

**CHI-STAR TECHNOLOGY<sup>SM</sup>**

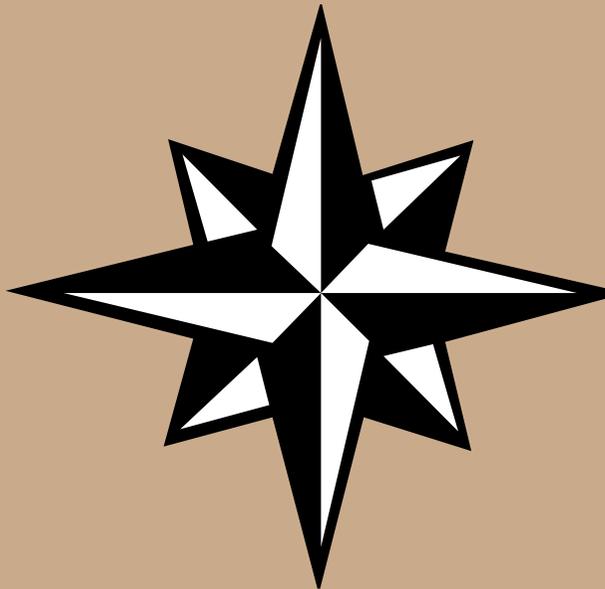
# **How to facilitate the transfer of assets across Corporate Books for Oracle Assets**

# Solution High-Level Overview

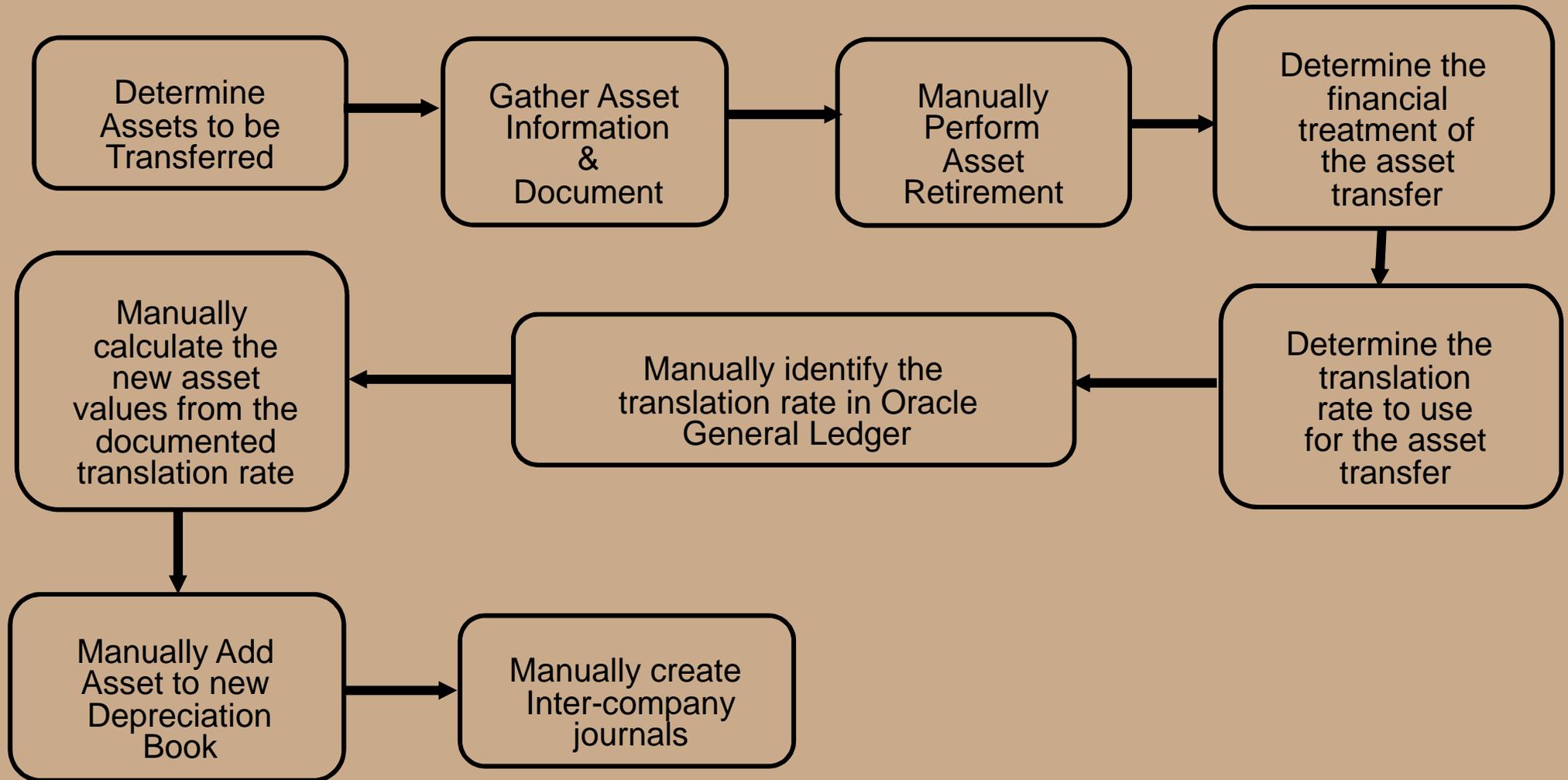
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## Solution Functionality:

