



Depreciation Scheduler

Overview

The Property Accountability module Depreciation Scheduler process provides the ability to schedule to process a depreciation on a regular basis, or submit a one-time request to have a depreciation run in the next batch cycle.

Navigation


Accounting > DEPRN SCHED > Depreciation Scheduler page

Procedures

Schedule a Depreciation

Selecting  at any point of this procedure removes all revisions and closes the page.


Bold numbered steps are required.



1. The **LAST DEPRN DT** automatically populates and is not editable.
2. Use  to select the desired Type.





One-Time Depreciation

*Last Deprn Dt	<input type="text" value="10/31/2022"/>
*Type	<input type="text" value="One Time"/> ▼
*Next Deprn Dt	<input type="text" value="112022"/> 
*Report Format	<input type="text" value="Individual UIC Reports"/> ▼

- A. Use  to select the NEXT DEPRN DT, or enter the date (MM/DD/YYYY) in the field provided.
- B. Use  to select the desired Report Format.





Scheduled Depreciation

- A. Use to select the desired Schedule Time.

20 - 30

*Last Deprn Dt	<input type="text" value="10/31/2022"/>
*Type	<input type="button" value="Schedule"/> <input type="button" value="v"/>
*Schedule Time	<input type="button" value="20-30"/> <input type="button" value="v"/>
*Schedule Day	<input type="text" value="30"/>
*Report Format	<input type="button" value="Individual UIC Reports"/> <input type="button" value="v"/>

- a. Enter the Schedule Day in the field provided. *This is a 2 numeric character field.*
- b. Use to select the desired Report Format.





Last

*Last Deprn Dt	<input type="text" value="10/31/2022"/>
*Type	<input type="text" value="Schedule"/> ▼
*Schedule Time	<input type="text" value="Last"/> ▼
*Report Format	<input type="text" value="Individual UIC Reports"/> ▼

- a. Use ☐ to select the desired Report Format.

NA

*Last Deprn Dt	<input type="text" value="10/31/2022"/>
*Type	<input type="text" value="Schedule"/> ▼
*Schedule Time	<input type="text" value="NA"/> ▼
*Report Format	<input type="text" value="Individual UIC Reports"/> ▼

- a. Use ☐ to select the desired Report Format.





Manually Scheduled

*Last Deprn Dt	<input type="text" value="10/31/2022"/>
*Type	<input type="text" value="Schedule"/>
*Schedule Time	<input type="text" value="Manually Scheduled"/>
*Schedule Day	<input type="text" value="30"/>
*Report Format	<input type="text" value="Individual UIC Reports"/>

- a. Enter the Schedule Day in the field provided. *This is a 2 numeric character field.*
 - b. Use to select the desired Report Format.
3. Select . *The Depreciation is scheduled.*

Note



The following message displays upon a successful update, "Your Depreciation Schedule Update was successful".

