

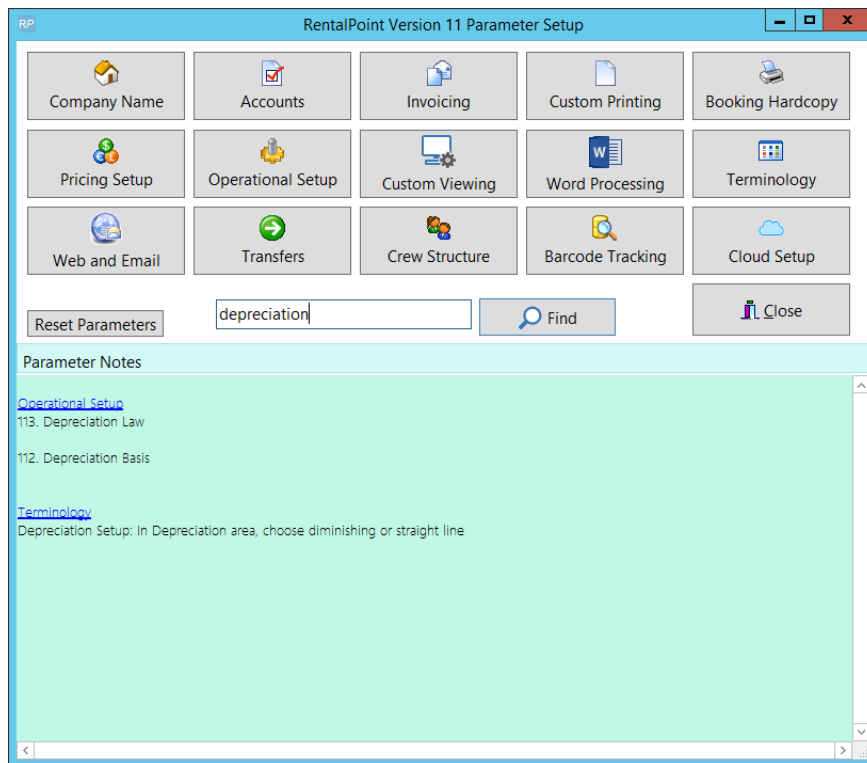


Asset Depreciation

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Parameters Affecting Asset Depreciation

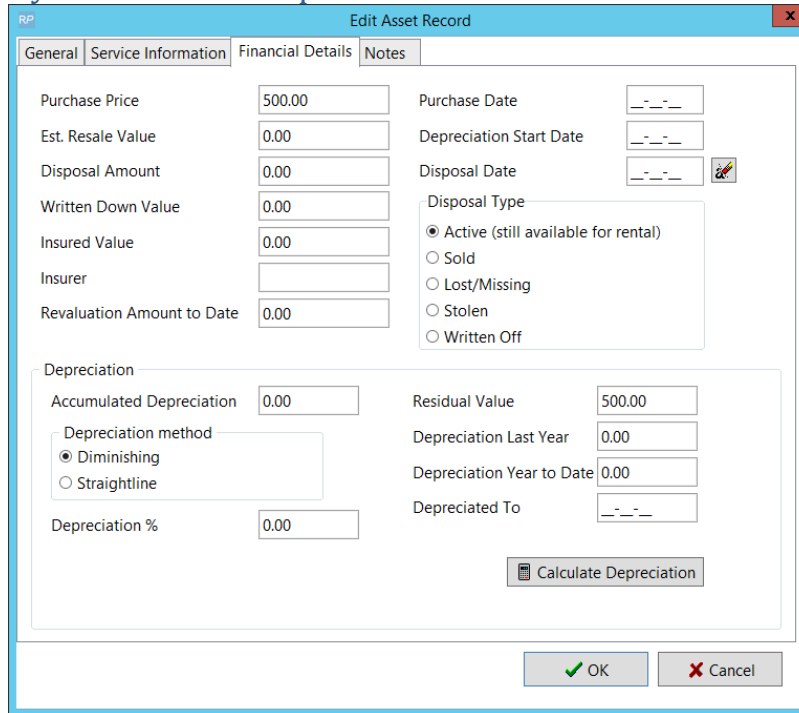


Note:

- When depreciating a sold item, the 'Depreciate to or end of year date' will be the disposal date if the disposal date is earlier than the end of year date
- end of year date will default to +1 year from the last depreciation run
- Depreciation report now includes report options to select either all the assets for display or only those depreciated in the current run