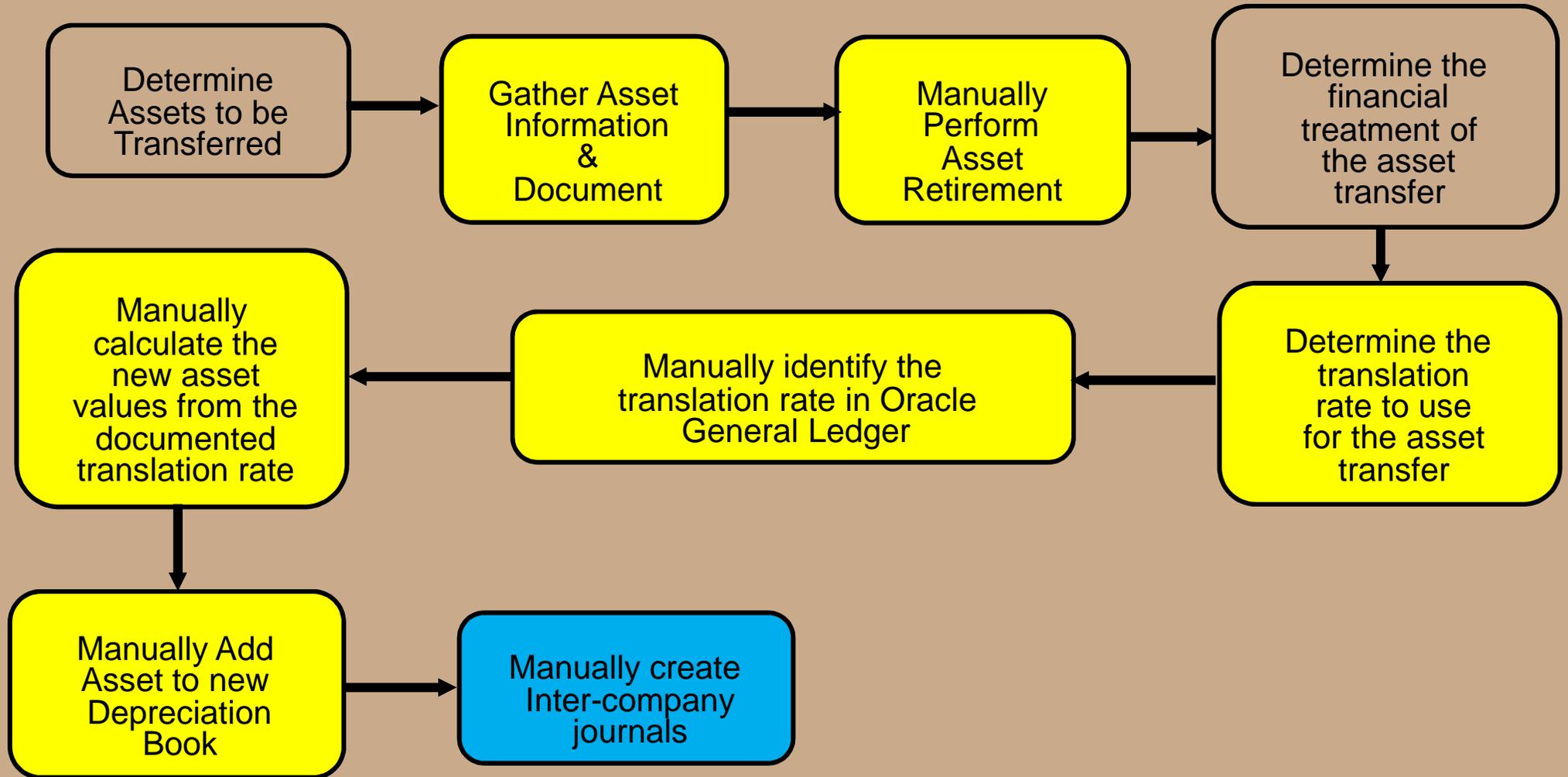
- Transfer single or multiple assets between corporate depreciation books, regardless of:
  - Currencies
  - Chart of account structures/values
  - Asset Categories values
- Transfer assets at:
  - Cost or
  - Cost, YTD, and Accumulated Depreciation or
  - NBV or
  - Amortized NBV
- Translate transferred values to the receiving depreciation book's currency
- Transfer full or partial (cost or units) assets
- Maintains audit trail between the asset being transferred and the new asset created



