

## **Fixed Asset Journal Entry**

---

# COPYRIGHT & TRADEMARKS

Copyright © 1998, 2009, Oracle and/or its affiliates. All rights reserved.

Oracle is a registered trademark of Oracle Corporation and/or its affiliates. Other names may be trademarks of their respective owners.

This software and related documentation are provided under a license agreement containing restrictions on use and disclosure and are protected by intellectual property laws. Except as expressly permitted in your license agreement or allowed by law, you may not use, copy, reproduce, translate, broadcast, modify, license, transmit, distribute, exhibit, perform, publish or display any part, in any form, or by any means. Reverse engineering, disassembly, or decompilation of this software, unless required by law for interoperability, is prohibited.

The information contained herein is subject to change without notice and is not warranted to be error-free. If you find any errors, please report them to us in writing.

If this software or related documentation is delivered to the U.S. Government or anyone licensing it on behalf of the U.S. Government, the following notice is applicable:

## U.S. GOVERNMENT RIGHTS

Programs, software, databases, and related documentation and technical data delivered to U.S. Government customers are “commercial computer software” or “commercial technical data” pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, the use, duplication, disclosure, modification, and adaptation shall be subject to the restrictions and license terms set forth in the applicable Government contract, and, to the extent applicable by the terms of the Government contract, the additional rights set forth in FAR 52.227-19, Commercial Computer Software License (December 2007). Oracle USA, Inc., 500 Oracle Parkway, Redwood City, CA 94065.

This software is developed for general use in a variety of information management applications. It is not developed or intended for use in any inherently dangerous applications, including applications which may create a risk of personal injury. If you use this software in dangerous applications, then you shall be responsible to take all appropriate fail-safe, backup, redundancy and other measures to ensure the safe use of this software. Oracle Corporation and its affiliates disclaim any liability for any damages caused by use of this software in dangerous applications.

This software and documentation may provide access to or information on content, products and services from third parties. Oracle Corporation and its affiliates are not responsible for and expressly disclaim all warranties of any kind with respect to third party content, products and services. Oracle Corporation and its affiliates will not be responsible for any loss, costs, or damages incurred due to your access to or use of third party content, products or services.

## SYSTEM POLICIES

The tasks in this documentation provide end users with the tools to enter data and collect data in system. It is the responsibility of the agencies to comply with State Statutes, Federal Rules and Regulations, and State policies. For further information concerning State Statutes and policies, please refer to both internal agency resources and the Department of Administrative Services website.

## Table of Contents

<b>Fixed Asset Journal Entry.....</b>	<b>1</b>
<b>Fixed Asset Journal Entry Overview .....</b>	<b>1</b>
<b>Fixed Asset Journal Entry Lesson .....</b>	<b>1</b>

## Fixed Asset Journal Entry

### Fixed Asset Journal Entry Overview

A Journal Entry may be required in order to post cost to a fixed asset. Situations requiring a journal entry include, but are not limited to, the following:

- Asset requiring capitalization not currently in Fixed Assets module and original financial transaction cannot be located in the "passed" Fixed Asset transactions
- Original financial transaction was miscoded to an object code falling outside the capital outlay object code range of 580300 - 586999
- Donated items no financial transaction exists
- Master Leased items - refer to Fixed Assets Purchased on Master Lease training guide
- Construction in Progress projects - work with AS Accounting

