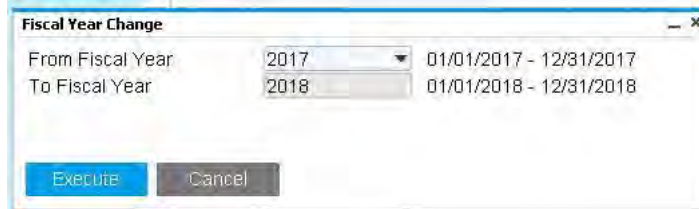


HOW TO CHANGE FIXED ASSETS FISCAL YEAR

1. Start in *Financials* → *Fixed Assets* → *Fiscal Year Change* ↩.

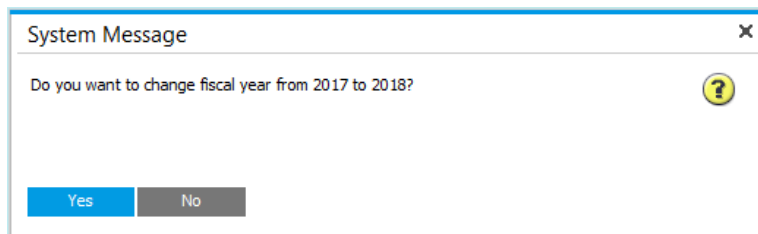
2. In the *Fiscal Year From* field, choose from which fiscal year you would like to change.



Field	Value	Range
From Fiscal Year	2017	01/01/2017 - 12/31/2017
To Fiscal Year	2018	01/01/2018 - 12/31/2018

3. SAP Business One adds the next fiscal year in the *Fiscal Year To* field, into which the change is to take place.

4. To start the fiscal year change, choose the *Execute* button. The system displays the planned fiscal year change and prompts whether you really want to carry out this change.



System Message

Do you want to change fiscal year from 2017 to 2018?

Yes No

5. Choose the *Yes* button.

6. SAP Business One carries out the fiscal year change. The annual values and planned depreciations are updated for all assets.



Caution

Fixed Assets uses the fiscal years defined in SAP Business One together with the corresponding posting periods. If the next fiscal year, to which you want to change, is not yet defined in SAP Business One, you receive an error message.

To define the next fiscal year in SAP Business One:

1. Choose **Administration** → **System Initialization** → **General Settings** and select the *Posting Period* tab.
2. Choose *New Period* and add the desired fiscal year.

SAP Business One adds a new fiscal year with the status *active*.



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