



QSS User Group PSFA Committee

QCC Fixed Assets for End Users
Webinar

February 21, 2013

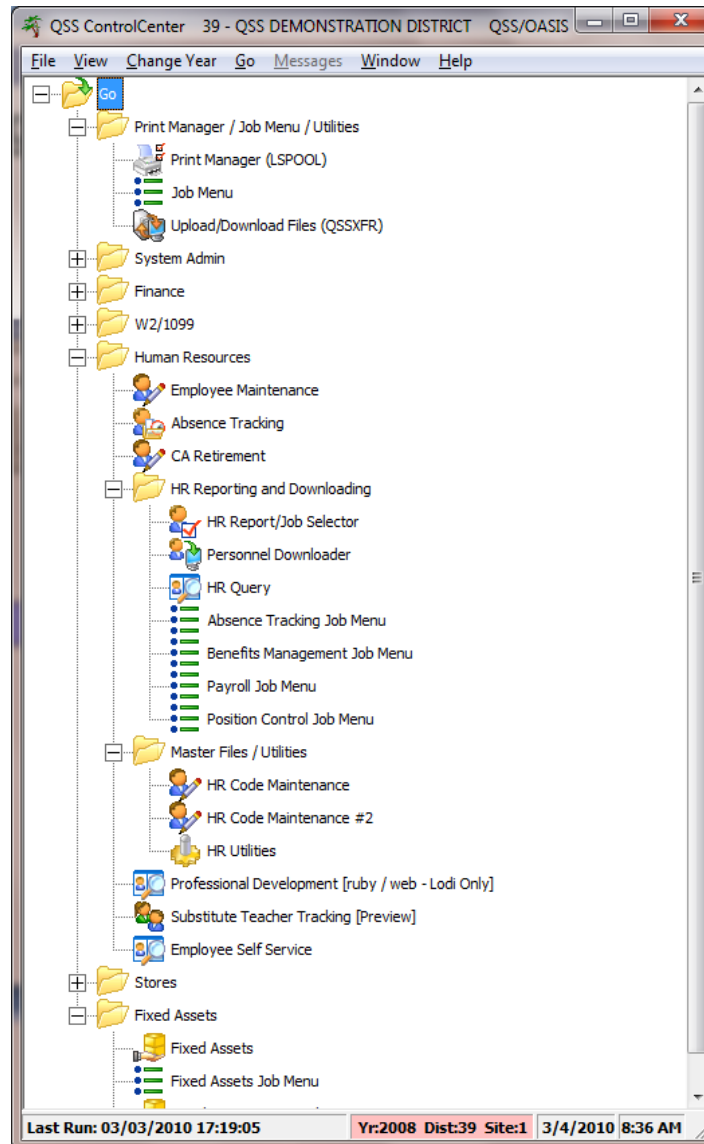
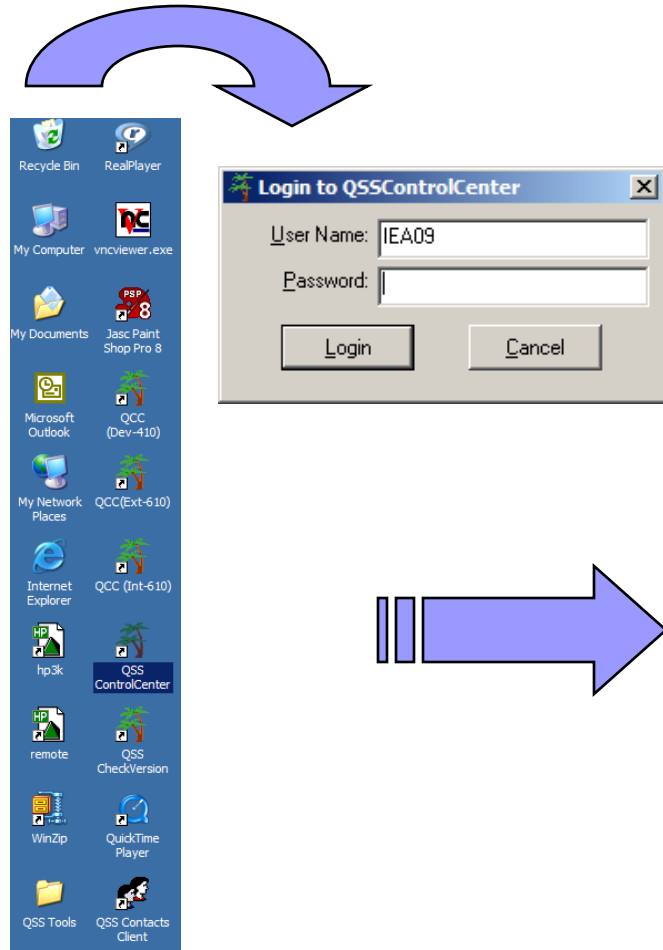
Presenter: Don Hemwall, **QSS**

Q&A: Mike Smith, **QSS**

Feature Discussion

- User preferences and settings
- Searching for Fixed Assets records
- Using Grid Output feature
- Adding, Changing, Copying, Deleting Fixed Asset records
- Fixed Asset reports
- Fixed Asset Inventory
- Mass load of Fixed Assets (Discussion)

Accessing QCC/Fixed Assets



FA Maintenance – File Dropdown

Fixed Assets 24 - STORES DIST 24 (QSS ONLY)

File Options Help

- Master File Maintenance Ctrl+M
- Report/Processes Ctrl+R
- Inventory Control Ctrl+I
- User Preferences Ctrl+U**
- Show Status Ctrl+F12
- Exit F12

Inspect

Additional info Account Splits

Asset: [] Condition: []

Description: [] Vehicle #: []

Tag: [] License #: []

Category: [] Color: []

Type: [] Insurance Code: []

Serial: [] Insurance Expires: [/ /]

Barcode #: [] Warranty Expires: [/ /]

Barcode Loc: [] Warranty Length: []

Manufacturer: [] Manufacture Date: [/ /]

Mfg. Part#: [] Registration Expires: [/ /]

Mfg. Model: [] Model Year: []

Location

Site: []

Dept: NO DEPT

Building: NO BLDG

Floor: NO FLOOR

Room: NO ROOM

Description: []

Cost

Quantity: []

Unit Cost: []

Market Value: \$0.00

Replacement: []

Salvage: \$0.00

Current Depreciation: \$0.00

Depreciation to Date: \$0.00

Disposition/Status

Reason: []

Date: [/ /]

Current Status:

Last Change:

Project

Local: [] State: [] Federal: []

Acquisition and AP Payment Information

Reason: [] Acquired: 02/19/2013

Vendor: [] Name: []

Warrant#: [] Issue Date: [/ /]

