HP OpenView AssetCenter

Software version: 5.0

Asset Tracking solution

invent

Build number: 120

Legal Notices

Warranty

The only warranties for HP products and services are set forth in the express warranty statements accompanying such products and services.

Nothing herein should be construed as constituting an additional warranty.

HP shall not be liable for technical or editorial errors or omissions contained herein.

The information contained herein is subject to change without notice.

Restricted Rights Legend

Confidential computer software.

Valid license from HP required for possession, use or copying.

Consistent with FAR 12.211 and 12.212, Commercial Computer Software, Computer Software Documentation, and Technical Data for Commercial Items are licensed to the U.S. Government under vendor's standard commercial license.

Copyright Notices

© Copyright 1994-2006 Hewlett-Packard Development Company, L.P.

Trademark Notices

- Adobe®, Adobe Photoshop® and Acrobat® are trademarks of Adobe Systems Incorporated.
- Corel® and Corel logo® are trademarks or registered trademarks of Corel Corporation or Corel Corporation Limited.
- JavaTM is a US trademark of Sun Microsystems, Inc.
- Linux is a U.S. registered trademark of Linus Torvalds
- Microsoft®, Windows®, Windows NT® and Windows® XP are U.S. registered trademarks of Microsoft Corporation.
- Oracle® is a registered US trademark of Oracle Corporation, Redwood City, California.
- UNIX® is a registered trademark of The Open Group.

Table of Contents

Introduction
What is the aim of this manual?
Chapter 1. Positioning
What we do
Chapter 2. The Asset Tracking solution 11
Guided Tour13What is AssetCenter useful for?14Inventory tools14Data-migration tool16The AssetCenter Asset Tracking solution17Asset Tracking in Get-Resources26
A. Going further
AssetCenter compatibility matrix

4 | AssetCenter 5.0 - Asset Tracking solution

List of Figures

2.1.	Enterprise Discovery inventory													15
2.2.	Enterprise Discovery inventory					•		•				•		16
2.3.	Connect-It - data transfer	•	•	•	•	•	•	•	•	•	•	•	•	17

Introduction

What is the aim of this manual?

This manual aims to provide answers to the following questions:

- What is the Asset Tracking solution?
- What are the key benefits of AssetCenter?
- Who is AssetCenter aimed at?
- What solutions are possible with AssetCenter?
- How does AssetCenter work?

Who is this guide aimed at?

This guide is aimed at any person who would like to have an overview of the Asset Tracking solution. This guide aims to provide answers that are:

- direct: You are not required to install or use AssetCenter
- comprehensive: An executive presentation (▶ The Asset Tracking solution [page 11]) and a *practical* demonstration of the Windows interface functionality (▶ Guided Tour [page 13]) are included

In particular, this concerns anyone who wishes to evaluate the potential of AssetCenter, such as:

Journalists

- Industry experts
- Consultants

How to use this guide

Chapter Positioning

This chapter enables you to understand:

- What HP does
- What solutions are possible with AssetCenter

Chapter The Asset Tracking solution

This chapter helps you discover the Asset Tracking solution through the interfaces and functionalities of the various HP OpenView applications.

This "guided tour" includes numerous screen shots.

You are not required to install these applications.

1 Positioning

What we do

HP has over 20 years of experience helping customers achieve the highest return on their asset and service management investments. That experience has led us to build industry best practices, including those reflecting IT Infrastructure Library (ITIL) guidelines, into our products.



Asset Tracking with the HP OpenView software suites

HP OpenView software has been designed to bring its customers solutions to the problems they face on a daily basis. HP's main software products are oriented towards asset and service management (AssetCenter, ServiceCenter), HelpDesk services (ServiceCenter) or Web client interfaces (AssetCenter Web, Get-It). HP OpenView inventory tools (Enterprise Discovery) and data migration tools (Connect-It) guarantee the consistency of customer information across the various applications.

2 The Asset Tracking solution

In order to share its customer experience, HP has created Value Path, a services and support program that combines HP's best practices expertise with your field experience. Whether you are an existing or a new customer, Value Path enables you to get the best added value from our solutions.

