

**FAMIS Fixed Assets (FFX) Screens**  
**Updated 10/5/2004**

<b>001</b>	<b>Fixed Assets Main Menu</b>	<b>001 (FRS)</b>
	Main menu available for Fixed Assets. It lists other menus generally available from the Fixed Assets Main Menu.	
<b>502</b>	<b>Purchasing/Vendor Data</b>	<b>M51</b>
	Entry and display of purchasing, vendor and manufacturing information for an asset.	
<b>503</b>	<b>Property Control Data</b>	<b>M51</b>
	Entry and display of property control information for an asset.	
<b>504</b>	<b>Owner/Location Data</b>	<b>M51</b>
	Entry and display of custodial, location, and ownership information for an asset.	
<b>505</b>	<b>Accounting Data</b>	<b>M51</b>
	Entry and display of financial accounting data, funding source, and purpose information for an asset.	
<b>506</b>	<b>Debt Finance / Maintenance / Insurance Data</b>	<b>M51</b>
	Entry and display of debt financing, maintenance, and insurance information for an asset.	
<b>507</b>	<b>User Search Code Maintenance</b>	<b>M51</b>
	Entry and display of user search code attribute that can be assigned to an asset that can be queried on Screen 537.	
<b>508</b>	<b>Asset Notes</b>	<b>M51</b>
	Entry and display of any asset notes for an asset.	
<b>509</b>	<b>Copy / Merge / Delete</b>	<b>M51</b>
	Used to copy assets, merge assets or delete pending assets.	
<b>510</b>	<b>FX Batch Initialize</b>	<b>M52</b>
	Used to open/close batches in FFX.	
<b>511</b>	<b>Approval</b>	<b>M52</b>
	Used to approve a pending asset.	
<b>512</b>	<b>Prior Depreciation</b>	<b>M52</b>
	Used to record/adjust prior accumulated depreciation.	
<b>513</b>	<b>Disposal</b>	<b>M52</b>
	Used to record the disposal of an asset that is no longer owned or managed by your institution.	
<b>515</b>	<b>Change in Cost</b>	<b>M52</b>
	Used to modify the cost of an approved asset.	
<b>516</b>	<b>Change Est/Meth/Acct</b>	<b>M52</b>
	Used to modify depreciation calculations, asset account, class, acquisition method and capitalization flag with no accounting impact.	

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<b>517</b>	<b>Undelete Disposed Asset</b>	<b>M52</b>
	Used to reinstate asset into approved status.	
<b>519</b>	<b>Transfer Within Agency</b>	<b>M52</b>
	Used to change custodian, location, ownership or availability data to a new department.	
<b>520</b>	<b>Asset Search</b>	<b>M51</b>
	Used to search for an asset by description.	
<b>521</b>	<b>Livestock</b>	<b>M52</b>
	Used to record transactions involving livestock.	
<b>523</b>	<b>Transaction Inquiry by Asset</b>	<b>M51</b>
	Displays history of activity for an approved or disposed asset by fiscal year.	
<b>524</b>	<b>Session / Batch Header List</b>	<b>M51</b>
	Provides summary information of batches entered into FFX.	
<b>527</b>	<b>Transaction Inquiry by Batch</b>	<b>M51</b>
	Displays detailed transactions in a specified FFX batch / batch date.	
<b>529</b>	<b>Selection Query List</b>	<b>M51</b>
	Used to search for assets meeting specified selection criteria.	
<b>531</b>	<b>Asset Snapshot</b>	<b>M51</b>
	Displays miscellaneous status information concerning an asset.	
<b>532</b>	<b>Asset Search By Dept and Class Code</b>	<b>M51, M55</b>
	Displays assets by department, sub department, and class code.	
<b>533</b>	<b>Inquiry by Search Value</b>	<b>M51</b>
	Used to search for assets by tag number, serial number, related asset number or class.	
<b>534</b>	<b>Asset Search by Department</b>	<b>M06 (FRS), M51, M55</b>
	Displays assets by department code and sub department code and allows access to a more detailed screen.	
<b>535</b>	<b>Departmental Inventory</b>	<b>M51</b>
	Update location, purpose, condition, and availability data for an approved asset.	
<b>536</b>	<b>Limited Inquiry by Search Value</b>	<b>M51</b>
	Performs an asset search by tag number, serial number or related asset number.	
<b>537</b>	<b>Asset Search By User Search Code / Model Nbr</b>	<b>M51, M55</b>
	Performs an asset search by user code or model by Status.	