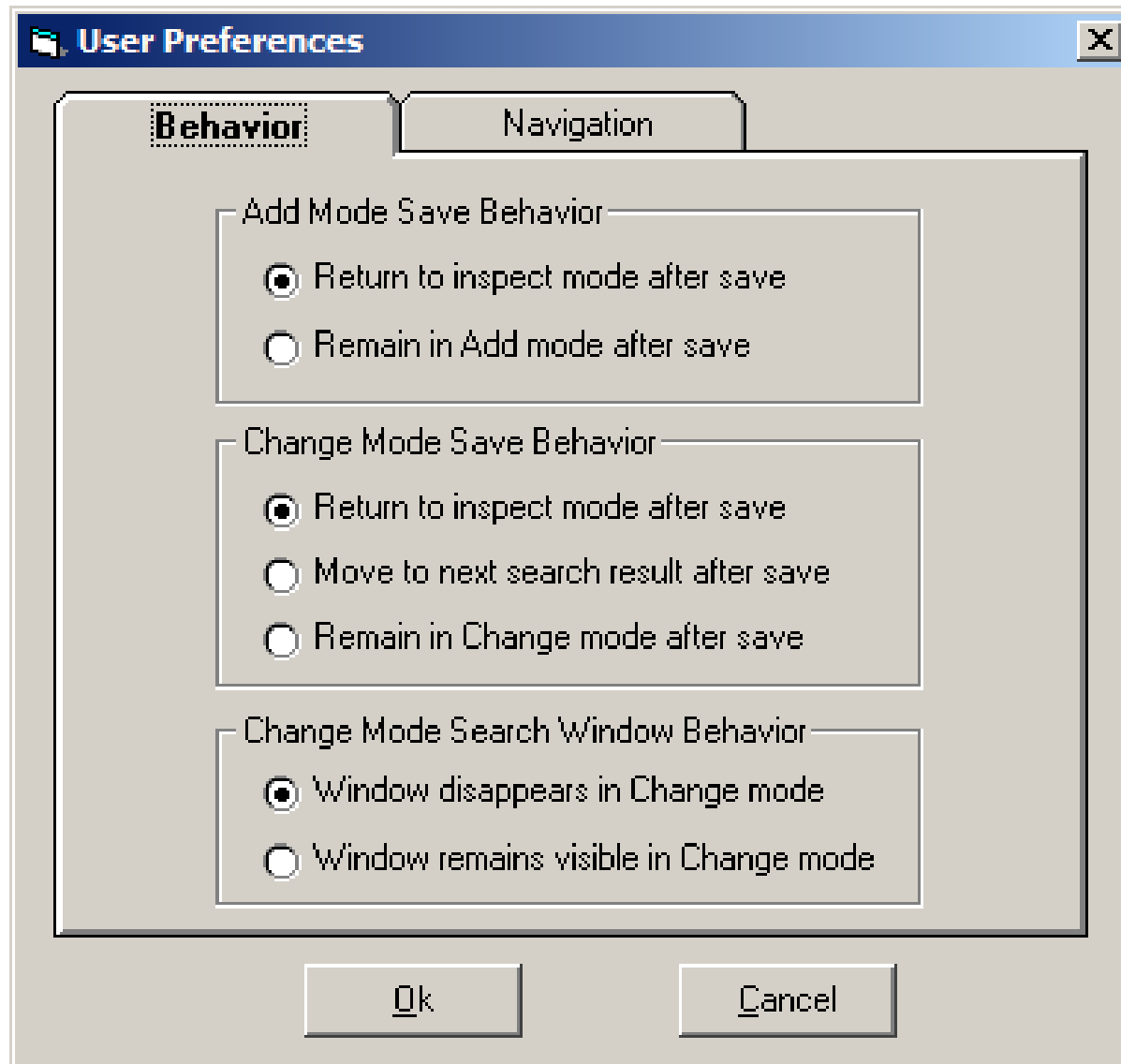
Invoice: [] Auto APY? PO#: []

Account: []

GL Fund: [] Sub Fund: [] Object: []

Yr:2009 Dist:24 Site:1 GS: W 2/19/2013 2:06 PM

FA Maintenance – Behavior Preferences

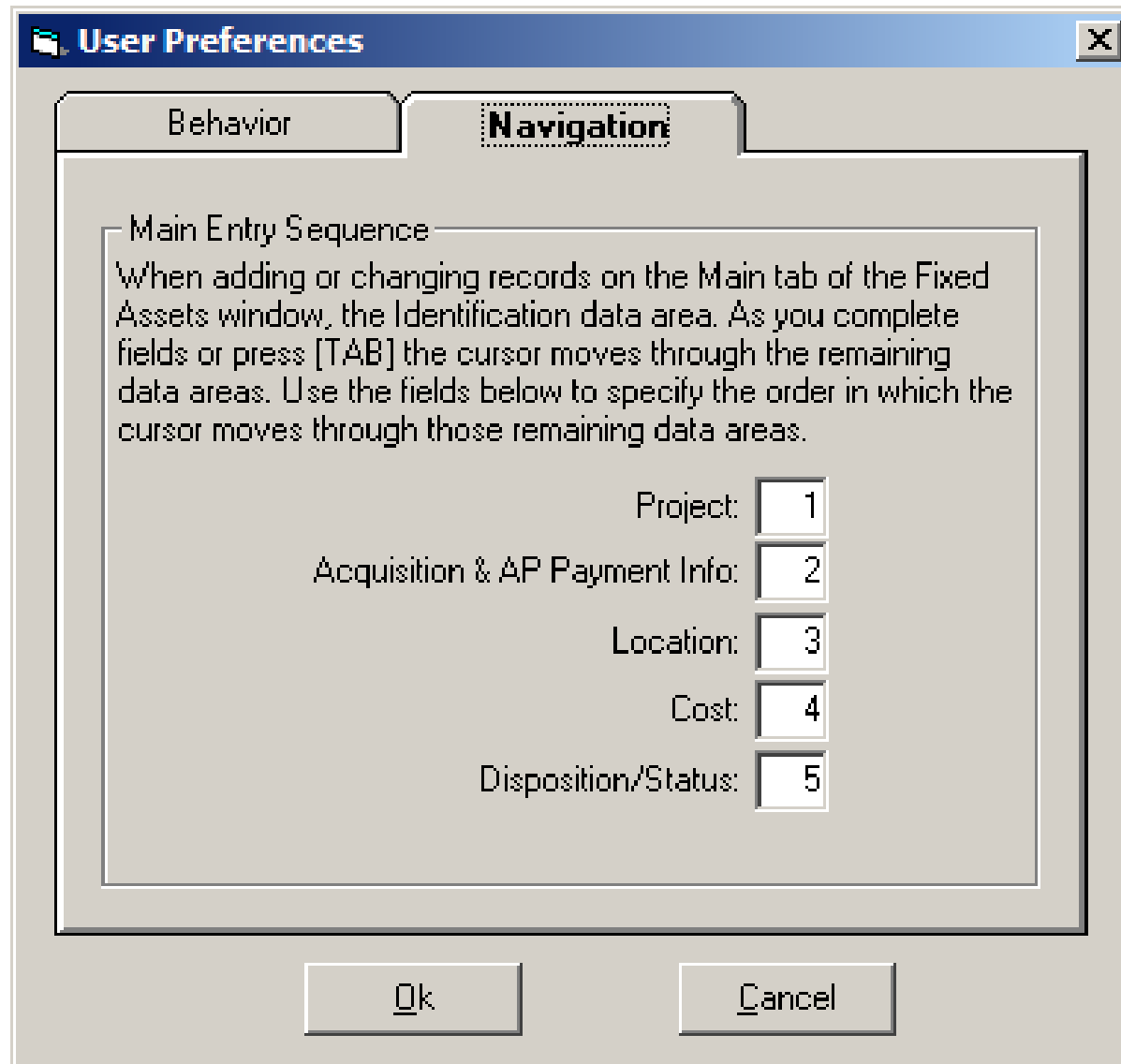


The image shows a 'User Preferences' dialog box with a 'Behavior' tab selected. The dialog has a title bar with a close button. The 'Behavior' tab is active, and the 'Navigation' tab is also visible. The 'Behavior' section contains three groups of radio button options:

- Add Mode Save Behavior**
 - Return to inspect mode after save
 - Remain in Add mode after save
- Change Mode Save Behavior**
 - Return to inspect mode after save
 - Move to next search result after save
 - Remain in Change mode after save
- Change Mode Search Window Behavior**
 - Window disappears in Change mode
 - Window remains visible in Change mode

At the bottom of the dialog are 'Ok' and 'Cancel' buttons.

FA Maintenance – Navigation Preferences



The screenshot shows a 'User Preferences' dialog box with two tabs: 'Behavior' and 'Navigation'. The 'Navigation' tab is selected. Inside the dialog, there is a section titled 'Main Entry Sequence' with a descriptive paragraph and five numbered input fields for specifying the order of data areas.

User Preferences [X]

Behavior **Navigation**

Main Entry Sequence

When adding or changing records on the Main tab of the Fixed Assets window, the Identification data area. As you complete fields or press [TAB] the cursor moves through the remaining data areas. Use the fields below to specify the order in which the cursor moves through those remaining data areas.