### Fixed Asset Journal Entry Lesson

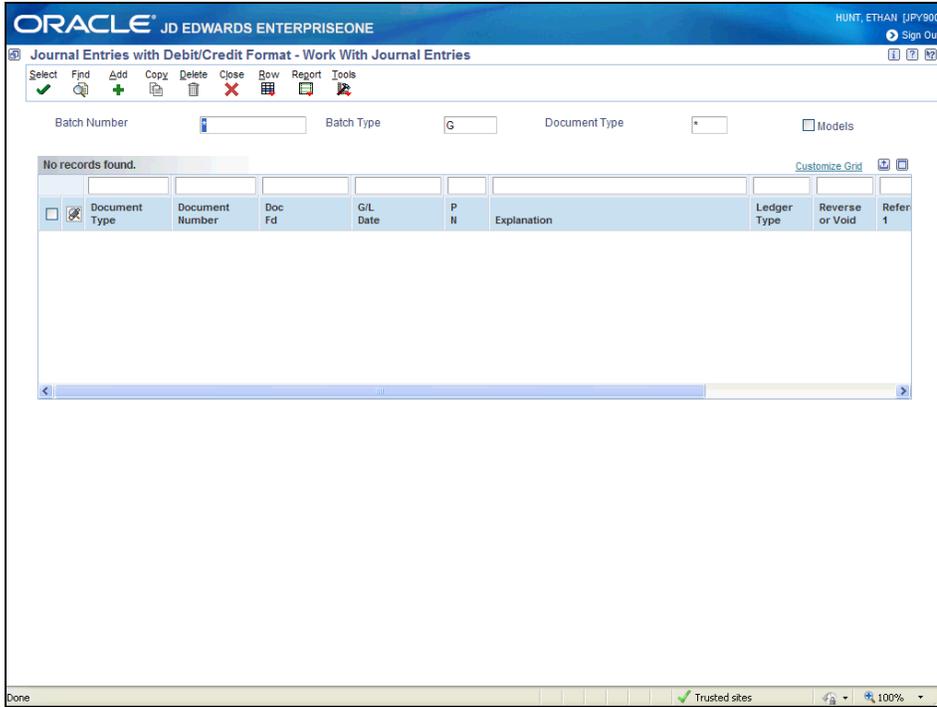
#### Procedure

In this lesson you will learn how to enter a Fixed Asset Journal Entry for Donated Assets and for a Capital Acquisition.

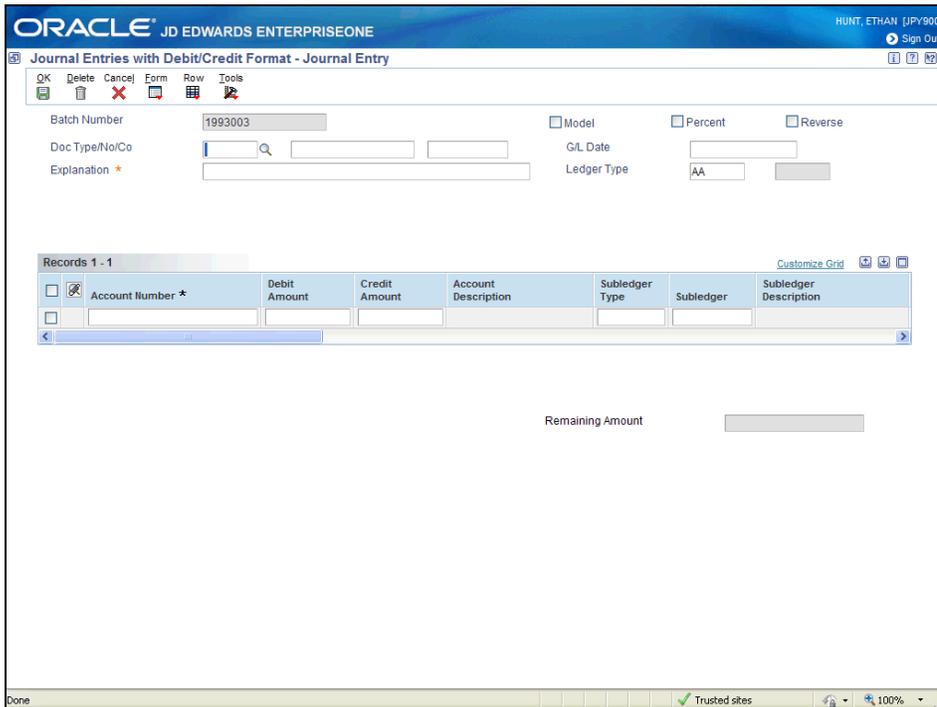
Step	Action
1.	Click the <b>State of Nebraska</b> link. <a href="#">State of Nebraska</a>
2.	Click the <b>Accounting</b> link. <a href="#">Accounting</a>
3.	Click the <b>Manage Journal Entry</b> link. <a href="#">Manage Journal Entry</a>
4.	Click the <b>Enter Manual Journal Entries</b> link. <a href="#">Enter Manual Journal Entries</a>
5.	Click the <b>Journal Entries with Debit/Credit Format</b> link. <a href="#">Journal Entries with Debit/Credit Format</a>

# Training Guide

## Fixed Asset Journal Entry



Step	Action
6.	Click the <b>Add</b> button. 



