

# Available Now

## The New and Improved Audit

Conduct asset audits with greater precision in less time with new features designed to simplify the process and ramp up efficiency.

### Enhanced Accuracy with Expanded Options

The new Audit Tool acts as a control panel that enables you to define audit details in 3 easy steps. This new process will set the foundation for clearer and more accurate reporting.

The screenshot shows the 'Create a New Audit' workflow in the Asset Panda application. It includes a sidebar with a list of existing audits, a main form for defining audit details (name, method, dates, and recurrence), and a mobile view showing a summary of the audit configuration.

### Eliminate Redundancy with an “Item Burndown List”

A powerful new addition to the Audit interface, the Item Burndown List takes the guesswork out of the scanning process and displays progress in real time. A status field displays completed and uncompleted items while a new pop up prompt prevents users from double scanning an item.

The screenshot displays the 'Audit Progress Details' for audit 1588023625. It includes a summary of scanned and unlisted items, a table of individual items with their audit status, and a mobile view showing a burndown chart and a 'Finish Audit' button.

DESCRIPTION	APID	DESCRIPTION	DATE AUDITED	AUDITED BY	STATUS(10/130)
iPhone XR Grey	75	iPhone XR Grey	2/27/2020	-	SCANNED
iPhone XR White	74	iPhone XR White	2/27/2020	-	SCANNED
iPhone XR Yellow	28	iPhone XR Yellow	2/28/2020	-	SCANNED
iPhone 11 Max	25	iPhone 11 Max	2/28/2020	-	SCANNED
Sony HD Camera AR-8	12	Sony HD Camera AR-8	4/27/2020	-	SCANNED
Samsung Galaxy 8	2	Samsung Galaxy 8	4/27/2020	-	SCANNED
Apple iPad 32GB WIFI	100	Apple iPad 32GB WIFI	-	-	NOT SCANNED
Apple iPad 32GB WIFI	99	Apple iPad 32GB WIFI	-	-	NOT SCANNED

## Establish Accountability by Assigning Audits to Individual Users

Admins now have the ability to assign audits to individual users so they can only make changes to the audits assigned to them. See who audited what and where and improve accountability throughout the process.

**Create a New Audit**

1 2 3 Summary

Audit Details Group Details **Assign Audit**

**Individual Audit**

Each user has to finish their part of the audit.

If Individual Audit is enabled, each user will see restricted audit list based on their user permissions. The audit will be finished when all users finish their portion of the audit.

**Assign Users** Assign Templates Assign Emails

Search

Select All  
 Amy Smith (myself)  
 Mister Checkout

3:55

Assign to User(s) Select All

**Individual Audit**

Each user has to finish their part of the audit.

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Users User Templates

Search

Community Tester  
 Amy Smith (Myself)

## Generate Audits Quickly with Default Settings

Predefined defaults let you just pick the Group and Display Field to get your simple audits started fast.

**Create a New Audit**

1 2 3 Summary

Audit Details Group Details Assign Audit

\* Audit Name  
Audit-1589921533198

\* Audit Method  
Barcode Scan

\* Start Date 05/19/2020 Due Date mm/dd/yyyy  
Optional

Recurring   
Does not repeat

Record GPS Location  
 Show Asset Details After Each Scan

4:04

Cancel Create Audit Summary

Fill out the details below to make sure your audit has the appropriate information before being created.

Audit Name Audit: 1589922241

Assets (0 Filters) APID >

Assigned To Amy Smith (Myself) >

Advanced Options >

Create Audit

Start Audit

## Save Time with Audit Recurrence

View a list of past audits and make adjustments as needed or simply schedule an audit to recur at a set date without having to create a new one each time.

Create a New Audit

1 Audit Details 2 Group Details 3 Assign Audit Summary

\* Audit Name  
Audit-1589292754054

\* Audit Method  
Barcode Scan

\* Start Date 05/12/2020 Due Date mm/dd/yyyy  
Optional

Recurring

Repeats every 1 month  
1 Month

Stops  
 Never  
 After 1 occurrences

Audits will appear  
7 days before start date

Record GPS Location  
 Show Asset Details After Each Scan

Choose Recurrence

Repeats

REPEAT EVERY  
1 Month

STOPS  
 Never  
 After 1 occurrence

Repeats every 1 month

Audits will appear  
7 days before start date



## Have existing audits?

We've got you covered.  
All of your audit data and configurations have been migrated into the new audit system.

[Find out more](#)

**Audit is only available for 1:1 assets.  
Consumables and other quantity based groups  
cannot be audited.**