

Asset Management in an Organization

1. Asset Utilisation Score

The Asset Utilisation Score is a metric that reflects how effectively an asset is being used within the organization. It is calculated based on various factors such as the frequency of use, idle periods, and performance. A high score indicates that the laptop is being used efficiently, while a low score might suggest underutilization, prompting a review of its assignment.

2. Replacement Recommendation

The Replacement Recommendation indicates whether a laptop should be replaced due to age, wear and tear, or performance issues. This recommendation is based on the asset's current status, usage patterns, and its projected end-of-life date. Following this recommendation ensures that employees are equipped with functioning and reliable devices.

3. Repair History

The Repair History provides details of any repairs or maintenance work carried out on the laptop. This includes information about the type of repairs, dates, and costs. Keeping track of repair history helps in determining if an asset is prone to frequent failures, which could lead to a recommendation for replacement.

4. Next Service Due Date

The Next Service Due Date specifies when the next routine maintenance or service is scheduled for the laptop. Regular servicing ensures the longevity of the asset and helps avoid unexpected downtime or hardware failures. It is crucial for IT teams to track and perform timely maintenance to keep assets in good condition.

5. Last Service Date

The Last Service Date provides information about the most recent service or maintenance check performed on the laptop. This is important to ensure the device remains operational and any issues

are addressed promptly. IT teams use this date to track the asset's health and schedule future services.

6. Incident Count

The Incident Count refers to the number of issues or problems that have been reported for a particular laptop. A high incident count could indicate underlying problems with the asset, such as hardware failures or software issues. Monitoring the incident count helps the organization decide whether the laptop needs repairs, updates, or replacement.