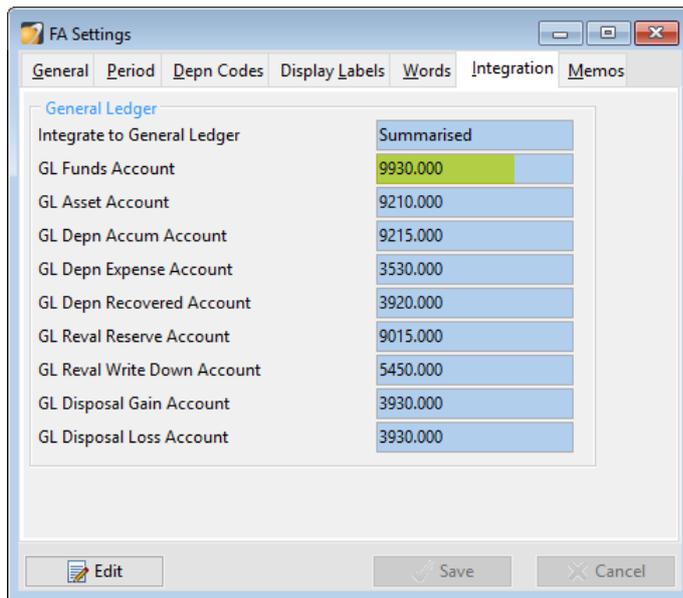


## Tips & Tricks

### Linking Accounts Payable and Cashbook with Fixed Assets

Did you know you can enter AP Invoices and CB Withdrawals for Asset Purchases and create the FA Asset and Addition at the same time?

Asset Purchases entered through AP and CB are analysed to an FA clearing code. The FA clearing code uses the same GL code as the GL Funds account specified in Navigator > Setup > Fixed Assets > Settings > Integration Tab.



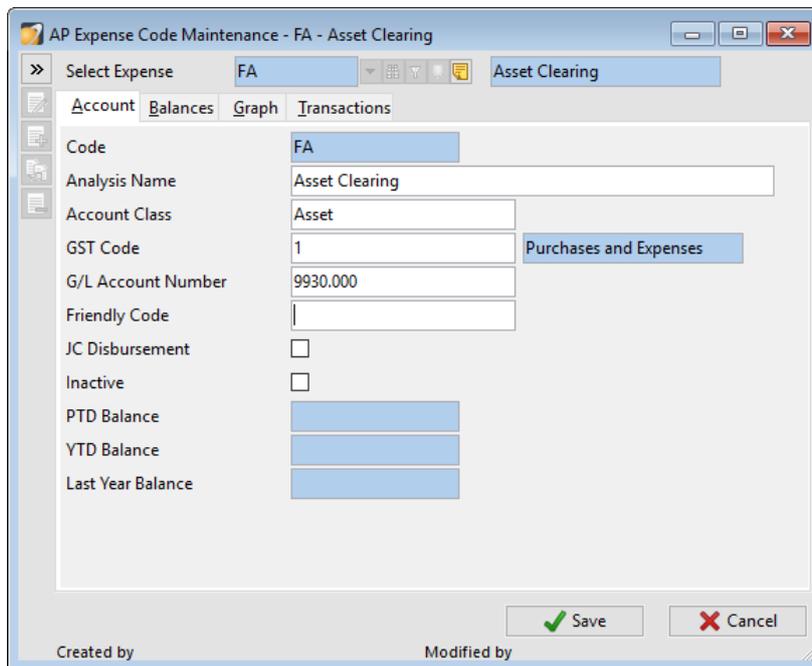
Some setup is required first.

**1** Add the FA Clearing Code to AP if you do not have one already.

Go to Navigator > Maintain > AP > Expense Codes. Click  **Insert** (F4) to add the Expense Code. Set the Account Class to Asset.

Set the GL Account Number as specified in Navigator > Setup > FA > Settings > Integration Tab – GL Funds Account.

Click  **Save** (F9).



