

## Advanced Fixed Asset Workshop

<b>Duration:</b>	2.5 Hours
<b>Delivery Method:</b>	Group Internet – Via Microsoft Teams Meeting
<b>Instructor(s):</b>	Crystal Tollison
<b>Difficulty Level</b>	Advanced
<b>Description and Learning Objectives:</b>	
<p>This workshop explains Depreciation Books setup options, the Maintenance and Insurance functions, and how the system calculates depreciation, including custom tables.</p> <p><b>Topics Include:</b></p> <ul style="list-style-type: none"> <li>• Depreciation Book setups</li> <li>• Insurance</li> <li>• Maintenance</li> <li>• Calculations</li> <li>• And much more!</li> </ul>	
<b>Advanced Preparation:</b>	
<p><b>What you will need for this Workshop:</b></p> <ul style="list-style-type: none"> <li>• Laptop computer</li> <li>• Familiarity with Fixed Assets in Business Central</li> </ul>	



Schedule	
Topic	Duration
<b>Welcome &amp; Introductions</b>	10 Minutes
<b>Depreciation Book Setups</b> <ul style="list-style-type: none"> <li>• Should I always use 30 days for depreciation?</li> <li>• Fiscal Year setup</li> <li>• Disposal Calculation - Net or Gross and Salvage values</li> <li>• Posting Salvage values</li> <li>• How to use FA Ledger check</li> </ul>	30 Minutes
<b>Insurance</b> <ul style="list-style-type: none"> <li>• Insurance Types</li> <li>• FA Setup: Automatic Insurance Posting</li> <li>• Additional Insurance posting steps</li> <li>• Reporting options</li> </ul>	15 Minutes
<b>Maintenance</b> <ul style="list-style-type: none"> <li>• Maintenance codes</li> <li>• Maintenance Tab of the FA card</li> <li>• Posting Setup for Maintenance</li> <li>• Reporting and tracking activity related to Maintenance.</li> </ul>	15 Minutes
<b>Break</b>	10 Minutes
<b>Calculations</b> <ul style="list-style-type: none"> <li>• Using calculations and formulas</li> <li>• Using the half-year convention</li> <li>• Depreciation Tables and Custom Depreciation</li> </ul>	30 Minutes
<b>Additional Considerations</b> <ul style="list-style-type: none"> <li>• Setting up Allocations in the FA Posting group</li> <li>• Reclassifications</li> <li>• Recurring Journal Entries for Maintenance or Insurance</li> <li>• Addressing Corrections &amp; Errors</li> <li>• Budgets</li> </ul>	30 Minutes
<b>Wrap Up</b> <ul style="list-style-type: none"> <li>• Discuss any additional questions or concerns</li> <li>• Recap of takeaways</li> </ul>	10 Minutes