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New BRS

Navigation

Path: KITAAB homepage > Record-Keeping > Bank Reconciliation Statement

Background :

Every transaction in the **Ledger** is compared with the transactions in the **Bank Statement** to confirm if they match or not and vice-versa.

Objective:

The objective of a bank reconciliation statement is to Identify the

1. **Payments and receipts** that are not recorded in Ledger.
2. **Payments and receipts** that are not found in the Bank Statement.

Problem Statement for BRS

Problem Statement:

If a BRS is absent, it can lead to significant financial inconsistencies. Handling this process manually is time-consuming and raises the likelihood of unnoticed errors occurring.

Prerequisites :

We are dividing the reconciliation process first into 2 parts:

parts 1 (gathering data and reconciling) & part 2 (rectifying the errors if any)

Part 1 has 2 steps -

Step 1: First we need to **gather the required information** to start the reconciliation process.

Step 2: Reconciliation of the data based on the **logic** and display the **Status**.

For Step 1 we will need the following data :

1. For Step 1 we will need the following data:

- a. **List of all ledgers** under the group - Bank accounts and Bank OD A/c. [this data will be fetched from our DB]
- b. **List of all the transactions** under those 2 ledger groups. [this data will be fetched from our DB]
- c. **Bank statement data** - [this data will be uploaded by the user manually - as we cannot access the bank data directly]
- d. **Ledger Statement data** - [this data will be fetched from our DB]

1. List of Ledgers

Landing Screen :

This screen will be the Landing screen for the BRS module.

Navigation:

KITAAB homepage > Record-Keeping > Bank Reconciliation Statement

The screenshot shows the Kitaab software interface. On the left, there is a sidebar with various menu items under 'Record Keeping'. The 'Bank Reconciliation' tab is selected. To its right is a main panel titled 'Record Keeping' with four buttons: 'Bank Reconciliation' (selected), 'Credit Reconciliation', 'Bulk Entries', and 'Missing Records'. A large arrow points from the 'Record Keeping' section towards a detailed ledger list on the right. The ledger list has columns for 'Ledger Name', 'Bank', 'Account No.', and 'Last Recorded'. The data in the ledger list is as follows:

Ledger Name	Bank	Account No.	Last Recorded
Cash & Expenses Price	State Bank Of Patiala	SBH02409143017	12/10/2023
Wireless And Cables	State Bank Of Patiala	SBH02409143017	12/10/2023
Lotus Wireless Monitors	State Bank Of Patiala	SBH02409143017	12/10/2023
Cash & Expenses Price	State Bank Of Patiala	SBH02409143017	12/10/2023
Lotus Wireless Monitors	State Bank Of Patiala	SBH02409143017	12/10/2023
Bank Expenses	State Bank Of Patiala	SBH02409143017	12/10/2023
Cash & Expenses Price	State Bank Of Patiala	SBH02409143017	12/10/2023
Lotus Wireless Monitors	State Bank Of Patiala	SBH02409143017	12/10/2023
Bank Expenses	State Bank Of Patiala	SBH02409143017	12/10/2023

Components for List of Ledgers

Components Required for this screen are :

Ledger Name	Bank	Account No.
Cash & Expenses Price	State Bank Of Patiala	SBIN82469143017
Wireless And Cables	State Bank Of Patiala	SBIN82469143017
Lotus Wireless Monitors	State Bank Of Patiala	SBIN82469143017
Cash & Expenses Price	State Bank Of Patiala	SBIN82469143017
Lotus Wireless Monitors	State Bank Of Patiala	SBIN82469143017
Bank Expenses	State Bank Of Patiala	SBIN82469143017
Cash & Expenses Price	State Bank Of Patiala	SBIN82469143017
Lotus Wireless Monitors	State Bank Of Patiala	SBIN82469143017
Bank Expenses	State Bank Of Patiala	SBIN82469143017

Items	Requirements	Type	Example	Data to be fetched
Table heading	The heading of the table should be added as [List of ledgers].			
Table columns	The Columns for this tables are mentioned below			This data will be fetched from the ledgers module where the “under group” field is Bank account and Bank OD A/c.
	Ledger Name	Text	HDFC Bank	The name of the Ledgers under the above mentioned groups.
	Bank Name	text	HDFC	The name of the bank for that respective ledger; from the banking details section.

	Account number	Number	501022 778899	The Account number is associated with the ledger from the banking details section.
Page notation	Add the page notations as per Kitab.			

2. Bank Reconciliation Statement

This is the Screen where the reconciliation will be done for the selected ledger.

Navigation:

KITAAB homepage > Record-Keeping > Bank Reconciliation Statement > List of ledgers > **clicks on any ledger [row]**

The screenshot illustrates the navigation process between two KITAAB application screens. On the left, the 'Landing Screen : List of ledgers' shows a table of ledger entries. One specific row, for 'Cash & Expenses Price' under 'State Bank Of Patiala' with account number 68862469140017, is highlighted with a red border and has a black arrow pointing to the right. This arrow points to the 'BRS for <<selected ledger>>' screen on the right. The right-hand screen is titled 'BRS for <<selected ledger>>' and displays the 'Cash & Expenses Price' ledger details. It includes fields for 'Search', 'From Date', 'To Date', and 'Reconcile Now'. Below these fields is a table titled 'Bank Statement' with columns: DATE, PARTICULARS, NARRATION, WITHDRAWAL, DEPOSIT, and STATUS. The table lists five transactions from 12/10/2023 to 17/10/2023, all marked as 'Matched'.

DATE	PARTICULARS	NARRATION	WITHDRAWAL	DEPOSIT	STATUS
12/10/2023	By Transfer-NEFT BARBORONGA/BAR8R02211830389 NavTEK	Transfer From 318967...	12,09,000	12,09,000	Matched
06/10/2023	By Transfer-NEFT LOTUSWIRE/SAR8R02211830389 NavTEK	Transfer From 318967...	12,09,000	12,09,000	Matched
23/10/2023	By Transfer-NEFT HIDEAWAY/BAR8R02211830389 NavTEK	Transfer From 318967...	12,09,000	12,09,000	Matched
15/10/2023	By Transfer-NEFT BARBORONGA/BAR8R02211830389 NavTEK	Transfer From 318967...	12,09,000	12,09,000	Matched
17/10/2023	By Transfer-NEFT BARBORONGA/BAR8R02211830389 NavTEK	Transfer From 318967...	12,09,000	12,09,000	Matched

Components For BRS

These are the components required for the BRS.

See the SS for reference.

The screenshot shows the Kitaab software interface for managing bank statements. At the top, there are dropdown menus for 'Lotus Wireless Technol...' and 'Head Office'. A search bar and various icons are also present. The main area is titled 'Cash & Expenses Price' and displays the following components:

- Ledger Name (3)**: A text input field containing 'Cash & Expenses Price'.
- Bank (4)**: A dropdown menu showing 'State Bank of Patiala'.
- Account Number (5)**: A text input field containing '87301038108'.
- Reconcile Now (6)**: A blue button with a gear icon.
- From Date (1)** and **To Date (2)**: Input fields for date ranges.
- Bank Statement**, **Ledger Statement**, and **Reconciliation Statement**: Navigation tabs.
- Search (7)**: An input field with a magnifying glass icon.
- Status (8)**: A dropdown menu.
- Upload Bank Statement**: A button with an arrow icon.
- Table of Transactions**:

DATE	PARTICULARS	NARRATION	WITHDRAWAL	DEPOSIT	STATUS
12/10/2023	By Transfer-NEFT*BARBORKNGA*BARBR22213836385*NAVTEK	Transfer From 3199967...	12,09,098	12,09,098	Matched
05/10/2023	By Transfer-NEFT*LOTUSWIRE*BARBR22213836385*NAVTEK	Transfer From 3199967...	12,09,098	12,09,098	Matched
22/10/2022	By Transfer-NEFT*BARBORKNGA*UW92740743018*NAVTEK	Transfer From 3199967...	12,09,098	12,09,098	Matched

Sn o	Fields	Functionality	Data to be fetched
1	From date	<ul style="list-style-type: none"> These are the input boxes to add Date. It will follow the standard format of selecting/entering the date for Kitaab. 	
2	To date	<ul style="list-style-type: none"> The format to be displayed will be DD/MM/YYYY. The default date set should be the Current date. 	
3	Ledger Name	<ul style="list-style-type: none"> This is a read-only text box. The data in the field will be auto-populated. 	The “ ledger name ” selected from the list of ledgers from the previous screen.
4	Bank Name		The “ bank name ” for the ledger_ID above
5	Account number		The “ Account number ” for the ledger_ID above
6	Reconcile Now	<ul style="list-style-type: none"> This is a button that enables manual reconciliation. When Clicked will display a loader screen (see SS below) showing the loading progress. 	<p style="text-align: center;"> 20/100 </p>

7	Search Bar	A search bar, allowing users to search for specific information within the displayed data of the currently open section. [bank stament/ledger statement/reconciliation statement]	
8	Status	<ul style="list-style-type: none"> • This dropdown, that enables users to filter data based on the specified status which are : <ol style="list-style-type: none"> 1. All 2. Matched 3. Probable Matched 4. Missing in Books 5. Missing in Bank • All will be the default option - which displays all the statuses in the table. • Matched = when selected; will filter the data and display all the transactions that have the status "matched" for the bank/ledger statement. • And the same logic applies to rest of the statuses. 	These statuses will be fetched from the Status column from the Data table.

3. Bank Statement

The Bank Statement is the Section where all the transactions for the Bank are displayed.

Navigation:

From the Bank reconciliation statement screen >> the user selects the Bank Statement option

The screenshot shows the 'Cash & Expenses Price' screen. At the top, there are 'From Date' and 'To Date' input fields. Below them, the 'Ledger Name' is set to 'Cash & Expenses Price', the 'Bank' is 'State Bank of Patiala', the 'Account Number' is '87301038108', and the 'Last Reconciled' date is '12/10/2023'. A 'Reconcile Now' button is also present. Below these fields, there are three tabs: 'Bank Statement' (which is highlighted with a red border), 'Ledger Statement', and 'Reconciliation Statement'. Underneath the tabs is a search bar with a magnifying glass icon and a dropdown menu labeled 'Status'. To the right of the search bar is a 'Upload Bank Statement' button. The main area displays a data table with columns: DATE, PARTICULARS, NARRATION, WITHDRAWAL, DEPOSIT, and STATUS. The data table contains five rows of transaction history, all of which are marked as 'Matched'.