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<b>540</b>	<b>Building Create / Modify</b>	<b>M51</b>
	Used to create, modify or delete a building record.	
<b>541</b>	<b>Building Component/Betterment</b>	<b>M51</b>
	Used to flag an approved asset as a building component or remove the component link.	
<b>542</b>	<b>Building Component Inquiry</b>	<b>M51</b>
	Lists all approved assets that are either components of a building, in a building, or both.	
<b>545</b>	<b>View Preliminary Assets</b>	<b>M51</b>
	Displays preliminary fixed asset records for a PO and allows them to be selected. Once selected, control is passed to Screen 546	
<b>546</b>	<b>Preliminary Fixed Asset Data</b>	<b>M51</b>
	Displays detailed data for a preliminary fixed asset by PO and sequence number and assigns a pending asset number.	
<b>581</b>	<b>Class Table Display</b>	<b>S01</b>
	Lists the contents of the class code table.	
<b>582</b>	<b>Capitalization Rules Display</b>	<b>S01</b>
	Lists the capitalization rules table.	
<b>583</b>	<b>Acquisition/Disposal Method Control Display</b>	<b>S01</b>
	Lists the contents of the acquisition and disposition methods table. Lists valid values and description for acquisition and disposal methods.	
<b>584</b>	<b>Inflation Codes Display</b>	<b>S01</b>
	Lists the contents of the inflation code table.	
<b>585</b>	<b>Depreciation Rules Display</b>	<b>S01</b>
	Lists the contents of the depreciation rules table.	
<b>589</b>	<b>Department Rules Display</b>	<b>S01</b>
	Lists the contents of the FFX department table. Lists valid values for the department/sub-department codes.	
<b>590</b>	<b>System Controls</b>	<b>S01</b>
	Used to view/modify system controls for FFX.	
<b>591</b>	<b>Class Table Update</b>	<b>S01</b>
	Used to add, modify or delete class code information.	
<b>592</b>	<b>Capitalization Rules Update</b>	<b>S01</b>
	Used to add, modify or delete capitalization rules.	
<b>593</b>	<b>Acquisition / Disposal Method Control Update</b>	<b>S01</b>
	Used to add, modify or delete acquisition or disposal method controls.	

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<b>594</b>	<b>Inflation Codes Update</b>	<b>S01</b>
	Used to add, modify or delete inflation codes.	
<b>595</b>	<b>Depreciation Rules Update</b>	<b>S01</b>
	Used to add, modify or delete depreciation rules.	
<b>805</b>	<b>GL Subcode Descriptions</b>	<b>S01</b>
	Used to maintain the descriptions for the GL account Controls (maintained by FAMIS staff).	
<b>806</b>	<b>SL Subcode Descriptions</b>	<b>S01</b>
	Used to maintain the descriptions for the SL object codes (maintained by FAMIS staff).	
<b>850</b>	<b>Person Information</b>	<b>S01 (SPR), S03 (FRS)</b>
	Used to Add/Delete/Display valid persons for FAMIS. Loaded from BPP files.	
<b>860</b>	<b>Department Table Maintenance</b>	<b>M55, S01</b>
	Used to add, modify or delete department / subdepartment information used in FAMIS.	
<b>882</b>	<b>Maintain Current Session Campus and/or Fiscal Year</b>	<b>S01</b>
	Used to change the active campus and/or the active fiscal year and/or month.	
<b>899</b>	<b>Maintain Dictionary Values</b>	<b>S03 (FRS)</b>
	Used to maintain field values by campus code.	
<b>900</b>	<b>Batch Report Specification</b>	<b>S02 (SPR), S02 (FRS)</b>
	Used to control report titles and required and optional parameters.	
<b>AFR</b>	<b>AFR Menu</b>	<b>001</b>
	Transfers control to the Annual Financial Reporting Module.	
<b>FRS</b>	<b>FRS Menu</b>	<b>001</b>
	Transfers control to the Financial Accounting Module.	
<b>M51</b>	<b>Fixed Assets Menu</b>	<b>001</b>
	Displays the primary fixed assets screens available from the Fixed Assets Module.	
<b>M52</b>	<b>Asset Transactions Menu</b>	<b>001</b>
	Displays transaction screens available in FFX.	
<b>M55</b>	<b>Entire Connection Download / Print</b>	<b>001</b>
	Lists screens that have entire connection download and / or print capability	
<b>S01</b>	<b>Table Menu</b>	<b>001</b>
	Displays the table screens.	
<b>SPR</b>	<b>SPR Menu</b>	<b>001</b>
	Transfers control to the Sponsored Research Module.	