



Search for an Improvement — Criteria

Overview

The Property Accountability module Improvement process provides the ability to add improvement records to Real Property and serially managed Direct Input Asset Improvements and gives users the capability to convert completed Construction In Progress (CIP) projects to Improvements. When deleting / removing an Improvement, there will not be an option for the Sale of an Improvement.

An Improvement is any change made to an asset that increases its value, performance or its useful life. Examples include:

- Installing utilities on unimproved land
- Excavating, clearing and landscaping real property
- Adding a functional part or accessory to a vehicle

Leasehold Improvements are repairs or improvements, usually prior to occupancy, made to a leased facility by the lessee. The cost is then added to fixed assets and amortized over the life of the lease.


The process will display different entry fields in each page depending on the Type Action selected.

Navigation

Accounting > Improvement > Improvement Search Criteria page

Procedures

Search for an Asset Improvement

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting  at any point of this procedure returns all fields to the default "All" setting.





1. Use ☐ to select the Type Action.

Search Criteria

Type Action

UIC

Asset Id

Stock Nbr

Serial Nbr

Impv Nbr

2. Select . The **View the Improvement Search Results** page appears.

Search Criteria

Type Action
Asset Improvement

UIC
BROOKS

Asset Id

Stock Nbr

Serial Nbr

Impv Nbr

Search Results

Update	Delete	Rcpt Doc Nbr	Impv Nbr	Asset Id	Stock Nbr	Serial Nbr	Item Desc
Update	Delete	BR00KS63364000	00001	KMK21504002	1127SM00003	KMK21504002-002	NU ROCKET





Search a Direct Input Real Property Improvement

1. Use to select the Type Action.

Search Criteria

Type Action

Direct Input Real Property Impv

UIC

BROOKS

RPUID

Instl Nbr

Fac Nbr

Impv Nbr

Reset

Search

Add

2. Select . The **View the Improvement Search Results** page appears.

Search Criteria

Type Action

Direct Input Real Property Impv

UIC

BROOKS

RPUID

87077

Instl Nbr

Fac Nbr

Impv Nbr

Search Results

Update	Delete	Rcpt Doc Nbr	Fac Nbr	Instl Nbr	Impv Nbr	RPUID	Fac Name
Update	Delete	BR00KS71601000	312	N32414	10001	87077	ADMINISTRATION BLDG

Cancel





Search a CIP Real Property Improvement

1. Use to select the Type Action.

Search Criteria

Type Action

CIP Real Property Impv

v

UIC

BROOKS

v

RPUID

Q

Instl Nbr

Q

Fac Nbr

Q

Reset

Search

2. Select . The **View the Improvement Search Results** page appears.

Search Criteria

Type Action

CIP Real Property Impv

UIC

BROOKS

RPUID

Instl Nbr

Fac Nbr

Search Results

Select	Fac Nbr	Instl Nbr	RPUID	Fac Name
Add	312	N32414	87077	ADMINISTRATION BLDG

Cancel





Search a CIP Asset Improvement

1. Use to select the Type Action.

Search Criteria

Type Action

CIP Asset Improvement

v

UIC

BROOKS

v

Asset Id

Stock Nbr

Q

Serial Nbr

Reset

Search

2. Select . The **View the Improvement Search Results** page appears.

Search Criteria

Type Action

CIP Real Property Impv

UIC

BROOKS

RPUID

Instl Nbr

Fac Nbr

Search Results

Select	Fac Nbr	Instl Nbr	RPUID	Fac Name
Add	312	N32414	87077	ADMINISTRATION BLDG

Cancel





Add an Improvement

Navigation

Accounting > Improvement > Search Criteria > > Search Results > Add hyperlink > Impv Add page

Procedures

Selecting at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.

Helpful Tip



Unless directed otherwise – Accept the default value “A—DoD Threshold”.

Note



The date must be greater than or equal to the system date.





Add a CIP Real Property Improvement

1. Update the fields on the Add tab.

Add

UIC

BROOKS

Fac Name

ADMINISTRATION BLDG

Instl Nbr

N32414

RPUID

87077

Fac Nbr

312

Impv Nbr

Type Action

New Procurement

▼

*Yrs Svc Life

20

ACC

Building - 45 Yrs

*Reason Cd

Select an Item

▼

Deprn Prd

240

Rcpt Doc Nbr

🔍





Help Reference Guide

Oblign Doc Nbr

Impv Cost Amt

5000.00

Fund Cd/ASN

Select an Item



Cptl Cd

A-DoD Threshold



Acq Dt



Eff Dt

5/19/2023



Owng Cost Center



Owng Cost Center
Desc

Fndng Cost Center



Fndng Cost Center
Desc

Task Cd

Job Order Nbr

LOA





Help Reference Guide

Trading Partner Nbr

Remarks

History Remarks

- A. Enter the YRS SVC LIFE. *This is a 3 alphanumeric character field.*
- B. Use to select the Reason Cd.
- C. Select . The **Improvement Cost Transaction Status** page appears.