DATE	PARTICULARS	NARRATION	WITHDRAWAL	DEPOSIT	STATUS
12/10/2023	By Transfer-NEFT*BARBORKNGA*BARBR22213836385*NAVTEK	Transfer From 3199967...	12,09,098	12,09,098	Matched
05/10/2023	By Transfer-NEFT*LOTUSWIRE*BARBR22213836385*NAVTEK	Transfer From 3199967...	12,09,098	12,09,098	Matched
22/10/2022	By Transfer-NEFT*BARBORKNGA*UW92740743018*NAVTEK	Transfer From 3199967...	12,09,098	12,09,098	Matched
15/10/2023	By Transfer-NEFT*HIDEAWAY*BARBR22213836385*NAVTEK	Transfer From 3199967...	12,09,098	12,09,098	Matched

Field	Functionality	Data fetched	Data Stored
Bank Statement	This will be the default selected option on the BRS screen.		
Upload Bank Statement	<ul style="list-style-type: none">first the user will manually download the bank statement from the respective bank associated with this ledger.Then the user will upload that downloaded bank statement data from this button.This button should allow the user to select a file from their system.The format of the file should be either PDF.		<ul style="list-style-type: none">The system will store the uploaded bank statement file in the DB.
Bank Statement - Data table	This will be the data table displayed after fetching the data.	<ul style="list-style-type: none">The data for this section comes from the DB where the uploaded Bank statement is stored, then it's filtered for only the following columns :DateParticulars	

		<ul style="list-style-type: none"> • Narration • Withdrawal • Deposit 	
Status column	This columns will be display the status of the transaction when compared with the ledgers statement through the logic [explained later] and displayed.		

4. Ledger Statement

The Bank Statement is the Section where all the transactions for the Bank are displayed.

Navigation:

From the Bank reconciliation statement screen >> the user selects the Ledger Statement option

DATE	PARTICULARS	DEBIT	CREDIT	PAYMENT MODE	REFERENCE NO.	REFERENCE DATE	STATUS
12/10/2023	By Transfer-NEFT*B...	12,09,098	12,09,098	12,09,098	94710471037	12/10/2023	Matched
05/10/2023	By Transfer-NEFT*L...	12,09,098	12,09,098	12,09,098	94710471037	05/10/2023	Matched
22/10/2022	By Transfer-NEFT*B...	12,09,098	12,09,098	12,09,098	94710471037	22/10/2022	Matched
15/10/2023	By Transfer-NEFT*Hi...	12,09,098	12,09,098	12,09,098	94710471037	15/10/2023	Matched
17/10/2023	By Transfer-NEFT*B...	12,09,098	12,09,098	12,09,098	94710471037	17/10/2023	Matched

Ledger Statement - Data table

The data for this section comes from the **ledger statement for the “ledger_id” selected from the list of ledgers in the previous screen**:

All the “list of transaction” for the ledger should be presented here

Each transaction should be displayed in a row and sorted by date

Field	Data fetched
Date	Date of Transaction for the “voucher_id”
Particulars	From the “voucher_particulars” table Corresponding “Ledger” in the transaction should be fetched here (For Example: if amount type is debit for the Bank Ledger, then the ledger which has type “credit” should be fetched here)
Debit	If the type of amount for “ledger_id” under Bank (selected here) is “dr” then show in debit, else leave blank
Credit	If the type of amount for “ledger_id” under Bank (selected here) is “cr” then show in debit, else leave blank
Payment mode	To be fetched from “Bank_Allocations” (commonly found in “receipt” and “payment” vouchers)

	payment mode for the “voucher_id” (named as transaction_type)
Reference Number	reference number for the “voucher_id” (from Bank_allocations in Payment or receipt voucher)
Reference date	reference date for the “voucher_id” (from Bank_allocations in Payment or receipt voucher)
Status column	When the bank statement and ledger statement are reconciled (refer reconciliation script logic), status has to be obtained for every transaction in ledger statement. The same “status” has to be displayed here.

Note: Reference Screenshot for **Payment Mode**, **Reference Number**, and **Reference Date**

Bank Allocations

Bank Allocations for State Bank of In... Amount: 25000 Dr

Reference Name	<input type="text" value="Not Applicable"/>
Transaction Type	<input type="text" value="e-Fund Transfer"/>
Party Name	<input type="text" value="Select"/>
Amount	<input type="text"/>
Reference No.	<input type="text"/>
Reference Date	<input type="text"/>
Bank Account No.	<input type="text"/>
In Favour of	<input type="text"/>
IFSC Code	<input type="text"/>
Bank Name	<input type="text"/>
Swift Code	<input type="text"/>
Beneficiary Code	<input type="text"/>
Save Close	

Logic for Status

- There will be the following statuses to display in the Status column.:

1. MATCHED
2. PROBABLE MATCHED
3. MISSING IN BOOKS
4. MISSING IN BANK

- The table below outlines the specific fields that need to be aligned (both in the bank statement and the ledger statement) to determine a particular status in the order of priority.
- The **Matched** status will have some extra **cases**:
 - **Every field** mentioned in the following table should **match**.
 - If **only** the fields **TRN & Amount** match.
 - If the **TRN** is **missing**, but [**Amount, Date & Payee/Party name**] Match.
 - If the **TRN & Date** are **missing**, but [**Amount & Payee/Party name**] Match.
 - Even if a few things are missing but others match we will consider it as matched case.

Priority order	fields	Manual match	Matched	Probable Match	Missing in Books	Missing in Bank		
P1	TRN - Transaction Number	↔	✓	✗	✗	✗		
P2	Amount	Once the reconciliation process is completed and the user manually links specific transactions between the Bank and the books, this status is final.	✓	✓	If a transaction is absent from the ledgers but appears in the bank statement, we can identify it as missing in our records.	If a transaction is absent from the bank statement but appears in the ledger statement, we can identify it as missing in our records.		
P3	Date		✓	✓				
P4	Payee/Party name		✓	✗				
P5	Payment Mode		✓	✓				
DATA - Storing		It remains unchanged in the database, regardless of how many times the reconciliation process is performed subsequently.						
		The statuses will reflect immediate updates in the database each time the user reconciles the data, providing real-time changes. It's important to note that these statuses might change with each reconciliation and are not permanent; they are temporary and subject to modification.						

Reference Document for logic: BRS Logic.docx

Miro Reference:  A private Miro board

5. Reconciliation Statement: Summary

The Reconciliation Statement- Summary is the Section where the summary report for the reconciliation process is shown.

Navigation:

From the Bank reconciliation statement screen >> the user selects the reconciliation Statement option.

The screenshot shows a web-based banking application interface for HDFC Bank. At the top, there are fields for 'From Date' and 'To Date'. Below these are fields for 'Ledger Name' (HDFC Bank), 'Bank' (HDFC), 'Account Number' (501022778899), and 'Last Reconciled' (10-02-2023). A 'Reconcile now' button is also present. The main content area has tabs for 'Bank Statement', 'Ledger Statement', and 'Reconciliation Statement', with 'Reconciliation Statement' being the active tab and highlighted with a red border. On the left, a sidebar lists categories: 'Summary', 'Matched', 'Missing in Books', and 'Missing in Bank'. Under 'Summary', there are three rows: 'Balance as per Bank' (25,000), 'Balance as per Books' (25,000), and 'Difference' (25,000). Under 'Missing in Bank', a table titled 'Break - up of Difference Between Bank and Books' shows six rows: 'Payments Missing in Bank' (2,00,000), 'Receipts Missing in Books' (1,00,000), 'Payments Missing in Books' (5,00,000), 'Receipts Missing in Bank' (1,00,000), 'Difference to Opening Balance' (1,00,000), and 'Difference' (0). A note 'Difference : 25,000 Dr' is displayed next to the last row.

1. Let's divide this summary report into 2 blocks : [for the explanation - see the SS above]

- The **differences block** will show the totals of **Balance as per the bank** and **Balance as per the books** and their **difference before reconciliation**.
- Next is the **Break up of the difference between bank and books** - where you can make changes to the required side bank or books by adding transaction amounts or removing them.

Field	Description	Data Source
Difference block		
1.Balance As per Bank	This is the closing balance of the bank statement.	Closing Balance as on the "to date" in the Bank Statement . (The closing balance has to be saved at the time of updating of Bank Statement) Note: If there are no transactions for the "to date" in the bank statement then take the closing balance of the latest transaction prior to the "to date" should be displayed here.
2. Balance As	This is the closing balance of the ledger	Closing Balance of the "ledger_id" as on the "to date" in the

per Books	statement.	Ledger Statement.
Difference before reconciliation	This is the difference between the above two before the changes made to the transactions.	<p>Formula = As per Bank - As per Books (1-2)</p> <p>For detailed explanation on calculation the differences under different debit and credit scenarios, refer the document below</p> <p>Calculation of Differences</p>
Break up of the difference between bank and books		
Payments missing in Bank	This is the clickable section that redirects to the Payments missing in the bank detailed screen.	<p>Data Source:</p> <ol style="list-style-type: none"> Fetch list of all transactions of the ledger statement for the ledger_id Filter voucher_type as "payment" (all voucher_types under Payment) Filter the transactions that have the reconciliation status "missing" Calculate the total of all transactions and display the "total" here <p>These screens are explained in detail below.</p>
Receipts missing in books	This is the clickable section that redirects to the Payments missing in the Books detailed screen.	<p>Data Source:</p> <ol style="list-style-type: none"> Fetch all Bank Statements Filter type "Credit" Filter the transactions that have the reconciliation status "missing" Calculate the total of all transactions and display the "total" here
Receipts missing in Bank	This is the clickable section that redirects to the Payments missing in the bank detailed screen.	<p>Data Source:</p> <ol style="list-style-type: none"> Fetch list of all transactions of the ledger statement for the "ledger_id" Filter voucher_type as "payment" (all voucher_types under Payment) Filter the transactions that have the reconciliation status "missing" Calculate the total of all transactions and display the "total" here
Payments missing in books	This is the clickable section that redirects to the Payments missing in the Books detailed screen.	<p>Data Source:</p> <ol style="list-style-type: none"> Fetch list of all transactions of the ledger statement for the "ledger_id" Filter voucher_type as "payment" (all voucher_types under Payment) Filter the transactions that have the reconciliation status "missing"

		4. Calculate the total of all transactions and display the "total" here
Difference to opening Balance	This is the difference between the opening balance of the bank and the books.	<p>Step-1"</p> <p>1. Fetch Opening Balance of Bank based on "From Date" (This is based on bank statement imported)</p> <p>2.Fetch "opening_balance" of "ledger_id" as on "From Date"</p> <p>Calculate: Step1 - Step2</p> <p>Calculation of Differences</p>
Net Difference		This is same as "Net_Difference calculated" in Field no.3

Calculation of Differences

The below table explains in detail the procedure and logic for calculating the difference between **Books and Bank** considering **different scenarios of Debit and Credit balances**.

