



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	

First 1 / 4 Last

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

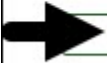
Click **Calculate** to calculate the depreciation of all selected inventory numbers. A message is displayed prompting you to create a backup.

Would you like to create a system backup? A Backup is highly recommended.

Yes No


Click **Yes**. A pop-up window is displayed with the export file name.

File ID: C
Export File Name: db001904_03042022_bam.rsf



Click **Execute**. A pop-window is displayed prompting you for a password for the archive.

Enter a Password for the Archive:




Enter the password and click **OK**. Continue the process to save the file in the appropriate location.

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, review the report and reconcile any issues prior to continuing this process.



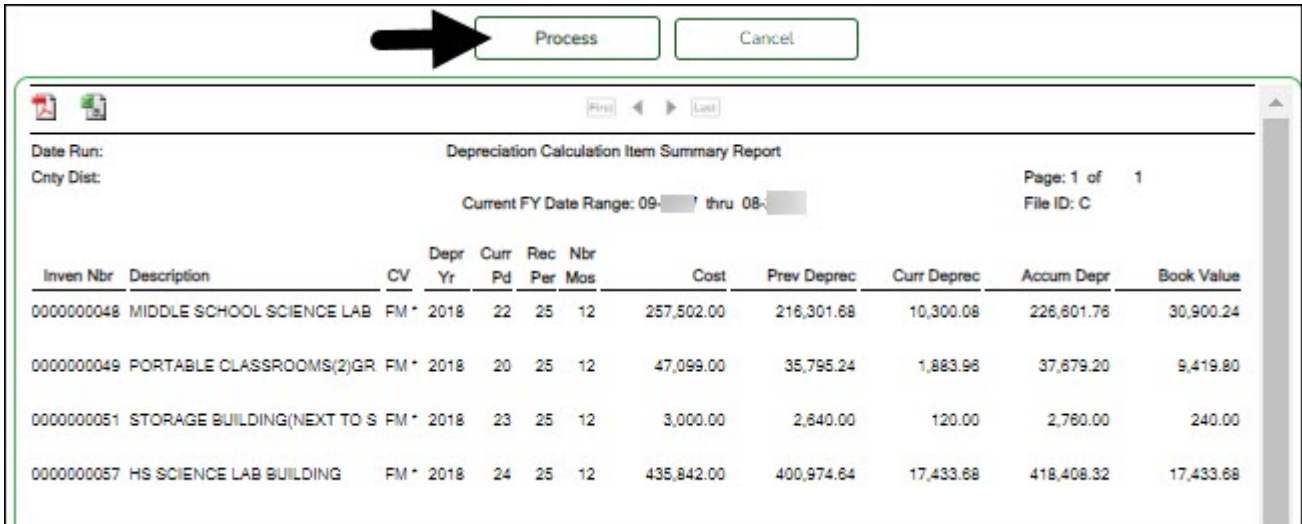
Date Run: _____
Cnty Dist: _____

Page: 1 of 1
File ID: C

Inven Nbr	Description	Error Message
0000000048	MIDDLE SCHOOL SCIENCE LAB	No distribution records exist for this item.
0000000049	PORTABLE CLASSROOMS(2)GRANT BLDG	No distribution records exist for this item.
0000000051	STORAGE BUILDING(NEXT TO SAC BLDG)	No distribution records exist for this item.
0000000057	HS SCIENCE LAB BUILDING	No distribution records exist for this item.
0000000062	ATHLETIC TRACK FIELD	No distribution records exist for this item.
0000000067	CINDER BLOCK STORAGE BLDG/BEHIND CENTRAL OFFICE	No distribution records exist for this item.

End of Report

Click **Continue**. The Depreciation Calculation Item Summary Report is displayed.



The screenshot shows a software window with a title bar and a toolbar. A large black arrow points to the 'Process' button. Below the buttons is a report window titled 'Depreciation Calculation Item Summary Report'. The report includes a header with 'Date Run:', 'Cnty Dist:', 'Current FY Date Range: 09- thru 08-', 'Page: 1 of 1', and 'File ID: C'. The main body of the report is a table with the following columns: Inven Nbr, Description, CV, Depr Yr, Curr Pd, Rec Per, Nbr Mos, Cost, Prev Deprec, Curr Deprec, Accum Depr, and Book Value. The table contains four rows of data.

Inven Nbr	Description	CV	Depr Yr	Curr Pd	Rec Per	Nbr Mos	Cost	Prev Deprec	Curr Deprec	Accum Depr	Book Value
0000000048	MIDDLE SCHOOL SCIENCE LAB	FM *	2018	22	25	12	257,502.00	216,301.68	10,300.08	226,601.76	30,900.24
0000000049	PORTABLE CLASSROOMS(2)GR	FM *	2018	20	25	12	47,099.00	35,795.24	1,883.96	37,679.20	9,419.80
0000000051	STORAGE BUILDING(NEXT TO S	FM *	2018	23	25	12	3,000.00	2,640.00	120.00	2,760.00	240.00
0000000057	HS SCIENCE LAB BUILDING	FM *	2018	24	25	12	435,842.00	400,974.64	17,433.68	418,408.32	17,433.68

Click **Process** to continue.