

## **Assignment No 10**

### **Showing Stock Summary Report steps:-**

Step 1: -Double click on tally icon

Step 2: -Gateway of Tally

Step 3: -Create company (Account with Inventory)

Step 4: -Enter

Step 5: - Inventory Voucher

Step 6:- Press F11 (Inventory)

Step 7: - purchase order and sales order (press y)

**Output: -**



# Assignment No 9

## Display Detailed Profit & Loss A/c steps: -

Step 1: -Double click on tally icon

Step 2: -Gateway of Tally

Step 3: - Click F11 for Open Company Features

Step 4: - Click on Accounting Features

Step 5: - Yes, the Income and Expenditure Setting

Step 6: - Then showing the Income and Expenditure on Gateway of tally Menu

Step 7: - Click on Income and Expenditure A/c

Step 8: - Enter

Output: -

Particulars	Amount	Particulars	Amount
Opening Stock		Sales Accounts	
Purchase Accounts	42,000.00	Closing Stock	42,000.00
Direct Expenses	43,000.00	Gross Loss c/d	42,000.00
Gross Loss by Indirect Expenses	12,000.00	Indirect Expenses	42,000.00
	1,11,000.00	Excess of Expenditure over Income	1,11,000.00



## ASSIGNMENT=8



### PREPARING TRIAL BALANCE WITH MAXIMUM 10 TO 12 TRANSACTIONS.

Step1) Double click on tally icon.



Step2) Gateway of tally.



Step3) Click on click on display menu.



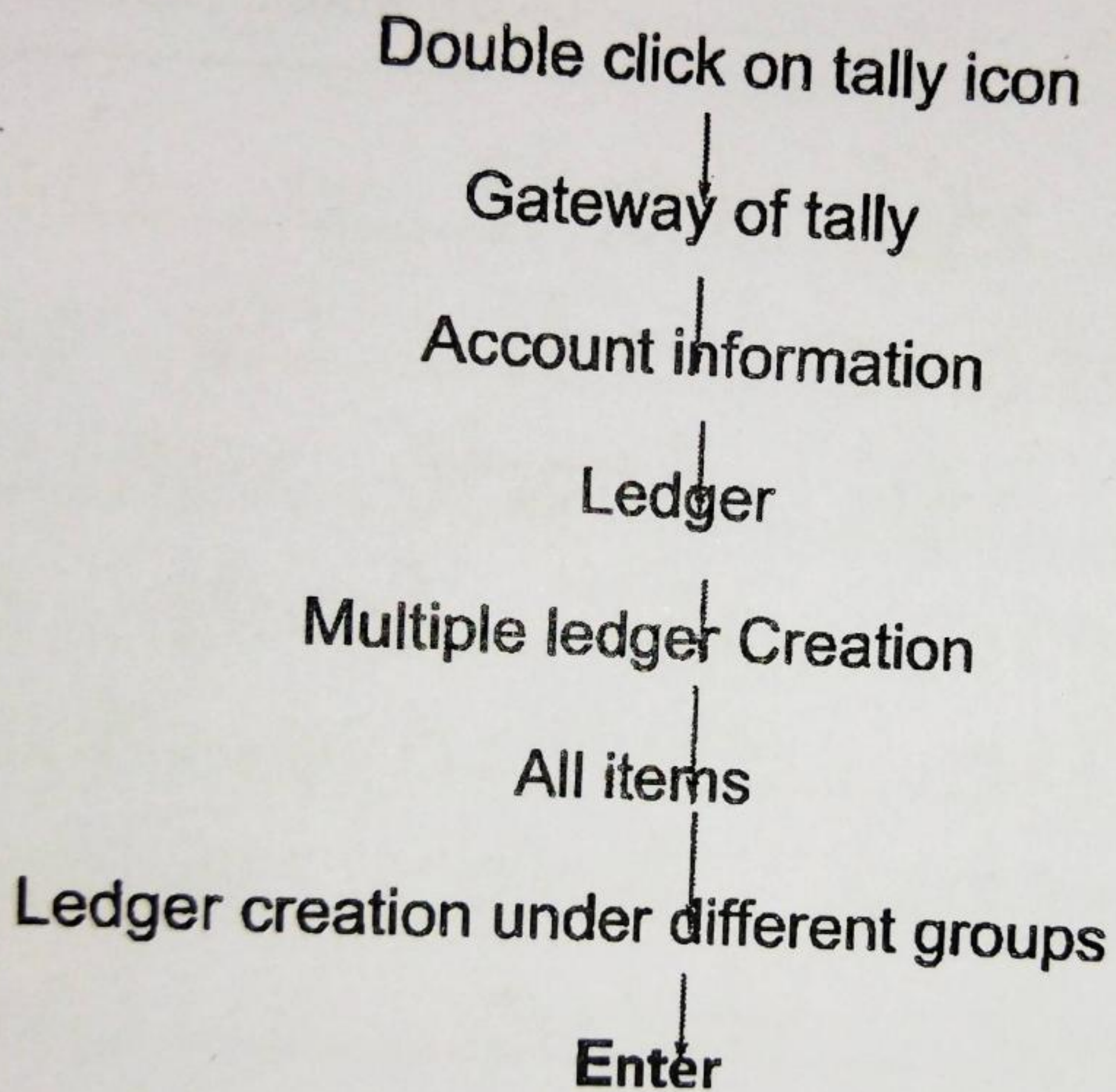
Step4) Trial balance.

