SWIFT

Statewide Integrated Financial Tools

Run Depreciation Calculation Between Transactions

This topic covers running the Depreciation Calculation process manually between financial transactions.

Asset depreciation is calculated automatically each evening with batch processes; however, issues can occur when you process multiple financial transactions – **against the same asset** – in the same day. To avoid this issue, you must run the depreciation calculation on assets - between transactions – any time you are doing more than one financial transaction on the same asset, on the same day. To correctly calculate depreciation, it is important that the depreciation calculation is done on each **individual** transaction. (Multiple assets are OK, so long as there is only one transaction for each on that day.)

Steps to complete:

- Step 1: View the Asset Depreciation page for Pending Depreciation (Optional)

- Step 2: Run Depreciation Calculation process

Step 1: View the Asset Depreciation page for Pending Depreciation (Optional)

You can view a reminder that an asset has "pending" depreciation on the *Asset Depreciation* page. **Note**: When you run the Depreciation Calculation process in Step 2, only assets with pending depreciation can be selected to process.

1. **Navigation Links**: Asset Management, Depreciation, Review Depreciation Info, Asset Depreciation.

2. **At the** *Asset Depreciation* **page,** enter search criteria to locate the asset you want to view. Commonly used options are described below:

Field	Field Description
Business Unit	Accept the default *Business Unit* or click on the **Lookup** and select a different *Business Unit*.
Asset Identification	Enter an *Asset ID* to limit your search. The percent sign (%) can be used to replace one or more characters.
Tag Number	Optionally, enter a *Tag Number* if your agency uses asset tags.

3. Click on the **Search** button.

4. If more than one asset displays in the **Search Results** section, click on the asset you want to work with. The *Asset Depreciation* page displays showing basic information about the asset, including *Unit* (Business Unit), *Asset ID*, *Description*, *Status, Profile ID, Tag Number*, *Acquisition Code*, *Acquisition Date*, *Depreciation Book* and *Method*.

5. Click on the **Depreciation** tab. If there is "pending" depreciation that has not been included in the displayed depreciation numbers, a reminder will display at the bottom of the **Net Book Value** section.

Step 2: Run Depreciation Calculation process

1. **Navigation Links**: Asset Management, Depreciation, Processing, Calculate.

2. Select the *Depreciation Calculation* page options as described below:

Field Name	Field Description
*Request ID	Enter your *Request ID*.
Process Frequency	Select "Always" from the drop-down list.
Unit	Accept the default *Business Unit* or click on the **Lookup** button to select the *Business Unit*.
Book Name	Click on the **Lookup** button and select "MINN".
From Asset ID	When you click on the **Lookup** button, all of the assets with pending Depreciation Calculations will display. Make your selection or leave this field blank to run the process for all assets with pending depreciation for the selected Business Unit.
To Asset ID	If you select a "From Asset ID", the "To Asset ID" field will automatically be populated with the "From Asset ID" selection. Accept the default or click the **Lookup** button and make your selection.

3. After selecting the assets you want to process, click on the **Run** button.
   The *Process Scheduler Request* page displays with the Calculate Depreciation process checked by default.

4. **Click** the **OK** button. You are returned to the *Depreciation Calculation* page.

5. Click on the *Process Monitor* link to check on the process.

6. The process is successful when both processes listed below have a *Run Status* of "Success" and a *Distribution Status* of "Posted":

   • Process Name "AMDPCALC", Process Type "SQR Process"

- Process Name "AM_DEPR_CALC, Process Type "Application Engine"

| | Favorites | Main Menu > Asset Management > Depreciation > Processing > Calculate > Process Monitor |

Process List | **Server List**

View Process Request For

User ID 00637298	Type	▼	Last ▼	2	Days ▼	Refresh
Server	▼	Name		Instance	to	
Run Status	▼	Distribution Status	▼	☑ Save On Refresh		

Process List   Personalize | Find | View All | First 1-2 of 2 Last

Select	Instance	Seq.	Process Type	Process Name	User	Run Date/Time	Run Status	Distribution Status	Details
☐	15045049		SQR Process	AMDPCALC	00637298	08/24/2015 1:01:45PM CDT	Success	Posted	Details
☐	15045048		Application Engine	AM_DEPR_CALC	00637298	08/24/2015 1:01:01PM CDT	Success	Posted	Details

Go back to Depreciation Calculation

💾 Save   📧 Notify

Process List | Server List

- Additional Financial transactions can now be entered for this asset.
- The *Asset Depreciation* page will be updated with new Depreciation amounts.
- Pending information no longer displays on the **Depreciation** tab.

| | Favorites | Main Menu > Asset Management > Depreciation > Review Depreciation Info > Asset Depreciation |

New Window   Personalize Page

Asset | **Depreciation** | **Period Depreciation**

Unit: G0201   Asset ID: 000001413110   Convection Steamer Kettle Comb   Status: In Service

Book   Find | View All   First 1 of 1 Last

| Book Name: | MINN | Minnesota State Book | Currency: | USD | Stop Depr when NBV < Salvage: | Y |

Depreciation Attributes

Method:	Straight Line		Calc Type:	Remaining Value	
				In Service Dt:	02/11/2015
Useful Life:	60 Periods			Convention:	AM
				Begin Date:	02/01/2015
☐ Low Value		☐ Derogatory Depreciation		Depr Status:	Depreciable
		End Date:	Future Depr Yrs:		

Net Book Value

Cost:	28,320.56	As Of Fiscal Year:	2016 ▼	Period:	2
Salvage Value:	0.00				
Accum Depr:	2,689.91			Calculate NBV	
Net Book Value:	25,630.65				

Yearly Depreciation   Personalize | Find | First 1-6 of 6 Last

Year	Depreciation Amt	Fund	Fin DeptID	SW Cost	Sub Acct	Project	Agcy Cost 1	Agcy Cost 2	AppropID	Category	Cost Type	PC Bus
2015	1,838.59	5400	G0244171			G02PMC239			G021801	NCPEQ		
2016	5,687.29	5400	G0244171			G02PMC239			G021801	NCPEQ		
2017	5,803.17	5400	G0244171			G02PMC239			G021801	NCPEQ		
2018	5,803.16	5400	G0244171			G02PMC239			G021801	NCPEQ		
2019	5,803.17	5400	G0244171			G02PMC239			G021801	NCPEQ		
2020	3,385.18	5400	G0244171			G02PMC239			G021801	NCPEQ		

💾 Save   🔍 Return to Search   📧 Notify

Note: Depreciation cannot be run too often.