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Excel skills fixed assets register template

Fixed asset registration All schools must maintain an asset register, including details of important equipment and capital items. The registry must be up-to-date and should include all items acquired by the school designed for use on an ongoing basis for more than a year. This list should be checked and updated regularly, with the addition of any item after it has been billed for the field. It is good practice for some physics to be done at least once a year and that someone other than the person who maintains registration should do this. The difference between the physical quantity and the amount recorded in the register should be investigated promptly. Register assets The fixed asset register will help the school manage the efficient use of its assets and plan an alternative. However, it will also: form an important part of the school's procedures to ensure that staff are responsible for the detention of safe assets that allow school administrators to carry out independent checks on the safe storage of assets, as a deterrent against theft or abuse, help external auditors draw conclusions about the financial statement and the school's financial system that supports insurance claims in the event of a fire, theft or other loss If you need more information, please email primary@fssu.ie or phone (01) 9104020. NOTE: FSSU has developed these templates for internal use to track monthly earnings, spending, budget management, cash flow, etc. The use of FSSU internal templates is optional for schools that may want to continue using the IPPN Airgead Bunscoile/Financial Template, CPSMA Account templates, etc. for their internal use. Stuck on math homework? Ask for a free tutor. This basic property registration form allows users to compile a complete fixed asset registry combining unlimited quantities of fixed asset types and portfolios; facilitate additional recording & processing; automatically charge monthly and annual depreciation fees and include comprehensive automatic log reports. The sample contains depreciation calculations based on straight lines, decreases in value, and doubles the method of calculating descending values on a monthly or daily basis. Note: This form only allows users to enter additional & processed - if you require a solution that allows you to also enter a re-evaluation & transaction defect, we recommend that you refer to our IFRS Fixed Asset Registration form that matches these transactions but only on a straight line depreciation basis. The following worksheets are included in this template: Setup - the input cells on this worksheet allow you to customize templates for your business. You can enter your business name, select a year-end period, determine whether depreciation needs to be calculated on a monthly or daily basis, specify how to handle depreciation calculations on additions & disposals, maintain fixed assets and maintain default fixed asset portfolios. A complete list of user input error codes is also included on this table for informational purposes only. Assets - this table allows users to create unique asset codes for all fixed assets, and columns with light blue column headers contain all comprehensive calculations, automatically form part of the fixed asset registry. User input is limited to entering asset identifies, content descriptions, content types, content categories, and depreciation facilities. The period during which the fixed asset registry is compiled is determined by the date the review is specified at the top of the table. Trading - all asset transactions need to be recorded on this sheet. Asset transactions are limited to acquisitions & disposals. The user's input is limited to the entry of the transaction date, transaction type, number of assets, provider, document number, number of transactions, asset life, remaining value and proceeds at processing. Columns with light blue column headers containing formulas that form the basis of all calculations are required to create a comprehensive, accurate fixed asset registry. Category - This table contains a summary of fixed assets based on the portfolio of fixed assets created on the setup table. No user input is required on this sheet and 30 types of fixed assets are provided for accommodation. Additional fixed asset portfolios can be added by simply copying the formulas in the last row into the required number of additional rows. Class - This table contains a summary of fixed assets based on the asset classes created on the setup table. No user input is required on this worksheet and up to 30 layers of content are provided. Logs - This table contains an automated journal report for all fixed asset transactions. Journal reports can be compiled on a monthly or year-to-date basis and are based on the number of accounts specified in the asset category set up on the setup table. The journal report contains 30 types of content but additional categories can be added by simply copying the formulas in the last row into the required number of additional rows. Set up a Template Template that can be customized for your business by editing business details, content categories, and asset classes on the setup page. The enterprise name entered into cell C5 is used as a title on all other sheets and the last month of the year selected in cell C7 is used to calculate all year-to-date balances. The basis of depreciation calculation time needs to be selected in cell D9. The sample contains monthly or daily depreciation calculations. If you choose the monthly option, all depreciation calculations will be based on the calendar month. If you choose the daily option, all depreciation