Project:

Acquisition & AP Payment Info:

Location:

Cost:

Disposition/Status:

FA Maintenance – Search Request Form

Fixed Assets - Search 24 - STORES DIST 24 (QSS ONLY) QSS/OASIS

File Options

Indexed Search

Asset: Barcode #:

Search Parameters - All text fields support Wildcard search (Use * or ?)

| | | |
|---|---|---|
| Description: <input type="text"/> | Additional Desc: <input type="text"/> | Tag: <input type="text"/> |
| Cat: <input type="text" value="*All"/> | Manufacturer: <input type="text"/> | Loc Desc: <input type="text"/> |
| Type: <input type="text" value="*All"/> | Serial: <input type="text"/> | Barcode Locn: <input type="text"/> |
| Site: <input type="text" value="*All"/> | Manuf. Part#: <input type="text"/> | Dept: <input type="text"/> |
| Condition: <input type="text" value="*All"/> | Manuf. Model: <input type="text"/> | Building: <input type="text"/> |
| Invoice #: <input type="text"/> | Vehicle #: <input type="text"/> | Floor: <input type="text"/> |
| Audit ID: <input type="text"/> | Color: <input type="text"/> | Room: <input type="text"/> |
| Ins Code: <input type="text"/> | License #: <input type="text"/> | Federal Project: <input type="text"/> |
| Vendor: <input type="text"/> L PD#: <input type="text"/> | Status: <input type="radio"/> Active | State Project: <input type="text"/> |
| Vendor Name: <input type="text"/> | <input type="radio"/> Inactive | Local Project: <input type="text"/> |
| Acq Reason: <input type="text" value="*All"/> | <input checked="" type="radio"/> Both | GL Fund: <input type="text"/> |
| Acq from date: <input type="text" value="/ /"/> To: <input type="text" value="/ /"/> | Unit cost from: <input type="text"/> to: <input type="text"/> | Sub Fund: <input type="text"/> |
| Disposition: <input type="text" value="*All"/> | | Object: <input type="text"/> |
| Disp from date: <input type="text" value="/ /"/> To: <input type="text" value="/ /"/> | | User Defined Field(s): <input type="text"/> |

Yr:2009 Dist:24 Site:1 GS: W 2/19/2013 2:10 PM

FA Maintenance – Search Request Results

| Fixed Assets - Search Results | | | | | | | | | | | | | | | |
|--------------------------------|-----------------|------------|---------------|---------------|-------|----------|-------|----------|-------|---------|------|----------|-----------|-----------|----|
| 24 - STORES DIST 24 (QSS ONLY) | | | | | | | | | | | | | | | |
| QSS/OASTS | | | | | | | | | | | | | | | |
| File Options | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | |
| Asset ID | Description | Tag # | Location Site | Location Desc | Dept | Building | Floor | Room | Cate. | Desc | Type | Desc | Condition | Acq Date | Ac |
| 1000088776 | iPod-Touch | 1000088776 | 0097 - QSS HI | | NO DE | | NO FL | | 20 | DATA PR | 0001 | MINI COM | | 3/12/2007 | 1 |
| 1877688776 | iPod-T1 | 1877688776 | 0097 - QSS HI | | NO DE | | NO FL | | 20 | DATA PR | 0001 | MINI COM | | 3/12/2007 | 1 |
| 1877688777 | iPod-T1 | 1877688777 | 4444 - EAST C | 4 Walls Cafe | 44 | 44 | 1 | ADMIN | 20 | DATA PR | 0001 | MINI COM | | 3/12/2007 | 1 |
| 0000001111 | iPod-T1 | 0000001111 | 0097 - QSS HI | | | | | | 20 | DATA PR | 0001 | MINI COM | | 2/26/2009 | 1 |
| 1112131415 | iPod-T1 | 1112131415 | 0097 - QSS HI | | NO DE | WESTWI | NO FL | OFFICE - | 20 | DATA PR | 0001 | MINI COM | | 3/12/2007 | 1 |
| 5556667771 | Laptop Computer | 5556667771 | 0025 - GOLD F | | IT | WESTWI | 2nd | NO ROOM | 20 | DATA PR | 0001 | MINI COM | | 5/24/2012 | 1 |
| 7776665551 | iPod-Touch | 7776665551 | 0097 - QSS HI | | NO DE | | NO FL | | 20 | DATA PR | 0001 | MINI COM | | 3/12/2007 | 1 |
| 8885552220 | iPod-Touch | 8885552220 | 0097 - QSS HI | | NO DE | | NO FL | | 20 | DATA PR | 0001 | MINI COM | | 5/24/2012 | 1 |

FA Search Results – Grid Output

| Asset ID | Description | Tag # | Location Site | Location Desc | Dept | Building | Floor | Room | Cate. | Desc | Type | Desc | Condition | Acq Date |
|------------|-----------------|------------|---------------|---------------|------|----------|-------|----------|-------|------|------|------|-----------|-----------|
| 1000088776 | iPod-Touch | 1000088776 | 0097 - QSS | | NO | | NO | | 20 | DATA | 0001 | MINI | | 3/12/2007 |
| 1877688776 | iPod-T1 | 1877688776 | 0097 - QSS | | NO | | NO | | 20 | DATA | 0001 | MINI | | 3/12/2007 |
| 1877688777 | iPod-T1 | 1877688777 | 4444 - EAST | 4 Walls Cafe | 44 | 44 | 1 | ADMIN | 20 | DATA | 0001 | MINI | | 3/12/2007 |
| 0000001111 | iPod-T1 | 0000001111 | 0097 - QSS | | | | | | 20 | DATA | 0001 | MINI | | 2/26/2009 |
| 1112131415 | iPod-T1 | 1112131415 | 0097 - QSS | | NO | WESTWIN | NO | OFFICE - | 20 | DATA | 0001 | MINI | | 3/12/2007 |
| 5556667771 | Laptop Computer | 5556667771 | 0025 - GOLD | | IT | WESTWIN | 2nd | NO ROOM | 20 | DATA | 0001 | MINI | | 5/24/2012 |
| 7776665551 | iPod-Touch | 7776665551 | 0097 - QSS | | NO | | NO | | 20 | DATA | 0001 | MINI | | 3/12/2007 |
| 8885552220 | iPod-Touch | 8885552220 | 0097 - QSS | | NO | | NO | | 20 | DATA | 0001 | MINI | | 5/24/2012 |

FA Grid Output to Excel

Out20130219141447 - Microsoft Excel

File Home Insert Page Layout Formulas Data Review View Acrobat Team

Clipboard Font Alignment Number Styles Cells Editing

| A | B | C | D | E | F | G | H | I | J | K | L | M | N | O |
|------------|-----------------|------------|-------------------------------------|---------------|---------|----------|----------|----------|-------|---------------------------|------|---------------|-----------|-----------|
| Asset ID | Description | Tag # | Location Site | Location Desc | Dept | Building | Floor | Room | Cate. | Desc | Type | Desc | Condition | Acq Date |
| 1000088776 | iPod-Touch | 1000088776 | 0097 - QSS HIGH SCHOOL | | NO DEPT | | NO FLOOR | | 20 | DATA PROCESSING EQUIPMENT | 1 | MINI COMPUTER | | 3/12/2007 |
| 1877688776 | iPod-T1 | 1877688776 | 0097 - QSS HIGH SCHOOL | | NO DEPT | | NO FLOOR | | 20 | DATA PROCESSING EQUIPMENT | 1 | MINI COMPUTER | | 3/12/2007 |
| 1877688777 | iPod-T1 | 1877688777 | 4444 - EAST CAMPUS ED. CENTER (NEW) | 4 Walls Cafe | | 44 | | 1 ADMIN | 20 | DATA PROCESSING EQUIPMENT | 1 | MINI COMPUTER | | 3/12/2007 |
| 1111 | iPod-T1 | 1111 | 0097 - QSS HIGH SCHOOL | | | | | | 20 | DATA PROCESSING EQUIPMENT | 1 | MINI COMPUTER | | 2/26/2009 |
| 1112131415 | iPod-T1 | 1112131415 | 0097 - QSS HIGH SCHOOL | | NO DEPT | WESTWING | NO FLOOR | OFFICE - | 20 | DATA PROCESSING EQUIPMENT | 1 | MINI COMPUTER | | 3/12/2007 |
| 5556667771 | Laptop Computer | 5556667771 | 0025 - GOLD HIGH SCHOOL | | IT | WESTWING | 2nd | NO ROOM | 20 | DATA PROCESSING EQUIPMENT | 1 | MINI COMPUTER | | 5/24/2012 |
| 7776665551 | iPod-Touch | 7776665551 | 0097 - QSS HIGH SCHOOL | | NO DEPT | | NO FLOOR | | 20 | DATA PROCESSING EQUIPMENT | 1 | MINI COMPUTER | | 3/12/2007 |
| 8885552220 | iPod-Touch | 8885552220 | 0097 - QSS HIGH SCHOOL | | NO DEPT | | NO FLOOR | | 20 | DATA PROCESSING EQUIPMENT | 1 | MINI COMPUTER | | 5/24/2012 |

Import c:\users\don\appdata\roaming\qss\userfiles\svr.hp3k.qss.com.port.29410\don hemwall\temp\out20130219141447.xls into Excel.

