Cost Adjustments for Non-Capitalized Assets Created on 2/21/2013 9:18:00 AM

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Cost Adjustments for Non-Capitalized Assets1

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Core-

Adjustments to non-capitalized costs associated with an asset are made using the **Update Non-Capitalized Cost** component. The adjustment process involves adding cost and ChartField information to a new row in the **Asset Cost Information** grid of the **Non Capitalized** page.

The results of cost adjustments to non-capitalized costs display on the **Non Cap History List** and **Non Cap History Detail** tabs of the **Review Cost** component.

In this example a user adds \$300 to the non-capitalized cost of a non-capitalized asset and reviews the results in the **Review Cost** component.

Procedure

Navigation: Asset Management > Asset Transactions > Financial Transactions > Update Non-Capitalized Costs

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Step	Action
1.	Use the Update Non-Capitalized Costs Find an Existing Value page to locate the asset to adjust. Enter AESM1 into the Business Unit field.
2.	Enter 001NEWNCAP into the Asset Identification field.
3.	Click the Search button.

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Step	Action
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Step	Action
5.	Click the Add a new row at row 1 button.

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Step	Action
6.	Enter the adjustment quantity 1 in the Quantity field.

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Step	Action
7.	Click the Scrollbar to move to the right.

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Step	Action
8.	Enter the adjustment amount 300 in the Transaction Cost field.
9.	Click the ChartFields tab to enter ChartFields for the adjustment.

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Step	Action
10.	Enter 12051 into the Fund field.
11.	Enter AES48013 into the Dept field.
12.	Enter 40255 into the SID field.
13.	Enter 00000 into the Program field.
14.	Enter 2012 into the Bud Ref field.
15.	Enter AES_NONPROJECT into the Project field.
16.	Click the Save button.
17.	Use the Review Cost component to review the adjustment.

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Step	Action
18.	Click the Asset Transactions button. Asset Transactions
19.	Click the History menu.
20.	Click the Review Cost menu.

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Step	Action
21.	The asset that was adjusted is a non-capitalized asset. This asset has no capitalized costs. Therefore no cost information displays on the Cost History List or Cost History Detail tabs.
22.	Click the Non Cap History List tab.

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Cost His	tory List Cos	st History Detail	Non Cap History List	Non Cap History Detail		
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Step	Action
23.	The Non Cap History List tab displays two rows.
	The first row with a Trans Type of ADD represents the addition of the asset.
	The second row with a Trans Type of ADJ represents the cost adjustment.
24.	Click the Detail link.
	Detail

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Step	Action
25.	The Non Cap History Detail tab displays additional details about the adjustment including ChartField information.
26.	End of Procedure.