MOVEMENT OF ASSETS

Listed in the *Figure 1* are the *Movement of Assets* recorded in the Accounting System. Click the **Record Movement Button** to create new. Click the **... Button** as shown in *figure 2* to choose from the fixed assets list in *figure 3*.

Figure 1

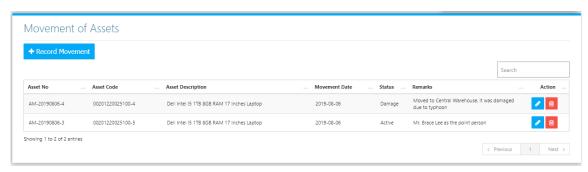
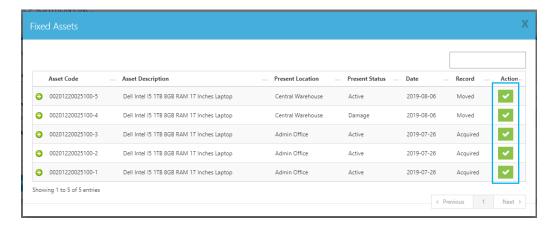


Figure 2



Figure 3



Clicking the **+ Button** in this interface will show the *Movement of the Asset*. Click the **Check Button** to use the Asset in the Record. Then the **Details** of the Fixed Asset will be dropped down in the invoice (*Figure 4*). Click the **Save Button** to save the record.

Figure 4

Asset Code:	Asset Description :				* Movement Date :	
00201220025100-5	Dell Intel I5 1TB 8GB RAM 17 Inches Laptop				08/06/2019	=
Present Location:	* Move To :	*	Status		Document No (Auto):	
Central Warehouse ▼	Admin Office	*	Active	*	AM-YYYYMMDD-XXXX	
emarks:						
Back to Admin office for use.						