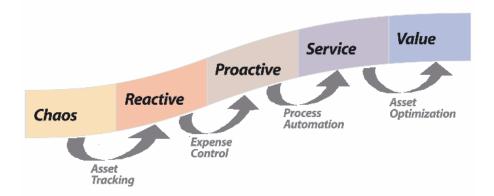
Asset Tracking is the first component of the Value Path program. It is linked to the three other components, all three of them being HP OpenView solutions: Expense Control, Process Automation and Asset Optimization.

Asset Tracking at the enterprise level means cradle-to-grave asset management. The keyword is management. This means knowing who does what, with what assets, where those assets are located and what ownership costs arise from this.

It is important to realize that no effective management system can be successful unless a measurement system is present. Within Asset Management this measurement system is woven within the fabric of business and operational processes that form the infrastructure of the IT organization.

When you integrate an asset management application such as AssetCenter and a network exploration application such as Enterprise Discovery, with your business and operational processes, you give yourself all the necessary tools to manage your IT portfolio effectively.

Peregrine has identified five stages through which companies evolve in their desire to achieve effective Asset Management within their infrastructure: chaos, reactive, proactive, service and value. To advance through each of these maturity stages requires the implementation of processes to enable a smooth evolution towards a greater control of IT.



Today, software asset management is a pressing issue for 90% of companies. The IT department needs to know what software is used and by whom, where it is used, what costs are generated, and above all if usage is compliant with acquired licenses. In order to move beyond this first state of chaos, you need to deploy tools to help you manage assets (network discovery, inventory and cost tracking tools). HP offers a set of asset and services management solutions that can answer these needs.

Asset and service tracking is the fundamental step towards true asset management. The Asset Tracking solution identifies all IT equipment making up the environment, all configurations and tracking information, as well as specific installed software. This information is kept in a central repository that can be used as needed to manage equipment throughout their entire lifecycle, from acquisition through disposal. Information in this repository can be analyzed and used in other enterprise applications.

The Asset Tracking solution includes:

- 1 The Asset Tracking Assessment report. This report provides a clear review of a HP customer's ability to track assets within their environment. The scope of this review will determine:
 - the assets that need to be tracked and their associated data
 - implementation constraints related to business and operational targets of the customer
 - the effectiveness of the customer's Install, Move, Add, and Change (IMAC) processes and make recommendations for improvement and alignment to AssetCenter
 - the desired level of granularity of asset tracking
 - the next steps required to move to the reactive phase

- 2 Unique identification of hardware and software associated with a network component.
 - Benefit: Basis needed to establish software license compliance.
 - Benefit: Basis to establish standardized platform policies for hardware and software and for disaster recovery planning.
 - Benefit: Accurate vision of a computer population available to helpdesk and technical support technicians.
- 3 Implementation of automated hardware and software inventory through out-of-box tools.
 - Benefit: Document changes to asset inventory that can be reconciled utilizing HP OpenView's reconciliation engine to ensure asset accuracy and integrity (user ID, machine name, memory change, and other asset attributes).
 - Benefit: Provides management insight of existing asset environment to improve planning and preparation for major asset upgrades, replenishments or migrations.
 - Benefit: Reduce need for physical inventories and asset audits within your environment by automating the identification of new assets.
- 4 Provide ad-hoc management reports of assets, and their attributes, via AssetCenter views.
 - Benefit: Improves asset-reporting ability of hardware and software attributes to ensure compliance with laws governing control of assets and associated relationships.
 - Benefit: Provides administrators the ability to analyze asset environment to improve service support, reduce costs of procurement, and respond to management requests.
- 5 The ability to create purchase requests through Get-Resources Portfolio.
 - Benefit: Simplified and employee friendly use of request for resources to meet daily needs. This would include requests for hardware and software needs or information as well as request for desk side support due to hardware and/or software breakdowns.
 - Benefit: Request management facility can launch workflows that ensure process integrity and can reduce cost through automation.
- 6 Basis established to provide future integrations to other applications and to pass important information about assets to other applications.