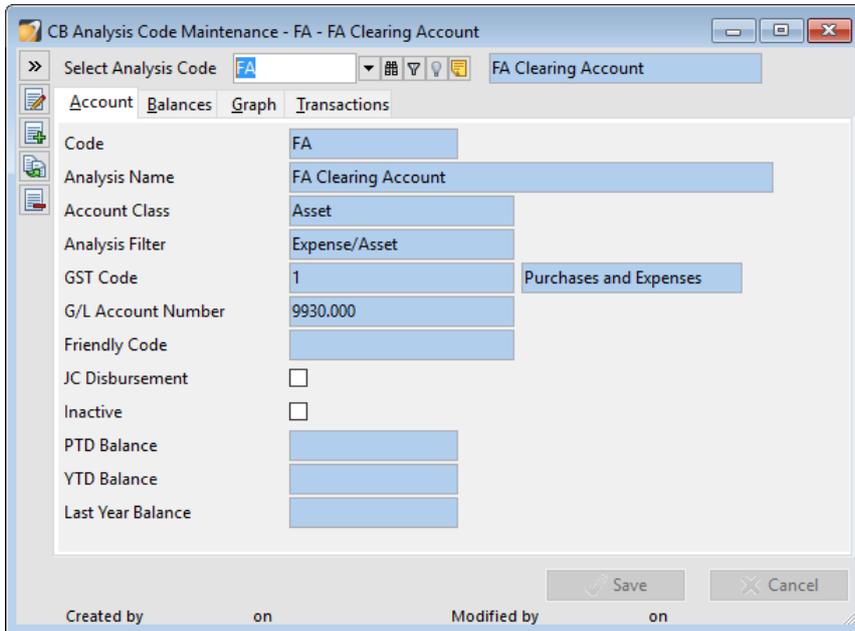
Field	Value
Code	FA
Analysis Name	Asset Clearing
Account Class	Asset
GST Code	1
G/L Account Number	9930.000
Friendly Code	
JC Disbursement	<input type="checkbox"/>
Inactive	<input type="checkbox"/>
PTD Balance	
YTD Balance	
Last Year Balance	

**2** Add the FA Clearing Code to CB if you do not have one already.

Go to Navigator > Maintain > CB > Analysis Codes. Click  **Insert** (F4) to add the Analysis Code. Set the Account Class to Asset.

Set the GL Account Number as specified in Setup > FA > Setting > Integration Tab – GL Funds Account.

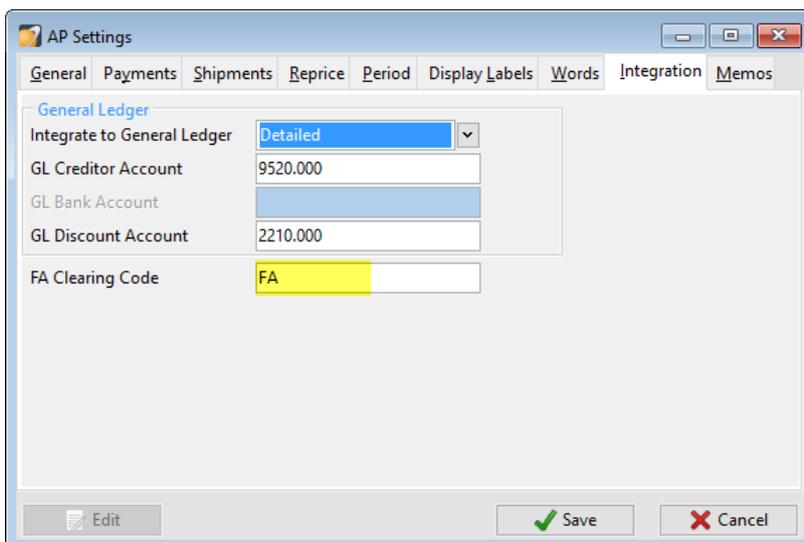
Click  **Save** (F9).



**3** Setup the Integration with AP if it is not done already.

Go to Navigator > Setup > AP > Settings > Integration Tab. Click  **Edit** (F11).  
In the FA Clearing Code field select your FA code.