Tally ERP 9		
BCA PVT. LTD		
Particulars		Ctrial + 01
		Debit
		Credit
Capital Account		
Current Liabilities		
Fixed Assets		
Current Assets		20,000.00
Sales Accounts		15,000.00
Purchase Accounts		40,000.00
Direct Expenses		
Indirect Expenses		2,10,000.00
Diff. in Opening Balance		77,000.00
		2,000.00
Grand Total		20,94,000.00



# Assignment 5

Create at least 8 imaginary ledger account and place them under appropriate books of an Educational Institution.  
Modify the above company to record account of a new asset which was purchased.  
Creation of ledger consist of following steps :of ledger creation



Furniture A/c	
	Total Op. Bal.
	10,000.00 Dr
	Difference
	10,000.00 Dr

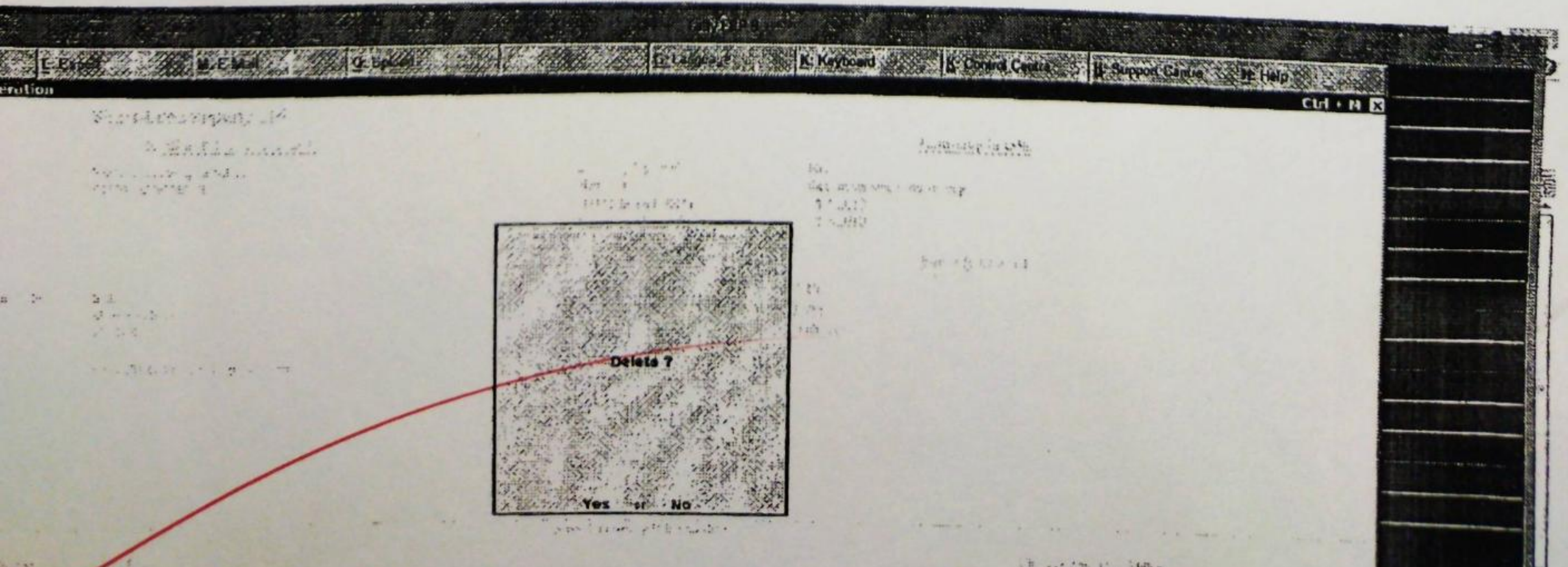
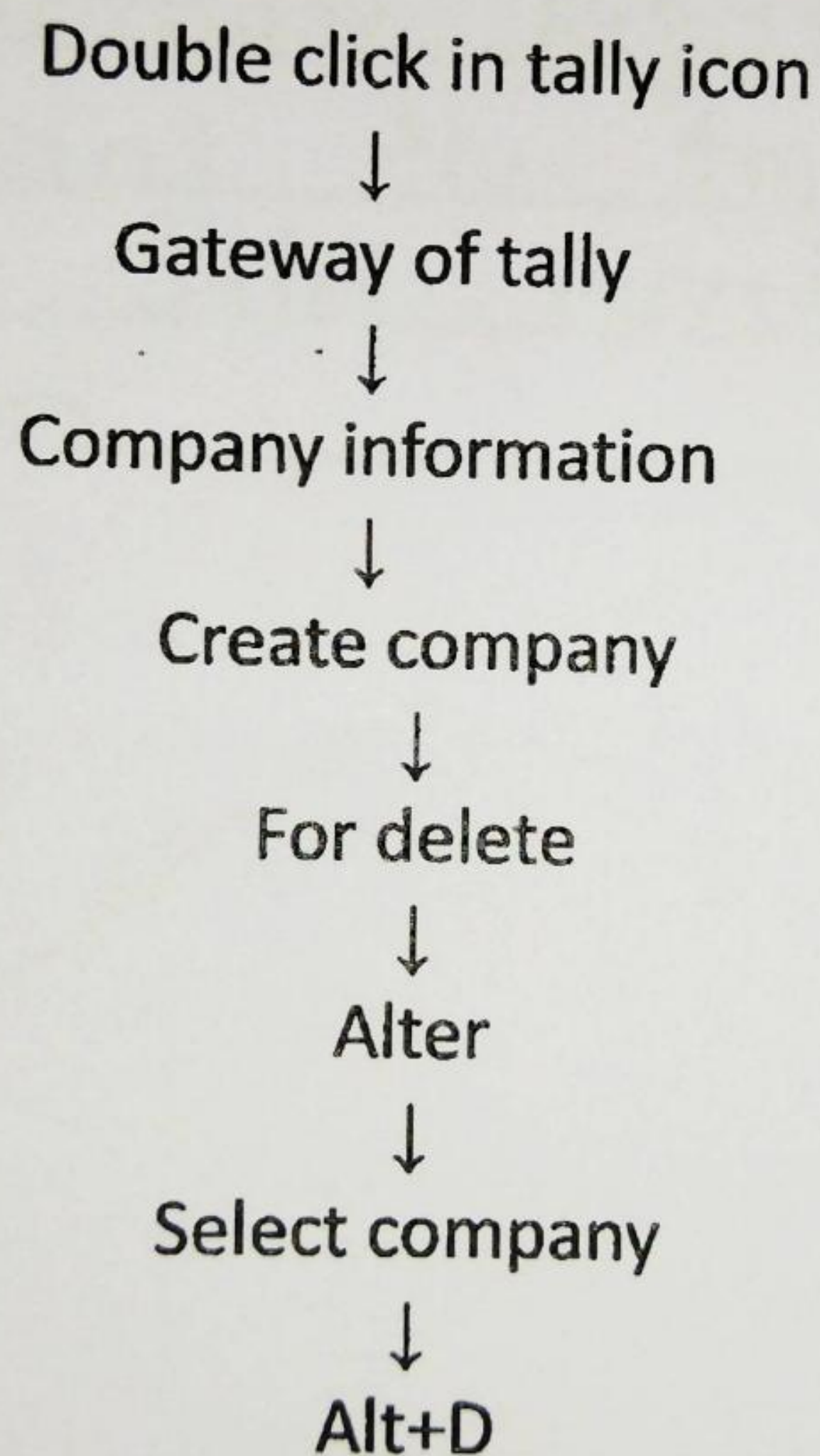
Fixed Assets	
Name	Address
Serial No.	PNV Code
Tax Information	
PNV / IT No.	State Tax No.



