

Fixed Asset Day-to-Day Forms and Setup Needed

Purpose Use this table as a guide to the day-to-day forms and the set up forms needed for each.

| Day-to-Day Form | Setup Forms Needed |
|--|---|
| Invoice/Credit Memo Form (FAAINVE) | <ul style="list-style-type: none"> All of these day-to-day forms rely on the data in the underlying set up forms listed on the next page. Finance System Control Maintenance Form (FOASYSC) |
| Document Retrieval Inquiry Form (FGIDOCR) | <ul style="list-style-type: none"> Invoice/Credit Memo Form (FAAINVE) |
| Document Postings Form (FGQDOCP) | <ul style="list-style-type: none"> Same as above |
| Fixed Asset Origination Tag Extraction (FFPOEXT) | <ul style="list-style-type: none"> Same as above |
| Fixed Asset Procurement Query Form (FFIPROC) | <ul style="list-style-type: none"> Same as above |
| Fixed Asset Master Maintenance Form (FFAMAST) | <ul style="list-style-type: none"> Same as above |
| Fixed Asset Depreciation Form (FFADEPR) | <ul style="list-style-type: none"> Same as above |
| Fixed Asset Dtag Processing (FFADTGP) | <ul style="list-style-type: none"> Same as above |
| Fixed Asset List Form (FFIFALV) | <ul style="list-style-type: none"> Same as above |
| Fixed Asset Adjustment Form (FFAADFJ) | <ul style="list-style-type: none"> Same as above |
| Depreciation Process (FFPDEPR) | <ul style="list-style-type: none"> Same as above |
| Document Retrieval Inquiry Form (FGIDOCR) | <ul style="list-style-type: none"> Same as above |
| Fixed Asset Transfer Form (FFATRAN) | <ul style="list-style-type: none"> Same as above |

Forms Job Aid

Purpose

Use this table as a guide to the forms needed for set up. The Owner column may be used as a way to designate the individual(s) responsible for maintaining a form.

| Form Name | Form Description | Owner |
|------------------|---|--------------|
| FTMDEPR | Fixed Asset Depreciation Code Maintenance Form | |
| FTMASTY | Fixed Asset Type Code Maintenance Form | |
| FFVACQM | Fixed Asset Acquisition Code Maintenance Form | |
| FFCACON | Fixed Asset Condition Code Maintenance Form | |
| FFVTTST | Fixed Asset Title To Code Maintenance Form | |
| FFVDISP | Fixed Asset Disposal Method Code Maintenance Form | |
| FFVSDAT | Fixed Asset User Defined System Codes Validation Form | |
| FTMCOMM | Commodity Maintenance Form | |
| FTMACCT | Account Code Maintenance Form | |
| FTMFUND | Fund Code Maintenance Form | |
| FFASYSC | Fixed Assets System Control Form | |
| FOASYSC | Finance System Control Maintenance Form | |