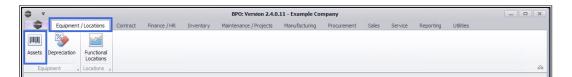


We are currently updating our site; thank you for your patience.

EQUIPMENT

ASSETS - PRINT - PERIOD DEPRECIATION REPORT

Ribbon Access: Equipment and Locations > Assets



1. The Machine List for [] screen will be displayed.

THE SITE AND STATUS FILTERS

- The screen will open with the default Site setting configured on the user and the Equipment Type filter set to 'All' (machines).
 - Note: You do not need to select the Site or Type to access this report.

Note: Refer to Site Selection for more information about Site settings.

SELECT ASSET

- 3. Ensure that you have selected an asset row.
 - Note: The Print button will <u>not</u> display the Print menu unless an asset row is selected.



SELECT PRINT OPTION

4. Click on the **drop-down arrow** in the **Print** icon.

Home Equipm	nent / Locati	ons Contract	Finance / HR Inventory M	aintenance / Projec	ts Manufa	turing Pr	ocurement Si	ales Ser	vice Reporting) Util	ities —	8
	iew Sav	Lavout Workspace	All Sites	Refresh	Revalue Com	ert Buy Ba			eports			
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	AREGO	0325 AT500	AT500 Copier	Hardware	WKOR	AT500	AT500-104	A	25/04/2018	Yes	Yes	No
WO History	AREGO	0331 AT500	AT500 Copier	Hardware	WKOR	AT500	456	A	25/04/2018	No	No	No
	AREGO	0333 AT500	AT500 Copier	Hardware	WKOR	AT500	987	A	25/04/2018	Yes	Yes	No
	AREGO	0334 AT500	AT500 Copier	Hardware	WKOR	AT500	654	A	25/04/2018	No	No	No
Project History	AREGO	0335 AT500	AT500 Copier	Hardware	WKOR	AT500	321	A	25/04/2018	No	No	No
3	AREGO	0336 AT500	AT500 Copier	Hardware	WKOR	AT500	147	A	25/04/2018	No	No	No
	AREGO	0338 AT500	AT500 Copier	Hardware	WKOR	AT500	369	Α	25/04/2018	No	No	No
Meters	AREGO	0326 AT500	AT500 Copier	Hardware	WHSE	AT500	AT500-105	A	25/04/2018	No	No	No
	AREGO	0327 AT500	AT500 Copier	Hardware	WHSE	AT500	AT500-106	A	25/04/2018	No	No	No
	AREGO	0328 AT500	AT500 Copier	Hardware	WHSE	AT500	AT500-107	Α	25/04/2018	No	No	No
1 Patana	 AREGO 	0329 AT500	AT500 Copier	Hardware	WHSE	AT500	AT500-108	A	25/04/2018	No	No	No
History	AREGO	0330 AT500	AT500 Copier	Hardware	WHSE	AT500	123	A	25/04/2018	No	No	No
	AREGO	0339 AT500	AT500 Copier	Hardware	WHSE	AT500	1230	Α	25/04/2018	No	No	No
	AREGO	00340 AT500	AT500 Copier	Hardware	WHSE	AT500	6440	A	25/04/2018	No	No	No
ВОМ	AREGO	00341 AT500	AT500 Copier	Hardware	WHSE	AT500	4560	A	25/04/2018	No	No	No
	AREGO	00342 AT500	AT500 Copier	Hardware	WHSE	AT500	7410	Α	25/04/2018	No	No	No
	AREGO	00343 AT500	AT500 Copier	Hardware	WHSE	AT500	8520	Α	25/04/2018	No	No	No
Warranties 1	AREGO	00344 AT500	AT500 Copier	Hardware	WHSE	AT500	9870	Α	25/04/2018	No	No	No
	AREGO	00345 AT500	AT500 Copier	Hardware	WHSE	AT500	9860	Α	25/04/2018	No	No	No
	AREGO	00346 AT500	AT500 Copier	Hardware	WHSE	AT500	8520	A	25/04/2018	No	No	No
	AREGO	0347 AT500	AT500 Copier	Hardware	WHSE	AT500	4560	A	25/04/2018	No	No	No