## ASSIGNMENT: 6

Create a Short-life Company Ltd, and copy all the masters from the BCA Ltd. To the Short-life Company Ltd. Select the Short-life Company created, and check whether all the masters (Groups & Ledgers) have been copied. Delete the Short-life Company.

### Steps For Delete Company





# ASSIGNMENT :7

2.Preparing Trial Balance with the minimum of 10 to 12 transactions.

## Trial balance

*Double click on tally icon*

*Gateway of tally*

*Display menu*

*Trial Balance*

*Enter*

Balance		E Export	M E-Mail	O Upload	L Language	R Reports	C Control Centre	S Support Centre	H
Particulars		Abc							
									For 1
									Closing
									Debit
Account									
Liabilities									
Assets									
In Assets									39,09,09,02,25,000.00
Incomes									70,000.00
Expenses									
Incomes									1,34,000.00
Expenses									74,000.00
Opening Balances									



## Assignment :4

Create the following ledger account, place under appropriate group (create new groups whenever necessary)

- wages paid to factory workers
- wags paid to temporary workers
- salary paid to H.O employees
- salary paid to branch employees
- share capital (Rs.5,00,000 Cr.)

### Create ledger steps:

1)double click on tally icon

2)gateway on tally

3)accounts information

4)ledger

5)single/ multiple ledger

6)create

Multi-Ledger Creation		
Under Group	All Items	BICA Limited
S.No.	Name of Ledger	Under
1.	Factory Workers Ac	Direct Expenses
2.	Temporary Workers Ac	Direct Expenses
3.	Branch Employee Salary Ac	Direct Expenses
4.	Share Capital Ac	Capital Account
5.	Telephone Charges Ac	Direct Expenses
		Opening Balance Dr/Cr
		5,00,00,000.00 Cr



# ASSIGNMENT.3

e Group Following The Hierarchy Shown Below

s-international, National, North, South, Center

## Single Group Create

Double click on tally icon

Gateway of tally icon

Account  
Company information

Open a/c

Group

Single group

Create

Open create

Press (ok/enter)

Debtors	Under
Debtors	Debtors
Debtors	Debtors
Debtors	Debtors
Debtors	Debtors
Debtors	Debtors



## ASSIGNMENT .2

Create a company temporary Ltd. (Store data in C:/work/temp) having a financial year as the accounting year it is a newly setup company that has commenced its business from 1<sup>st</sup> October 2007. Other details may be entered as per your assumption, except the income tax Number(PAN); upon saving the company, enter the Income tax number PAN as FYBCA0278S. Delete the company created for temporary Ltd.

