

# 1 INTRODUCTION

## 1.1 Overview

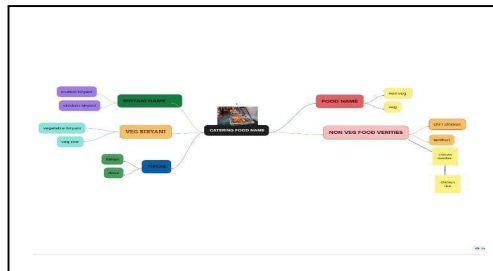
Preparation and Maintenance of ZOHO Books for Fresh Bites Catering. It is Food and Beverage manufacturing, catering, business luncheons, corporate parties, private parties and cooking classes ..etc.

## 1.2 Purpose

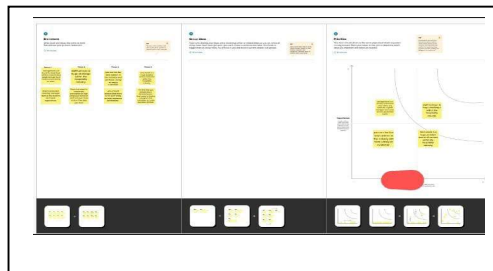
Fresh Bites Catering, a Providing Real estate business company uses Zoho books to effectively manage their financial processes, maintain accurate records, and make informed financial decisions. This integration enhances their overall business efficiency and contributes to their success in the expert Food and Beverage manufacturing, catering, business luncheons, corporate parties, private parties and cooking classes ..etc.

## PROBLEM DEFINITION & DESIGN THINKING

## 2.1 Empathy Map



## 2.2 Ideation & Brain storming Map



## 2 RESULT

A project is a series of tasks performed over a period of time, to achieve certain targets. There can be many number of people working on a single project and a project may consist of single or multiple tasks. A project is billed and charged upon a customer whom the project was taken up for.

The outputs of this project are Profit & Loss account and Balance sheet as follow:

[illegible]

Fresh Bites Catering		
Balance Sheet		
Month: December		
Day: 01/01/2019 to 01/01/2019		
Account	Account Code	Total
<b>PROPERTY ACCOUNTS</b>		
Assets		
Cash		5,000.00 USD
Fixed Costs		0.00 USD
Total For Assets		5,000.00 USD
Liabilities		
Current Liabilities		0.00 USD
Other Current Liabilities		0.00 USD
Total For Liabilities		0.00 USD
<b>EQUITY ACCOUNTS</b>		
Equity		
Equity		5,000.00 USD
Retained Earnings		0.00 USD
Total For Equity		5,000.00 USD
<b>Income Statement Accounts</b>		
Income		
Income		0.00 USD
Cost of Goods Sold		0.00 USD
Operating Expenses		0.00 USD
Income Before Income Taxes		0.00 USD
Income Tax Expense		0.00 USD
Total For Income Statement		0.00 USD
<b>Balance Sheet Accounts</b>		
Assets		
Current Assets		5,000.00 USD
Fixed Assets		0.00 USD
Total For Assets		5,000.00 USD
Liabilities		
Current Liabilities		0.00 USD
Fixed Liabilities		0.00 USD
Total For Liabilities		0.00 USD
Equity		
Equity		5,000.00 USD
Retained Earnings		0.00 USD
Total For Equity		5,000.00 USD
Total For Liabilities & Equity		5,000.00 USD

Advantages:

- 15+ real-time project views
- 1,000+ integrations
- Easy task Automations
- 1,000+ customizable templates
- Scalable Hierarchy infrastructure (Spaces, Folders, and Lists)
- Dashboards with real-time reporting
- Supports CRM workflows and project resource management
- Excellent user tutorials, guides, and customer support
- Task management
- Third party integrations
- Data visualization
- Time tracking
- Bulk shifting data's
- Workflow rules
- Efficient management.

Disadvantages:

- Getting used to the app may take time
- Hierarchy functions can be confusing for some users

#### **4 APPLICATIONS**

It is a Powerful stock management and inventory control software, Which is Convert leads and close sales deals faster and Mail-Secure email service for teams of all sizes. It's also Manage, track, and collaborate on projects with teams. Build customized apps to simplify business processes. End-to-end billing solution for all entities particularly small business.

#### **5 CONCLUSION**

Overall, Zoho Projects can do the job for a wide range of businesses looking for project/task management software. It's the best option out there for small to medium-sized businesses that want to keep a close eye on how their projects are progressing, as well as having all the project management tools they need in one place. One of the best features of Zoho Projects is its pricing, especially when compared to other project management software providers.

#### **6 FUTURESCOPE**

As Indian businesses continue to move towards digital solutions, cloud-based accounting software has become a necessity. Zoho Books offers several advantages over traditional desktop software, including multi-currency support, customizable invoices, project management, inventory management, and automated workflows.

Additionally, Zoho Books' mobile app provides flexibility and mobility, allowing businesses to manage their finances on the go. If you're currently using QuickBooks Online, migrating to Zoho Books may be a smart choice to take advantage of these features and stay ahead in the competitive business landscape.