1. The **Print options menu** will display.

SELECT REPORT OPTION

2. Click on Period Depreciation.



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Home Equ	uipme	nt / Locations	Contract F	inance / HR	Inventory Ma	aintenance / Projec	ts Manufac	turing Pr	ocurement	Sales S	Gervice Re	porting	Utili	ties —	8 >
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Functions		P :0:	n an coode	REC:		ADC COLOGIC	REC	REC.	of a	Equipment Lis	ting		REC	IS INCOMSSET	III:
Functions		AREG000325	AT500	AT500 Copie		Hardware	WKOR	AT500	A	Asset Register		8	Yes	Yes	No
WO History		AREG000323	AT500	AT500 Copie		Hardware	WKOR	AT500	45	Move History		8	No	No	No
		AREG000333	AT500	AT500 Copie		Hardware	WKOR	AT500	98	Scan History		8	Yes	Yes	No
		AREG000334	AT500	AT500 Copie		Hardware	WKOR	AT500	65			8	No	No	No
Project History		AREG000335	AT500	AT500 Copie		Hardware	WKOR	AT500	32	Equipment De		8	No	No	No
		AREG000336	AT500	AT500 Copie	r	Hardware	WKOR	AT500	14	Service Histor	/	8	No	No	No
		AREG000338	AT500	AT500 Copie	r	Hardware	WKOR	AT500	369	A	25/04/20	18	No	No	No
Meters		AREG000326	AT500	AT500 Copie	r	Hardware	WHSE	AT500	AT500-1	L05 A	25/04/20	18	No	No	No
		AREG000327	AT500	AT500 Copie	r	Hardware	WHSE	AT500	AT500-3	106 A	25/04/20	18	No	No	No
		AREG000328	AT500	AT500 Copie	r	Hardware	WHSE	AT500	AT 500-1	107 A	25/04/20	18	No	No	No
History		AREG000329	AT500	AT500 Copie	r	Hardware	WHSE	AT500	AT500-1	108 A	25/04/20	18	No	No	No
T IIS COT Y		AREG000330	AT500	AT500 Copie	r	Hardware	WHSE	AT500	123	A	25/04/20	18	No	No	No
		AREG000339	AT500	AT500 Copie	r	Hardware	WHSE	AT500	1230	A	25/04/20	18	No	No	No
вом		AREG000340	AT500	AT500 Copie	er -	Hardware	WHSE	AT500	6440	A	25/04/20	18	No	No	No
DOM		AREG000341	AT500	AT500 Copie	r	Hardware	WHSE	AT500	4560	A	25/04/20	18	No	No	No
		AREG000342	AT500	AT500 Copie		Hardware	WHSE	AT500	7410	A	25/04/20		No	No	No
		AREG000343	AT500	AT500 Copie		Hardware	WHSE	AT500	8520	A	25/04/20		No	No	No
Warranties 1		AREG000344	AT500	AT500 Copie		Hardware	WHSE	AT500	9870	A	25/04/20		No	No	No
		AREG000345	AT500	AT500 Copie		Hardware	WHSE	AT500	9860	A	25/04/20		No	No	No
		AREG000346	AT500	AT500 Copie		Hardware	WHSE	AT500	8520	A	25/04/20		No	No	No
Notes		AREG000347	AT500	AT500 Copie		Hardware	WHSE	AT500	4560	A	25/04/20		No	No	No
		AREG000332	AT500	AT500 Copie	r	Hardware	WHSE	AT500	789	A	25/04/20	18	No	No	No

- 1. A **Report Generation** message box will appear with the following prompt:
 - ° Do you want to print the period depreciation report?
- 2. Click on **Yes**.

