

## Assets List Report

### To View and Print the Assets List Report

1. The screen displays the **Assets List**, as shown;
2. To **filter**, click the **Custom-Query Dialog Panel** icon located at the upper-right hand side of the section header;
3. To **print**, click the print icon located beside the custom-query dialog panel;
4. For **help**, click the help icon.
5. To go back to the **Assets main page**, from the Navigation section menu bar, click **Go to Assets Main Page**.

The screenshot displays the EPFComposite Assets List Report interface. The main content is a table titled "Assets Depreciation" with the following data:

Date Acquired	Description	Supplier	Quantity	Unit	Unit Value	Amount	Depreciation Rate	Depreciation Yearly	Depreciation Monthly	Depreciation Hourly	Due Date
06/01/2022	25-STAGE WRS RD SETUP	ABC COMPANY	1.00	LOT	P350,000.00	P350,000.00	0.08	P29,166.67	P2,430.56	P1.16	06/01/2034
06/01/2022	25-STAGE WRS RD SETUP	ABC COMPANY	1.00	LOT	P350,000.00	P350,000.00	0.08	P29,166.67	P2,430.56	P1.16	06/01/2034
06/01/2022	25-STAGE WRS RD SETUP	ABC COMPANY	1.00	LOT	P350,000.00	P350,000.00	0.08	P29,166.67	P2,430.56	P1.16	06/01/2034
06/01/2022	25-STAGE WRS RD SETUP	ABC COMPANY	1.00	LOT	P350,000.00	P350,000.00	0.08	P29,166.67	P2,430.56	P1.16	06/01/2034
06/01/2022	25-STAGE WRS RD SETUP	ABC COMPANY	1.00	LOT	P350,000.00	P350,000.00	0.08	P29,166.67	P2,430.56	P1.16	06/01/2034

Annotations in the image:

- Go back to Assets main page:** Points to a button in the navigation menu.
- You can filter the list according to your need:** Points to a search icon in the section header.
- This is the Assets List Report:** Points to the main table.
- print:** Points to a printer icon in the section header.
- help:** Points to a help icon in the section header.