DEFINED :
BANK BALANCE NEGITIVE MEANS CR IN BOOKS
BANK BALANCE POSITIVE MEANS DR IN BOOKS

Scenario -1			
DETAILS	DATE	CLOSING BALANCE	TYPE
BANK ACCOUNT	3/31/2023	-15,000	NEGITIVE
BOOKS	3/31/2023	12,000	CR
LOGIC for Difference: IF DAY BANK BALANCE IS NEGITIVE AND BOOK BALANCE IS CR THEN CAL IS (BANK BALANCE + BOOK BALANCE)		-3,000	

Scenario -2			
DATE	CLOSING BALANCE	TYPE	
3/31/2023	-20,000	NEGITIVE	
3/31/2023	8,000	DR	
LOGIC for Difference: IF DAY CLOSING BANK BALANCE IS NEGITIVE AND BOOK BALANCE IS DR THEN CAL IS (BANK BALANCE - BOOK BALANCE)	-28,000		

Scenario -3			
DATE	CLOSING BALANCE	TYPE	
3/31/2023	30,000	POSITIVE	
3/31/2023	16,000	CR	

LOGIC for Difference: IF DAY CLOSING BANK BALANCE IS POSITIVE AND BOOK BALANCE IS CR THEN CAL IS (BANK BALANCE + BOOK BALANCE)	46,000

Scenario -4		
DATE	CLOSING BALANCE	TYPE
3/31/2023	40,000	POSITIVE
3/31/2023	28,000	DR
LOGIC for Difference: IF DAY CLOSING BANK BALANCE IS POSITIVE AND BOOK BALANCE IS DR THEN CAL IS (BANK BALANCE - BOOK BALANCE)	12,000	

Reconciliation Statement: Matched

The Matched section is a component of the Bank Reconciliation Statement (BRS) process designed to identify and report on Matched transactions.

Navigation:

From the Bank reconciliation statement screen >>Select Ledger>> Reconciliation Statement>> Matched.

Bank Statement	Ledger Statement	Reconciliation Statement	Upload History																																																																																								
Summary																																																																																											
Matched																																																																																											
Missing in Books																																																																																											
Missing in Bank																																																																																											
		<input type="text"/> Search All ▼																																																																																									
		<table border="1"><thead><tr><th>Date</th><th>Particulars</th><th>Voucher No.</th><th>Debit</th><th>Credit</th><th>Payment Mode</th><th>Ref No</th><th>Ref Date</th></tr></thead><tbody><tr><td>12/10/2022</td><td>Cash & Expenses Price</td><td>869110</td><td>12,09,875</td><td>12,09,875</td><td>UPI</td><td>12,09,875</td><td>12,09,875</td></tr><tr><td>12/10/2022</td><td>Cash & Expenses Price</td><td>869110</td><td>12,09,875</td><td>12,09,875</td><td>UPI</td><td>12,09,875</td><td>12,09,875</td></tr></tbody></table>	Date	Particulars	Voucher No.	Debit	Credit	Payment Mode	Ref No	Ref Date	12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875	12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875	12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875	12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875	12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875	12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875	12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875	12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875	12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875	12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875	
Date	Particulars	Voucher No.	Debit	Credit	Payment Mode	Ref No	Ref Date																																																																																				
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875																																																																																				
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875																																																																																				
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875																																																																																				
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875																																																																																				
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875																																																																																				
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875																																																																																				
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875																																																																																				
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875																																																																																				
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875																																																																																				
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875																																																																																				

Functionality:

This section functions similarly to the Ledger Statement screen within the BRS, excluding the "Status" column and offering a voucher type filter.

- Displays transactions with a "Matched" status from the Ledger Statement within a specified date range.
- Search: The system should dynamically search and display transactions matching the user's input.
- Filters records based on voucher type:
 - **All:** Displays all the records of Matched irrespective of voucher type.
 - **Payments:** Displays matched transactions with a voucher type of "Payments".
 - **Receipts:** Displays matched transactions with a voucher type of "Receipts".
- **Note:** The "Status" column is not available in this section.

Reconciliation statement: Missing in Books

The Missing in Books section is a component of the Bank Reconciliation Statement (BRS) process designed to identify and report on missing transactions.

Navigation:

From the Bank reconciliation statement screen >>Select Ledger>> Reconciliation Statement>> Missing in Books

Functionality:

This section functions similarly to the Bank Statement screen within the BRS, excluding the "Status" column and offering a voucher type filter.

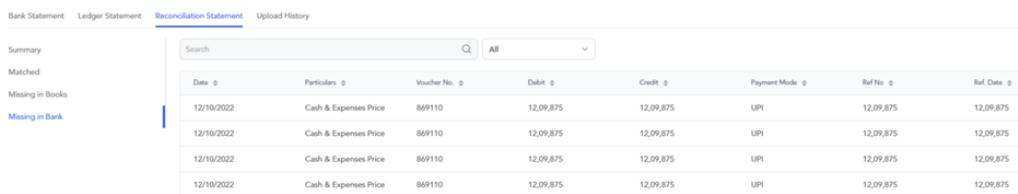
- Displays transactions with a "Missing in Books" status from the Bank Statement within a specified date range.
 - Search: The system should dynamically search and display transactions matching the user's input.
 - Filters records based on voucher type:
 - **All:** Displays all the records of missing in Books irrespective of voucher type.
 - **Payments:** Displays only missing transactions with a voucher type of "Payments".
 - **Receipts:** Displays only missing transactions with a voucher type of "Receipts".
 - **Note:** The "Status" column is not required in this section.

Reconciliation Statement: Missing in Bank

The Missing in Bank section is a component of the Bank Reconciliation Statement (BRS) process designed to identify and report on missing transactions.

Navigation:

From the Bank reconciliation statement screen >>Select Ledger>> Reconciliation Statement>> Missing in Bank.



The screenshot shows a software interface for bank reconciliation. At the top, there are tabs: 'Bank Statement', 'Ledger Statement', 'Reconciliation Statement' (which is highlighted in blue), and 'Upload History'. On the left, a sidebar lists categories: 'Summary', 'Matched', 'Missing in Books', and 'Missing in Bank' (which is also highlighted in blue). The main area is a table with the following columns: Date, Particulars, Voucher No., Debit, Credit, Payment Mode, Ref No., and Ref. Date. There are four rows of data, all showing identical entries: Date 12/10/2022, Particulars Cash & Expenses Price, Voucher No. 869110, Debit 12,09,875, Credit 12,09,875, Payment Mode UPI, Ref No. 12,09,875, and Ref. Date 12,09,875.

Date	Particulars	Voucher No.	Debit	Credit	Payment Mode	Ref No.	Ref. Date
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875
12/10/2022	Cash & Expenses Price	869110	12,09,875	12,09,875	UPI	12,09,875	12,09,875

Functionality:

This section functions similarly to the ledger Statement screen within the BRS, excluding the "Status" column and offering a voucher type filter.

- Displays transactions with a "Missing in Bank" status from the ledger Statement within a specified date range.
- Search: The system should dynamically search and display transactions matching the user's input.
- Filters records based on voucher type:
 - **All:** Displays all the records of missing in Books irrespective of voucher type.
 - **Payments:** Displays only missing transactions with a voucher type of "Payments".
 - **Receipts:** Displays only missing transactions with a voucher type of "Receipts".
- **Note:** The "Status" column is not available in this section.

6. Payments Missing in Bank

This is where the user can make changes to the bank statement if there are any errors.

Here we will rectify the errors found by mapping the mismatched and probable matched transactions between ledgers and bank.

Navigation: when the user clicks on “payments missing in bank” from the reconciliation statement section - the summary screen is in the Add block.

The screenshot shows two panels. The left panel is titled 'HDFC Bank' and displays a summary of bank statements. It includes fields for Ledger Name (HDFC Bank), Bank (KARKE), Account Number (5045270000), Last Recvd ID (40442000), and Reconciled Date. Below this are tabs for Bank Statement, Ledger Statement, and Reconciliation Statement. Under the 'Missing in Bank' tab, it shows a table with columns: Status (Started, Mismatched, Missing in Bank), Description (Balance in Bank, Balance in per Books, Difference), and Amount (25,000, 25,000, 25,000). A red box highlights the 'Difference' row. The right panel is titled 'Payments Missing in Bank' and shows a list of transactions with columns: Date, Partner, Narration, Amount, and Map. Each transaction is a transfer from a specific ledger ID to another, all dated 12/08/2022.

Date	Partner	Narration	Amount	Map
12/08/2022	By Transfer-AEFTTBAIBORININGAIBARBP2213830895%VAUTEK	Transfer From 3199857941305	12,00,000	
05/08/2022	By Transfer-AEFTTLO75VIRBIBARBP2213830895%VAUTEK	Transfer From 3199857941305	12,00,000	
22/08/2022	By Transfer-AEFTTBABIBORINNGAIBARBP2213830895%VAUTEK	Transfer From 3199857941305	12,00,000	
15/08/2022	By Transfer-AEFTTHICDEARYWIBARBP2213830895%VAUTEK	Transfer From 3199857941305	12,00,000	
17/08/2022	By Transfer-AEFTTBABIBORINNGAIBARBP2213830895%VAUTEK	Transfer From 3199857941305	12,00,000	
10/08/2022	By Transfer-AEFTTBABIBORINNGAIBARBP2213830895%VAUTEK	Transfer From 3199857941305	12,00,000	
12/08/2022	By Transfer-AEFTTBABIBORINNGAIBARBP2213830895%VAUTEK	Transfer From 3199857941305	12,00,000	

Data table :

- Payments missing in the bank** data table are derived from **all the ledger statement's transactions** associated with the “**ledger_id**”, where the “**voucher_type**” covers all voucher_types labeled under “**Payment**”.
- These transactions are then **filtered** to include only those marked with the reconciliation status “**missing**.”
- All the “list of transactions” should be displayed in rows and sorted by date.
- The columns for this data table are explained below:

Fields	data Fetching
Date	Date of Transaction for the “ voucher_id ”
Particulars	From the “ voucher_particulars ” table, the corresponding “Ledger”.
Narration	Narration can be fetched from the table “ voucher_particulars.Narration ”
Amount	From the “ voucher_particulars ” table, the corresponding amount made through the bank.

Functionality of Map button:

Fields	Functionality
MAP Column	<ul style="list-style-type: none"> This column will have mapping icon for each row. When clicked (mapping icon) it will open up the right side panel to map that particular(row) ledger transaction with the bank transactions. <p>6.1 Mapping</p> <p>6.2 Mapping Data Table</p>

6.1 Mapping

Navigation: when the user clicks on the map icon for 1 transaction (row) of the payments missing in books.

The following Components will be explained:

DATE	PARTICULARS	REFERENCE	AMOUNT	MAP
12/10/2023	By Transfer-NEF...	SBIN82469143017	12,09,098	<input type="checkbox"/>
05/10/2023	By Transfer-NEF...	SBIN82469143017	12,09,098	<input type="checkbox"/>
22/10/2022	By Transfer-NEF...	SBIN82469143017	12,09,098	<input type="checkbox"/>
15/10/2023	By Transfer-NEF...	SBIN82469143017	12,09,098	<input type="checkbox"/>
17/10/2023	By Transfer-NEF...	SBIN82469143017	12,09,098	<input type="checkbox"/>

The 6 icons marked above are explained in the table below: (the data table is explained in the next sub-page (6.2))

Sn o	Field	Functionality	Data fetching
1	Ledger Name	<ul style="list-style-type: none"> This is a read-only text box. The data in the field will be auto-populated. 	these are the same details of the transaction selected from payments missing in bank report (previous screen)
2	Bank Name		
3	Account number		
4	Amount		
5	Search	A search bar, allowing users to search for specific information within the displayed data.	