Guided Tour

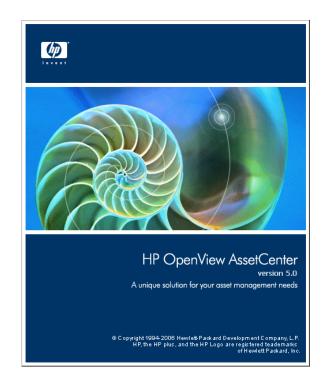
This chapter emphasizes the information that you have at your fingertips with AssetCenter.

You do not need to install AssetCenter: Screen captures show you the result in the Windows interface.

Let's assume you are an IT manager who requires executive information on the computer population and its maintenance costs.

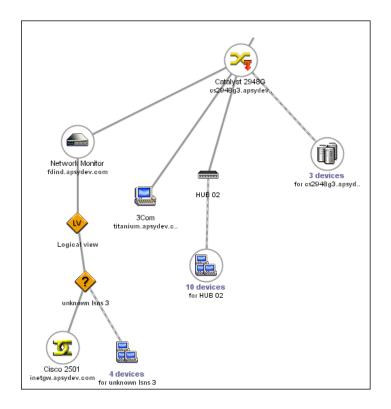
What is AssetCenter useful for?

AssetCenter enables you to manage your asset portfolio and all events associated to the lifecycle of each of your portfolio items: asset acquisition, related costs (taxes, property, maintenance contracts, work orders, etc.).



Inventory tools

Using Enterprise Discovery makes it possible to obtain a global view of your IT portfolio.





Each portfolio item discovered by Enterprise Discovery is then examined and its technical features are collected.

Figure 2.2. Enterprise Discovery inventory

🛎 🗉 🦇 🖻 🖬 🕾 🗛 📃 🕻												
ummary Hardware and Configuration Dire	ctories ar	nd File	s Stored Files Soft	ware Applications								
🖃 🚚 Hardware Data 📃 🔺	Index	Bus	Class	Vendor	Name							
Asset Data 2.1 PCI System Intel Corporation 82850 (850) CPU to I/D Controller (MCH)												
- 🥥 Description	2.10	PCI	Serial Bus Controller	VIA Technologies Inc	VT83C572,VT82C586/A/B,VT82C596B,VT82C686							
Asset Tag 2.11 PCI Serial Bus Controller VIA Technologies Inc VT6202 USB 2.0 Enhanced Host Controller												
😑 📮 CPU Data 🛛 📃 2.12 PCI Serial Bus Controller VIA Technologies Inc. VT83C572,VT82C586/A/B,VT82C596B,VT82C686												
🖶 🐥 CPUs 2.13 PCI Serial Bus Controller VIA Technologies Inc. VT83C572,VT82C586/A/B,VT82C596B,VT82C5866												
E 💑 Co-processors 2.14 PCI Serial Bus Controller VIA Technologies Inc. VT6202 USB 2.0 Enhanced Host Controller												
	2.15	PCI	Network	Intel Corporation	82544XT PRO/1000 MT Gigabit Ethernet Controller							
	2.2	PCI	System	Intel Corporation	82850/82860 (850/860) CPU to AGP Bridge (MCH)							
🖻 🕮 Bus Data	2.3	PCI	System	Intel Corporation	82801BA/CA (ICH2) PCI Bridge (244E)							
🖻 👍 Buses Supported	2.4	PCI	System	Intel Corporation	82801BA (ICH2) LPC Interface Controller							
- 🤪 Bus Name	2.5	PCI	Disk	Intel Corporation	82801BA (ICH2) UltraDMA/100 IDE Controller							
🖻 🤣 Cards	2.6	PCI	Serial Bus Controller	Intel Corporation	82801BA/BAM (ICH2) SMBus Controller							
🤪 Bus	2.7	PCI	Multimedia	Intel Corporation	82801BA/BAM (ICH2) AC'97 Audio Controller							
🤪 Class	2.8	PCI	Display	ATI Technologies	Radeon VE QY							
🤪 Vendor	2.9	PCI	Serial Bus Controller	VIA Technologies Inc	VT83C572,VT82C586/A/B,VT82C596B,VT82C686							
- 🤪 Name												
🤪 Vendor ID												
📦 Card ID												
🛁 🎯 Revision												
🦳 🥥 Number of Cards 🖉 💌	•				•							
Bus Data\Buses Supported\Cards (h	vCards)											
	,											
Displays information about the cards that ar	e used in	the co	mputer.									