Step	Action
7.	Click in the <b>G/L Date</b> field. <input type="text"/>
8.	Enter the General Ledger date in the <b>G/L Date</b> field (today's date defaults if left blank).
9.	Press <b>[Tab]</b> .
10.	Complete the <b>Explanation</b> field.
11.	Click in the <b>Account Number</b> field. <input type="text"/>
12.	Enter the account number in the <b>Account Number</b> field.  <b>Note:</b> For donated assets or assets without an originating financial transaction the object account should be 580300 - 586999.
13.	Enter the debit amount in the <b>Debit Amount</b> field.

ORACLE JD EDWARDS ENTERPRISEONE HUNT, ETHAN [JPY900] Sign Out

Journal Entries with Debit/Credit Format - Journal Entry

Batch Number: 1993003 Model:  Percent:  Reverse:

Doc Type/No/Co:  G/L Date: 11/20/2009

Explanation \*: TRAINING EXAMPLE Ledger Type: AA

Records 1 - 2	Account Number *	Debit Amount	Credit Amount	Account Description	Subledger Type	Subledger	Subledger Description
<input checked="" type="checkbox"/>	65025009.583300	1500		COMPUTER HARDWARE E			

Remaining Amount:

Done Trusted sites 100%

Step	Action
14.	Scroll over to the <b>Tag Number</b> field.

# Training Guide

## Fixed Asset Journal Entry



ORACLE JD EDWARDS ENTERPRISEONE HUNT, ETHAN (JPY900) Sign Out

Journal Entries with Debit/Credit Format - Journal Entry

OK Delete Cancel Form Row Tools

Batch Number: 1993003  Model  Percent  Reverse

Doc Type/No/Co:    GL Date: 11/20/2009

Explanation \*: TRAINING EXAMPLE Ledger Type: AA

Records 1 - 2 Customize Grid

Remark	Purchase Order	PO Do Ty	Purchase Order Suffix	Unit of Measure	Units	Reference 2	Phase	Pay Item	Asset Number
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Remaining Amount:

Done Trusted sites 100%

Step	Action
15.	Click in the <b>Tag Number</b> field. <input type="text"/>
16.	Enter the Tag Number in the <b>Tag Number</b> field.

ORACLE JD EDWARDS ENTERPRISEONE HUNT, ETHAN (JPY900) Sign Out

Journal Entries with Debit/Credit Format - Journal Entry

Batch Number: 1993003 Model:  Percent:  Reverse:

Doc Type/No/Co: G/L Date: 11/20/2009

Explanation: TRAINING EXAMPLE Ledger Type: AA

Purchase Order Suffix	Unit of Measure	Units	Reference 2	Phase	Pay Item	Asset Number	Posted Code	Check Date	Service/Tax Date	Company
						65N1234				56650

Remaining Amount:

Step	Action
17.	Press the <b>Down</b> button on your keyboard.

ORACLE JD EDWARDS ENTERPRISEONE HUNT, ETHAN (JPY900) Sign Out

Journal Entries with Debit/Credit Format - Journal Entry

Batch Number: 1993003 Model:  Percent:  Reverse:

Doc Type/No/Co: G/L Date: 11/20/2009

Explanation: TRAINING EXAMPLE Ledger Type: AA

Purchase Order Suffix	Unit of Measure	Units	Reference 2	Phase	Pay Item	Asset Number	Posted Code	Check Date	Service/Tax Date	Company
						65N1234		11/20/2009	11/20/2009	56650

