

# **Preparation and Maintenance of ZOHO Book Healthhub Medical clinic**

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## **1. INTRODUCTION**

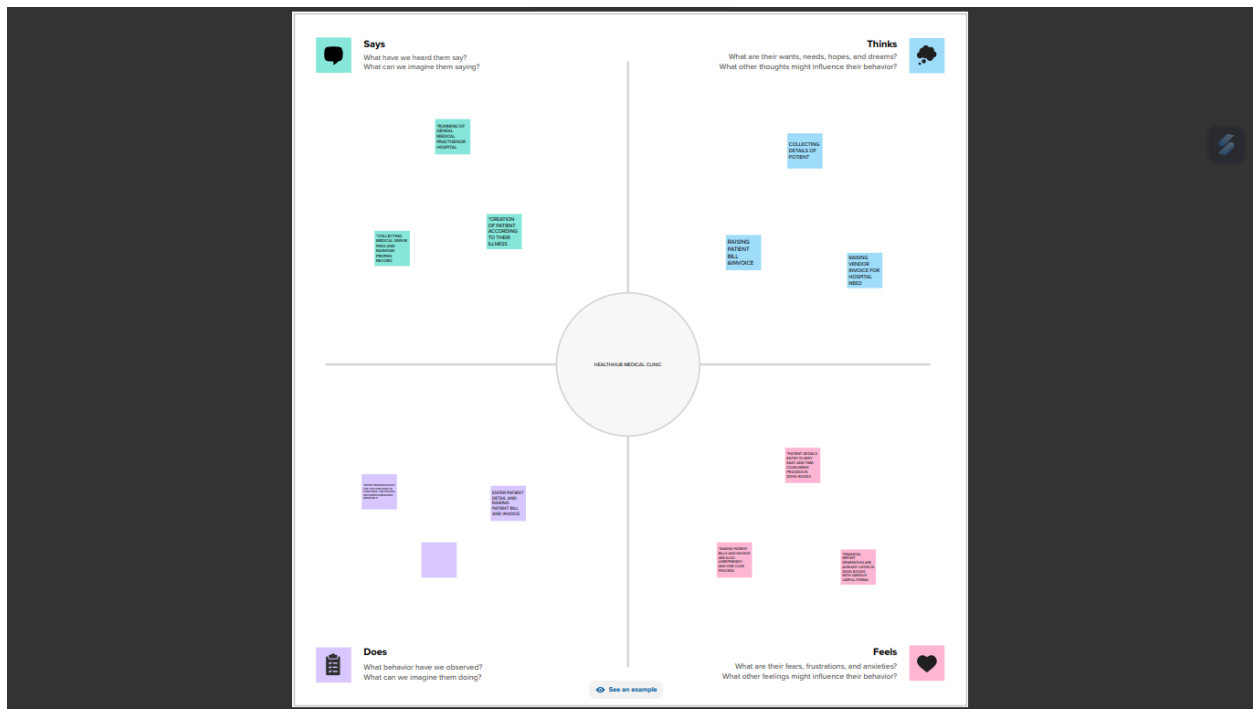
### **1.1 Overview:**

This project is deal with Healthhub medical clinic, a Health care 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 Healthcare facility.

