

Save Return to Search Previous in List Next in List Notify Refresh Add Update/Display

- Run Accounting Entry Creation to post the accounting entries from your re-categorizations to the Dist_Ln table. Accounting Entry Creation can run Depreciation Calculation for only the assets that have been re-categorized or for all assets as part of month-end processing.

Favorites ▾ Main Menu ▾ > Asset Management ▾ > Accounting Entries ▾ > Create Accounting Entries

ORACLE All ▾ >> Advanced Search Last Search

Create Accounting Entries

Run Control ID cmt2 Report Manager Process Monitor **Run**

Request Find | View All First 1 of 1 Last

*Request ID 1 Process Frequency Always

*Business Unit 53000 Cost Summarize

*Book Name ENTERPRISE Currency USD

From Asset ID 450000400234 To Asset ID 450000400234

Accounting Definition

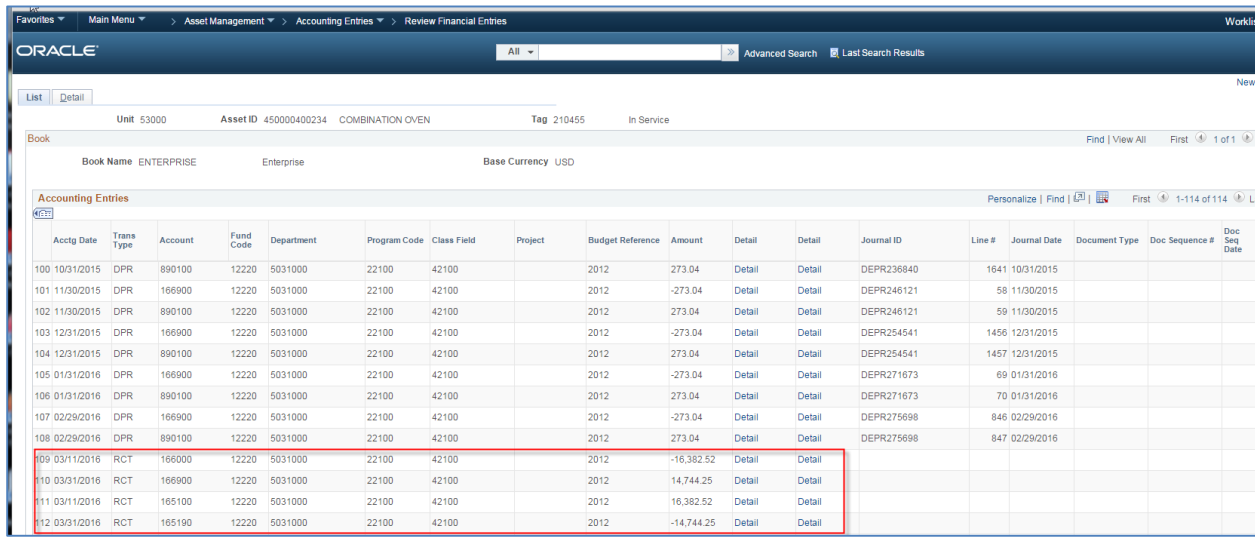
Process GL Journal Generator

SetID 53000

Accounting Definition Name

Save Return to Search Previous in List Next in List Notify Refresh Add Update/Display

- 6) Review your accounting entries by going to Review Financial Entries (**Asset Management > Accounting Entries > Review Financial Entries**) or by querying the Dist_Ln table.
 - a. Verify that your asset was moved from account 166000 to the correct, new asset account (debit to the new account, credit to 166000).
 - b. Verify that the associated accumulated depreciation was moved from 166900 to the correct, new accumulated depreciation account (debit to 166900, credit to new account).