Click  **Save** (F9).

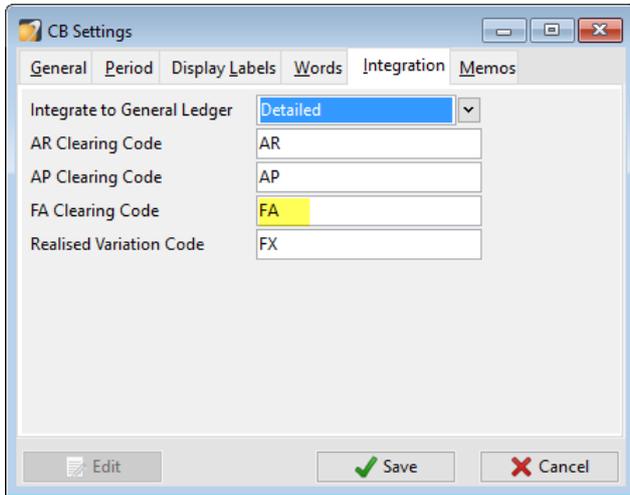


4 Setup the Integration with CB if it is not done already.

Go to Navigator > Setup > CB > Settings > Integration Tab. Click  **Edit** (F11).

In the FA Clearing Code field select your FA Code.

Click  **Save** (F9).



Field	Value
Integrate to General Ledger	Detailed
AR Clearing Code	AR
AP Clearing Code	AP
FA Clearing Code	FA
Realised Variation Code	FX

