

PROJECT REPORT

1.Introduction:

1.1 Overview

1.My project title was “Preparation and maintenance for Keerthi sweets in ZOHO books.

2.My project duration was 28 days.I finished my projects in 2 days after the starting day.

1.2 Purpose

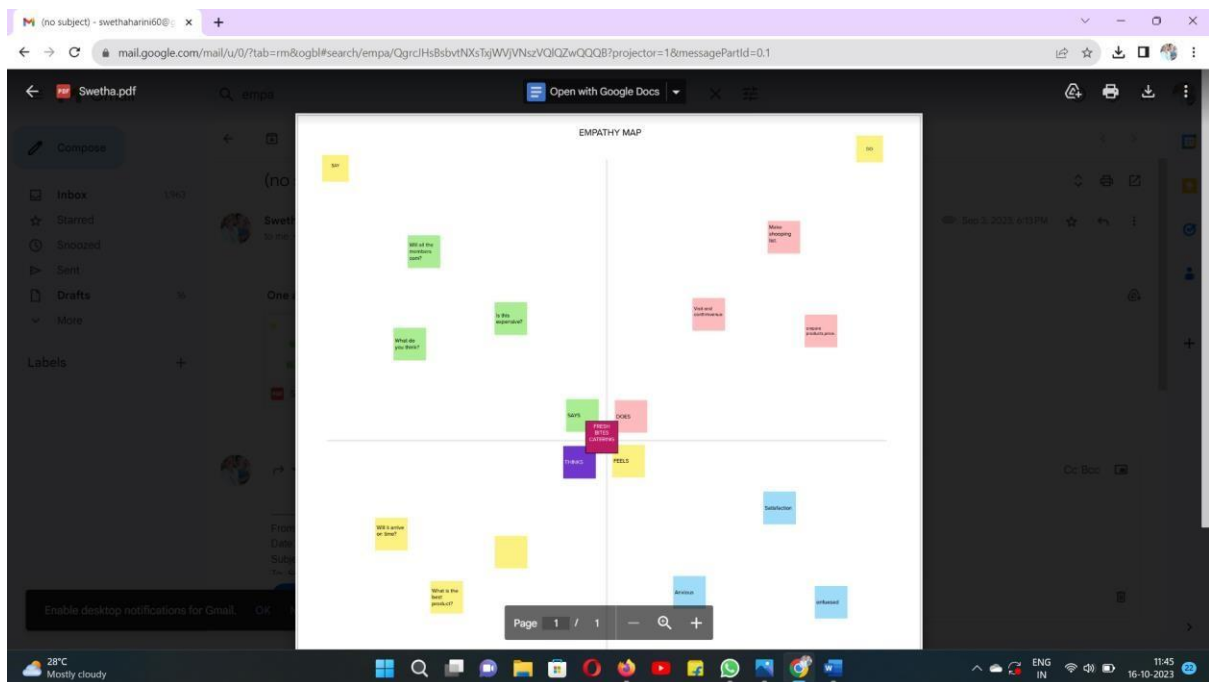
1.Accounts maintained easily.

2.Time saving.

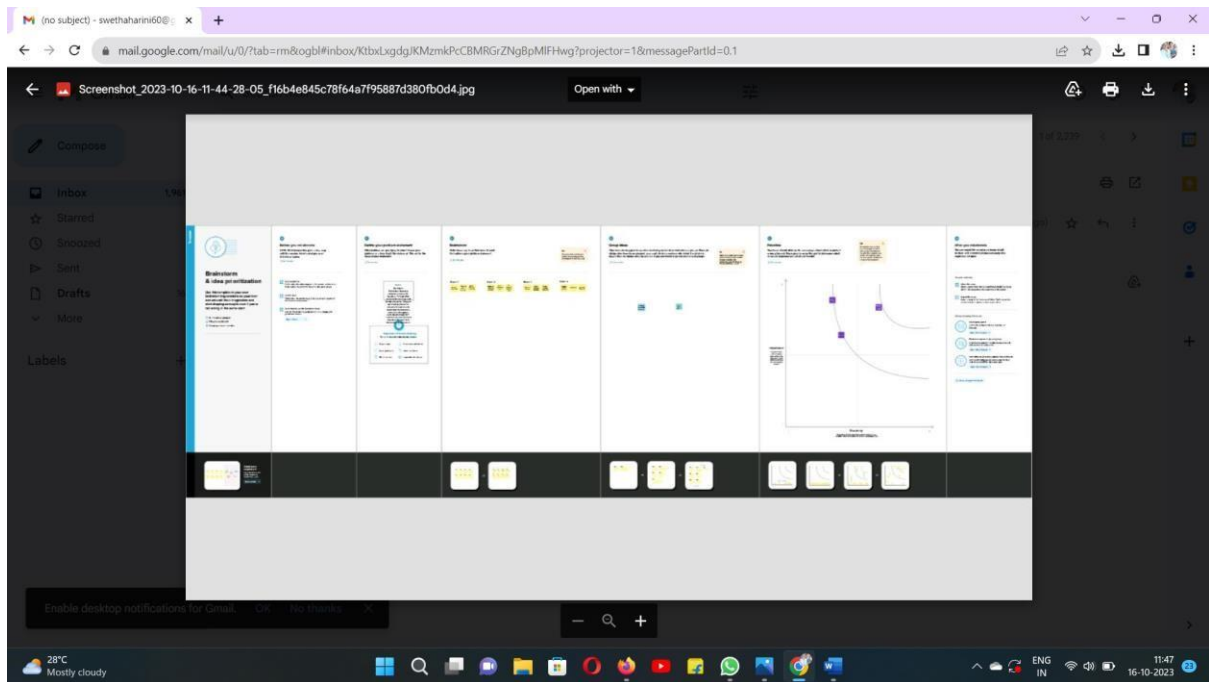
3.It is an easy way to create sales,purchase order,bills and invoices.