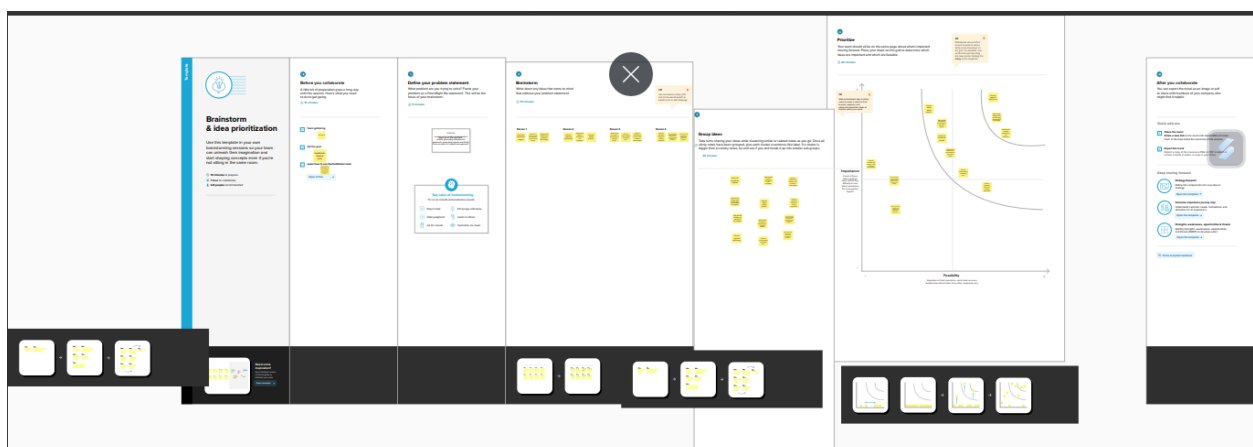
### **1.2 Purpose:**

By maintenance of accounts in ZOHO Books, We have created the Items, Vendors creation, Preparation of Purchase Order, Purchase Invoice, Customer creation, Preparation of Sales order, Sales Invoice, creation of bank account, creation of new accounts, recording journal entries, recording expenses, recording bank receipts and payments and viewing of financial reports like Profit & Loss account, Balance sheet, GST Reports, Journal report, Account receivable summary report, Account payable summary report, etc.,

## 2.1 Empathy Map



## 2.2 Ideation & Brainstorming Map



### **3. *RESULT:***

To Generate the Financial Reports:

1. Profit and Loss Account:

Healthhub Medical clinic

Profit and Loss

Basis: Accrual

From 01/04/2023 To 30/04/2023

[+ Add Temporary Note](#)

ACCOUNT	TOTAL
<b>Operating Income</b>	
Sales	6,00,000.00
<b>Total for Operating Income</b>	6,00,000.00
<b>Cost of Goods Sold</b>	
Cost of Goods Sold	5,00,000.00
<b>Total for Cost of Goods Sold</b>	5,00,000.00
<b>Gross Profit</b>	1,00,000.00
<b>Operating Expense</b>	
Other Expenses	5,000.00
Rent Expense	1,00,000.00
Salaries and Employee Wages	1,00,000.00
Tax Paid Expense	90,000.00
<b>Total for Operating Expense</b>	2,95,000.00
<b>Operating Profit</b>	-1,95,000.00
<b>Non Operating Income</b>	
<b>Total for Non Operating Income</b>	0.00
<b>Non Operating Expense</b>	
<b>Total for Non Operating Expense</b>	0.00
<b>Net Profit/Loss</b>	-1,95,000.00

\*\*Amount is displayed in your base currency INR

## 2. Balance Sheet

Healthhub Medical clinic  
Balance Sheet

Basis: Accrual  
As of 31/03/2024

+ Add Temporary Note

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ACCOUNT	TOTAL
<strong>Assets</strong>	
<strong>Current Assets</strong>	
<strong>Cash</strong>	
Petty Cash	5,000.00
Total for Cash	5,000.00
<strong>Bank</strong>	
ICICI Bank-001	8,000.00
Total for Bank	8,000.00
Total for Current Assets	13,000.00
Total for Assets	13,000.00
<strong>Liabilities &amp; Equities</strong>	
<strong>Liabilities</strong>	
<strong>Current Liabilities</strong>	
GST Payable	0.00
Output IGST	1,08,000.00
Total for GST Payable	1,08,000.00
Total for Current Liabilities	1,08,000.00
Total for Liabilities	1,08,000.00
<strong>Equities</strong>	
Investments	1,00,000.00
Current Year Earnings	-1,95,000.00
Total for Equities	-95,000.00
Total for Liabilities & Equities	13,000.00

\*\*Amount is displayed in your base currency **INR**

GSTR-3B Summary					
From 01/04/2023 To 31/03/2024					
3.1 Details of Outward Supplies and inward supplies liable to reverse charge					
Nature of Supply	Taxable Value	Integrated Tax	Central Tax	State/UT Tax	CESS Tax
1	2	3	4	5	6
(a) Outward taxable supplies (other than zero rated, nil rated and exempted)	₹6,00,000.00	₹1,08,000.00	₹0.00	₹0.00	₹0.00
(b) Outward taxable supplies (zero rated)	₹0.00	₹0.00			₹0.00
(c) Other outward supplies (Nil rated, exempted)	₹0.00				
(d) Inward supplies (liable to reverse charge)	₹0.00	₹0.00	₹0.00	₹0.00	₹0.00
(e) Non-GST outward supplies	₹0.00				
<b>Total value</b>	<b>₹6,00,000.00</b>	<b>₹1,08,000.00</b>	<b>₹0.00</b>	<b>₹0.00</b>	<b>₹0.00</b>

