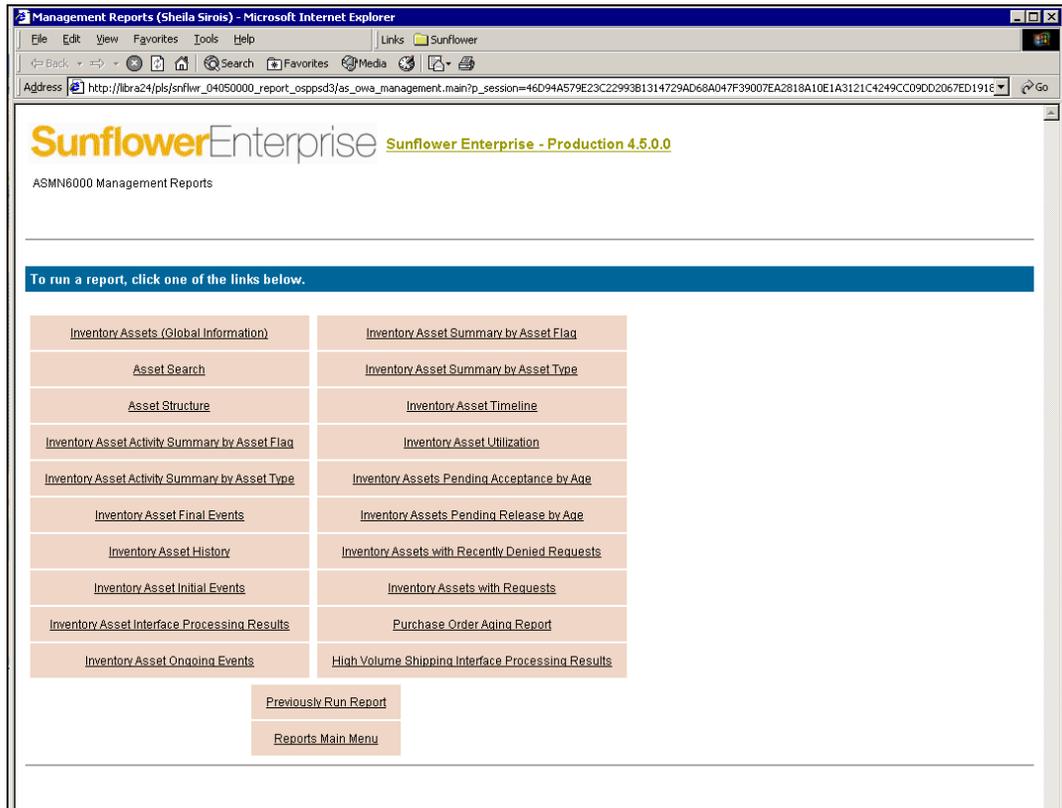


Generate Report to Exclude Commodity Assets

Inventory Clerk

M > Mgmt > Management Reports

Management Reports



1. Select **Inventory Assets (Global Information)**.

Result: The **Inventory Assets with Request** parameters are displayed:

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Sunflower Enterprise

Sunflower Enterprise - Production 4.5.0.0 Management Reports

ASMN6040 Inventory Assets with Requests

How Would You Like to Select the Assets that Appear on the Report?

Current Cust Area:

Include the Cust Area's Child Organization

- OR -

Requested Cust Area:

Include the Cust Area's child Organizations

- OR -

Current Property Contact:

Identifier	Last Name	First	Mid	Prefix	Suffix
<input type="text"/>					

- OR -

Requested Property Contact:

Identifier	Last Name	First	Mid	Prefix	Suffix
<input type="text"/>					

- OR -

Current Current User:

Identifier	Last Name	First	Mid	Prefix	Suffix
<input type="text"/>					

- OR -

Requested Current User:

Identifier	Last Name	First	Mid	Prefix	Suffix
<input type="text"/>					

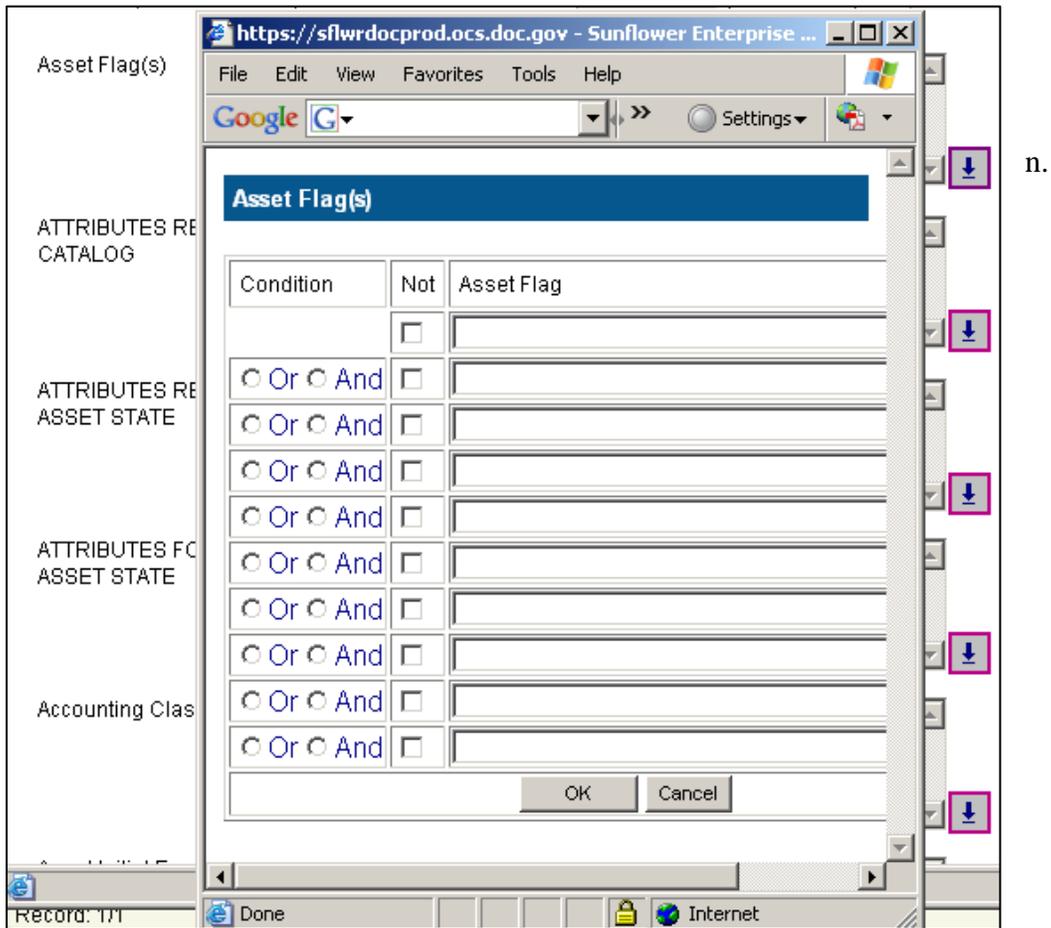
Include Which of the Following?