6	From date	<ul style="list-style-type: none"> • These are the input boxes to add Date. • It will follow the standard format of selecting/entering the date for Kitaab. • The format to be displayed will be DD/MM/YYYY. 	
7	To date	<ul style="list-style-type: none"> • The default date set should be the Current date. • If the date is set for the reconciliation on the main screen the same is displayed here. 	

6.2 Mapping Data Table

Payments missing in Bank Mapping - Data table

Process :

- As shown in the SS - the user clicks on the map icon for a transaction from payments missing in bank (previous screen - 5)
- The side panel opens up for mapping.
- Here in this part, we will be looking into the data table on the side panel and how we map it.

The screenshot shows the Kitaab software interface. On the left, there is a list titled 'Payments Missing in Bank' with columns: DATE, PARTICULARS, and NARRATION. One specific transaction is highlighted with a red border and arrow. On the right, there is a 'Map' panel with fields for Ledger Name, Date, Narration, and Amount. Below these fields is a search bar and date range buttons. At the bottom of the map panel is a table with columns: DATE, PARTICULARS, REFERENCE, AMOUNT, and MAP. The same transaction from the list is selected in this table, indicated by a checked checkbox in the MAP column. A large red circle and arrows highlight this selection process.

Data table :

- The data for this section comes from the **Bank statement** for the - list of all transactions that have the status “**missing in bank**”
- All the transactions should be displayed in rows and sorted by date.
- The columns for this data set will be explained below.

Field	Data fetching
Date	Date of the Transaction from the uploaded Bank statement for the transactions with status “ missing in books ”
Particular	Particular/narration of the Transaction from the uploaded Bank statement for the transactions with status “ missing in books ”
Reference	Reference no./ chq no of the Transaction from the uploaded Bank statement for the transactions with status “ missing in books ”
Amount	Amount directly will not be present in the uploaded Bank statement ; It'll be in different columns Payment/withdrawal = this value is Dr Deposit/Receipts = This value is Cr Then amount is either credited or debited for a transaction So amount will take values from those columns and display with Dr and Cr wherever it's fetched from.

Field	Functionality
MAP column	<ul style="list-style-type: none"> • This column will have check box for each row. • When checked it will map that transaction. • Only 1 transaction can be selected for mapping. • once 1 checkbox is selected then disable the remaining transactions from selection.
Save button	<ul style="list-style-type: none"> • Needs to be added to the screen. • After selecting the transaction we can click on this to map them. • It should ask for confirmation for saving this mapping (as it will not be changed again) [needs to be added] • Once the reconciliation process is completed and the user manually links specific transactions between the Bank and the books, • DATA - Storing: <ul style="list-style-type: none"> ◦ this status is final and saved as “manual matched” in DB. ◦ It remains unchanged in the database, regardless of how many times the reconciliation process is performed subsequently.

7. Other Payments and Receipts screen

1. Receipts missing in books
2. Receipts missing in Bank
3. Payments missing in books

All the above-mentioned screens [1.2,1.3 & 1.4] will look and work the same. Just the data displayed is different [see the following table to check what data will come where ?]

Screen	Main inside screen - Data Source	Map side panel - table - Data Source
Payments missing in Bank	Ledger statement transactions with the status "missing in bank"	Bank statement transactions with the status "missing in bank"
Receipts missing in books	Bank statement transactions with the status "missing in book"	Ledger statement transactions with the status "missing in bank"
Receipts missing in Bank	Bank statement transactions with the status "missing in bank"	Ledger statement transactions with the status "missing in bank"
Payments missing in books	Ledger statement transactions with the status "missing in book"	Bank statement transactions with the status "missing in book"

Payment Missing in Bank	Pick Ledger Statement 1. Credit Record in Ledger Statement 2. Reco Status = "Unmatched" 
Receipt Missing in Bank	Pick Ledger Statement 1. Dedit Record in Ledger Statement Reco Status = "Unmatched" 
Payment Missing in Books	Pick Bank Statement 1. Debit Record in Bank Statement 2. Status = "Unmatched"
Receipt Missing in Books	Pick Bank Statement 1. Credit Record in Bank Statement Status = "Unmatched"

Upload Bank Statement in BRS

The process of uploading a bank statement in BRS involves the following steps.

Steps:

1. When User uploads a file, he should be able to upload either a csv or excel or a PDF.
2. Identify the Column Headings in the file uploaded by the User.
3. Match the Column headings of the uploaded file with the fields of bank statement screen in Kitaab and ask for User Confirmation. (Ref link: [Auto-Matching column names:](#))

Please make the following fields to reconcile the Bank Statement	
Field as per CSV	Corresponding Field in Kitaab
Date	<input type="button" value="Date"/>
Narration	<input type="button" value="Value Date"/>
Debit	<input type="button" value="Narration"/>
Credit	<input type="button" value="Cheque/ Reference No."/>
	<input type="button" value="Withdrawal"/>
	<input type="button" value="Deposit"/>

4. Column Headings in the First row should be displayed on the left side.
5. In the right-side column, User should be asked to match the excel fields with corresponding field on Kitaab. This will be a drop-down component.
6. The following drop-down options will be provided: Date, Narration, Cheque/Reference No, Withdrawal, Deposit, Ignore (This option ignores the fields of the uploaded file).
7. Don't allow the user to select already selected dropdown option except ignore option.

When User Clicks on Submit Button, the following validations have to be performed:

1. Mapping of following fields on Kitaab is mandatory: Date, Withdrawal, Deposit.
2. If mapping of mandatory fields is not provided by user, prompt the user that "Mapping of Mandatory fields (Date, Withdrawal, Deposit) is required".

Once a Bank Statement is uploaded, a transaction will be categorized under 3 categories

1. Successful: without any validation errors
2. Failed: Validation error of mandatory fields
3. Errors: validation error of optional fields

Note: The count of categorized transactions will be provided in the upload history page in their respective columns.

	Validation	In Case of validation failure
--	------------	-------------------------------

Date	Should be in Date format of DD/MM/YYYY.	Mandatory Field	Failed
Narration	Text	Mandatory	Failed
Cheque/Reference No	Text	optional	Errors
Withdrawal	Amount (treat blank as zero)	mandatory	Failed
Deposit	Amount ((treat blank as zero)	mandatory	Failed

Removing Duplicate transactions

All Duplicate transactions identified should be removed (for duplicate transactions, all fields should be matched)

Upload History

All files uploaded by the User should be available in Upload History:

Upload History										
Upload Date	File Name	File Type	From Date	To Date	Total Records	Successful	Failed	Errors	Duplicates	
01/04/2023	March to April 2023		01/04/2023	31/03/2024	500	350	100	50	10	⋮

Fields	Description
Upload Date	The timestamp - when the file was uploaded by the User.
File Name	name of file uploaded.
File Type	Displays uploaded file type i.e PDF or Excel or CSV
From Date	Earliest date in date column
To Date	latest date in date column
Total Records	total number of records
Successful	total number of successful records
Failed	total number of failed records
Errors	Total number of error records
Duplicates	Total number of Duplicates ignored.

⋮ Options:

- 1. Delete:** If any uploaded file is deleted, all records of that file need to be deleted from Bank Statement.

Warning: Deletion of this file will delete all XXX records uploaded through the file. Are you certain that you want to delete?

XXX = Total number of records

2. Download: This option allows the user to download the file for future reference.

Auto-Matching column names:

when user uploads bank statement file, system should

- extract column headings of the uploaded file.
- attempt to match the extracted column headings to predefined column names in kitaab as mentioned in below table.
- Upon confirmation from user, validate for errors and upload the data.

Kitaab Field	Mapping field of uploaded file	Type of match
Date	Value date, Transaction date	approximate
Narration	Narration, Remarks	approximate
Cheque/Reference number	cheque, reference	
Withdrawal	withdrawal, debit	approximate
Deposit	deposit, credit	approximate

Create Voucher Type

The screenshot shows a software interface titled "Create Voucher Type". At the top, there's a navigation bar with the Kitaab logo and the company name "Lotus Wireless Technologies India...". Below the title, there are four input fields arranged in two rows: "Name" and "Alias" in the first row, and "Type of Voucher" and "Abbreviation" in the second row. A dropdown menu labeled "Select Type" is positioned next to the "Type of Voucher" field. At the bottom of the form are two buttons: a blue "Save" button and a white "Cancel" button.

Field	Field type	Screen functionality.	Validations
Name	Textbox		<ul style="list-style-type: none"> Allow Alphanumeric & Special characters up to 50 Characters, only. If user enters a duplicate entry, display validation message as "Name already exists."
Alias	Textbox		<ul style="list-style-type: none"> Allow Alphanumeric & Special characters up to 50 Characters, only. If user enters a duplicate entry, display validation message as "Alias already exists." Voucher Name and Alias should not be the same. If so, display validation message as "Voucher Name and Alias cannot be same".
Type of Voucher	Dropdown	<ul style="list-style-type: none"> List contains names of Standard Accounting and Inventory vouchers: <ol style="list-style-type: none"> 1. Contra 2. Debit Note 3. Credit Note 4. Journal 5. Memorandum 6. Payment 7. Purchase 8. Receipt 9. Reversing Journal 	No option for "Create New".

