

## **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**

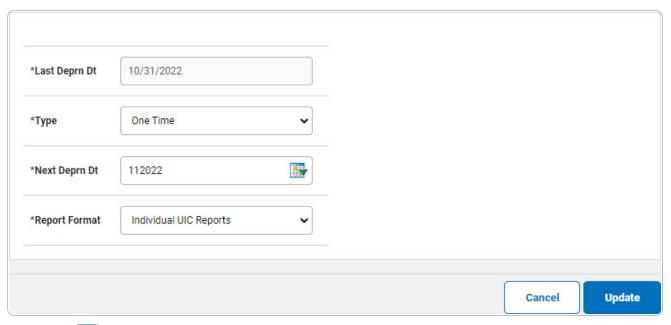
### **Schedule a Depreciation**

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**



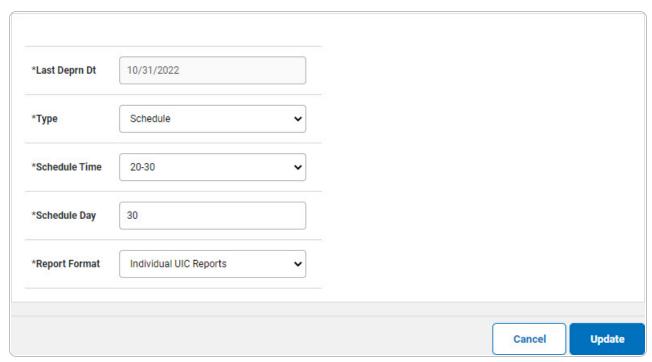
- A. Use to select the NEXT DEPRN DT, or enter the date (MM/DD/YYYY) in the field provided.
- **B.** Use Y to select the desired Report Format.



### **Scheduled Depreciation**

**A.** Use to select the desired Schedule Time.

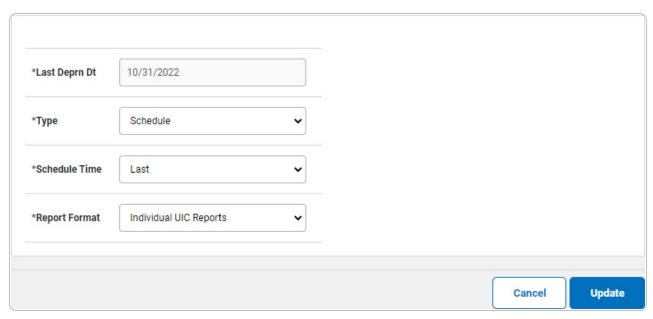
20 - 30



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

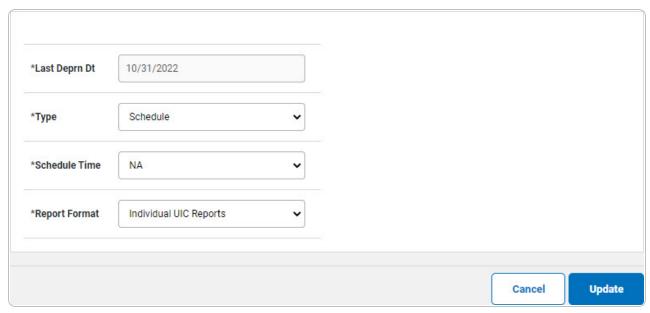


#### Last



a. Use to select the desired Report Format.

#### NA

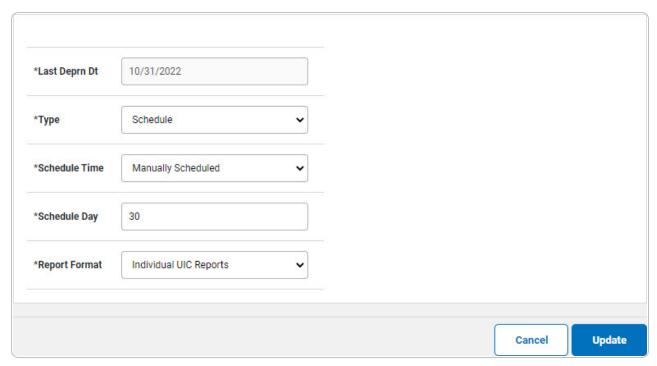


**a.** Use  $\stackrel{\checkmark}{}$  to select the desired Report Format.





#### **Manually Scheduled**



- **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 Update . The Depreciation is scheduled.

#### Note

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