



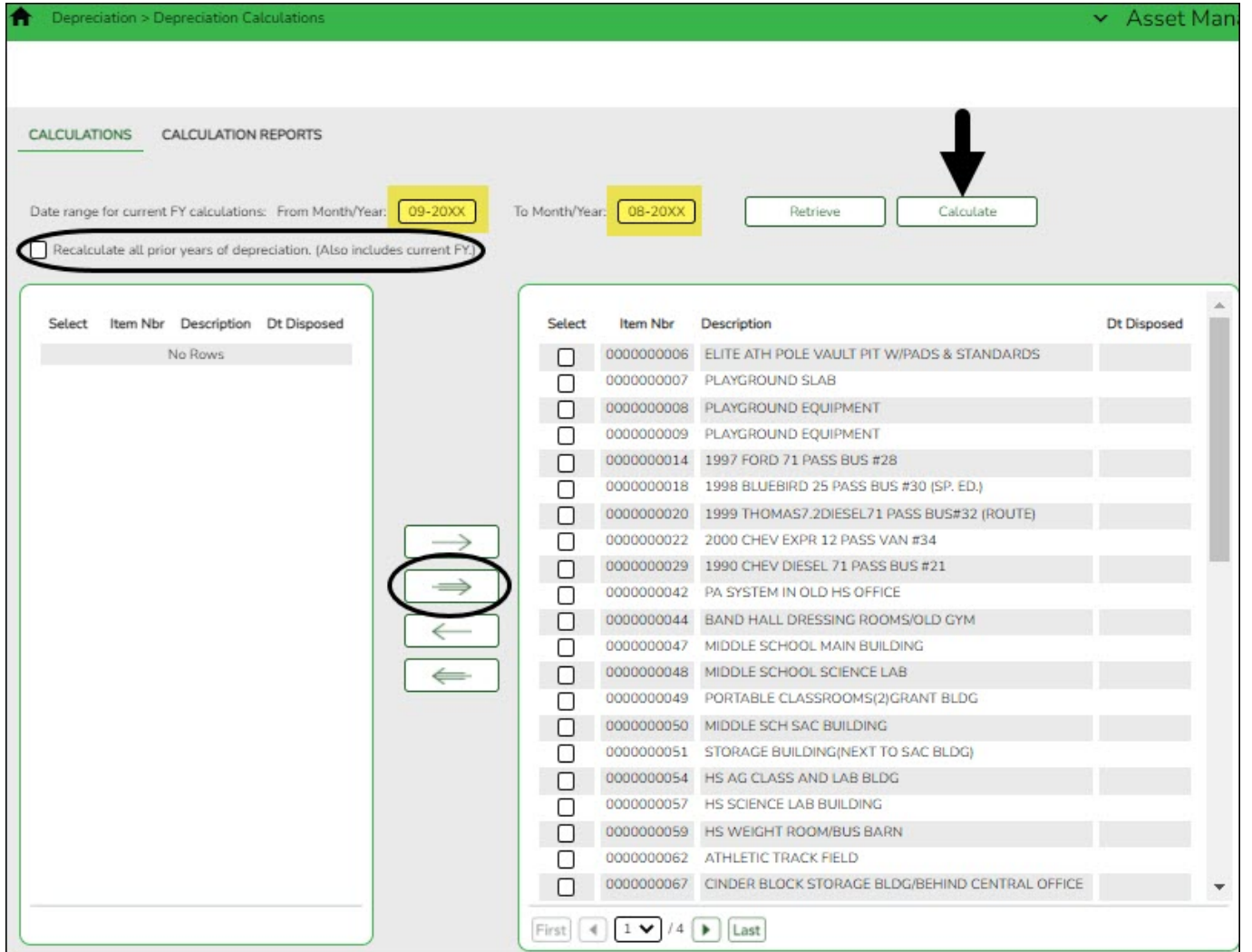
If report totals match, perform depreciation calculations

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If report totals match, perform depreciation calculations

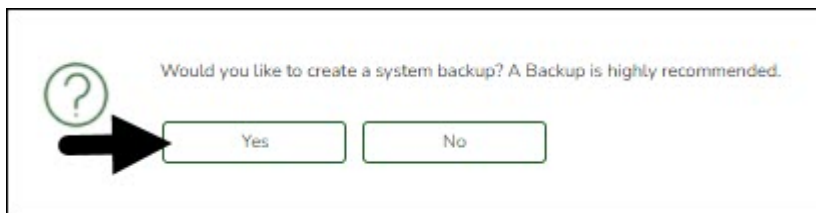
[Asset Management > Depreciation > Depreciation Calculations > Calculations](#)

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.



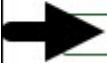
Use the arrow buttons to move inventory items to the right side of the page.

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




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.