calculations will be based on the daily depreciation calculation. Therefore, the main difference between the two premises is that an asset will begin from the date of acquisition if you choose the daily basis. For example, if an asset is purchased on the 15th of the month, the default monthly depreciation facility depreciation of the asset from the 1st of the month and the monthly depreciation calculation for the month of the acquisition. However, you can change the settings in cell D11 so that the asset is depreciated only from the second month which means that no depreciation is counted in the month of the acquisition. If the asset in the example above is depreciated on a daily basis, the depreciation will begin on the 15th of the month and be based on the remaining days in the calendar month for the re-acquisition month. Changing the settings in cell D11 will only result in depreciation calculated from the 16th of the acquisition month. This is because the purpose with daily depreciation calculations is usually to depreciation the asset based on the exact dates on which the asset is held. Note: When deciding between monthly and daily depreciation calculations, we recommend that you also consider what is accepted based on the tax processing of depreciation calculations. We don't recommend daily use if your tax deductions are calculated monthly and vice versa. The depreciation period begins to set in cell D11 determining whether the asset is depreciated during the month of acquisition (when the monthly basis is selected). If you choose option 1, depreciation will only be counted from the month after the conversion. For daily depreciation calculations, selecting setting 1 will only mean that depreciation will be calculated from the date after the acquisition date. Therefore, this setting is primarily used to delay depreciation calculations when the monthly basis is selected. The Yes or No setting in cell D13 can be used to determine whether the property should be depreciated during processing. If monthly depreciation calculations are used and you select the Yes option, the asset will be depreciated during the processing month. If the Option Is Not selected, the asset will not be depreciated during the processing month. If you use daily depreciation calculations, selecting the Yes option will result in the asset being depreciated on the settlement date. If you select the No option, the asset will not be depreciated on the processing date. The Sample asset class consists of 6 default asset classes that can be customized within cells A17 through cell B22. The default content class code in column A and the default content class description in column B can be modified, and you can add additional content layers by inserting a new row between the first and last class code, entering a new code for the content class in column A, and entering the description for the new class in column B. Note. : All new content layers must be inserted above the ZZ content layer code and up to 30 layers of content can be contained in the template. the asset classes created on the set table should represent the asset classes included in the financial statement. However, some businesses require more asset types than those published in financial statements to match separate allocations in business accounts. As a result, we've created separate content categories for this purpose. The Sample Content category includes 11 content categories that can be customized within cells from cell A27 to cell G37. Each content category contains a unique code in column A, associated with a content class in column B, contains descriptions in column C, and contains account numbers in each column from column D to G. Content category codes can be in any format but we recommend using a combination of letters and numbers as illustrated with the default category code. Each category created will be included separately on the category table and need to be associated with one of the content layer codes in cells A17 to A22 by selecting the appropriate asset class code from the list box in column B. Therefore, asset classes are in fact sub-layers of the main asset classes included in the financial statement. The account number that needs to be entered in columns D through G is included in the automatic journal report on the log table. Therefore, all fixed asset logs based on the asset portfolio are created which means that a separate asset portfolio is required for each fixed asset group or depreciation cost center. Accounts that need to

be entered in each column are better described as follows: Cost - the general ledger account entered in this column reflects the cost of each content category. Therefore, these accounts must be balance table accounts. Accum Depr - the accounts in this column reflect the cumulative depreciation that has been abbreviated for each asset portfolio. Therefore, these accounts must be balance table accounts. Depr - the total depreciation cost for each asset portfolio allocated to the accounts in this column. Therefore, these accounts must be income statement accounts. Profit - if the asset is sold, profit or loss on the disposal of the asset allocated to the accounts specified in this column. You can re-use one account for all content categories, or import separate accounts for each content category. These accounts must be income statement accounts. Note: All new content categories must be inserted above the ZZ content category code. Templates contain 30 categories of content on the Category table, but you can add additional content categories on this worksheet by copying formulas in the last row to the appropriate number of additional rows. Therefore, an unlimited