

Inventory Module for Asset Tracking

Microix Requisition Module is Required NOTE: Asset depreciation is handled in the MIP Fixed Asset Module.



<u>)</u>				Asset N	Maintenance - Wo	rkflow Modules Client 2022		_		- 0
9 Budget	Purchase Order/Invoice Inventory	/ Timesh	ieet Maintenance	Support						
e Page Asset Lis	t Asset Maintenance ×								Add Asset Image	
sets List Details				Add/Modify Asset Informa	ation				Add Asset image	
		-		Aud/Moully Asset Informa	ation					
Asset Informa	ation	•								🙀 💼 🔊
Asset ID	3002			Item ID 47852		Status	A	× Asset Image		
Description	Latitude 3510 Laptop									
Category	Fleet			✓ Asset Type	car			· ·		
Assign To	Cherry Carlock	Cap	ture Warranty	- Location	Florida			*		
Warranty Info	ormation	I	nformation						Dige	/
Notes	N/A			721		- Condition New		*		
Model Inform	ation			ure Model						
			Info	ormation						
Mfr Model	DELL	Serial Num	486577751212211							
Size Info	15 In	Color Info	Gray							
Mac Address	85:DC:45:34:df:e2	IP Address	192.168.1.201							
Purchase Info	ormation	Activities								
Document No	PO-1007	Action	Туре	Date	Use	r Name	Notes/Comme	nts		
Document Date	2/1/2021 -	T allo		=	8 <mark>0</mark> 0		RBC			
Vendor ID	DELL	♦ AssetT	Гуре	7/27/2021	Ann	na Belle Martin	AssetType wa	as changed from Computer to car		
Acquisition	Asset Acquisition Code 👻	Asset	Туре	7/27/2021		na Belle Martin		as changed from Computer to Computer		
Verified By	AB	Assign		7/27/2021		na Belle Martin		s changed from Anna Bell Martin to Cherry	Carlock	
Verified Date	3/10/2021 -	Locatio		7/27/2021		na Belle Martin		changed from Georgia to Florida		
Current Oost	\$719.00 🗘	Locatio	on	7/27/2021	Ann	na Belle Martin	Location was	changed from Texas to Georgia		
			T							
	Purchase Information	- D -	(Capture Asset Related						•
	(If purchased using our			Activities				•		
	Requisition Module)									
PU\User - LAPTOP-D	,	10005 - 1	Business Partner License, Ver	ion: 2022.001.1 🛛 🛼 MIP Database Server - LAPT	OP-DRKKR0Q1\SC	QLEXPRESS 🛛 🌺 S/M Expire Date - 1	10/6/2022 🏾 🌐 MIP sync w	vas successful./MCMS Validated	Asset Information	

Asset Details

• Import assets from an Excel (CSV) file

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- Import assets from MIP Fund Accounting
- Import assets purchased via a Microix Requisition/Purchase Order

Please note: It does not have the ability to do depreciation.