### PAN CARD NO.

Double click on tally icon



Gateway of tally



Company information



Create Company



Press F11



Statutory & Taxation



Fill The Pan Card No

Company: Sandip

Statutory & Taxation

Enable Excise	? No	Enable Tax Deducted at Source (TDS)	? No
Set/Alter Excise Details	? No	Set/Alter TDS Details	? No
(Note : Enable Maintain Multiple Godowns for Multiple Excise Units)		Enable Tax Collected at Source (TCS)	? No
Follow Excise rules for Invoicing	? No	Set/Alter TCS Details	? No
Enable Value Added Tax (VAT)	? No	Enable Fringe Benefit Tax (FBT)	? No
Set/Alter VAT Details	? No	Set/Alter FBT Details	? No
Enable Service Tax	? No		
Set/Alter Service Tax Details	? No		

Tax Information

Local Sales Tax Number :

Inter-state Sales Tax Number :

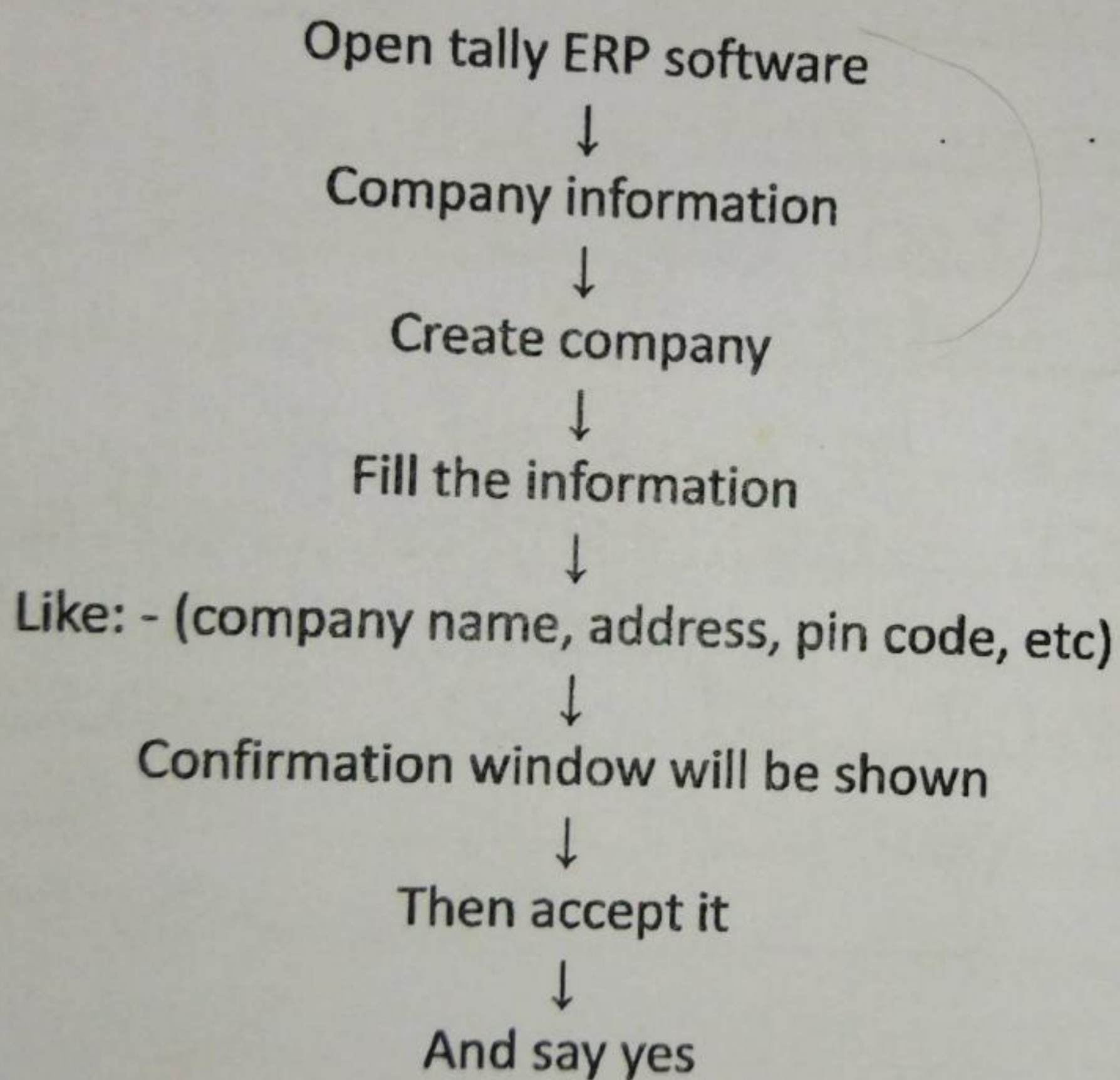
PAN / Income - Tax No. : **FYBCA0278S**



## ASSIGNMENT.1

Create a Company BCA Ltd. To maintain financial accounts only using hypothetical addresses and other details. The company maintains its books of accounts on a financial year basis. Make the default setting for print an assuming that the reports are printed on the stationery with a letterhead printed on the top that consumes the space of one inch. The company wants to print the amount in Indian currency with space between Rs and amount.

### COMPANY CREATION STEPS



**C:\Tally.ERP9\Data\BCA Ltd.**

**Mailing & Contact Details**

BCA Ltd.  
 : BCA Stud  
 : Kankand Harka Gajanan Colony  
 : Shirpur  
 : Dhule  
 : India  
 : Maharashtra  
 : 9573990494  
 : chetanpawar5731@gmail.com

**Company Details**

Currency Symbol : Rs.  
 Maintain : Accounts with Inventory  
 Financial Year from : 1-4-2018  
 Books beginning from : 1-4-2018

**Security Control**

Disallow opening in Educational mode ? No  
 TallyVault Password (if any)  
 Repeat Password  
 (WARNING: forgetting your TallyVault password will render your data unusable!)  
 Use Security Control ? No  
 (Enable Security to avail Tally.NET Features)

**Base Currency Information**

Currency Symbol : Rs.  
 Indian Rupees  
 Decimal Places for Printing Amounts in Words : 2

