PROGRAM NO:1
TOPIC: Creation of a Company in a Tally
Aim: TO Hally Create a Company with relevent detents wing
ALGORITHM:
Step 1: Open Tally ERP 9
Step 2: Tally home Paye will be display press. Alt+f, The menu will appear.
Step 3: go to the fill option and Select Create Company option.
Step 4: Enter the details such as name address shaking, Ermal, phone no, state, currently, symbel, maintain ac financial year and other related details of enter key.
pressing Sep 5: Save the Company after creating by Chil+A
Step 6: Press Esc key to Qued, from the proces) Company Creation program after saving it.
SKP 7: from ger way of telly brus Alt + f Seleed dusplay Company um be and displayed the Creare & Company
INFERENCE:
The Company has been creand suleenhdly in Tally

## Topic: Creating and displaying ledger Aim: To Create report and Create ledger with rebount ALGORITHM: Step 1: Open Tally ERP 9 program Step 2: press Ant F₃ to Creak create a Company by seletam Company Option. SxP 3: Enky the Company detoull and Save the Creand Company Step 4: press Esc key the gotwry of tally will be displayed and select go to accounts into. Steps: fill the option, and details save the whun ledger 15. Couled Sither by pressing "Senb+)" on by displayed SHP6: After enking the deteuls. IS save the led you which called either by pressing "ends" or by chit A SHP 7: After Saviny go back to gativy, of tally and Select ledger the enky delens will be displayed skpq: press Esc key after creating and savem te ledger **INFERENCE:** The ledger which releaund ak delaus from bie Suasewing in Kelly

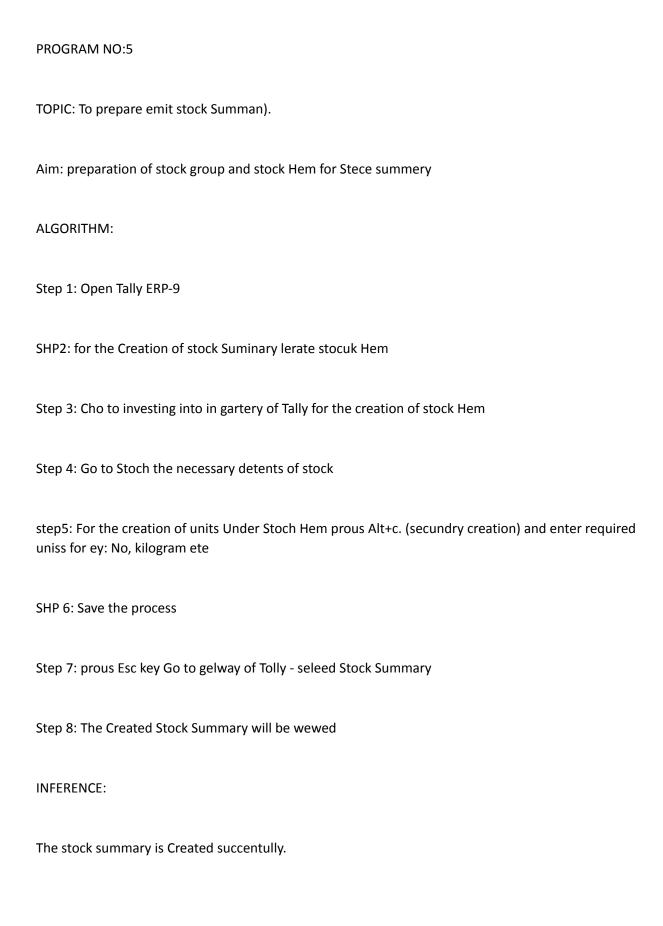
PROVIRAM NO:2

PROGRAM NO:3
TOPIC: Creasing a voucher
Alm: Create ◆ voucher and view it.
ALGORITHM:
Step 1: Open Tally ERP-9
Step 2: Press Alt F3 for creeding Company.
Step 3: Press Esc key Carteraf of Tally voucher Creation from accounting voel her
Step 4: for the voucher press to (RUN)
Step 5: Create the ledger for the voucher. Creating by Secondary Creation which its
Step 6: For Secundary Creation press Alt + C and Save the Secondary ledger.
Step 7: After Preparing the vouches with Particular deteuli, like name under which cleant Save by pressing Ctrl+A
Step 8: The voucher Created will be cdisplayed
e
INFERENCE:
The alcanting voucher cull outes! doteres Created successtoly using Tally ERP-9.

