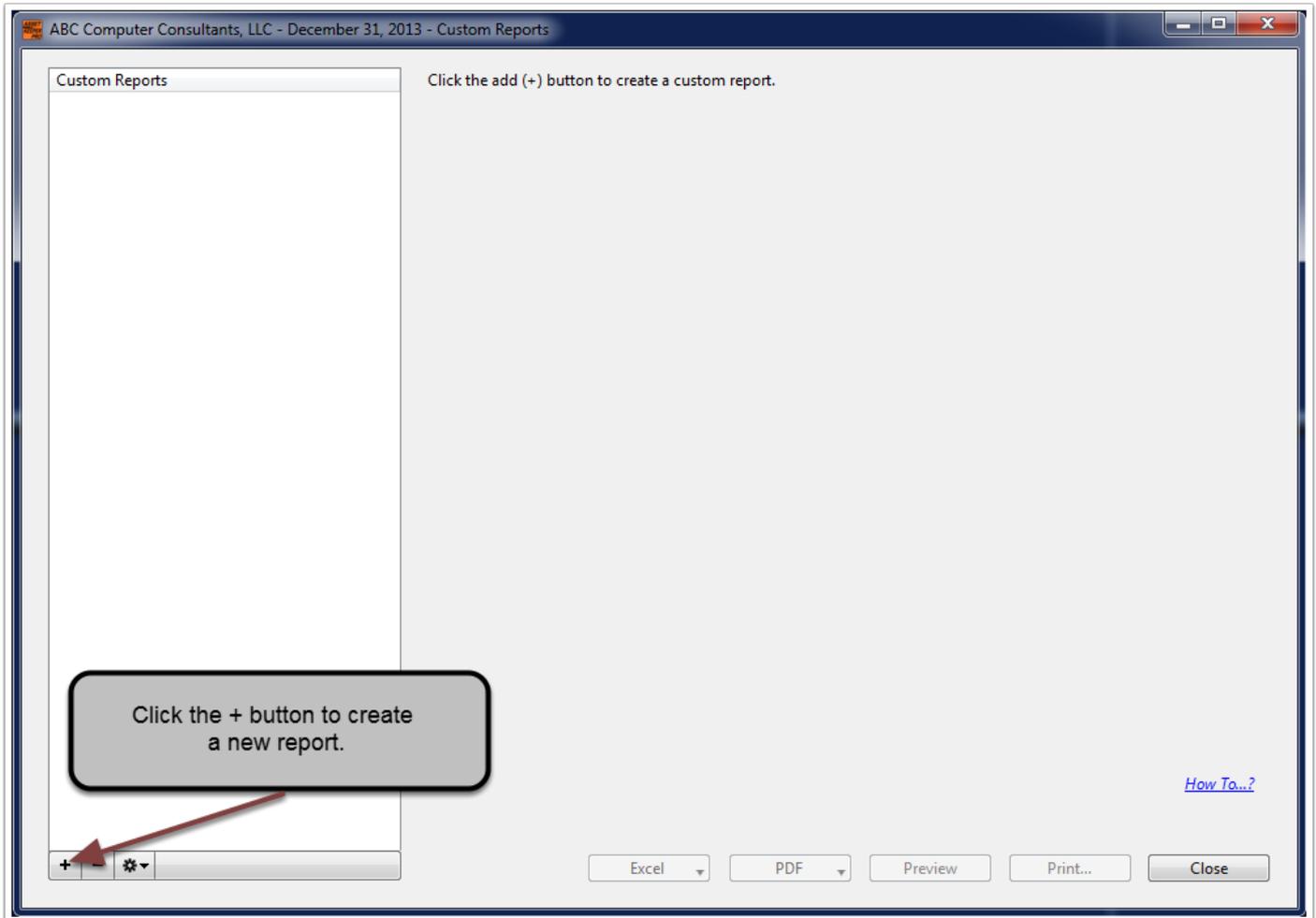


Asset Keeper Pro - Report Writer

Report Writer

Custom reports can be created in Asset Keeper Pro by going to the Reports menu and taking the option for Report Writer. After selecting this option, the following screen will appear.

To create a new custom report, click the + button in the lower left corner.



Report Writer

On the next screen you can select how you want the report sorted.

Edit the report title, if desired, specify which assets you wish to include on the report, and select the method.

If you have a short memo or note that you would like to include on the report, you may enter it in the "Report Memo" field. This info will appear toward the top of the report under the report title.

Now step through the list of data fields and select the fields you want to include on the report.

After all options have been selected you can print the report to Excel, save as a .PDF, preview the report, or print a paper copy. You can also save this custom report for future use and of course you can always edit your custom report settings to add or remove fields, etc.

The screenshot shows the 'Report Writer' interface for 'ABC Computer Consultants, LLC - December 31, 2013 - Print'. The interface is divided into several sections:

- Sort #1:** Sort By: Asset A/C# (dropdown), with 'Subtotal' checked and 'Page Break' unchecked.
- Sort #2:** Sort By: County (dropdown), with 'Subtotal' checked.
- Filter Options:** Two sections for 'Sort #1 Filter Options' and 'Sort #2 Filter Options'. Both have 'All Assets' selected.
- Report Settings:** Report Title: Custom Report; Include: All assets; Method: 1. FEDERAL (F - Federal); Report Memo: (empty); Show Details: checked; Do not include Disposals and Trades in totals: unchecked; Include Section 179 in depreciation: unchecked; Print Landscape: unchecked.
- Dimensions:** Total Width: 7.0; Max Width Portrait: 8.0; Max Width Landscape: 10.5.
- Field Selection Tables:**
 - Descriptive Fields:**

Field	Width	Select
Date Acquired	0.6	<input checked="" type="checkbox"/>
Description	1.5	<input checked="" type="checkbox"/>
Status	0.4	<input checked="" type="checkbox"/>
Depreciation Method / Convention / Life	0.9	<input checked="" type="checkbox"/>
Depreciation Method	0.5	<input type="checkbox"/>
Depreciation Convention	0.4	<input type="checkbox"/>
Depreciation Life	0.4	<input type="checkbox"/>
New/Used	0.6	<input type="checkbox"/>
 - Subtotal Fields:**

Field	Width	Select
Cost	0.9	<input checked="" type="checkbox"/>
Section 179	0.9	<input checked="" type="checkbox"/>
Beginning Accumulated Depreciation	0.9	<input checked="" type="checkbox"/>
Current Depreciation	0.9	<input checked="" type="checkbox"/>
Depreciable Basis	0.9	<input type="checkbox"/>
Prior Year Annual Depreciation	0.9	<input type="checkbox"/>
Next Year Annual Depreciation	0.9	<input type="checkbox"/>
AEV Depreciation	0.0	<input type="checkbox"/>
- Buttons:** Reset Settings, Excel, PDF, Preview, Print..., Save, Cancel.