

FIXED ASSETS

With Fixed Assets in Microsoft® Business Solutions Financial Management-Navision®, you save time and can focus your efforts on your business.

Key Benefits:

- Gain an immediate overview of your fixed assets
- Improve the management of fixed asset maintenance
- Improve the overall handling of your fixed asset's insurance policies

Complex Problems – Simple Solutions

Has managing your fixed assets become more trouble than they're worth? With the fixed assets feature in Microsoft Business Solution Financial Management-Navision, you no longer have to spend great amounts of time, money and effort organizing, managing and accounting for your company's fixed assets. You save time and can focus your efforts on your business.

Do You Know What You're Worth?

With Fixed Assets, you always know the current status on all your fixed assets. That's because Fixed Assets gives you a real-time, accurate overview of all your fixed assets. You always know your book value and your accumulated depreciation. What's more, integration to Microsoft Business Solutions-Navision means that you can easily reconcile your fixed assets to your general ledger.

Information When You Need It

You can also integrate your fixed assets with other application areas, such as General Ledger and Purchases and Payables. This reduces the risk of human error because you don't have to enter data in several different application areas.

You can track your fixed assets, based on a number of criteria, specified by you. For example, you can track an asset by location. This makes it easier for your auditor to verify your fixed assets.

Save Time, Money and Effort

Managing and maintaining your fixed assets doesn't have to cost you more time, money and effort than necessary. With Fixed Assets, when you purchase, depreciate or sell a fixed asset, the relevant application areas in your Navision solution are updated in just one posting.

It's also easy to make different reports for different purposes. You can post fixed asset transactions and

generate various reports and statistics. You save time, money and effort.

Customized to Your Needs

Most fixed assets depreciate in value from the day you purchase them. But it is often difficult to know by how much. Fixed Assets gives you an overview of the accumulated depreciation on your fixed assets.

That's because the fixed assets functionality in Microsoft Business Solutions-Navision gives you several standard depreciation methods, which are user-defined. For example, some organizations prefer to depreciate annually, whereas others prefer to depreciate on a monthly basis. You choose the method and the frequency according to your needs. The decision is yours.

What's more, you can avoid the cost of employing an auditor to help you extract the relevant information for your annual depreciation. Fixed Assets easily and automatically depreciates for you, ensuring correct periodic depreciation.

The More You Know, the Better

With Fixed Assets, you also know how the costs of maintenance affect the value of your fixed assets. You can monitor each asset and access the information necessary for analysis and decision-making related to the renewal of fixed assets.

For example, you know whether a fixed asset is costing you more than it's worth to maintain. And you know what maintenance costs to budget for each fixed asset. You can also integrate all maintenance expenses with the General Ledger in Navision.

Use Fixed Assets to determine insurance policies for each fixed asset. You can also monitor insurance coverage and annual insurance premiums for your fixed assets. And, you can link each fixed asset to any number of insurance policies. As a result, you always have an overview of whether your assets are over-insured or under-insured.

Ask Your Partner

To learn more about Microsoft Business Solutions Financial Management-Navision, contact your local solution center. They have the expertise necessary to design a solution that fits your specific business needs.

Or, visit our Web site at:

<http://www.microsoft.com/BusinessSolutions>.

About Microsoft Business Solutions

Microsoft Business Solutions, a division of Microsoft, offers a wide range of integrated, end-to-end business applications and services designed to help small, midmarket and corporate businesses become more connected with customers, employees, partners and suppliers. Microsoft Business Solutions' applications optimize strategic business processes across financial management, analytics, human resources management, project management, customer relationship management, field service management, supply chain management, e-commerce, manufacturing and retail management. The applications are designed to provide insight to help customers achieve business success. More information about Microsoft Business Solutions can be found at

<http://www.microsoft.com/BusinessSolutions>

Address:

Microsoft Business Solutions
Frydenlunds Allé 6
2950 Vedbaek
Denmark
Tel +45 45 67 80 00
Fax +45 45 67 80 01

