

# Setting up Non Cap Extract IDs

Created on 2/19/2013 3:23:00 PM

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### Setting up Non Cap Extract IDs



Core-CT 9.1 enables non-capitalized assets to be included in the Physical Inventory process. In order for non-capitalized assets to be included in a physical inventory, users must first define an extract ID using the **Define Criteria** component and the PI NCP Extract Mass Change Template.

The Extract ID defines all possible assets that could be included in a Physical Inventory. Generally the extract includes all asset locations for a business unit.

The non-capitalized extract ID includes non-financial assets and physical assets—assets that have been entered into the asset management tables but do not yet have any financial information associated with them. These are generally assets that do not yet have voucher information. Physical assets have a status of received, not in service.

In this example a user creates an extract ID for non-capitalized assets for a business unit.

#### Procedure

Navigation: Asset Management > Mass Change > Define Criteria

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Favorites | Main Menu > Asset Management > Mass Change > Define Criteria

Home | Worklist | Add to Favorites | Sign out

New Window | Help | http

### Asset Mass Change Definition

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value | **Add a New Value**

Search Criteria

Mass Change Definition: begins with [ ]

Mass Change Template ID: begins with [ ]

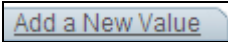
Mass Change Type ID: begins with [ ]

Archive ID: begins with [ ]

Case Sensitive

Search | Clear | Basic Search | Save Search Criteria

Find an Existing Value | Add a New Value

Step	Action
1.	Click the <b>Add a New Value</b> tab. 

ORACLE

Favorites | Main Menu > Asset Management > Mass Change > Define Criteria

Home | Worklist | Add to Favorites | Sign out

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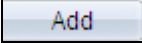
### Asset Mass Change Definition

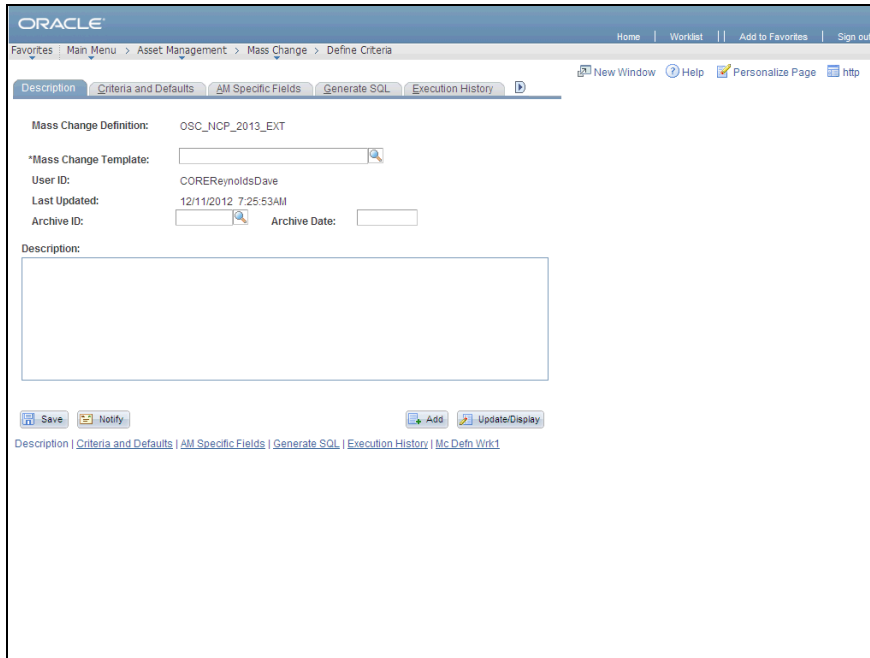
Find an Existing Value | **Add a New Value**

Mass Change Definition: [ ]

Add

Find an Existing Value | Add a New Value

Step	Action
2.	Use agency naming conventions to name the Mass Change Definition. Enter <b>OSC_NCP_2013_EXT</b> into the <b>Mass Change Definition</b> field.
3.	Click the <b>Add</b> button. 