Ŧ			Machine List for	BPO: Version 2	.4.0.11 - Exar	nple Compa	ny				-	
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Functions	Assebcegivo	PartCode	Description	CategoryDesc	Parenti ype	Modelino	serialivo noc	status	startDate 4	Asset	ISPIXEDASSET	*Dc
runcuons	AREG000325	AT500	AT500 Copier	Hardware	WKOR	AT500	AT500-104	A	25/04/2018	Yes	Yes	No
WO History	AREG000325 AREG000331	AT500	AT500 Copier AT500 Copier	Hardware	WKOR	AT500	456	A	25/04/2018	No	No	No
	AREG000333	AT500	AT500 Copier	Hardware	WKOR	AT500	987	A	25/04/2018	Yes	Yes	No
	AREG000333	AT500	AT500 Copier	Hardware	WKOR	AT500	654	Δ	25/04/2018	No	No	No
Project History	AREG000335	AT500	AT500 Copier	Hardware	WKOR	AT500	321	A	25/04/2018	No	No	No
riojecti istory	AREG000336	AT500	AT500 Copier	Hardware	WKOR	AT500	147	A	25/04/2018	No	No	No
	AREG000338	AT500	AT500 Copier	Hardware	WKOR	AT500	369	A	25/04/2018	No	No	No
	AREG000326	AT500	AT500 Copier	Hardware	WHSE	AT500	AT500-105	A	25/04/2018	No	No	No
Meters	AREG000327	AT500	AT500 Copier	Hardware	WHSE	AT500	AT500-106	A	25/04/2018	No	No	No
	AREG000328	AT500	AT500 Copier	(teaching as		47700	ATC00 107		25/04/2018	No	No	No
	AREG000329	AT500	AT500 Copier	Report Generation	n			\times	25/04/2018	No	No	No
History	AREG000330	AT500	AT500 Copier						25/04/2018	No	No	No
	AREG000339	AT500	AT500 Copier	6					25/04/2018	No	No	No
	AREG000340	AT500	AT500 Copier	Do yo	u want to pri	nt the period	depreciation repo	ort?	25/04/2018	No	No	No
BOM	AREG000341	AT500	AT500 Copier						25/04/2018	No	No	No
	AREG000342	AT500	AT500 Copier			-			25/04/2018	No	No	No
	AREG000343	AT500	AT500 Copier	2-		<u>Y</u> es	No		25/04/2018	No	No	No
Warranties 1	AREG000344	AT500	AT500 Copier	Hardware	WHSE	A1500	9870	A	25/04/2018	No	No	No
	AREG000345	AT500	AT500 Copier	Hardware	WHSE	AT500	9860	A	25/04/2018	No	No	No
	AREG000346	AT500	AT500 Copier	Hardware	WHSE	AT500	8520	A	25/04/2018	No	No	No
Notes	AREG000347	AT500	AT500 Copier	Hardware	WHSE	AT500	4560	Α	25/04/2018	No	No	No
	AREG000332	AT500	AT500 Copier	Hardware	WHSE	AT500	789	A	25/04/2018	No	No	No



1. A **Required information....** pop-up screen will appear.

SELECT DEPRECIATION DATE

For the Period Depreciation report to run, a **Depreciation Date** must be selected.

- 2. Either **type in** or click on the **drop-down arrow** and use the displayed **calendar function** to select the date you require.
- 3. Click on Ok.

Home	Equip	nent	/Locations C	ontract F	inance / HR	Inventory Ma	urban - BPO: Ve intenance / Projec				les Se	rvice Report	na Ut	tlities	_ 8	
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		9	AssetRegNo	PartCode	Description		CategoryDesc	ParentType	ModelNo	SerialNo	Status	StartDate ·	Asset	IsFixedAsset	WOAttachm	hen
Functions			-	-												
WO History			AREG000336	AT500	AT500 Copie		Hardware	WKOR	AT500	147	A	25/04/2018	No	No	No	
WO HISTORY			AREG000338	AT500	AT500 Copie		Hardware	WKOR	AT500	369	A	25/04/2018	No	No	No	
			AREG000326	AT500	AT500 Copie		Hardware	WHSE	AT500	AT500-105	A	25/04/2018	No	No	No	
			AREG000327	AT500	AT500 Copie		Hardware	WHSE	AT500	AT500-106	A	25/04/2018	No	No	No	
Project History			AREG000328	AT500	AT500 Copie		Hardware	WHSE	AT500	AT500-107	A	25/04/2018	No	No	No	
			AREG000329	AT 500	AT500 Copie		Hardware	WHSE	AT500	AT500-108	Α	25/04/2018	No	No	No	
			AREG000330	AT 500	AT500 Copie		Hardware	WHSE	AT500	123	A	25/04/2018	No	No	No	
Meters			AREG000339	AT500	AT500 Copie		Hardware	WHSE	AT500	1230	A	25/04/2018	No	No	No	
			AREG000340	AT500	AT500 Copie	Required in	formation for re	eport PERIODI	DEPRECIATI	ON.			No	No	No	
			AREG000341	AT500	AT500 Copie	Home						8	No	No	No	
History			AREG000342	AT500	AT500 Copie							8	No	No	No	
			AREG000343	AT500	AT500 Copie							8	No	No	No	
			AREG000344	AT500	AT500 Copie	Ok Back						8	No	No	No	
			AREG000345	AT500	AT500 Copie	Process	3					⇔ 8	No	No	No	
BOM			AREG000346	AT500	AT500 Copie	Process						8	No	No	No	
			AREG000347	AT500	AT500 Copie							8	No	No	No	
			AREG000332	AT500	AT500 Copie	Depreciat	tion Date : 28/0)2/ <mark>2020</mark> 🔻	T			8	No	No	No	
Warranties	1		AREG000348	2020-856	Drum			<u>ہ</u> _				8	No	No	No	
			AREG000349	SP1818	Sprint copier					2		8	No	No	No	
			AREG000350	SP 18 18	Sprint copier			1				8	No	No	No	
Notes			AREG000358	SP2020	SP2020 Sprin			-				8	No	No	No	
			AREG000354	SP2020	SP2020 Sprin	Cologi Mi Cobici							No	No	No	

