What Items Make Up the "Prior to System Startup" Amount on the EIS101 and How to Reduce It

There are several ways the original cost of an item can be included on the "prior to system startup" line. Following are examples for items with an acquisition method of P, purchased, and how they can be corrected:

- The item was entered without an acquisition record posted to it. Generally, if the amount on the "prior to system startup" line is large, there is a good chance that a number of items are missing acquisition records. To find these items:
    - First, run a Brief Asset Listing (EIS304) for capitalized items with a status equal to A, N, EH, and EN. You can also select to choose items by an original cost of $5,000.00 or more, in an attempt to locate just the large items. You will want this report sorted by tag number.
    - Second, run the Grant/Source Report (EIS203) by selecting capitalized items with status codes equal to A and N. You will want this report sorted by tag number as well.
    - Next compare the two reports. Items will only appear on the EIS203 report if they have at least one acquisition record. You will want to look for items that appear on the EIS304 report but not on the EIS203.
    - You can add historical acquisition records by using the ACQTRN program. The "update original cost?" flag should be set to "N," a fund dimension in the USAS source account should be entered, and the original cost should be entered as the acquisition amount. The date on this record can be set to the date on the item record if desired.
- The fund dimension of the USAS account code on the acquisition record is missing. To find items that are missing the fund dimension of the account code:
    - First, run the Grant/Source Report (EIS203) for capitalized items with the status equal to A and N. Simply scan the fund dimension of the account code to look for the items with a missing fund.
    - You can go into ACQTRN, bring up the acquisition record for the item, and add a fund dimension to the USAS source account using the modify option. Generally, this will be the same as the asset fund code which is located at the lower right on the acquisition record.
    - The sum of the amounts on all the acquisition records for an item is less than the item's original cost with the difference being what is included on the "prior to" line. These items can also be found by examining the EIS203, Grant/Source Report. In this instance you will first need to determine which is correct, the original cost or the sum of the acquisitions.
    - If the original cost is determined to be correct, you will want to add an acquisition transaction for the item with the amount being equal to the difference between the original cost and the sum of the acquisitions. You will want to be sure to set the "update original cost?" flag to "N" and that the fund dimension of the USAS source account has a value.
    - If the sum of the acquisition records is determined to be correct, you will need to contact your ITC for assistance.