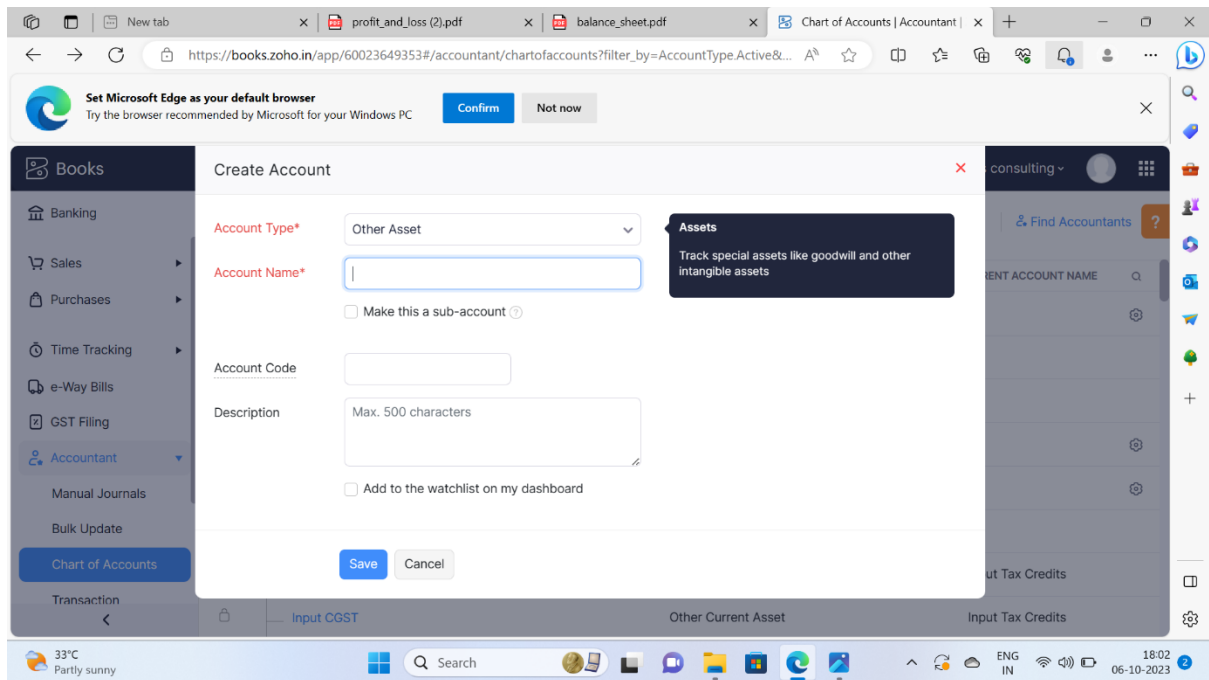


Milestone 8: Accounts & Ledgers

Activity 1: Creation of New Accounts/Ledgers:



The screenshot shows the Zoho Books web application interface. A 'Create Account' modal dialog is open, allowing the user to add a new account to the chart of accounts. The dialog has a sidebar on the left with navigation options: Banking, Sales, Purchases, Time Tracking, e-Way Bills, GST Filing, Accountant (selected), Manual Journals, Bulk Update, and Chart of Accounts. The main area of the dialog contains the following fields and options:

- Account Type***: A dropdown menu currently set to 'Other Asset'. A tooltip titled 'Assets' explains: 'Track special assets like goodwill and other intangible assets'.
- Account Name***: A text input field.
- ☐ **Make this a sub-account**: A checkbox option.
- Account Code**: A text input field.
- Description**: A text input field with a placeholder 'Max. 500 characters'.
- ☐ **Add to the watchlist on my dashboard**: A checkbox option.
- Buttons**: 'Save' and 'Cancel' buttons at the bottom.

The background shows the Zoho Books dashboard with a sidebar menu and a main area displaying a list of accounts. The Windows taskbar at the bottom shows the date as 06-10-2023 and the time as 18:02.