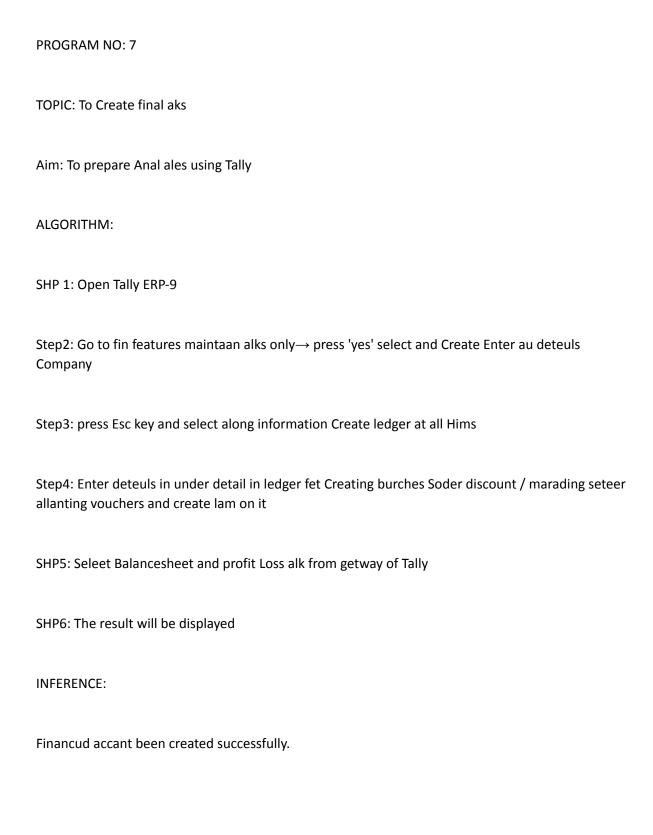
## TOPIC: Alldation and deletion of voucher Aim To Alet voucher and deletion process ALGORITHM: Step1: Open Tally ERP-9 Step 2: Press Esc key to go the gorway of Tally Step 3: Select Aiter option from Jetway of Tally SHP 4: Seled the required voucha which is to be modified SKP 5: Save the altered voucher. Step 6: for deleting the voucher pres AH + D. the Seluted voucher will be deleна Step 7: Save the Changes when is mode INFERENCE:

The Voucher alternation and delection.

PROCURANT NO:4



PROGRAM NO:6
TOPIC: To Prepare Croodown and
Aim: To create a goodown and u's alkernation
ALCIORITHAT:
SHP 1: Open Tally ERP-9
Step 2: go to the Fil feature and Press F₂
Step 3:
A box details will be displayed in that maintam multiple goodown option make is "yes" and Save H
SHP 4: Press Esc key go to gakway of Tally in that cuck inventory info
Step 5: From the inventory into goodown opten $\rightarrow$ Create by Secondary Creation and save 4.
SHP 6: Create goodown under single /multiple and Save it
Step 7: Close after sowing and go to alter option and alter the reajurred goodown.
Step 8: Save the altred goodown by Cliening Ichika
INFERENCE:
goodown created and ackred successfully.



PROGRAM NO:8
TOPIC:
To Create Banks Recanolie-ten Stearment
Aim: 10 Creak a Banka Recopalation Steemit and view
ALGORITHM:
Step 1: open the bane ledger (in care te bann ledger is not opened) by creating a bank ledger of use the Opher ALKY the ledger" (if bank ledge is alrendy creant in Tally)
Step 2: Under bamany configuration, s set 'yes' to use this Seature of Auto bank reconcilation in Tally ERPA
Step 3: Select the relevant bank from the "List of Bones"
Step 4: After Selecting the bank from the list of Banks, in the next dualogue box, sed 'yes' to 'Activate Auto Reconciliation
Step 5: Acupt the Change by selecting 'yes' in the next Screen Person.
Step 6: Go to "hakway of Tolly Banikiny - Bank Reconulation
Step 7: Select the required bank what h
SHP 10 TO change the file type", yo can prus
"Ba les pau for the to select 10 bank appropran "file type" Steckmint to be imported.
Step1
: Once the recociliation happens a'sous!!!
notification will be displayed with details like to tell Entries in Bank Statement", number of entries reconciled and Additional bank lutnes'
Step 12:
press any key and the Bank Reunalution statement will imported bank stalkment detaus wul appear.
INFERENCE:
As per the above algorithm the 15 done successfully. Program

PROVIRAMI NO-9
TOPIC: Create a Advunting and Inventory informachen's.
Aim: To Createa Accounting and Inverity intimating and view it
ALGORITHIM:
Step 1: Go to GATEWAY of Tally Inventory into
STP 2:
Select Statutory into
Step 3:
Inventory into menu is display in the gateway of tally , if you select type of company as maintain accounts with inventory in the company creation screen
INFERENCE:
As per the above algorithm the program is done successfully.

## PROGRAM NO10 Topic: Create a Bill wise statements. Aim: To Create a Bill wise stentements and view it. ALGORITHM: SHP 1: to Set maintain Bill wise details to in fill: Acounting features window Yes Step 2: To create a party (Leadger Alc) undre Sundry Debters / Sundry Creditors group Skp 3: To Sed maintain balance bill by bill to yes for the parties during ledges Creation. Step 4: from chanway of Tally > Accountly vochas Balls (f8) os purchase (fa) aurdingly and enter the transaction by speculging a bill rekrince No. along with due dukes for the amount to be reemed at paid in the bill Allocations for the screen (we can avo break up the amoul in to duftrenind que dates) **INFERENCE:**

As per the above algesithon the preypum

13 done sucesshelly.