

Sisukord

CREATING FIXED ASSETS AND LOW VALUE ASSETS AND ADDING VALUE CORRECTIONS

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CREATING FIXED ASSETS AND LOW VALUE ASSETS AND ADDING VALUE CORRECTIONS FROM A PURCHASE INVOICE

General principles

- From a confirmed purchase invoice, you can start creating a fixed asset / low value asset card or adding value corrections.
- A new fixed asset or low value asset can be created from one purchase invoice row or from several purchase invoice rows combined.

The header of the purchase invoice rows table has two button groups:

Purchase invoice 100625 **Confirmed** Last changed by LAURA (30.04.2026 at 10:51:56)

Related documents: transaction

Create: Stock Receipt Payment Cash Out Credit Note Event

Supplier: 10149683 Supplier name: "TSOTSO TALU" Suppliers invoice:

GENERAL INFO
PROCEEDING
DATAFIELDS
TOTALS

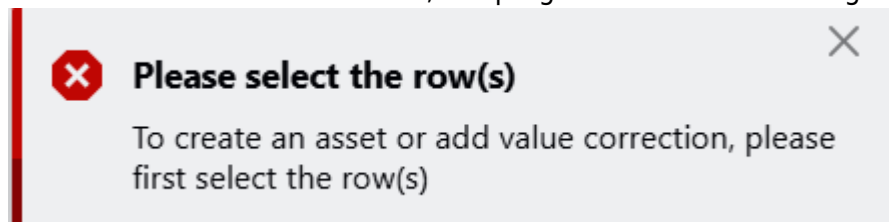
Bulk Insert... Paste Recipe... Split by resources Create: FA LVA Add: FA LVA

No.	Account	Object	Description	Total	VAT code	VAT	Asset	Asset action
1	522102		Kontoritehnika - UUS VV	100	35	19		
2	125411		Mööbel -UUS PV	100	35	24		

- **Create: FA** - „Create a new fixed asset“
- **Create: LVA** - „Create a new low value asset“
- **Add: FA** - „Add a value correction to a fixed asset“
- **Add: LVA** - „Add a value correction to a low value asset“



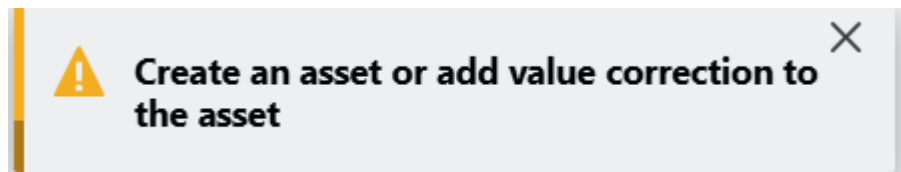
The buttons become active when the purchase invoice is confirmed, and they can be used to start the actions when the desired row or rows are selected. If no rows are selected and you try to start an action with the buttons, the program shows the message: **Please select the row(s)**.



A fixed asset can only be created from purchase invoice rows whose expense account is linked to an asset class. If you receive a corresponding message when creating a fixed asset, make sure that the account is set on the asset class or create a new [Asset class](#).



If an asset account has been used on the purchase invoice, a **reminder** that an asset needs to be created is shown after the purchase invoice is confirmed, so that you do not forget to create the asset or add a value correction to an existing asset. The message reads: „**Create an asset or add value correction to the asset**“.



How it works

Creating a new asset card

1. Select the row for which you want to create a new asset document. To select a row, click its row number.
2. Click **Create: FA** or **Create: LVA**. A new fixed asset or low value asset card opens, pre-filled with data from the purchase invoice.

Bulk Insert...	Paste Recipe...	Split by resources	Create: FA LVA	Add: FA LVA					
No.	Account	Object	Description	Total	VAT code	VAT	Asset	Asset action	
1	522102		Kontoritsehnika - UUS VV	100	35	19			
2	125411		Mööbel -UUS PV	100	35	24			

When a fixed asset or low value asset card is created from a purchase invoice, the asset class is set on the new card according to the account on the expense row. The **Purchase price** of the asset is taken from the purchase invoice row amount, the depreciation start date is filled in with the purchase invoice date, and the purchase data section of the asset card is filled in.

3. Add a code to the new asset card, complete the document if needed and save the asset document. After the asset document is saved and the purchase invoice is refreshed (F5), the code of the created asset appears in the **Asset** column of the purchase invoice rows and the asset action name „Purchase“ in the **Asset action** column.