#### 4. Journal Report

<div> <input type="text" value="Search in Customers"/> </div>			<div> <div>You are cur... Upgrade</div> <div> </div> <div>Healthhub Medical cli...</div> </div>		
<div> <div>☰</div> <div>This Year</div> <div>Customize Report</div> <div>Schedule Report</div> <div> </div> <div>Export As</div> </div>					
<div> <div>Healthhub Medical clinic</div> <div>Journal Report</div> <div>Basis: Accrual</div> <div>From 01/04/2023 To 31/03/2024</div> <div>+ Add Temporary Note</div> </div>					
01/04/2023 - OWNERS CONTRIBUTION 1			DEBIT	CREDIT	
ICICI Bank-001	1,00,000.00			0.00	
Investments	0.00			1,00,000.00	
	1,00,000.00			1,00,000.00	
05/04/2023 - BILL PO-00001 (MEGA PHARMACEUTICALS)			DEBIT	CREDIT	
Cost of Goods Sold	2,00,000.00			0.00	
Tax Paid Expense	36,000.00			0.00	
Accounts Payable	0.00			2,36,000.00	
	2,36,000.00			2,36,000.00	
10/04/2023 - BILL 02 (SPECTRUM RADIOGRAPHY SUPPLIES)			DEBIT	CREDIT	
Cost of Goods Sold	1,00,000.00			0.00	
Accounts Payable	0.00			1,00,000.00	
	1,00,000.00			1,00,000.00	
10/04/2023 - TRANSFER FUND 1			DEBIT	CREDIT	
Petty Cash	10,000.00			0.00	
ICICI Bank-001	0.00			10,000.00	
	10,000.00			10,000.00	
10/04/2023 - INVOICE INV-000002 (RADIOLOGY RETAILERS)			DEBIT	CREDIT	
Accounts Receivable	1,18,000.00			0.00	
Output IGST	0.00			18,000.00	
Sales	0.00			1,00,000.00	
	1,18,000.00			1,18,000.00	
15/04/2023 - BILL 03 (MEDLINE INDUSTRIES PVT LTD)			DEBIT	CREDIT	
Cost of Goods Sold	2,00,000.00			0.00	
Tax Paid Expense	36,000.00			0.00	
Accounts Payable	0.00			2,36,000.00	
	2,36,000.00			2,36,000.00	
15/04/2023 - INVOICE PAYMENT INV-000002 (RADIOLOGY RETAILERS)			DEBIT	CREDIT	
ICICI Bank-001	1,18,000.00			0.00	
Accounts Receivable	0.00			1,18,000.00	
	1,18,000.00			1,18,000.00	
20/04/2023 - INVOICE INV-000001 (GE HEALTHCARE PVT LTD)			DEBIT	CREDIT	





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## 5. Accounts Receivable Summary

WhatsApp x | Receivable Summary | Reports | x +

books.zoho.in/app/60023885415#/reports/receivablessummary?entity\_list=invoice%2Ccreditnote&filter\_by=ThisMonth&from\_date=2023-10-01&group\_by=...

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Home This Month Customize Report Schedule Report Export As x

Healthhub Medical clinic  
Receivable Summary  
From 01/10/2023 To 31/10/2023

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CUSTOMER NAME	DATE	TRANSACTION#	REFERENCE#	STATUS	TRANSACTION TYPE	TOTAL (BCY)	TOTAL (FCY)	BALANCE (B
No data to display								

Windows 10/11/2023

## 6. Accounts Payable Summary

WhatsApp x | Payable Summary | Reports | Zol x +

books.zoho.in/app/60023885415#/reports/payablessummary?entity\_list=bill&filter\_by=ThisYear&from\_date=2023-04-01&group\_by=%5B%7B%22field%3A%22non...