FA Maintenance – Options Dropdown

Fixed Assets 24 - STORES DIST 24 (QSS ONLY)

File Options Help

Save F9
Copy Ctrl+F7
Add Ctrl+F6
Inspect Ctrl+F5
Change Ctrl+F9
Delete/Un-Delete Ctrl+F8
Search F3
First Record Shift+F5
Previous Record F5
Next Record F6
Last Record Shift+F6
Print Screen F11

Barcode #: 1000088776
Barcode Loc: 07000101
Manufacturer: Apple
Mfg. Part#: T10002007
Mfg. Model: iPod-T1

Project
Local: 7011 State: 7011 Federal: 7011

Acquisition and AP Payment Information
Reason: 1 - NEW PURCHASE Acquired: 03/12/2007
Vendor: 332211 Name: Armstrong
Warrant#: 2662111 Issue Date: / /
Invoice: 170649 Auto APY? PO#: 7
Account:
GL Fund: Sub Fund Object:

Condition: Vehicle #:
License #: Color:

Location
Site: 0097 - QSS HIGH SCHOOL
Dept: NO DEPT
Building:
Floor: NO FLOOR
Room:
Description:

Cost
Quantity: 1
Unit Cost: \$995.00
Market Value: \$0.00
Replacement: \$995.00
Salvage: \$49.75
Current Depreciation: \$189.05
Depreciation to Date: \$345.25

Disposition/Status
Reason:
Date: / /

Current Status:
Last Change: 05/24/2012 by DEA1

Yr:2009 Dist:24 Site:1 GS: W 2/19/2013 2:24 PM

FA Maintenance – Main Tab

Fixed Assets 24 - STORES DIST 24 (QSS ONLY)

File Options Help

1 of 8

Inspect

Main Additional info Account Splits *

Identification

Asset: 1000088776 Condition: [v]
 Description: iPod-Touch Vehicle #: [v]
 Tag: 1000088776 License #: [v]
 Category: 20 - DATA PROCESSING Color: [v]
 Type: 0001 - MINI COMPUTEF Insurance Code: [v]
 Serial: T10002007 Insurance Expires: / / [v]
 Barcode #: 1000088776 Warranty Expires: / / [v]
 Barcode Loc: 07000101 Warranty Length: 0 Years [v]
 Manufacturer: Apple Manufacture Date: / / [v]
 Mfg. Part#: T10002007 Registration Expires: / / [v]
 Mfg. Model: iPod-T1 Model Year: [v]

Location

Site: 0097 - QSS HIGH SCHOOL [v]
 Dept: NO DEPT [v]
 Building: [v]
 Floor: NO FLOOR [v]
 Room: [v]
 Description: [v]

Cost

Quantity: 1
 Unit Cost: \$995.00
 Market Value: \$0.00
 Replacement: \$995.00
 Salvage: \$49.75
 Current Depreciation: \$189.05
 Depreciation to Date: \$945.25

Project

Local: 7011 State: 7011 Federal: 7011

Acquisition and AP Payment Information

Reason: 1 - NEW PURCHASE [v] Acquired: 03/12/2007 [v]
 Vendor: 332211 Name: Armstrong
 Warrant#: 2662111 Issue Date: / / [v]
 Invoice: 170649 Auto APY? PO#: 7
 Account: [v]
 GL Fund: [v] Sub Fund: [v] Object: [v]

Disposition/Status

Reason: [v]
 Date: / / [v]

Current Status:
 Last Change: 05/24/2012 by DEA1

Yr:2009 Dist:24 Site:1 GS: W 2/19/2013 2:27 PM

FA Maintenance – Additional Info Tab

The screenshot shows the 'Fixed Assets' application window titled '24 - STORES DIST 24 (Q55 ONLY)'. The interface includes a menu bar (File, Options, Help), a toolbar with icons for file operations and navigation, and a status bar at the bottom. The main content area is divided into three tabs: 'Main', 'Additional info' (which is active), and 'Account Splits *'. The 'Additional info' tab displays the asset details: 'Asset Number : 1877688777' and 'Desc: iPod-T1'. Below this, there are two sections: 'Additional Description' and 'User Defined Fields'. The 'Additional Description' section contains a text area with the text: 'This is a loaner iPod for any that are broken or in repair shop.' The 'User Defined Fields' section contains a list of input fields: 'MY FIELD ONE', 'MY FIELD TWO', 'USER DEFINED FIELD #3 (2 CHAR)', 'USER DEFINED FIELD #4 (2 CHAR)', 'USER DEFINED FIELD #5 (2 CHAR)', 'USER DEFINED FIELD #1 (6 CHAR)', 'USER DEFINED FIELD #2 (6 CHAR)', 'USER DEFINED FIELD #3 (6 CHAR)', 'FIELD 9', 'USER DEFINED FIELD #5 (6 CHAR)', 'My Field 11', 'USER DEFINED FIELD #2 (10 CHAR)', 'USER DEFINED FIELD #3 (10 CHAR)', 'USER DEFINED FIELD #4 (10 CHAR)', and 'USER DEFINED FIELD #5 (10 CHAR)'. The status bar at the bottom shows 'Yr:2009 Dist:24 Site:1 GS: W 2/19/2013 2:34 PM'.

Fixed Assets 24 - STORES DIST 24 (Q55 ONLY)

File Options Help

3 of 8

Inspect

Main Additional info Account Splits *

Asset Number : 1877688777 Desc: iPod-T1

Additional Description

This is a loaner iPod for any that are broken or in repair shop.

User Defined Fields

MY FIELD ONE:

MY FIELD TWO:

USER DEFINED FIELD #3 (2 CHAR):

USER DEFINED FIELD #4 (2 CHAR):

USER DEFINED FIELD #5 (2 CHAR):

USER DEFINED FIELD #1 (6 CHAR):

USER DEFINED FIELD #2 (6 CHAR):

USER DEFINED FIELD #3 (6 CHAR):

FIELD 9:

USER DEFINED FIELD #5 (6 CHAR):

My Field 11:

USER DEFINED FIELD #2 (10 CHAR):

USER DEFINED FIELD #3 (10 CHAR):

USER DEFINED FIELD #4 (10 CHAR):

USER DEFINED FIELD #5 (10 CHAR):

Yr:2009 Dist:24 Site:1 GS: W 2/19/2013 2:34 PM

FA Maintenance – Account Splits Tab

Fixed Assets 24 - STORES DIST 24 (QSS ONLY)

File Options Help

3 of 8

Inspect

Main Additional info **Account Splits**

Mode
 Percent
 \$ Amount

Acquisition Cost: 995.00

| | FD-RESC-Y-OBJT.SO-GOAL-FUNC-SCH-DD1-DD1 | Percent | GASB-34 | Amount |
|---|---|---------|----------|--------|
| 1 | 01-0000-0-4300.00-0000-2110-800-820-000 | 50.0000 | SOME GAS | 497.50 |
| 2 | 01-0000-0-4300.00-0000-2110-800-820-546 | 50.0000 | MORE INF | 497.50 |

Total: 100.0000 995.00

Difference: 0.0000 0.00

Yr:2009 Dist:24 Site:1 GS: W 2/19/2013 2:35 PM

FA Maintenance – Copy Form

Fixed Assets 24 - STORES DIST 24 (QSS ONLY)

File Options Help

Enter new asset ID Copy

Main Additional info Account Splits *

Identification

Asset: 0000001111 Condition: []

Description: iPod-T1 Vehicle #: []

Tag: 0000001111 License #: []

Category: 20 - DATA PROCESSING Color: []

Type: 0001 - MINI COMPUTEF Insurance Code: []

Serial: z123456 Insurance Expires: / /

Barcode #: 0000001111 Warranty Expires: / /

Barcode Loc: 45690 Warranty Length: 0 Years

Manufacturer: Apple Manufacture Date: / /

Mfg. Part#: T1002007 Registration Expires: / /

Mfg. Model: iPod-T1 Model Year: []

