



FIXED ASSETS

OptiMum Fixed Assets Management System is aimed at recording all the fixed assets of the company whether these assets are tangible or intangible. It keeps track of all the movement of these assets whether that movements are from staff to staff or department to department or from one location to another.

Assets Management

OptiMum Fixed Assets Management System has a complete assets file detailing all information in regards to each asset. The data keyed may relate to the asset itself, to the vendor/supplier, to the assets category or to the location and department.

Assets Financials

OptiMum Fixed Assets Management System takes care of all the financial aspects of the asset from assets purchase value, net book value, total accumulated depreciation, monthly depreciation and the accounting related entries. Disposal and cancellation of an asset can be treated easily with **OptiMum**.

Assets Maintenance

Any type of maintenance related to an asset can be recorded in **OptiMum**. The related data such as the type, amount, supplier and the description are part of the records.

Assets Movement

All assets movement history can be recorded. Movement such as location movement, staff movement, department and profit and cost center movement. Workflow, emails and authorization to that movement are built-in features.

Assets Documents

All documents related to any assets can be part of that profile as scanned document. Photos and drawings can also be stored as part of the documents if required. Warnings about document expiry dates and warranty can be set to be sent to specified emails.

Assets Insurance & Inspections

Insurance and Inspection details can be stored within **OptiMum Fixed Assets**. Expiry warnings will be sent directly to the emails. Insured value will be recorded with the details of the insurance company. Scanned copies of all relevant documents are also stored in the system.

Main Features of **OptiMum Fixed Assets**

Multi-company, multi-Branch

Multi-currency

Full financial tracking (cost, depreciation, net book value, Sales etc)

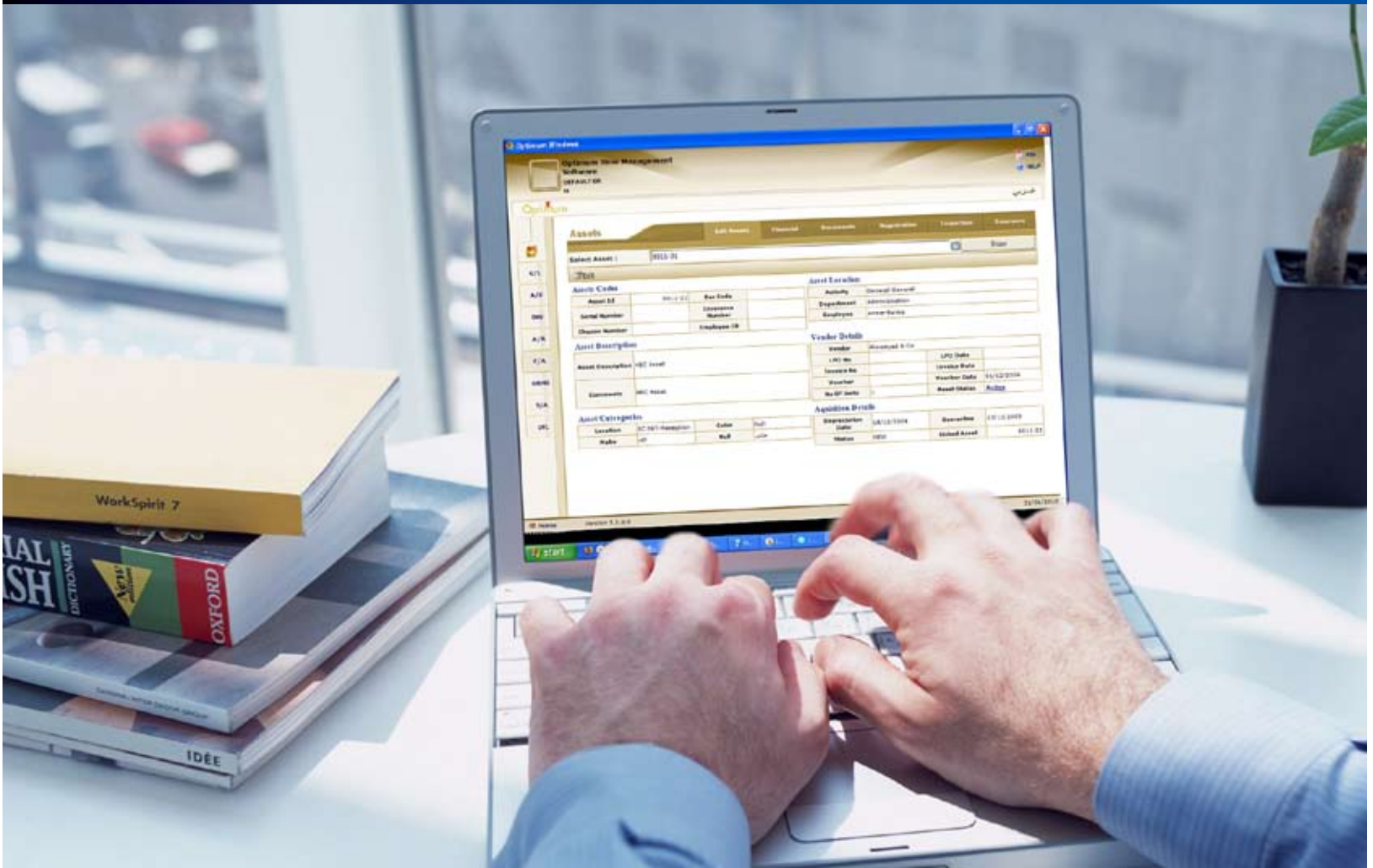
Bar-coding facilities

Full assets movement tracking

User Definable fields

Assets extension (life or/and component)





Whenever needed, an online context sensitive help system pops up to assist and guide you through all the procedures. Our manuals provide extensive and comprehensive details to your staff so they can derive the full potential and beneficial features of **OptiMum** Fixed Assets system.

Fixed Assets sub-ledger

The system maintains a full-fledged sub-ledger for each asset, detailing the acquiring entries, depreciation entries, disposal and cancellation. These entries can be viewed by profit centre, cost center and supplier.

Processing

The **OptiMum Fixed Assets** module will process the following automatically:

- ⚙ Processing of acquisition, sale, obsolescence, and destruction, with immediate gain/loss calculation and definition of the accounts to be affected by the operation, and in which proportion.
- ⚙ Background treatment of accounting entries into the General Ledger upon confirmation of the input of the various transactions.
- ⚙ Automatic processing of monthly depreciation to the Ledger upon your instruction.

Reporting & Inquiries

Many reports and inquiries are built-in within **OptiMum Fixed Assets Management** System such as movement reports, Insurance Reports, Inspection Reports, Assets Category Reports and Financial Reports. The **OptiMum** financial reports are fully in compliance with the International Accounting Standards (IAS).

Integration

Another benefit of **OptiMum Fixed Assets Management Module** is that the system may be integrated into the **General Ledger, Payroll and Time Attendance** modules.