Bulk Insert...	Paste Recipe...	Split by resources	Create: FA LVA	Add: FA LVA					
No.	Account	Object	Description	Total	VAT code	VAT	Asset	Asset action	
1	522102		Kontoritsehnika - UUS VV	100	35	19			
2	125411		Mööbel -UUS PV	100	35	24	PV1014	Purchase	

Creating a new asset card from several purchase invoice rows

A new fixed asset or low value asset document can also be created from several rows. Only one asset card is created at a time from the rows selected on the purchase invoice. The **Purchase price** of the new asset is the total of all selected rows. The quantity of a fixed asset is always 1, regardless of the quantity on the purchase invoice. When a low value asset is created from several rows, the quantity is taken from the first selected purchase invoice row and can be changed on the low value asset card if needed.

1. Select the rows for which you want to create a new asset and click **Create: FA** or **Create: LVA**.

Bulk Insert... Paste Recipe... Split by resources Create: FA LVA Add: FA LVA									
No.	Account	Object	Project	Description	Total	VAT code	VAT	Asset	Asset
1	522107	TALLINN,MÜÜK		Kontoritarbed (paber, kirjutusvahendid jms)	200	35	48		
2	522107	TALLINN,MÜÜK		Kontoritarbed (paber, kirjutusvahendid jms)	300	35	72		
3	522107	TALLINN,MÜÜK		Kontoritarbed (paber, kirjutusvahendid jms)	50	35	12		



When several rows are selected, the accounts, objects and projects of the rows must match exactly. Otherwise, the program shows a corresponding message and no new asset is created from the selected rows.

Purchase invoice 100673 Confirmed

Related documents: payment: 1530 | transaction

Create: Stock Receipt Payment Cash Out Credit Note Event

Supplier: 14434377 Supplier name: khp Suppliers invoice: hank arve

GENERAL INFO
PROCEEDING
DATAFIELDS
TOTALS

Bulk Insert... Paste Recipe... Split by resources Create: FA LVA Add: FA LVA									
No.	Account	Object	Project	Description	Total	VAT code	VAT	Asset	Asset action
1	522107	TALLINN,MÜÜK		Kontoritarbed (paber, kirjutusvahendid jms)	200	35	48		
2	522107	TALLINN,LADU		Kontoritarbed (paber, kirjutusvahendid jms)	300	35	72		
3	522107	TALLINN,MÜÜK		Kontoritarbed (paber, kirjutusvahendid jms)	50	35	12		

The data in the rows do not match (object, project, etc.)
The data in the rows do not match (object, project, etc.)

2. A new asset card opens. After the asset document is saved and the purchase invoice is refreshed (F5), the code of the created asset appears in the **Asset** column of the purchase invoice rows and the asset action name „Purchase“ in the **Asset action** column.

Bulk Insert... Paste Recipe... Split by resources Create: FA LVA Add: FA LVA									
No.	Account	Object	Project	Description	Total	VAT code	VAT	Asset	Asset action
1	522107	TALLINN,MÜÜK		Kontoritarbed (paber, kirjutusvahendid jms)	200	35	48	VV4	Purchase
2	522107	TALLINN,MÜÜK		Kontoritarbed (paber, kirjutusvahendid jms)	300	35	72	VV4	Purchase
3	522107	TALLINN,MÜÜK		Kontoritarbed (paber, kirjutusvahendid jms)	50	35	12	VV4	Purchase

Adding a value correction to an asset

1. Select the row or rows you want to add to an existing asset as a value correction and click **Add: FA** or **Add: LVA**.

Massasetaja Aseta retsept... Jaga ressurssidelt Loo: PV VV Lisa: PV VV									
Nr	Konto	Sisu	Objekt	Projekt	Summa	KMK	KM	Vara	Vara tegevus
3	522109	Kontoritihnika	MÜÜK,OBJT2,TLN	P002	15	43	3,3		
4	522109	Kontoritihnika	MÜÜK,OBJT2,TLN	P002	50	43	11		

2. The button opens an intermediate window for adding a value correction to a fixed asset or low value asset, where you enter the code of the asset to which the value correction is added. The asset can also be selected with the asset selector or the mini search, by double-clicking or right-clicking the field respectively. To add the value correction to the selected asset, click **Add**.

Lisa väikevahendile lisasumma

Sisesta vara kood

VV5

✓ Lisa

✕ Katkesta

3. The card of the entered asset opens, and when the asset card is saved, the value correction is added to the **Value corrections: total cost of fixed assets additional amounts** and **Actions** sections of the low value asset / fixed asset card. The asset code is added to the **Asset** column of the purchase invoice rows and the asset action „Value correction” to the **Asset action** column.