number of asset portfolios are provided. Input error code Input error code at the bottom of the setup table is included only for informational purposes and provided to users for error codes that may be encountered when entering transactions on asset boards and transactions. These error codes are mentioned in more detail in the Error code section of these instructions. Note: We don't recommend adding or removing any text or values on the settings page. Worksheets that contain some hidden content may be accidentally overwritten or deleted if you make changes outside of the template design and may affect sample calculations. Asset setup Each individual fixed asset must be added to the asset table by assigning some assets to the fixed asset. The property table is in fact a comprehensive fixed asset register containing all personal assets that form part of the fixed asset register. All fixed asset transactions need to be recorded on the trading table and category table, and the class contains automatic summaries of all the appropriate asset groups. A unique number of assets must be created for each fixed asset on the asset table. You can use any content numbering convention, but we recommend using a combination of letters and numbers as shown in our example data. We used a property numbering convention starting with two letters followed by hyphens and five numbers. The letters can be used to distinguish between different asset classes or classes. Note: All fixed assets must be added to the Assets table by assigning unique asset codes to specific assets. The acquisition of the asset then needs to be recorded on the Transaction table after which the appropriate values will be reflected on the Asset table. Therefore, users need to create asset codes for all their assets and record acquisitions for all assets on the Transactions table. All columns on the property page with yellow column headers require users to enter, while columns with light blue column headers containing formulas are automatically copied for each new content added to the worksheet. The following user input is required on the Assets table: Number of assets - enter the unique number of assets for each fixed asset in this column. Duplicate asset numbers can lead to incorrect calculations and therefore force each fixed asset to have a unique asset number. Similar assets or asset components can be distinguished by adding -1 and -2 at the end of the asset number. Content ID number - enter the content identifier in this column. This number should best be applied to the property to facilitate physical verification of assets and assist in identifying each fixed asset included in the fixed asset register. Description - enter a comprehensive description of the content in this column. Content descriptions will allow users to easily identify content and will assist users to distinguish between similar assets. Content type - select the content type from the list box. This column supports the identification of rental properties and list boxes in this column includes an ownership and rental option. Category - select the content category from the list box in this column. All content categories created on the setup table are available for selection. Each content needs to be associated with a content category associated with a content layer in the Content categories section on the setup page. Depreciation base - select a depreciation base from the list box in this column. Select the SL option for straight line depreciation (primary cost), DV for descending (decrease) value depreciation, and DDV for double value depreciation. Therefore, a separate depreciation method can be selected on the basis of personal assets. Note: We don't include detailed explanations of each depreciation facility in these guidelines because you can easily google it and find a comprehensive list of explanations. However, the premises are straight line methods calculated based on the cost of an asset versus equal monthly or daily installments while the declining value option is based on the book value of the asset – the annual depreciation amount will therefore vary each year (not the case with a straight line basis). The method of reducing the double value uses the same principle as reducing the value but uses twice the depreciation rate. Note: All columns on the Property worksheet are already included in the Excel table. This feature is extremely useful when entering data in table format because formulas included in calculated columns (columns with light blue column headers) are automatically copied when new rows are inserted into the table or when data is entered in the first empty row below the table. As a result, you can add new content by simply entering the number of contents in column A - then the table will automatically be expanded to include new content. All columns with light blue column headers contain calculations based on the date the review was entered in cell E2. The date entered in this box thus determines which transactions are included in the asset balance calculation and depreciation. Therefore, it is imperative that you enter the correct date in this cell when reviewing the fixed asset registry. The cell range from H2 cell to K2 cell displays appropriate five-to-date (YTD) and month-to-date (MTD) from and to the effective date based on the date of consideration specified in cell E2. Keep in mind that all sample calculations are based on the calendar month – even if you enter a review date that doesn't fall at the end of the month, the sample calculation will still include all transactions and depreciation calculations for the entire month. The YTD duration is determined based on the year-end period selected in