

## INTRODUCTION:

Zoho books is an online accounting application that takes care of the accounting needs to be your business

- You can record, audit and analyse all financial transaction easily
- Watch this video to get a glimpse into the different modules available in zoho book

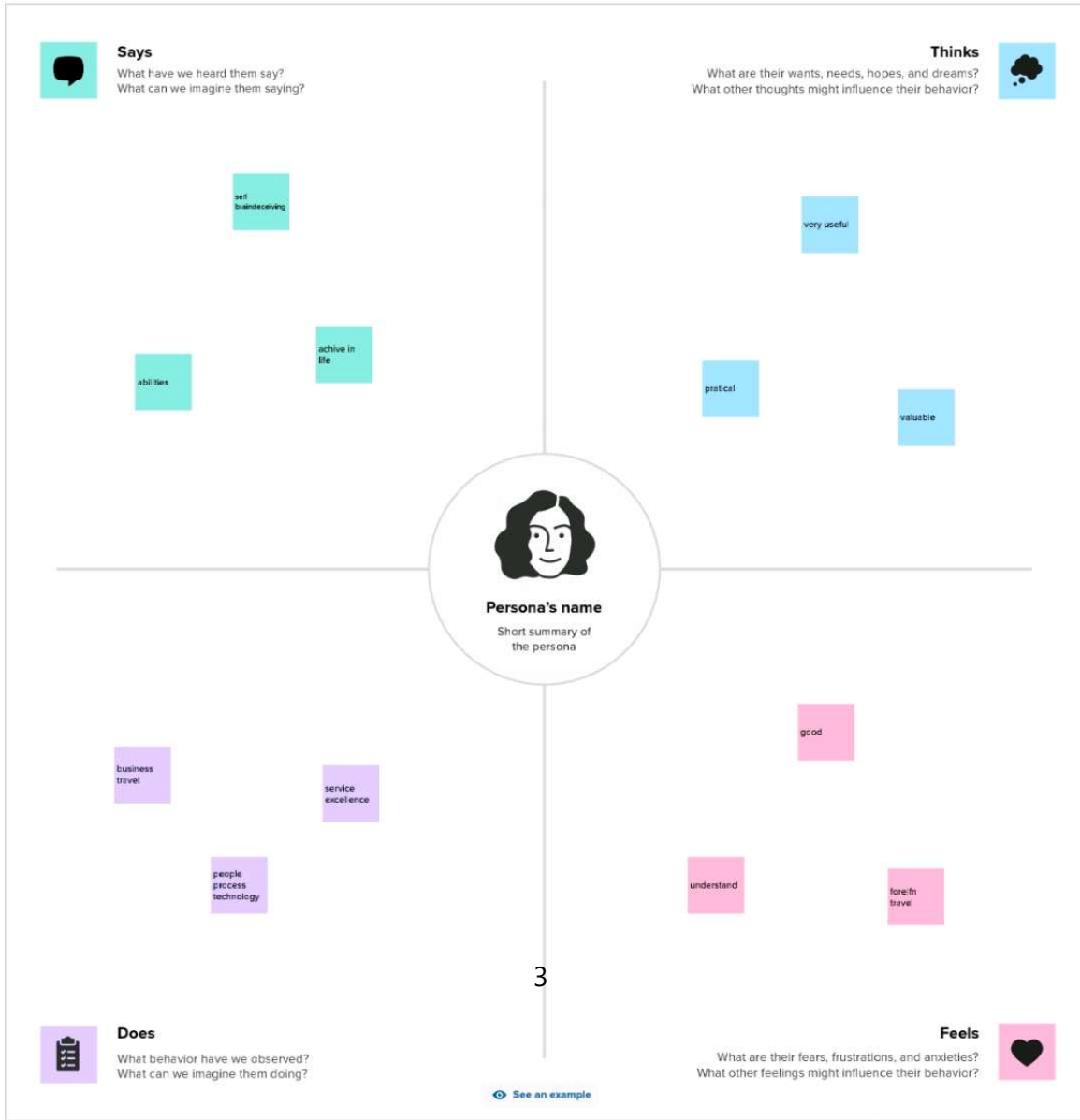
## OVERVIEWS:

There are many benefits to travelling .both physically and mentally. Travel can help improve your health, increase your knowledge, and allow you to meet new people and experience new cultures.