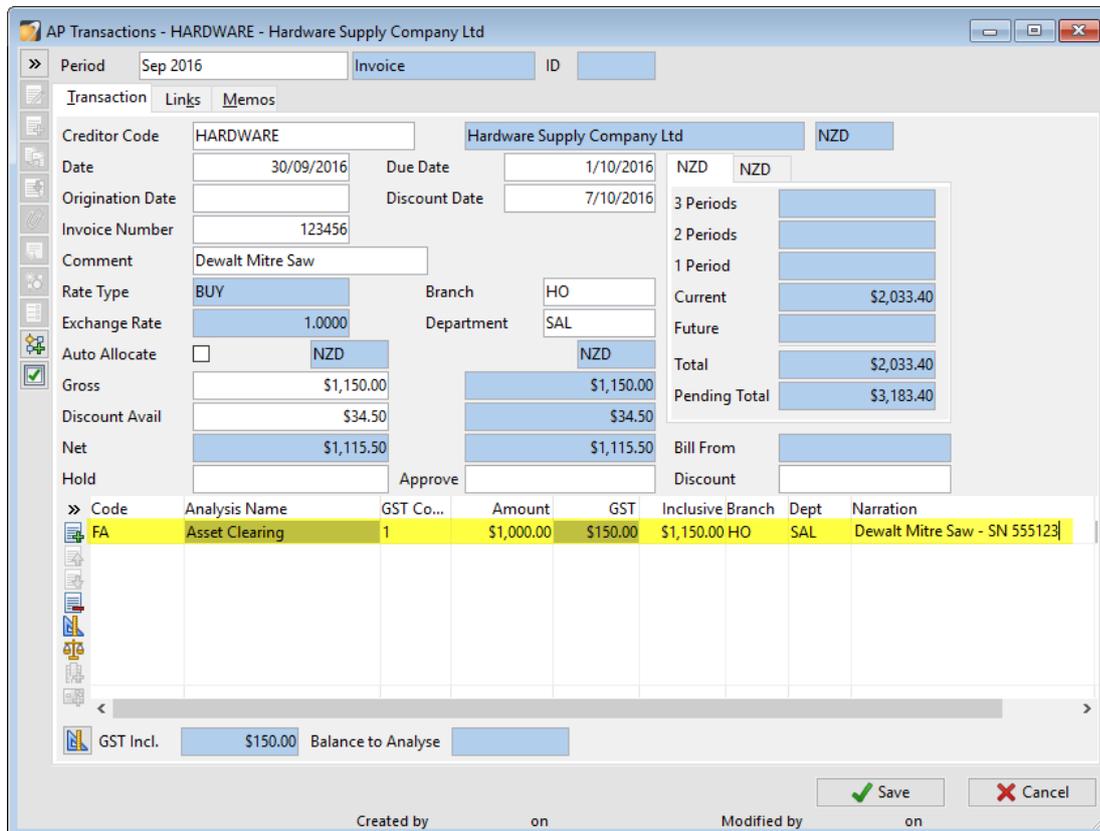
### Enter an AP Invoice for an Asset

Go to Navigator > Tasks > AP > Enter Transactions > Invoice.

Enter details for the Invoice as usual, selecting the FA Clearing Code in the Analysis Grid.

You can have as many lines of analysis as you wish on the Invoice, as only those with the FA Clearing Code will flow through to FA. The Narration field flows through to the FA Addition.

Click  **Save** (F9).



AP Transactions - HARDWARE - Hardware Supply Company Ltd

Period: Sep 2016 Invoice ID: [ ]

Transaction Links Memos

Creditor Code: HARDWARE Hardware Supply Company Ltd NZD

Date: 30/09/2016 Due Date: 1/10/2016 NZD NZD

Origination Date: [ ] Discount Date: 7/10/2016

Invoice Number: 123456

Comment: Dewalt Mitre Saw

Rate Type: BUY Branch: HO

Exchange Rate: 1.0000 Department: SAL

Auto Allocate:  NZD NZD

Gross: \$1,150.00 \$1,150.00

Discount Avail: \$34.50 \$34.50

Net: \$1,115.50 \$1,115.50

Hold: [ ] Approve: [ ]

Code	Analysis Name	GST Co...	Amount	GST	Inclusive Branch	Dept	Narration
FA	Asset Clearing	1	\$1,000.00	\$150.00	\$1,150.00 HO	SAL	Dewalt Mitre Saw - SN 555123

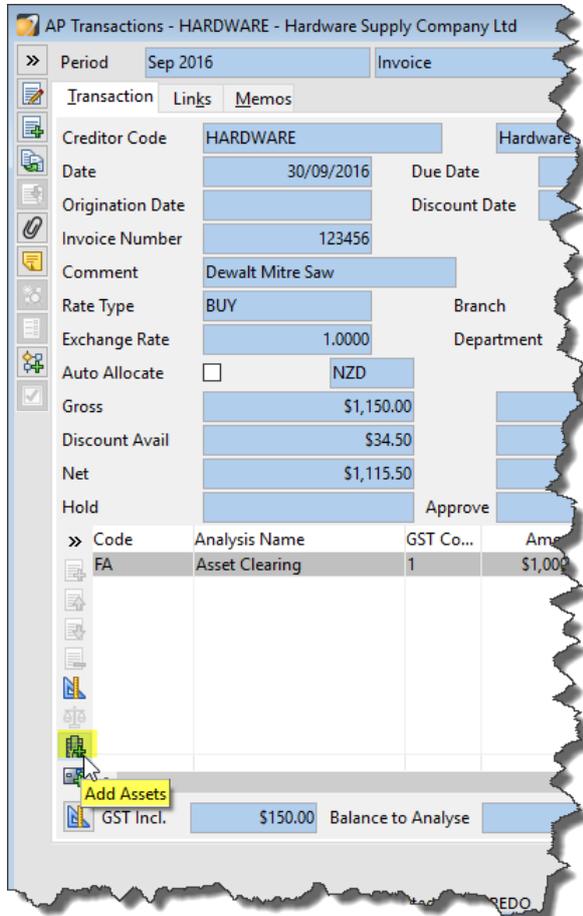
GST Incl. \$150.00 Balance to Analyse [ ]

Created by [ ] on [ ] Modified by [ ] on [ ]

 Save  Cancel

After saving the invoice, the  **Add Assets** button becomes active on the transaction.  
If a new invoice starts after save, just press `ESC` to return back to the invoice you saved.