Show Amounts in Millions ? Yes  
 Put a SPACE between Amount and Symbol ? Yes

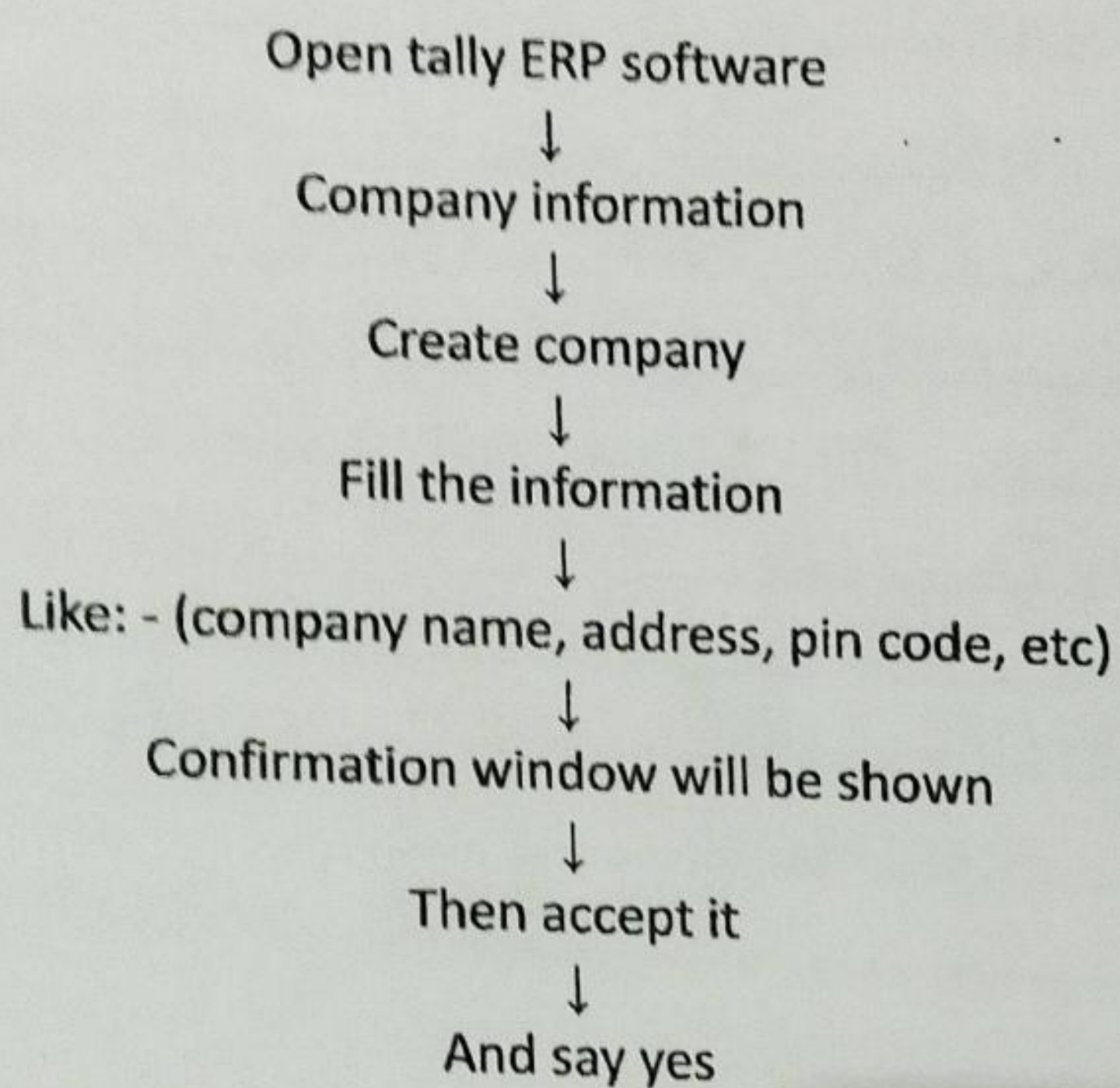


## ASSIGNMENT.1

Create a Company BCA Ltd. To maintain financial accounts only using hypothetical addresses and other details. The company maintains its books of accounts on a financial year basis.

- Make the default setting for print an assuming that the reports are printed on the stationery with a letterhead printed on the top that consumes the space of one inch.
- The company wants to print the amount in Indian currency with space between Rs and amount.

## COMPANY CREATION STEPS



**Company Creation**

Directory: C:\Tally.ERP9\data  
Name: BCA Ltd.

**Mailing & Contact Details**

Mailing Name: BCA Road  
Address: Karamand Naka Gajanan Colony  
Shirpur  
Dist. Dhule

Statutory compliance for State: India  
PIN Code: Maharashtra  
Telephone No.: 9673990434  
E-Mail: chetanpawar5731@gmail.com

**Base Currency Information**

Base Currency Symbol: Rs.  
Formal Name: Indian Rupees  
Number of Decimal Places: 2  
In Symbol SUFFICED to Amounts? No  
Symbol for Decimal Portion: paise

**Security Control**

Disable opening in Educational mode? No  
TallyVault Password (if any):  
Repeat Password:  
(WARNING: forgetting your TallyVault password will render your data unusable!)

**Company Details**

Currency Symbol: Rs.  
Accounts with Inventory: 1-4-2018  
Books beginning from: 1-4-2018

**Tally ERP 9**

Version A Release 1.1  
Edition: Users  
Label: Unlimited

Serial Number: 12345678  
Account ID: 12345678@gmail.com

Server Port: 8000  
Running as: C:\Tally Solutions Pvt. Ltd. 1988-2009