

Summary of New Features of Assets 4.04

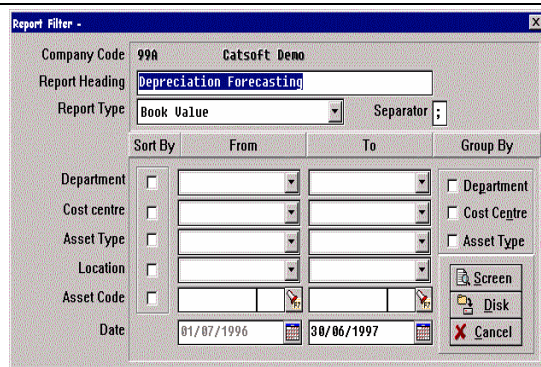
1. In the **Update Assets** entry screen, the purchase price, deemed value, depreciation value, taxation value and depreciation limit fields have been updated to recognise up to 9 digits plus 1 decimal. Therefore the maximum amount allows to be entered for these fields is \$999,999,999.90.
NB. Where all nine digits are used, the last decimal disappears.
2. **Depreciation Forecasting** reports enables the user to run depreciation forecast report for assets over a future period of up to 5 years. It gives a breakdown of the depreciation charges of the assets for each month over the selected period of time. For convenience purposes, these reports can be saved and exported out onto a file in ASCII text format. Thereby allowing the user to view the report in Microsoft Word or Excel (consult your MS-Word and Excel user manual for further instructions).
3. The **Export Journal Entry Data** now have six specific report types added on to them. It provides the users additional options to run depreciation journal entry from the various combination of department, cost centre or asset type categories. The new journal export routine now has the ability to create report files that can be converted to Attaché Business Partner or Attaché Catapult format. The suggested ledger entries report can also be exported and viewed in ASCII text format.

Depreciation Forecast Report -

This new report gives the user an added advantage to run a forecasting reports for both book and tax depreciation of all assets for a future period of up to five years.

From the main menu bar, select *Reports*, then *Depreciation Forecasting*.

The report filter allows the user to limit the selection of assets to a specified range. In the *date* selection, enter the date range you wish to forecast the depreciation of the assets for.



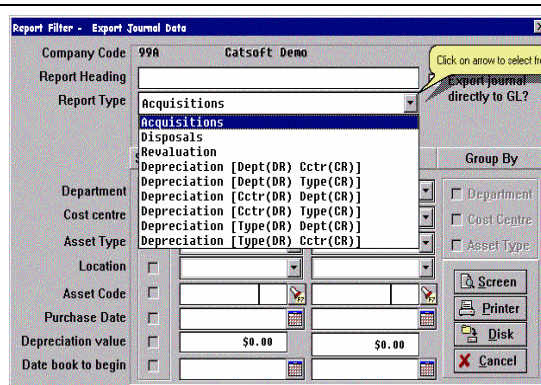
This report displays the depreciation rate and method used for each individual asset with its depreciation charges forecasted for each month right up to the end date specified.

You can either send the report to the screen or save it as an ASCII file. The ASCII text file should have an extension of .TXT or .DAT. This file can then be opened in a spreadsheet application, such as Microsoft Excel, as a delimited file and worked upon or saved as a normal spreadsheet.

New Export Journal Entry Data Feature -

Additional selection criteria have been added to the existing *Export Journal Entry Data* based on comparisons between department, cost centre or asset type categories. Where a specific combination has been selected, the system will total the depreciation for the two categories and generate a report with its suggested ledger entries.

Select an *Export Journal Data Report* as you normally would. Then in the *Report Type*



section, select the combination required. You can print the report to *screen* or printer and manually transpose the data into your general ledger. Alternatively you can save the report to *disk* and open as a delimited text file in a spreadsheet. The report created is in a comma delimited format, and it shows the accounts with its appropriate amounts.

For the convenience of user of both Attaché Business Partners and Attaché Catapult, a conversion utility has been developed to facilitate the transfer of journal data to these applications.

Other Features:

- ***Assets Ageing Report***

The Ageing report gives a listing of assets within their respective age groups over 5 years.

- ***Disposals Report***

The Disposals tracking report supplements the existing standard Disposals Report by maintaining a record of assets disposed in over a year ago effective from the date of installation.

- ***Moving Assets from one company to another***

This function enables the relocation of assets from one company to another.