

PREPARATION AND MAINTENANCE OF ZOHOBOKS FOR **BRIGHT IDEAS CONSULTING**

INTRODUCTION :

Zoho books is an online accounting application that gives you complete visibility of your finances and helps you manage the money moving in and out of your business. Zoho books can simply be defined as “ Accounting for rest of us”. You need not be an accountant to manage your business and make informed financial decisions.

OBJECTIVES :

What is the objective of zohobooks ?

Zohobooks is your one-stop platform for managing your accounting takes and organizing your transactions . it's a single secure location to keep up with your company's bills and invoices , reconcile your bank statements , control your spending , oversee projects , and eliminate sales tax compliance worries .

Why do we need ZohoBooks ?

It allows you to manage your projects from budgeting to logging time and invoicing customers effectively . Moreover , ZohoBooks Software lets you record the time spent on tasks and avoid overbilling and underbilling your customers .

FEATURES :

- **Executive Summary.**
- **Company Overview.**
- **Team and Management.**
- **Market and Opportunity.**
- **Business Operations Plan .**
- **Products and Services .**
- **Marketing Plan .**
- **Financial Projections.**

ADVANTAGES :

- ❖ **You'll have more time to take care of your guests.**
- ❖ **Dietary restrictions can become a burden .**

❖ **You can sit Back , Relax ,and Engage your guests .**

❖ **Catering food will help you row an amazing party .**

Contract caterers focus on the catering so that clients can focus on their business. The caterer employs experts in every field from marketing and food safety to food innovation. This team is an extension of the client's catering team and can be used as a resource when required.

Convenience: Corporate catering saves businesses time and effort by handling all aspects of food preparation, delivery, and setup. This allows employees to focus on their work without having to worry about arranging meals or leaving the premises for lunch

TYPES OF CATERING:

- **Baby Showers.** A baby shower is a perfect event for a specialty catering business. ...
- **Retirement Parties.** Retirement parties may be a personal party or a corporate event. ...
- **Family Dinners.** ...
- **Bridal Showers.** ...
- **Engagement Celebrations.** ...
- **Reunions.** ...
- **Corporate Events.** ...
- **Holiday Parties**

DISADVANTAGES:

- **Design and construction industry conflicts that would hinder offsite construction.**
- **Concerns about distance and transportation between the jobsite and offsite.**
- **Lack of knowledge about the offsite construction or program requirements.**

➤ **Resistance from unions**

Off-premise catering generally has greater seasonal and day-to-day swings in personnel needs, which can create a greater challenge for the off-premise caterer, who is constantly recruiting and training staff; turnover is usually high because such work is on an “as-needed basis.”

. Fast food is high in sodium, raising blood pressure and exacerbating underlying heart conditions, such as congestive heart failure. In addition, its trans and saturated fats cause triglyceride levels to rise. This is one of the most harmful disadvantages of fast food.

CONCLUSION:

To conclude,zohobooks is easy to understand and its configuration is quick and easy. The automation of the system is great and you save a lot of time.