

AssetManager Documentation

<http://assetmanager.readthedocs.org/>

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AssetManager is a web-based database system for managing fixed assets and equipment, along with work that needs to be performed on the assets and who is to perform it.

- Website: <https://github.com/samwilson/asset-manager>
- Issue tracker: <https://github.com/samwilson/asset-manager/issues>
- Licence: GPL v3

Definitions An Asset is any physical piece of infrastructure, equipment, or machinery. It has a unique alphanumeric identifier, and a fixed location.

A Job is an instance of work that is required to be performed on an Asset.

A Job Type is the definition of what variety of work is to be performed.

A User is any person who uses AssetManager. Access is controlled by Users' membership of Groups (the defaults being Administrators, Managers, and Clerks).

A Job List is a collection of Jobs, all of the same Job Type, and is the unity by which Jobs are scheduled to Crews.

A Crew is a group of one or more Users, and is the unit to which Job Lists are assigned.

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1 Assets

Assets are at the core of AssetManager. They are the fundamental unit that all other parts of the system refer back to.

An Asset is any physical piece of infrastructure, equipment, or machinery. It has a unique alphanumeric identifier, and a fixed location. Asset can be tagged with any number of tags.

1.1 New Assets

After first installing AssetManager, the database is basically empty. The first action you will take (aside from changing the Admin password from the default) is to create some asset records. This can be done one at a time, or en masse via the import of a CSV file.

To create a single Asset record, navigate to the *Assets* → *Create* menu item and fill in the required information. Details about the various fields are given below.

To import Assets, first create a CSV file with column headers as specified below. The order that these headers appear in is not important, neither is leading or trailing whitespace within any cells of the CSV.

Required CSV headers:

Identifier	Tags	Country	State	Sub-urb	Street address	Location description	Latitude	Longitude	Comments
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The **Asset Identifier** is the most important: it can be whatever is appropriate but it must be unique across all Assets that are to be included in the system. The Identifier can be up to 100 characters long.

The location attributes are mostly self-explanatory, apart from the *Location description* which is an optional field for describing the location of an Asset within the relevant *Street address*.