e Pa	ge		Purchase Order, × re to group by that colu		ventory Timesh	eet Maintenance Supp	ort				_	options		lect the sp	g and filtering pecific assets u need.	
-	set ID		Asset Image	Item ID	Status	Description	Category	Asset Type	Condition	Assign To	Location	IP Address	Serial Num	Warranty Expire	Last Verified/Inventoried	4
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Œ		000	*	A1005	A	No Motorized Wheel Chair	Medical Supplies	Equipment	Good	Room3	Florida	N/A	6464533123324	2/2/2020		
	3(001		A 1006	A	Motorized Wheel Chair	Medical Supplies	Equipement	Good	Client 84574	Florida	N/A	8798765453132	2/2/2022		
E	3 3(002	F	47852	A	Latitude 3510 Laptop	Fleet	car	New	Cherry Carlock	Florida	192.168.1.201	48654451212211	7/31/2021		_
	A	sset Log														
	343	Asset ID			Action Type		Date			User Name			Notes			
	•	3002			Location		7/27/2021			Anna Belle M	artin		Location was	changed from Texa	is to Georgia	
		3002			Location		7/27/2021			Anna Belle M	artin		Location was	changed from Geor	gia to Florida	
		3002			AssignTo		7/27/2021			Anna Belle M	artin		Assign To was	changed from Ann	na Bell Martin to Cherry Carl.	
		3002			AssetType		7/27/2021			Anna Belle M	artin		AssetType wa	as changed from Co	omputer to Computer	-
		3002			AssetType		7/27/2021			Anna Belle M	artin		AssetType wa	as changed from Co	omputer to car	
	30	003		3003	A	2021 GMC SIERRA 1500 CREW CAB	Fleet	Fleet	New	Bobby Smith	Georgia	N/A	WEDS45FCD214	1/1/2023		
	3(004		3004	A	F-550 Super Duty Chassis Cab	Fleet	Bus	Good	Michael	Georgia	N/A	WE45654YD23C	1/31/2023	Print or export informatior	
	3(005		R820-1	A	Dell PowerEdge R820 16-Port Chassis	Computer Supplies	Server	New	Computer Room	Georgia	192, 168, 1, 2	343KRKD3435DFES	1/1/2022	format you (Excel, CSV, P	
	30	006	T	1001-JGA171	A	8' Racetrack Conference Table by Office Source	Office Supplies	Conference Room	New	Room 101	Georgia	N/A	895635	2/2/2099		
	30	007		101-IGA053	A	Reception Box Arm Chair by BOSS Office Chairs	Office Supplies	Chair	Average	Room 101	Georgia	N/A	785424512	1/1/2099		
						U-Shaped Reception Desk with			0				1			-
CPU\	Jser ·	- LAPTOP-DRI	KR0Q1\Anna Belle Mai	tin 📕 Organiza	ation -2137 NPS10005 -	Business Partner License, Version: 2022.0	001.1 🛛 🦲 MIP Da	tabase Server - LAPT	OP-DRKKR0Q1\S(QLEXPRESS	Expire Date - 10	/6/2022 🌐 MIP sync	was successful./MCMS	Validated	Print Grid	t +

Asset List

Provides read-only asset information for users.



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🖧 CPU/User - LAPTOP-DRKKR0Q1\SqLEXPRESS 🍇 S/M Expire Date - 10/6/2022 🌐 MIP sync was successful./MCMS Validated

Other Available Reports



Microix Cloud Solution (MCS)

Hardware | Barcode Scanner Model DT50Q

Main Menu:

- Asset Information-Retrieve information about an asset
- Verify Asset-Verify the existence of the asset and record it's condition
- Transfer Asset-Assign asset to a person and or location
- Add Asset- Create a new asset
- Edit Asset- Edit an existing asset
- **Physical Count**-Inventory your assets (Ability to print asset barcode labels)



	Asset Information
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Microix Cloud Solution	
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	ItemID - A1000 Description -
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	Cost
Transfer Asset	
R Add Asset	
	C
Edit Asset	Change Image Clear Image
+⊐ Log off	
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	Description - Motorized Wheel
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Cloud Solution.	84574
	Locaton - Plorida
	Condition - Good Warranty Expire -
	2/2/2022 12:00:00 AM
	Model No - ABC
	Sertal No - 8796765453132
	POdate - 2/20/2016
	12:00:00 AM PONum - 878004
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Optional Hardware - Barcode Scanner

(Please Note: Will include the Microix Cloud Solution MCS)

Click this link for the latest information on Barcode scanner along with the spec sheet: <u>Microix Sales - Microix Barcode Scanner Available Options-For Microix Inventory Module - Knowledge base</u>



Send us an email at <u>sales@microix.net</u> so we can connect you to your MIP/Microix reseller for a live demonstration and to request a quote.

Visit us at <u>www.microix.net</u>

Thank you!