# As Is Transfer Approach High-Level Overview

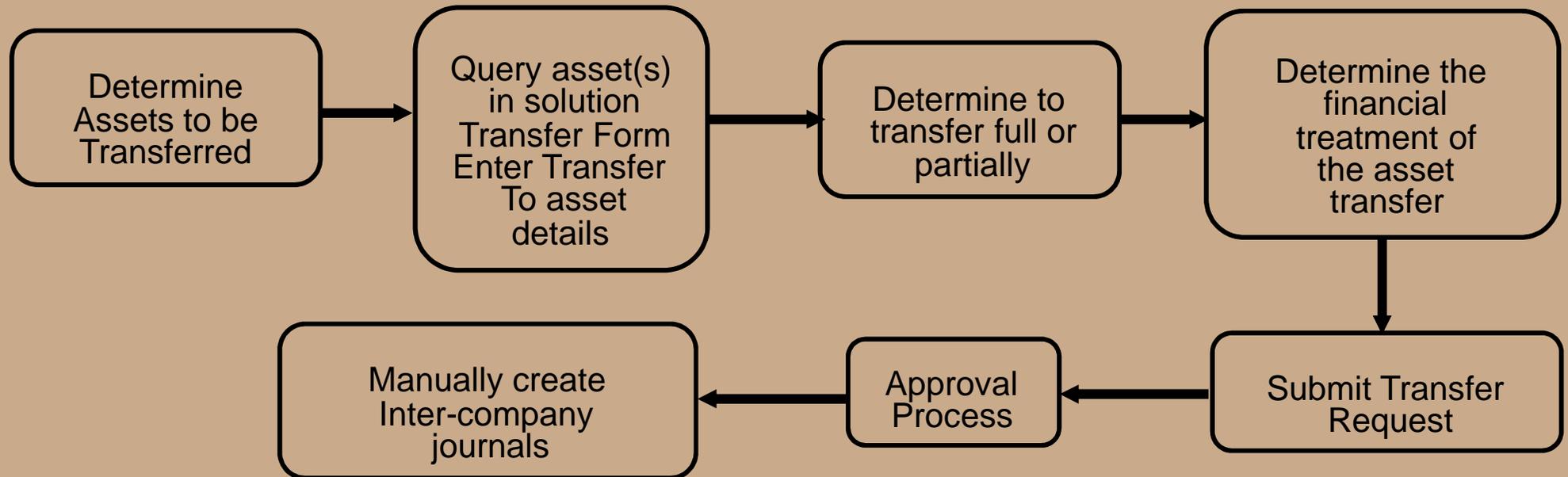


# As Is Transfer Approach w/ Solution Impacts High-Level Overview

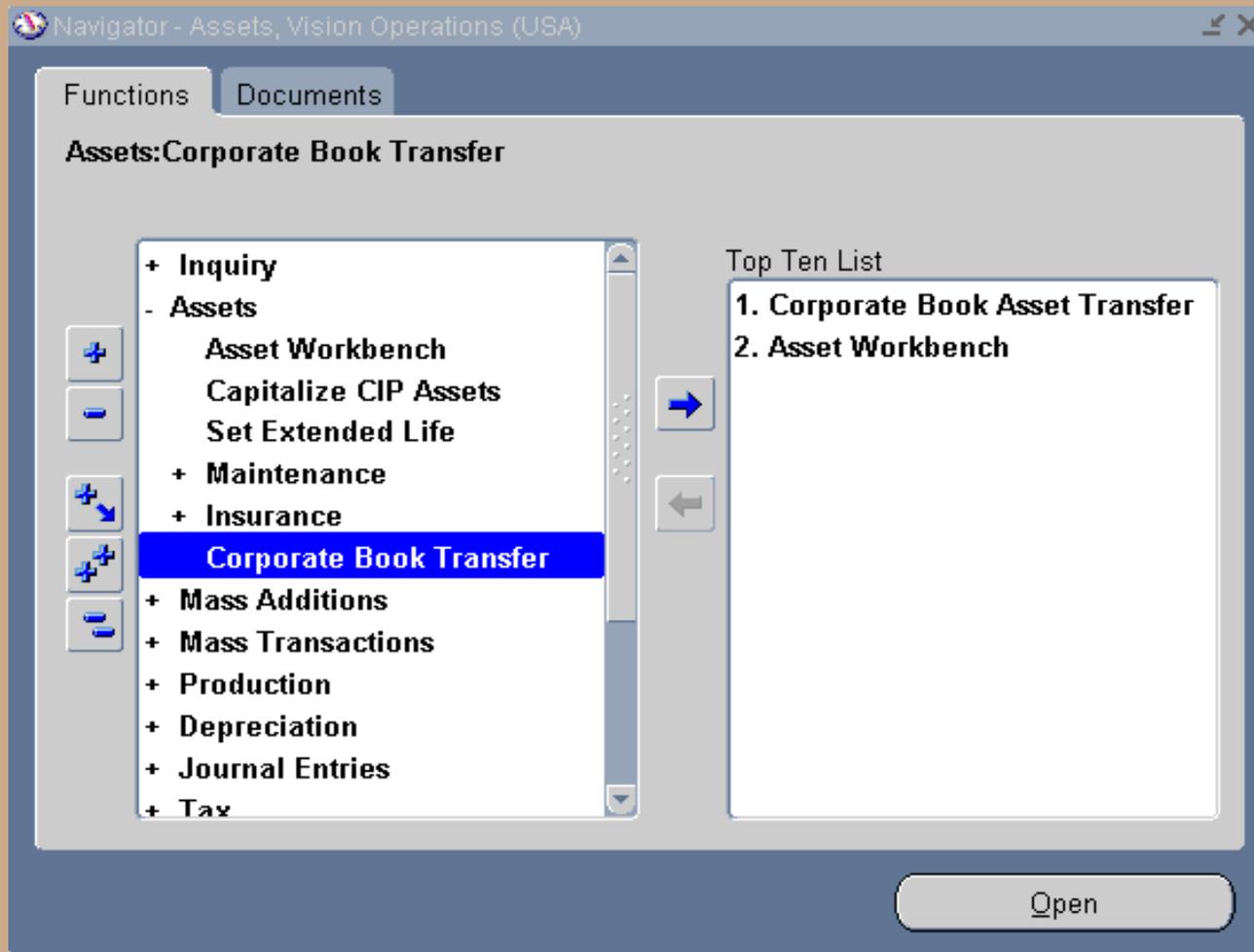


# Solution Transfer Approach

## High-Level Overview

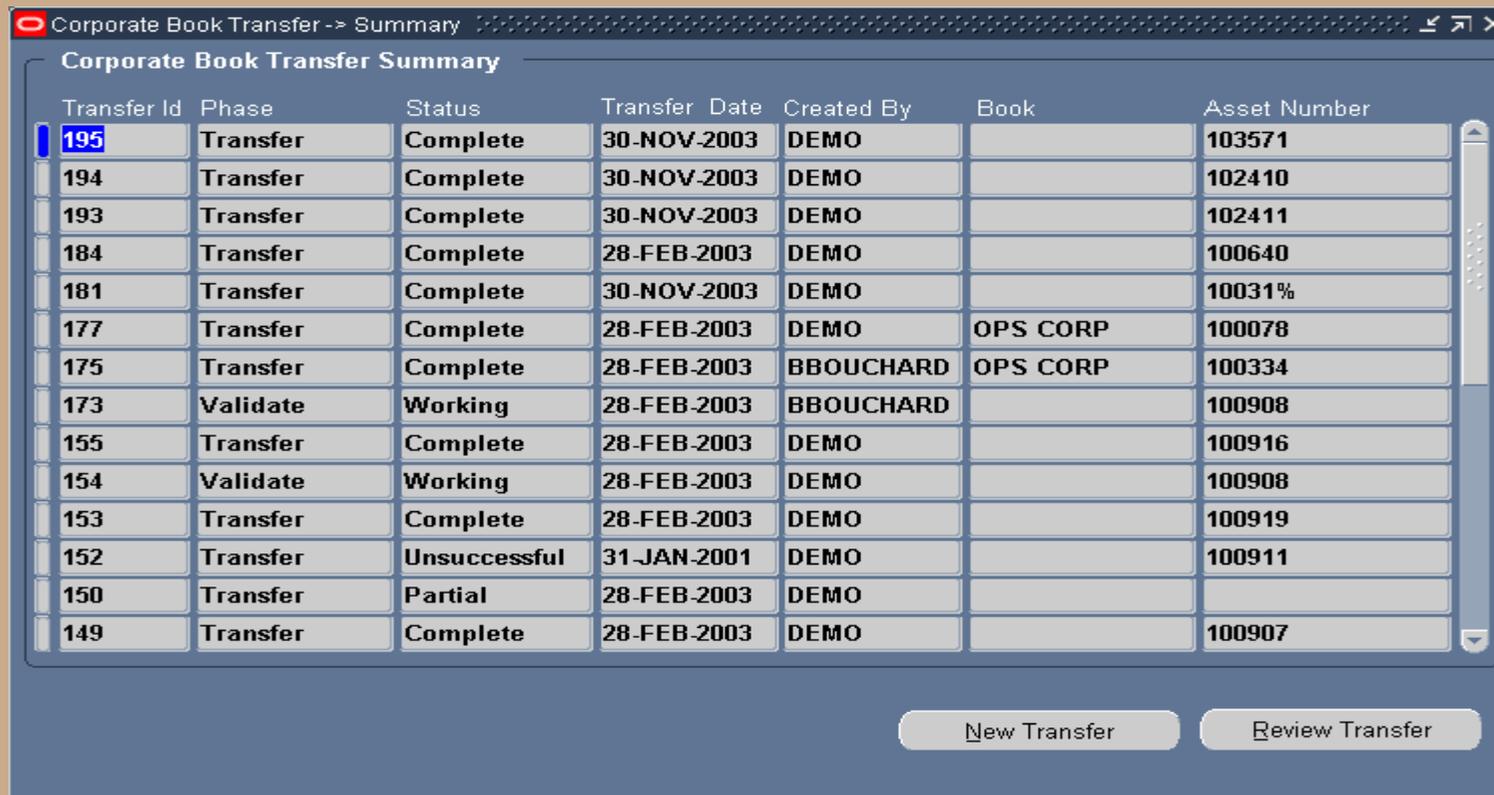


# Using the Navigator Window



# View Transfer Summary

- View transfer summary and choose to
  - View existing transfer(s)
  - Complete a started and saved transfer
  - Create a new transfer



The screenshot shows a software window titled "Corporate Book Transfer Summary". It contains a table with the following columns: Transfer