



IT Asset Management Features

VIZOR's IT Asset Management module is ready out-of-the-box to help streamline processes and manage the entire lifecycle of your assets. Here are the top 10 features most beloved by our customers, followed by several features that makes VIZOR stand out from other ITAM solutions on the market.

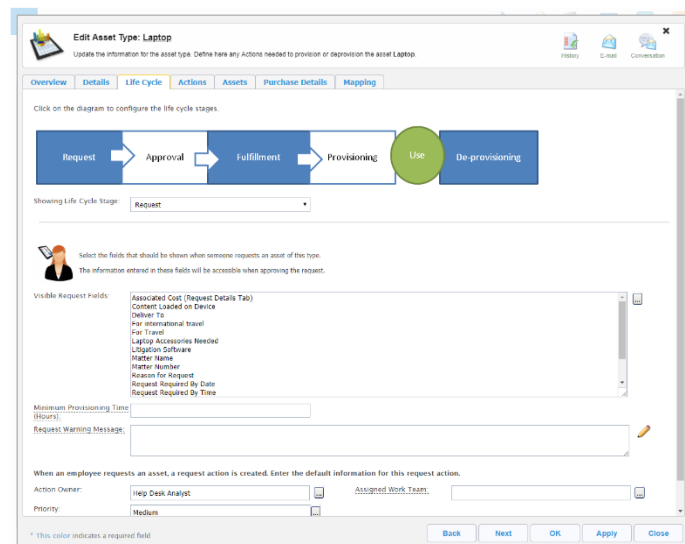
TOP 10 FEATURES

1. Know who has what

Assets can easily, even automatically, be allocated to employees, providing department and asset managers with full asset visibility. If an employee leaves, asset recovery is ensured.

2. Location Tracking

Track where assets are located, including what building, campus, and even specific floor and room.



VIZOR is available in the cloud or on-premises

3. Network Discovery

Automatic discovery of Windows desktops, laptops, servers, printers, routers, and switches to populate your hardware and software inventory.

4. Powerful Reporting

Export one of the out-of-the-box reports or use the custom report builder to extract the key performance indicators most important to your organization.

5. Active Directory Integration

Create new Active Directory accounts with specific privileges for new employees and then revoke access when they leave the company. Also, use Active Directory to authenticate and populate employees in VIZOR.

6. Microsoft ECM Integration

Integration with Microsoft Endpoint Configuration Manager (formerly known as SCCM) makes it easy to complement your current infrastructure with powerful IT Asset Management processes from VIZOR.

7. Check-in/Check-out (Inventory)

Manage lending out equipment including requests, check-out, accountability, check-in, and inventory. When checking a device in or out, information such as person's first and last name, department, and ID picture appear on the screen. The process can also be streamlined by scanning the barcode on an employee ID card and the device's ID.

8. Employee Onboarding

Predetermine employee requirements and set up VIZOR to automatically trigger tickets to be allocated to new employees.

9. Track Costs

Easily track purchase costs, service agreements, asset depreciation and repair costs about your assets as well as breaking down costs by department and allocation.

10. Track Repair/Maintenance Costs

Track *Repairs* in VIZOR, including information associated to the repair like the cost, parts repaired, and vendor. The repair section also has a checklist to help diagnose the device's problem and keep track of what has been tested.

The screenshot displays the 'Edit Ticket #1000' form in the VIZOR IT Asset Management system. The form is divided into several sections for data entry:

- Overview:** Includes fields for 'Accessories Included' (with a dropdown for 'Screen Protector'), 'Product of Service' (set to 'See Technologies, Inc.'), 'Chargeback to Customer' (set to '0'), 'Field Service Visit' (set to 'No'), 'Network Port Test' (set to 'Pass'), 'Power Supply Test' (set to 'Yes'), and 'Customer-Induced Damage' (set to 'No').
- Parts Replaced:** Includes a 'Serial' field, a 'Part' dropdown, and a 'Cost' field (set to '\$ 100.00').
- Checklist:** A series of yes/no checkboxes for 'Data Backup Required', 'Memory Test', 'Audio Port Test', 'Burn In Test', 'Unnecessary Equip.', and 'Shipping Priority'.

At the bottom of the form, there are buttons for 'Back', 'Next', 'OK', 'Apply', and 'Close'. A small note at the bottom left states: '* This error indicates a required field'.

MANAGEMENT

Asset Request

The assets displayed in the catalogue can be requested by employees or department managers. Custom request forms can be created per asset type to help IT standardize the process for each asset type.

Multi-level Approvals

Streamline asset requests with multi-level approvals that have automated reminders and contingencies for when approvers are out of the office.

Self Service Lost or Stolen

End users can report devices assigned to them as lost or stolen via self-service. The workflow automatically sends emails to appropriate people, flags the asset as lost and triggers automated actions such as disabling Chromebook logon.

Manual Asset Entry

Enter networked assets before they are deployed and discoverable. Data related to such assets will be synchronized when the assets are later discovered and put in inventory.

