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Asset Transactions

Records > Objects

Displays transactions for an Asset with a specified period and date range.

Records > Objects and choose the **Asset Object Type** from the Object Type drop-down.

There are two ways to access Transactions:

1. Double-click the Asset to open the Object Screen, then click Transactions.
2. Single-click the Asset so it is highlighted, and click Transactions.

Period: The accounting period in which the transaction was recorded.

Month/Year: The calendar month/year the transaction was recorded.

Date: The date the transaction was recorded.

Comments: A description of the transaction.

Amount: The dollar amount of the transaction.

Src: The source type of transaction. See: Asset Sources.

G/L Reference: For 'AP,' the invoice#; for 'CD,' the check#; and for 'RE,' the reference#.

Account: The G/L account#.

Batch #: The batch number of the transaction. All transactions are assigned a batch number.

Posted: Checkbox to denote whether the transaction has been posted.

Atch: Checkbox to denote whether the entry has attachments that can be viewed.

Modify User: The user who last modified the transaction.

Modify Date/Time: The date and time the transaction was last modified.

Other Functions

Sources Filter: Select which sources to be included in the transactions listing.

Show Only Posted: If selected, the transactions that are not posted will not be shown.