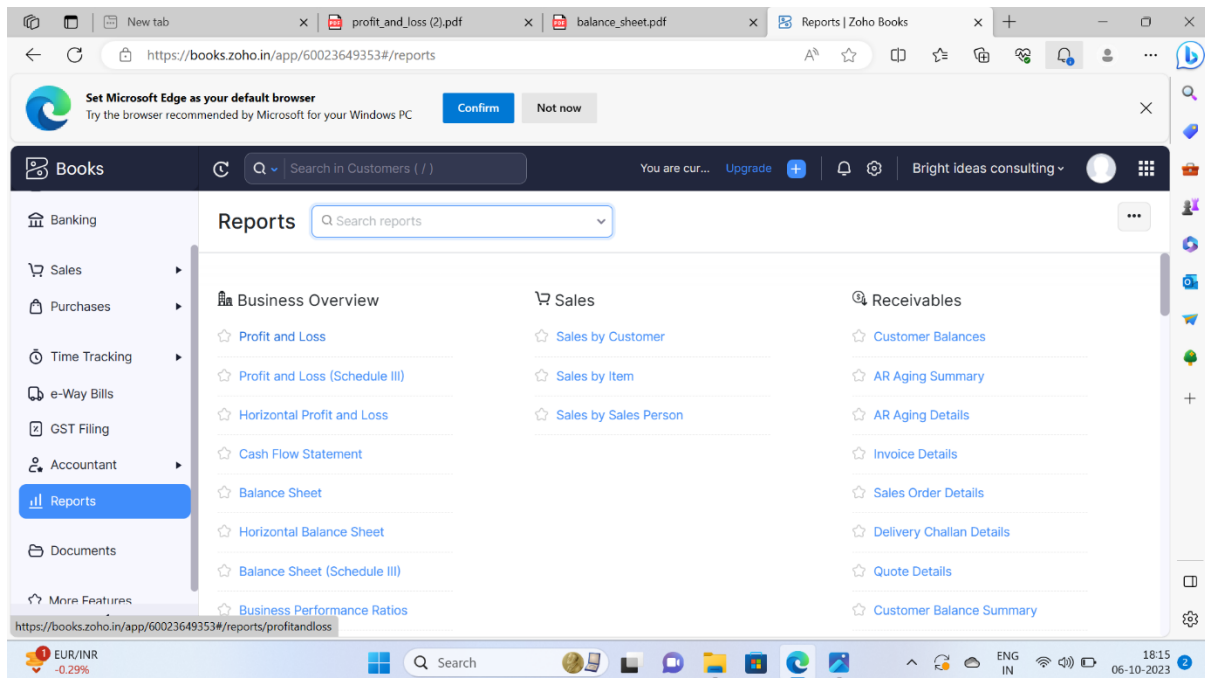


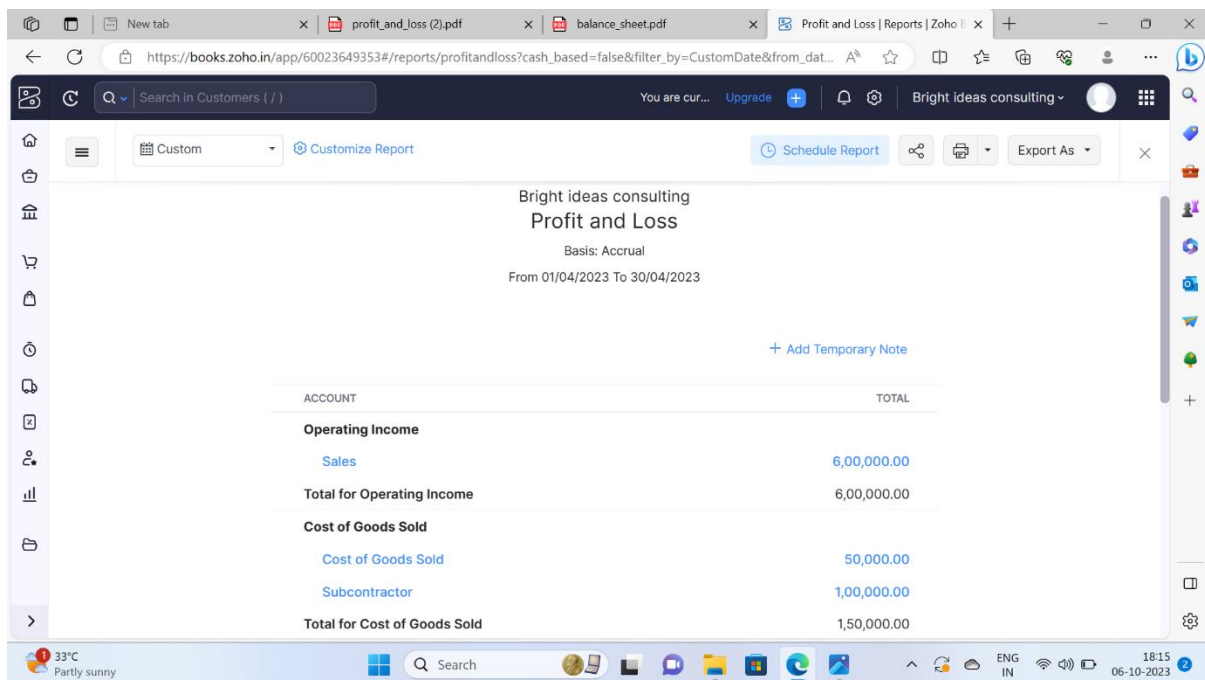
Milestone 12: Financial Reports:



The screenshot shows the Zoho Books Reports page. The left sidebar contains navigation options: Banking, Sales, Purchases, Time Tracking, e-Way Bills, GST Filing, Accountant, Reports (selected), Documents, and More Features. The main area is titled 'Reports' and contains a search bar and three columns of report categories: Business Overview, Sales, and Receivables. The Business Overview column lists Profit and Loss, Profit and Loss (Schedule III), Horizontal Profit and Loss, Cash Flow Statement, Balance Sheet, Horizontal Balance Sheet, Balance Sheet (Schedule III), and Business Performance Ratios. The Sales column lists Sales by Customer, Sales by Item, and Sales by Sales Person. The Receivables column lists Customer Balances, AR Aging Summary, AR Aging Details, Invoice Details, Sales Order Details, Delivery Chalan Details, Quote Details, and Customer Balance Summary. The bottom of the page shows a Windows taskbar with the date 06-10-2023 and time 18:15.

Category	Report Name
Business Overview	Profit and Loss
	Profit and Loss (Schedule III)
	Horizontal Profit and Loss
	Cash Flow Statement
	Balance Sheet
	Horizontal Balance Sheet
	Balance Sheet (Schedule III)
	Business Performance Ratios
Sales	Sales by Customer
	Sales by Item
	Sales by Sales Person
Receivables	Customer Balances
	AR Aging Summary
	AR Aging Details
	Invoice Details
	Sales Order Details
	Delivery Chalan Details
	Quote Details
	Customer Balance Summary

Activity 1: Profit and Loss Account



The screenshot shows the Zoho Books Profit and Loss report for 'Bright ideas consulting'. The report is for the period from 01/04/2023 to 30/04/2023, based on the Accrual basis. The report is displayed in a table format with columns for ACCOUNT and TOTAL. The report includes a 'Customize Report' button and a 'Schedule Report' button. The report shows the following data:

ACCOUNT	TOTAL
Operating Income	
Sales	6,00,000.00
Total for Operating Income	6,00,000.00
Cost of Goods Sold	
Cost of Goods Sold	50,000.00
Subcontractor	1,00,000.00
Total for Cost of Goods Sold	1,50,000.00