Information collected through HP OpenView inventory tools are then transferred to the AssetCenter production database via Connect-It.

▶ *Enterprise Discovery* guide.

Data-migration tool

Connect-It enables data transfer between two applications; it queries a source application database in order to extract data that can be interpreted by a target database.

Figure 2.3. Connect-It - data transfer

Connect-It - C:\Program Files\Peregrine\ConnectIt\.30F\scenario\pdi\pdi8ac44\pdiac.scn File Edit Disolav Favorites Scenario Tools Monitors Administration Java Help	<u>-</u> D×
	X
Scenano diagram	
Global Exception Main Feedback from Mapping Feedback from U	odate
Peregrine Desktop Inventory Peregrine Desktop Inventory	
🛆 Connect-It log 🔯 Document log 🖺 Document types 🎦 Mappings	
Message	Date 🔺
The 'Mapping (Basic engine)' connector has been opened.	24/11/2004 11:22:20
😑 🕕 Opening connector 'Peregrine Desktop Inventory (File)'	24/11/2004 11:22:20
Loading document type extension file 'C:/Program Files/Peregrine/ConnectIt.30U/config/shared/default.cfg'	24/11/2004 11:22:21
Checking coherency of connector document types	24/11/2004 11:22:21
The 'Peregrine Desktop Inventory (File)' connector has been opened.	24/11/2004 11:22:22
E-1 Opening connector 'Asset Management (ACDemo44/r)'	24/11/2004 11:22:20
Using dynamic library 'C:\PROGRA~1\PEREGR~1\ASSETC~3\bin\aamapi44.dll'.	24/11/2004 11:22:21
	24/11/2004 11:22:21
•	
	11:22

Connect-It is delivered with the AssetCenter program in order to provide you with:

- Real-time replication of data shared by two applications, such as Network Discovery and AssetCenter.
- Data migration from a legacy database to an AssetCenter database
- ▶ Connect-It User Guide.
- ▶ AssetCenter Reconciliation guide.

The AssetCenter Asset Tracking solution

The following modules enable the asset tracking and management:

- Barcode Inventory
- Portfolio
- Reconciliation
- Contract
- Software Asset Management

Portolio tracking granularity

Before any physical and IT inventory of your assets, you should think of how detailed you would like your asset management to be.

Your portfolio structure should take into account the AssetCenter data model. The administrator's role will be to define natures and models that best reflect the reality of how the portfolio is managed.

▶ Portfolio and Software licenses guide, chapter Overview.

Barcode Inventory

Asset and service management with AssetCenter starts with a physical inventory of all company assets.

The bar-code inventory module is used to:

- Collect with speed and accuracy, your company's assets in order to build an AssetCenter database.
- Uniquely identify each of the company's assets in order to keep track of changes in your inventory. This makes it easy to detect movements, acquisitions, loss or theft.



The administrator records each of the assets to be inventoried with a reader that has been configured for the purpose, and then transfers the data to AssetCenter. The data related to the inventory is visible in the Portfolio screen.

▶ *Bar-code Inventory* guide

Portfolio

The administrator accesses the portfolio with the **Portfolio management** shortcut.



All the assets in your IT portfolio are visible from the **Portfolio items** screen.

