



Course Name	Zoho Books	
College Name	Mangayarkarasi College of Arts and Science for Women Paravai, Madurai - 625002	
College Code	MKU251	
Skill Offering Id		
Project Title	Bright ideas consulting	
Project Submitted To	Madurai Kamaraj University (Naan Mudhalvan Scheme(TNSDC))	
Year	2023	
Department	B.COM Computer Application	
Semester	5	
Group Number	4	
Total Members of the Group	4	
Group Members Details		
Name of the Member	University Register. No	Student NM ID
M.Thanga Aishwarya	C1C15791	87FE4027A721677A7BD4338DD906F444
R.Durga Devi	C1C15755	548D662018CCD75A90742ACAA74ED907
R.Ramya Sundari	C1C15771	CF3C3DDC9E879DBA4904B7C16D462BD3
M.Rathna pandi	C1C15772	FA8CE1DDEAF639586D34F3841453ED7C
Under the Guidance	PUNITHA MARTINA NESAMANI J	
SPOC	Ms.P.UMADEVI	

Preparation and Maintenance of ZOHO Books for Bright Ideas Consulting

1. Introduction.

1.1 Overview

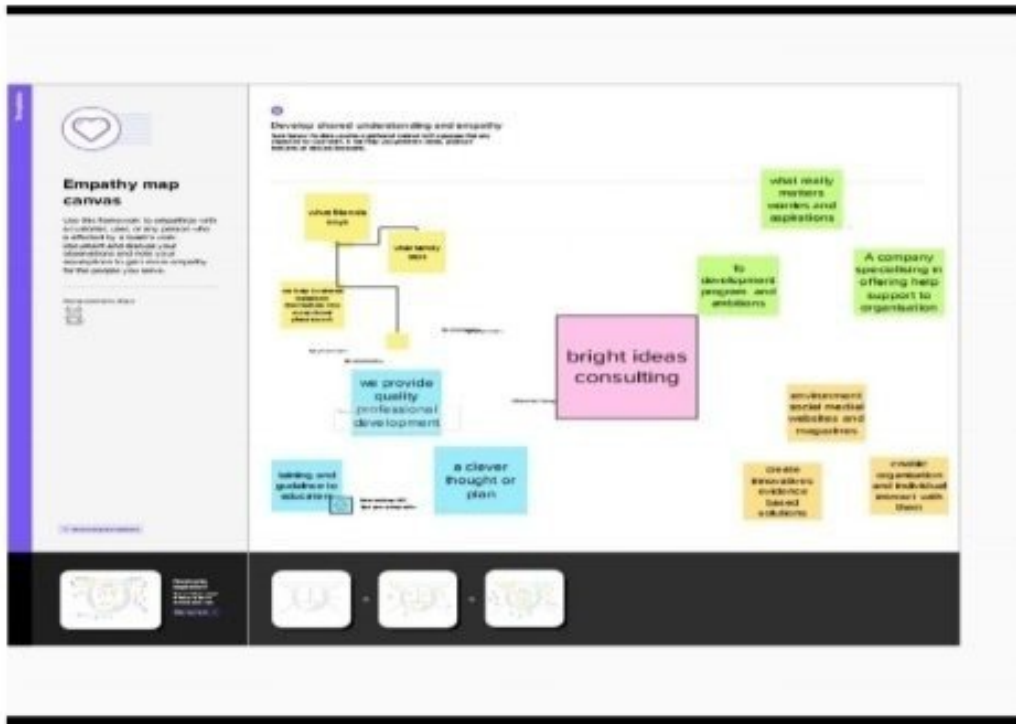
Bright Ideas Consulting, a consulting firm, relies on Zoho Books to track their billable hours, expenses, and client invoices. The software helps them accurately calculate project costs, monitor profitability, and generate reports for better financial management.