Location

Site: 0097 - QSS HIGH SCHOOL

Dept: []

Building: []

Floor: []

Room: []

Description: []

Cost

Quantity: 1

Unit Cost: \$800.00

Market Value: \$658.67

Replacement: \$800.00

Salvage: \$40.00

Current Depreciation: \$101.33

Depreciation to Date: \$620.67

Project

Local: 7011 State: 7011 Federal: 7011

Acquisition and AP Payment Information

Reason: 1 - NEW PURCHASE Acquired: 02/26/2009

Vendor: 000000 Name: []

Warrant#: 2662111 Issue Date: / /

Invoice: 170649 Auto APY? PD#: 7

Account: []

GL Fund: [] Sub Fund: [] Object: []

Disposition/Status

Reason: []

Date: / /

Current Status:
Last Change: 02/19/2013 by DEA1

Yr:2009 Dist:24 Site:1 GS: W 2/19/2013 4:54 PM

FA Maintenance – Copy Form

Fixed Assets 24 - STORES DIST 24 (QSS ONLY)

File Options Help

1 of 8

Asset account records saved. Inspect

Main Additional info Account Splits *

COPY TO ASSET 1357902468 FROM ASSET 0000001111

Identification

Asset: 1357902468 Condition: [v]
 Description: iPod-T1 Vehicle #: [v]
 Tag: 1357902468 License #: [v]
 Category: 20 - DATA PROCESSING Color: [v]
 Type: 0001 - MINI COMPUTEF Insurance Code: [v]
 Serial: z123456 Insurance Expires: / / [v]
 Barcode #: 1357902468 Warranty Expires: / / [v]
 Barcode Loc: 45690 Warranty Length: 0 Years [v]
 Manufacturer: Apple Manufacture Date: / / [v]
 Mfg. Part#: T1002468 Registration Expires: / / [v]
 Mfg. Model: iPod-T1 Model Year: [v]

Location

Site: 0097 - QSS HIGH SCHOOL [v]
 Dept: [v]
 Building: [v]
 Floor: [v]
 Room: [v]
 Description: [v]

Cost

Quantity: 1
 Unit Cost: \$800.00
 Market Value: \$658.67
 Replacement: \$800.00
 Salvage: \$40.00
 Current Depreciation: \$101.33
 Depreciation to Date: \$620.67

Project

Local: 7011 State: 7011 Federal: 7011

Acquisition and AP Payment Information

Reason: 1 - NEW PURCHASE [v] Acquired: 02/26/2009 [v]
 Vendor: 000000 Name: [v]
 Warrant#: 2662111 Issue Date: / / [v]
 Invoice: 170649 Auto APY? PO#: 7
 Account: [v]
 GL Fund: [v] Sub Fund: [v] Object: [v]

Disposition/Status

Reason: [v]
 Date: / / [v]

Current Status:
 Last Change: 02/19/2013 by DEA1

Yr:2009 Dist:24 Site:1 GS: W 2/19/2013 4:59 PM

FA Maintenance – Delete Form

Fixed Assets 24 - STORES DIST 24 (QSS ONLY)

File Options Help

Delete

Main Additional info Account Splits *

Identification

Asset: 1877688776 Condition: []

Description: iPod-T1 Vehicle #: []

Tag: 1877688776 License #: []

Category: 20 - DATA PROCESSING [] Color: []

Type: 0001 - MINI COMPUTEF [] Insurance Code: []

Serial: T10002008 Insurance Expires: / / []

Barcode #: 1877688776 Warranty Expires: / / []

Barcode Loc: 07000101 Warranty Length: 0 Years []

Manufacturer: Apple Manufacture Date: / / []

Mfg. Part#: T10002007 Registration Expires: / / []

Mfg. Model: iPod-T1 Model Year: []

Location

Site: 0097 - QSS HIGH SCHOOL []

Dept: NO DEPT []

Building: []

Floor: NO FLOOR []

Room: []

Description: []

Cost

| | |
|------------|----------|
| Quantity: | 1 |
| Unit Cost: | \$995.00 |
| Acquired: | \$0.00 |
| Current: | \$995.00 |
| Original: | \$49.75 |
| Net: | \$189.05 |
| Book: | \$945.25 |

Project

Local: 7011 State: 7011 Federal: 7011

Acquisition and AP Payment Information

Reason: 1 - NEW PURCHASE [] Acquired: 03/12/2011

Vendor: 000000 Name: []

Warrant#: 2662111 Issue Date: / / []

Invoice: 170649 Auto APY? PO#: 7

Account: []

GL Fund: [] Sub Fund: [] Object: []

Disposition/Status

Reason: DE - DESTROYED BEYOND REPAIR []

Date: 02/20/2013 []

Current Status:
Last Change: 02/20/2013 by DEA1

Delete Fixed Asset?

Delete Fixed Asset?

Yes No

Yr:2009 Dist:24 Site:1 GS: W 2/20/2013 8:23 AM

FA Maintenance – Deleted Asset

Fixed Assets 24 - STORES DIST 24 (QSS ONLY)

File Options Help

Fixed Asset deleted successfully! Inspect

Main Additional info Account Splits *

Identification

Asset: 1877688776 Condition: []

Description: iPod-T1 Vehicle #: []

Tag: 1877688776 License #: []

Category: 20 - DATA PROCESSING Color: []

Type: 0001 - MINI COMPUTEF Insurance Code: []

Serial: T10002008 Insurance Expires: / /

Barcode #: 1877688776 Warranty Expires: / /

Barcode Loc: 07000101 Warranty Length: 0 Years

Manufacturer: Apple Manufacture Date: / /

Mfg. Part#: T10002007 Registration Expires: / /

Mfg. Model: iPod-T1 Model Year: []

Location

Site: 0097 - QSS HIGH SCHOOL

Dept: NO DEPT

Building: []

Floor: NO FLOOR

Room: []

Description: []

Cost

Quantity: 1

Unit Cost: \$995.00

Market Value: \$0.00

Replacement: \$995.00

Salvage: \$49.75

Current Depreciation: \$189.05

Depreciation to Date: \$945.25

Project

Local: 7011 State: 7011 Federal: 7011

Acquisition and AP Payment Information

Reason: 1 - NEW PURCHASE Acquired: 03/12/2007

Vendor: 000000 Name: []

Warrant#: 2662111 Issue Date: / /

Invoice: 170649 Auto APY? PO#: 7

Account: []

GL Fund: [] Sub Fund: [] Object: []

Disposition/Status

Reason: DE - DESTROYED BEYOND REPAIR

Date: 02/20/2013

Current Status: Deleted

Last Change: 02/20/2013 by DEA1

Yr:2009 Dist:24 Site:1 GS: W 2/20/2013 8:25 AM

Fixed Assets Job Menu

The screenshot displays the 'Job Menu' application window for '24-STORES DIST 24 (QSS ONLY)'. The window title bar includes 'QSS/OASIS' and standard window controls. The menu bar contains 'File', 'View', 'Options', and 'Help'. Below the menu bar is a toolbar with icons for grid, printer, and other functions. The main area features a 'View' section with 'Tree' and 'Grid' radio buttons, and a search field. The tree view is expanded to show the 'Fixed Assets' folder, which contains three sub-folders: 'Masterfile Reports', 'Processes', and 'Reports'. Each folder contains a list of job files with their respective file names and extensions.

