



## **BAM1350 - Asset Import Report**



# Table of Contents

**BAM1350 - Asset Import Report** ..... 1



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## ***Asset Management > Reports > Asset Management Reports > Asset Import Report***

This report lists all records contained in the file that is retrieved from Finance. The report should be compared with purchase orders before retrieving these records from the Finance save file into the Asset Management application master file. The report and the CD that holds the files (if it exists) should be retained in your records for one year. During the creation of the Finance save file, you also have an option to print this report. It can also be printed from the Finance Reports menu.

Parameter	Description
<b>Print report by account (A) or account within purchase order (P)</b>	A - Print the report by account. P - Print the report by account within a purchase order. This is a required field.
<b>Sort by period? (Y/N)</b>	Y - Sort the report by period. N - Do not sort the report by period. This is a required field.

[Generate the report.](#)



## Back Cover