1.2 Purpose

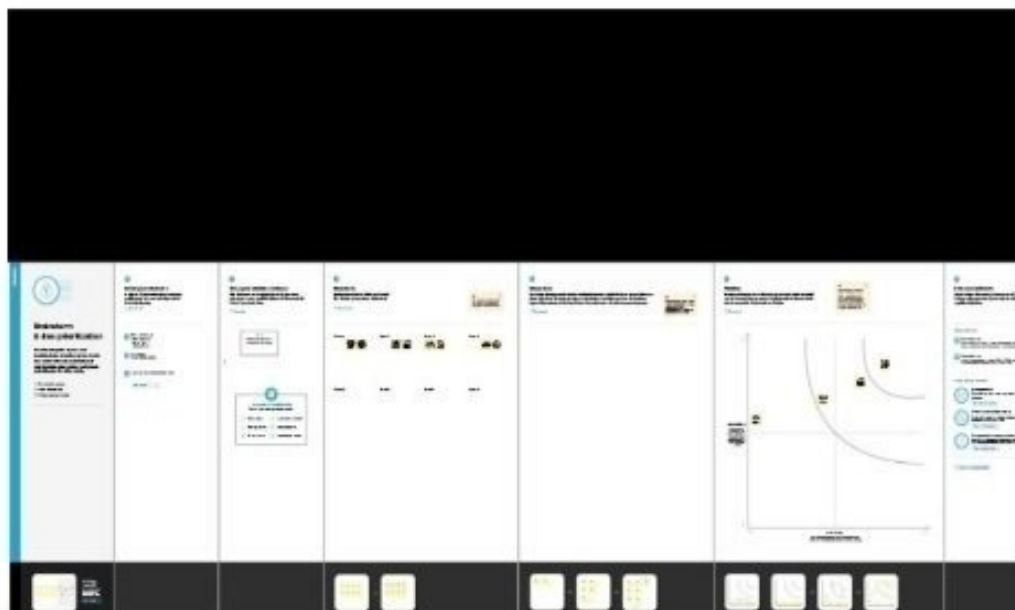
Bright Ideas Consulting is a Private Limited company also registered under GST in Tamil Nadu. Bright Ideas Consulting offers various expert consulting services in India and outside India.

2. Problem Definition and Design Thinking

a. Empathy Map



2.2 Ideation and Brainstroming Map



Books

Search in Customers

Trial expires...

Subscribe

Aishwarya company

Home

Items

Banking

Sales

Purchases

Time Tracking

Accountant

Reports

Documents

Payroll

Hello, thangaalish067

Aishwarya company

Zoho Books India Helpline: 18003093036

Mon - Fri • 9:00 AM - 7:00 PM • Toll Free

DashboardGetting StartedRecent UpdatesAnnouncements

Welcome to Zoho Books

Your journey to effortlessly manage your accounting starts here.

Zoho Books

Zoho Books Overview

Getting started with Zoho Books | Tamil

Getting started with Zoho Books | Hindi

Zoho Books can now be accessed from your desktop using the Windows app.

Explore Windows App

Let's get Zoho Books up and running for your business

Set up your Customer Portal name ⓘ

aishwaryacompany

https://books.zoho.in/portal/aishwaryacompany

Use the default Customer Portal name

Configure Chart of Accounts

Create new accounts or edit existing accounts to suit your business needs.

Configure →

Set up Opening Balances

Enter the closing balance from your previous accounting system.

Configure →

Update Your GST Settings

Setup your taxes to create transactions and file your returns from Zoho Books.

Configure →

Configure Banks and Credit Cards

Reconcile transactions with live feeds from your bank and credit card easily.

Configure →

Have a question?

Write to us at support.india@zohobooks.com and we'll answer you.

Mail us →

Searching for an accountant?

Find Zoho Books certified financial advisors who can help you run your business efficiently.

Learn more from our webinars

Gain in-depth understanding from our collection of recorded webinars.

Watch

Follow us and stay up to date

Contact Support

36°C Partly sunny

14:13

10-10-2023

Activity 3: Direct Vendor Purchases Bills Creation:

Next Bright Ideas Consulting availed the services from the below Suppliers:

1. 10-04-2023 Cloud Database From Amazon Web Services- Rs.50,000/- pm GST @ 18%
2. 10-04-2023 Consultancy Services from Raj Kamal External Consulting - Rs.1,00,000/- pm

To create direct purchase invoices for the above transaction from navigation panle go to :
Purchases>Bills>Create New>Enter the details>Click on Save Open

The screenshot shows the 'New Bill' form in the Tally ERP 9 software. The form is for creating a new bill from a vendor. The vendor is 'Amazon Web Services'. The bill is dated 10/04/2023. The bill is for 'Cloud Database' with a quantity of 1.00 and a rate of 50000. The total bill amount is 59,000.00. The form includes fields for Vendor Name, Bill Date, Bill Number, Bill Date, and Bill Amount. The 'Save as Draft' button is highlighted.

