

Current

Administrator

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Current

In the menu *Portfolio > Portfolio History > Current* you get a list of the current objects in the system.

	Name	City	Area code	Country	Assetmanager	Property management	Type of use	Package	Company	Are
		Pécs	7624	Hungary			gemischt			
		Rettenbach	7434	Austria			gemischt			
		Salzburg	5020	Austria			gemischt			
		Wien,Josefstadt	1080	Austria			gemischt			
		Salzburg	5020	Austria			gemischt			
		Wien	1210	Austria			gemischt			
		Wien,Floridsdorf	1210	Austria			gemischt			
		Wien	1210	Austria			gemischt			
		Innsbruck	6020	Austria			gemischt			
		Innsbruck	6020	Austria			gemischt			

Summary of current objects (all properties)

The other queries concerning the objects you can access on the menu *Portfolio > Portfolio History ...*

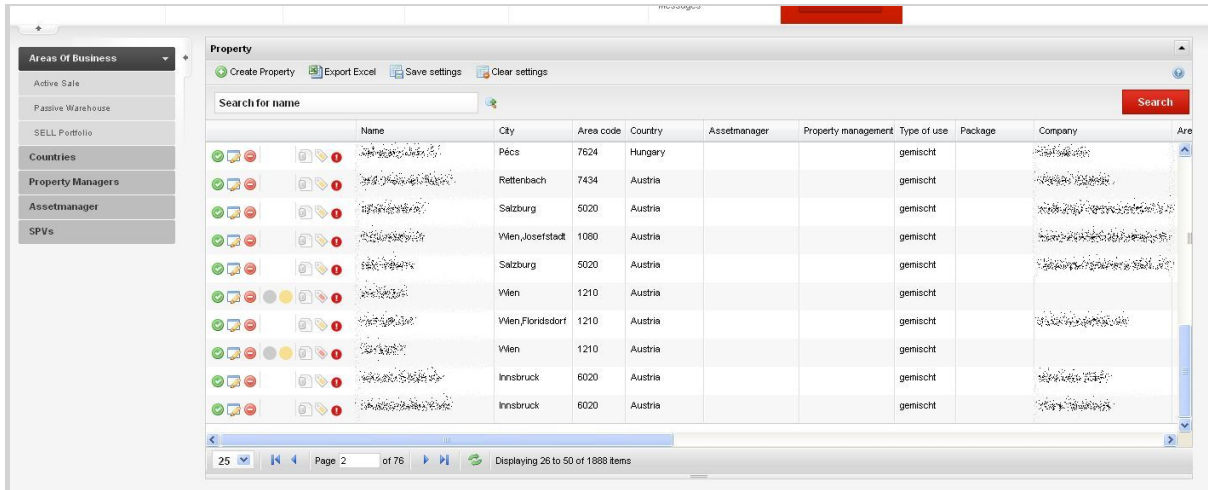
Here you can start the queries, for example: complete Portfolio, current Portfolio, Sold Portfolio etc.

Summary of the current real estates in the System *Portfolio > Portfolio History > Current Portfolio* gives

you a summary over all in the system applied, or bought properties.

You can limit the number of objects in the Flexigrid with further criterias:

- Business fields
- Countries
- Facility Management
- Assetmanager



choosing constriction of an area of business

Conventionally you can search with the menu: *Quick Search* (for example) Name respectively the *Advanced Search* with more options to limit the result.

With the button *Quick Search* respectively the *Shortcut Strg-Shift-F* -you have the extended and comfortable possibility to look for objects considering all fields.

(for example "Adam" delivers all records with "Adam", independent the field it contents).