Id, Phase, Status, Transfer Date, Created By, Book, and Asset Number. The table lists 16 transfer records. The first record (Transfer Id 195) is highlighted in blue. At the bottom of the window, there are two buttons: "New Transfer" and "Review Transfer".

Transfer Id	Phase	Status	Transfer Date	Created By	Book	Asset Number
195	Transfer	Complete	30-NOV-2003	DEMO		103571
194	Transfer	Complete	30-NOV-2003	DEMO		102410
193	Transfer	Complete	30-NOV-2003	DEMO		102411
184	Transfer	Complete	28-FEB-2003	DEMO		100640
181	Transfer	Complete	30-NOV-2003	DEMO		10031%
177	Transfer	Complete	28-FEB-2003	DEMO	OPS CORP	100078
175	Transfer	Complete	28-FEB-2003	BBOUCHARD	OPS CORP	100334
173	Validate	Working	28-FEB-2003	BBOUCHARD		100908
155	Transfer	Complete	28-FEB-2003	DEMO		100916
154	Validate	Working	28-FEB-2003	DEMO		100908
153	Transfer	Complete	28-FEB-2003	DEMO		100919
152	Transfer	Unsuccessful	31-JAN-2001	DEMO		100911
150	Transfer	Partial	28-FEB-2003	DEMO		
149	Transfer	Complete	28-FEB-2003	DEMO		100907

# Selecting Assets To Transfer

- Query a Single asset or Group of assets , choose to enter command data for all assets in the Selection Criteria section
- Select the Apply Criteria button to apply the command data elements to select all assets.