cell C7 on the set table. Therefore, all YTD asset balances and depreciation calculations will be calculated automatically based on the review date and year-end period Regulations. Note: Review dates make it easy to scroll the template forward or back for any previous month or month, and all sample calculations are updated automatically. Therefore, you can simply enter a new date in cell E2, and all calculations on all worksheets in the template will be updated automatically. The property page that contains the 39 calculated columns all has light blue column headers. The calculations in the columns are all based on transactions entered into the trading table and some calculations for informational purposes only while others form an integral part of the fixed asset register. We'll now briefly cover the purpose of each calculated column: The following columns are included only for informational purposes: Error code - if there is a problem with the input in any of the user's input columns, the error code will be displayed in this column. Refer to the setup table for a description of each error code and the Error Code section of these instructions for more information on why error codes are displayed. Class - This column contains the content layer to which the content is linked. The content layer is defined by the content category selected in column E, and each content category is associated with a unique content class in the Content categories section on the setup page. Acquisition date - the date the asset acquisition is displayed in this column. After creating an asset number, an acquisition needs to be recorded on the Transactions table to record the acquisition of the asset. If an acquisition has not been recorded for specific assets, this column will contain an AddMessage. Historical cost - the historical cost of all content displayed in this column. Historical costs are defined as the transaction amount of the acquisition recorded on the trading table for the particular asset. Lifetime of the year - life expectancy has been recorded on the Trading table for specific assets. Remaining value - the remaining value has been recorded on the Transaction table for the specific asset. Processing date - if an asset has been processed, the transaction table processing date will be displayed in this column. Note that a processing transaction must be recorded on the trading table for all asset disposals. Proceeds from processing - if an asset has been processed, the proceeds when processed according to the Transaction table will be displayed in this column. Asset by cost: Open balance - opening cost or total value of the asset at the beginning of the current fiscal period is included in this column. Additional - if an asset has been acquired in the current fiscal period, the cost of the asset is included in this column. The cost of the asset is entered as the transaction amount when recording an acquisition type transaction on the trading table. Handling: Costs - if an asset has been processed current fiscal period, the cost of the asset is included in this column as a negative value. This means that the cost of the asset is removed from the fixed asset register on the date of disposal. Closing balance - the closing cost or the total value of the asset at the end of the current fiscal period included in this column. Accumulated depreciation: Accum Depr: Open - the open cumulative depreciation balance of the asset at the beginning of the current fiscal period is included in this column. YTD depreciation - Year-to-date depreciation is calculated on the basis of depreciation selected in column F. Accum Depr: Processing - if an asset has been processed in the current fiscal period, the depreciation accumulated at the processing date included in this column is a negative value. This effectively means that the accumulated depreciation of the asset is removed from the fixed asset register. Accum Depr Closing - the accumulated depreciation balance closed of the asset at the end of the current fiscal period is included in this column. Performance value or book value: Close the actual value - the difference between the closing cost (or total performance value) of an asset and the accumulated closing depreciation balance included in this column. The amount in this column reflects the book value of an asset at the end of the fiscal period. Earnings Reporting Item: Disposal Profit/(Loss) - if an asset has been processed in the current fiscal period, the profit or loss at processing as of the date of processing is included in this column. The profit or loss at processing is calculated as the difference between the amount collected at liquidated on the Transaction table and the net executed value (book value) of the asset. Current month: MTD depreciation - this column includes depreciation fees for the current month. The appropriate month is determined by the review date specified in cell E2. Note that this column will only contain values if the historical cost of a content has not been fully depreciated. Other calculated columns: Calculations in columns Z through AS are already included on the Assets table to facilitate automatic depreciation calculations. These calculations are quite complex and therefore we will not include the calculation method of each column in these instructions. The columns will also not form part of the print cell range but will be copied for all new content added to the property page. All column headers on the property page contain a filter selection arrow. These select arrows indicates that the Filters feature has been enabled on the worksheet. The Filters feature can be used to filter data on worksheets to display only certain content