Accept Inventory Asset Requests

Change Cust Area Requests

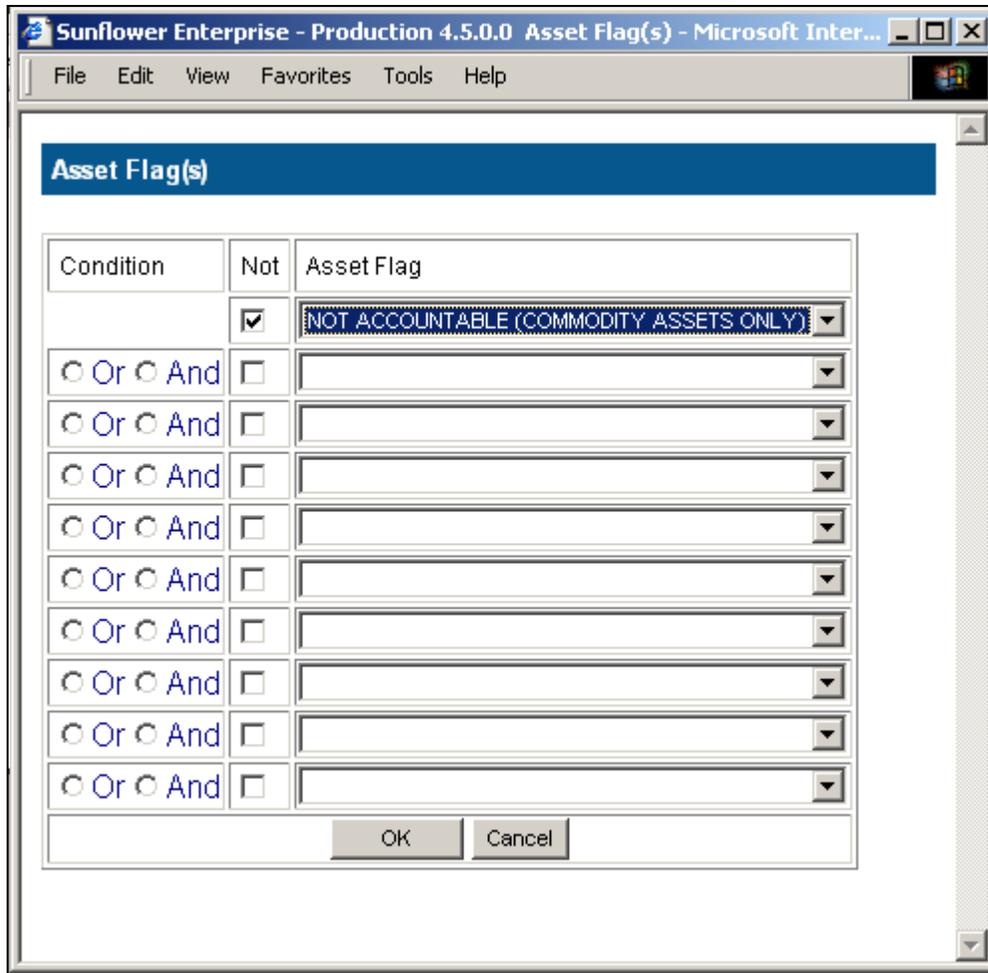
Done Local intranet

2. Select your desired parameters.
3. Scroll to the **Asset Flag(s)** section of the report and click on the arrow on the right.



n.

4. Click in the first **Not** checkbox.
5. Open the **Asset Flag** list of values, and select **NOT ACCOUNTABLE (COMMODITY ASSETS ONLY)**, as shown in the screenshot below:



6. Click the **OK** button. You have told the system that you want to see only assets not flagged as non-accountable.
7. Add any further parameters to your report.
8. Click on the **Submit** button.
9. Select your output format and click on the **Execute** button.

Result: Your report will show only assets not flagged as non-accountable.

End of activity.