**Corporate Book Transfer**

**Selection Criteria**

Asset Number  Expense Account

Book  Location

Category  Employee Name

Asset Key  Employee Number

Transfer Id

**Selected Distributions**

Asset Number	Book	Units Assigned	Cost Assigned	Currency	Asset Category

# Asset Transfer Status

- Throughout the process the Status tab will identify where the transaction is in the process and note errors.

Corporate Book Transfer -> To

**Transfer To Settings**

Asset Suffix:  Expense Account:

Book:  Location:

Category:  Employee Name:

Transfer Date:  Employee Number:

Transfer Id:  Financial Book Treatment:

**Selected Distributions**

Asset Number	Phase	Status	Error Reason
103571	None	Ready	

# View General Information

- View the new asset number(s), description will default to the description of the transferring assets, choose to override the description.
- Enter Transfer To Setting common data for all selected assets, select the Apply Settings button to apply the new data values to the asset(s) to be transferred.

Corporate Book Transfer -> To

**Transfer To Settings**

Asset Suffix:  Expense Account:

Book:  Location:

Category:  Employee Name:

Transfer Date:  Employee Number:

Transfer Id:  Financial Book Treatment:

**Selected Distributions**

Status:  General  Category  Units  Employee  Location  Accounting  Costs

Asset Number	Transfer To	Description
103571	103571_T1	LAPTOP COMPUTER

# View Asset Category

- View the Asset Category assigned to the assets, choose the enter new Asset Categories for the receiving depreciation book. Select from a list of Asset Category values only assigned to the receiving depreciation book.

Corporate Book Transfer -> To

**Transfer To Settings**

Asset Suffix:  Expense Account:

Book:  Location:

Category:  Employee Name:

Transfer Date:  Employee Number:

Transfer Id:  Financial Book Treatment:

**Selected Distributions**

Status General Category Units Employee Location Accounting Costs

Asset Number	Currently Assigned		Transfer To	
	Book	Asset Category	Book	Asset Category
103571	AU CORP	COMPUTER-PC	OPS CORP	COMPUTER-PC

# Identify The Type Of Transfer

- Identify whether the transfer is a full or partial (cost or units) transfer.
  - If full no data will be available for updating.
  - If Partial (Cost) only the Src Currency Cost (Source Currency Cost) will be available for updating.
  - If Partial (Units) only the units will be available for updating – cost will be calculated.
  
- View the translated cost immediately.

Corporate Book Transfer -> To

**Transfer To Settings**

Asset Suffix:  Expense Account:

Book:  Location:

Category:  Employee Name:

Transfer Date:  Employee Number:

Transfer Id:  Financial Book Treatment:

**Selected Distributions**

Asset Number	Currently Assigned				Transfer To			
	Method	Units	Current Cost		Units	Src Currency Cost	Cost	Dest Currency Cost
103571	Cost	1	76,000.00	AUD	1	25,000.00	AUD	15,182.50 USD

# Update Assigned Employee

- If applicable, update the Employee information. The program will default the Transfer To Employee information to equal the Currently Assigned.

Corporate Book Transfer -> To

**Transfer To Settings**

Asset Suffix:  Expense Account:

Book:  Location:

Category:  Employee Name:

Transfer Date:  Employee Number:

Transfer Id:  Financial Book Treatment:

**Selected Distributions**

Asset Number	Status	General	Category	Units	Employee	Location	Accounting	Costs																																
103571					<table border="1"> <thead> <tr> <th colspan="2">Currently Assigned</th> <th colspan="2">Transfer To</th> </tr> <tr> <th>Employee Name</th> <th>Employee Number</th> <th>Employee Name</th> <th>Employee Number</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Currently Assigned		Transfer To		Employee Name	Employee Number	Employee Name	Employee Number			<input type="text"/>	<input type="text"/>																							
Currently Assigned		Transfer To																																						
Employee Name	Employee Number	Employee Name	Employee Number																																					
		<input type="text"/>	<input type="text"/>																																					

# Update Location

- If applicable, update the Location information. The program will default the Transfer To Location information to equal the Currently Assigned.

Corporate Book Transfer -> To

**Transfer To Settings**

Asset Suffix  Expense Account

Book  Location

Category  Employee Name

Transfer Date  Employee Number

Transfer Id  Financial Book Treatment

**Selected Distributions**

Asset Number	Status	General	Category	Units	Employee	Location	Accounting	Costs
103571						FRANCE-NONE-TOULOUSE-NONE		

**Currently Assigned** Location:

**Transfer To** Location:

# Update Accounting

- Enter the Depreciation Expense account string for the Transfer To Depreciation Books. It does not matter if the Transfer To uses a different Chart Of Accounts structure.

