



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	Preparation and Maintenance of zoho books for fresh bites catering	
Project Submitted To	Madurai Kamaraj University (Naan Mudhalvan Scheme(TNSDC))	
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Department	B.COM Computer Application	
Semester	5	
Group Number	5	
Total Members of the Group	3	
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Preparation and Maintenance of ZOHO Books for Fresh Bites Catering

1. Introduction .

1.1 Overview

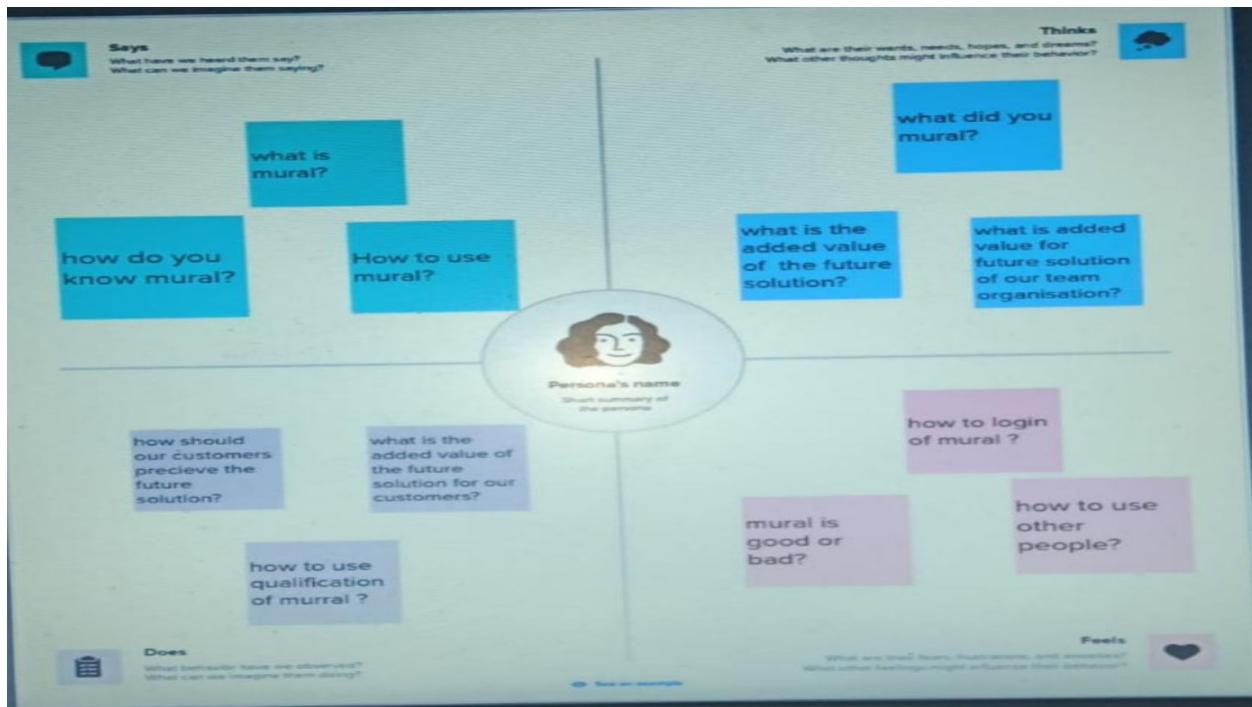
Fresh Bites Catering, a catering service, utilizes Zoho Books to manage their sales, track inventory, and handle invoicing. They can generate professional invoices for clients and track expenses related to ingredients and supplies. Zoho Books helps them maintain accurate financial records and streamline their catering operations.

