

MM5001 – Land Inventory Screens

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Selection

Use the Land Inventory Screen - Selection to add, change, display, or manage the disposition of land inventory records. From this screen, you can access the following land inventory screens: Master Record, Investment/Maintenance, and Disposal.

User Function Keys

F1	REFRESH	Redisplays the screen. Any additions or changes you made since you last pressed Enter will disappear.
F2	ADD	Allows you to add a new record using Land Inventory Screen - Master Record.
F3	CHANGE	Allows you to change an existing record using Land Inventory Screen - Master Record.
F4	INQUIRY	Allows you to view an existing record using Land Inventory Screen - Master Record.
F5	DISPOSE	Allows you to manage the disposition of an existing record using Land Inventory Screen - Disposal.
F8	MENU	Redisplays the FMS System Menu.

Data Fields

COLLEGE (key; required)	PARCEL NUMBER (key; required)
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College

Definition	Key field; entry required. A code identifying a college.
Length	3 characters

Parcel Number

Definition	Key field; entry required. A number identifying a land parcel. If possible, use a county parcel number or a county audit file number.
Length	16 characters

Master Record

Use the Land Inventory Screen - Master Record to establish and maintain land attribute information.

User Function Keys

F1	REFRESH	Redisplays the screen. Any additions or changes you made since you last pressed Enter will disappear.
F4	SELECT FUNCTION	Redisplays the Land Inventory Screen - Selection with the college and parcel number you entered.
F6	NEXT SCREEN	Allows you to view or change an existing record using Land Inventory Screen - Investment/Maintenance.
F8	MENU	Redisplays the FMS System Menu.

Data Fields

RVSN DATE (display only)	TOTAL ACQUISITION COST (display only)
COLLEGE (display only)	DATE OF ACQUISITION (required)
PARCEL NUMBER (display only)	TOTAL ACRES (required)
DESCRIPTION (required)	TOTAL SHORELANDS/TIDELANDS FRONT FOOTAGE (Commodity group A300-400 only)
COMMODITY GROUP (required)	ON/OFF CAMPUS (required)
COUNTY CODE (required)	SITE CODE (required)
OWNERSHIP STATUS (required)	LEGISLATIVE DISTRICT CODE (required)
UTILIZATION CODE (required)	

Revision Date

Definition	Display only. A date assigned by the system indicating when the current record was added or changed.
Length	6 digits
Format	YYMMDD

College

Definition	Display only. A code identifying a college.
Length	3 characters

Parcel Number

Definition	Display only. A number identifying a land parcel. If possible, use a county parcel number or a county audit file number.
Length	16 characters

Description

Definition	Entry required. Text describing a land parcel.
Length	40 characters

Commodity Group

Definition	Entry required. A code used to group commodities into general categories in accordance with the Office of Financial Management (OFM).
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Length	4 characters
Values	Valid codes: <div style="margin-left: 100px;"> A100 Uplands A200 Beds of navigable water A300 Shorelands A400 Tidelands </div>

County Code

Definition	Entry required. A code identifying the county where a land parcel is located.
Length	2 characters
Edits	Must be valid on the County Table ZX0040.

Ownership Status

Definition	Entry required. A code indicating ownership of land.
Length	1 digit
Values	Valid codes: <div style="margin-left: 100px;"> 1 Owned by the college (default) 2 Leased or purchased by the college 3 Leased or owned by the federal government 4 Leased or rented by the college 5 Other 6 Not owned, but available to the college at little or no cost 7 Trust–owned by another college or state agency </div>

Utilization Code

Definition	Entry required. A code indicating a typical usage pattern for a land parcel.
Length	1 digit
Values	Valid codes: <div style="margin-left: 100px;"> 1 Used on a full-time basis (default) 2 Used on a part-time basis 3 Excess to the particular location but still needed by the agency 4 Excess to the needs of the agency and should be surplusd 5 Surplused </div>

Total Acquisition Cost

Definition	Display only. A number indicating the total cost for a land parcel.
Length	11 digits

Date of Acquisition

Definition	Entry required. A date indicating when an institution acquired a land parcel.
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Length	6 digits
Format	YYMMDD

Total Acres

Definition	Entry required. A number indicating the total acres in a land parcel.
Length	6 digits plus a decimal
Format	99999.9

Total Shorelands/Tidelands Front Footage (Commodity group A300-400 only)

Definition	A number indicating the total frontal footage of tideland or shoreland in a land parcel.
Length	6 digits

On/Off Campus

Definition	Entry required. A code indicating the location of a land parcel in relation to the main campus.
Length	1 digit
Values	Valid codes: <ul style="list-style-type: none"> 1 On campus, contiguous: the land parcel is located on the main campus. (default) 2 On campus, noncontiguous: the land parcel is located within normal walking distance of the main campus. 3 Off campus: the land parcel is not located on the main campus or within normal walking distance of the main campus.

Site Code

Definition	Entry required. A code identifying a particular site at a college.
Length	1 character
Edits	Must be valid on the Location Code Table (MM2010).