ORACLE

Favorites | Main Menu > Asset Management > Mass Change > Define Criteria

Home | Worklist | Add to Favorites | Sign out

Description | **Criteria and Defaults** | AM Specific Fields | Generate SQL | Execution History | D

New Window | Help | Personalize Page | http

Mass Change Definition: OSC\_NCP\_2013\_EXT

\*Mass Change Template:

User ID: COREReynoldsDave

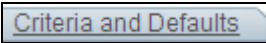
Last Updated: 12/11/2012 7:25:53AM

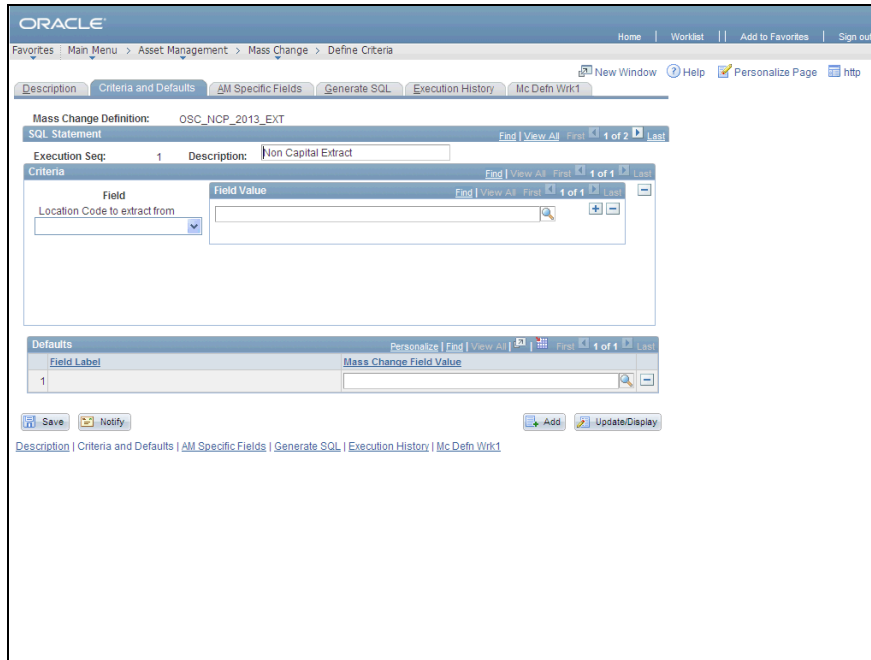
Archive ID:  Archive Date:

Description:

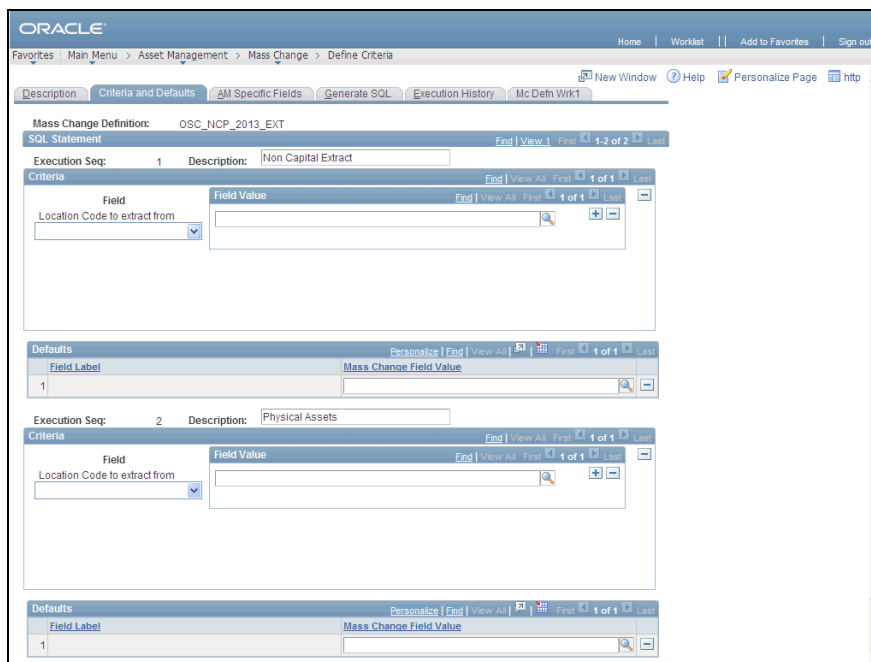
Save | Notify | Add | Update/Display


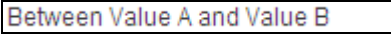

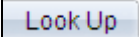



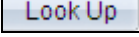
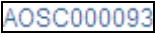
Description | Criteria and Defaults | AM Specific Fields | Generate SQL | Execution History | Mc Defn Wrk1

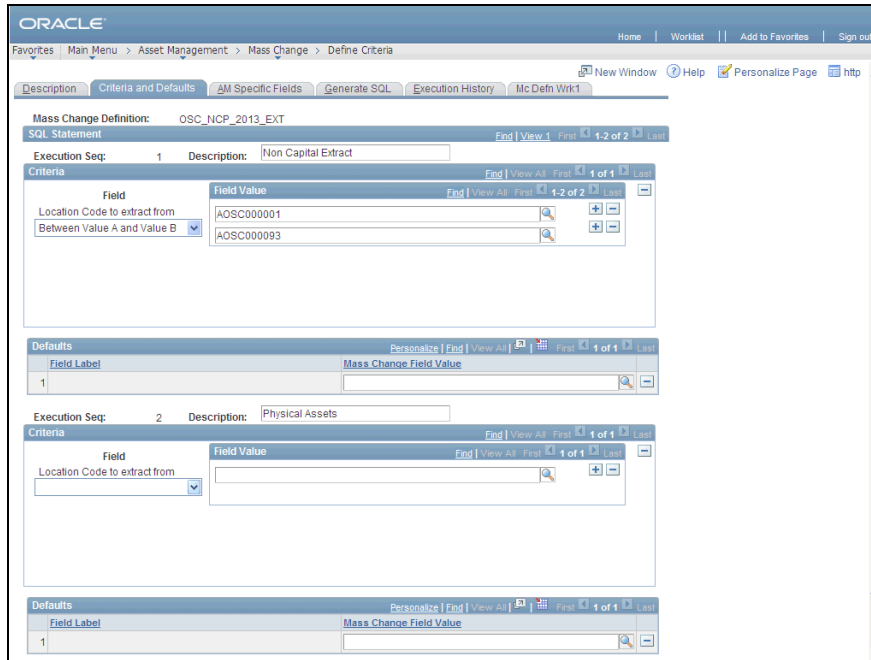
Step	Action
4.	Enter <b>PI NCP Extract</b> into the <b>Mass Change Template</b> field.
5.	Click the <b>Criteria and Defaults</b> tab. 


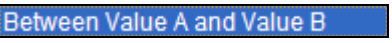

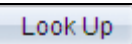
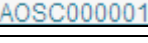


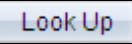


Step	Action
6.	<p>Click the <b>View All</b> link to display rows for the Non Capital Extract and the Physical Asset Extract.</p> <p>Physical Assets are assets that do not have voucher (financial information) associated with them. They have a status of "received, not in service".</p> <p><a href="#">View All</a></p>