Property

Create Property Export Excel Save settings Clear settings

Search for name Search

Load set of filters: Austria

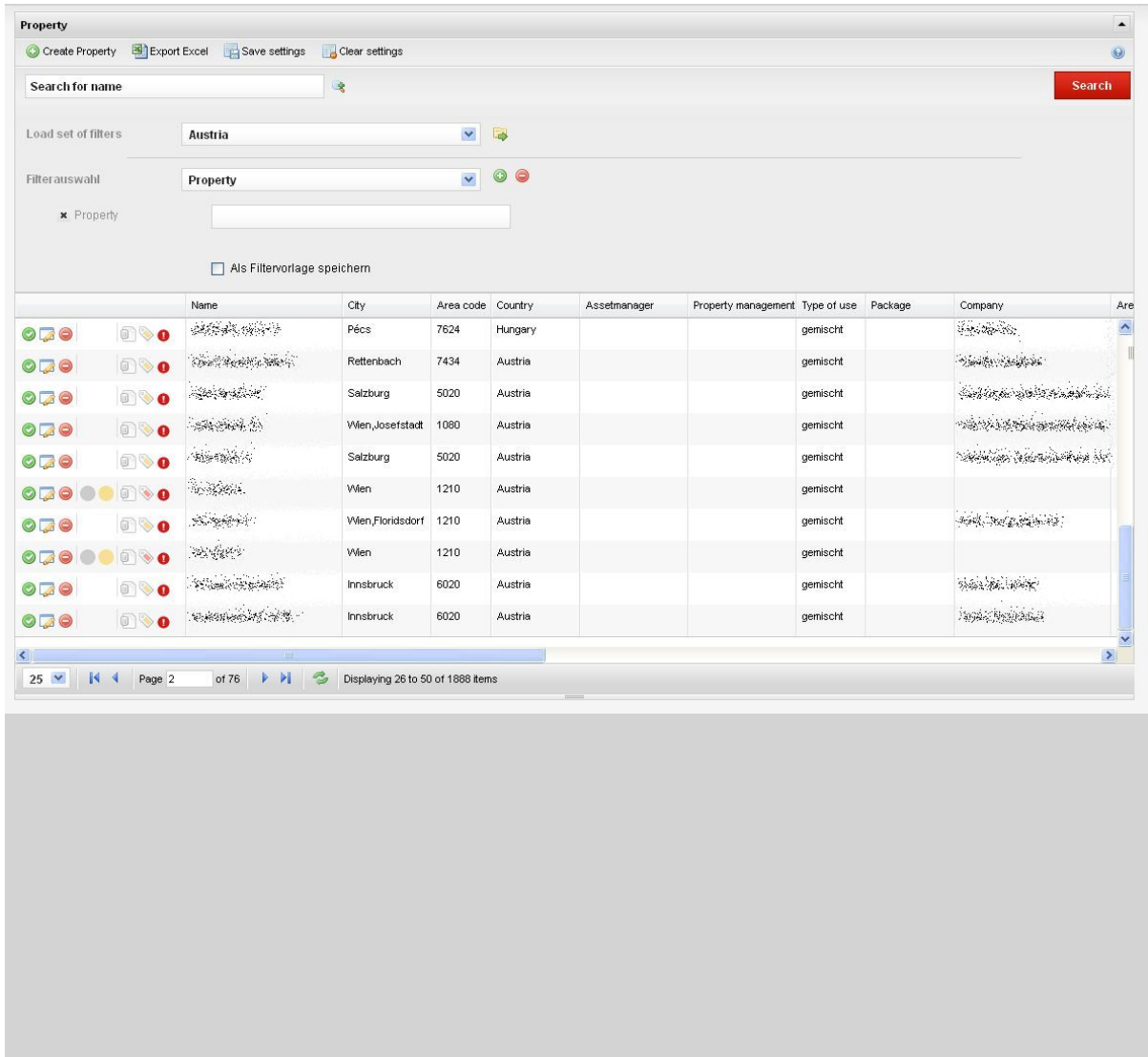
Filterauswahl: Property

Als Filtervorlage speichern

	Name	City	Area code	Country	Assetmanager	Property management	Type of use	Package	Company	Are
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		Wien	1210	Austria			gemischt			
		Innsbruck	6020	Austria			gemischt			
		Innsbruck	6020	Austria			gemischt			

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Load set of filters



Opened filter selection

Possible Handling and Informationen of a Property

The current standing of the Lease-List will be shown in a Flexgrid summary. A Lease-List deemed to be actual when it is imported in the current month.

red = not actual

green = actual

yellow = Lease-list not existing

Creating Properties

To create a new property click in the Flexgrid on the button *Create Property*. First fill in the basic Information of the property in the following registers:

Finance data can only be imported by *Other Modules > Financials > Financial Data Import*

Direct changes on the property are not possible therefore. Also importing with *System> Master Data Import > Real estate* is not possible.

Following fields are locked in the object:

- Additional charges
- Acquisition value (cost value)
- IAS value (will be changed to IFRS - International Financial Reporting Standards)
- Asset under construction
- Market value, assesor, valuation method, last expertise
- Market value2, assesor2, valuation method2, last expertise2
- Book value at cost

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