records on the worksheet. We've also included totals on all column headers that contain the amount. These totals have been using the SUBTOTAL function means that if the data on the worksheet is filtered, the calculated total will only include filtered records. Therefore, the filter feature can be used to get the total based on the filter criteria specified by the user and also allows the user to view the detailed fixed asset profile that makes up the total summary on the category and class tables. For example, if you want to get total fixed property registrations for all rental properties, just click the selection arrow next to the property type column header and select the rental option. Sheets will be filtered and only rental properties will be displayed on the sheet. The total will also include only rental properties. For example, if you want to see detailed content records that make up one of the categories or classes on a Category or Class Worksheet, just click the filter selection arrow next to the Category or Class column header (column E or column H) and select the appropriate category or class. The worksheet will be filtered, and only the content records for the selected category or class will show up on the worksheet. The total will also include only the appropriate amount for the selected category or class. Note: After reviewing filtered data, you'll need to clear the filter to display all content records on the worksheet. A filter can be removed by simply clicking the selection arrow next to the appropriate column header again and clicking the Select All option. Asset transaction recording All asset transactions must be recorded on the trading table. Basically there are 2 types of transactions that can be recorded namely acquisitions and processing. An asset transaction can be recorded by entering the necessary data into the user's input columns - the column headers of all the user's input columns contain yellow cell backgrounds, while column headers with light blue cell backgrounds indicates that these columns contain formulas that are automatically copied for all newly added transactions to the worksheet. Note: Recording the number of assets on the asset table will not be effective in terms of recording the cost of an asset in the fixed asset register. An acquisition transaction needs to be recorded on the trading table for each fixed asset purchased before the appropriate asset value will be included in the fixed asset register on the asset table and summarized on the type and class table. Note: All columns on the Transactions table are already included in the Excel table. This feature is extremely useful when entering data in table format because formulas included in calculated columns (columns with light blue column headers) are automatically copied when new rows are inserted into the table or when data is entered in the first empty row below the table. Therefore, you can add a new transaction by simply entering the transaction date in column A - the table will then automatically be including new deals. The following user input is required in the user's input columns on the Transaction table (columns logged in yellow column): Transaction date - transaction date input. Transaction type - select the transaction type from the list box. The ACQ option should be selected for all asset acquisitions, and the DIS option should be selected for all asset processing transactions. Number of assets - select the appropriate number of assets that trade related to from the list box in this column. All content numbers that have been added to the Assets table will be available for selection. Therefore, you need to create several assets for the appropriate fixed asset on the asset table before you will be able to record any transactions for specific fixed assets. Supplier - enter the name of the supplier from which the property was acquired. If a processing transaction is recorded, you can enter the customer's name in this column. Document number - enter the document number of a supporting document that will allow you to track transactions back to its supporting document. To re-purchase, this must be the supplier invoice number and to process, the customer's invoice number. Amount - enter the transaction amount in this column. For the acquisition, the amount of the supplier invoice should be entered excluding any sales tax. For processing, an amount of nil should be entered. Lifetime by year - enter the estimated lifespan of the asset by year for all acquisitions in this column. For processing, type a nil value in this column. Note that if an asset should not be depreciated, a nil lifespan needs to be determined in this column. Value remaining - if the asset being acquired has the remaining value, this remaining value will be entered in this column. The remaining value affects depreciation calculations in which the remaining value is deducted from the cost of an asset to calculate the total amount to be depreciated over the life cycle of the asset. A nil value should be entered for all processing transactions. Proceeds on sale - if a processing transaction is being recorded, enter the proceeds from the disposal of the asset in this column. The proceeds must be equal to the total amount received for the property. If a content is being removed, type nil in this column. A nil value should also be entered for all acquisitions. The Transact table also includes 7 calculated columns - column headers of all calculated columns that contain a light blue cell background. All of these columns contain formulas that are automatically copied for all new transactions added to the worksheet. Error code - if there is a problem with the input in any of the user's