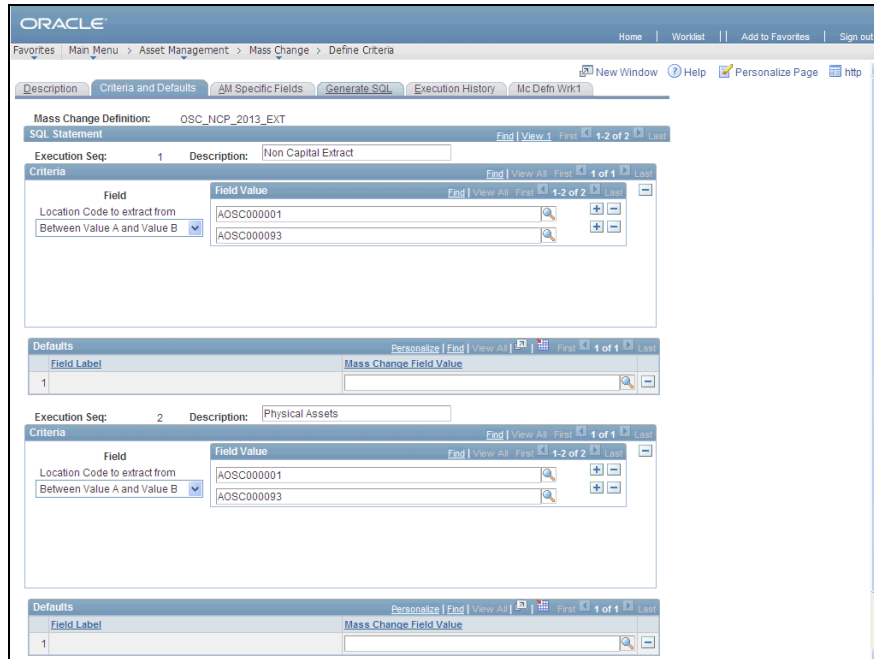


Step	Action
7.	Click the <b>Location Code to extract from</b> list. 
8.	Click the <b>Between Value A and Value B</b> list item. 
9.	Click the <b>Look up Mass Change Field Value</b> button to search for the starting location of the range. 
10.	Enter <b>AOSC</b> into the <b>Location Code</b> field.
11.	Click the <b>Look Up</b> button. 
12.	Click the <b>AOSC000001</b> link. 
13.	Click the <b>Add a new row at row 1</b> button to add a row that will contain the ending location of the range. 
14.	Click the <b>Look up Mass Change Field Value</b> button. 
15.	Enter <b>AOSC</b> into the <b>Location Code</b> field.
16.	Click the <b>Look Up</b> button. 
17.	Click the scrollbar to move to the bottom of the page.
18.	Click the <b>AOSC000093</b> link. 

