

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

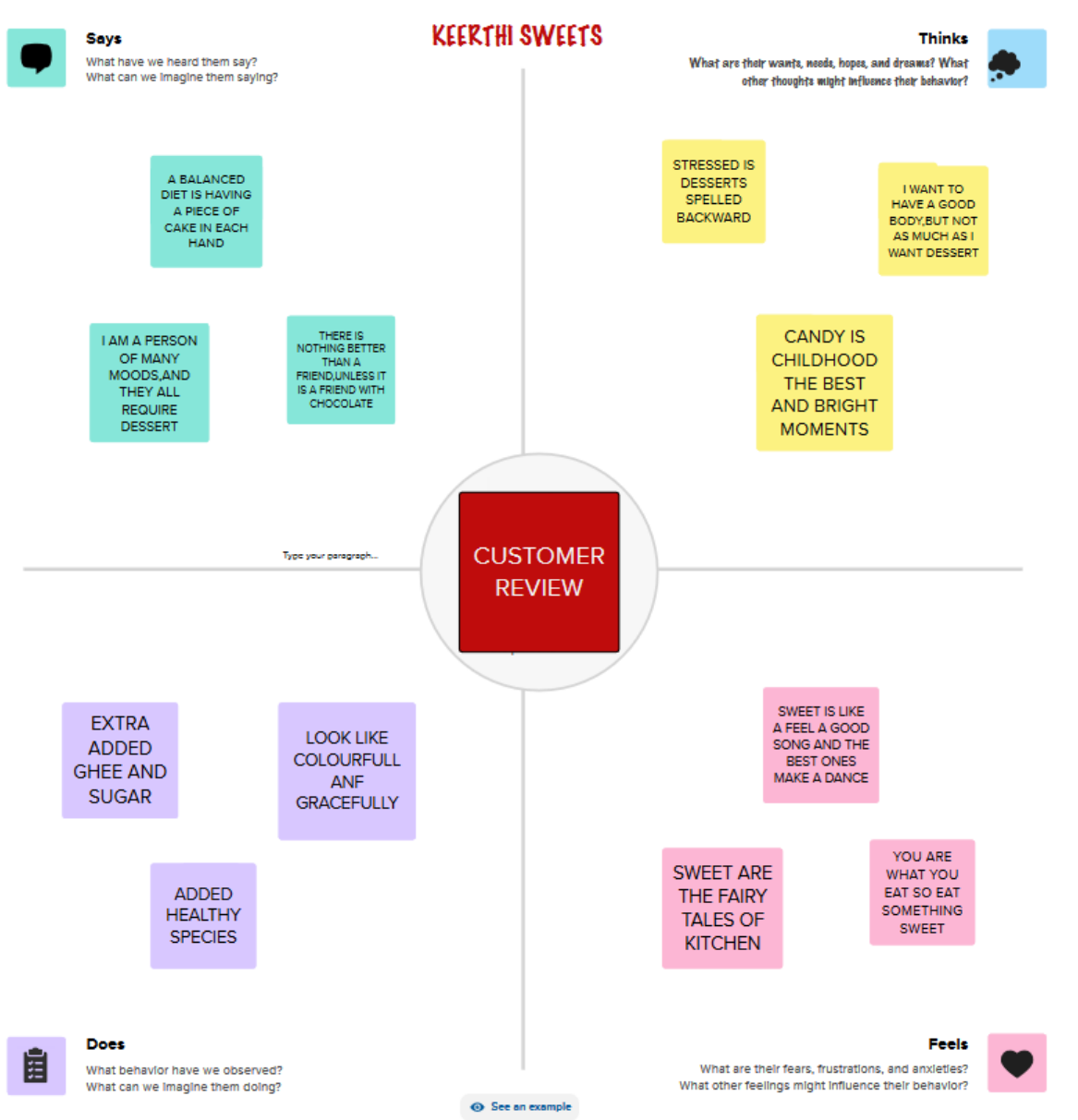
1.Accounts maintained easily.

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

The screenshot shows a Zoho Books interface with a Balance Sheet report for 'This Year'. The report is categorized into Assets, Liabilities, and Equities. The Assets section includes Bank, Other current assets, and Fixed Assets. The Liabilities & Equities section includes Current Liabilities and Equities. The total for Assets is 3,03,850.00, and the total for Liabilities & Equities is also 3,03,850.00.

ACCOUNT	TOTAL
Bank	
ICICI Bank-001	1,07,500.00
Total for Bank	1,07,500.00
Accounts Receivable	1,00,000.00
Other current assets	
Prepaid Expenses	37,500.00
Total for Other current assets	37,500.00
Total for Current Assets	2,98,850.00
Fixed Assets	
Furniture and Equipment	0.00
Micellaneous Expenses	5,000.00
Total for Furniture and Equipment	5,000.00
Total for Fixed Assets	5,000.00
Total for Assets	3,03,850.00
Liabilities & Equities	
Liabilities	
Current Liabilities	
Unearned Revenue	1,05,000.00
Total for Current Liabilities	1,05,000.00
Total for Liabilities	1,05,000.00
Equities	
Capital Stock	1,00,000.00
Current Year Earnings	98,850.00
Total for Equities	1,98,850.00
Total for Liabilities & Equities	3,03,850.00

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Capital Stock	1,00,000.00
Current Year Earnings	98,850.00
Total for Equities	1,98,850.00
Total for Liabilities & Equities	3,03,850.00

4. Advantage and Dis advantage

Advantages:

- 1,Accounts maintained easily.
- 2.Time saving.
- 3.It is an eeasy 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 wht we can created and recorded.**

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/mtu121ucca020/-Preparation-And-Maintenance-Of-ZOHO-Books-For-Fresh-Bites-Catering/upload/main>

2.Zoho book link:

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