Corporate Book Transfer -> To

**Transfer To Settings**

Asset Suffix:  Expense Account:

Book:  Location:

Category:  Employee Name:

Transfer Date:  Employee Number:

Transfer Id:  Financial Book Treatment:

**Selected Distributions**

Asset Number	Status	General	Category	Units	Employee	Location	Accounting	Costs
103571	Currently Assigned						Transfer To	
	Expense Account						Expense Account	
	<input type="text" value="01-201-6202"/>						<input type="text" value="01-840-7360-0000-000"/>	

# Select The Treatment For The Transfer

- If applicable enter the Cost to Remove or Proceeds values to be accounted for in the retirement process.
- Select from a list of values the Financial treatment for the transfer (i.e. Transfer at Cost, NBV, Amortized NBV, or Cost, YTD, and Accumulated Depreciation)
- Submit the transfer, select the button “Submit Transfer” this is kick off a concurrent process.

Corporate Book Transfer -> To

**Transfer To Settings**

Asset Suffix:  Expense Account:

Book:  Location:

Category:  Employee Name:

Transfer Date:  Employee Number:

Transfer Id:  Financial Book Treatment:

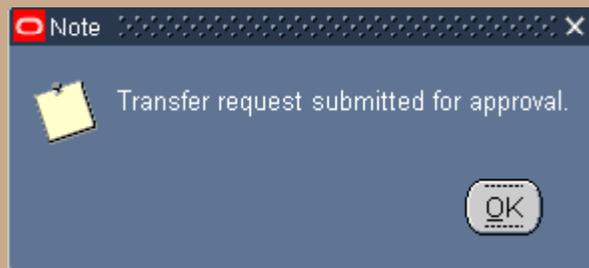
**Selected Distributions**

Status	General	Category	Units	Employee	Location	Accounting	Costs
Asset Number		<b>Costs from Source</b>		<b>Book Transfer Treatment</b>			
<input type="text" value="103571"/>	Cost to Remove	AUD	Proceeds	AUD	Financial	<b>Carry Over</b>	

# Submit The Transfer

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- If the approval process is turned on, the transfer will be routed to the person who is responsible for the receiving book for their authorization of the transfer. If approved, the transfer processes will be submitted to the concurrent manager for processing.
- If the approval process is not turned on, the transfer process will be submitted immediately to the concurrent manager for processing.
- If the approval process is turned on, the following message will appear after the Submit Transfer button is selected.



# Approval Process

- During the approval process the status of the transfer will be in “Working” and the phase will indicate “Approval” on the Corporate Book Transfer Summary form.

Corporate Book Transfer -> Summary

Corporate Book Transfer Summary

Transfer Id	Phase	Status	Transfer Date	Created By	Book	Asset Number
55	Transfer	Complete	31-DEC-2002	BBOUCHARD	OPS CORP	100624
54	Transfer	Complete	31-DEC-2002	BBOUCHARD	OPS CORP	100622
53	Transfer	Complete	31-DEC-2002	BBOUCHARD	OPS CORP	100620
52	Transfer	Complete	31-DEC-2002	BBOUCHARD	OPS CORP	100616
51	Transfer	Complete	31-DEC-2002	BBOUCHARD	OPS CORP	100467
50	Transfer	Complete	31-DEC-2002	BBOUCHARD	OPS CORP	100447
49	Transfer	Complete	31-DEC-2002	BBOUCHARD		100346
18	Transfer	Complete	31-DEC-2002	DEMO		100348
17	Transfer	Complete	31-DEC-2002	DEMO		100083
8	Transfer	Complete	31-DEC-2002	DEMO		100084
7	Transfer	Complete	31-DEC-2002	DEMO	OPS CORP	100091
2	Transfer	Complete	31-DEC-2002	DEMO	OPS CORP	100091
1	Transfer	Complete	31-DEC-2002	DEMO		100077
195	Approval	Working				103571

New Transfer      Review Transfer

# Approval Process

- The receiving book approver will receive a workflow notification, this can be incorporated into the email system like any other workflow process.
- The receiver will review the transfer and choose to (Approve, Reject, or Request Information) on the transfer.