The screenshot shows the Oracle Accounting Entries interface. The breadcrumb navigation is: Asset Management > Accounting Entries > Review Financial Entries. The asset details are: Unit 53000, Asset ID 450000400234, COMBINATION OVEN, Tag 210455, In Service. The book name is ENTERPRISE, Enterprise, Base Currency USD. The Accounting Entries table is displayed with the following data:

Acctg Date	Trans Type	Account	Fund Code	Department	Program Code	Class Field	Project	Budget Reference	Amount	Detail	Detail	Journal ID	Line #	Journal Date	Document Type	Doc Sequence #	Doc Seq Date
100 10/31/2015	DPR	890100	12220	5031000	22100	42100		2012	273.04	Detail	Detail	DEPR236840	1641	10/31/2015			
101 11/30/2015	DPR	166900	12220	5031000	22100	42100		2012	-273.04	Detail	Detail	DEPR246121	58	11/30/2015			
102 11/30/2015	DPR	890100	12220	5031000	22100	42100		2012	273.04	Detail	Detail	DEPR246121	59	11/30/2015			
103 12/31/2015	DPR	166900	12220	5031000	22100	42100		2012	-273.04	Detail	Detail	DEPR254541	1456	12/31/2015			
104 12/31/2015	DPR	890100	12220	5031000	22100	42100		2012	273.04	Detail	Detail	DEPR254541	1457	12/31/2015			
105 01/31/2016	DPR	166900	12220	5031000	22100	42100		2012	-273.04	Detail	Detail	DEPR271673	69	01/31/2016			
106 01/31/2016	DPR	890100	12220	5031000	22100	42100		2012	273.04	Detail	Detail	DEPR271673	70	01/31/2016			
107 02/29/2016	DPR	166900	12220	5031000	22100	42100		2012	-273.04	Detail	Detail	DEPR275698	846	02/29/2016			
108 02/29/2016	DPR	890100	12220	5031000	22100	42100		2012	273.04	Detail	Detail	DEPR275698	847	02/29/2016			
109 03/11/2016	RCT	166000	12220	5031000	22100	42100		2012	-16,382.52	Detail	Detail						
110 03/31/2016	RCT	166900	12220	5031000	22100	42100		2012	14,744.25	Detail	Detail						
111 03/11/2016	RCT	165100	12220	5031000	22100	42100		2012	16,382.52	Detail	Detail						
112 03/31/2016	RCT	165190	12220	5031000	22100	42100		2012	-14,744.25	Detail	Detail						

- 7) Run Depreciation Close (**Asset Management > Accounting Entries > Close Depreciation**) as part of your month-end processing. **Do not run Depr Close prior to month-end processing.**

Close Depreciation

Run Control ID: cmt2 Report Manager Process Monitor **Run**

Request Find | View All First 1 of 1 Last

*Request ID: 1 Process Frequency: Always

*Unit: 53000

*Book Name: ENTERPRISE Currency: USD

*Fiscal Year: 2016 *Period: 9

Options

- Rerun depreciation close
- Reverse Posted Entries
- Create budgeted depreciation
- Process a range of assets

Accounting Definition

Process GL Journal Generator

SetID: 53000

Accounting Definition Name: _____

Save Return to Search Previous in List Next in List Notify Refresh Add Update/Display

Run Depreciation Close Process | Work

8) Review your accounting entries by going to Review Financial Entries (**Asset Management > Accounting Entries > Review Financial Entries**) or by querying the Dist_Ln table. You will notice that your normal monthly depreciation is now being charged to the new accumulated depreciation account.