1.2 Purpose

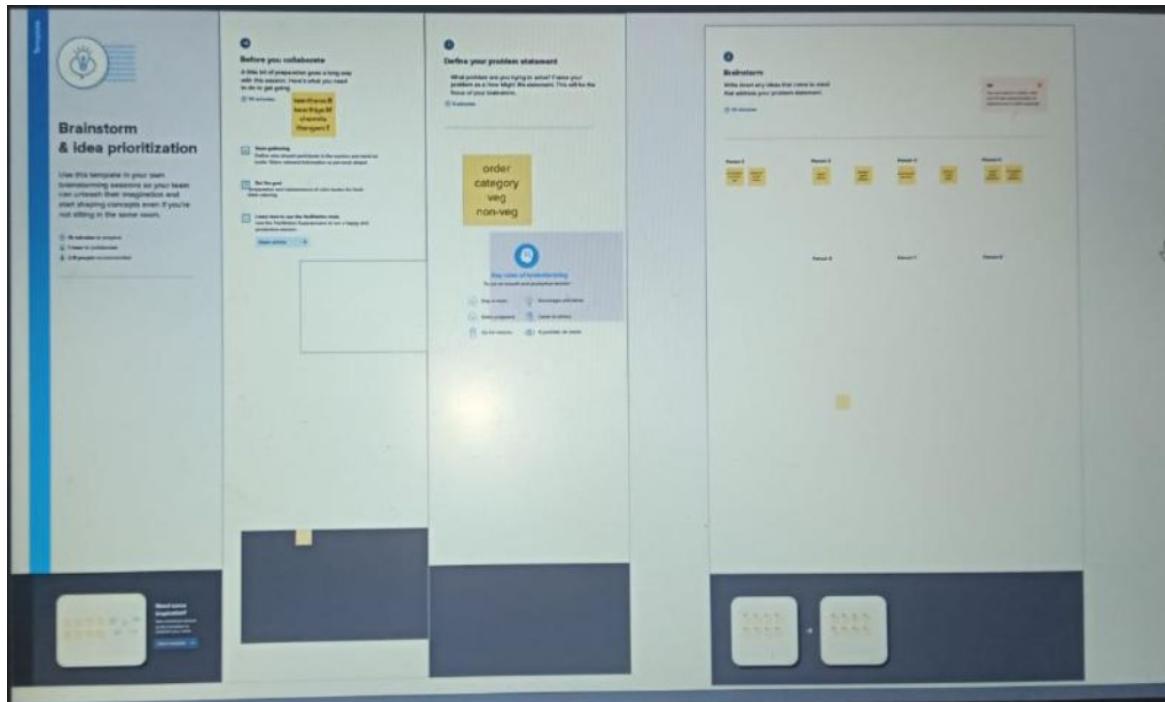
Zoho Books helps them maintain accurate financial records and streamline their catering operations. Skills you will develop. Data Preparation.

