

Milestone 2: Products/Item's

Activity 1: Creation

12:29 PM

4G

100%

82%

✕

🔒

Add New Item | Zoho B...

books.zoho.in

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Home

Sales

Banking

Sales

Purchases

Time Tracking

e-Way Bills

GST Filing

Accountant

Reports

Documents

Payroll

New Item

✕

Type [ⓘ]

☒ Goods

☐ Service

Name*

Unit [ⓘ]

HSN Code

🔍

Tax Preference*

Taxable

☒ Sales Information

☐ Purchase Information

Selling Price*

INR

Cost Price*

INR

Account*

Sales

Account*

Cost of Goods Sold

Description

Description

Preferred Vendor

Default Tax Rates [ⓘ]

Intra State Tax Rate

GST5 (5 %)

Inter State Tax Rate

IGST5 (5 %)

Do you want to keep track of this item? Enable Inventory to view its stock based on the sales and purchase transactions you record for it. Go to [Settings](#) > [Preferences](#) > [Items](#) and enable inventory.

Save

Cancel

Need help setting up Zoho Books?

We provide free 2-hour onboarding sessions for our users who purchase a Premium, Elite, or Ultimate Plan.

[Book your session](#)

Activity 2: Review of items after Addition

12:30 PM



Books

Home

Items

Banking

Sales

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GST Filing

Accountant

Reports

Documents

Payroll

Active Items

NAME

DESCRIPTION

RATE

HENUSAC

USAGE UNIT

Shoes

₹1,000.00

60011010

pcs

Hoodies

₹1,200.00

60011010

pcs

Joggers

₹800.00

60011010

pcs

Shirts

₹500.00

60011010

pcs

T-shirts

₹100.00

60011010

pcs