ITEM NO	ITEM NAME	QUANTITY	RATE	TAX	TOTAL
1	Cloud Database	1.00	50000	18%	59000.00

Sub Total: 50000.00
GST 18%: 8000.00
Total Tax Amount: 8000.00
Total (T): 59000.00

Also we can attach the Scanned Copy of the Bill below for any future reference and documentation.

Payments for both the above purchases was made on 25th April 2023 in Bank.

Vastu – Complaints based on location:

Activity 2: Balance Sheet

To Extract the reports from zoho books, Click on Export option and select the required format (PDF or Excel) and then click export to generate and download the reports



Bright Ideas Consulting
Balance Sheet
As of 30/04/2023

Export As

- PDF
- Excel
- CSV

Account	Balance
Assets	
Current Assets	
Cash	
Petty Cash	5,000.00
Total for Cash	5,000.00
Bank	
ICICI Bank 001	1,85,000.00
Total for Bank	1,85,000.00

Activity 3: GST Reports

To generate monthly GST Reports go to Reports>Search "GSTR-3B Summary"



GSTR-3B Summary
From 01/04/2023 To 30/04/2023

3.1 Details of Outward Supplies and Inward supplies liable to reverse charge

Details of Supply	taxable value	Integrated Tax	Central Tax	Surcharges	IGST
	₹	₹	₹	₹	₹
3.1.1 Outward taxable supplies (other than zero-rated, exempted and exempted)	₹1,00,000.00	₹0.00	₹4,000.00	₹4,000.00	₹0.00
3.1.2 Outward taxable supplies (zero-rated)	₹0.00	₹0.00			₹0.00
3.1.3 Other outward supplies (IGST-rated, exempted)	₹0.00				
3.1.4 Inward supplies liable to reverse charge	₹0.00	₹0.00	₹0.00	₹0.00	₹0.00
3.1.5 Non-GST outward supplies	₹0.00				
Total value	₹1,00,000.00	₹0.00	₹4,000.00	₹4,000.00	₹0.00

3.2 Details of supplies notified under sub-section (5) of section 9 of the Central Goods and Services Tax Act

Description	taxable value	Integrated Tax	Central Tax	Surcharges	IGST
	₹	₹	₹	₹	₹

Click on the Respective sales value to get the detail invoices list included in the summary:

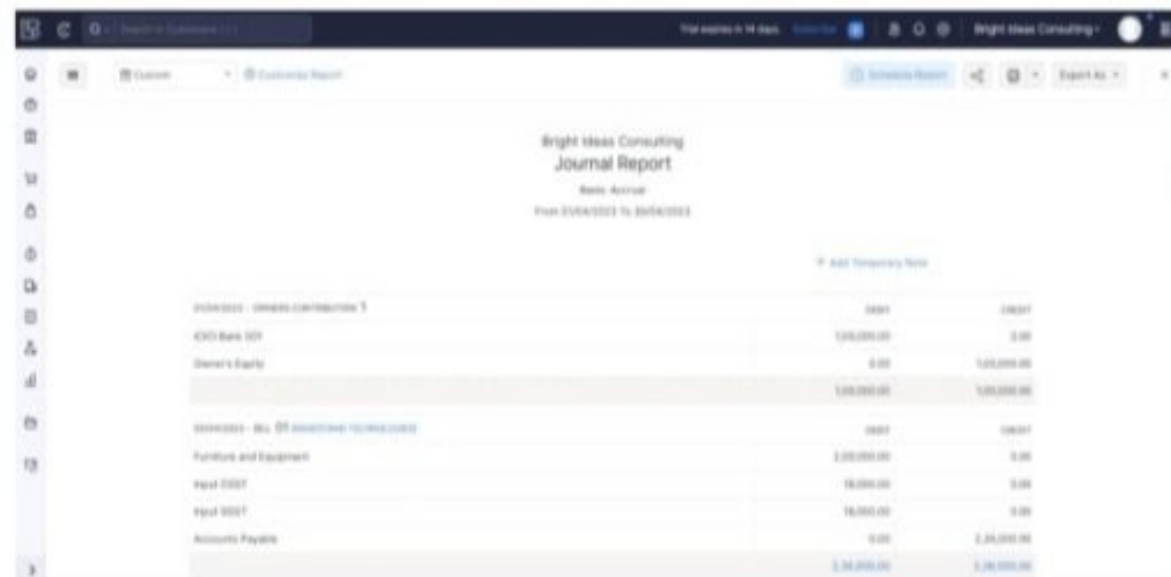


The screenshot shows a software interface for a tax return summary. At the top, there's a navigation bar with a search icon, a search bar containing 'Search in Summary (1/1)', and a status bar indicating 'Total expires in 14 days' and 'Bright Ideas Consulting'. Below the navigation bar, the main header reads 'Bright Ideas Consulting Tax Return' with a date range 'From 01/04/2023 To 30/04/2023'. A 'Report As' button is visible in the top right. The table below lists three invoices with columns for DATE, INVOICE NUMBER, TRANSACTION TYPE, AMOUNT, and four sub-columns for DEBIT and CREDIT AMOUNTS.

DATE	INVOICE NUMBER	TRANSACTION TYPE	AMOUNT	DEBIT AMOUNT	CREDIT AMOUNT	DEBIT AMOUNT	CREDIT AMOUNT
15/04/2023	INV-0000001	Invoice	P125,000.00	RS.00	P5,000.00	P5,000.00	RS.00
15/04/2023	INV-0000002	Invoice	P125,000.00	RS.00	P10,000.00	P10,000.00	RS.00
15/04/2023	INV-0000003	Invoice	P125,000.00	RS.00	P17,000.00	P17,000.00	RS.00

Activity 4: Journal Report

For Reconciliation of all recorded transactions generate the Journal Report from the reports, here we can find the entries in journal format for every transaction that has been recorded. Which can be used to cross check and verify whether all the transactions are recorded correctly or not.



The screenshot shows a software interface for a journal report. The header reads 'Bright Ideas Consulting Journal Report' with a date range 'From 01/04/2023 To 30/04/2023'. A 'Report As' button is visible in the top right. The table below lists various accounts with columns for DEBIT and CREDIT amounts.

ACCOUNT	DEBIT	CREDIT
2023/04/01 - opening credit balance \$	0.00	126,000
4300 Bank 50%	1,000,000.00	0.00
Owner's Equity	0.00	1,000,000.00
	1,000,000.00	1,000,000.00
2023/04/01 - Bal. (B) 2023/04/01 (opening credit balance)	0.00	126,000
Furniture and Equipment	1,000,000.00	0.00
April 2023	10,000.00	0.00
April 2023	10,000.00	0.00
Accounts Payable	0.00	1,260,000.00
	1,260,000.00	1,260,000.00



Click on the Respective sales value to get the detail invoices list included in the summary:

Bright ideas Consulting
Tax Return

View: Summary

Date	Salesperson	Product	Sales
2023-01-01	John Doe	Product A	1000
2023-01-02	Jane Smith	Product B	2000
2023-01-03	John Doe	Product A	1500

Activity 4: Journal Report

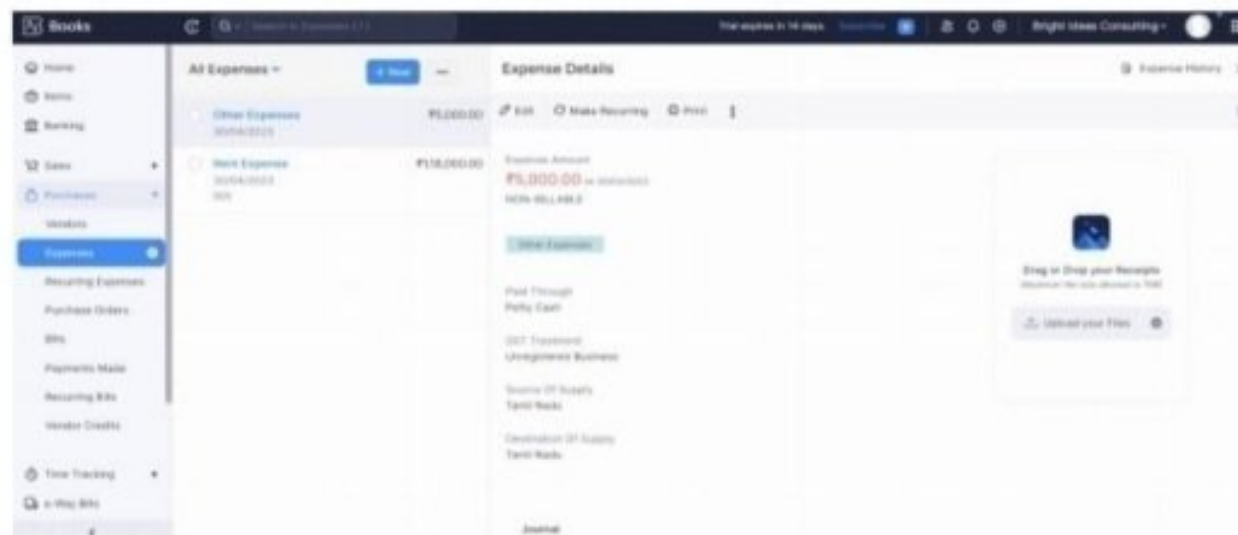
For Reconciliation of all recorded transactions generate the Journal Report from the reports, here we can find the entries in journal form for every transaction that has been recorded. Which can be used to cross check and verify whether all the transactions are recorded correctly or not.