Add a CIP Asset Improvement

1. Update the fields on the Add tab.






Add

UIC	BROOKS
Item Desc	NODE
Stock Nbr	789654123
Asset Id	BROOKS000085
Serial Nbr	
Impv Nbr	
Type Action	New Procurement
*Yrs Svc Life	5
*Reason Cd	Select an Item
Rcpt Doc Nbr	<input type="text"/>
Oblign Doc Nbr	<input type="text"/>
Impv Cost Amt	500000.00
Fund Cd/ASN	Select an Item







Help Reference Guide

Cptl Cd	<input type="text" value="A-DoD Threshold"/>	▼
Acq Dt	<input type="text"/>	
Eff Dt	<input type="text" value="5/19/2023"/>	
Owng Cost Center	<input type="text"/>	
Owng Cost Center Desc	<input type="text"/>	
Fndng Cost Center	<input type="text"/>	
Fndng Cost Center Desc	<input type="text"/>	
Task Cd	<input type="text"/>	
Job Order Nbr	<input type="text"/>	
LOA	<input type="text"/>	
Cntr/PO Nbr	<input type="text"/>	
SPIIN	<input type="text"/>	
CLIN	<input type="text"/>	
SLIN	<input type="text"/>	



ACRN	<input type="text"/>
<hr/>	
Trading Partner Nbr	<input type="text"/>
<hr/>	
Remarks	<input type="text"/>
<hr/>	
History Remarks	<input type="text"/>
<hr/>	

CancelResetAdd

- A. Enter the YRS SVC LIFE. *This is a 3 alphanumeric character field.*
- B. Use  to select the Reason Cd.
- C. Select . The **Improvement Cost Transaction Status** page appears.





Update an Improvement – Type Action

Navigation

Accounting > Improvement > Search Criteria > > Search Results > Update hyperlink > Improvement Update – Type Action page

Procedures

Selecting at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.

Update an Asset Improvement – Type Action

1. Select the Update hyperlink on the desired row. The **Update an Asset Improvement – Type Action** page appears.





Update

UIC	BROOKS
Item Desc	NU ROCKET
Stock Nbr	1127SM00003
Asset Id	KMK21504002
Serial Nbr	KMK21504002-002
Impv Nbr	00001
Type Action	New Procurement - Update ▼

Cancel Continue

- A. Use to select the Type Action. Choose *New Procurement - Update*.
- B. Select . The **Update an Asset Improvement** page appears.

Update a Direct Input Real Property Improvement — Type Action

1. Select the Update hyperlink on the desired row. The **Update a Direct Input Real Property Improvement —Type Action** page appears.





Help Reference Guide

Update

UIC	BROOKS
Fac Name	NAVAIDS BLDG
Instl Nbr	42155
RPUID	261628
Fac Nbr	968
Impv Nbr	10001
Type Action	New Procurement - Update ▼

- A. Use to select the Type Action. Choose *New Procurement - Update*.
- B. Select . The *Update a Direct Input Real Property Improvement* page appears.





Update an Improvement

Navigation

Accounting > Improvement > Search Criteria > > Search Results > Update hyperlink >
Update an Improvement – Type Action > > Impv Update page

Procedures

Selecting at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.

Note



OBLIGN DOC NBR is not available to edit for Price Correction or Price Revaluation. The IMPV COST AMT is only available to edit when completing a Price Correction or Price Revaluation.






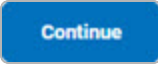
Update an Asset Improvement

1. Select the Update hyperlink. The **Update – Type Action** page appears.

Update

UIC	BROOKS
Item Desc	NU ROCKET
Stock Nbr	1127SM00003
Asset Id	KMK21504002
Serial Nbr	KMK21504002-002
Impv Nbr	00001
Type Action	New Procurement - Update ▼

[Cancel](#)[Continue](#)


- A. Use  to select the Type Action. Choose *New Procurement - Update*.
- B. Select . The main Update page appears.





