

[\[Return to products\]](#)

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## **Fixed Assets Features**

- Ability to inventory and track assets by bar code tag
- User-defined category and type of asset
- On-line maintenance of assets
- Integrated with Accounts Payable for new purchases
- Equipment replacement schedules
- Over 18 reports of various formats
- Depreciation reporting
- Physical inventory support
- Asset salvage rate and life
- Asset location by room, building or school
- Mass update of replacement value
- Acquisition, fair market and replacement costs
- Captures a variety of elements per asset: manufacturer, warranty, insurance, project account number, physical characteristics, change history and disposal

## **Fixed Asset Integration**

- Financial System
- Purchasing

## **Customer Benefits**

Replacement schedule identifies equipment replacement needs during planning phase for budgeting purposes.

Automatic calculation of depreciation ensures accurate reporting and reduces hours needed to maintain fixed asset records.

## **Summary**

The SCHOOL/3000 Fixed Asset system tracks all major capital items allowing up to 99 sites, 99 categories and 9,999 types.

Value may be calculated based on replacement, salvage, market or user-defined methods. A detailed tracking system allows administrators to know where each item is maintained, the value of that item and if the item has been removed from inventory as well as its disposition status.

### **Fixed Asset Reports and On-line Inquiries**

#### **Sample Reports On-line Updates and Inquiries**

- Location Master Report
- Category Master Report
- Type Master Report
- Fixed Asset Master Report
- New and Changed Asset Master Report
- Physical Inventory Tags
- Fixed Asset by Project
- Fixed Assets by Building and Room
- Fixed Assets Replacement Schedule
- Acquisition Reason Report
- Condition Code
- Asset Use Definition Fields
- Aged Equipment
- Capital Asset Master List
- Equipment by Category
- Single Year Replacement

**On-line Updates and Inquiries**

- Define Asset Categories
- Define Asset Types
- Maintain Acquisition Reasons
- Condition Code File Update
- Disposition Code File Update
- Asset Update Program
- Calculate Depreciation