Mass Asset Entry

Enter large quantities of assets with related purchasing and identification data like buying laptops in bulk.

Automate Asset Allocation

Automatically allocate assets to the appropriate employee based on their location or project.

Manual Asset Allocation

Manually allocate assets to the appropriate employee or department.

Bulk Assets

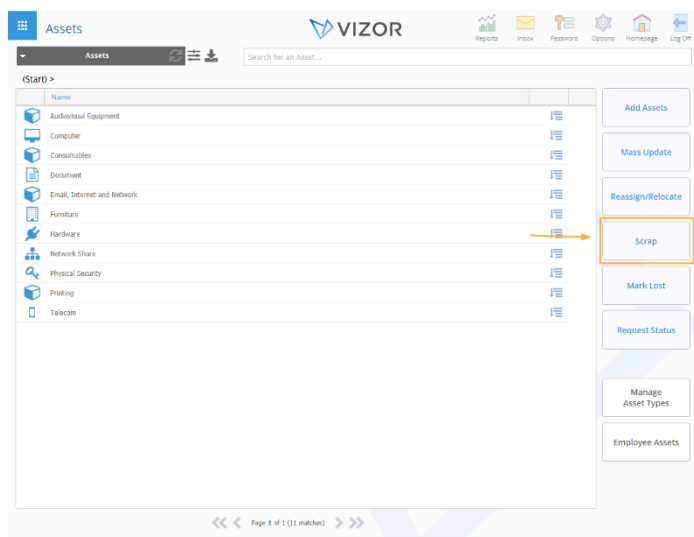
Manage stock and reordering of bulk assets that don't necessarily need to be returned, such as network cables or USB sticks. This helps IT reordering when a minimum stock is hit.

Retirement

Set the status of your assets to *retired* when they are disposed, donated, sold or lost so they do not skew inventory numbers.

Automatically Retire Lost Assets

After marking an asset as lost and a week passes, VIZOR automatically flags the asset as retired lost. This ensures accounting and inventory reports are accurate in terms of depreciation values and stock levels. Any deprovisioning actions are also triggered automatically.



Scrap Assets

Assets no longer required in VIZOR can be permanently deleted, as opposed to flagged as retired, with the new button called *Scrap*. This triggers an email to the Finance Department indicating that the record of the asset will be destroyed within VIZOR.

Asset Containers

Assets can be allocated to *Containers / Carts* within VIZOR. This allows IT to allocate batches of assets to departments, projects or geographic locations, without allocating individual devices to the end-users. A *Container* can also be virtual to create a set or logical group of the assets. A good example is when school districts purchase thousands of Chromebooks. They allocate the *Containers* to teachers who then distribute each device.

Manage Other Assets

Manage non-network connected assets such as desks, chairs, employee access cards, domain names, DNS, registrars, furniture, paintings and other non-IT assets in VIZOR.

Acknowledgement of Receipt

End users can confirm the receipt of IT assets via a email link and self-service form. The form can also request acceptance of an organizations terms and conditions policy using electronic signing. Managers can check when the acceptance was made and query for assets that have not been confirmed.

Automatic Allocation of Dependent Assets

VIZOR automatically allocates all dependent assets linked to a device when the device is allocated to a person. For example, if a computer has a linked keyboard, mouse, monitor and printer, when allocating the computer to a person, all the linked assets will automatically be allocated also. The location and department of dependent assets is set by the same rules as the parent device. Likewise, when a device is returned, all dependent assets can be set as returned.

Custom required information on Asset Status change

VIZOR administrators can configure required additional information from the user when the status of an asset is changed to a specific value. For example, entering a reason in a description field could be required when an assets status is changed to Retired.

Asset Transit Statuses

Assets have default statuses for when they are in transit. Transit statuses track when the asset is due for return or when it is being sent to the allocated person.

EXPENDITURE

Asset Depreciation Calculation

Calculate the current value of an asset based on built-in or custom depreciation schemes including Degressive 40%, Linear 10% / Straight Line 10 Year and Linear 33% / Straight Line 3 Year.

Forecast Costs

Based on previous asset purchases in VIZOR, the solution can help you forecast software expenditures.

Billing and Chargebacks

VIZOR now tracks costs incurred by IT services. This permits reporting for internal costs calculations or for billing and charge backs to other departments.

EFFICIENCY

Email Notifications

Get alerts when things are lost, nearing end of life, approaching a warranty expiry, when an asset is identified as a lemon, and when an asset is not returned on time.

Provision	Status	Name	Serial Number	Asset Tag
✓	Assigned	SALES-COMP-003	54ML121	
✓	Assigned	Chair	HK-3D01	
✓	Assigned	Dock	HLT5037	
✗	Lost	USB Memory Stick	578G08	
✗	Lost	USB Memory Stick	578G08	
✗	Lost	USB Memory Stick	578G08	
✗	Lost	USB Memory Stick	578G08	
✓	Assigned	USB Memory Stick	578G08	
✓	Assigned	Signed Acceptance of Terms of Use of Technology Equipment		
✗	Lost	Android		

Export Data

Quickly download asset data in multiple formats including CSV, XSL or HTML for reports.

