

# Project Report

## 1.Introduction:

### 1.1Overview

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

### 1.2Purpose

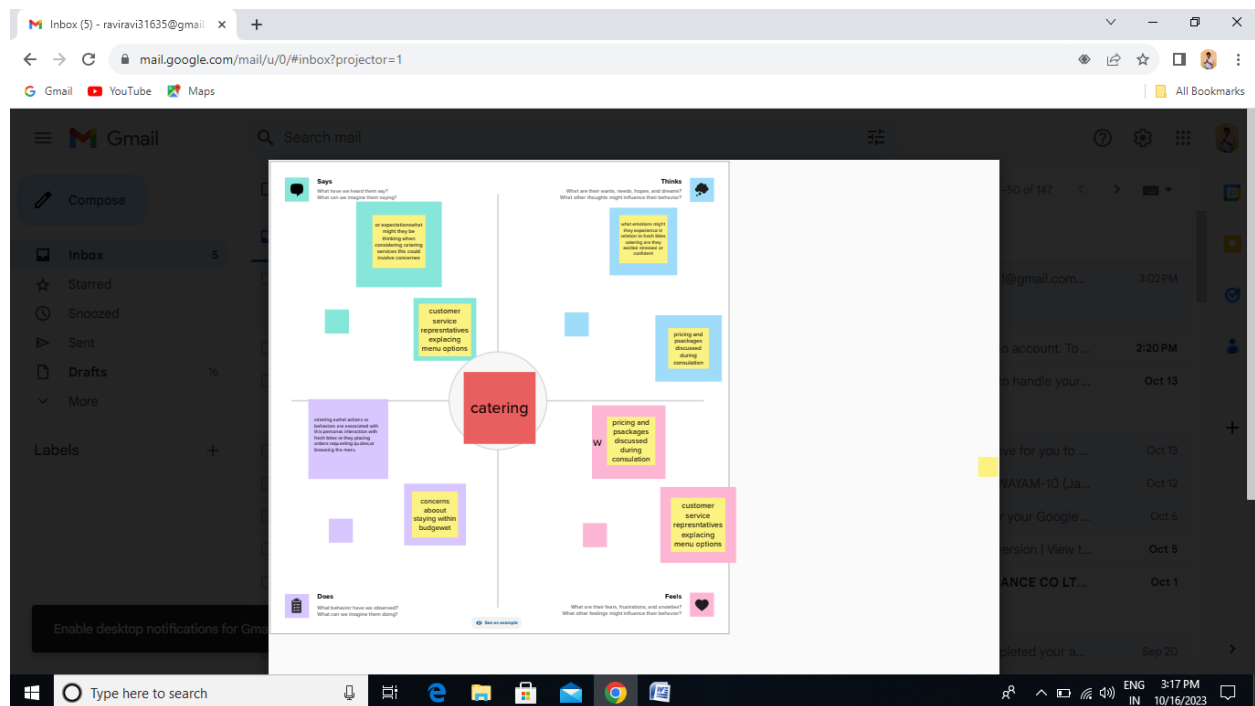
1.Accounts maintained easily

2.Time saving

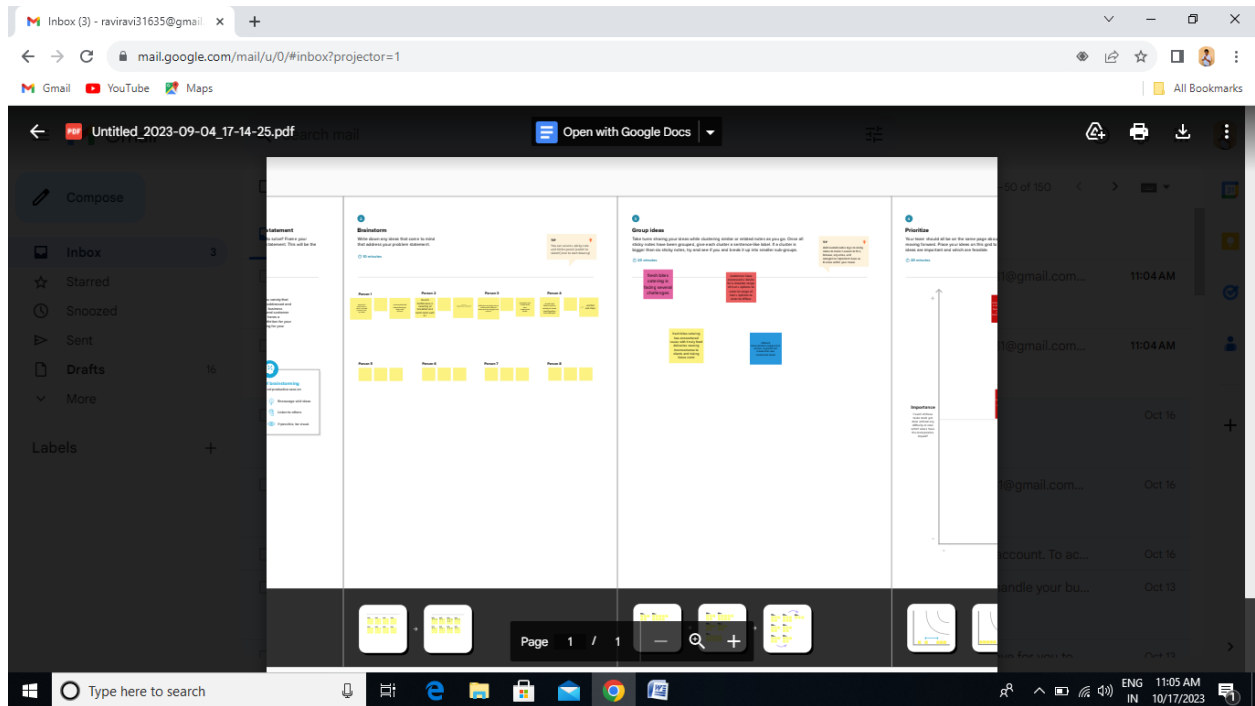
3.It is an easy way to create sales,purchase order,bills and invoices

## 2.Problem definition and design thinking:

### 2.1Empathy map



## 2.2 Idea and brainstorming map



## 3. Result

In the result, I can find out profit and loss and Balance sheet

### PROFIT AND LOSS OUTPUT

The screenshot shows a Gmail interface with a PDF document titled "profit\_and\_loss.pdf" open. The PDF content is a Profit and Loss statement for "KEERTHI SWEETS". The statement is for the period from 01/04/2023 to 31/03/2024, based on the Accrual basis. The table shows various accounts and their totals, including Operating Income, Cost of Goods Sold, Operating Expense, and Operating Profit.

Account	Total
<b>Operating Income</b>	
Sales	2,25,000.00
<b>Total for Operating Income</b>	<b>2,25,000.00</b>
<b>Cost of Goods Sold</b>	
Cost of Goods Sold	2,26,600.00
<b>Total for Cost of Goods Sold</b>	<b>2,26,600.00</b>
<b>Gross Profit</b>	<b>-1,600.00</b>
<b>Operating Expense</b>	
Advertising And Marketing	10,000.00
<b>Total for Operating Expense</b>	<b>10,000.00</b>
<b>Operating Profit</b>	<b>-11,600.00</b>