Job Menu 24-STORES DIST 24 (QSS ONLY) QSS/OASIS

File View Options Help

View: Tree Grid Search:

- Fixed Assets
 - Masterfile Reports
 - Acquisition Reason - fas270.jobfas
 - Bar Code Cross Ref - fas260.jobfas
 - Category Master - fas030.jobfas
 - Condition Codes - fas280.jobfas
 - Disposition Reasons - fas290.jobfas
 - Location Master - fas020.jobfas
 - Type Master - fas040.jobfas
 - User Defined Fields - fas300.jobfas
 - Processes
 - Replacement Value Update - fas200.jobfas
 - Reports
 - Asset Distribution by Category - fas090.jobfas
 - Assets by Project - fas110.jobfas
 - Assets by Serial Number - fas108.jobfas
 - Assets by Tag - fas100.jobfas
 - Building (Extended cost) - fas131.jobfas
 - Building (Replace cost) - fas130.jobfas
 - Building/room (Extended cost) - fas136.jobfas
 - Building/room (Replace cost) - fas135.jobfas
 - Deleted Assets by Tag - fas105.jobfas
 - Depreciated Assets - fas120.jobfas
 - Depreciation Report - fas125.jobfas
 - Fixed Assets - fas070.jclfas
 - GASB34 Depreciation - fas127.jobfas
 - Manager Material Repl Reqmnts - fas160.jobfas
 - Material Replacement Reqmnts - fas150.jobfas
 - Material Replacement Sched - fas140.jobfas
 - New and Changed Assets - fas080.jobfas

Yr:2009 Dist:24 Site:1 2/27/2011 9:16 AM

FA Replacement Value Job Request

Request Replacement Value Update 24 - STORES DIST 24 (QSS ONLY) QSS/OASIS

File Help

FAS200 - 1 Presets Submit Job

District: 24 - Stores Dist 24 (Qss Only) Request Replacement Value Update QSS/OASIS
 Year: 09

| Category | Type | Pct. | Type | Pct. | Type | Pct. | Type | Pct. | Type | Pct. |
|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |

If no category is entered, all items are adjusted
 If no type is entered for category, all are adjusted
 Negative percentages reduce replacement value

FA Depreciation Report Request (FAS125)

Request Depreciation Report 24 - STORES DIST 24 (QSS ONLY) QSS/OASIS

File Help

FAS125 - 1 Presets Submit Job

District: 24 - Stores Dist 24 (Qss Only) Request Depreciation QSS/OASIS
Year: 09

Report title:

Beginning location: ▼
Ending location: ▼

Beginning category: ▼
Ending category: ▼

Period ending date: / / ▼

Skip items less than: \$

FA GASB34 Depreciation Report Request (FAS127)

Request GASB34 Depreciation Report 24 - STORES DIST 24 (QSS ONLY) QSS/OASIS

File Help

FAS127 - 1 Presets Submit Job

District: 24 - Stores Dist 24 (Qss Only) Request GASB34 Depreciation QSS/OASIS

Year: 09

Report title:

Period ending date: / / Skip items less than: \$

Primary sort options:

CA = Category FN = Function LO = Location GF = GL Fund PL = Proj/local PS = Proj/State PF = Proj/Federal

Order assets by:

CA:

FN:

LO:

GF:

PL:

PS:

PF:

Fixed Assets Inventory Audit

The screenshot displays the QSS ControlCenter application window. The title bar reads "QSS ControlCenter 24 - STORES DIST 24 (QSS ONLY) QSS/OASTS". The menu bar includes "File", "View", "District", "Year", "Messages", "Window", "News", "Video", and "Help". The main area shows a hierarchical tree view of modules. The "Fixed Assets / Stores" folder is expanded, and the "Fixed Assets Inventory Audit" module is selected and highlighted with a blue background. Other visible modules include Personnel Downloader, System Security, Go, Print Manager / Job Menu / Utilities, System Admin, Finance, AR (AR, XR, RR - No invoicing), AR (Invoicing and Billing Management - RI, RP), Budget Development, Budget (Transfers, Settings, Summary Rules, Ind Cost Rules), Finance Job Menu, Journals, Transfers (DC, JE, TF, TV), Manual Payroll Encumbering, Payroll Transfers, VLD Payment Processing, Warrant Management (Cancels, Hand Issues, Reconciliation), AP / Purchasing, Lookups, Settings / Master Files, Fixed Assets, Fixed Assets Job Menu, Fixed Assets Masterfiles, and Stores Maintenance and Reporting. The status bar at the bottom shows "Last Run: 02/19/2013 17:04:41" and "Yr:2009 Dist:24 Site:1 GS: W 2/20/2013 8:34 AM".

Fixed Assets Inventory Audit

Fixed Asset Inventory 24 - STORES DIST 24 (QSS ONLY) QSS/OASIS

File Options Help Videos

Received all records. Notifying Delegate..

- Fixed Assets Inventory
 - Select Fixed Assets For Inventory (FAI110)
 - Status Report For Barcode File Update (FAI210)
 - Update Fixed Assets Report (FAI310)
 - Assets to be Marked as Lost (FAI410)
 - Delete Resolved Assets Report (FAI510)
 - Rollback Fixed Assets History Report (FAI610)
 - Synchronize Barcode Report (FAI091)
 - Online Barcode & Fixed Asset Maintenance (FAI004)
 - Inventory Status Report (FAI710)
 - Unresolved Assets in the Inventory Set (FAI730)
 - Fixed Assets History Report (FAI750)
- Fixed Assets Jobs
 - Acquisition Reason (FAS270)
 - Asset Distribution by Category (FAS090)
 - Assets by Project (FAS110)
 - Assets by Serial Number (FAS108)
 - Assets by Tag (FAS100)
 - Bar Code Cross Ref (FAS260)
 - Building (Extended cost) (FAS131)
 - Building (Replace cost) (FAS130)
 - Building/Room (Extended cost) (FAS136)
 - Building/Room (Replace cost) (FAS135)
 - Category Master (FAS030)
 - Condition Codes (FAS280)
 - Deleted Assets by Tag (FAS105)
 - Depreciated Assets (FAS120)
 - Depreciation Report (FAS125)
 - Disposition Reasons (FAS290)
 - Fixed Assets (FAS070)
 - GASB34 Depreciation (FAS127)
 - Location Master (FAS020)
 - Manger Material Repl Reqmnts (FAS160)
 - Material Replacement Reqmnts (FAS150)
 - Material Replacement Sched (FAS140)
 - New and Changed Assets (FAS080)
 - Replacement Value Update (FAS200)
 - Type Master (FAS040)
 - User Defined Fields (FAS300)

Yr: 2009 Dist: 24 Site: 1 GS: W 2/20/2013 8:37:07 AM

Select Fixed Assets For Inventory (FAI110)

Select Fixed Assets For Inventory (FAI110) Year: 09 Dist: 24 - STORES DIST 24 (QSS ONLY) QSS/OASIS

File Options

Report Title :

Category : Select Type :

Category : Select Type :

Category : Select Type :

Category : Select Type :

Category : Select Type :

Site
Select

Building
Select

Room
Select

Project Local : State : Federal :

Last Inventory Date : 05/04/2009 Cost Range: -

Barcode Status: Update Mode : Inventory Set :

Yr: 2009 Dist: 24 Site: 1 GS: W 2/20/2013 8:39:07 AM

Status Report For Barcode File Update (FAI210)

Status Report For Barcode File Update (FAI210) Year: 09 Dist: 24 - STORES DIST 24 (QSS ONLY) QSS/OASIS

File Options

Report Title :

Barcode File(s) :

Group :

Inventory Set :

Update Mode :

Yr: 2009 Dist: 24 Site: 1 GS: W | 2/20/2013 | 11:13:12 AM

Update Fixed Assets Report (FAI310)

Update Fixed Assets Report (FAI310) Year: 09 Dist: 24 - STORES DIST 24 (QSS ONLY) QSS/OASIS

File Options

Report Name :

Inventory Set :

Update Mode :

Yr: 2009 Dist: 24 Site: 1 GS: W 2/20/2013 11:16:15 AM

Assets to be Marked as Lost (FAI410)

Assets to be Marked as Lost (FAI410) Year: 09 Dist: 24 - STORES DIST 24 (QSS ONLY) QSS/OASIS

File Options

Report Title :