Set Asset Department and Location based on Assignee

Automatically set the location and department of an asset to the location and department of the assigned person. When enabled, department and location are set at the time of allocation.

Change History

Track changes related to an asset's inventory, purchase and allocation. E.g. know who changed the location of the asset or who lent out the asset.

Store Documents

Store documents related to your assets, their repairs, contracts and service costs in VIZOR.

Link Assets to Helpdesk Tickets

VIZOR's Service Desk module allows you to link your tickets to the appropriate asset, better preparing IT to fix any issues.

Vendor Management

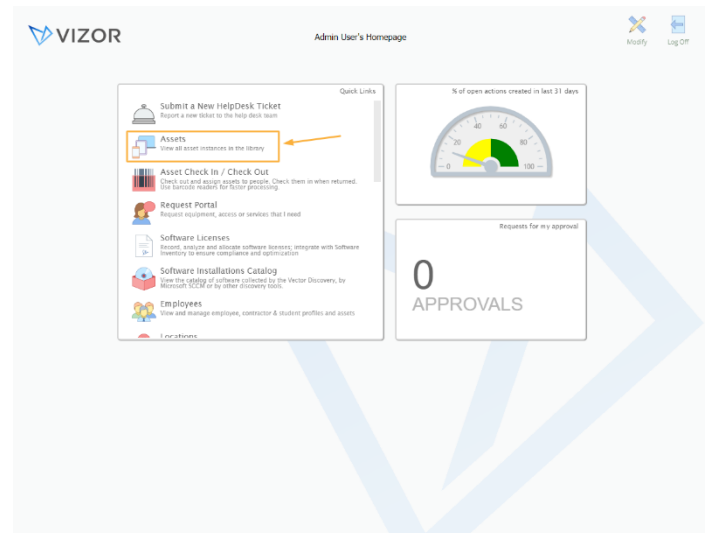
Store vendor information, like contracts and warranties, with their corresponding asset in VIZOR.

Identify Lemon Assets

Get alerted when an asset is sent to repair three or more times. This allows IT to identify assets which have an underlying reliability issue.

Organize by category

Organize your assets by name, asset tag, serial number, department, or by project.



Subscribe to Reports

Simply subscribe to a report and set the frequency you want to receive via email. No need to create reports every week or month!

Consolidate data

Consolidation of IT asset data from multiple sources. E.g. from Microsoft SCCM, spreadsheets, Lansweeper.

Quick Access to Asset Type

Users with permissions can access the asset type definition of an asset with one click from the asset instance view. This allows users to configure the general properties of the asset type, and easily switch back to the asset instance.

PERSONALIZE

Custom Fields

Organizations can customize fields in their VIZOR solution, allowing them to follow their own terminology.

Custom Filters and Queries

VIZOR makes it easy to sort through data with pre-set queries, categories, a search bar and the ability to customize filters.

Personalized Dashboard

VIZOR's dashboard can be personalized to display the key performance indicators most important to your role.

Include Your Logo

The color scheme of VIZOR can be changed and even display your organization's logo for an exceptional internal branding experience.

SECURITY

Leveraging AD for Authentication

VIZOR supports login using an existing Active Directory (or Microsoft Account). This builds on existing security policies already in place via AD and reduces the security risks of creating additional accounts for VIZOR.

User Groups

VIZOR supports user groups with specific functionality assigned to each group. E.g. Department managers can see the assets assigned to employees within their department. Teachers can see the devices they have requested and allocated to students.

Employee Offboarding

VIZOR can disable accounts when an employee leaves the organization. This process can include disabling / deleting Active Directory accounts and redirecting or disabling email accounts.

INTEGRATIONS

Notable integrations:

Microsoft ECM Integration

Integration with Microsoft Endpoint Configuration Manager (formerly known as SCCM) makes it easy to complement your current infrastructure with powerful IT Asset Management processes from VIZOR.

Lansweeper

Extend Lansweeper's agent-less, multiple platform network discovery capabilities with VIZOR's best practice IT Asset Management processes.

Barcode Readers

VIZOR is set up to integrate with any barcode reader to efficiently scan equipment in and out and reduce error in counting inventory. Use the barcode readers (anywhere) to identify and update asset status, location or details.

Google Chromebook Admin integration

VIZOR synchronizes with devices, Chromebooks and devices that exist in Google Admin Console. Device details such as model, location, serial number and operating system are synchronized with any changes made within the admin console. The synchronization can be performed on-demand by clicking *Sync Chromebooks* directly in VIZOR. Alternatively, the Chromebook summary list can be configured at interval periods.

Import your data from Excel!

QUICK LINKS

[View All Integrations](#)

[Enter the pricing calculator here](#)

[Schedule a demo here](#)

[Try VIZOR here](#)

VIZOR is an award-winning IT Asset Management that follows ITIL best practices.

CONTACT US

www.vizor.cloud | (+1) 770-622-2850 | ask@vizor.cloud