

# 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

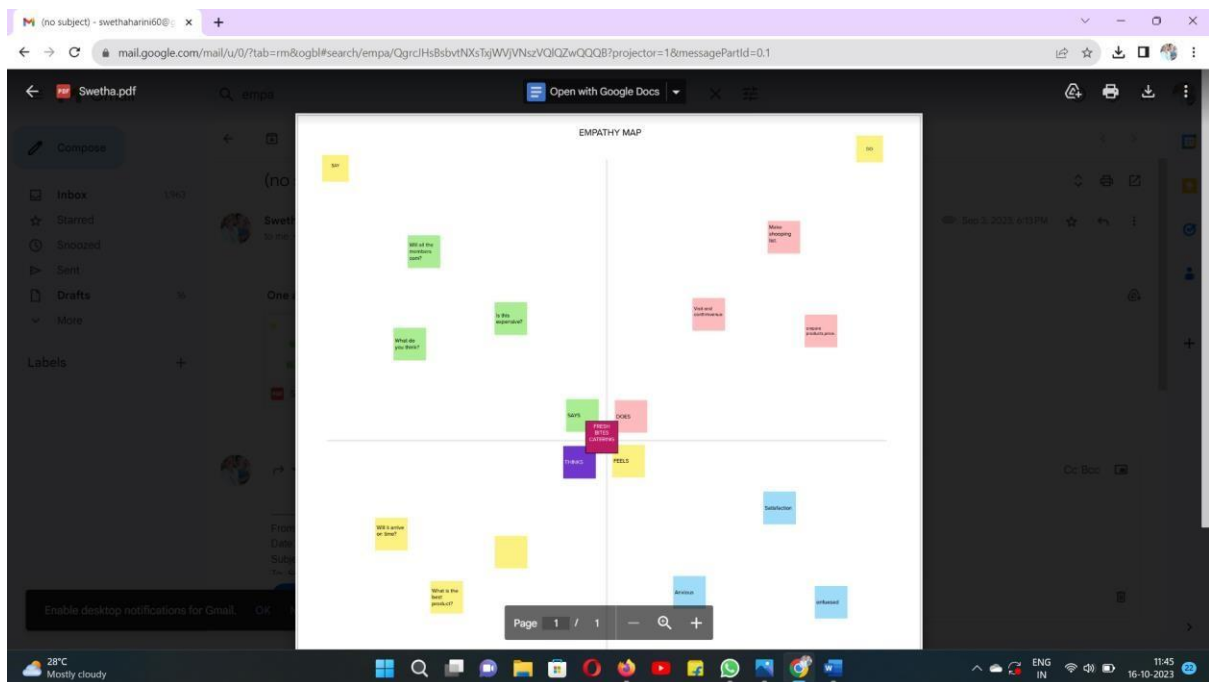
1.Accounts maintained easily.

2.Time saving.

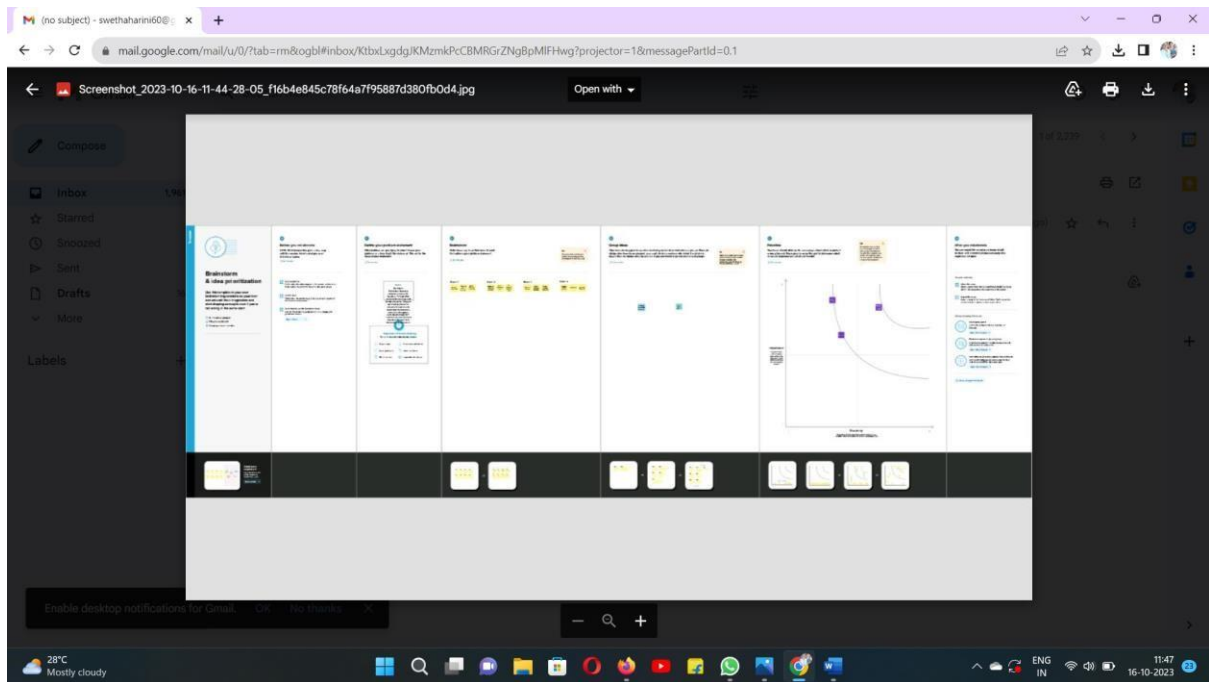
3.It is an easy way to create sales,purchase order,bills and invoices.

## 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

profit\_and\_loss (1).pdf

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keerthi sweets  
Profit and Loss  
Basis: Accrual  
From 01/04/2023 To 31/03/2024

Account	Total
<b>Operating Income</b>	
Total for Operating Income	0.00
<b>Cost of Goods Sold</b>	
Cost of Goods Sold	5,500.00
Total for Cost of Goods Sold	5,500.00
<b>Gross Profit</b>	-5,500.00
<b>Operating Expense</b>	
Advertising And Marketing	10,000.00
Rent Expense	23,600.00
Salaries and Employee Wages	50,000.00
Total for Operating Expense	83,600.00
<b>Operating Profit</b>	-89,100.00
<b>Non Operating Income</b>	
Total for Non Operating Income	0.00
<b>Non Operating Expense</b>	
Total for Non Operating Expense	0.00

#### BALANCE SHEET

balance\_sheet.pdf

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More actions

Skip passwords for a safe sign-in  
Sign in to your Google Account with just your fingerprint or face scan  
Not now Let's go

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Account Total

Assets

Current Assets

Cash

Petty Cash -35,000.00

Total for Cash -35,000.00

Bank

ICICI BANK 001 1,83,900.00

Total for Bank 1,83,900.00

Other current assets

Prepaid Expenses 37,500.00

Total for Other current assets 37,500.00

Total for Current Assets 1,86,400.00

Other Assets

CASH WITHDRAWAL FOR PETTY CASH 10,000.00

PETTY CASH DEPOSIT -50,000.00

SALARY PAYABLE -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 talk over the customers.

#### 5. Applications:

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. 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 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/swetha2363/preparationandmaintanenceofZOHBooksforfreshbitescaterings>

#### **2.Zoho book link:**

**Books.zoho.com**