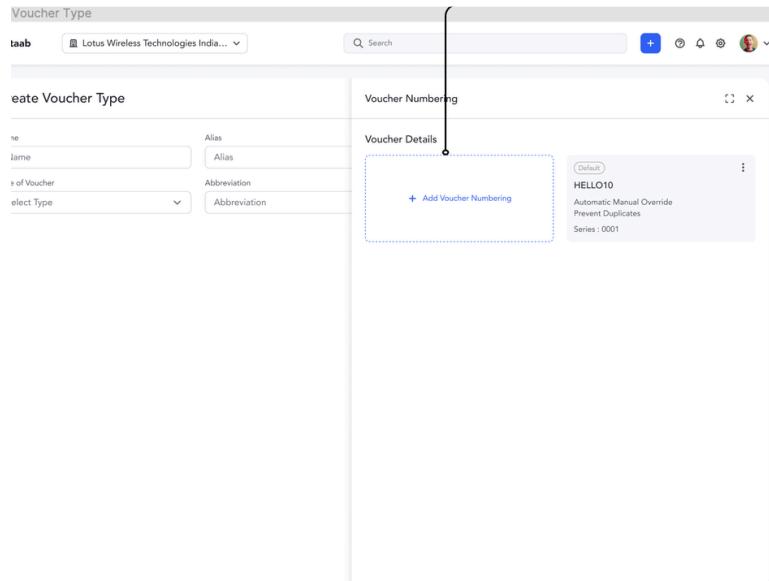
		10. Sales 11. Delivery Note 12. Job Work In 13. Job Work Out 14. Material in 15. Material out 16. Physical stock 17. Receipt Note 18. Stock Conversion Journal 19. Purchase Order 20. Rejection Note - Customers 21. Rejection Note - Suppliers 22. Sales order 23. Manufacturing Journal 24. Inter Godown	
Abbreviation	Textbox - Autofill	<ul style="list-style-type: none"> The Abbreviations field should be auto filled based on the selected voucher type. <p><i>For example: If user has selected Contra Voucher from the Type of voucher dropdown, then this field will get auto populated as "Ctra".</i></p> <ul style="list-style-type: none"> Also allow the user to edit it. 	Refer the following Table 1 of abbreviations to be displayed, based on the Voucher type selection:

Table 1:

Type of voucher	Abbreviation
Contra	Ctra
Debit Note	D/Note
Credit Note	C/Note
Journal	Jrnl
Memorandum	Memo
Payment	Pymt
Purchase	Purc
Receipt	Rcpt
Reversing Journal	Rev Jrnl
Sales	Sale
Delivery Note	Dely Note
Job Work In	Job Wrk In Ordr
Job Work Out	Job Wrk Out Ordr
Material in	Mat In

Material out	Mat out
Physical stock	Phy Stk
Receipt Note	Rcpt Note
Stock Conversion Journal	Stk Jrl
Purchase Order	Purc order
Rejection Note - Customers	Rej In
Rejection Note - Suppliers	Rej Out
Sales order	Sale ordr
Manufacturing Journal	Mfg Jrl
Inter Godown	Int Go

Side Panel - Voucher Numbering



Field	Screen functionality	Validations
Add Voucher Numbering	Create Card - User clicks on this option to create new type of voucher numbering	
For existing voucher numbering option		
Mark as default	If user clicks on this option, the selected Voucher numbering should become the active voucher numbering	If there is only one card (voucher numbering), then it should be the active voucher numbering (default) - without user intervention
vertical 3 dots - Edit	Allow user to edit the existing choices in a pre-saved voucher numbering	Please refer to https://kitaabdevdocs.atlassian.net/wiki/x/AQGIAg

Details - Tab

Field	Screen functionality	Validations
Name of Number Voucher Series	Input field	
Method of Voucher Numbering	Dropdown: 1. Automatic 2. Automatic (Manual Override) 3. Manual 4. None	
If user chooses "Automatic"		
Number Behaviour on Insertion/Deletion	Radio button: 1. Retain original voucher number 2. Renumber voucher	User should be select only one option at a time
Show unused voucher numbers	Checkbox - User should be able to enable/disable this option	
Voucher Number configuration - Minimum width	Input field (Mandatory)	Only Numerical inputs allowed
If user chooses "Automatic Manual Override"		
Prevent Duplicates	Checkbox - User should be able to enable/disable this option	
Voucher Number configuration • Minimum width	Input field (Mandatory)	Only Numerical inputs allowed
If user chooses "Manual"		
Prevent Duplicates	Checkbox - User should be able to enable/disable this option	
If user chooses "None"	No user inputs required post this choice	

Note: Tabs "Series", "Prefix" and "Suffix" aren't required/applicable when (Method of Voucher Numbering = Manual OR None) - so in these two cases, these 3 tabs can either be disabled or be hidden.

Series - Tab

Note: This tab will be active only if Method of Voucher Numbering = Automatic OR Automatic (Manual Override)

Table - Revisions	Screen functionality	Validations
Applicable From (Mandatory)	<p>User should be able to select a date from when the method of voucher numbering needs to be implemented</p> <p>If there are no previous records, then "Applicable from" date will be populated = Books Beginning from date.</p> <p>User can edit this field</p> <p>If there are some pre-existing records then "Applicable from" date to be auto populate as =Today's date</p>	<ol style="list-style-type: none"> Selected date can't be later than "Books beginning from" Ex: If Books beginning from date = 01/01/2022 then selected date can't be 31/12/2021 "Applicable from" date can be anything between 'books beginning from' AND 'today' (Books beginning from <= Applicable from date <= Today's date) - regardless of the "Applicable from" dates of the existing records in this table
Starting Number (Mandatory)	<p>User should be able to input a number that will act as the starting number for the given Voucher number series</p>	<ol style="list-style-type: none"> Numerical input only. If length of number input < minimum width, then add 0s in front of the number input such that character length = minimum width <p>Example: If minimum width = 3 and User input in Starting Number = 1 Starting number to be displayed = 001</p>
Periodicity (Mandatory)	<p>Dropdown</p> <ul style="list-style-type: none"> Never Weekly Monthly Quarterly Yearly 	
+ Add	Button - User should be able to add more rows	

Edit	allow user to edit existing rows	Please refer to the doc https://kitaabdevdocs.atlassian.net/wiki/x/AQGIAg
Delete	Delete single or multiselected rows	Don't allow user to save voucher type if Series table has no rows.

Prefix - Tab

Note: This tab will be active only if Method of Voucher Numbering = Automatic OR Automatic (Manual Override)

Table - Revisions	Screen functionality	Validations
Applicable From	<p>User should be able to select a date from when the method of voucher numbering needs to be implemented</p> <p>If there are no previous records, then "Applicable from" date will be populated = Books Beginning from date.</p> <p>User can edit this field</p> <p>If there are some pre-existing records then "Applicable from" date to be auto populate as =Today's date</p>	<ol style="list-style-type: none"> Selected date can't be later than "Books beginning from" Ex: If Books beginning from date = 01/01/2022 then selected date can't be 31/12/2021 "Applicable from" date can be anything between 'books beginning from' AND 'today' (Books beginning from <= Applicable from date <= Today's date) - regardless of the "Applicable from" dates of the existing records in this table If there is a row in the table, then that row should be complete (both columns should have valid data) <ul style="list-style-type: none"> applicable for all rows
Prefix details	User should be able to input a character string that will act as the prefix for the given Voucher number series	<p>If there is a row in the table, then that row should be complete (both columns should have valid data)</p> <ul style="list-style-type: none"> applicable for all rows
+ Add	Button - User should be able to add more rows	
Edit	allow user to edit existing rows	<p>Please refer to the doc https://kitaabdevdocs.atlassian.net/wiki/x/AQGIAG</p>
Delete	Delete single or multiselected rows	

Suffix - Tab

Note: This tab will be active only if Method of Voucher Numbering = Automatic OR Automatic (Manual Override)

Table - Revisions	Screen functionality	Validations
Applicable From	<p>User should be able to select a date from when the method of voucher numbering needs to be implemented</p> <p>If there are no previous records, then "Applicable from" date will be populated = Books Beginning from date.</p> <p>User can edit this field</p> <p>If there are some pre-existing records then "Applicable from" date to be auto populate as =Today's date</p>	<ol style="list-style-type: none"> Selected date can't be later than "Books beginning from" Ex: If Books beginning from date = 01/01/2022 then selected date can't be 31/12/2021 "Applicable from" date can be anything between 'books beginning from' AND 'today' (Books beginning from <= Applicable from date <= Today's date) - regardless of the "Applicable from" dates of the existing records in this table If there is a row in the table, then that row should be complete (both columns should have valid data) <ul style="list-style-type: none"> applicable for all rows
Suffix details	User should be able to input a character string that will act as the Suffix for the given Voucher number series	<p>If there is a row in the table, then that row should be complete (both columns should have valid data)</p> <ul style="list-style-type: none"> applicable for all rows
+ Add	Button - User should be able to add more rows	
Edit	allow user to edit existing rows	<p>Please refer to the doc https://kitaabdevdocs.atlassian.net/wiki/x/AQGIAG</p>
Delete	Delete single or multiselected rows	

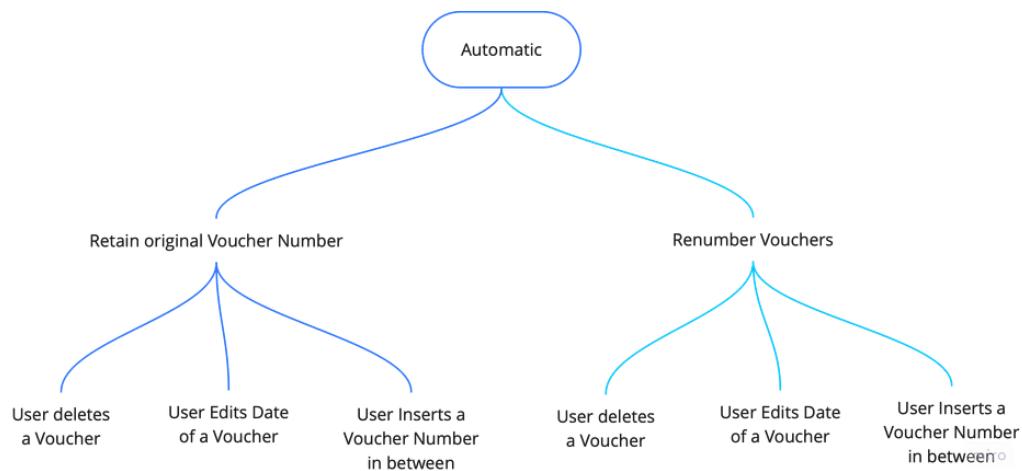
Preferences Tab

- a. **Voucher Status:** The user should be able to select the Voucher Status from a dropdown menu with the Active/Inactive option. The default value should be Active.
- b. **Default Saving:** The user should be able to select the Default Saving option from a dropdown menu with the Regular/Draft. The default value should be Regular.
- c. **Allow Zero Valued Transactions:** The user should be able to select the Allow Zero Valued Transactions option from a dropdown menu with the Yes/ No option. The default value should be No.
- d. **Provide Narration for Each ledger in Voucher:** The user should be able to select the Yes/No option from a dropdown menu. The default value should be No.
- e. **Provide Narration for Voucher:** The user should be able to select the Yes/No option from a dropdown menu. The default value should be 'Yes'.
- f. **Track Additional cost for purchase:** The user should be able to select the Track Additional cost for purchase option from a dropdown menu. It should be enabled only if the voucher type is Purchase. The default value should be No.