To add the Addition and the Asset now, click  **Add Assets**. Alternatively you can do this at a later time by opening the AP transaction from the Creditor or Expense Codes Transactions tab. This can depend on whether the User doing AP is also the person doing FA.



AP Transactions - HARDWARE - Hardware Supply Company Ltd

Period: Sep 2016 Invoice

Transaction Links Memos

Creditor Code: HARDWARE Hardware

Date: 30/09/2016 Due Date:

Origination Date: Discount Date:

Invoice Number: 123456

Comment: Dewalt Mitre Saw

Rate Type: BUY Branch:

Exchange Rate: 1.0000 Department:

Auto Allocate:  NZD

Gross: \$1,150.00

Discount Avail: \$34.50

Net: \$1,115.50

Hold: Approve:

Code	Analysis Name	GST Co...	Am...
FA	Asset Clearing	1	\$1,000

GST Incl. \$150.00 Balance to Analyse

The FA Opening Asset Values window opens with details from the Invoice carried through. If the invoice is for new Asset, you can key the Asset Code in to create it and set fields for the Asset as required, or you can select an existing Asset code.

The screenshot shows the 'FA Opening Asset Values' window with the following details:

- Period: Sep 2016
- Asset Code: MITRE\_SAW
- Asset Name: Mitre Saw - Dewalt 2000
- Asset Group: TIMB
- Asset Location: FACT
- Asset Date: (empty)
- Date: 30/09/2016
- Reference: 123456
- Comment: Dewalt Mitre Saw
- Narration: Dewalt Mitre Saw - SN 555123
- Quantity: 1.000
- GL Account: 9930.000
- Branch: HO
- Department: SAL

Values section:

- Asset Value: (empty)
- Depreciation Value: (empty)
- Book Value: (empty)
- Revaluation Value: (empty)
- Depreciable Value: (empty)

Book Co...	Addition	Depreciation	Book Value	Revaluation	Depreciable Depn Co...	Depn Rate	Useful Life	Residual
TAX	\$1,000.00		\$1,000.00		\$1,000.00 SL	9.60%		

Click  **Save** (F9) to create the Asset and the Addition Transaction, or to just create the Addition Transaction if the Asset already existed.

To automatically trigger the FA Opening Asset Values if any items have been analysed to the FA Clearing code, see the script example at the end.

After saving, you can view the Asset Addition by clicking  **Open Asset** (Shift+F12).

This screenshot shows the same window as above, but with a yellow callout box highlighting the 'Open Asset (Shift+F12)' button located next to the Asset Code field.

Then go to the Transactions Tab. You may wish to customise your Grid to show the Creditor as displayed below.

Date	Reference Period	Type	Debit	Credit	Balance	Quantity	Comment	Narration
30/09/2016	123456 Sep 2016	Addition	\$1,000.00		\$1,000.00	1.000	Dewalt Mitre Saw	Dewalt Mitre Saw - SN 555123

Entering CB Withdrawals analysed to the FA Clearing code works the same way as it does for AP Invoices.

### Script Example

To automatically trigger the FA Opening Values where items have been analysed to the FA Clearing Code, you can use the sample script below and link it to APTransactionForm.AfterSave and / or CBEnterTransactionForm.AfterSave Script Events.

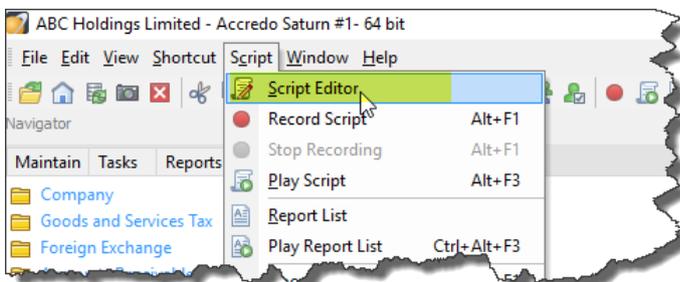
If you already have scripts linked to these Events, you will need to get your existing script or scripts modified. Your QSP or Accredo Support can assist with this.