Review Financial Entries

Unit: 53000 Asset ID: 450000400234 COMBINATION OVEN Tag: 210455 In Service

Book Name: ENTERPRISE Enterprise Base Currency: USD

Account	Fund Code	Department	Program Code	Class Field	Project	Budget Reference	Amount	Detail	Journal ID	Line #	Journal Date	Document Type	Doc Sequence #	Doc Seq Date
100 10/31/2015 DPR 890100 12220 5031000 22100 42100 2012 273.04 Detail Detail DEPR236840 1641 10/31/2015														
101 11/30/2015 DPR 166900 12220 5031000 22100 42100 2012 -273.04 Detail Detail DEPR246121 58 11/30/2015														
102 11/30/2015 DPR 890100 12220 5031000 22100 42100 2012 273.04 Detail Detail DEPR246121 59 11/30/2015														
103 12/31/2015 DPR 166900 12220 5031000 22100 42100 2012 -273.04 Detail Detail DEPR254541 1456 12/31/2015														
104 12/31/2015 DPR 890100 12220 5031000 22100 42100 2012 273.04 Detail Detail DEPR254541 1457 12/31/2015														
105 01/31/2016 DPR 166900 12220 5031000 22100 42100 2012 -273.04 Detail Detail DEPR271673 69 01/31/2016														
106 01/31/2016 DPR 890100 12220 5031000 22100 42100 2012 273.04 Detail Detail DEPR271673 70 01/31/2016														
107 02/29/2016 DPR 166900 12220 5031000 22100 42100 2012 -273.04 Detail Detail DEPR275698 846 02/29/2016														
108 02/29/2016 DPR 890100 12220 5031000 22100 42100 2012 273.04 Detail Detail DEPR275698 847 02/29/2016														
109 03/31/2016 RCT 166000 12220 5031000 22100 42100 2012 -16,382.52 Detail Detail														
110 03/31/2016 RCT 166900 12220 5031000 22100 42100 2012 14,744.25 Detail Detail														
111 03/31/2016 RCT 165100 12220 5031000 22100 42100 2012 16,382.52 Detail Detail														
112 03/31/2016 RCT 165190 12220 5031000 22100 42100 2012 -14,744.25 Detail Detail														
113 03/31/2016 DPR 165190 12220 5031000 22100 42100 2012 -273.05 Detail Detail														
114 03/31/2016 DPR 890100 12220 5031000 22100 42100 2012 273.05 Detail Detail														

9) Generate Journals

[Favorites](#) > [Main Menu](#) > [General Ledger](#) > [Journals](#) > [Subsystem Journals](#) > [Generate Journals](#)

ORACLE All Search

Generate Journals Request

Run Control ID: cm2 Report Manager Process Monitor **Run**

Journal Processing Options

Edit Budget Check Post

Process Request Parameters Find | View All First 1 of 1 Last

Process Frequency
 Once
 Always
 Don't Run

Request Number 1 + -
 *SetID 53000 🔍
 *Accounting Definition Name AMDEFN 🔍

*Application Business Unit 53000 🔍
 Ledger Group CAPITAL 🔍
 Template 🔍

*From Date Option Begin Date - From Period ▼ From Date 📅
 *To Date Option End Date - To Period ▼ To Date 📅

Leave a field blank to select all its values.

Save Return to Search Notify Refresh Add Update/Display

[Favorites](#) > [Main Menu](#) > [Asset Management](#) > [Accounting Entries](#) > [Review Financial Entries](#)
Worklist

ORACLE All Search Advanced Search Last Search Results

List Detail New Window

Unit 53000 Asset ID 450000400234 COMBINATION OVEN Tag 210455 In Service

Book Name ENTERPRISE Enterprise Base Currency USD Find | View All First 1 of 1 Last

Accounting Entries Personalize | Find | 📄 | 📄 First 1-114 of 114 Last

Acctg Date	Trans Type	Account	Fund Code	Department	Program Code	Class Field	Project	Budget Reference	Amount	Detail	Detail	Journal ID	Line #	Journal Date	Document Type	Doc Sequence #	Doc Seq Date
100	10/31/2015	DPR	890100	12220	5031000	22100	42100	2012	273.04	Detail	Detail	DEPR236840	1641	10/31/2015			
101	11/30/2015	DPR	166900	12220	5031000	22100	42100	2012	-273.04	Detail	Detail	DEPR246121	58	11/30/2015			
102	11/30/2015	DPR	890100	12220	5031000	22100	42100	2012	273.04	Detail	Detail	DEPR246121	59	11/30/2015			
103	12/31/2015	DPR	166900	12220	5031000	22100	42100	2012	-273.04	Detail	Detail	DEPR254541	1456	12/31/2015			
104	12/31/2015	DPR	890100	12220	5031000	22100	42100	2012	273.04	Detail	Detail	DEPR254541	1457	12/31/2015			
105	01/31/2016	DPR	166900	12220	5031000	22100	42100	2012	-273.04	Detail	Detail	DEPR271673	69	01/31/2016			
106	01/31/2016	DPR	890100	12220	5031000	22100	42100	2012	273.04	Detail	Detail	DEPR271673	70	01/31/2016			
107	02/29/2016	DPR	166900	12220	5031000	22100	42100	2012	-273.04	Detail	Detail	DEPR275698	846	02/29/2016			
108	02/29/2016	DPR	890100	12220	5031000	22100	42100	2012	273.04	Detail	Detail	DEPR275698	847	02/29/2016			
109	03/31/2016	RCT	166000	12220	5031000	22100	42100	2012	-16,382.52	Detail	Detail	RECAT79938	1	03/31/2016			
110	03/31/2016	RCT	166900	12220	5031000	22100	42100	2012	14,744.25	Detail	Detail	RECAT79938	3	03/31/2016			
111	03/31/2016	RCT	165100	12220	5031000	22100	42100	2012	16,382.52	Detail	Detail	RECAT79938	2	03/31/2016			
112	03/31/2016	RCT	165190	12220	5031000	22100	42100	2012	-14,744.25	Detail	Detail	RECAT79938	4	03/31/2016			
113	03/31/2016	DPR	165190	12220	5031000	22100	42100	2012	-273.05	Detail	Detail	DEPR279937	287	03/31/2016			
114	03/31/2016	DPR	890100	12220	5031000	22100	42100	2012	273.05	Detail	Detail	DEPR279937	288	03/31/2016			