input columns, the error code will be displayed in this column. Refer to the setup table for a description of each error code and the Error Code section of these instructions for more information about for the error code displayed. Category - category of content searched on the Assets table based on the number of contents specified in column C. This column is included for informational purposes only. Transaction date ID - the formula in this column is based on the transaction date entered in column A. transaction amount - the formula in this column is based on the amount entered in column F. cost history -formula in this column based on the amount entered into column F for all acquisition type transactions. Current lifespan - the formula in this column is based on the asset lifespan entered in column G. Current residue - formulas in this column are based on the remaining value entered in column H. Note: Only one acquisition can be recorded per asset because one asset can only be acquired once. If an asset is removed (recorded as a disposal) and then needs to be added back to the fixed asset register, some new assets should be used for this purpose. Recording duplicate content conversions will result in an input error in the Error Code column and may also result in incorrect sample calculations. Note: All depreciation calculations that form part of the fixed asset register are automated and therefore you do not need to record any transactions to record any monthly or annual depreciation amounts. Also note that all automatic calculations in this form are based on the review date specified on the asset table. Therefore, you can scroll the template forward for the next stage or go back to the previous stages by changing the review date on the asset page. All column headers on the Transactions worksheet contain filter selection arrows. These select arrows indicates that the Filters feature has been enabled on the worksheet. The Filters feature can be used to filter data on worksheets to display only certain content records on the worksheet. Error codes The following error codes may result from incorrect input on the property and transaction sheets and will be displayed in the error code columns on the appropriate table. The title of the affected input column will also be marked orange to show that the error is in the appropriate column: E1 - this error code means that the number of duplicate content has been created on the Assets table. If you delete a row that contains duplicate asset numbers, the error is resolved. E2 - This error code means that the content category to be selected in column E on the asset table is blank or nonexistent. Select a valid content category from the list box to resolve the error. Keep in mind that all content categories included in the setup table are included in the list box. E3 - This error code means that the number of contents to be selected in column C on the transaction table is blank or nonexistent. Select a valid from the list box to resolve the error. Note that all content numbers recorded on the property table are included in the list box. E4 - This error code means that the type of transaction that needs to be selected in column B on the transaction table is blank or nonexistent. Select a valid transaction type from the list box to resolve the error. Note that this error may also be displayed in you attempting to record a transaction for an asset that was previously processed. When processing is recorded for an asset (even if the asset is only removed and not actually processed), any further transactions should be recorded using the new asset number. E5 - This error code means that multiple acquisitions have been recorded for the same asset. A property can only be purchased once. Therefore, if you need to return the asset to the fixed asset register after recording the processing transaction, the new asset number must be used. E6 - This error code means that an invalid transaction amount has been recorded for the selected transaction type. All transaction amounts should be recorded as positive amounts and a nil transaction amount needs to be entered for all processing transactions. E7 - This error code means that an invalid lifetime has been recorded for the selected transaction type. All asset lifespan must be recorded as positive value and nil value should be entered for all processing transactions. Keep in mind that you can also enter nil values for asset conversion type transactions, but this means that the asset won't be depreciated. E8 - This error code means that an invalid remaining value has been recorded for the selected transaction type. All remaining values should be recorded as positive values and nil remaining values need to be entered for all processing transactions. Note that the remaining value of an asset may also not be greater than the transaction amount entered into column F. E9 - this error code means that an invalid proceeds on the processing amount have been recorded for the selected transaction type. All proceeds on the processing amount should be recorded as positive value and you only need to record an amount in this column if a type of transaction processing is recorded. Note that the proceeds from the disposal of the asset can never be less than nil (even if losses are made when processing the asset) because the proceeds are equal to the amount received after the sale of the property. However, the nil value may need to be entered if an asset is removed without receiving any compensation. E10 - This error code means that a type of transaction processing has been recorded for the appropriate assets on the trading table before an acquisition has been recorded. The first step after