### Create the Script

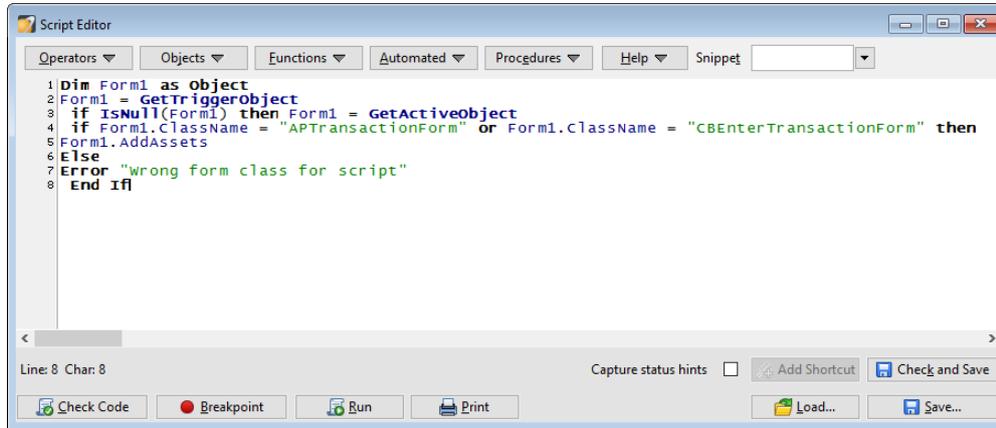
To create the Script, copy the code below by selecting it and pressing **Ctrl+C**, or you can download the script from <ftp://ftp.accredo.co.nz/Public/Downloads/FAAssetAfterSave.pfs>.

```
Dim Form1 as Object
Form1 = GetTriggerObject
If IsNull(Form1) Then Form1 = GetActiveObject
If Form1.ClassName = "APTransactionForm" or Form1.ClassName = "CBEnterTransactionForm" Then
    Form1.AddAssets
Else
    Error "Wrong form class for script"
End If
```

Open the Script Editor by going to Main Menu > Script > Script Editor.

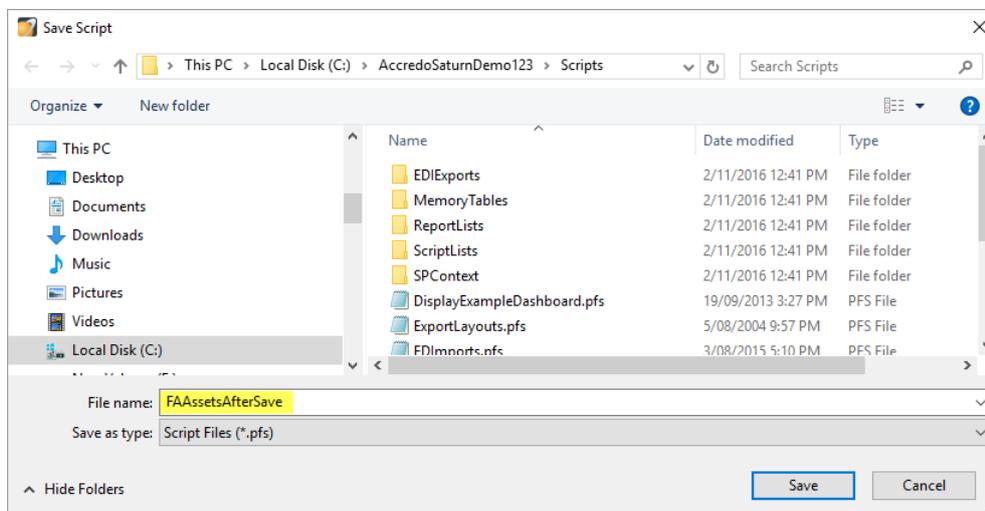


Press **Ctrl+V** to paste the code in.



```
1 Dim Form1 as Object
2 Form1 = GetTriggerObject
3 if IsNull(Form1) then Form1 = GetActiveObject
4 if Form1.ClassName = "APTransactionForm" or Form1.ClassName = "CBEnterTransactionForm" then
5 Form1.AddAssets
6 Else
7 Error "Wrong form class for script"
8 End If
```

Click  **Save** (**Alt+S**). Save the script as **FAAssetsAfterSave**.