Value correction on the asset card:

Andmed

Lisaväljad

Lisasummad

Kasutajad

ID

Tegevused

Kokku summa

130.00

Nr	^	□	Aeg	Kommentaar	Lisasumma	Dokument	Number	Objekt	Hankija	Hankija nimi	Ostetud
	>		Otsi	>	Otsi	>	Otsi	>	Otsi	>	Otsi
1	26.03.2025	Kontoritehnika	15.00	Ostuarve	101026	MÜÜK,OBJT2,TLN	1016	24h Ehitaja OÜ	26.03.2025		
2	26.03.2025	Kontoritehnika	50.00	Ostuarve	101026	MÜÜK,OBJT2,TLN	1016	24h Ehitaja OÜ	26.03.2025		

Value correction on the purchase invoice:

Massasetaja Aseta retsept... Jaga ressurssidelt Loo: PV VV Lisa: PV VV

Nr	Konto	Sisu	Objekt	Projekt	Summa	KMK	KM	Vara	Vara tegevus
	> Otsi	> Otsi	> Otsi	> Otsi	> Otsi	> Otsi	> Otsi	Otsi	Otsi
3	522109	Kontoritehnika	MÜÜK,OBJT2,TLN	P002	15	43	3.3	VV5	Lisasumma
4	522109	Kontoritehnika	MÜÜK,OBJT2,TLN	P002	50	43	11	VV5	Lisasumma



If several purchase invoice rows correspond to one value correction of a fixed asset or low value asset, each purchase invoice row is shown as a separate row on the value corrections tab of the asset card.

Check messages

When creating an asset card

„Row data does not match (account, object, project, etc.)” - the data of the selected purchase invoice rows does not match. When creating a new asset card from several selected rows, all rows must have the same accounts, objects and projects.

**Ridade andmed ei ühti (objekt, projekt jne)**

Ridade andmed ei ühti (objekt, projekt jne)



„**The selected purchase invoice rows have an account that does not belong to a fixed asset class**“ - the account on the selected purchase invoice row(s) is not linked to the asset account of any fixed asset class, or it belongs to a low value asset class.

**Valitud ostuarve ridadel on konto, mis ei kuulu põhivara klassi**

„**Saving failed. The purchase invoice row on which the action is based is already linked to an asset**“ - the message appears when the asset card is saved if an asset card has already been created from the selected purchase invoice row. This can happen if a new asset is created from a purchase invoice row but, after the asset card is saved, the purchase invoice is not refreshed and asset creation is started again from the same row(s).

**Salvestamine ebaõnnestus**

Toimingu aluseks olev ostuarve rida on juba varaga seotud

**When adding a value correction**

„**The asset must have an account**“ - when adding a value correction to a fixed asset, the asset must have an account set (it cannot be empty).

Lisa põhivara lisasumma 

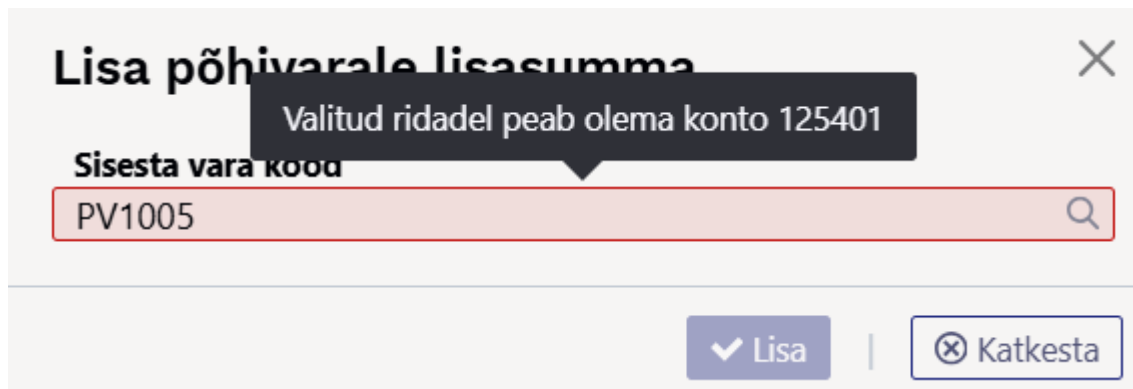
Varal peab olema konto määratud

Sisesta vara kood

PV1002 

 Lisa |  Katkesta

„**The selected rows must have account no.**“ - when adding a value correction to a **fixed asset**, the purchase invoice row(s) must have the same asset account as the fixed asset to which the value correction is added.