Help Reference Guide






Update

UIC	BROOKS
Item Desc	NU ROCKET
Stock Nbr	1127SM00003
Asset Id	KMK21504002
Serial Nbr	KMK21504002-002
Impv Nbr	00001
Type Action	New Procurement - Update
*Yrs Svc Life	<input type="text" value="0"/>
*Reason Cd	<input type="text" value="Select an Item"/>
Rcpt Doc Nbr	<input type="text" value="BR00KS63364000"/>
Oblign Doc Nbr	<input type="text" value="BR00KS63364000"/>
Trans Doc Nbr	<input type="text" value=""/> 
Impv Cost Amt	3521000.00





Help Reference Guide

Fund Cd/ASN	Select an Item	▼
Cptl Cd	A-DoD Threshold	▼
Acq Dt	2/10/2015	
Eff Dt	2/10/2015	
Owng Cost Center	DMB068	
Owng Cost Center Desc	SAT 2012 COST CENTER WITH ASSEST	
Fndng Cost Center	DMB068	
Fndng Cost Center Desc	SAT 2012 COST CENTER WITH ASSEST	
Task Cd	<input type="text"/>	
Job Order Nbr	<input type="text"/>	
LOA	<input type="text"/>	
Cntr/PO Nbr	<input type="text"/>	
SPIIN	<input type="text"/>	





Help Reference Guide

CLIN	<input type="text"/>
SLIN	<input type="text"/>
ACRN	<input type="text"/>
Transfer Type Cd	0-Transfer Type Cd not required
Remarks	<input type="text"/>
History Remarks	<input type="text"/>

- A. Update the YRS SVC LIFE, entering the revised number in the field provided. *This is a 3 alphanumeric character field.*
- B. Update the Reason Cd, using to select the desired code.
- C. Select . The **Improvement Cost Transaction Status** page appears.







Update a Direct Input Real Property Improvement

1. Select the Update hyperlink. The **Update – Type Action** page appears.

Update

UIC	BROOKS
Fac Name	NAVAIDS BLDG
Instl Nbr	42155
RPUID	261628
Fac Nbr	968
Impv Nbr	10001
Type Action	New Procurement - Update ▼

[Cancel](#)[Continue](#)

- A. Use  to select the Type Action. Choose *New Procurement - Update*.
- B. Select . The main Update page appears.





Help Reference Guide

Update

UIC BROOKS

Fac Name NAVAIDS BLDG

Instl Nbr 42155

RPUID 261628

Fac Nbr 968

Impv Nbr 10001

Type Action New Procurement - Update

*Yrs Svc Life

ACC Building - 45 Yrs

*Reason Cd ▼

Deprn Prd 240

Rcpt Doc Nbr

Oblign Doc Nbr






Trans Doc Nbr 

Impv Cost Amt 15000357.66





Help Reference Guide

Fund Cd/ASN	68-	▼
Cptl Cd	A-DoD Threshold	▼
Acq Dt	9/30/2014	
Eff Dt	9/30/2014	
Owng Cost Center	DMB068	
Owng Cost Center Desc	SAT 2012 COST CENTER WITH ASSEST	
Fndng Cost Center	5H122	
Fndng Cost Center Desc	SEAN IS TESTING	
Task Cd		
Job Order Nbr		
LOA		
Transfer Type Cd	0-Transfer Type Cd not required	
Remarks		
History Remarks	TFS24798 - Fixed bad ACC/asset code	


[Cancel](#) [Reset](#) [Update](#)

- A.** Update the YRS SVC LIFE, entering the revised number in the field provided. *This is a 3 alphanumeric character field.*





Help Reference Guide

- B. Update the Reason Cd, using to select the desired code.
- C. Select . The **Improvement Cost Transaction Status page** appears.





Delete an Improvement

Navigation

Accounting > Improvement > Search Criteria > > Search Results > Delete hyperlink > Improvement Delete page

Procedures

Selecting at any point of this procedure removes all revisions and closes the page.
Bold numbered steps are required.





