



## **If report totals match, perform depreciation calculations**



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## If report totals match, perform depreciation calculations

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If the Capital Asset Listing, Auditor's Analysis, and Property Class reports are correct/balanced and you have reviewed the [Requirements for Depreciation Calculations Checklist](#), perform your depreciation calculations for the year.

Depreciation > Depreciation Calculations

Asset Man

CALCULATIONS CALCULATION REPORTS

Date range for current FY calculations: From Month/Year: 09-20XX To Month/Year: 08-20XX Retrieve Calculate

Recalculate all prior years of depreciation. (Also includes current FY.)

Select	Item Nbr	Description	Dt Disposed
		No Rows	

Select	Item Nbr	Description	Dt Disposed
<input type="checkbox"/>	0000000006	ELITE ATH POLE VAULT PIT W/PADS & STANDARDS	
<input type="checkbox"/>	0000000007	PLAYGROUND SLAB	
<input type="checkbox"/>	0000000008	PLAYGROUND EQUIPMENT	
<input type="checkbox"/>	0000000009	PLAYGROUND EQUIPMENT	
<input type="checkbox"/>	0000000014	1997 FORD 71 PASS BUS #28	
<input type="checkbox"/>	0000000018	1998 BLUEBIRD 25 PASS BUS #30 (SP. ED.)	
<input type="checkbox"/>	0000000020	1999 THOMAS7.2DIESEL71 PASS BUS#32 (ROUTE)	
<input type="checkbox"/>	0000000022	2000 CHEV EXPR 12 PASS VAN #34	
<input type="checkbox"/>	0000000029	1990 CHEV DIESEL 71 PASS BUS #21	
<input type="checkbox"/>	0000000042	PA SYSTEM IN OLD HS OFFICE	
<input type="checkbox"/>	0000000044	BAND HALL DRESSING ROOMS/OLD GYM	
<input type="checkbox"/>	0000000047	MIDDLE SCHOOL MAIN BUILDING	
<input type="checkbox"/>	0000000048	MIDDLE SCHOOL SCIENCE LAB	
<input type="checkbox"/>	0000000049	PORTABLE CLASSROOMS(2)GRANT BLDG	
<input type="checkbox"/>	0000000050	MIDDLE SCH SAC BUILDING	
<input type="checkbox"/>	0000000051	STORAGE BUILDING(NEXT TO SAC BLDG)	
<input type="checkbox"/>	0000000054	HS AG CLASS AND LAB BLDG	
<input type="checkbox"/>	0000000057	HS SCIENCE LAB BUILDING	
<input type="checkbox"/>	0000000059	HS WEIGHT ROOM/BUS BARN	
<input type="checkbox"/>	0000000062	ATHLETIC TRACK FIELD	
<input type="checkbox"/>	0000000067	CINDER BLOCK STORAGE BLDG/BEHIND CENTRAL OFFICE	

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Use the arrow buttons to move inventory items to the right side of the page.

Click **Calculate** to calculate the depreciation of all selected inventory numbers.

Print the report and verify that the new items are listed for depreciation calculations **before** you process. Other Depreciation Reports are listed in Reports menu.

Select **Recalculate all prior years of depreciation (Also includes current FY.)** check box to recalculate the depreciation of the selected assets for all years in service. If not selected, then the depreciation is only calculated for the current fiscal year.

If necessary, you can run the depreciation calculations screen multiple times. For example, if you added an item that should have been depreciated in a previous year, you can select the recalculate

option and it will retro process calculations. Be sure to keep your auditors informed about which items are involved.

If you receive an Error Report when you calculate the depreciations, be sure to review the report and reconcile any issues prior to continuing this process.

Depreciation Report: For Current Year: Be sure to click **Process** to continue.

To generate the Depreciation Report, go to the Calculation Reports tab and select the report.

Historical Depreciation Inquiry - (view only, easy way to see when depreciation started and what years have been calculated).