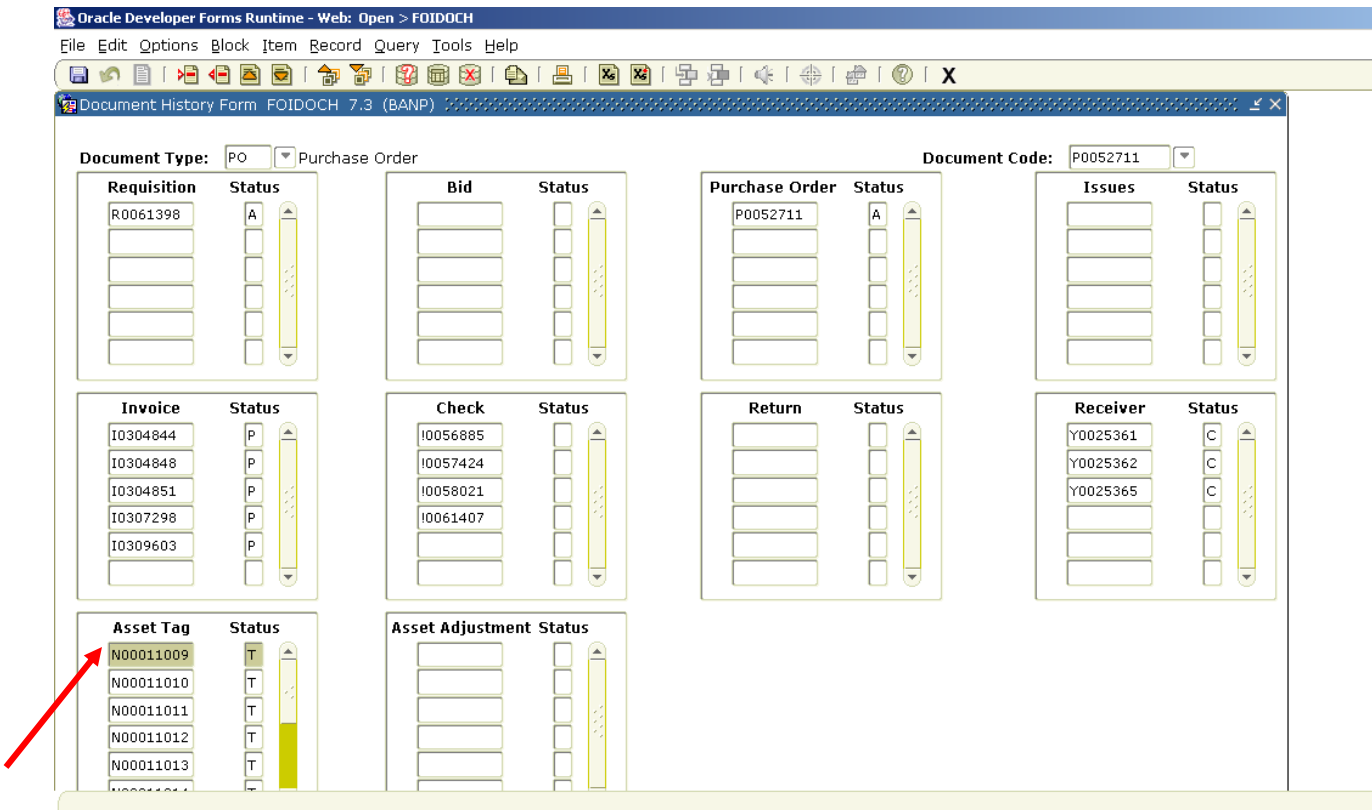


# FOIDOCH (Document History Form)

Some useful Doc Types for Fixed Asset research:

- PO Purchase Order
- INV Invoice Number
- FAS Permanent Tag Number (Banner tags start with "N")

The user can access Fixed Asset information using FOIDOCH.



Any item can be highlighted. Select Options, and second line to obtain further information (not View Status Indicators).

For Fixed Asset information: Highlight the Tag number and select Options. The following will appear:

## Fixed Asset Master Query Form (FFIMAST)

Oracle Developer Forms Runtime - Web: Open > FOIDOCH - FFIMAST [Q]  
File Edit Options Block Item Record Query Tools Help

Fixed Asset Master Query Form FFIMAST 7.2 (BANP)

Asset Tag: N00011009

Do a Next Block

The following screen appears:

## Master Information Screen

Oracle Developer Forms Runtime - Web: Open > FOIDOCH - FFIMAST [Q]  
File Edit Options Block Item Record Query Tools Help

Fixed Asset Master Query Form FFIMAST 7.2 (BANP)

Master Information FFIMAST 7.2 (BANP)

Asset Tag: N00011009

Origination Tag:	T00108092	Origination Tag Date:	12-MAR-2007
Permanent Tag:	N00011009	Permanent Tag Date:	26-MAR-2007
Primary Tag:		Last Adjustment Date:	
Subordinate Type:		Origination Tag Cancel Date:	
Asset Description:	Computer	Capitalization Indicator:	N
Commodity:	1300 Equipment, Computer	System Status Code:	R
Unit of Measure:	EA EACH	Text Exist:	N
Asset Type:	03 Computer Hardware	Tag in Use:	
User Status Code:	R Received	Gift Indicator:	N
Insurance Value:		Cost:	1,022.16
Market Value:		Total Cost:	1,022.16
Replacement Value:		Net Book Value:	.00
Book Value:		Total Net Book Value:	.00

NBV

This screen provides the Origination Tag number (this number is assigned when the item is received and/or invoiced.). Additionally, Net Book Value or NBV can be found on this screen.