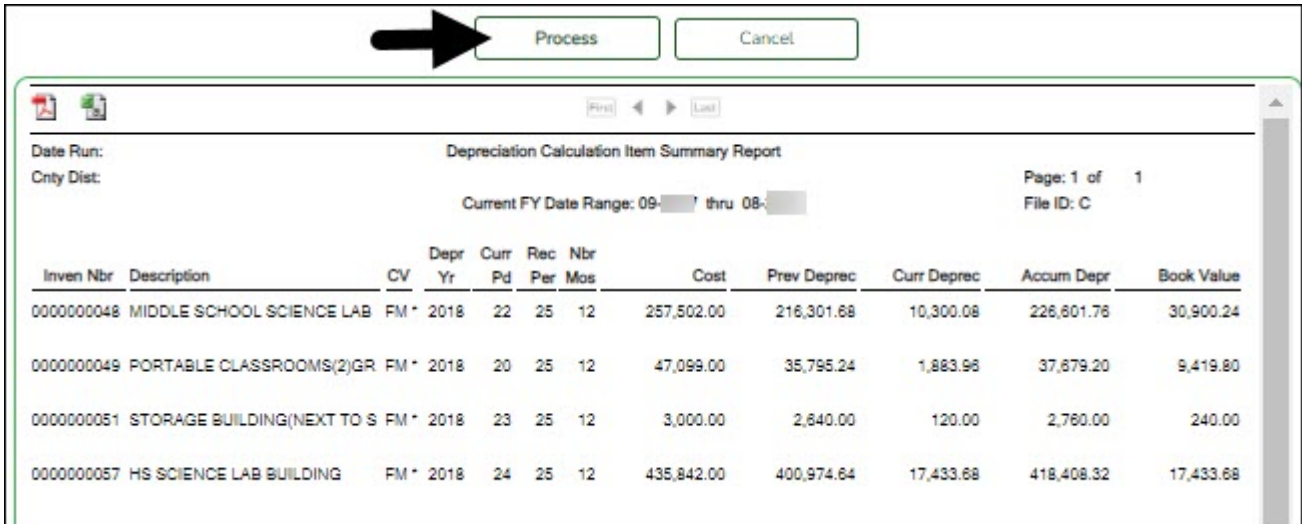
Date Run: _____
Cnty Dist: _____

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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

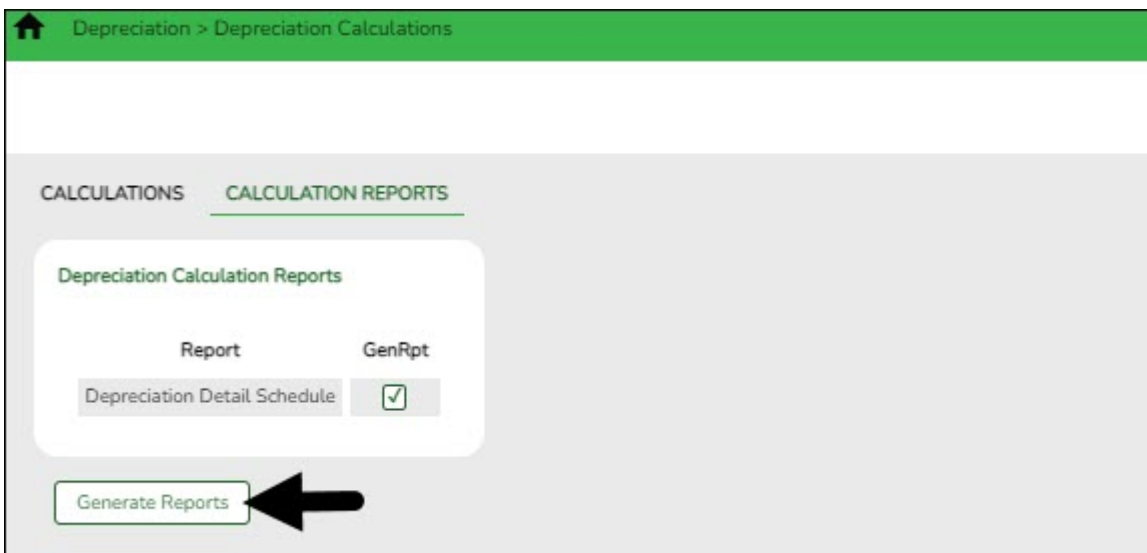
☐ Click **Continue**. The Depreciation Calculation Item Summary Report is displayed.



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	1,883.98	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.

[Asset Management > Depreciation > Depreciation Calculations > Calculation Reports](#)



☐ Select **Gen Rpt** to generate the Depreciation Detail Schedule report. Click **Generate Reports**.

Date Run: Cntry Dist: Year 2021		Depreciation Detail Schedule					Program: BAM2000 Page: 1 of 2 File ID: C	
By Item Number								
Item Nbr	Description Property Class	CV R Per	Dt in Serv Dt Disposed	Deprec Cost Basis Adjust	Prev Deprec Sale Price	Curr Deprec Exp of Sale	Accum Deprec Gain/Loss	
0000007135	JOHN DEERE GATOR F&EQ>5000 FURN & EQUIP >\$5,000(LAWN)	FM 7.00	11-21-2013	6,108.00 6,108.00	5,962.56 .00	145.44 .00	6,108.00 .00	
XXX-51-XXXX.XX-XXX-1XXXXX Account Code not in Finance						145.44		
Account Code Totals						145.44		
0000007535	wall of honor plaques on wood BLDG IMPRO BUILDING IMPROV-	FM 30.00	04-25-2017	15,646.00 15,646.00	1,781.90 .00	521.53 .00	2,303.43 .00	
161-62-6629.00-211-199E47 Account Code not in Finance						521.53		
Account Code Totals						521.53		
0000007608	server for 2nd floor TECH EQUIP TECH EQUIP (COMP SERV)	FM 3.00	10-05-2017	5,400.00 5,400.00	5,250.00 .00	150.00 .00	5,400.00 .00	

Historical Depreciation Inquiry – This inquiry provides an easy way to see when depreciation started and the years calculated.



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