10) Run the BOR_AM_LPURC_ASSET_CLEANUP query and confirm there are no remaining in-service assets with a category of LPURC.

Appendix A – Profile ID/Category/Account Mapping

Profile ID	Description	Useful Life	Current Category	Current Asset Account	Current Accum Depr Account	New Category	New Asset Account	New Accum Depr Account
LBB110	Leased Bldg/Bldg Improve-10Yr	120	LPURC	166000	166900	LBLDG	162100	162190
LBB115	Leased Bldg/Bldg Improve-15Yr	180	LPURC	166000	166900	LBLDG	162100	162190
LBB120	Leased Bldg/Bldg Improve-20Yr	240	LPURC	166000	166900	LBLDG	162100	162190
LBB15	Leased Bldg/Bldg Improve-5Yr	60	LPURC	166000	166900	LBLDG	162100	162190
LBLDG10	Leased Building 10 Year	120	LPURC	166000	166900	LBLDG	162100	162190
LBLDG15	Leased Building 15 Year	180	LPURC	166000	166900	LBLDG	162100	162190
LBLDG20	Leased Building 20 Year	240	LPURC	166000	166900	LBLDG	162100	162190
LBLDG25	Leased Building 25 Year	300	LPURC	166000	166900	LBLDG	162100	162190
LBLDG30	Leased Building 30 Year	360	LPURC	166000	166900	LBLDG	162100	162190
LBLDG35	Leased Building 35 Year	420	LPURC	166000	166900	LBLDG	162100	162190
LBLDG40	Leased Building 40 Year	480	LPURC	166000	166900	LBLDG	162100	162190
LBLDG45	Leased Building 45 Year	540	LPURC	166000	166900	LBLDG	162100	162190
LBLDG50	Leased Building 50 Year	600	LPURC	166000	166900	LBLDG	162100	162190
LBLDG55	Leased Building 55 Year	660	LPURC	166000	166900	LBLDG	162100	162190
LBLDG60	Leased Building 60 Year	720	LPURC	166000	166900	LBLDG	162100	162190
LCOMP	Leased Computers	60	LPURC	166000	166900	LITEQ	165100	165190
LFACIMP10	Leased Fac & Oth Improv-10 Yr	120	LPURC	166000	166900	LIMPR	163100	163190
LFACIMP15	Leased Fac & Oth Improv-15 Yr	180	LPURC	166000	166900	LIMPR	163100	163190
LFACIMP20	Leased Fac & Oth Improv-20 Yr	240	LPURC	166000	166900	LIMPR	163100	163190
LFACIMP25	Leased Fac & Oth Improv-25 Yr	300	LPURC	166000	166900	LIMPR	163100	163190
LFACIMP5	Leased Fac & Oth Improv-5 Yr	60	LPURC	166000	166900	LIMPR	163100	163190
LINFR15	Leased Infrastructure-15Yr	180	LPURC	166000	166900	LINF	167100	167190
LINFR20	Leased Infrastructure-20Yr	240	LPURC	166000	166900	LINF	167100	167190
LINFR25	Leased Infrastructure-25Yr	300	LPURC	166000	166900	LINF	167100	167190
LMACH	Leased Machinery & Equipment	60	LPURC	166000	166900	LM&E	165100	165190
LVEHICLE	Leased Vehicle	60	LPURC	166000	166900	LVEHC	165100	165190