Portio	o items: Deta	ail of portfolio i	tem '1 (ompaq	EVO D50	0 UP (DKT001	013:0	01025)'			
Model				∆Qua	antity					+	<u>N</u> ew
	ort Faceplate				1						Duplicate
	0 D500 UP				1						
	Zip drive	< 10/100 PCI TX			1						<u>D</u> elete
+ 8	Winzip 8.1		•		1						
	Windows 2000)			1						
	Multisync A500				1						
		is Corporate Editi			1						
÷-∰	Norton AntiViru	is Corporate Editi	on 7.6		1					-	
	0 D500 UP				1					223 / 332	
									^ ⊗_	2237332	
Mode	EVO D500 UF	2		٩	Ξ -	Code: 00102	5				
General	Components	Adjustments	Asset	Ports	Acquis.	Fixed Asset	Cont	racts 🗍 Maint.	Costs	Projec 🚽 🕨	
	Quantity:	1			×						St <u>o</u> ck
	Assignment:	In use			-	Supe	visor:			< Ξ ▼	
	User:	Bernard, Cathy		٩		Unit	/alue:	US\$622,69		- 8	
h	n-service date:	19/11/2004			-	Cost cate	egory:	Computers		۰ 🗉 ک	
	nventory date:				•			Common Line		۹ 🗉 🔻	
	-	/San Mateo site/	Building (12 <i>M</i> / 🔍							
	Component of:		b andning e								
	component or.			~							
Category-	Full name:	/IT/Workstation	/Deskton	compute	er/						
		Computer		oompara							
Manager		Unique asset tag	1								

With a single click, you can access information related to any given item of your IT portfolio.

IP name (Computer)		Location					Scanner des	cription (Compute	I	
			/Frankfurt/Al	licot Cent	er/		voli Inventory			_
- A SAP Server1 NA			bank site/2n		517		ivoli Inventoru		Duplic	ate
S							,		+ Dele	te
							🔺 🤇			
Model: IBM E-Serve	r		۰ 🖬 ک	Co	de: 9905	17			-	
General Components	- (Adjustments	Computer	Asset	Ports	Acquis.	Fixed Asse	t Contract:		
⊻iew: All	·	•		•	From:	•	• To		 Stoc 	:k
	Debit	Credit								
_ ritle Purchase	US\$4.78		\$0.00						Ē.	
nstallation	US\$25		\$0.00						9	
Repairs	US\$34		\$0,00						+	
daintenance	US\$22		\$0.00						*	
Service	US\$12		\$0,00							
Service	US\$52	5,00 US	\$0,00							
dove	US\$22	5,00 US	\$0,00							
daintenance	US\$12	5,00 US	\$0,00							
									v	

For each selected portfolio item, all information and dependencies are visible:

- Items attached to this item: Peripherals and software
- Technical features of this item: Memory, CPU, drives, etc.
- Identification of the asset: asset tag, barcode, etc.
- Acquisition cost
- Immobilization cost
- Contracts linked to the asset: leasing contracts, maintenance, warranty extension, etc.

Hierarchy

According to the level of granularity you have defined for your asset management system, you can manage items more or less closely. This level of granularity defines a hierarchy of the items making up your portfolio.

*****--

This granularity is visible for instance for departments and employees.

Mr/Mrs	△Name	△ First	△ Title	△ Telephone	△ Fax	+	<u>N</u> ew
-1	Admin			(408) 536-6000	(650) 572-9099	<u> </u>	Duplicate
	Taltek			(408) 536-6000	0181 345 9801		Duplicate
÷- 🥠	Administration			(650) 572-9000	(650) 572-9099		<u>D</u> elete
÷-10	Finance			0181 345 9800	0181 345 9801	-	
÷-10	I.S. Department			(408) 536-6000	(650) 572-9099		
÷- 🤐	Operations			(650) 572-9000	(650) 572-9099		
÷-10	Research			(650) 572-9005	(650) 572-9099		
— — 👥	Marketing Management			0181 345 9812	0181 345 9801		
÷-	L Herbert	Frank	Marketing Director	0181 345 9815	0181 345 9801		
÷-,	Leroy	Georges	Product Manager	0181 345 9818	0181 345 9801		
÷-,	👤 Marcanzoni	Vanessa	Communications Manager	0181 345 9821	0181 345 9801		
÷-1	Sales			0181 345 9809	0181 345 9801		<u>D</u> etail

▶ Portfolio and Software licenses.

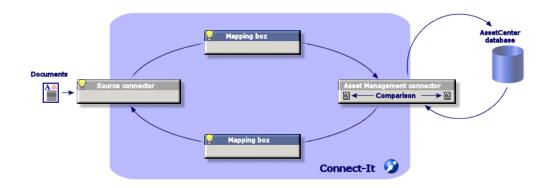
Reconciliation

Data reconciliation is performed using Connect-It.

