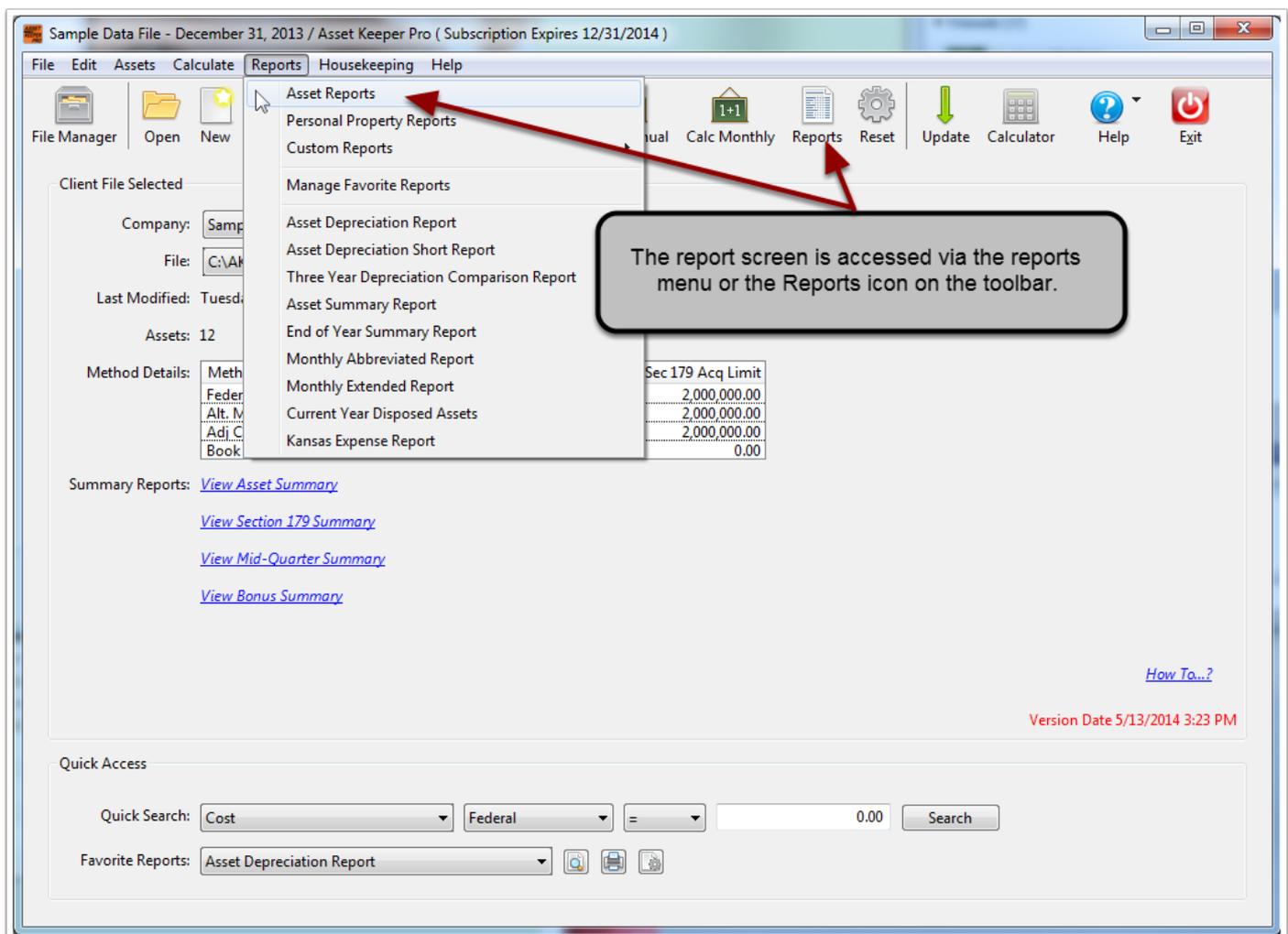


# Asset Keeper Pro - Printing Prior Year Reports

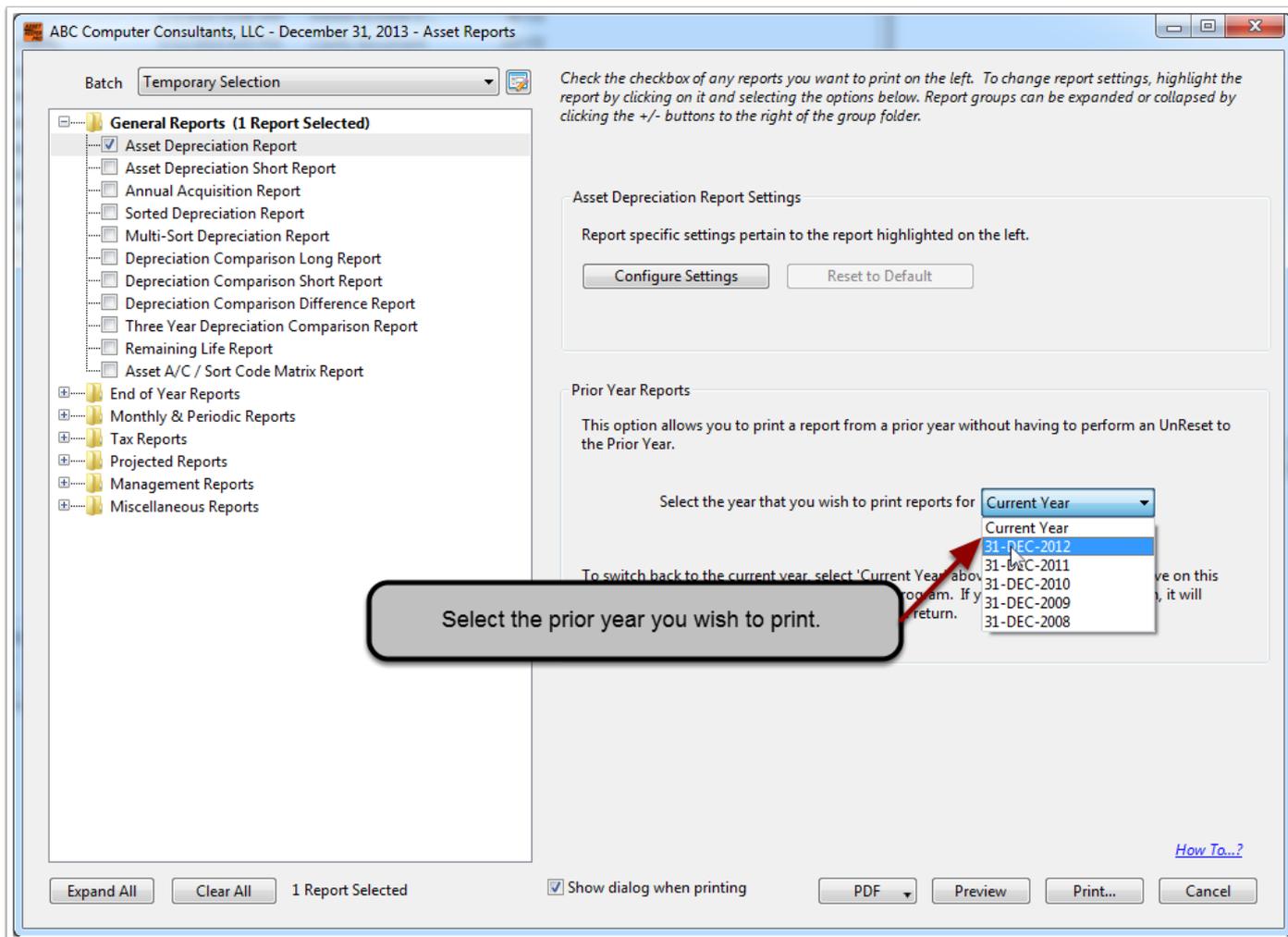
## Start the Reports Screen

Asset Keeper Pro allows you to print reports from a prior year without having to perform an unreset to the prior year. To print a prior year, select Asset Reports in the Reports menu or click the Reports icon on the Home screen.



## Select the Prior Year

To print from a prior year, select the prior year date selection from the drop-down list. Any prior years that are found as prior year reset files are displayed. Click the prior year desired and then print or preview your report.



# Print / Preview the Report

After the report is printed or previewed, you can verify that it was printed for the correct year by reviewing the year-end listed next to the company name on the report.

Batch: Temporary Selection

General Reports (1 Report Selected)

Asset Depreciation Report

ASSET DEPRECIATION REPORT  
**ABC Computer Consultants, LLC - Dec. 31, 2012**

| Date Acq                                       | Description                      | Inv Credit | Cost         | Section 179   | De         |
|--|----------------------------------|------------|--------------|---------------|------------|
| Date Sold                                      | Meth Conv Life Status New Listed | Depr Year  | Net Book Val | Salvage Value | Pric       |
| <b>Asset A/C#: 100 - LAND</b>                  |                                  |            |              |               |            |
| 06/01/96                                       | Land - 2212 South 132 Street     | 0.00       | 125,000.00   | 0.00          | 12         |
|  | LAND NO 99 Active New Not Listed | 17         | 125,000.00   | 0.00          |            |
| 01/01/04                                       | Land - 6835 South 173 Street     | 0.00       | 135,000.00   | 0.00          | 13         |
|  | LAND NO 99 Active New Not Listed | 9          | 135,000.00   | 0.00          |            |
| <b>Totals for Asset A/C#: 100 ( 2 assets )</b> |                                  |            | 260,000.00   | 0.00          | 26         |
|  |                                  |            | 260,000.00   | 0.00          |            |
| <b>Summary for: 100</b>                        |                                  |            | <b>Cost</b>  |               | <b>Sec</b> |

# Return to the Current Year

When you are done printing reports for the prior year, you can select 'Current Year' from the prior year drop-down or just close the reports screen. Every time the report screen opens, it will be defaulted to current year reports.