VIEW PERIOD DEPRECIATION REPORT

- The Report Preview screen will open.
- From here you can **View**, **Print**, **Export** or **Email** the Period Depreciation report.
- **Close** the Report Preview screen when done.



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					De	epreciation Peri	od: 12		
					De	epreciation Mor	th: February		
					1	Depreciation Ye	sar: 2020		- 1
	Asset Reg No.	Serial No.	Part No	Description	Dep Start Date	Ops Life	Value	Amount	
		18-30200	SP1818	Sprint copier	03/05/2019 00:00:00	35	2,500.00 ZAR	71.43	- 1
		20-857485	SP1919	SP1919 Sprint Colour MFC	23/05/2017 00:00:00	60	500.00 ZAR	8.33	
		abc147a	SP2020	SP2020 Sprint Colour MF Copier	03/05/2019 00:00:00	60	3,500.00 ZAR	58.33	
		cvb123	SP1919	SP1919 Sprint Colour MFC	14/06/2017 00:00:00	57	3,800.00 ZAR	66.67	
		1912-102030	SP19-123456	SP19-12 Colour Copier	04/07/2017 00:00:00	60	500.00 ZAR	8.33	
		2020-102040	SP2020	SP2020 Sprint Colour MF Copier	20/04/2018 00:00:00	60	4,000.00 ZAR	66.67	
		2020-102041	5P2020	SP2020 Sprint Colour MF Copier	17/11/2017 00:00:00	60	500.00 ZAR	8.33	
		2020-102042	SP2020	SP2020 Sprint Colour MF Copier	21/01/2015 00:00:00	60	15,000.00 ZAR	.00	
		2020-102043	5P2020	SP2020 Sprint Colour MF Copier	30/10/2015 00:00:00	60	15,000.00 ZAR	250.00	
		2020-102044	SP2020	SP2020 Sprint Colour MF Copier	25/04/2018 00:00:00	60	15,000.00 ZAR	250.00	
		2020-102045	SP2020	SP2020 Sprint Colour MF Copier	02/05/2019 00:00:00	60	15,000.00 ZAR	250.00	
		2020-102046	SP2020	SP2020 Sprint Colour MF Copier	24/06/2016 00:00:00	57	13,000.00 ZAR	228.07	
		1912-102037	SP19-123456	SP19-12 Colour Copier	22/03/2016 00:00:00	56	13,533.33 ZAR	241.67	
		2020-102048	SP2020	SP2020 Sprint Colour MF Copier	27/05/2016 00:00:00	60	15,000.00 ZAR	250.00	
		1912-102045	SP19-123456	SP19-12 Colour Copier	22/04/2016 00:00:00	60	14,500.00 ZAR	241.67	
		1912-102046	SP19-123456	SP19-12 Colour Copier	22/04/2016	60	14,500.00 ZAR	241.67	

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Help v2024.5.0.7/1.0 - Pg 5 - Printed: 21/08/2024

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