Reconciliation is the process of integrating incoming data from a source application that is considered more up to date than the data already present in a target application.

This process is based on the following question: "Does the incoming data already exist in the target application?"

- If the answer is "no", the data is inserted
- If the answer is "yes", then the existing data is updated according to the new information contained in the incoming data



Properly incorporated in your operations cycle, reconciliation becomes transparent and enables you work on data in AssetCenter that is always up to date.

Reconciliation enables for instance to maintain up-to-date:

- the list of installed machines (Network Discovery integration)
- the location of employees (SAP integration)
- the list of incidents (ServiceCenter integration)

The administrator accesses the items to reconcile using the **Portfolio** management/ Reconciliation/ Reconciliation proposals shortcut



The items to reconcile appear in the **Reconciliation proposals** screen.

△Name	≙Table	≙Path	△Previous value	+	<u>N</u> ew
The memory of the computer LP89604ESCHROED has decreased.	amComputer	MemorySizeMb	2048		Dustante
The memory of the computer MSI-MAIER has decreased.	amComputer	IMemorySizeMb	256		Duplicate
The memory of the computer PDAVIES has decreased.	amComputer	IMemorySizeMb	256		<u>D</u> elete
The memory of the computer JKYTWON has decreased.	amComputer	IMemorySizeMb	512	-	
The memory of the computer FJORMIN has decreased.	amComputer	IMemorySizeMb	256		
The memory of the computer PLESROCHE has decreased.	amComputer	IMemorySizeMb	512		
The reference price of BASE2002 at Intranets.com 2002 has increased by 26%.	amCatRef	fPrice	382		
The reference price of CI000345 at Interleasing 2002 has increased by 10%.	amCatRef	fPrice	96		
The reference price of CI000359 at Interleasing 2002 has increased by 24%.	amCatRef	fPrice	41	-	
The reference price of CI000366 at Interleasing 2002 has increased by 25%.	amCatRef	fPrice	391	+	
4			•	<u>.</u>	<u>D</u> etail

The administrator chooses to accept or reject the reconciliation proposals for each item in the list.

▶ *Reconciliation* guide.

Views

Each AssetCenter user is able to configure the application in order to only show what they need to get the job done. For instance, an employee in the IT department can create a view showing portfolio items in stock.

🔍 Portfolio items: Det	ail of portfolio i	tem '1 Casio I	Pocket P	C E3000	Casio (LA	P001274:001	1322)'		
📚 seAssignment 🔻	Model 5				ΔQ	uantity		4	New
= • In stock •	🗧 🛄 Pocket F	C E3000 Casio				1		4	Duplicate
		°C E3000 Casio °C E3000 Casio				1			Delete
	Pocket F	C E740 WIFI				1			
		C E740 WIFI C E740 WIFI				1			
	Focket	CE740 WIFI				1			
							▲ ⊗	6/6	1
Model: Pocket PC E	,		۹ 🖬 🔹	Cor	le: 001322		50.5		5
	Υ.	т	V.				(-		
General Components		Adjustments	Asset	Ports	Acquis.	Fixed Asset	Contracts	Maint. 🔜 🕽	-
Quantity:			4						
Assignment:	1		-			ck: I.S. reserv	e	۹ 🗉 •	- 1
In-service date:			-		Supervi			Q 🖬 •	- 1
Inventory date:	1		-			ue: US\$228,2		18	
	/Ariane Building/				-	ory: Computers		۹ 🖬 ۲	
Component of:			< Ξ ▼		Cost cen	ter: Common L	ine	۹ 🗉 ۲	. I
Category	/IT/Workstation/	II							1
		Laptop/							
	Laptop								
Management constraint	Unique asset tag								
Comment:								<u> </u>	
								-	<u>C</u> lose

▶ *Tailoring* guide, chapter *Using views*.

Contract

Company assets are often linked to contracts.

The **Contracts** module enables companies manage all kinds of contracts, such as leasing, license, maintenance, warranty or insurance contracts.

The different contract types managed are:

- Master lease
- Lease schedule
- Insurance contract
- License contract

- Blanket purchase order type contract
- Other

The administrator accesses the Contracts module with the **Contracts** shortcut.



