



FMIS earns top grades!

One of London's large Comprehensive schools has over the years made a substantial investment in a range on IT equipment, including computers, camcorders, CAD machines, projectors and PDAs. Each department also carries a large inventory of special equipment appropriate to the various subjects that is allocated to members of staff and often loaned to students.

In common with many educational establishments, historically the administration department had difficulty in identifying the whereabouts of their inventory of fixed assets. The inability to track individual items of equipment was absent and, as a consequence, many items were regularly misplaced or completely lost.

The Bursar of the school decided that they needed a more effective means of managing and accounting for all of their fixed assets from a central point in order to better manage their estate. Following a thorough assessment of their needs and evaluation of potential suppliers over a period of three months, a decision was subsequently taken to adopt a solution provided by FMIS tailored to the client's exact requirements.

Requirements workshops were held with the client and the FMIS team set about building the application. The solution

encompasses barcode asset tracking and auditing capability, maintenance, PAT testing, warranties and vehicle management. The asset register was created using hand-held barcode scanner technology to identify and capture all of the equipment in their inventory of assets. A system was established for managing the loan and allocation of equipment to students and staff, so that all assets can be accurately tracked at any time, vital not only for internal management purposes, but also for insurance reasons.

Equipment movement between rooms and building locations is tracked using a transfer system and old equipment disposals are also recorded within the system. Reporting and information manipulation is a simple matter for authorised users within the system and all information can easily be downloaded to a spreadsheet for further analysis.

Says the Bursar "We have found our new system, developed by FMIS, easy to use and have continued creating new assets using hand-held scanner technology. The speed with which we are now able to list assets by categories and locations is very impressive. We are currently preparing to do an annual audit with the system that not only updates the asset register so that it always remains current, but it also lists the items that have been moved from their original location. This allows the school administrators to locate items that would otherwise have been written off."