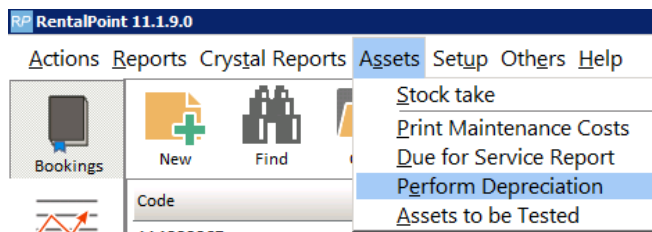
How to Depreciate Assets

Manually via Product Setup

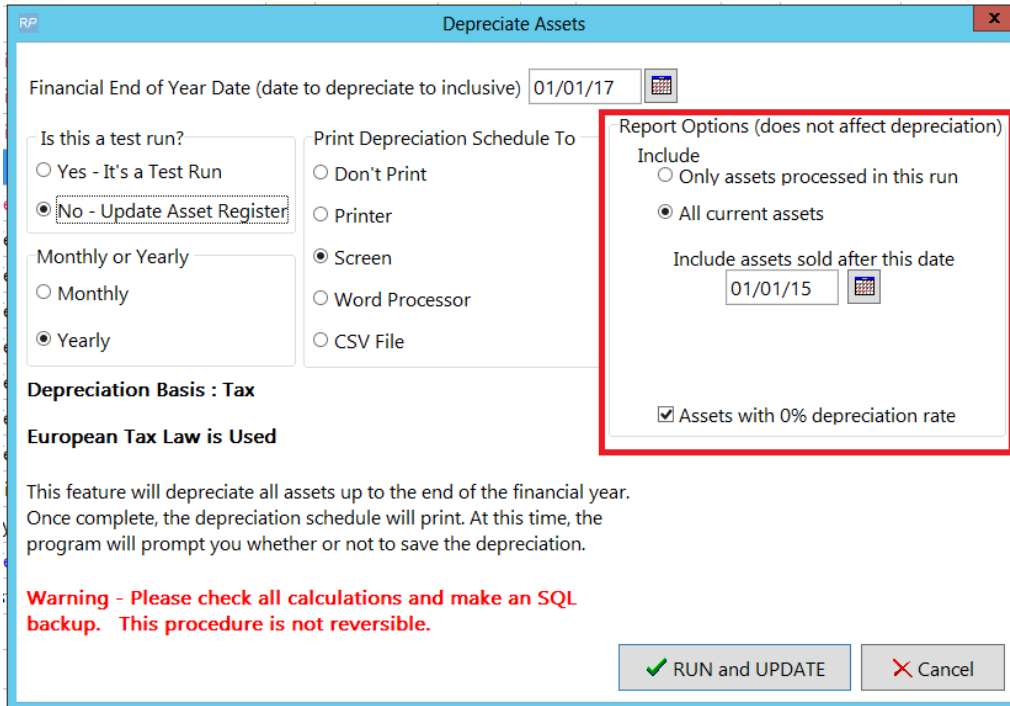


In Bulk via Asset Depreciation

- Please take a backup of your database before using this option. Bulk asset depreciation is NOT reversible.
- It is advisable to execute a Test Run which will show a depreciation forecast without updating the database.
- Report options do NOT affect depreciation; they are simply used to select what assets you would like to see on your report. See next section for breakdown of report options.



Report Options



Financial End of Year Date (date to depreciate to inclusive) 01/01/17

Is this a test run?
 Yes - It's a Test Run
 No - Update Asset Register

Print Depreciation Schedule To
 Don't Print
 Printer
 Screen
 Word Processor
 CSV File

Report Options (does not affect depreciation)
 Include
 Only assets processed in this run
 All current assets
 Include assets sold after this date
 01/01/15
 Assets with 0% depreciation rate

Monthly or Yearly
 Monthly
 Yearly

Depreciation Basis : Tax
 European Tax Law is Used

This feature will depreciate all assets up to the end of the financial year. Once complete, the depreciation schedule will print. At this time, the program will prompt you whether or not to save the depreciation.

Warning - Please check all calculations and make an SQL backup. This procedure is not reversible.

These options only affect what is displayed on the final report and do not affect which assets are depreciated.

Include - only assets processed in this run

- This option will display only assets that needed depreciation in this run (not previously depreciated to the selected end of year and has a cost price entered).

NOTE : This is the option selected for the test run.

All current assets

- Display all assets that were purchased before the 'end of year' date.

Include assets sold after this date

- will allow old sold assets to be excluded from the report.

Assets with 0% depreciation rate

- Include or exclude assets that have no depreciation rate (are not being depreciated)