2.Problem definition and design thinking:

2.1 Empathy map



2.2 Idea and brainstorming map



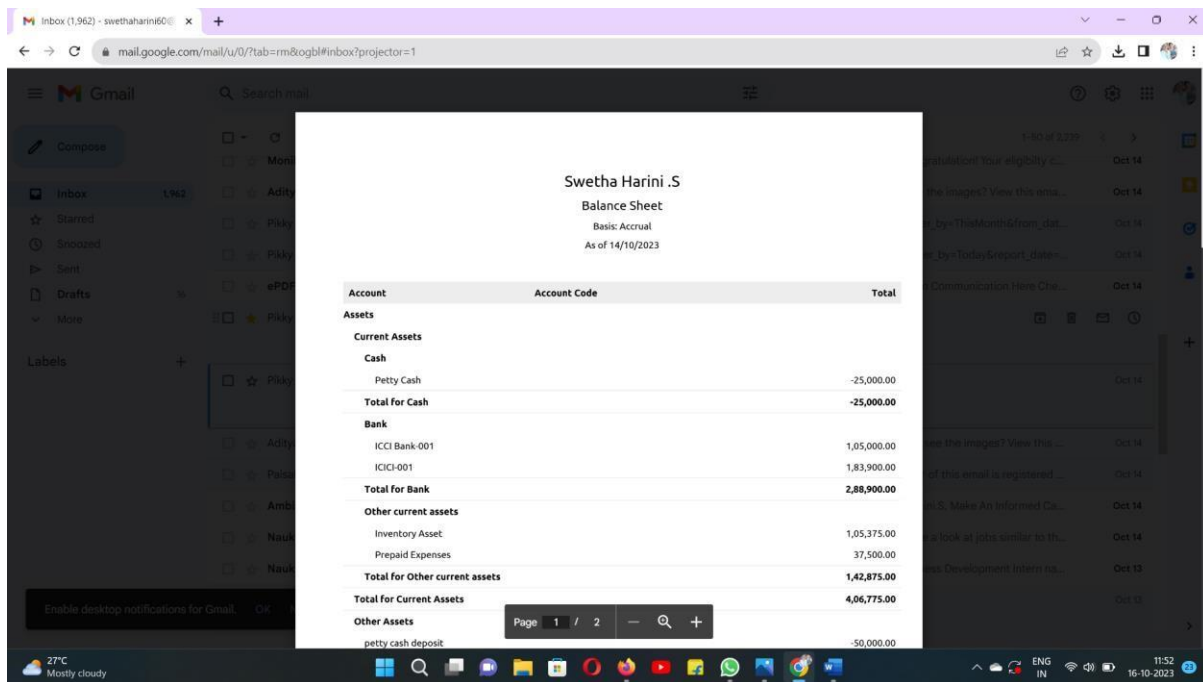
3.Result

In the result ,I can find out Profit and loss and Balance sheet report.

PROFIT AND LOSS OUTPUT

Account	Account Code	Total
Operating Income		
Total for Operating Income		0.00
Cost of Goods Sold		
Cost of Goods Sold		3,000.00
Total for Cost of Goods Sold		3,000.00
Gross Profit		-3,000.00
Operating Expense		
Other Expenses		5,000.00
Total for Operating Expense		5,000.00
Operating Profit		-8,000.00
Non Operating Income		
Total for Non Operating Income		0.00
Non Operating Expense		
Total for Non Operating Expense		0.00
Net Profit		-8,000.00

BALANCE SHEET



The screenshot shows a Gmail interface with an email titled "Swetha Harini .S Balance Sheet" open. The email content displays a balance sheet for "Swetha Harini .S" as of 14/10/2023, based on an accrual basis. The balance sheet is categorized into Assets, with sub-sections for Current Assets and Other Assets. The table lists various accounts and their corresponding values.

Account	Account Code	Total
Assets		
Current Assets		
Cash		
Petty Cash		-25,000.00
Total for Cash		-25,000.00
Bank		
ICICI Bank-001		1,05,000.00
ICICI-001		1,83,900.00
Total for Bank		2,88,900.00
Other current assets		
Inventory Asset		1,05,375.00
Prepaid Expenses		37,500.00
Total for Other current assets		1,42,875.00
Total for Current Assets		4,06,775.00
Other Assets		
petty cash deposit		-50,000.00

4. Advantage and Dis advantage

Advantages:

1. Accounts maintained easily.
2. Time saving.
3. It is an easy way to create sales, purchase order, bill and invoices.

Disadvantages:

1. We cannot see the customers and to talk over the customers.

5. Applications:

ZOHO Books link: books.zoho.com

6. Conclusion:

1. First we open the link and we create the organization name.
2. The zoho books page opened, First we create the items.
3. Then, Sales creation and purchase creation.
4. Now to create vendors, purchase order, bills and invoices, customers, adding bank account, new accounts and ledger, journal entries, recording banking transactions.
5. To see the reports what we can create and record.

7. Future scope:

1. Group scope provided complete access to all functions the user can perform on the record.

2.For instance,a group scope can allow a user to read ,create,update and delete records in all modules.

3.The user has access to all modules in the client ZohoCRM account.

8.Appendix:

A.Source code:

1.Empathy map and Brainstorm link:

<https://github.com/mtu121ucca006/Preparation-and-maintenance-of-ZOHO-BOOKS-for-freash-bites-catering>

2.Zoho book link:

[Books.zoho.com](https://books.zoho.com)