Bright ideas Consulting
Journal Report

View: Journal

Date	Description	Debit	Credit
2023-01-01	Opening Balance	1000	
2023-01-02	Revenue		2000
2023-01-03	Revenue		1500

After recording the Expense Entries:



Milestone 11: Bank Entries

Activity 1: Recording of Bank Transactions

The Below are the Bank Transactions occurred during the month:

Date	Paritculars	Debit	Credit	Balance
01-04-2023	Capital Deposit		100000	100000
10-04-2023	Petty Cash Withdrawl	10000		90000
12-04-2023	Amount received from Techwise Solutions		118000	208000
20-04-2023	Amount received from Smart Tech Innovations		236000	444000
25-04-2023	Paid to Rand Stand Technologies	236000		208000
25-04-2023	Paid to Amazon Web Services	59000		149000
25-04-2023	Amount received from DigitalEdge Technologies		354000	503000
25-04-2023	Paid To RajKamal External Consulting	100000		403000
30-04-2023	Rent Paid	118000		285000
30-04-2023	Salary Paid	100000		185000

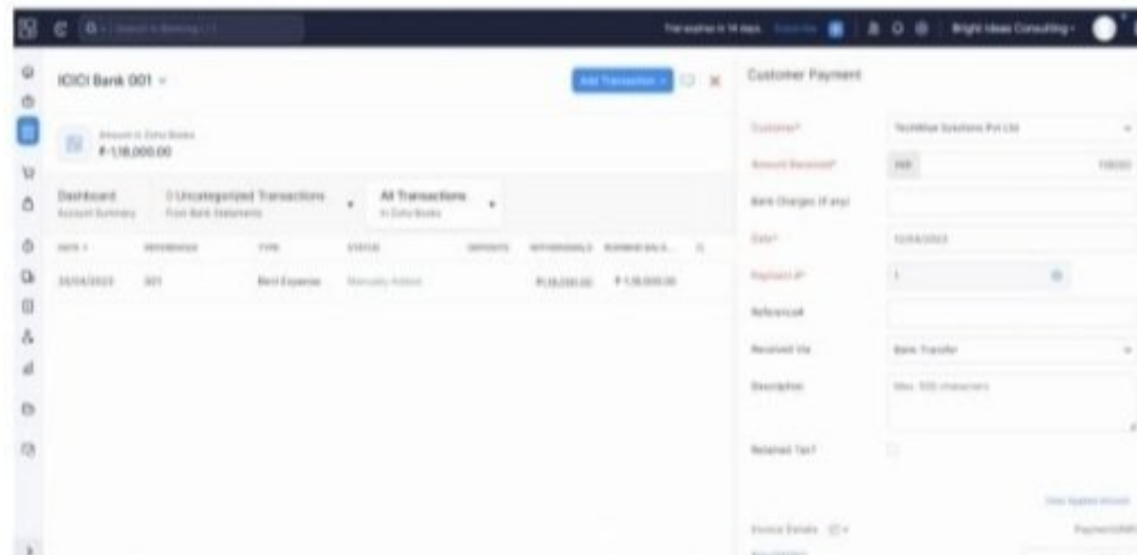
To Add the bank transaction go to Banking>Add Transaction and select the appropriate type to record the transactions:

Paritculars	Transaction Type
Capital Deposit	Money In- Owner's Contribution
Cash Withdrawl for petty cash	Money Out- Transfer to Another Account
Paid to Supplier/Vendor	Money Out- Vendor Payment
Amount received from customer	Money In – Customer payment



For Vendor payment and Customer payment select the appropriate Vendor or customer and mark the payment against the open Bills and Invoices to close and mark completed.

