



## **MSI-Fixed Assets**

### *System Features*

#### ***Features of the MSI-Fixed Assets Module Include:***

- *GASB- Item 34 compliant*
- *Flexible asset ID number length*
- *Asset classification by fund and department*
- *Assets grouped by type and class*
- *Up to three funding sources per asset*
- *Manufacturer information, including serial number*
- *Insurance policy information*
- *Asset inquiry including depreciation & book value*
- *Complete asset disposal & recovery documentation*
- *Multiple asset retirement by fiscal year*
- *Unlimited retired asset history*
- *Printing of bar code asset ID tags*
- *Prints Asset Listing by location*
- *Interfaces with MSI- Accounts Payable for easy recording of assets*
- *Interfaces with inventory management system for scanning of bar codes*
- *Elect to depreciate or not depreciate by asset*

## MSI FIXED ASSETS

### Fixed Asset Entry Screen

**Asset Identification**

Asset ID  Location

Description  Type

Comments  Class

Vendor

Fund  Dept.

**Manufacturer**

Name

Model

Serial #

**Insurance**

Policy #  Amt.

**Funding Sources**

1.   %

2.   %

3.   %

**G/L Accounts**

Asset

Depr. Exp.

Accum Depr.

**Depreciation Information**

Date Acquired  Depr. Type  Cost Basis

Service Date  Useful Life(mos.)  Salvage Value

Replacemt Cost

OK Cancel Delete Exit

**The MSI Fixed Assets Module** provides a single source of current data on any asset in the municipality, providing administrators with valuable information for improved asset management.

# MSI-Fixed Assets / Inventory Tracking

## System Features

### Features of the MSI-Fixed Assets / Inventory Tracking Module Include:

The MSI-Fixed Assets application now offers a convenient inventory tracking interface. This interface utilizes a handheld PDA (Palm platform) containing a built in bar code scanner.

Essentially, capital assets are tagged with bar-coded labels created through the MSI Fixed Assets application using a STAR Thermal receipt / label printer. The fixed asset information can then be collected when the labels are scanned via the PDA's built in bar code laser scanner. The PDA is then synchronized with the MSI Fixed Assets application, and an exception report is created. The exception report details any discrepancies between the items listed in the MSI Fixed Asset database versus those items that have been scanned via the PDA.



**PDA FIXED ASSETS  
Entry Screen**

**The MSI Fixed Assets / Inventory Tracking Module** provides an intuitive interface to the MSI Fixed Assets database for users in the field.



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