Delete an Asset Improvement

1. Update the fields on the Delete tab.

To complete delete action, select Delete; otherwise, select Cancel

Delete

UIC	BROOKS
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Item Desc	NU ROCKET
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Stock Nbr	1127SM00003
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Asset Id	KMK21504002
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Serial Nbr	KMK21504002-002
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Impv Nbr	00001
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Type Action	<input type="text" value="AAR"/> ▼
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*Yrs Svc Life	<input type="text"/>
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*Reason Cd	Select an Item
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Rcpt Doc Nbr	BR00KS63364000
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Oblign Doc Nbr	BR00KS63364000
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Trans Doc Nbr	<input type="text"/> 🔍
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Help Reference Guide

Impv Cost Amt 3521000.00

Fund Cd/ASN 68-

Cptl Cd A-DoD Threshold

Retirement/Dspsl Dt 5/23/2023



Acq Dt 02/10/2015

Eff Dt 02/10/2015

Owng Cost Center ABCDE

Owng Cost Center Desc BPG COST CENTER

Fndng Cost Center ABCDE

Fndng Cost Center Desc BPG COST CENTER

Task Cd

Job Order Nbr

LOA

Cntr/PO Nbr

SPIIN

CLIN





Help Reference Guide


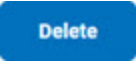
SLIN	
ACRN	
Transfer Type Cd	0-Transfer Type Cd not required
Trading Partner Nbr	<input type="text"/>
Trading Dept Cd	
Trading Dept Cd To	<input type="text"/>
Trading Basic Symbol	
Trading Basic Symbol To	<input type="text"/>
Trading Subhead	
Trading Subhead To	<input type="text"/>
Remarks	BPG TEST
History Remarks	<input type="text"/>

- A.** Update the YRS SVC LIFE, entering the revised number in the field provided. *This is a 3 alphanumeric character field.*
- B.** Verify the REASON CD.





Help Reference Guide

- C. Update the TRANS DOC NBR, using  to browse for the number. *This is a 15 alpha-numeric character field.*
- D. Update the TRADING PARTNER NBR, entering the revised number in the field provided. *This is a 9 alphanumeric character field.*
- E. *Verify the Remarks.*
- F. Update the History Remarks, entering the revised remarks in the field provided. *This is a 1024 alphanumeric character field.*
- G. Select . The **Improvement Cost Transaction Status** page appears.





Delete a Direct Input Real Property Improvement

1. Update the fields on the Delete tab.

To complete delete action, select Delete; otherwise, select Cancel

Delete

UIC	BROOKS
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Fac Name	NAVAIDS BLDG
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Instl Nbr	42155
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RPUID	261628
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Fac Nbr	968
---------	-----

Impv Nbr	10001
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Type Action	<input type="text" value="AAR"/>
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*Yrs Svc Life	<input type="text" value="20"/>
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ACC	Building - 45 Yrs
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*Reason Cd	Select an Item
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Deprn Prd	240
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Rcpt Doc Nbr	BR00KS63361002
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Oblign Doc Nbr	BR00KS63361002
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Help Reference Guide

Trans Doc Nbr



Impv Cost Amt 15000357.66

Fund Cd/ASN 68-

Cptl Cd A-DoD Threshold

Retirement/Dspsl Dt 5/23/2023



Acq Dt 09/30/2014

Eff Dt 09/30/2014

Owng Cost Center DMB068

Owng Cost Center Desc SAT 2012 COST CENTER WITH ASSESTS
ASSIGNED

Fndng Cost Center 5H122

Fndng Cost Center Desc SEAN IS TESTING

Task Cd

Job Order Nbr

LOA

Transfer Type Cd 0-Transfer Type Cd not required



Trading Partner Nbr





Help Reference Guide

Trading Dept Cd	
<hr/>	
Trading Dept Cd To	<input type="text"/>
<hr/>	
Trading Basic Symbol	
<hr/>	
Trading Basic Symbol To	<input type="text"/>
<hr/>	
Trading Subhead	
<hr/>	
Trading Subhead To	<input type="text"/>
<hr/>	
Remarks	
<hr/>	
History Remarks	<input type="text" value="TFS24798 - Fixed bad ACC/asset code"/>
<hr/>	
<div>CancelDelete</div>	

- A. Update the YRS SVC LIFE, entering the revised number in the field provided. *This is a 3 alphanumeric character field.*
- B. Update the TRANS DOC NBR, using  to browse for the number. *This is a 15 alphanumeric character field.*
- C. Update the TRADING PARTNER NBR, entering the revised number in the field provided. *This is a 9 alphanumeric character field.*
- D. Verify the Remarks.
- E. Update the History Remarks, entering the revised remarks in the field provided. *This is a 1024 alphanumeric character field.*
- F. Select . The **View the Improvement Transaction Status** page appears.

