



## AS01 Create Main Asset

### Purpose

Use this procedure to create a new asset main number.

### Trigger

Perform this procedure when you need to create an asset main number for the following purposes:

- Purchase requisition for a capital asset
- Final Depreciating Asset (FDA) for project settlement
- Property donation
- Post capitalization (asset expensed in the prior fiscal year by error)

### Prerequisites

The following information must be known prior to creating an asset:

- Asset class
- Cost center
- WBS element
- Grant
- Fund
- Asset Type

### Menu Path

Use the following menu path to begin this transaction:

N/A

### Transaction Code

AS01

### Helpful Hints

- R/O/C column in tables represents Required, Optional, or Conditional entry.
- It is helpful to know the asset class and other data before starting this transaction. However, you can click matchcode at any time for the field and search for the relevant value.
- You can update asset information using transaction AS02.
- Use transaction AW01N to display an asset.



**AS01**

**Work Instruction**

## **AS01 Create Main Asset**



## AS01 Create Main Asset

### Procedure

1. Start the transaction using the menu path or transaction code.

#### Create Asset: Initial screen

The screenshot shows the SAP 'Create Asset: Initial screen' interface. At the top, there is a menu bar with 'Asset', 'Edit', 'Goto', 'Extras', 'Environment', 'Settings', 'System', and 'Help'. Below the menu bar is a toolbar with various icons. The main area is titled 'Create Asset: Initial screen' and has two tabs: 'Master data' (selected) and 'Depreciation areas'. The 'Master data' tab contains the following fields:

- Asset Class: A dropdown menu with a yellow background.
- Company Code: A text field containing 'COP1'.
- Number of similar assets: A text field containing '1'.
- Reference section (blue background):
  - Asset: A text field.
  - Sub-number: A text field.
  - Company code: A text field.
- Post-capitalization: A checkbox that is currently unchecked.

At the bottom right of the screen, there is a status bar showing 'AS01', 'saptrp', and 'INS'.

2. As required, complete/review the following fields:

Field	R/O/C	Description
Asset Class	R	The main criterion for classifying fixed assets according to legal and management requirements. <b>Example:</b> 480000

3. Click **Master data** Master data . The *Create Asset: Master data* screen displays.



## AS01 Create Main Asset

### Create Asset: Master data

4. As required, complete/review the following fields:

Field	R/O/C	Description
Description	R	Free text field used to provide additional information or a description. <b>Example:</b> thermal imaging camera

5. Click **Origin** Origin.



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### Create Asset: Master data

The screenshot shows the SAP Asset Manager interface for creating a new asset. The 'Origin' tab is active, displaying the following fields:

- Asset: INTERN-00001 0
- Class: 480000
- Description: thermal imaging camera
- Company Code: COP1
- Origin tab selected
- Vendor: [Field]
- Manufacturer: [Field]
- Asset purch. new:
- Purchased used:
- Country of origin: [Field]
- Project: [Field]
- Original asset: [Field]
- Acq. on: [Field]
- Account assignment for investment: Investment Order [Field]

6. As required, complete/review the following fields:

Field	R/O/C	Description
Vendor	R	Business partner that provides materials or services. <b>Example:</b> 107006

7. Click **Asset purch. new**  Asset purch. new check box .

8. Click **Time-dependent**  Time-dependent .



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### Create Asset: Master data

Asset: INTERN-00001 | 0 | thermal imaging camera  
 Class: 480000 | Police & Fire Equip | Company Code: COP1

Interval from 01/01/1900 to 12/31/9999

Business Area: [dropdown]  
 Cost Center: [checkbox] [input]  
 Plant: [input]  
 Tax Jurisdiction: [input]  
 License plate number: [input]  
 Fund: [input]  
 Functional Area: [input]  
 Grant: [input]  
 Funds Center: [input]

Asset shutdown

9. As required, complete/review the following fields:

Field	R/O/C	Description
Cost Center	R	Organizational unit(s) that represents a revenue or cost collector. <b>Example:</b> FRMS000009

10. Click **Allocations** Allocations



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### Create Asset: Master data

11. As required, complete/review the following fields:

Field	R/O/C	Description
Asset Type	R	A low-level asset category for report selection. <b>Example:</b> 4b08
Location Code	R	The location code is used to locate the asset for the annual asset inventory. <b>Example:</b> fr083







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### Create Asset: Master data

The screenshot shows the SAP 'Create Asset: Master data' interface. At the top, there is a menu bar with 'Asset', 'Edit', 'Goto', 'Extras', 'Environment', 'Settings', 'System', and 'Help'. Below the menu is a toolbar with various icons. The main area is titled 'Create Asset: Master data' and contains several input fields and tabs. The 'General' tab is selected, showing fields for 'Asset' (INTERN-00001), 'Class' (480000), 'Description' (thermal imaging camera), and 'Company Code' (COP1). Below these are tabs for 'Time-dependent', 'Allocations', 'Origin', and 'Deprec. Areas'. The 'Origin' section is expanded, showing a table of data for the interval from 01/01/1900 to 12/31/9999. The table includes fields for Business Area (FR00), Cost Center (FRMS000000), Plant (COP1), Tax Jurisdiction (OR0000000), License plate number, Fund (100000), Functional Area (PSASMSL0000000000), Grant (NOT-RELEVANT), and Funds Center (FRMS000000). There is also an 'Asset shutdown' checkbox.

Interval from 01/01/1900 to 12/31/9999	
Business Area	FR00 Bureau Fire, Rescue, Emergency
Cost Center	FRMS000000 Support Suppression
Plant	COP1 City of Portland
Tax Jurisdiction	OR0000000 Oregon
License plate number	
Fund	100000 General Fund
Functional Area	PSASMSL0000000000 Logistics
Grant	NOT-RELEVANT Not-Relevant Grant
Funds Center	FRMS000000 Support For Suppress

14. Click **Save**  .



## AS01 Create Main Asset

### Create Asset: Initial screen

The screenshot shows the SAP 'Create Asset: Initial screen' interface. At the top, there is a menu bar with 'Asset', 'Edit', 'Goto', 'Extras', 'Environment', 'Settings', 'System', and 'Help'. Below the menu bar is a toolbar with various icons. The main area has two tabs: 'Master data' (selected) and 'Depreciation areas'. The 'Master data' tab contains the following fields:

Asset Class	480000
Company Code	COP1
Number of similar assets	1

Below these fields is a 'Reference' section with three input fields:

Asset	
Sub-number	
Company code	

At the bottom left, there is a checkbox labeled 'Post-capitalization' which is currently unchecked. At the bottom of the screen, a status bar displays the message: 'The asset 400040 0 is created'. The status bar also shows the user's session information: 'AS01 saptrp INS'.

15. Click **Exit**  .



The system returns the message, *"The asset XXXX Y is created"*.



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### Result

You have created a main asset.