For Customer Payment:



Click on the Respective sales value to get the detail invoices list included in the summary:



Bright Ideas Consulting
Tax Return
From 01/01/2022 To 31/03/2022

→ Add Temporary Note

DATE	INVOICE NUMBER	TRANSACTION TYPE	AMOUNT	DEBIT AMOUNT	CREDIT AMOUNT	CREDIT AMOUNT	CREDIT AMOUNT
01/01/2022	INVT-000001	Invoice	\$1,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00
01/01/2022	INVT-000002	Invoice	\$2,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00
01/01/2022	INVT-000003	Invoice	\$3,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00

Activity 4: Journal Report

For Reconciliation of all recorded transactions generate the Journal Report from the reports, here we can find the entries in journal form for every transaction that has been recorded. Which can be used to cross check and verify whether all the transactions are recorded correctly or not.



Bright Ideas Consulting
Journal Report
Basic Annual
From 01/01/2022 To 31/03/2022

→ Add Temporary Note

ACCOUNT	DEBIT	CREDIT
INVT-000001 - INVT-000003	0.00	0.00
ICD Bank 001	1,000,000.00	0.00
Owner's Equity	0.00	1,000,000.00
	1,000,000.00	1,000,000.00
INVT-000001 - INVT-000003	0.00	0.00
Furniture and Equipment	2,000,000.00	0.00
Appt 0001	0.00	0.00
Appt 0001	0.00	0.00
Accounts Payable	0.00	2,000,000.00
	2,000,000.00	2,000,000.00

Activity 5: Accounts Receivable Aging Details

For reconciliation and report generation of open Invoices Receivable on a particular date:

Bright Ideas Consulting
AR Aging Summary By Invoice Due Date
As of 20/04/2023

Customer

Customer	Current	1-30 days	31-60 days	61-90 days	91-120 days	Total	Total (USD)
Bright Ideas Consulting	₹0.00	₹1,54,000.00	₹0.00	₹0.00	₹0.00	₹1,54,000.00	₹1,54,000.00
Total	₹0.00	₹1,54,000.00	₹0.00	₹0.00	₹0.00	₹1,54,000.00	

Activity 6: Accounts Payable Aging Details

For reconciliation and report generation for open Bills payable on a particular day:

Bright Ideas Consulting
AP Aging Summary By Bill Due Date
As of 20/04/2023

Vendor

Vendor	Current	1-30 days	31-60 days	61-90 days	91-120 days	Total	Total (USD)
Bright Ideas Consulting	₹0.00	₹1,54,000.00	₹0.00	₹0.00	₹0.00	₹1,54,000.00	₹1,54,000.00
Total	₹0.00	₹1,54,000.00	₹0.00	₹0.00	₹0.00	₹1,54,000.00	


Windows taskbar showing system clock: 10:46, 10-10-2023. Weather widget: Rain coming.

Activity 3: Direct Vendor Purchases Bills Creation:

Next Bright Ideas Consulting availed the services from the below Suppliers:

1. 10-04-2023 Cloud Database From Amazon Web Services- Rs.50,000/- pm GST @ 18%
2. 10-04-2023 Consultancy Services from Raj Kamal External Consulting - Rs.1,00,000/- pm

To create direct purchase invoices for the above transaction from navigation panle go to :
Purchases>Bills>Create New>Enter the details>Click on Save Open



The screenshot shows the 'New Bill' form in the Books application. The form is for creating a new bill for Amazon Web Services. It includes fields for Supplier Name, Supplier Address, Supplier GSTIN, Bill Date, Bill Type, Bill Number, Bill Amount, and Bill Status. The Bill Amount is set to 50,000.00. The Bill Status is set to 'Open'.

ITEM DETAILS	ACCOUNT	QUANTITY	RATE	TAX	CUSTOMER DETAILS	AMOUNT
Cloud Database	Cost of Goods Sold	1.00	50000	GST 18%	Contract Customer	50,000.00

Sub Total: 50,000.00
GST 18%: 9,000.00
GST 18%: 9,000.00
Total Tax Amount: 18,000.00
Total (₹): 68,000.00

Also we can attach the Scanned Copy of the Bill below for any future reference and documentation.

Payments for both the above purchases was made on 25th April 2023 in Bank.