Voucher Number's Behaviour on User actions (Insert/Delete/Edit) Part 1

While creating a Voucher type with Method of numbering = "Automatic", User has 2 options to choose from for 'Number behaviour on Insertion or deletion':

- 1. Retain original voucher number** - *The voucher numbers assigned to invoices will remain permanent and unaffected even when new vouchers are inserted, or existing ones are deleted or edited. This ensures that the integrity of the original numbering sequence is maintained*
- 2. Renumber vouchers** - *The voucher numbers assigned to invoices will change in accordance with the series automatically, when new vouchers are inserted, or existing ones are deleted.*



Method of Voucher Numbering	Setting for Voucher Number's Behaviour on User actions (Insert/Delete/Edit)	User Action	Affect of rest of the Voucher Numbers	Examples
Automatic	Retain original Voucher Number	User deletes a Voucher	Voucher numbers assigned to rest of the Vouchers will remain permanent and affected	Original Voucher numbers: 1,2,3,4,5 <i>User Deletes 3</i> Updated Voucher numbers: 1,2,4,5 (4 and 5 remain unaffected)
Automatic	Retain original Voucher Number	User Edits Date of a Voucher	Voucher numbers will remain unaffected by the change in Date (No change)	On 01/11/23 - V. No. are 1,2,3,4 On 02/11/23 - V. No. are 5,6,7 <i>For Voucher number 3, user changes Voucher date to 02/11/23</i> Updated Voucher numbers: On 01/11/23 - V. No. 1,2,4

				On 02/11/23 - V. No. are 3,5,6,7
Automatic	Retain original Voucher Number	User Inserts a Voucher Number in between	Voucher numbers of the newly inserted vouchers will be the next available voucher numbers in the Voucher numbering series <ul style="list-style-type: none">• new voucher numbers will be generated for the new vouchers as per the order of creation of the vouchers	On 01/11/23 - V. No. are 1,2,3,4 On 02/11/23 - V. No. are 5,6,7 <i>User adds 2 new voucher for the date of 01/11/23</i> Updated Voucher numbers: On 01/11/23 - V. No. :1,2,4,8,9 On 02/11/23 - V. No. :5,6,7
Automatic	Renumber Vouchers	User deletes a Voucher	The voucher numbers assigned to the later invoices (the invoices present in the system after the deleted voucher) will change as per the series automatically when existing ones are deleted.	Original Voucher Numbers: 1,2,3,4,5 <i>User deletes 3</i> Updated Voucher Numbers: 1,2,3,4 <i>(4,5 gets renubmers to 3,4)</i>
Automatic	Renumber Vouchers	User Edits Date of a Voucher	Order of Voucher numbers for different voucher dates will be determined by recency of the voucher date (Oldest first) Voucher numbers will get rearranged depending on the change in Voucher date For same voucher dates, the order of vouchers will be determined by order of creation	Originally: On 01/04/2023 - Voucher No: 1,2,3,4&5. On 02/04/2023 - Voucher No: 6,7,8,9&10. <i>If the user changes the voucher date of Voucher No. 2 to 02/04/2023 the following changes will happen:</i> 1. On 01/04/2023 the existing voucher numbers will be rearranged to- 1,2,3,4 2. On 02/04/2023 the 6,7,8,9&10 vouchers will be renumbered as 5,6,7,8&9 3. On 02/04/2023 the edited Voucher No.2 will now be renumbered as 10

Automatic	Renumber Vouchers	User Inserts a Voucher Number in between	Voucher numbers to be rearranged depending on the date of the voucher (Older dates to get earlier voucher numbers) Order of voucher numbering = Oldest voucher date first If the newly inserted voucher has voucher date same as some of the existing voucher numbers, order of voucher number will be in order of creation.	Originally: On 01/04/2023 - Voucher No: 1,2,3,4&5. On 02/04/2023 - Voucher No: 6,7,8,9&10. <i>If the user enters a voucher on 01/04/2023 the following changes will happen:</i> 1. On 01/04/2023 the existing vouchers won't be disturbed- 1,2,3,4&5 2. On 01/04/2023 the new voucher will get the voucher No.6 3. On 02/04/2023 the existing vouchers will be renumbered as- 7,8,9,10&11
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For cases where:

'Method of Numbering' =='Automatic' AND

'Number behaviour on User Actions' == 'Retain original voucher number';

User also has an option of 'Show unused voucher numbers' -

Show unused Voucher number?	Functionality	Expected Result
Yes	When we delete transactions or mark them as Draft then the corresponding voucher numbers might remain unused. <ul style="list-style-type: none"> • These unused Voucher numbers need to be stored (For later access to User) • The Unused Vouchers need to be displayed to user near the voucher number field on "Create <XYZ> Voucher" screen 	Unused voucher numbers will be displayed as a prompt, at the time of voucher entry for the user to use as required.
No	Deleted or in Draft voucher numbers can be saved for system use, but they don't need to be made available for the user for future use.	-

Voucher Number's Behaviour on User actions (Insert/Delete/Edit) Part 2

The User actions of Insert/Delete/Edit also affect the Vouchering Pattern when the Method of numbering = "Automatic (Manual Override)".

Method of Voucher Numbering	User Action	Affect of rest of the Voucher Numbers	Examples
Automatic (Manual Override)	User deletes a Voucher	Voucher numbers assigned to rest of the Vouchers will remain permanent and affected	Original Voucher numbers: 1,2,3,4,5 <i>User Deletes 3</i> Updated Voucher numbers: 1,2,4,5 (4 and 5 remain unaffected)
Automatic (Manual Override)	User Edits Date of a Voucher	Voucher numbers will remain unaffected by the change in Date (No change)	On 01/11/23 - V. No. are 1,2,3,4 On 02/11/23 - V. No. are 5,6,7 <i>For Voucher number 3, user changes Voucher date to 02/11/23</i> Updated Voucher numbers: On 01/11/23 - V. No. 1,2,4 On 02/11/23 - V. No. are 5,6,7,3
Automatic (Manual Override)	User Inserts a Voucher Number in between, (in terms of voucher dates)	Voucher numbers of the newly inserted vouchers will be the next available voucher numbers in the Voucher numbering series • New voucher numbers will be generated for the new vouchers as per the order of creation of the vouchers	On 01/11/23 - V. No. are 1,2,3,4 On 02/11/23 - V. No. are 5,6,7 <i>User adds 2 new voucher for the date of 01/11/23</i> Updated Voucher numbers: On 01/11/23 - V. No. :1,2,4,8,9 On 02/11/23 - V. No. :5,6,7
Automatic (Manual Override)	User changes the Voucher number to already stored Voucher number	User can edit the system generated voucher number as they wish. Exception: 1. If "Prevent Duplicates" is enabled for the series, then the user entered Voucher number can't be same as an pre-	When system-generated voucher No. 5 is changed to Voucher No. 7, then for the upcoming vouchers will be starting from Voucher No.8. That means the system will be ignoring or skipping the vouchers 5 & 6 when there is a manual intervention. This skipping won't happen if user changed the system generated voucher No.5 to Voucher No.2. Now the next number generated by system

	<p>existing Voucher number</p> <p>2. If user edits the voucher number to a voucher number that is set to appear automatically in upcoming vouchers, then the voucher number will be accepted but the numbering pattern will move forward to new voucher number.</p>	<p>is Voucher No.5 (Because the 5 is not used before).</p>
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Voucher Number's Behaviour - Prevent Duplicates

While creating a Voucher type with Method of numbering = "Automatic (Manual Override)" OR "Manual" User can choose how duplicate Voucher numbers can be handled via 'Prevent duplicate' option

User can choose to avoid duplicates (by enabling 'Prevent Duplicates'). If the user chooses not to enable "Prevent duplicates", Voucher numbers need not to be unique.

Method of Voucher Numbering	Prevent Duplicate?	Affect on Voucher Numbering Pattern	Special measures
Automatic (Manual Override)	Yes	the Voucher numbers cannot be duplicated and must be unique	-
Automatic (Manual Override)	No	<p>Voucher numbers need not be unique.</p> <p>User won't be single out a voucher only using Voucher number as there can be multiple vouchers with the same voucher number.</p>	<p>Even if User has disabled 'Prevent Duplicates', Kitaab needs to create some unique identifier for every voucher number. This unique identifier will be hidden from user. Thus user won't be a single out a Voucher by solely using Voucher Number.</p>
Manual	Yes	the Voucher numbers cannot be duplicated and must be unique	-
Manual	No	<p>Voucher numbers need not be unique.</p> <p>User won't be single out a voucher only using Voucher number as there can be multiple vouchers with the same voucher number.</p>	<p>Even if User has disabled 'Prevent Duplicates', Kitaab needs to create some unique identifier for every voucher number. This unique identifier will be hidden from user. Thus user won't be a single out a Voucher by solely using Voucher Number.</p>

Restart (Series, Prefix, Suffix)

This section is to allow user to edit (restart) the already existing voucher numbering pattern. This section will only be available for cases where Voucher numbering is already established. In other words, this section will not be accessible when the user is defining Voucher Numbering for the very first time.

Series

Functionality: User can choose a different number to restart the numbering of the Voucher number.

Field	Type	Details
Applicable from	Date field, Mandatory	<p>This field will show from which date the restarted pattern (of voucher numbering) will begin.</p> <p>Date: 01/01/2024</p>
Starting Number	Number field, Mandatory	<p>This field will show which number will restart the new pattern of Voucher numbering.</p> <p>Ex: New Starting number = 1001</p> <p>On 01/01/2024, the first voucher number for this specific voucher type will be 1001. And the voucher numbering series will proceed as 1002, 1003, 1004 etc.</p>
Periodicity	Frequency (Daily, Weekly, Monthly, Yearly) - Optional	<p>User can automate the restarting of this same pattern for a chosen frequency.</p> <p>Ex: Periodicity = Yearly</p> <p>On 01/01/2025, the first voucher number for this specific voucher type will again be 1001 and the following voucher numbering will continue as 1002, 1003, 1004 again.</p>

Prefix

Functionality: User can add/change the prefix to restart the numbering of the Voucher number.

Field	Type	Details
Applicable from	Date field (Mandatory, only if Prefix field is not empty)	<p>This field will show from which date the restarted pattern (of voucher numbering) will begin.</p> <p>Date: 01/01/2024</p>

Prefix	Text field	<p>This field will show which "Prefix" which will restart the new pattern of Voucher numbering.</p> <p>Ex: New Prefix = 2024/</p> <p>Starting number = 1001</p> <p>On 01/01/2024, the first voucher number for this specific voucher type will have the prefix of "2024/". And the voucher numbering series will proceed as 2024/1001, 2024/1002, 2024/1003 and so on.</p>
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Note: As the Prefix is not a mandatory requirement, the user is allowed to abandon this setting before defining a prefix, the addition will be not recorded. If the user defines a prefix, then only this restart will be recorded.

Suffix

Functionality: User can add/change the prefix to restart the numbering of the Voucher number.

Field	Type	Details
Applicable from	Date field (Mandatory, only if Suffix field is not empty)	<p>This field will show from which date the restarted pattern (of voucher numbering) will begin.</p> <p>Date: 01/01/2024</p>
Suffix	Text field	<p>This field will show which "Suffix" which will be added at the time of restart of the new pattern of Voucher numbering.</p> <p>Ex: New Suffix = /2024</p> <p>Starting number = 1001</p> <p>On 01/01/2024, the first voucher number for this specific voucher type will have the Suffix of "/2024". And the voucher numbering series will proceed as 1001/2024, 1002/2024, 1003/2024, and so on.</p>

Note: As the Suffix is not a mandatory requirement, the user is allowed to abandon this setting before defining a Suffix, the addition will be not recorded. If the user defines a Suffix, then only this restart will be recorded.

