

AM315 Advanced Asset Management

Description

This instructor-led course covers how asset entries post to the general ledger, the ABZON process which is an external asset acquisition, and when and how assets should be transferred. This course covers reversing asset entries, asset credit memos, and when an asset should be blocked and deleted. This course also covers asset retirements and reporting.

Target Audience

Users with the following roles: Asset Accountant, Asset Custodian, Asset Manager

Prerequisites

The following *must* be completed prior to attending the classroom training. Completion of prerequisites ensures that participants have the necessary knowledge for class. Material covered in prerequisite courses will not be re-taught in classroom training.

- AM300 Asset Masters and Asset Reporting instructor-led course

Participants *must* have a good understanding of standard asset management transactions in SCEIS, including how to create and manage asset shells, when and how to use asset shells in the procurement process, and the resulting budgetary and accounting entries that result from asset procurement; and must be able to execute and interpret SAP standard fixed asset reports.

Registration Instructions

1. In Internet Explorer, use your SCEIS user ID and password to log into MySCEmployee (<https://myscemployee.sc.gov>).
2. In the upper left area of the page, click the MySCCentral tab.
3. Click the "MySCLearning" tile.
4. In the "Find Learning" tile, use the search box to type in the course ID (AM315) and click "Go."
5. Find the course title and click "See Offerings."
6. Scroll down and click the "Offerings" tab to view class dates.
7. Find the class date you prefer, and click "Register Now."
8. At the Scheduled Offering box, click "Confirm."
9. Receive email confirmation; view details and instructions.

Learn More
at sceis.sc.gov

MySCLearning Tools



If you do not receive a confirmation email, please contact the [SCEIS Help Desk](#).