<b>Non Operating Income</b>	
<b>Total for Non Operating Income</b>	<b>0.00</b>
<b>Non Operating Expense</b>	

## BALANCE SHEET

Open with Google Docs

**KEERTHI SWEETS**  
Balance Sheet  
Basis: Accrual  
As of 31/03/2024

Account	Total
<b>Assets</b>	
<b>Current Assets</b>	
<b>Cash</b>	
Petty Cash	2,25,600.00
<b>Total for Cash</b>	<b>2,25,600.00</b>
<b>Bank</b>	
ICICIBank001	1,78,500.00
<b>Total for Bank</b>	<b>1,78,500.00</b>
<b>Other current assets</b>	
Prepaid Expenses	15,900.00
Input Tax Credits	0.00
Input CGST	5,325.00
Input SGST	5,325.00
<b>Total for Input Tax Credits</b>	<b>10,650.00</b>

Page 1 / 2

#### 4. Advantage and Disadvantage

##### Advantage:

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

##### Disadvantage:

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

#### 5.Application:

ZOHO Books link: [books.zoho.com](https://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.The, sales creation and purchase creation.

4.Now to create vendors,purchase order ,bills and invoices,customers,adding bank account,new account and legdger,journal entries,recording banking transactions.

5.To see the reports what 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,updateand delete records in all modules

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

8.Appendix

Computer data

