1. Create New Fixed Asset

Finance > Fixed Asset > New Fixed Asset > Asset Details > Save

Untick the box if the assets has been fully depreciated

If the asset is migrated from other system, please input the Net Book Value and remaining useful life of the asset as per the cut off date.
Note: The difference between Purchase Amount and Initial New Book Value will be deemed as the depreciated cost and not recorded/calculated in Q.Estate.

First depreciation to be generated in Qornerstone

Tick the book to edit the depreciation amount manually
Note : Total Depreciation must equal to amount to be depreciated