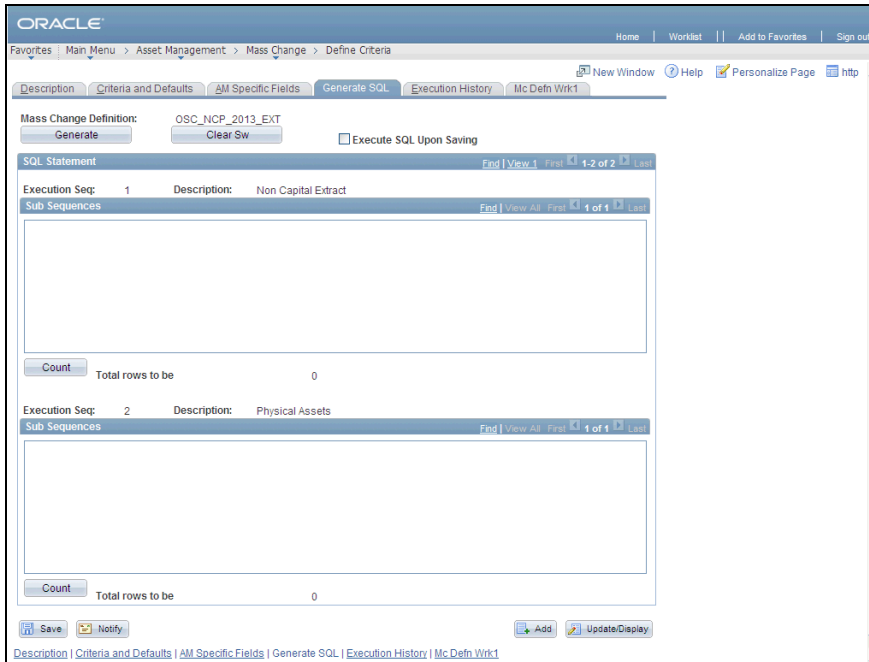


Step	Action
19.	Click the <b>Location Code to extract from</b> list. 
20.	Click the <b>Between Value A and Value B</b> list item. 
21.	The values selected in the <b>Field Value</b> for <b>Execution Seq 2</b> should be identical to those selected for <b>Execution Seq 1</b> .
22.	Click the <b>Look up Mass Change Field Value</b> button. 
23.	Enter <b>AOSC</b> into the <b>Location Code</b> field.
24.	Click the <b>Look Up</b> button. 
25.	Click the <b>AOSC000001</b> link. 
26.	Click the <b>Add a new row at row 1</b> button. 
27.	Click the <b>Look up Mass Change Field Value</b> button. 
28.	Enter <b>AOSC</b> into the <b>Location Code</b> field.
29.	Click the <b>Look Up</b> button. 
30.	Click the scrollbar to move to the bottom of the page.

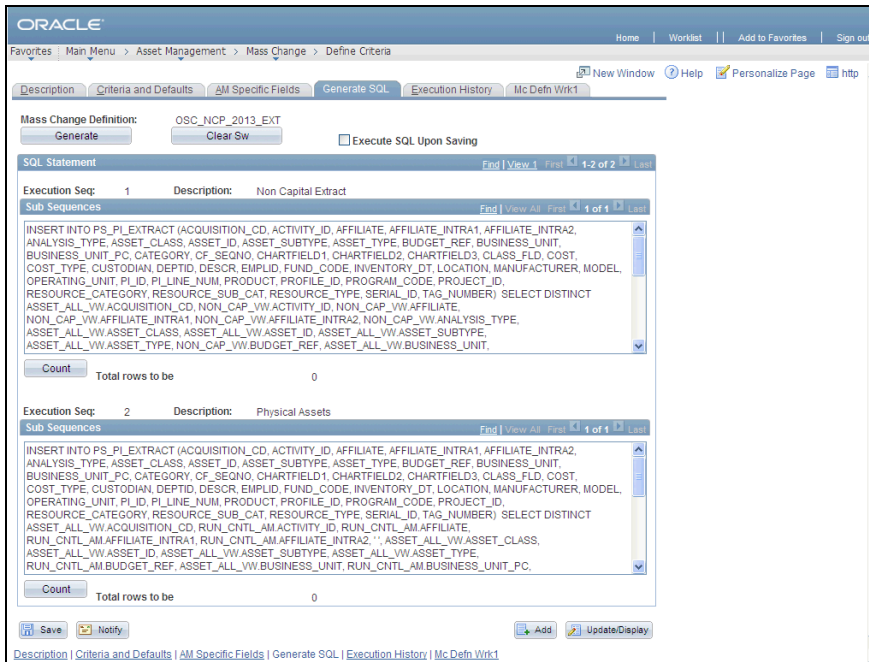
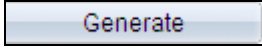
Step	Action
31.	Click the <b>AOSC000093</b> link. <a href="#">AOSC000093</a>



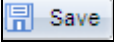
Step	Action
32.	Click the <b>Generate SQL</b> tab. <a href="#">Generate SQL</a>



Step	Action
33.	Click the <b>Generate</b> button to generate the SQL code that Core-CT will use to create the extract file for non-capitalized assets.





Step	Action
34.	Click the <b>Save</b> button.  Save
35.	<b>End of Procedure.</b>