Allowing User to change 'Method of Numbering'

Event	Constraints/Effect	Requirement	Expected Result
For an existing Voucher type, User changes the voucher numbering method (Or user is changing series, prefix or suffix, within the same method of voucher numbering)	<p>In this case, already existing transactions need also be updated as per the new 'Voucher numbering method' chosen by the user</p> <p>Note: Automatic (Retain original numbering / Renumber vouchers) Changed to "Manual" OR "Automatic (Manual Override)" the system doesn't have to change the existing voucher numbering.</p>	<p>To ensure this change is implemented properly, we need to establish system tracking of all the changes in voucher numbering since its inception.</p> <p>If Edit log is disable, even then System tracking of changes needs to be recorded. Although, this record of changes will be hidden from user (Edit log = Off)</p>	Once the Method of voucher numbering is changed, the updated series of voucher numbering will appear as if the entire series has been maintained as per the latest method of voucher numbering
Change in the choice of "Provide Duplicates"	User is allowed to change the existing choice of "Provide Duplicates" only if that particular transaction type has no transaction present in it.	-	<p>Both Manual and Automatic Manual Overrides have a "Prevent Duplicates" option. It can't be changed even after change of Voucher numbering method from one to another.</p> <p>Ex: If "Prevent duplicates" was enabled in 'Automatic (Manual Override)', and the user changes it to 'Manual'. Even after this change, User can't disable "Prevent Duplicates".</p>

Case by Case logic change: Method of Voucher Numbering

	From Method [Original]	To Method [Revised]	Original series + History of User Action	New Series (after method change)	Explanation	Confirmation Message
1	Automatic [Retain Original numbering]	Automatic [Renumber Vouchers]	System generated: 1,2,3,4,5,6,7,8,9,10 Because of user Edit/Delete/Insertion the series is changed to 1,4,7,6,9 (List just before method change)	Revised system generated: 1,2,3,4,5	Old numbers are also renumbered. If the old numbering series is missing a voucher number, then changes will be done for the entire edit log (as per the system records) by following the steps for the new method of vouchering	
2	Automatic [Renumber Vouchers]	Automatic [Retain Original numbering]	System generated: 1,2,3,4,5,6,7,8,9,10 Because of user edit/Delete/Insertion the series is changed to 1,2,3,4,5	Revised system generated: 1,4,5,6,9		
3	Automatic [Retain Original numbering]	Automatic (Manual Override)	-	-	No Change in old voucher numbers. After the change of the voucher numbering it will behave as if Automatic manual override is selected from the beginning.	
4	Automatic [Renumber Vouchers]	Automatic (Manual Override)	-	-		
5	Automatic (Manual Override)	Automatic [Retain Original numbering]	Even though system has generated the voucher numbers, it is still editable. So the series right before Method change can be anything. Eg: 1,8,3 or Apr-1, Apr-2	Revised system generated: 1,2,3,4 etc.	Old numbers are now be renumbered as if Automatic-Retain original numbering (Or Automatic - Renumber vouchers) has been selected from the beginning itself for the very first time. Since the original series is from Automatic-manual override, it will be	

6	Automatic (Manual Override)	Automatic [Renumber Vouchers]	Even though system has generated the voucher numbers, it is still editable. So the series can be anything. Eg: 1,8,3 or Apr-1, Apr-2	Revised system generated: 1,2,3,4 etc.	hard to track the edited and deleted vouchers. So the system will renumber all the existing vouchers (Remained after delete/edit/insert) starting from the beginning number of the series, as if this is a was a system generated series with no edit history. (we have to disregard the edit history here) No Change for Old voucher numbers After the change of the method of voucher numbering it will behave as if Automatic Manual override is selected from the beginning.	
7	Automatic [Retain Original numbering]	Manual	-	-		
8	Automatic [Renumber Vouchers]	Manual	-	-		
9	Automatic (Manual Override)	Manual	-	-		
10	Manual	Automatic [Retain Original numbering]	Since system won't generate numbers, the old Voucher numbers can be anything Eg: 1,8,3 or Apr-1, Apr-2	Revised system generated: 1,2,3,4,5 etc.	Old Numbers are now renumbered as if Automatic-Retain original numbering has been selected from the beginning itself for the very first time (we have to disregard the edit history here)	
11	Manual	Automatic [Renumber Vouchers]	Since system won't generate numbers, the old Voucher numbers can be anything Eg: 1,8,3 or Apr-1, Apr-2	Revised system generated: 1,2,3,4,5 etc.	Old Numbers are now renumbered as if Automatic-renumber vouchers has been selected from the beginning itself for the very first time (we have to disregard the edit history here)	
12	Manual	Automatic (Manual Override)	-	-	Since voucher numbers are not	

13	None	Automatic [Retain Original numbering]	-	-	there in the previous method, now the system can take over as per new voucher numbering method is selected from the beginning itself.	
14	None	Automatic [Renumber Vouchers]	-	-		
15	None	Automatic (Manual Override)	-	-		
16	None	Manual	-	-		
17	Automatic [Retain Original numbering]	None	-	-		
18	Automatic [Renumber Vouchers]	None	-	-	Voucher numbering will be removed for old and upcoming vouchers	
19	Automatic (Manual Override)	None	-	-		
20	Manual	None	-	-		

Method of Voucher Numbering: Automatic (Constraints) - Discussed on 7th February 2024

Series, Prefix and Suffix tables:

1. First record in Series table will have "Applicable from" date = "Books beginning from" date.
 - a. This record cannot be deleted
 - b. This record can be edited only in two columns - "Starting number" and "Periodicity"
2. Regardless of order of user entry in Series, Prefix and Suffix . All the records (rows) will be presented in increasing order of "Applicable from" date (Chronological order)
 - a. Input in "Applicable from" date has to be unique. User can't select an "Applicable from" date which already exists in the records of the table. This only applies within the table and will be independent of records of other tables. (Tables - Series, Suffix, Prefix")
 - b. "Applicable from" date can't be a date prior to "Books beginning from" date.
 - c. Voucher numbers will be renumbered depending on the "Applicable from" ranges of dates as per the final "Starting number". When starting number is changed (or new record is added) all voucher numbers should be re-numbered for respective period, irrespective of "Renumbering" or "Retain original numbers" selection.
3. All records **other than the first one** records can be edited as long as "Applicable from" date remains unique within the table.
4. All records **other than the first one** (books beginning from) can be deleted.

Note: A voucher numbering series cannot be deleted if it has any vouchers associated with it.

Warning messages:

1. If User edits an existing record in Series, Prefix and Suffix tables, they will get a warning message: "This action will renumber your existing vouchers. Are you sure you want to continue? - Yes, No"
2. If User adds a new record in these tables, where "Applicable from" date has any overlap with Date range of existing records, then they will get a warning message: "This action will renumber your existing vouchers. Are you sure you want to continue? - Yes, No"

Confirmation Messages:

Event: User exists the voucher numbering section in the side panel (or closes the side panel)

Message: "*This action will renumber your existing vouchers. Are you sure you want to continue? - Yes, No*"

Update : 22nd March 2024

Requirement : Adding constraint for 3 vouchers (Sales voucher, Debit note and Credit note)

- Once user selects any of the 3 above mentioned vouchers, (in the path “Voucher numbering → Method of Voucher numbering”), In method of voucher numbering drop down -> “None” should not be present as the method of voucher numbering option.

Reports

Profit and Loss Statement FRD

Navigation : Homepage > Reports > Profit and Loss

Profit and Loss Statement-

Profit and Loss statement summarises the revenues, costs, and expenses incurred during a specific period of time, usually a fiscal quarter or year. The primary purpose of the P&L statement is to show whether a company is making a profit or incurring losses during that period.

Objective

Objectives

1. The objective of a P&L statement is to measure and track the **Financial Performance** of a Company.
2. A Profit & Loss Statement should present a detailed summary of
 - Income (Sales) generated by the Company.
 - Expenses incurred by the Company
 - **Profit made or loss incurred.**

Components of P&L Statement

Profit and Loss statement consists mainly of Primary groups and 2 Ledgers.

1. Primary groups

Kitaab has many primary groups, which are broadly divided into 4 main categories:

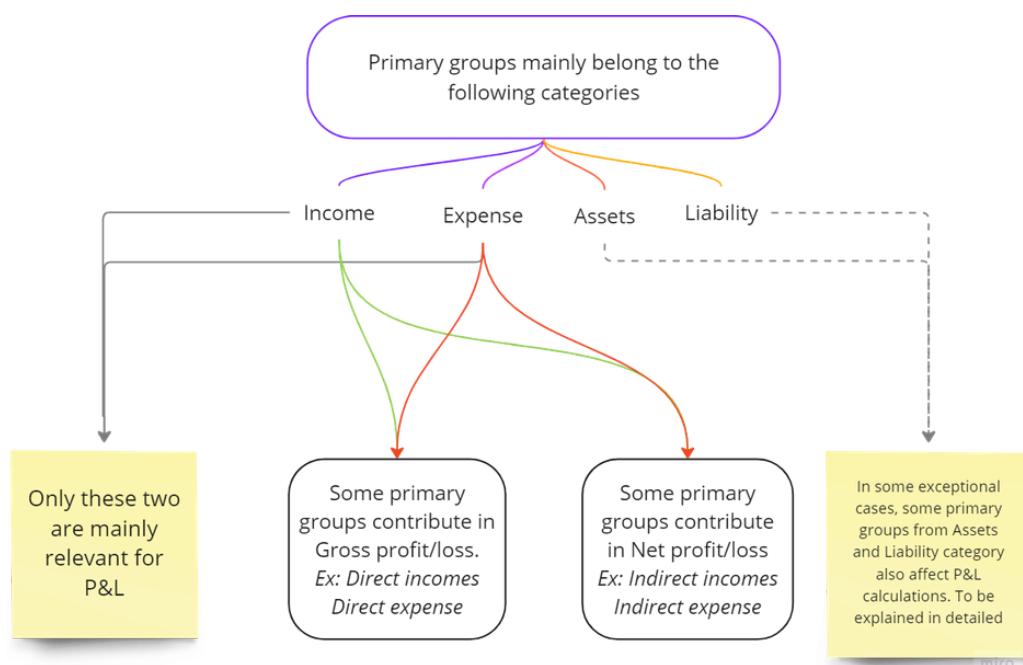
a. Incomes

b. Expenses

c. Assets

d. Liabilities

Only two categories of Primary groups (Incomes and Expenses) are mainly relevant for P&L statement.



