



FI\$CAL SOLUTION WALKTHROUGH FOR ASSET MANAGEMENT

DATE: WEDNESDAY, NOVEMBER 18, 2015

TIME: 9:00 AM TO 12:00 PM (ENDED AT 10:30AM)

LOCATION: 2000 EVERGREEN STREET, SACRAMENTO

ROOM: JADE AUDITORIUM

Facilitators:	FI\$Cal Change Management Office FI\$Cal Business Team
Meeting Purpose:	Informational
Type of Meeting:	Question and Answer

AGENDA TOPICS/MINUTES

#	Topic <i>[Brief description]</i>	Presenter <i>[Name]</i>	Duration <i>[Time in Min.]</i>
1	Solution Walkthrough Objectives	Daniel Bean	1 minute
2	Asset Management Solution Overview	Daniel Bean	1 minute
3	Asset Management Processes <ul style="list-style-type: none"> • Acquire Asset • Maintain Assets • Asset Stocktaking • Depreciate Assets • Transfer Assets • Retire and Reinststate Assets • Month End Processing Technology Considerations	Daniel Bean & Katrina Valentine	98 minutes
4	Session Recap	Daniel Bean	1 minute
5	Q&A Session	Daniel Bean	1 minute

QUESTIONS AND ANSWERS

Question	Answer
Q1: We don't have to assign asset IDs individually if more than one asset is purchased at the same time?	A1: Correct. If the multiple quantity purchase is unitized correctly, each asset will be assigned its own Asset ID.
Q2: If, for some reason, you didn't put that asset information in the PO so that the information flows to the AM Module, will you still be able to move forward?	A2: Yes. You have until the voucher process to add the asset information. Otherwise you will need to manually add the asset in the AM Module
Q3: I thought you said the Department Asset Maintainer couldn't make changes to information?	A3: The Department Asset Maintainer can make changes to the physical information of the asset but not the financial information.



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Q4: Will we be able to enter our physical inventory in an upload spreadsheet?	A4: Yes, it downloads to an excel spreadsheet from FI\$Cal.
Q5: What if our asset inventory is already on a spreadsheet, can we put that into FI\$Cal?	A5: PeopleSoft has the ability to do that but we have not tested that functionality yet. We will let you know when we have tested it and the results.
Q6: What are ChartFields?	A6: Chartfields are your funding information. i.e., business unit, fund, program, project, account information. The General Ledger Solution Walkthrough will discuss this in more detail.
Q7: Real life example. Transferring a printer from one FI\$Cal department to another FI\$Cal department. How exactly will that work?	A7: The transfer is approved via workflow in FI\$Cal that mimics the STD 158. Once the receiving department has received the asset, the Receiving Department Transfer Approver will approve the transfer in FI\$Cal. This approval automatically adds the asset to the Receiving Department's books, and transfers (or retires) it off the initiating department's books. If one of the departments is not in FI\$Cal, the approval of the STD 158 occurs outside of the system in the current process.
Q8: For Auction Yard vehicles, if the vehicle doesn't sell for a few years, is there a flag to remind us that we need to enter the proceeds when the vehicle sells?	A8: The only flag is the proceeds that you'll get once that vehicle is sold. You will have to have that as your business process to enter the proceeds once you receive it. If the vehicle was retired when the vehicle was sent to the auction yard, you must then reinstate that vehicle, enter the proceeds, and then retire the asset again.