

*asset*<sup>∞</sup>

# ASSET INFINITY

A new generation complete asset and  
Audits & Physical Verifications system  
with alerts and reminders to stakeholders

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[www.assetinfinity.com](http://www.assetinfinity.com)



# AUDITS & PHYSICAL VERIFICATIONS



- Create and assign audits to users based on categories or location of assets
- Helps keep the asset count in check and acts as deterrent against pilferage, theft as well as damage.
- Using our mobile app on Android and iOS, it takes very little time to conduct the physical verification of the assets
- Verification can be done in offline mode also, the data gets synchronised when mobile phones are connected to network
- Assets can be marked as present, not present, present with incorrect details or new asset found during an audit
- Reports automatically generated with an option to export to Excel

# CREATING AUDITS IN ASSET INFINITY

**Manage Audits**

**Audit Type**  
 Self  
 Aided

**Audit Name \***

**Start Date \***

**End Date \***

**Audit for fields**  
Select one or more option(s) ✓

**Grid**

| Category                 | Location                 | Department                     |
|--------------------------|--------------------------|--------------------------------|
| <input type="text"/> ✓ ✕ | <input type="text"/> ✓ ✕ | Select one or more option(s) ✓ |

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- On the basis of locations, categories or departments
- Assign unique set of assets to a single employee. No overlapping of assets assigned, to avoid confusions
- Define a start date and end date for performing physical verifications
- Users are automatically notified as and when the audit starts

# PHYSICAL VERIFICATION ON MOBILE

| Audit Name       | Audit Code | Start Date |
|------------------|------------|------------|
| Audit - 16th Jan | AUD-8      | 16/01/2    |
| Self Audit       | AUD-7      | 18/01/2    |
| F&B              | AUD-6      | 06/01/2    |
| SELF             | AUD-5      | 05/01/2    |
| IT Assets        | AUD-3      | 10/01/2    |

| Asset Code   | Asset Name | Asset Details |
|--------------|------------|---------------|
| AST201914654 | Printer    | 64564571      |
| AST201914653 | Printers   | 64564588      |

| Verification Status         | Asset Code   | Asset Name |
|-----------------------------|--------------|------------|
| Present                     | AST202314670 | Macbook    |
| Present With Incorrect Data | AST202314667 | Macbook    |
| Not Present                 | AST201914658 | Laptop     |
| No Action                   | AST201914656 | Mobile     |
| No Action                   | AST201914654 | Printer    |
| No Action                   | AST201914653 | Printers   |

- Users can scan and select the assets during an audit using built-in barcode/QR code scanner
- Users can mark the assets as:
  - Present
  - Not Present
  - Present with incorrect details
- Users can verify assets on their Android/iOS devices - online/offline

# AUDITS ON THE WEB

- Users can also verify assets from the Asset Infinity web application

Pending Audits

Default View +

0 Row(s) selected ×

Clear Filters

Showing 100 Records

| Default Section < |                |            |                  |            |             |          |          |           |            |                 |  |
|-------------------|----------------|------------|------------------|------------|-------------|----------|----------|-----------|------------|-----------------|--|
| Audit Name        | Total Verified | Audit Code | Total Unverified | Start Date | Total Extra | End Date | Category | Locations | Department | Fields Verified |  |
|                   |                |            |                  | dd-mm      |             | dd-mm    |          |           |            |                 |  |

# AUDIT REPORTS

- A report is generated with all the variances found during the physical verification.
- This report is used to reconcile the data in the Asset Infinity asset list.

**Audit Reports**

0 Row(s) selected x Clear Filters Showing 100 Records

| Default Section < |                  |            |            |            |                             |                |                  |            |
|-------------------|------------------|------------|------------|------------|-----------------------------|----------------|------------------|------------|
|                   | Audit Name       | Audit Code | Start Date | End Date   | Total Assets To Be Verified | Total Verified | Total Unverified | Audit Type |
|                   |                  |            | dd-mm      | dd-mr      |                             |                |                  |            |
|                   | Audit - 16th Jan | AUD-8      | 16/01/2023 | 26/01/2023 | 31                          | 6              | 25               | AIDED      |
|                   | Self Audit       | AUD-7      | 18/01/2023 | 25/01/2023 | 31                          | 0              | 31               | AIDED      |
|                   | F&B              | AUD-6      | 06/01/2023 | 07/01/2023 | 3                           | 1              | 2                | SELF       |
|                   | SELF             | AUD-5      | 05/01/2023 | 06/01/2023 | 1                           | 1              | 0                | SELF       |
|                   | IT Assets        | AUD-3      | 10/01/2023 | 26/01/2023 | 18                          | 0              | 18               | AIDED      |

Hi Chetan Chopra,

Audit Self has been assign to you to verify the assets transfered to you :

Start Date : Aug 17, 2018






End Date : Aug 17, 2018

| Asset                        |         |             |
|------------------------------|---------|-------------|
| FHGFH(DD00005)               | Present | Not Present |
| laptop lenovo(Ast/CNT/A1/38) | Present | Not Present |
| Dell(Ast/Sen/Geo/06)         | Present | Not Present |
| As0245(Ast/Too/Bad/41)       | Present | Not Present |

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Best Regards,



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This is a system generated email. Please do not reply to this email address.

# SELF-AUDITS IN ASSET INFINITY

- Self-Audits are automatically assigned to users with the assets transferred to them
- Users receive an email with the list of assets and an option to mark the assets as present/not present from the email itself

# GET IN TOUCH



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