All assets on the contact are visible in the **Assets** tab in the contract detail.

R.	Contracts: I	Detail of contract 'DEM()-INS1 (IT insu	rance)'						- O ×
ΔF	Reference	△ Purpose	△Nature	⇔Start	∆End				+	New
		IT insurance	Other	01/01/200	1 31/12/2003				•	Duplicate
		2 Master lease	Server (by nam.							
		3 Server financing	Server (by mac.							<u>D</u> elete
		Microsoft Partner Program			0 31/12/2003					
T		0n-site maintenance	Other		1 31/12/2003					
) Notes v4.6		05/10/200						
		2 Property Management S.,		05/10/200					_	
		3 Intranets.com		09/10/200					+	
	C001001	Warranty outonsion		10/11/200	4 10/11/2007		_ ⊗	19/19	-	
								101 10		
Ŵ	Reference	DEMO-INS1			Purpose: IT ins	urance			•	
	Туре:	Insurance		*	Model:			< Ξ ▼		
Co	ontract status:	In preparation						•		
Co	ontacts Re	ents Costs Acquis.	Employees A	ssets Proje	cts Adjustme	nts Preview	Counters			
	Asset				cluded			٩		
)500 UP (DKT001033)		01/01/20				+		
		rd Surestore Dat24E (STR0	01075)	01/01/20				-		Documents
		A500 (MON001041)	,	01/01/20				+		
		,						*		
									_	
										·
									•	Close

▶ Contracts guide.

Software Asset Management

Using the wizards provided with AssetCenter, the administrator can know at any given time how what software is installed on the company's computers and compare this licensing information.

The administrator accesses the counters using the Portfolio management/ IT/ Licenses/ Software counters shortcut.



AssetCenter displays the list of software counters and the calculations perfomed

	cros becan or solenare		es and installations per user'		
Name		≜Nature		+	<u>N</u> ew
	uters by cost center				Duplicate
unt users by cost					
unt simple named unt unlimited nam					<u>D</u> elete
unt uniimitea nam unt multiple name					
	uses and installations per use	or.			
unt Sales Manao		51			
	ions and license points				
	s and installations per user				
	s and installations at Taltek	per user			
unt Office license	s and installations per comp	any		_	
unt PDA entitleme	nts			+	
				△ 🌏 18718	
N	ame: Count Office licenses a	and installations per user	Code: SC11		<u>C</u> alculat
	Use as template		Nature:	•	
Grou	o by: 📰 Employees and de	partments (amEmplDep 🕶	Supervisor: Admin,	۹ 🗉 🔻	
Scope of applica	tion			 E 	
License con					
License con	acc				
ieneral Rights	Installations/Utilizations	Results History Docume	ents Workflow		
esults of calculati	ons				
F	lights count: 0			A V	
Jtilizations/Installa	tions count 0				
	installations: 0				
No of records i	i the scope: 0			A	
Ca	loulated on:			F	
	Comment: Count Office lic	censes and installations by user			
		-			
		nables you to compare: f Office licenses at Taltek			
		f Office utilizations at Taltek			
		f entitled Office users at Taltek			
	It thus such in	you to track usage and needs o	f Taltek by user over time		
	it thus enables	you to track usage and needs o	r raitek by user over time		

▶ Portfolio and Software licenses guide, chapter Software.

Asset Tracking in Get-Resources

Get-Resources simplifies the requisition process for assets and services and enables employees to track their requests. Get-Resources also enables the automation of enterprise processes in terms of budgets and request approval.

Web interface

For each use requiring Web access, the administrator defines:

- an identifier and a password
- which screens the user is allowed to access

which operations the user is entitled to perform

As soon as they are identified, users have access to a simple, intuitive and customizable interface.

Each purchase request can then be transferred to AssetCenter's procurement module and be integrated in a decision-making workflow.

▶ *Get-Resources Tailoring* guide

Managing requests

All employees may submit a purchase request.