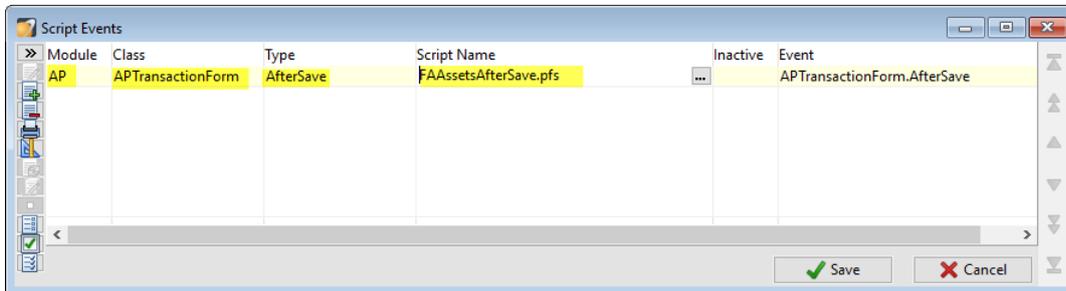
Click **Save**.

To link the Script to **APTransactionForm.AfterSave**, go to **Main Menu > Script > Script Events**.

Check if you have **APTransactionForm.AfterSave** listed in the **Event** column already. If you do, you will need to get the linked script modified if you want this functionality. Your QSP or Accredo Support can assist with this. If you do not have **APTransactionForm.AfterSave** in the **Event** column, follow the steps below to hook up the script.

Click  **Edit** (**F11**). Select:

- MODULE - **AP**
- CLASS - **APTransactionForm**
- TYPE - **AfterSave**
- SCRIPT NAME - **FAAssetsAterSave.pfs**



Now your FA Opening Values Transaction screen will automatically pop up after you save an AP invoice where items have been analysed to the FA Clearing code.

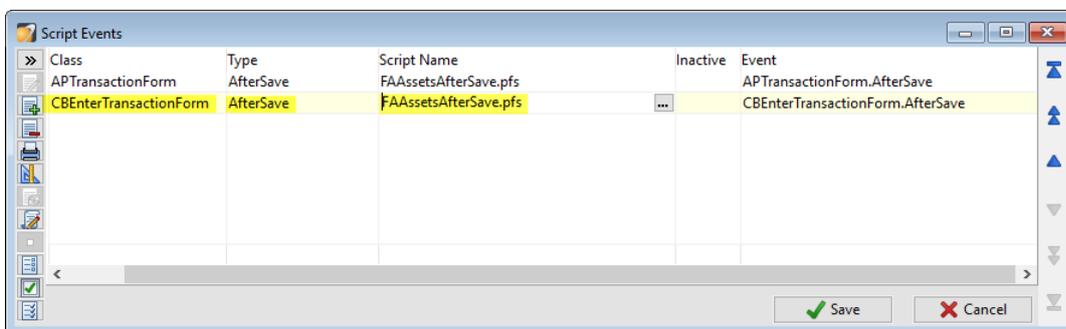
To link the Script to CBEnterTransactionForm.AfterSave, go to Main Menu > Script > Script Events.

Check if you have CBEnterTransactionForm.AfterSave listed in the Event column already. If you do, you will need to get the linked script modified if you want this functionality. Your QSP or Accredo Support can assist with this. If you do not have CBEnterTransactionForm.AfterSave in the Event column, follow the steps below to hook up the script.

Click  **Edit** (F11). Select:

- MODULE - **CB**
- CLASS - **CBEnterTransactionForm**
- TYPE - **AfterSave**
- SCRIPT NAME - **FAAssetsAterSave.pfs**

Click  **Save** (F9).



Now your FA Opening Values Transaction screen will automatically pop up after you save a CB Withdrawal where items have been analysed to the FA Clearing code.