



Asset Wizard

Benefits

- Extremely easy to use
- Configures itself to your system setup
- Close to zero implementation effort
- Easy to customize
- Cuts down data entry time
- Eliminates re-keying errors
- Lets you automate transaction preparation
- Correct errors quickly

Asset Wizard allows you maintain your Oracle asset transactions from Excel. Forget about manual data entry when you can now download asset information into Excel, make the necessary changes using the flexibility of Excel and then upload the changes directly into Oracle Assets. It is robust, extremely fast and flexible. Use Excel to download your Asset Information as the basis for new additions or to make changes or to simply populate asset information into Excel for analysis.

Enjoy the smoothest integration from your desktop to Oracle Assets.

Feature Overview

- Based on MS-Excel
- Forms assist with data entry validation and error correction
- Advanced download capability
- Simplifies asset maintenance by allowing:
 - Workbench Transactions
 - Capitalize CIP Assets
 - Depreciation Update
 - Reclassifications
 - Retirements
 - Reinstatements
 - Revaluations
 - Create Categories (R12 only)

Asset Messages	Asset ID	Asset Number	Asset Action	Description	Category	Inherit Category	Copy Category	Tag	Serial Number	Asset Key	Asset Type
Asset created	172620	172620	Addition	NETWORK COMPUT	No	No	No				Capitalized 2
Asset created	172621	172621	Addition	FILE SERV COMPUT	No	No	No				Capitalized 1
Asset created	172622	172622	Addition	ARTWORK FURNITU	No	No	No				Capitalized 2
Asset created	172623	172623	Addition	OFFICE DL FURNITU	No	No	No				Capitalized 7
Asset created	172624	172624	Addition	PC Laptop COMPUT	No	No	No				Capitalized 1
Asset created	172625	172625	Addition	MYOB COMPUT	No	No	No				Capitalized 1
Asset created	172626	172626	Addition	Microsoft O COMPUT	No	No	No				Capitalized 1
Asset created	172627	172627	Addition	Oracle Suit COMPUT	No	No	No				Capitalized 1
Asset created	172628	172628	Addition	PC Laptop COMPUT	No	No	No				Capitalized 1
Asset created	172629	172629	Addition	PC Laptop COMPUT	No	No	No				Capitalized 1
Asset created	172630	172630	Addition	PC Screen COMPUT	No	No	No				ACTIVE Capitalized 1
Asset created	172631	172631	Addition	PC Keyboard COMPUT	No	No	No				Capitalized 1
Asset created	172632	172632	Addition	PC Laptop COMPUT	No	No	No				Capitalized 1
Asset created	172633	172633	Addition	PC Laptop COMPUT	No	No	No				Capitalized 1
Asset created	172634	172634	Addition	PC Hardline COMPUT	No	No	No				Capitalized 1
Asset created	172635	172635	Addition	Dell PC COMPUT	No	No	No				ACTIVE Capitalized 1

Architecture

- Compatible with Microsoft Excel 2000 and Later versions
- R11i to R12
- No client install
- Uses Applications function security

Manage Templates

- Users select a Template Name/Mode (e.g. Asset Workbench, Capitalize, Retirements, Mass Additions, etc.)
- The 'Manage Templates' form enables you to quickly select what information to include in the worksheet for that mode
- Mandatory columns are pre-selected, users can select other fields to also be mandatory
- Allows labels names to be changed and columns to be removed

Name	Select	Mandatory	Order By	Custom View Label	Comment	Read Only
Asset Status	Yes	Yes	10			No
Asset Messages	Yes	Yes	20			No
Asset ID	Yes	No	30			Yes
Asset Number	Yes	Yes	40		An asset number uniquely id	No
Asset Action	Yes	Yes	50		Valid options are 'Addition', 'L	No
Description	Yes	Yes	60		Use list of values to choose z	No
Category	Yes	Yes	70		Oracle Assets defaults depre	No
Inherit Category Rules	No	No	80		Indicates the depreciation ru	No
Copy Category DFF	No	No	90		Indicates whether the categ	No
Tag Number	No	No	100		If you enter a tag number, it	No
Serial Number	No	No	110		Serial number of the asset.	No
Asset Key	No	No	120		The asset key allows you to	No
Asset Type	Yes	Yes	130		Valid asset types are: * Ca	No
Units	Yes	Yes	140		The number of units represe	No
Parent Asset	No	No	150		You can separately track anc	No
Parent Description	No	No	160		Description of the parent ass	Yes
Manufacturer	No	No	170		Name of the manufacturer.	No
Model	No	No	180		Model number of the asset.	No
Warranty Number	No	No	190		You can set up and track ma	No

Transaction Forms

- Data entry forms are available for each section of data in the applicable template (Additions, Additions Tax, Adjustments, Depreciation, Reclassification, Retirement, Reinstatement, Revaluation, Transfer and R12 Categories)
- The transaction forms are available to assist with data-entry and error correction
- The forms are optional, you can key/paste information directly into the worksheet
- Lists of Values are validated according to your configuration

Download Assets

- The download function is very flexible and enables you to select assets using one or more of the filters
- List of Values and search capabilities are available for filters
- The download will populate the spreadsheet with the relevant information for the assets
- The asset information can be subsequently updated and loaded back into Oracle
- The download function enables efficient maintenance of assets

Example Worksheet

Below is an example of the Asset Wizard worksheet in 'Asset Workbench' mode. This example shows Assets being added.

The status columns enable the user to quickly see the progress of the records. You can see that fifteen rows have been successfully loaded and one has been rejected. The rejected row can be quickly corrected and loaded.

Asset Workbench							Assets												
Asset Status	Asset Attachment Status	Book Status	Book Attachment Status	Assignment Status	Assignment Attachment Status	Source Lines	Asset Messages	Asset ID	Asset Number	Asset Action	Description	Category	Inherit Category Rules	Copy Category DFF	Tag Number	Serial Number	Asset Key	Asset Type	Units
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172620	172620	Addition	NETWORK COMPUT	No	No	No				Capitalized	2
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172621	172621	Addition	FILE SERV COMPUT	No	No	No				Capitalized	1
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172622	172622	Addition	ARTWORK FURNITU	No	No	No				Capitalized	2
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172623	172623	Addition	OFFICE CL FURNITU	No	No	No				Capitalized	7
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172624	172624	Addition	PC Laptop COMPUT	No	No	No				Capitalized	1
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172625	172625	Addition	MYJOB COMPUT	No	No	No				Capitalized	1
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172626	172626	Addition	Microsoft O COMPUT	No	No	No				Capitalized	1
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172627	172627	Addition	Oracle Suit COMPUT	No	No	No				Capitalized	1
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172628	172628	Addition	PC Laptop COMPUT	No	No	No				Capitalized	1
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172629	172629	Addition	PC Laptop COMPUT	No	No	No				Capitalized	1
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172630	172630	Addition	PC Screen COMPUT	No	No	No			ACTIVE	Capitalized	1
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172631	172631	Addition	PC Keyboa COMPUT	No	No	No				Capitalized	1
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172632	172632	Addition	PC Laptop COMPUT	No	No	No				Capitalized	1
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172633	172633	Addition	PC Laptop COMPUT	No	No	No				Capitalized	1
Accepted	Accepted	Accepted	Accepted	Accepted	Accepted		Asset created	172634	172634	Addition	PC Hardwre COMPUT	No	No	No			ACTIVE	Capitalized	1
Error	Error	Error	Validated	Validated	Validated		[Category] Unable to find a mate			Addition	Dell PC COMPUT	No	No	No				Capitalized	1

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