



ASSET COUNT AND TAG ELECTRONIC EQUIPMENT WITHIN A SCHOOL

Case Study: Fixed Asset – Catholic Secondary School

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A fee-paying Catholic secondary school in Ireland required the support of RGIS. The school participates in extracurricular activities, including debating, charitable activities, basketball and others. The school also participates in other sports, including soccer (association football) and GAA (Gaelic football and hurling).



REQUIREMENT

The Catholic secondary school needed a solution to complete an **asset register of all electronic items** throughout the school, so required RGIS to provide the following:

- To create a **new asset register** of all electronic goods
- To cover **all rooms in all buildings**
- To **tag all electronic items** with unique barcodes
- All data to be **uploaded on to the cloud** to enable the customer to maintain the information



SOLUTION

The Catholic secondary school partnered with RGIS to complete the **electronic item asset register project**, and RGIS provided the following:

- Scheduled **one experienced RGIS auditor** to complete the asset count over five days
- Checked each room in each building systematically so **no electronic assets were missed**
- Electronic items tagged and counted included laptops, tablets, projectors, PCs and printers



RESULTS

The Catholic secondary school found by outsourcing the **electronic item asset register project** to RGIS, the following results were achieved:

- A total of **600 electronic items** were tagged and added to the asset register
- The customer was given access to the new asset register to maintain the asset register
- Transfers and updates can be completed by the customer and RGIS will visit once a year to **complete a verification of all assets** on the asset register



By partnering with RGIS, the Catholic secondary school had access to a **new asset register**, which could be maintained by themselves, allowing RGIS to **complete a verification of all assets** on the asset register once a year



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Asset Tagging



Information Gathering



Updated Asset Register



Gained Insight



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