<http://www.microsoft.com/BusinessSolutions>

Key Features	Description
FLEXIBLE DEFINITION AND GROUPING OF ASSETS	<p>Define information for an asset in a number of ways, for example, number, description, class code, location code and serial number.</p> <p>Specify a fixed asset as a budgeted asset.</p> <p>Record information that is used for tracking the maintenance and insurance status of fixed assets.</p> <p>Determine the level of detail you need in your fixed assets reporting and statistics, for example, set up your asset as a single entity or as a set of components.</p>
UNLIMITED NUMBER OF DEPRECIATION BOOKS	<p>Define an unlimited number of depreciation books for each fixed asset:</p> <p>Describe all the required depreciation conditions for a fixed asset.</p> <p>Meet the demands of local accounting and tax conditions whatever your location.</p> <p>Define a depreciation book for internal depreciation calculations.</p> <p>Fulfill the demands for depreciation of the parent company if your company is part of a multinational company.</p> <p>Decide if the book should be integrated with the General Ledger.</p> <p>Specify how the fixed asset will be depreciated.</p> <p>Index depreciation book entries if desired.</p> <p>Define frequency of depreciation, for example, every month, quarter or year.</p> <p>A ledger entry list exists for each depreciation book, with all relevant information, such as book value, depreciation basis, accumulated depreciation, disposal, gain/loss, user ID and source code.</p>
CHOICE OF STANDARD OR CUSTOMER DEPRICIATION METHODS	<p>Choose from several standard depreciation methods:</p> <ul style="list-style-type: none"> Straight-line Declining-balance Accelerated methods, such as a combination of declining-balance and straight-line (DB/SL) <p>Customized depreciation methods (define a depreciation percent for each user-defined period, or enter the number of units produced by a machine in a user-defined period)</p>
STATISTICS FOR EACH DEPRECIATION BOOK	<p>Use the Statistics window in each depreciation book to:</p> <ul style="list-style-type: none"> Get a live status overview of a fixed asset. View all information defined for a fixed asset simultaneously on screen.
MAINTENANCE INFORMATION	<p>To keep track of each asset and access information necessary for analysis and decision-making related to the renewal of fixed assets:</p> <p>Record information for an asset, such as maintenance, service and expense information.</p> <p>Include photographs of fixed assets.</p> <ul style="list-style-type: none"> Integrate maintenance expenses recorded in the Fixed Assets application area with the General Ledger.
INSURANCE INFORMATION	<p>Monitor the insurance coverage and annual insurance premiums of your fixed assets.</p> <p>See whether your assets are under-insured or over-insured.</p> <p>Allocate each asset to one or more insurance policies.</p> <p>Index insurance amounts.</p>
ALLOCATION OF PERIODIC DEPRECIATION	<p>Allocate depreciation of fixed assets to combinations of dimensions, for example, Department and Project. This facility is normally used when several departments in a company share a fixed asset.</p> <p>Decide how to allocate depreciation, gain/loss, or other types of entries to different G/L accounts.</p>
RECLASSIFICATION OF FIXED ASSETS	<p>Reclassify a fixed asset or part of a fixed asset by moving it from one classification to another, for example, from one department to another.</p>
SEPARATION AND PARTIAL DISPOSAL OF A FIXED ASSET	<p>Separate a fixed asset into several fixed assets.</p> <p>Join several fixed assets into one.</p> <p>Dispose of a fixed asset partially.</p>

REPORT AND SIMULATED REPORT FACILITIES

Document all recorded information in a number of standard reports including:

- Reports required for legal purposes

Simulation reports to show how the book value and depreciation will develop in time. These are particularly useful for budgeting purposes

System Requirements

TO OBTAIN ALL OF THE FEATURES MENTIONED IN THIS FACT SHEET, THE FOLLOWING MODULES AND TECHNOLOGIES ARE REQUIRED:

Basic Fixed Assets
Insurance
Maintenance
Allocations
Reclassification

© 2003 Microsoft Business Solutions ApS, Denmark. All rights reserved. Microsoft, Great Plains, Navision, FRx, *list other trademarks mentioned are either registered trademarks or trademarks of Microsoft Corporation, Great Plains Software, Inc., FRx Software Corporation, or Microsoft Business Solutions ApS or their affiliates in the United States and/or other countries. Great Plains Software, Inc., FRx Software Corporation, and Microsoft Business Solutions ApS are subsidiaries of Microsoft Corporation. The names of actual companies and products mentioned herein may be the trademarks of their respective owners. The example companies, organizations, products, domain names, email addresses, logos, people and events depicted herein are fictitious. No association with any real company, organization, product, domain name, e-mail address, logo, person, or event is intended or should be inferred.