Click on the Respective sales value to get the detail invoices list included in the summary:

Bright Ideas Consulting
Tax Return
From 01/04/2023 To 30/04/2023

ADD Temporary Note

DATE	INVOICE NUMBER	TRANSACTION TYPE	AMOUNT	COST AMOUNT	GROSS AMOUNT	NET AMOUNT	TAX AMOUNT
15/04/2023	INV-000001	Invoice	¥1,00,000.00	¥0.00	¥0,000.00	¥0,000.00	¥0.00
15/04/2023	INV-000002	Invoice	¥1,00,000.00	¥0.00	¥0,000.00	¥0,000.00	¥0.00
15/04/2023	INV-000003	Invoice	¥1,00,000.00	¥0.00	¥1,000.00	¥1,000.00	¥0.00

Activity 4: Journal Report

For Reconciliation of all recorded transactions generate the Journal Report from the reports, here we can find the entries in journal format for every transaction that has been recorded. Which can be used to cross check and verify whether all the transactions are recorded correctly or not.

Bright Ideas Consulting
Journal Report
From 01/04/2023 To 30/04/2023

ADD Temporary Note

ACCOUNT NAME	DEBIT	CREDIT
01/04/2023 - OWNER CONTRIBUTION		
ICD Bank (BT)	1,00,000.00	0.00
Owner's Equity	0.00	1,00,000.00
	1,00,000.00	1,00,000.00
01/04/2023 - ALL OT INVENTORIES RECORDS		
Furniture and Equipment	1,00,000.00	0.00
Appl (CST)	10,000.00	0.00
Appl (GST)	10,000.00	0.00
Accounts Payable	0.00	2,20,000.00
	2,20,000.00	2,20,000.00

House price based on nearby schools and hospitals:

For Vendor Payment:

The screenshot shows the 'Transaction Details' window in Tally ERP 9 for ICICI Bank 001. The window displays a list of transactions and a summary on the right.

DATE	REFERENCE	TYPE	DETAILS	DEBITED AMOUNT	CREDITED AMOUNT
30/04/2023	001	Bank Expense	Monthly Interest	₹1,00,000.00	₹2,38,000.00
25/04/2023		Vendor Payment	Vendor: Bright Ideas Consulting Technologies	₹2,38,000.00	₹1,70,000.00
30/04/2023		Customer Payment	Customer: TechHub Solutions Pvt Ltd	₹1,70,000.00	₹1,70,000.00

Summary on the right:

- Transaction Details: ₹2,38,000.00 on 25/04/2023
- Vendor: Bright Ideas Consulting Technologies
- Part Via: Bank Transfer
- Bank: ICICI BANK
- Branch: 001
- Amount: ₹2,38,000.00
- Date: 25/04/2023

For Salary payment record Journal Entry:

The screenshot shows the 'New Journal' screen in Tally ERP 9. The journal entry is for a salary payment.

ACCOUNT	DESCRIPTION	CONTACT NAME	DEBITS	CREDITS
Salary Payable	Being Salary Paid for the month of April 2023	Select Contact	1,00,000	
ICICI Bank 001	Being Salary Paid for the month of April 2023	Select Contact		1,00,000

Summary:

- Total (₹): 1,00,000.00 (Debits), 1,00,000.00 (Credits)

4. Advantages :

- Market Transparency:
 - Regular analysis of housing prices promotes transparency in the real estate market, reducing the likelihood of fraudulent practices.
- Economic Growth:
 - A stable and thriving real estate market can stimulate economic growth, creating jobs and driving investments in related industries.
- Quality of Life:
 - Access to suitable housing enhances the overall quality of life for residents, contributing to their well being and satisfaction.

Disadvantages:

- Inequality:
- Housing price disparities can exacerbate wealth and income inequality, creating social and economic challenges.
- Exclusionary Effects:
- Rapid price increases can lead to gentrification, pushing out lower income residents from desirable neighborhoods.
- Environmental Impact:

5. Conclusion:

We are a Team of Experienced Professionals

6. Future scope:

Our knowledge base is uniquely positioned to provide unrivaled solutions to the core challenges facing your business. Our Mastercard advisory consultants distill experience and knowledge from thousands of real-world engagements with financial institutions to generate valuable strategies across Commercial, Debit, Marketing, Acquiring, Risk and Fraud . Mastercard' s anonymized and aggregated transaction insights and world-class analytic capabilities supplement our industry-proven problem-solving skills to offer highly actionable recommendations that drive financial results.