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Home This Year Customize Report Schedule Report Export As x

Healthhub Medical clinic  
Payable Summary  
From 01/04/2023 To 31/03/2024

+ Add Temporary Note

STATUS	DATE	TRANSACTION#	VENDOR NAME	TRANSACTION TYPE	CUSTOMER NAME	TOTAL (BCY)	BALANCE (BCY)
Paid	05/04/2023	PO-00001	Mega pharmaceuticals	Bill		₹2,36,000.00	₹0.00
Paid	10/04/2023	02	Spectrum Radiography supplies	Bill		₹1,00,000.00	₹0.00
Paid	15/04/2023	03	Medline industries Pvt Ltd	Bill		₹2,36,000.00	₹0.00
Total						₹5,72,000.00	₹0.00

Windows 10/11/2023

#### **4. ADVANTAGES & DISADVANTAGES**

List of advantages:

- ZOHO books is cloud based software, so we access the software in any location.
- Creating of Organisation is very easy and user friendly.
- Appearance of software model is very easy to understanding.
- Creation of items, vendors, customers are user friendly while compare with software
- Preparation of purchase order and conversation to purchase Invoice made in a single step.
- Preparation of Sales order and conversation to Sale Invoice made in a single step.
- Default accounting step up is very useful and time saving.
- GST procedure is very easy to enter.
- Getting financial report and tax report in single step.

List of disadvantages:

- ZOHO books is cloud based software, which need internet and other technical facility.
- In absence of internet facility, the working in ZOHO books is very difficult.
- There is no secure in data of the organization.

#### **5. APPLICATIONS:**

The ZOHO Books is good software in all type of organization and we get better results instantly. We collect the following data and entered in ZOHO Books in various modules like item creation, Vendor creation, customer creation, preparation of Purchase order, Purchase Invoice, sales order, sale Invoice, Making payment to vendors and Expenses, Received amount from Customers.

##### **Item creation:**

1. General medical consultation Rs.500/- per consultation
2. X-rays scanning Rs.1000/- per scan
3. Preventive health checkup Rs.5000/- per person

Also It purchases the below the list of products for the daily operational use:

1. Pharmaceuticals Rs.1000/- per Box
2. Medical Supplies Rs.2000/-per Box
3. X-ray films Rs.500/- per sheet

Output GST @ 18% is applicable for all the above services and products.

**Vendor creation:**

1. Mega Pharmaceuticals (GST registered)
2. Medline Industries (GST registered)
3. Spectrum Radiography Supplies (Non GST)

**Customer creation:**

1. GE Healthcare (GST Registered)
2. Radiology Retailers (Non GST)

**Preparation of Purchase order, Purchase Invoice:**

1. 05-04-2023 Mega Pharmaceuticals – Pharmaceuticals – Qty 200 boxes @ Rs.1000/-each GST @ 18%
2. 10-04-2023 X-ray films from spectrum radiography supplies – Qty 200
3. 15-04-2023 Medical supplies from Medline Industries – Qty 100

**Preparation of sales order, sale Invoice:**

1. 10/04/2023 Radiology Retailers – X-ray scans Qty 100 – paid through bank on 20/04/2023
2. 20-04-2023 GE Healthcare – Preventive health checkup for 100 persons

**Making payment to vendors and Expenses:**

1. Employee salaries of total Rs.1,00,000/- paid through bank on 30<sup>th</sup> April 2023
2. Office rent Rs.1,00,000/- excluding GST @ 18% total invoice value Rs. 1,18,000/- paid through bank on same day.
3. Other miscellaneous expenses Rs.5,000/- paid in cash
4. 25-04-2023 paid to mediline industries 2,36,000
5. 25-04-2023 paid to mega pharmaceuticals 2,36,000
6. 25-04-2023 paid to spectrum radiography supplies 1,00,000

**Received amount from Customers:**

1. 15-04-2023 Amount received from Radiology retailers 1,18,000
2. 20-04-2023 Amount received from GE Healthcare pvt ltd 5,90,000

## **6. CONCLUSION:**

In maintain of Healthcare facility in Zoho books is very smart in all the aspects of entries. The basic accounting concept is enough for the operating person(Accountant/Data entry operator). This software is applicable for all types of organization. The entry models of software are easily understood and interest to work. Whatever reports we need, it's already default in the report models. Totally it's a good and very useful to the entire entrepreneur with low cost for operating financial department.

## **7. FUTURE SCOPE:**

The idea for the founders of ZOHO Books is amazing and very clever. This is a great milestone in the field of accounts maintenance. They offer various plane as per the requirement of the proprietors. It's a good gift to all the entrepreneurs.