A note about NBV: In some cases this above screen is not a good indicator of NBV. Therefore it's always a good idea to double check NBV. **See page 7** on how to check NBV. Do a Next Block. The following screen appears:

## Acquisition Information

Oracle Developer Forms Runtime - Web: Open > FOIDOCH - FFIMAST [Q]  
File Edit Options Block Item Record Query Tools Help

Acquisition Information FFIMAST 7.2 (BANP)

Origination Tag: T00108092 Permanent Tag: N00011009 Computer

Acquisition Method:  Purchased  
Acquisition Date:

Make:   
Model: Optiplex 740  
Manufacturer: Dell  
Serial Number or VIN: 80P9MC1

Part Number or Vehicle Tag:   
User Reference Number: P0052711  
Barcode Number:   
In Service Date:   
Last Inventory Date:   
Percentage Used:   
Work In Progress:   
Condition:  1 GOOD  
Title To:  IN Institution

Disposal Method:   
Disposal Date:

This screen provides acquisition information about the item.

Do a Next Block. The following screen appears:

## Procurement Information

Oracle Developer Forms Runtime - Web: Open > FOID0CH - FFIMAST [Q]

File Edit Options Block Item Record Query Tools Help

Procurement Information FFIMAST 7.2 (BANP)

Origination Tag: T00108092 Permanent Tag: N00011009 Computer

Vendor Code: 10000923 Chicago Dell Marketing Lp

Purchase Order: P0052711 Purchase Item: 1

Receiver: Y0025361 Receiver Date: 12-MAR-2007

Invoice: I0307298 Invoice Date: 22-MAR-2007 Submission Number: 0

Invoice Item: 1 Cancel Date:

Credit Memo: N Installments: N Recurring: N

Other Source Data

Document: Type: Sequence: Document Tag Date: Source Submission:

Transfer Data

Date: 29-MAY-2007

COA: University of New Mexico

Organization: 404A Payroll Department

Location: M00001 UNM Main Campus

Grant:

Custodian ID:

Equipment Manager:

This screen provides vendor information and is a direct feed from the PO module. Do a Next Block. The following screen appears:

## Funding Source

Oracle Developer Forms Runtime - Web: Open > FOID0CH - FFIMAST [Q]

File Edit Options Block Item Record Query Tools Help

Funding Source FFIMAST 7.2 (BANP)

Origination Tag: T00108092 Permanent Tag: N00011009 Computer

Sequence	COA	Index	Fund	Orgn	Acct	Prog	Actv	Locn	Proj	Cost
1	U	480006	2P0156	480A	3189	P501	480A07			1,022.16

Document: I0307298 Attachment Origination Tag: Percentage: 100.00

Document: Attachment Origination Tag: Percentage:

Scroll Bar

This provides index information and is another feed from PO module. (In the above case, there is only one index. If there were more than three indexes they would be visible using the scroll bar. Do a Next Block. The following screen appears:

## Capitalization Information

Oracle Developer Forms Runtime - Web: Open > FOIDDOCH - FFIMAST [Q]

File Edit Options Block Item Record Query Tools Help

Capitalization Information FFIMAST 7.2 (BANP)

Origination Tag: T00108092 Permanent Tag: N00011009 Computer

Change Sequence: 0 Sequence: 1 Direct Asset Indicator: N

COA: U  
 Capitalization Fund: 2P0278 Attachment Otag Code: [redacted]  
 Equity Account: N104 Cost: [redacted].00  
 Asset Account: [redacted] Adjusted Cost: [redacted].00  
 Accumulated Depreciation Account: [redacted] Percentage: [redacted]  
 Bank Code: 04 Accumulated Depreciation: [redacted]  
 Depreciation/Posting Indicator: [redacted]

Change Sequence:  Sequence:  Direct Asset Indicator:

COA:   
 Capitalization Fund:   
 Equity Account:   
 Asset Account:   
 Accumulated Depreciation Account:   
 Bank Code:

Attachment Otag Code:   
 Cost:   
 Adjusted Cost:   
 Percentage:   
 Accumulated Depreciation:   
 Depreciation/Posting Indicator:

Scroll Bar

Press NEXT BLOCK to navigate to the User Block.  
 Record: 1/1 | ... | <OSC>

Using the Capitalization Information screen above, the formula to check NBV is as follows:

$$\begin{aligned} & \text{Adjusted Cost} \\ \text{Less } & \text{Accumulated Depreciation} \\ \text{Equals } & \text{Net Book Value} \end{aligned}$$

If there is more than one index (found on Funding Source screen), there will probably be two screens for Capitalization information. Additionally, the percentage will not be 100%. The user will scroll down for the additional information and add them together using the formula mentioned above.