2. Problem Definition and Design Thinking

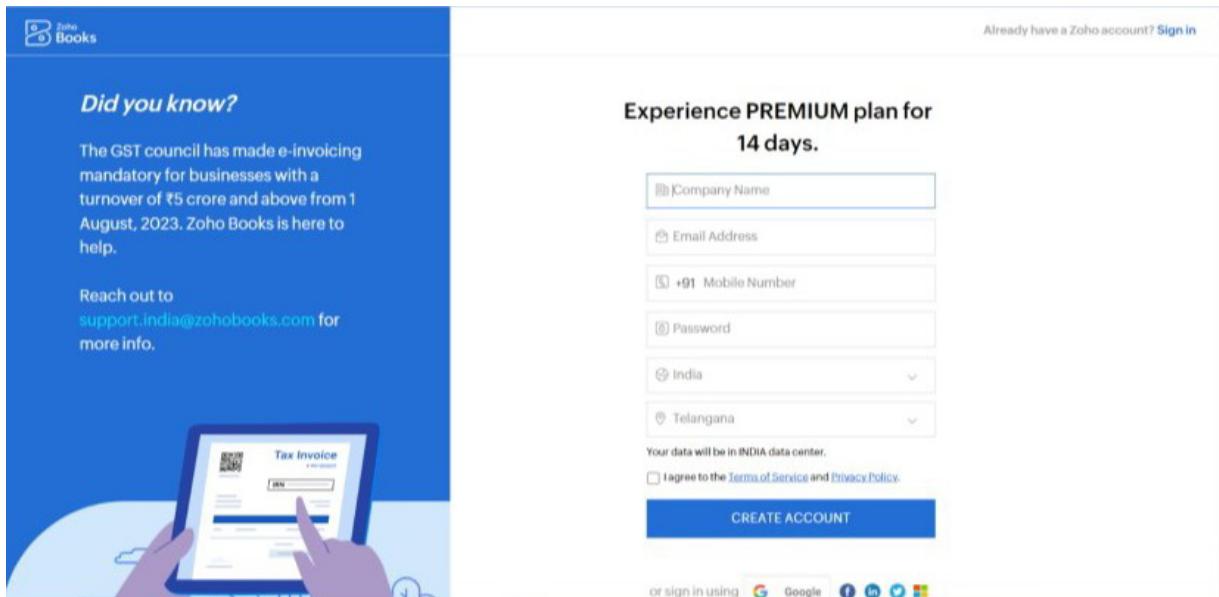
- a. Empathy Map



2.2 Ideation and Brainstorming Map



Milestone 1: Set up your account



To sign up for Zoho Books:

The screenshot shows the Zoho Books dashboard for 'Fresh Bites Catering'. The left sidebar has a navigation menu with Home, Items, Banking, Sales, Purchases, Time Tracking, e-Way Bills, GST Filing, Accountant, Reports, Documents, Payroll, and Configure Features list. The main area displays a 'Hello, Fresh Bites Catering' message and a 'Welcome to Zoho Books' banner. It features two cards: one for 'Zoho Books Overview' and another for the Windows app. Below these are links for 'Getting started with Zoho Books | Tamil' and 'Getting started with Zoho Books | Hindi'. The top right shows contact information: 'Zoho Books India Helpline: 18003093036' and 'Mon - Fri • 9:00 AM - 7:00 PM • Toll Free'. The bottom right has a 'Contact Support' button.

Lets Assume Fresh Bites Catering is offering below services:

The screenshot shows the Zoho Books interface with the 'Items' module selected in the sidebar. The main area displays a table titled 'All Items' with columns for NAME, DESCRIPTION, RATE, HSN/SAC, and USAGE UNIT. A note at the top states: 'Goods and Services, if they have a price tag, put them here.' Below the table, a modal window for 'Inventory' is open, describing it as 'Advanced inventory management software that works seamlessly with Zoho Books.' It highlights features like tracking items based on serial numbers and batches, selling across sales channels, and transferring items across warehouses. A 'Learn More' button is visible in the bottom right corner of the modal.

Lets Assume Fresh Bites Catering is offering below services:

The screenshot shows the Zoho Books interface with the 'Vendors' module selected in the sidebar. The main area displays a table titled 'All Vendors' with a message: 'Business is no fun without people. Create and manage your contacts, all in one place.' A 'CREATE NEW VENDOR' button is visible. Below the table, a detailed 'Edit Vendor' form is shown for 'Whole Foods Market'. The form includes fields for Primary Contact (Salutation, Last Name), Company Name, Vendor Display Name, Vendor Email, Vendor Phone (Work Phone, Mobile), and Other Details (GST Treatment, GSTIN / UIN, PAN, Source Of Supply). Buttons for 'Save' and 'Cancel' are at the bottom. The top navigation bar shows the company name 'Fresh Bites Catering' and various account status indicators.

The following are the list of vendors from which various Products are purchased:

After Creating the Vendors check and review all the details:

Whole Foods Market

What's Next for Your Vendor?

Payables

CURRENCY	OUTSTANDING PAYABLES	UNUSED CREDITS
INR - Indian Rupee	₹0.00	₹0.00

Active Vendors

NAME	COMPANY NAME	EMAIL	WORK PHONE	SOURCE OF SUPPLY	PAYABLES (INR)	UNUSED CREDITS (INR)
Mega Store Supplies	Mega Store Supplies			Tamil Nadu	₹0.00	₹0.00
Drink Delight Beverages	Drink Delight Beverages			Tamil Nadu	₹0.00	₹0.00
Whole Foods Market	Whole Foods Market			Tamil Nadu	₹0.00	₹0.00

Next Fresh Bites Catering has raised below purchase orders from the vendors:

Purchase Order

PURCHASE ORDER

BILL

BILL

Direct Vendor Purchases Bills Creation:

New Bill

Vendor Name*: Drink Delight Beverages

GST Treatment: Registered Business - Regular

Source Of Supply*: TNE - Tamil Nadu

Destination Of Supply*: TNE - Tamil Nadu

Bill*: 02

Order Number:

Bill Date*: 05/04/2023

Due Date: 05/04/2023

Payment Terms: Due on Receipt

ITEM DETAILS	ACCOUNT	QUANTITY	RATE	TAX	CUSTOMER DETAILS	AMOUNT
Beverages	Cost of Goods Sold	500	100	GST5 [5%]	Select Customer	50,000.00
HSN Code Update						
Type or click to select an item.	Select Account	1.00	0.00	GST2.5 [2.5%]	Select Customer	0.00
Add another line Sub Total: 50,000.00 Discount: 0 % 0.00 CGST2.5 (2.5%) 1,250.00 SGST2.5 (2.5%) 1,250.00 Total Tax Amount: 2500.00 INR						

Save as Draft | Save as Open | Cancel | Template: Standard Template | Change | Make Recurring

Reconciliation of Open & Outstanding Bills:

All Bills

DATE	BILL#	REFERENCE NUMBER	VENOR NAME	STATUS	DU DATE	AMOUNT	BALANCE DUE
05/04/2023	03		Mega Store Supplies	OPEN	03/08/2023	₹60,000.00	₹60,000.00
05/04/2023	02		Drink Delight Beverages	OPEN	03/08/2023	₹52,500.00	₹52,500.00
05/04/2023	01	PO-00001	Whole Foods Market	OPEN	03/08/2023	₹1,05,000.00	₹1,05,000.00

Customers Creation:

Create a sale order:

Direct Sale Invoices:

New Invoice

Customer Name*: Raj Kamal Wedding Planners

BILLING ADDRESS: Add new address

SHIPPING ADDRESS: Add new address

GST Treatment: Registered Business - Regular

GSTIN: 33AAAAA0000A15Z

Place Of Supply*: [TN] - Tamil Nadu

Invoice#: INV-000002

Order Number:

Invoice Date*: 15/04/2023

Terms: Due on Receipt

Due Date: 15/04/2023

Adding Bank Account:

ICICI Bank 001

Amount in Zoho Books: ₹-59,000.00

Dashboard Account Summary

Uncategorized Transactions From Bank Statements

All Transactions In Zoho Books

DATE REFERENCE# TYPE STATUS DEPOSIT

30/04/2023 Rent 01 Rent Expense Manually Added

Add Transaction

Customer Payment

MONEY IN

Customer Advance

Customer Payment

Transfer From Another Account

Interest Income

Other Income

Expense Refund

Deposit From Other Accounts

Owner's Contribution

Vendor Credit Refund

Vendor Payment Refund

Customer*: TechWise Solutions Pvt Ltd

Amount Received*: INR 157500

Bank Charges (if any):

Date*: 15/04/2023

Payment #: 1

Reference#:

Received Via: Bank Transfer

Description: Max. 500 characters

Retained Tax?

Clear Applied Amount

Invoice Details

Payment INF

Recording of Journal Entries:

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
 - 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:

In conclusion, the analysis of housing prices in metropolitan areas serves as a multifunctional tool with wide ranging applications. It plays a pivot role in shaping urban landscapes, economic development, and individual choices, while also serving as a critical resource for policymakers and researchers. Recognizing the advantages and challenges associated with housing price analysis allows for more informed and responsible decision making in the complex world of real estate and urban development. The examination of housing prices serves as a vital tool for understanding the dynamics of the real estate market and its broader impact on society and the economy.

6. Future scope:

In the future, several enhancements and improvements can be made in the effective. Some potential enhancements include, Advanced Data Sources, Machine Learning and AI, Real Time Data, Predictive Analytics, Visualization Tools, Integration with Other Data, Affordability Metrics, Mobile Apps. These enhancement can help make housing price analysis more accurate, relevant, and beneficial for a broader range of stakeholders, ultimately contributing to more informed decision making, equitable urban development and sustainable housing solutions in metropolitan area.