			User : H
Iome Administration Reques	Procurement		
Select an item to add to the	cart		
Create a Request	P	roject.resources.request.build.it	emlist
: <u>Create a new request</u>			
<u>My saved requests in</u> progress	Note: Using the more arrows, when displayed, will deselect currently	v selected items.	
My submitted requests	Search Advanced Search	To Catalog Start To Request	Summar
My requests history	Select Product/Description	Price Action	
Approve Requests	Executive Desktop	\$2,719.00	
Show Approval List		Add Co	onfigure
<u>Delegate all Approvals</u>	PC Intel Pentium III 500Mhz 256MB RAM 9.1GB HI	>	
	Assistant Desktop	\$1,258.00	
		Add Co	onfigure
	PC Intel Pentium III 450Mhz 64MB RAM 4.2GB HD		
	Sales Laptop	\$2,758.00	
	177 The second sec	Add Co	onfigure
	Laptop Intel Pentium II 300Mhz 32MB RAM 4.2GB	HD	
	Developer Desktop	\$3,819.00	
		Add Co	onfigure
	PC Intel Pentium III 550Mhz 512MB RAM 13.5GB F	łD	
	Add Selected	To Catalog Start To Request	

Requests are then fed into a decision-making process and may be consulted at any time by the requester.

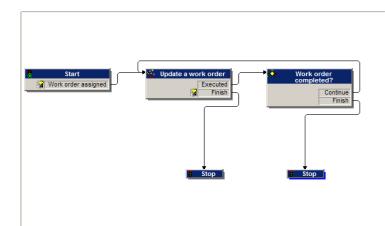
Request Status Pending Approvals Approval Log							
		<u>To Catalog Start</u>					
What is this	for and when would you like it?	Payment and approval information					
Purpose:	New PC for development testing 🔚	Cost Center:					
Date:	12/25/02	Project:					
Time:	0:00	Signature Required: 🔲					
Who is it for	?	Other information					
EndUser:	Tossi	Comment:					
First Name:	Michaela	Attachments:					
Phone:							
What is the final destination?							
Destination: <u>ACME HQ</u>							
Address 1:	5543 Windy Way						
City:	Chicago						
Quantity	Product/Description	Price					
1	Compag	\$1,100.00					
	Desktop computer w/ PIII500;124MB;13GIG						

In general, the decision-making process is defined in a workflow created in AssetCenter.

▶ Get-Resources Administration guide

Workflows

AssetCenter enables workflow creation in order to automate decision making processes and to formalize business processes.



The workflows are defined by the administrator and make it possible, through the Get-Resources interface, to:

- Route a request
- Define its status (Awaiting approval, Validated, Refused)
- Approve a request
- Automatically generate a purchase order
- ▶ AssetCenter Advanced Use guide, chapter Workflow.

Managing purchase orders

The users with required permissions are able to generate purchase orders for the requested items.

Select an item to add to the cart							
<u>Create a Purchase Order</u> ∴ <u>Create a new PO</u> <u>My saved purchase</u> <u>orders in preparation</u>	Note: Using the more arrows, when displayed, will deselect currently selected items.						
<u>My submitted purchase</u> orders	Search Advanced Search To Request Summary				Summary		
POs to review	Select	Quantity	Product/Description	Price	Action		
⊽ <u>Receiving</u>		1	Compag	\$2,049.00	Add		
Search Purchase Orders			Compaq Compaq E500				
	Add Selected			To Request S	Summary		

Once the order has been created, it is integrated in the decision-making workflow until the ordered item has been received; it is then integrated into the portfolio.

▶ *Get-Resources Administration* guide

30 | AssetCenter 5.0 - Asset Tracking solution

A Going further

You have several ways of finding out more about AssetCenter:

AssetCenter compatibility matrix

For information on supported environments, refer to the HP support site at www.hp.com/managementsoftware/peregrine_support.

Please contact HP for an identifier and a password.

Once you are logged on to the support site, you can browse the compatibility matrix pages via **Product Information/ Asset Management/ AssetCenter/ Compatibility Matrices**.

Information on the HP offering

The HP Web site contains a wealth of information. In particular, you will find product documentation, white papers, demonstrations, customer testimonials. The site is located at: *http://h20229.www2.hp.com/index.html*.