**Asset Transfer Approval Request (ID = 195)**

From: DEMO  
 To: DEMOAPPROVER  
 Sent: 16-Jul-2007 11:57:34  
 Due: 16-Jul-2007 12:01:34  
 ID: 888609

**Instructions**  
 Please approve or reject this AssetCross transfer request. Please provide a Note if you reject.

**Asset Distribution Transfers Requiring Your Approval**

	Approval Status	Asset Number	Book	Description	Category	Unit(s)	Cost	Employee	Expense Acct	Location	Financial Option
Orig		103571	AU CORP	LAPTOP COMPUTER	COMPUTER-PC	1	25000 AUD		01-201-6202	FRANCE-NONE-TOULOUSE-NONE	Carry Over
New	Required	103571_T1	OPS CORP	"	"	1	15182.5 USD		01-840-7360-0000-000	USA-VA-FAIRFAX-NONE	
<b>Destination Book Total</b>						<b>15182.5 USD</b>					

**Action History**

Num	Action Date	Action	From	To	Details
1	16-JUL-2007 11:57:34	Submit	DEMO	DEMOAPPROVER	

**Response**

Notes

[Return to Worklist](#)  
 Display next notification after my response

# Approval Process

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- If approved – the initiator will receive notification and the solution process will be submitted to the Concurrent Manager for processing.
- If rejected – the initiator will receive notification and the transfers can be modified and re-submitted for approval.
- If request information – the initiator will receive notification with the request of information from the approver, the initiator then can take the appropriate action on the transfer.

## Approver Notification:

- The notification will include the Original and New details of the transfer:
  - Asset Number
  - Book
  - Description
  - Category
  - Units
  - Cost
  - Employee
  - Expense Account
  - Location
  - Financial Option



# Transferred Asset Results

- Review retirement created by the solution

Retirements

Asset Number	103571	Reference Number	8497
Book	AU CORP	Retire Date	31-MAR-2003
Comments		Status	Processed

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**Retirement Details**

Current Units	1	Current Cost	76,000.00
Units Retired		Cost Retired	25,000.00
Retirement Type		Proceeds of Sale	0.00
Retirement Convention	MONTH	Cost of Removal	0.00
Straight Line Method		Gain/Loss Amount	<22,916.67>
Check/Invoice		Life Years	Months
Trade in Asset		Sold To	
		Description	

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**Group Asset**

Group Asset		Recognize Gain and Loss	
Reduction Rate	%	Prior Year Reserve Retired	
Reserve Retired			

Subcomponents      Reinststate      Done      Cancel

# Transfer To Asset Results

- Review new asset financial results created by the solution

Asset Number <b>103571_T1</b>		Reference Number			
Book <b>OPS CORP</b>		Comments			
<b>Financial Information</b>					
Current Cost	<b>15,182.50</b>	YTD Depreciation <b>0.00</b>			
Original Cost	<b>15,182.50</b>	Accumulated Depreciation <b>0.00</b>			
Salvage Value Type	<b>Amount</b>	Salvage Value Percent			
Salvage Value	<b>0.00</b>	Revaluation Ceiling			
Recoverable Cost	<b>15,182.50</b>	Revaluation Reserve <b>0.00</b>			
Net Book Value	<b>15,182.50</b>				
<table border="0"> <tr> <td>Depreciation</td> <td>Group Asset</td> <td>Short Fiscal Year</td> </tr> </table>			Depreciation	Group Asset	Short Fiscal Year
Depreciation	Group Asset	Short Fiscal Year			
<b>Method</b>					
Method	<b>STL</b>	<input checked="" type="checkbox"/> Depreciate			
Life Years	<b>3</b>	Date in Service <b>28-DEC-2002</b>			
Months	<b>0</b>	Prorate Convention <b>MID-MONTH</b>			
Bonus Rule		Prorate Date <b>16-DEC-2002</b>			
<b>Depreciation Limit</b>					
Type		<input type="checkbox"/> Amortize Adjustment			
Limit Amount		Ceiling			
Percent					
<input type="button" value="Unplanned Depreciation"/> <input type="button" value="Done"/> <input type="button" value="Cancel"/>					

# Solution Process

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- The information entered on the Corporate Book Transfer form will be used to create the following:
  - Asset Retirement
  - Asset Additions – at the selected Financial Treatment selection
  - Intercompany Journal Entries (Future)
  - Accumulated Depreciation Journal Entries – only if assets are transferred at Cost, YTD, and Accumulated Depreciation values (Future)
  - Update Tax information after Periodic Mass Copy – at the selected Tax Treatment selection (Future)

# Questions?

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