

PROJECT REPORT

1.INTRODUCTION:

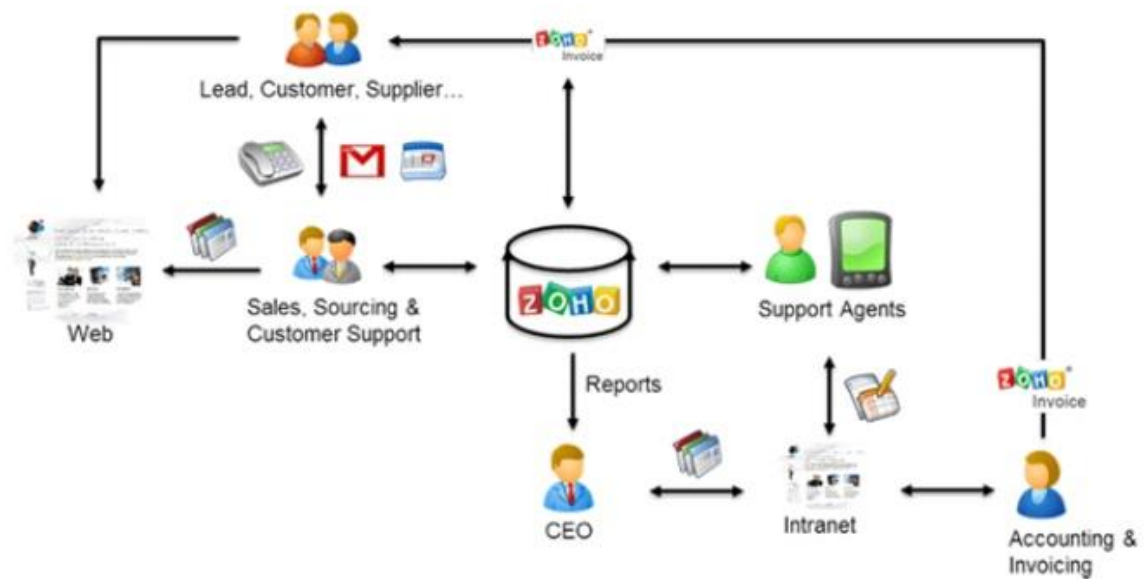
1.1 Over view

ZOHO BOOKS is your one platform for managing your accounting tasks and organizing your transaction.

2.1 Purpose:

ZOHO Books is a single secure location to keep up with your company 's bills and invoice, reconciles your bank statement and GST related worries of fresh bites catering.

Preparation and maintenance of ZOHO books for fresh bites catering



0.2 Problem Definition& Design Thinking

2.1EMPATHY MAP

03.Result:

a)Items creation:

Here the items created by fresh bites catering for the supply of services,

Active Items ▼

+ New

...

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	NAME	DESCRIPTION	RATE	HSN/SAC	USAGE UNIT	
<input type="checkbox"/>	Catering supplies		0		kg	
<input type="checkbox"/>	Bevarage		0		kg	
<input type="checkbox"/>	Food ingredients		0		kg	
<input type="checkbox"/>	Buffet catering		₹500.00		plate	
<input type="checkbox"/>	Wedding catering		₹400.00		plate	
<input type="checkbox"/>	Corporate Catering		₹300.00		plate	

b)purchase order creation:

All Purchase Orders ▼									+ New	...	?
	DATE	PURCHASE...	REFERENC...	VENDOR N...	STATUS	BILLED STA...	AMOUNT	EXPECTE...			
<input type="checkbox"/>	05/04/2023	PO-00001		Whole Foods Market	ISSUED		₹1,00,000.00				
<input type="checkbox"/>	05/04/2023	PO-00002		Drink Delight Bevarages	ISSUED		₹50,000.00				
<input type="checkbox"/>	05/04/2023	PO-00003		Mega Store Supplies	ISSUED		₹60,000.00				

C)sales order creation;

All Sales Orders

+ New

...