adding the asset number to the Assets table must be to record the asset acquisition on the Transaction table even if the asset has been donated to the business (using nil amount). Note: Input errors can result in incorrect sample calculations and therefore it is imperative that all errors be resolved before reviewing the fixed asset registration balance and processing any general ledger log entries. Summary of asset categories The category table contains a fixed asset registration summary for all asset categories created on the setup table. Personal assets are associated with the fixed asset category by selecting the category in column E on the Assets table. No user input is required on the category table. Note: Only the first 30 content categories are included on the Categories table by default, but you can add additional content categories (if necessary) to the worksheet by copying formulas in the last row that contain data to the appropriate number of additional rows. Note: If you want to see detailed fixed asset records that make up the totals on the Category table, you can apply filters to the Category column on the asset page by clicking the selection arrow next to the column header and selecting the appropriate content category. The total on the column headers will equal the amount reflected on the category table. Note: The category table is compiled based on the review date specified in cell E2 on the Assets table. Therefore, if you want to modify the reporting period for which the summary of the content category is compiled, simply enter a new review date on the Assets table. Asset class summary The class table contains a fixed asset registration summary for all asset classes created on the setup table. Personal assets are associated with a fixed asset class by selecting an asset portfolio in column E on the asset table. Each content category is associated with a separate content layer by selecting the appropriate content layer in the content category setting on the setup page. No user input is required on the class table. Note: The template contains up to 30 layers of content on the Class worksheet. Note: If you want to see detailed fixed asset records that make up the totals on the Class table, you can apply filters to the Class column on the Assets table by clicking the selection arrow next to the column header and selecting the appropriate asset class. The totals on column headers will be equal to the amount reflected on the class worksheet. Note: Class tables are compiled based on the date of review specified in cell E2 on the Assets table. Therefore, if you want to modify the reporting period for which the content class summary is compiled, simply enter a new review date on the Assets table. Fixed Asset Logs The log table contains an automatic report of the recommended log entries that need to be processed to account for all fixed asset transactions in a shared ledger. General ledger log entries This table is compiled on the basis of asset portfolio because each asset portfolio is associated with the general ledger account for each type of transaction included in the template. Note: Only the first 30 content categories are included on the Logs table by default, but you can add additional content categories (if necessary) to the worksheet by copying formulas in the last row that contain data into the appropriate number of additional rows. Note: The log table is compiled based on the review date specified in cell E2 on the Assets table. Therefore, if you want to modify the reporting period for which the log report is automatically compiled, simply enter a new review date on the Assets table. The general ledger log entries on the Log table can be compiled over a month for update (MTD) or a year-to-date (YTD) basis by simply selecting the appropriate time period from the list box in cell E2. All log entry calculations are updated automatically. Each general ledger log entry consists of four columns that contain two sets of accounts and the amount. The account number included on the Logs table is determined based on the shared ledger accounts associated with each asset type on the setup table. In terms of log amounts, a positive value refers to a debit item and a negative value refers to a credit item. There are 5 general ledger entries on the log table - the purpose of each log entry can be summarized as follows: Depreciation - this is the total depreciation expense for the period usually allocated to the cumulative earnings and depreciation accounts. Additions - this journal records additional fixed assets in the common ledger. Note that in most accounting systems, supplements will be recorded through cash registers (banks) or commercial creditor accounting systems. Processing - Proceeds - this journal records the proceeds on the disposal of an asset in the general ledger. Note that in most accounting systems, the proceeds when processing will be recorded through cash registers (banks) or commercial debtor accounting systems. Processing - Cost - this journal allocates the cost of an asset that handles appropriate profits or losses on the processing account assigned to the asset portfolio on the set table. Processing - accumulation of depreciation - this journal allocates the accumulated depreciation of an asset that handles appropriate profits or losses on the processing account assigned to the asset portfolio on the set table. Note: If you want to analyze the values that are already included in the Logs table, we recommend that you refer to the Category table, or you apply the Filter feature to the asset record to analyze the number of logs for a specific content category. Items.

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