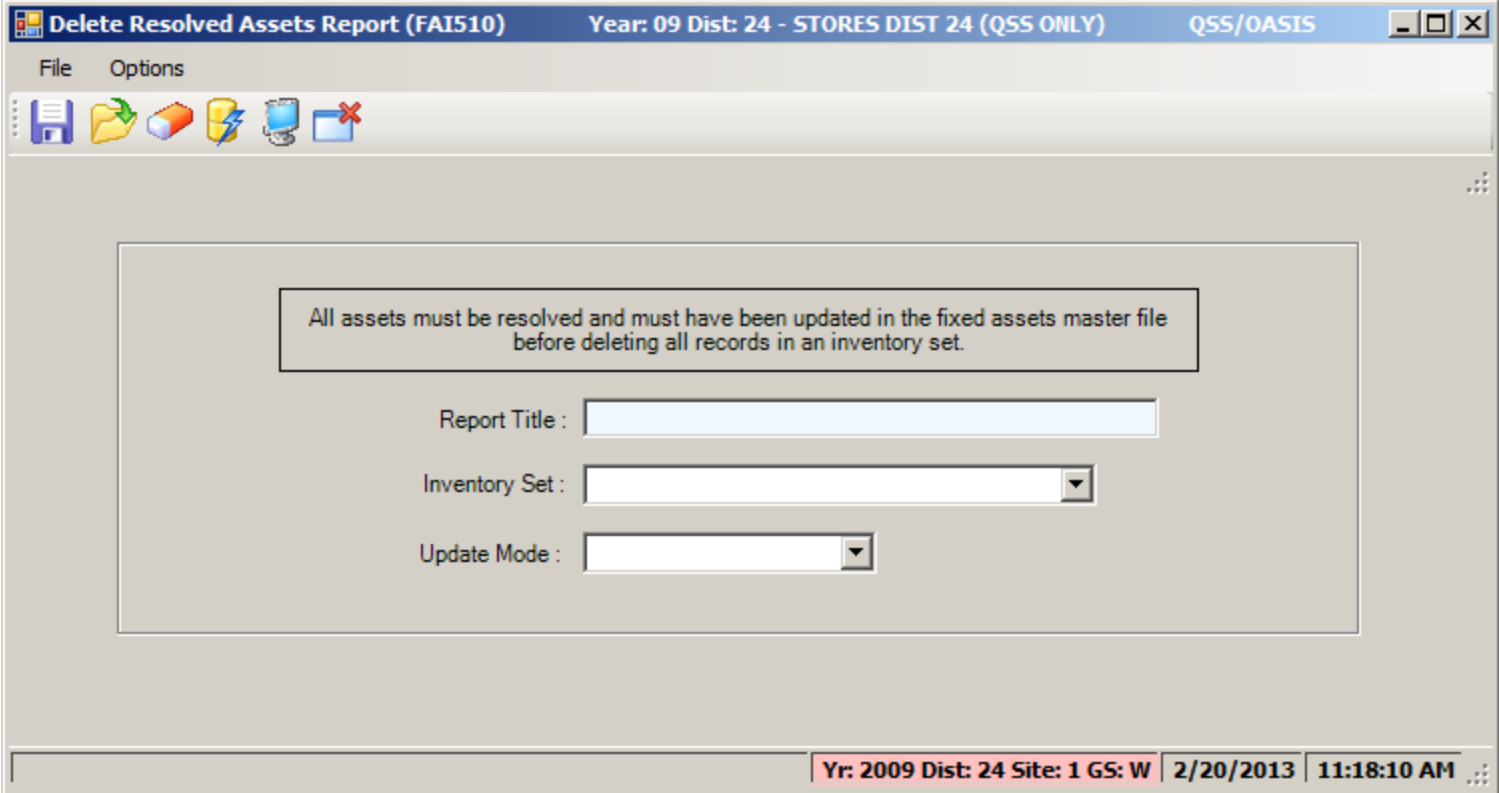
Inventory Set :

Disposition Code :

Update Mode :

Yr: 2009 Dist: 24 Site: 1 GS: W | 2/20/2013 | 11:17:12 AM

Delete Resolved Assets Report (FAI510)



Rollback Fixed Assets History Report (FAI610)

The screenshot shows a software window titled "Rollback Fixed Assets History Report (FAI610) Year: 09 Dist: 24 - STORES DIST 24 (QSS ONLY) ...". The window has a menu bar with "File" and "Options". Below the menu bar is a toolbar with icons for file operations (save, open, print, refresh, help, close). The main area contains a form with the following fields:

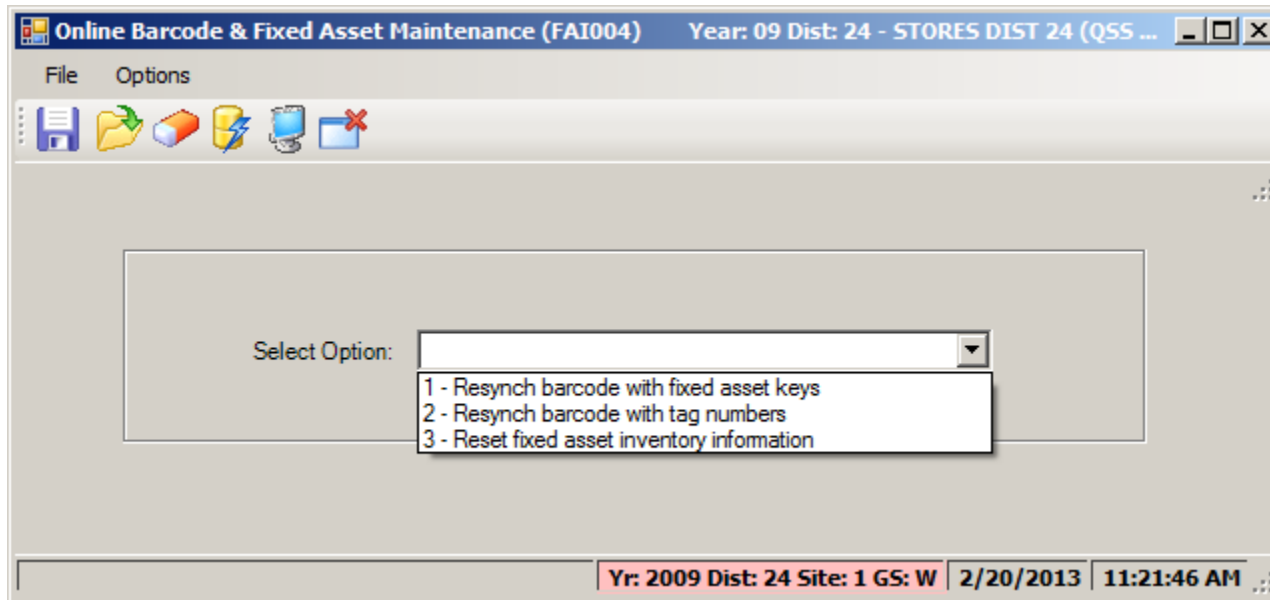
- Report Title :
- Date Range : -
- Update Mode :

The status bar at the bottom displays: Yr: 2009 Dist: 24 Site: 1 GS: W 2/20/2013 11:19:06 AM

Synchronize Barcode Report (FAI091)

Screenshot of the Synchronize Barcode Report (FAI091) application window. The window title bar shows "Synchronize Barcode Report (FAI091)", "Year: 09 Dist: 24 - STORES DIST 24 (QSS ONLY)", and "QSS/OASIS". The menu bar includes "File" and "Options". The toolbar contains icons for file operations. The main area has a "Report Title:" text box, an "Inventory Sets" section with a "Select" button and ten yellow boxes, and an "Update Mode:" dropdown menu. The status bar at the bottom displays "Yr: 2009 Dist: 24 Site: 1 GS: W | 2/20/2013 11:20:12 AM".

Online Barcode & Fixed Asset Maintenance (FAI004)



Inventory Status Report (FAI710)

Inventory Status Report (FAI710) Year: 09 Dist: 24 - STORES DIST 24 (QSS ONLY) QSS/OASIS

File Options

Report Title :

Sort Sequence :

Inventory Sets

Select

Assets Added :

Assets Resolved :

Assets Transferred :

Assets Lost :

Yr: 2009 Dist: 24 Site: 1 GS: W 2/20/2013 11:23:40 AM

Unresolved Assets in the Inventory Set (FAI730)

Unresolved Assets in the Inventory Set (FAI730) Year: 09 Dist: 24 - STORES DIST 24 (QSS ONLY) QSS/OASIS

File Options

Report Title :

Category : Select Type :

Category : Select Type :

Category : Select Type :

Category : Select Type :

Category : Select Type :

Site
Select

Disposition Reasons
Select

Inventory Sets
Select

Inventory Date : 05/04/2009 Change Date : 05/04/2009 Disposition Date : 05/04/2009

Yr: 2009 Dist: 24 Site: 1 GS: W 2/20/2013 11:25:07 AM

Fixed Assets History Report (FAI750)

Fixed Assets History Report (FAI750) Year: 09 Dist: 24 - STORES DIST 24 (QSS ONLY) QSS/OASIS

File Options

Report Title :

Category : Select Type :

Category : Select Type :