Legislative District Code

Definition	Entry required. A code indicating the legislative district where a land parcel is located.
Length	3 digits
Values	Valid codes <ul style="list-style-type: none"> 001-049 as defined by the state 099 out-of-state

Investment/Maintenance

Use the Land Inventory Screen - Investment/Maintenance to establish and maintain records related to the acquisition and maintenance of land.

User Function Keys

F1	REFRESH	Redisplays the screen. Any additions or changes you made since you last pressed Enter will disappear.
F4	SELECT FUNCTION	Redisplays the Land Inventory Screen - Selection with the college and parcel number you entered.
F5	PREV SCREEN	Allows you to view or change an existing record using Land Inventory Screen - Master Record.
F6	NEXT SCREEN	Allows you to view an existing record using Land Inventory Screen - Disposal. This function key only appears if you pressed F4 (Inquiry) in the selection screen.
F8	MENU	Redisplays the FMS System Menu.

Data Fields

RVSN DATE (display only)	VERY HIGH LANDSCAPING ACRES
COLLEGE (display only)	HIGH INTENSITY ACRES
PARCEL NUMBER (display only)	MEDIUM INTENSITY ACRES
FUND (required)	LOW INTENSITY ACRES
ACQUISITION COST (required)	NOT MAINTAINED ACRES (display only)

Revision Date

Definition	Display only. A date assigned by the system indicating when the current record was added or changed.
Length	6 digits
Format	YYMMDD

College

Definition	Display only. A code identifying a college.
Length	3 characters

Parcel Number

Definition	Display only. A number identifying a land parcel. If possible, use a county parcel number or a county audit file number.
Length	16 characters

Fund

Definition	Entry required. A code indicating the source of funds used to acquire a land parcel.
Length	Eight 3-character fields
Edits	Must be valid on the Fund Table (GA1022).

Acquisition Cost

Definition	Entry required. A number indicating the total amount of a fund used to acquire a land parcel.
Length	Eight 11-digit fields

Very High Landscaping Acres

Definition	A number indicating how many acres in a land parcel require very high landscaping maintenance.
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High Intensity Acres

Definition	A number indicating how many acres in a land parcel require high maintenance.
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Medium Intensity Acres

Definition	A number indicating how many acres in a land parcel require medium maintenance.
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Low Intensity Acres

Definition	A number indicating how many acres in a land parcel require low maintenance.
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Not Maintained Acres

Definition	Display only. A number indicating how many acres in a land parcel are not maintained.
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Disposal

Use the Land Inventory Screen - Disposal to manage the disposition of land inventory records or to identify land inventory records from the Inventory database that have previously been disposed of.

User Function Keys

F1	REFRESH	Redisplays the Land Inventory Screen - Selection with the college and parcel number you entered.
F3	CANCEL DISPOSAL	Cancels the disposal status applied to a record.
F4	SELECT FUNCTION	Redisplays the Land Inventory Screen - Selection with the college and parcel number you entered.
F5	PREV SCREEN	Allows you to view an existing record using Land Inventory Screen - Investment/Maintenance. This function key only appears if you pressed F4 (Inquiry) in the selection screen.
F8	MENU	Redisplays the FMS System Menu.

Data Fields

RVSN DATE (display only)	TOTAL ACRES (display only)
COLLEGE (display only)	DISPOSED STATUS (entry required or press F3 [Cancel Disposal])
PARCEL NUMBER (display only)	DATE DISPOSED (entry required or press F3 [Cancel Disposal])
DESCRIPTION (display only)	GA AUTHORITY NUMBER
TOTAL ACQUISITION COST (display only)	

Revision Date

Definition	Display only. A date assigned by the system indicating when the current record was added or changed.
Length	6 digits
Format	YYMMDD

College

Definition	Display only. A code identifying a college.
Length	3 characters

Parcel Number

Definition	Display only. A number identifying a land parcel. If possible, use a county parcel number or county audit file number.
Length	16 characters

Description

Definition	Display only. Text describing a land parcel.
Length	40 characters

Total Acquisition Cost

Definition	Display only. A number indicating the total cost of a land parcel.
Length	11 digits

Total Acres

Definition	Display only. A number indicating the total acres in a land parcel.
Length	6 digits plus a decimal
Format	99999.9

Disposed Status

Definition	Entry required or press Cancel Disposal (F3). A number indicating the disposal status of a land parcel.
Length	1 digit
Values	Valid codes: 1 Released—sale or exchange 2 Lost 3 Stolen 4 Consumed 9 Other E Delete—physically removes the record from the inventory database

Date Disposed

Definition	Entry required or Cancel Disposal (F3). A date indicating when a land parcel was disposed of.
Length	6 digits
Format	YYMMDD

GA Authority Number

Definition	A General Administration Department (GA) authority number assigned to a land parcel for surplus. Although this field is usually numeric, it can contain alphabetic characters.
Length	10 characters