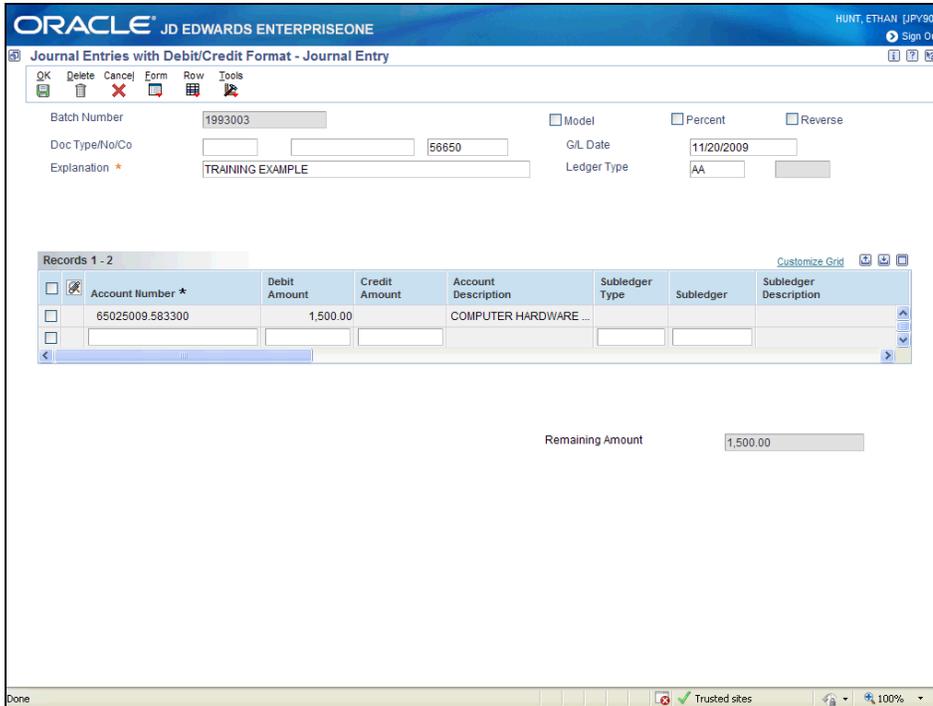
Remaining Amount: 1,500.00

# Training Guide

## Fixed Asset Journal Entry



Step	Action
18.	Scroll back to the left to the <b>Account Number</b> field.



Step	Action
19.	Click in the <b>Account Number</b> field. <input type="text"/>
20.	Enter the account number in the <b>Account Number</b> field.  <b>Note:</b> For donated assets the object account should be 589000. For assets without an originating financial transaction the object account should be the same account number as the debit.
21.	Enter the credit amount in the <b>Credit Amount</b> field.

ORACLE JD EDWARDS ENTERPRISEONE HUNT, ETHAN (JPY900) Sign Out

Journal Entries with Debit/Credit Format - Journal Entry

Batch Number: 1993003 Model:  Percent:  Reverse:

Doc Type/No/Co: 56650 G/L Date: 11/20/2009

Explanation: TRAINING EXAMPLE Ledger Type: AA

Records 1 - 3	Account Number *	Debit Amount	Credit Amount	Account Description	Subledger Type	Subledger	Subledger Description
<input type="checkbox"/>	65025009.583300	1,500.00		COMPUTER HARDWARE ...			
<input type="checkbox"/>	65025009.589000		1500	DONATED FIXED ASSETS			

Remaining Amount: 1,500.00

Step	Action
22.	Scroll over to the <b>Tag Number</b> field.

ORACLE JD EDWARDS ENTERPRISEONE HUNT, ETHAN (JPY900) Sign Out

Journal Entries with Debit/Credit Format - Journal Entry

Batch Number: 1993003 Model:  Percent:  Reverse:

Doc Type/No/Co: 56650 G/L Date: 11/20/2009

Explanation: TRAINING EXAMPLE Ledger Type: AA

Records 1 - 3	Remark	Purchase Order	PO Do Ty	Purchase Order Suffix	Unit of Measure	Units	Reference 2	Phase	Pay Item	Asset Number
<input type="checkbox"/>										65N1234

Remaining Amount: 1,500.00

# Training Guide

## Fixed Asset Journal Entry

Step	Action
23.	Click in the <b>Tag Number</b> field. <input type="text"/>
24.	Enter the Tag Number in the <b>Tag Number</b> field.
25.	Click the <b>OK</b> button. 
26.	Be sure to record the <b>Batch Number</b> .  Click the <b>Cancel</b> button. 
27.	Click the <b>Close</b> button. 
28.	You have successfully completed this lesson. <b>End of Procedure.</b>