

Fixed Assets for SunSystems v5.4 & v6

Duration: ½ Day

Prerequisite: SunSystems Financial concepts.
Some understanding of Asset Depreciation.

Who Should Attend: Any user required to manage your company's assets.

What You Will Learn: At the completion of this training session participants will be competent to:

- Apply the principles for setting up the module
- Create and process asset transactions
- Identify the different methods of depreciation
- Dispose of an asset
- Report on asset transactions and balances

Please see over page for course content

Course Content – Fixed Assets for SunSystems v5.4 & v6

Structuring the Ledger

- Overview of SunSystems Fixed Assets
- Defining the rules for your Asset Register
- Using depreciation timing rules
- Analysing assets in the Asset Register

Setting up the Asset Register

- Creating new asset records
- Creating and maintaining asset notes
- Maintaining asset posting presets
- Defining journal types and journal presets for asset entries
- Using Journal Entry to record the purchase of a new asset
- Understanding the use of asset indicators
- Working through an asset take on example

Depreciating and Revaluing Assets

- Examining the depreciation methods available within SunSystems
- How is the depreciation amount calculated?
- Depreciation calculation options
- Running calculate depreciation
- Manually entering depreciation
- Asset revaluation

Additional Functionality

- Defining and maintaining Asset Budget Records
- Creating an Asset Class

Disposal of Assets

- What is asset disposal?
- The stages of asset disposal
- Selecting assets for disposal
- Running asset disposal to automatically dispose of assets

Asset Inquiries and Reports

- Performing an asset inquiry
- Running an asset register report