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CUSTOMER NAME	STATUS	INVOICED	PAYMENT	AMOUNT
Iyyer event planners	CLOSED	<div></div>	<div></div>	₹2,50,000.00
Raj Kamal Wedding planners	CLOSED	<div></div>	<div></div>	₹4,00,000.00
Techwish Solution Pvt.Ltd	CLOSED	<div></div>	<div></div>	₹1,50,000.00

Here the output of sales order created by,fresh bites catering,

d)profit and loss account

Bavina	
Profit and Loss	
Basis: Accrual	
From 01/04/2023 To 31/03/2024	
+ Add Temporary Note	
ACCOUNT	TOTAL
Operating Income	
Sales	10,00,000.00
Total for Operating Income	10,00,000.00
Cost of Goods Sold	
Cost of Goods Sold	2,10,000.00
Total for Cost of Goods Sold	2,10,000.00
Gross Profit	7,90,000.00
Operating Expense	
Other Expenses	5,000.00
Rent Expense	50,000.00
Salaries and Employee Wages	2,00,000.00
Total for Operating Expense	2,55,000.00
Operating Profit	5,35,000.00
Non Operating Income	
Total for Non Operating Income	0.00
Non Operating Expense	
Total for Non Operating Expense	0.00
Net Profit/Loss	5,35,000.00

Profit and loss account of fresh bites catering is given below,

e)Balance sheet:

Balance sheet of fresh bites catering is given below:

Bavina
Balance Sheet

Basis: Accrual

As of 18/10/2023

[+ Add Temporary Note](#)

[Collapse all](#) [Expand All](#)

ACCOUNT	TOTAL
Assets	
Current Assets	
Cash	
Petty Cash	9,10,500.00
Total for Cash	9,10,500.00
Other current assets	
ICICI Bank	-49,000.00
Prepaid Expenses	4,76,500.00
● Input Tax Credits	0.00
Input CGST	6,000.00
Input SGST	6,000.00
Total for Input Tax Credits	12,000.00
Total for Other current assets	4,39,500.00
Total for Current Assets	13,50,000.00
Total for Assets	13,50,000.00
Liabilities & Equities	
Liabilities	
Current Liabilities	
Unearned Revenue	6,82,500.00
● GST Payable	0.00
Output CGST	16,250.00
Output SGST	16,250.00
Total for GST Payable	32,500.00
Total for Current Liabilities	7,15,000.00
Total for Liabilities	7,15,000.00
Equities	
Capital Stock	1,00,000.00
Current Year Earnings	5,35,000.00
Total for Equities	6,35,000.00
Total for Liabilities & Equities	13,50,000.00

f)GST summary:

Tax(GST)summary for the year for fresh bites catering is given below,

GSTR-3B Summary

From 01/04/2023 To 31/03/2024

3.1 Details of Outward Supplies and inward supplies liable to reverse charge

Nature of Supply	Taxable Value	Integrated Tax	Central Tax	State/UT Tax	CESS Tax
1	2	3	4	5	6
(a) Outward taxable supplies (other than zero rated, nil rated and exempted)	₹6,50,000.00	₹0.00	₹16,250.00	₹16,250.00	₹0.00
(b) Outward taxable supplies (zero rated)	₹0.00	₹0.00			₹0.00
(c) Other outward supplies (Nil rated, exempted)	₹0.00				
(d) Inward supplies (liable to reverse charge)	₹0.00	₹0.00	₹0.00	₹0.00	₹0.00
(e) Non-GST outward supplies	₹0.00				
Total value	₹6,50,000.00	₹0.00	₹16,250.00	₹16,250.00	₹0.00

3.1.1 Details of supplies notified under sub-section (5) of section 9 of the Central Goods and Services Tax Act

04)Advantage& Disadvantages:

Advantage:

They can generate professional invoice for clients and track expenses related to ingredients and supplies with proper and accurate financial results .

Disadvantages :

While zoho books has excellent accounting feature and with some drawbacks,

Multiple subscriptions for multiple business fewer integration compared to other competitors.

05)Application:

* **Fresh bites catering** service utilities zoho books to manage their sales ,tracking inventory and invoicing in financial accounts.

06)conclusion:

To conclude that zoho books is very useful for creating profit and loss account and balance sheet and other expenses account Of companies with technical features of accounting terms.

07) Future scope:

Customers need more convenient facilities in catering services while maintaining zoho books of accounts like providing with export and import orders,credit vendors with billand invoices for achieving future goals and objectives of fresh bites catering.

09)Appendix:

Source code: computer data.

Empathy map and Brainstorming map link:

<https://github.com/mtu121ucom008preparationand-maintenance-of-ZOHO-BOOKS-for-fresh-bites-catering/commit/3dd4e83068ae141bc8bfcbcfaca9069118da8a39>

ZOHO Books:

Books.zoho.com