Lisa põhivarale lisasumma

Valitud ridadel peab olema konto 125401

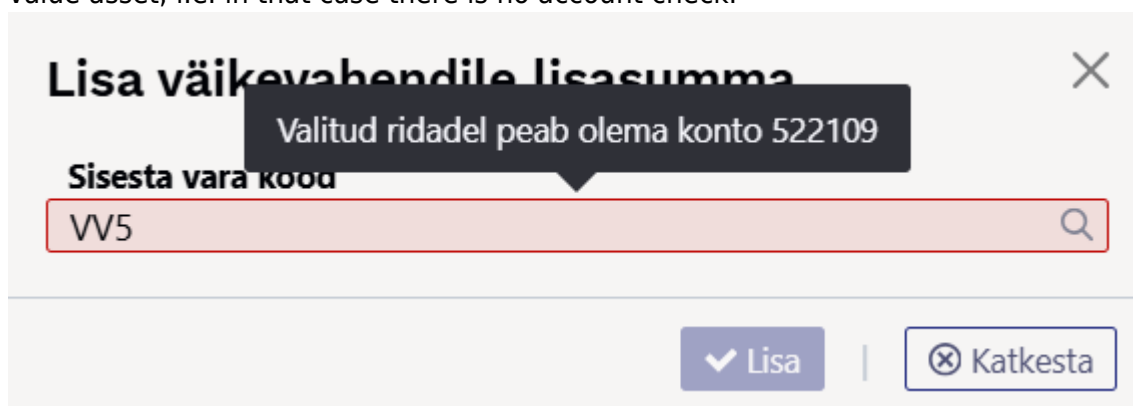
Sisesta vara kood

PV1005

✓ Lisa | ✕ Katkesta

„**The selected rows must have account no.**” - when adding a value correction to a **low value asset** that has an asset account set, the purchase invoice row(s) must have the same asset account

as the low value asset to which the value correction is added.  If the low value asset has no asset account, purchase invoice rows with any account can be added as a value correction to the low value asset, i.e. in that case there is no account check.



Lisa väikevahendile lisasumma

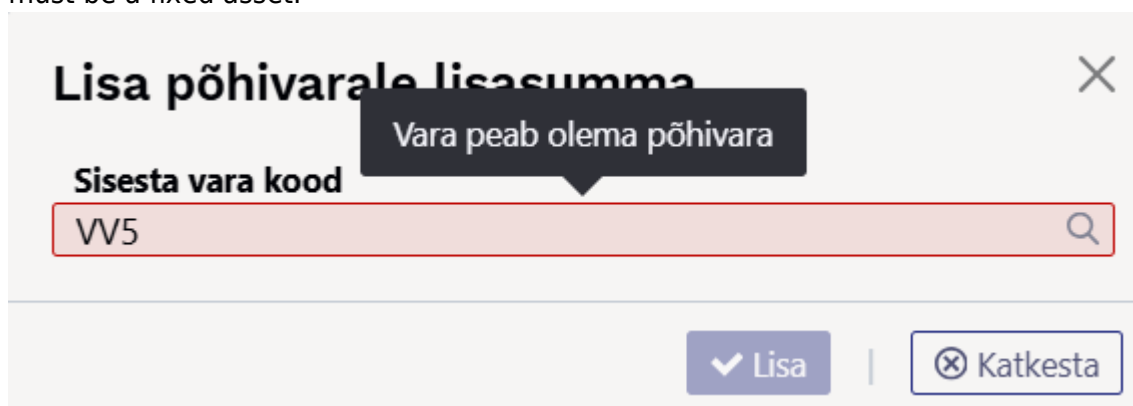
Valitud ridadel peab olema konto 522109

Sisesta vara kood

VV5

✓ Lisa | ✕ Katkesta

„**The asset must be a fixed asset**” - the selected asset is not a fixed asset. When adding a value correction to a fixed asset from a purchase invoice row with the **Add: FA** button, the entered asset must be a fixed asset.



Lisa põhivarale lisasumma

Vara peab olema põhivara

Sisesta vara kood

VV5

✓ Lisa | ✕ Katkesta

„**The asset must be a low value asset**” - the selected asset is not a low value asset. In the intermediate window opened with the **Add: LVA** button, the selected asset must be a low value asset.

Lisa väikevahendile lisasumma ✕

Vara peab olema väikevahend

Sisesta vara kood

PV1002 🔍

✓ Lisa | ✕ Katkesta

„**There is no asset with this code**“ - the asset code entered in the intermediate window for adding a value correction does not exist. To add a value correction, the asset must already exist in the Directo fixed asset or low value asset register.

Lisa põhivarale lisasumma ✕

Sellise koodiga vara ei ole

Sisesta vara kood

VARA 🔍

✓ Lisa | ✕ Katkesta

„**The asset has been written off**“ - the asset with the entered code has been written off. A value correction cannot be added to a written-off asset.

Lisa põhivarale lisasumma ✕

Vara on mahakantud

Sisesta vara kood

PV1001 🔍

✓ Lisa | ✕ Katkesta

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Last update: **2026/10/28 11:37**

