Condition Code - BAM2100

ii

Table of Contents

Condition Code - BAM2100

Asset Management > Tables > Code Tables > Condition Code

This tab is used to create the Condition Code table, which describes the condition or plans for future uses of the item. This table is a good planning tool for budget purposes. This is a user-defined table, so you may use any codes/descriptions that meet your needs.

Examples:

G - Good
M - Missing
P - Pending Sale
S - Serviceable
U - Unserviceable

Set up a condition code:

Click **+Add** to add a row.

Field	Description
Condition Code	Type a user-defined, one-character code (e.g., 1, 2, 3, A, B, C) that represents the condition description.
Condition Description	Type a user-defined description (e.g., Lost/Stolen, Disposed). The field can be a maximum of 20 characters.

Click **Save**.

Other functions and features:

Retrieve	Retrieve data. The **Retrieve** button is also used to retrieve information from the last save. If you click **Retrieve**, any unsaved changes are lost.

Print	Print code data.
	Click to print data. The following Asset Management Code Table options are displayed:
	Current Tab Page - prints only the tab page currently open.
	Selected Code Tables - displays the following options from which you can select:
	Catalog
	Status Code
	Insurance Code
	Gain Code
	Condition Code
	Property Class Code
	All Code Tables - prints all the code tab pages.
	Select an option and click **OK** to view a copy of the report. Otherwise, click **Cancel** to return to the tab.
	Review the report.
🗑	Delete a row.
	Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.
	Click **Save**.