



## **BAM1200 - Insurance Value Report**



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## Asset Management > Reports > Asset Management Reports > Insurance Value Report

This report displays the inventory cost, along with insurance value, and gives totals for room, department, and grand totals. The sort is by room number within department.

Parameter	Description
<b>Sort by Insurance Code (I), Campus (C)</b>	I - Sort the report by insurance code. C - Sort the report by campus. This is a required field
<b>Select Insurance Code(s), or blank for ALL</b>	Type the insurance code separating multiple insurance codes with a comma. Or, click  to <a href="#">search for insurance codes</a> . Otherwise, leave blank to use all insurance codes.
<b>Sort by Campus, Department, Room, Account Code (C), Item Number (I)</b>	C - Sort the report by campus first, then by department, room number, and account code number. I - Sort the report by item number. This is a required field.
<b>Print Disposed Items only? (Y/N)</b>	Y - Include only disposed items on the report. N - Include all items on the report. This is a required field
<b>Include Maintenance Transactions? (Y/N)</b>	Y - Include maintenance transactions on the report. N - Exclude maintenance transactions from the report. This is a required field
<b>Page Break by Campus? (Y/N) (Required when sorting by Campus)</b>	Y - Insert a page break after each campus. N - Do not insert a page break after each campus.
<b>Select Capital Assets (C), Inventory (I), or blank for ALL</b>	C - Include only capital assets on the report. I - Include only inventory items on the report. Blank - Include both capital assets and inventory items on the report.
<b>Select Campus(es), or blank for ALL</b>	Type the campus IDs separating multiple campus IDs with a comma (e.g., 001, 007, 041). Or, click  to <a href="#">search for campuses</a> . Otherwise, leave blank to use all campuses.
<b>Select Room Nbr(s), or blank for ALL</b>	Type the room number separating multiple room numbers with a comma (e.g., 123, G-3). Or, click  to <a href="#">search for room numbers</a> . Otherwise, leave blank to use all room numbers.
<b>Select Department(s), or blank for ALL</b>	Type the department, including all leading zeros and separating multiple departments with a comma (e.g., 041, ADMIN). Or, click  to <a href="#">search for departments</a> . Otherwise, leave blank to use all departments.
<b>From Acquired Date (MMDDYYYY), or blank for ALL</b>	Type the from acquired date in the MMDDYYYY format, or leave blank to use all from dates.
<b>To Acquired Date (MMDDYYYY), or blank for ALL</b>	Type the to acquired date in the MMDDYYYY format, or leave blank to use all to dates.

**Select Item Nbr(s), or blank for ALL**

Type the ten-digit item number, including all leading zeros and separating multiple item numbers with a comma (e.g., 0000001991, 1236571991). Or, click  to [search for item numbers](#). Otherwise, leave blank to use all item numbers.