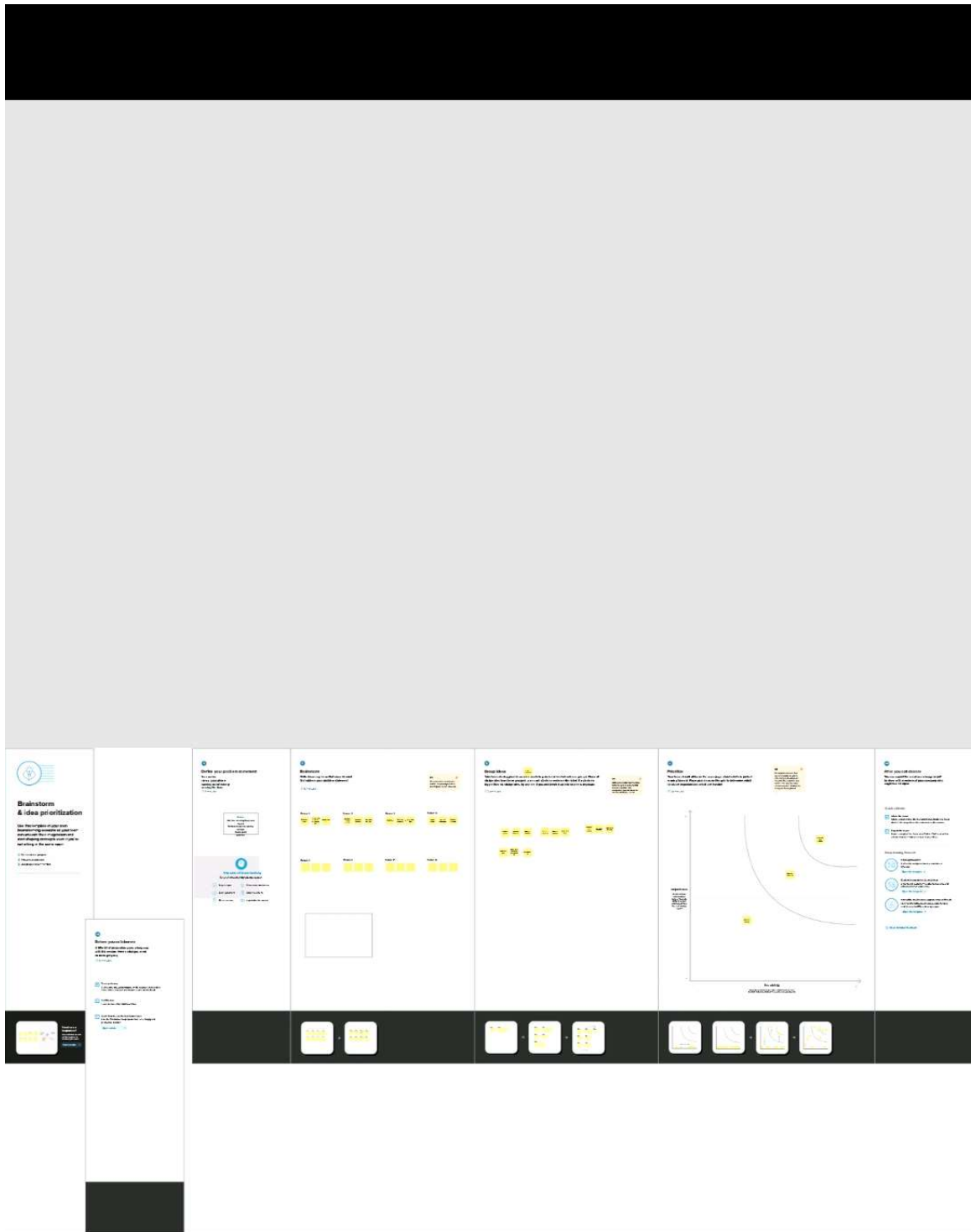
## PURPOSE:

Travel takes us out of our comfort zones and inspires us to see, taste and try new things.

## EMPATHY MAP:



# BRAINSTROMING MAP:



## ADVANTAGES:

- Enjoy a perfect balance of touring and free time
- Make friends for life
- Exceptional value for money.
- Curated experiences just for you

## DISADVANTAGES:

- You may not have enough time to explore or experience the place you visit, or you may have to visit places you are not interested in.
- you also have to share your trip with a group of strangers, which

can limit your privacy and independence

- Another drawback of a tour package is the cost
- Travel is a way of life for most business executives; and with our global economy the amount of international travel has increased considerably.
- Administrative assistants must be familiar with the types of service available.