



Condition Code - BAM2100

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



Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved.

Click **Save**.



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