Category : Select Type :

Category : Select Type :

Category : Select Type :

Site
Select

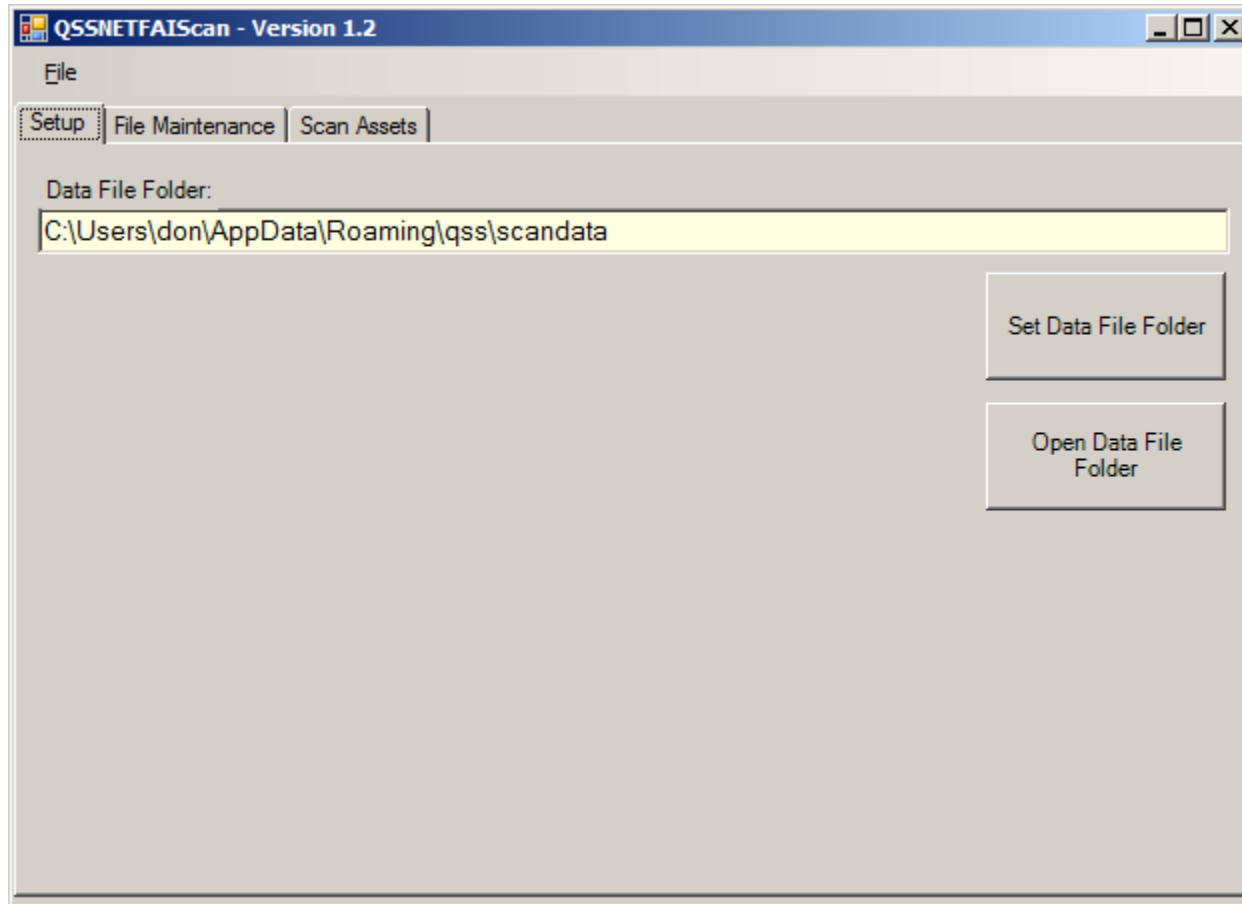
Disposition Reasons
Select

Inventory Sets
Select

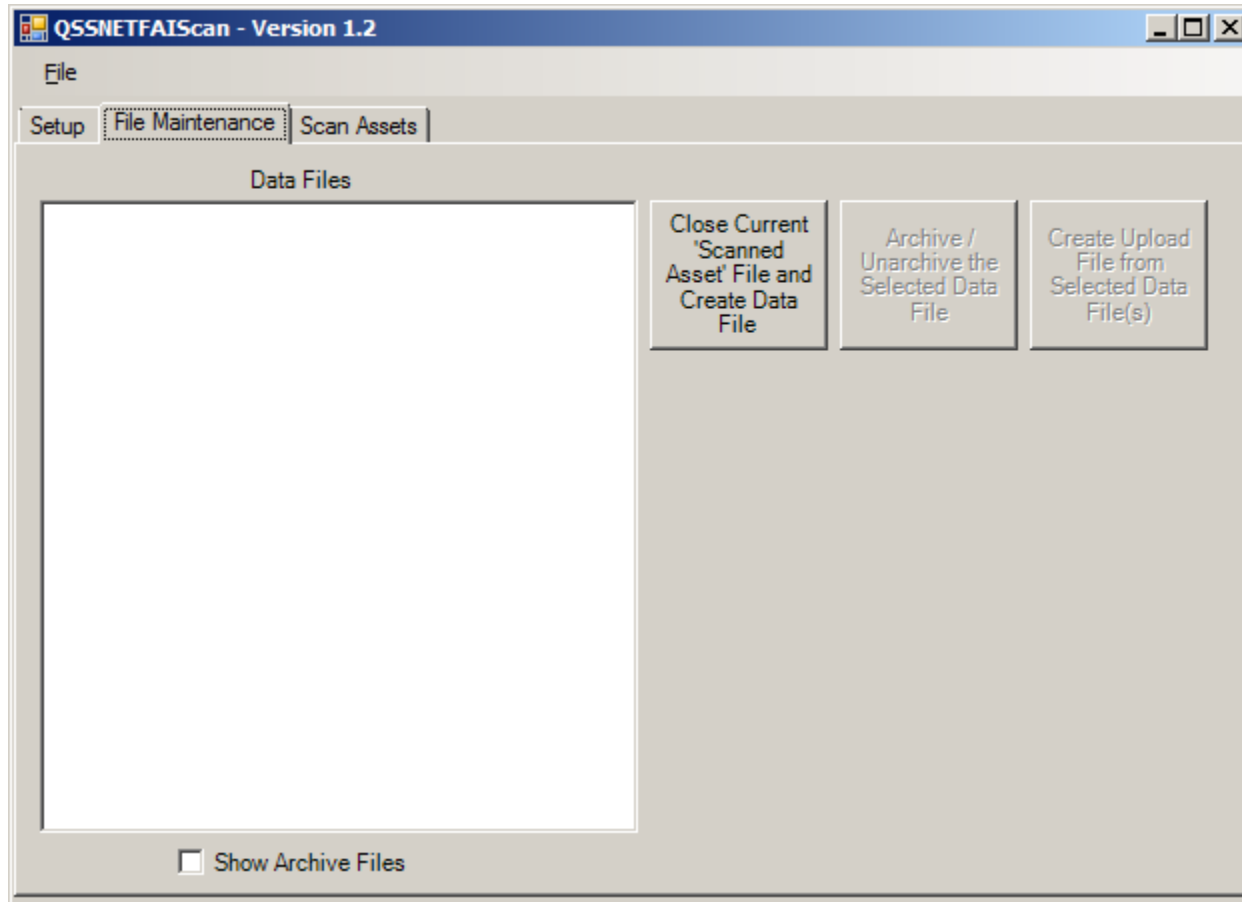
Inventory Date : 05/04/2009 Change Date : 05/04/2009 Disposition Date : 05/04/2009

Yr: 2009 Dist: 24 Site: 1 GS: W 2/20/2013 11:26:45 AM

Fixed Assets Inventory Scan (Setup)



Fixed Assets Inventory Scan (File Maintenance)



Fixed Assets Inventory Scan (Scan Assets)

QSSNETFAIScan - Version 1.2

File

Setup | File Maintenance | Scan Assets

Contents of the 'Current' Scan Data File

```
Asset:1877688776
Asset:0000001111
  Loc:LOC1
  User:DON
```

Add Asset
 Set Current Location
 Set Current User

Add Asset

Current User: DON

Current Location: LOC1

Assets in file: 2

Remove Last Change from File