

DPAS Asset Receiving – Post Session Report

Topics included:

- General Asset Management principles related to Asset Receiving
- The procedure for adding an asset into DPAS, including all the data elements involved
- How to create a "local due-in" for an asset, and complete the asset receipt

Presented by:

Don Wagner, IT Training Specialist

Q&A:

Duane Gore, IT Training Specialist

Scott Milewski, IT Training Specialist

Recording Location:

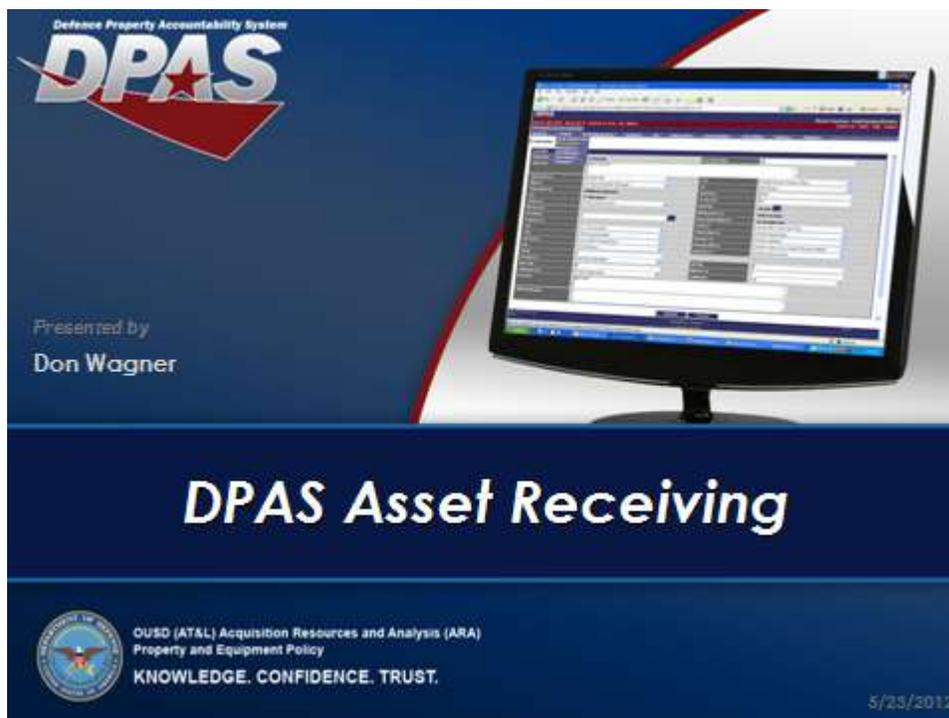
DCO: <https://connect.dco.dod.mil/p65835491/>

(Note: you must log into the DCO website to view the recording)

DPAS Support: <http://dpasupport.golearnportal.org>

Open **Training / Webinar Archive** and find the webinar under the **Asset Management** subject heading or search for the webinar title. *(Note: this link will only play the newest webinar on this topic)*

Screenshot:



Session Statistics:

Session Date	May 23, 2012
Number of Registered Attendees	102
Number of Internal Attendees	10

Poll Results:

Did you find the content in this webinar useful? – 57 Responses

Answer	Percent
Extremely Useful – I learned a useful technique or tip	60%
Somewhat Useful – This content was not new for me but is useful	35%
Not Useful – I did not learn anything new	5%
Other – I am providing a detailed answer in the chat pod	0%

How would you rate the presentation? i.e. Speaker, Format – 61 Responses

Answer	Percent
Excellent – I would highly recommend this presentation to others	38%
Good - I enjoyed this format and the interaction	54%
Okay - The presentation needed some improvement	8%
Poor - The presentation underperformed for me	0%
Other – I am providing a detailed answer in the chat pod	0%

What topic would you be most interested in for a future webinar? – 53 Responses

Answer	Percent
Asset Disposition	7%
Asset Receiving	4%
Asset Transfers	13%
Asset Updates	7%
CIP	4%
DPAS Security/Roles	2%
Government Furnished Property (GFP)	7%
Inquiries (Basic)	2%
Inventory Basics / Advanced	9%
Inventory Reconciliation	15%
IUID – in depth	9%
Maintenance and Utilization (M&U)/Warranty	9%
RFID Basics	2%
WAWF	7%
OTHER - I am providing a detailed answer in the chat pod	0%

Participant Questions and Comments:

QUESTION: Can an additional WAWF Webinar be taught from a Contractor's stand point. What do they see when they use WAWF?

ANSWER: We could create one for DPAS, but it sounds like they need the instruction from WAWF. Such as <https://wawftraining.eb.mil/xhtml/unauth/web/wbt/WbtSummary.xhtml>

QUESTION: What report provides a list of all receipt transactions processed for the day?

ANSWER: That would be the Increase-Decrease Report.

QUESTION: How can I see all versions of forms, like DD 1150?

ANSWER: You can use the Forms-Reports menu and the View tab. Select the Search button.

QUESTION: I am trying to look up the assets I loaded for last month, Asset and Cost.

ANSWER: The previous reports are kept in the system for 30 days. Afterward, they are systematically deleted. To check the reports for that, select the Rpt Name heading. Once this is selected, the pass iterations are listed. You can use the Asset Management > Asset inquiry to locate the information for assets received more than 30 days ago.

QUESTION: Is there a report I can generate that will provide me with the asset and associated cost?

ANSWER: You can use the Inquiries > Asset Management > Asset inquiry to view asset information such as cost.

QUESTION: Explain some more why bulk items deserve entry into DPAS?

ANSWER: Bulk items can be entered into the system. That is a site or Agency decision if they want to place those items in DPAS. For example if you have ammo, it is required to be tracked. Bulk items can also be tracked as non-accountable assets.

QUESTION: When are they going to put the DD1348-1A in DPAS?

ANSWER: The DD1348-1A is available in DPAS now.

QUESTION: Are you able to change the stock number when receiving the Due-in, on the first screen?

ANSWER: The Stock Number can be updated once the Pending Transaction moves to the Asset Receiving process.

QUESTION: How does the computer know what Line of Accounting you used?

ANSWER: You will enter the information that describes the Line of Accounting information.

QUESTION: Can we type in a LOA?

ANSWER: To ensure an accurate entry, you must use the LOA Browse to build it.

QUESTION: Show how to create new document number in free form, please.

ANSWER: If you are not required to enter a Doc Nbr, a free form number can be whatever you want to enter.

DPAS Asset Receiving

QUESTION: Will you address how to update the custodian sub-directory; which Custodian Ids get linked to newly input assets?

ANSWER: This webinar will address how to assign a Custodian to an asset. To create a new Custodian would be under Asset Management > Custodian. To change the Custodian for an asset would require a Transfer.

QUESTION: What is the difference between end item serial, component and bulk?

ANSWER: The End Item Serial is for an asset which is managed serially, i.e., it has a serial number. Component is used for assets that are part of another asset; they are associated with a higher assemblage. Bulk describes items that need not have a serial number but are to be tracked within DPAS. Bulk assets will not have individual Asset Ids.

QUESTION: When will DPAS allow vendors to load newly purchased assets into WAWF? And what would the interface look like?

ANSWER: Vendors add assets to Wide Area Workflow (WAWF) as part of the invoicing process. When properly configured, DPAS can use that information to create a Pending Asset Receiving record.