2. Two Ledgers (Opening and Closing Stocks)

Along with Primary groups, that are relevant for P&L statement, we also need to include the closing balances of two ledgers-

- a. Opening Stock
- b. Closing Stock

Layout of P&L

Profit and Loss statement can be presented in two ways

1. Horizontal layout
2. Vertical layout

Horizontal Layout-Expenses(left side) Incomes(right side)

Expenses	Income	Sh
► Opening Stock 8,31,453.29	► Sales Account 8,31,	Pri
► Purchase Account 8,31,453.29	► Closing Stock 8,31,	↓ Dc
► Closing Stock 8,31,453.29		
Gross Profit 10,06,614.99		
► Employee Benefit Expenses 8,31,453.29	Gross Profit 10,06,614.99	
► Finance Costs 8,31,453.29	► Indirect Income 8,31,453.29	
► Other Expenses 8,31,453.29		
Net Profit 10,06,614.99	Net Profit 10,06,614.99	

Vertical Layout

Particulars	Amount
► Sales 8,31,453.29	
► Cost of Sales 8,31,453.29	
► Indirect Income 8,31,453.29	
Gross Profit 10,06,614.99	
► Employee Benefit Expenses 8,31,453.29	
► Finance Costs 8,31,453.29	
► Other Expenses 8,31,453.29	
Net Profit 10,06,614.99	

Vertical Layout

Horizontal Layout

Horizontal Layout has two sections: Expenses(left side), Incomes(right side)

Expenses		Income	
► Opening Stock	8,31,453.29	► Sales Account	8,31,-
► Purchase Account	8,31,453.29	► Closing Stock	8,31,-
► Closing Stock	8,31,453.29		
Gross Profit	10,06,614.99	Gross Profit	10,06,614.99
► Employee Benefit Expenses	8,31,453.29	► Indirect Income	8,31,453.29
► Finance Costs	8,31,453.29		
► Other Expenses	8,31,453.29		
Net Profit	10,06,614.99	Net Profit	10,06,614.99

Expenses

Expense Primary Groups can be further classified into two parts -

1. Primary groups that contribute to P&L which impact **Gross Profit**
2. Primary groups that contribute to P&L which impact **Net profit**.

'Expense Primary Groups which impact Gross Profit' are placed on the **Expense side** of P&L (along with the respective Primary Groups' closing balances) and before the display of **Gross Profit**.

'Expense Primary Groups which impact Net Profit' are placed on the **Expense side** of P&L (along with the respective Primary Groups' closing balances) and after the display of **Gross Profit**.

Incomes

Income Primary groups can be further classified into two parts -

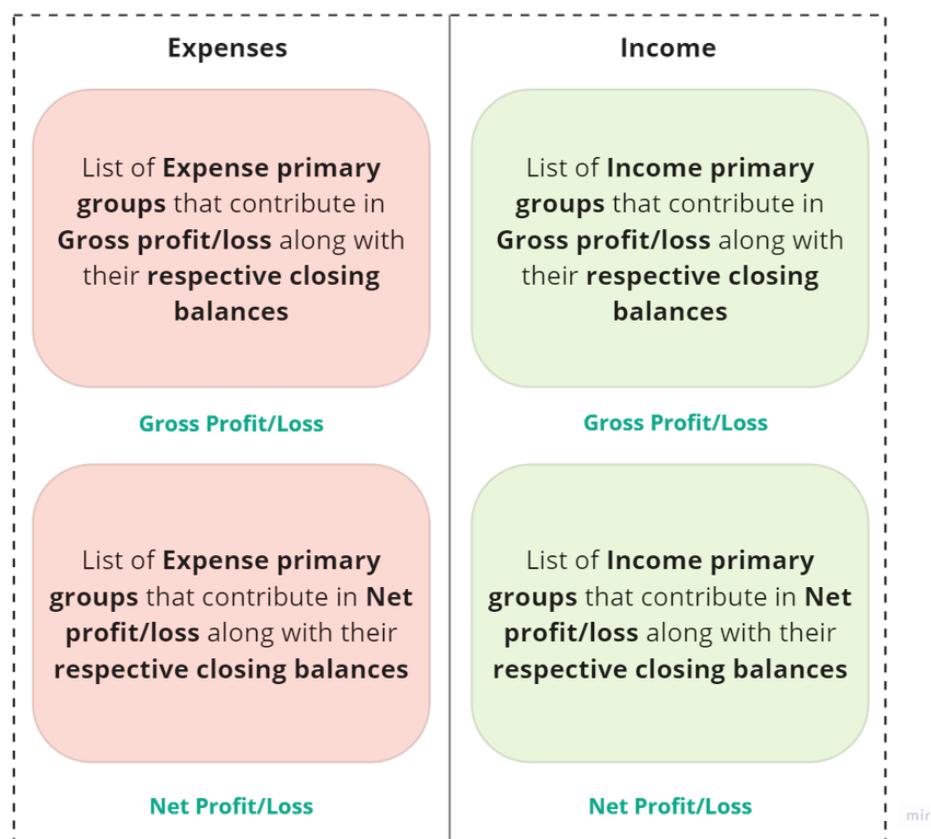
1. Primary groups that contribute to P&L which impact **Gross Profit**
2. Primary groups that contribute to P&L which impact **Net profit**.

'Income Primary Groups which impact Gross Profit' are placed on the **Income side** of P&L (along with the respective Primary Groups' closing balances) and before the display of **Gross Profit**.

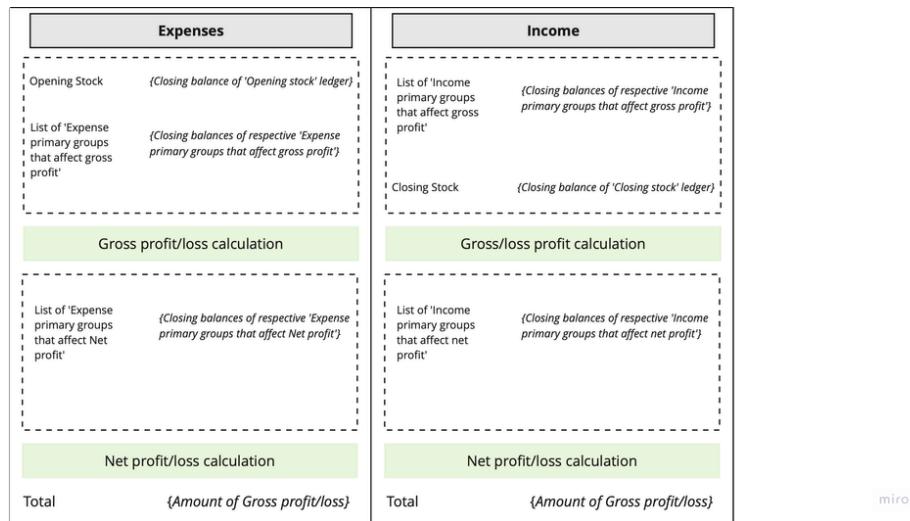
'Income Primary Groups which impact Net Profit' are placed on the **Income side** of P&L (along with the respective Primary Groups' closing balances) and after the display of **Gross Profit**.

Note: Net Profit/loss is placed on both sides of the P&L Statement after 'Expense Primary Groups which impact Net Profit' (on expense side) and 'Income Primary Groups which impact Net Profit' (on Income side)

Horizontal Layout template - P&L Statement



Final blueprint of Horizontal Layout



Calculation of Gross Profit & Net Profit

Calculation of Gross Profit/(Loss)

\sum Closing balances of Primary Groups which impact Gross Profit with Closing balance type 'Dr' . - \sum Closing balances of Primary Groups which impact Gross Profit with Closing balance type 'Cr' > 0, Gross Loss

otherwise Gross Profit.

Interpretation of Debit and Credit for the Purpose of P&L account (understanding nature)

Type	Cr	Dr
Income (Cr is "Closing balance type")	Cr should be read as positive Example: 25,00,000 cr is 25,00,000	dr to be read as negative 25,00,000 dr is (25,00,000)
Expense (Dr is "Closing balance type")	Dr should be read as positive 25,00,000 Dr is 25,00,000	Cr should be read as Negative 25,00,000 Dr is (25,00,000)
Opening Stock	Dr should be read as positive	Cr should be read as negative
Closing Stock	Dr should be read as positive	Cr should be read as negative

Calculation of Net Profit:

Net Profit/Loss = (Gross Profit)/Gross Loss + \sum Closing balances of Primary Groups with impact Net Profit with Closing balance type 'Dr' - \sum Closing balances of Primary Groups which impact Net Profit with Closing balance type 'Cr' > 0, Net Loss

otherwise Net Profit.

Vertical Layout.

Particulars	Amount
► Sales	8,31,453.29
► Cost of Sales	8,31,453.29
► Indirect Income	8,31,453.29
Gross Profit	10,06,614.99
► Employee Benefit Expenses	8,31,453.29
► Finance Costs	8,31,453.29
► Other Expenses	8,31,453.29
Net Profit	10,06,614.99

Vertical Layout

Vertical Layout consists of two sections

1. Primary Groups that impact Gross Profit (both Expense and Income)
2. Primary Groups that Impact Net Profit (both Expense and Income)

1. Primary Groups that impact Gross Profit (both Expense and Income)

These Primary Groups are presented in the following order-

- 1.) 'Income Primary Groups which impact Gross Profit' (along with the respective Primary Groups' closing balances) place this **before Gross Profit**
 - 2.) Cost Of Sales(**Calculation**) = Closing balances of Opening stock(ledger) + Closing balances of Purchases(Expense Primary Group which impact Gross Profit) - Closing balances of Closing stock(Ledger). place this **before Gross Profit**
 - 3.)'Expense Primary Groups which impact Gross Profit' (along with the respective Primary Groups' closing balances) place this **before Gross Profit**
- Note :** 'Purchases' comes under 'Expense Primary Groups which impact Gross Profit', and this shall not be listed separately instead should be included in **Cost Of Sales**.
- 4.)Calculation of **Gross Profit/(Loss)**

2. Primary Groups that Impact Net Profit (both Expense and Income)

- 1.) 'Income Primary Groups which impact Net Profit' (along with the respective Primary Groups' closing balances) place this **after Gross Profit**.
- 2.)'Expense Primary Groups which impact Net Profit' (along with the respective Primary Groups' closing balances) place this **after Gross Profit**.
- 3.)Calculation of **Net Profit/(Loss)**

Final blueprint of Vertical Layout

Particulars	
List of 'Income primary groups that affect gross profit'	{Closing balances of respective 'Income primary groups that affect gross profit'}
<i>Cost Of Goods Sold</i>	$\{Cost\ Of\ Goods\ Sold(Calculation) = Closing\ balances\ of\ Opening\ Stock + Closing\ balance\ of\ Purchases - Closing\ balances\ of\ Closing\ Stock\}$
List of 'Expense primary groups that affect gross profit'	{Closing balances of respective 'Expense primary groups that affect gross profit'}
Gross profit/loss calculation	
List of 'Income primary groups that affect net profit'	{Closing balances of respective 'Income primary groups that affect net profit'}
List of 'Expense primary groups that affect net profit'	{Closing balances of respective 'Expense primary groups that affect Net profit'}
Net profit/loss calculation	

hiro

Data Requirement for P&L calculation.

DB References (only for reference purpose, subject to correction)

Table Name	Fields and Filter	
<code>finsights_tally_db.groups</code>	<code>parent_group_id</code> where "parent_group_id" = "primary"	to find primary groups
	<code>"nature_of_group"</code> where "nature_of_group" = "expense" or "income"	to fetch primary groups under "Income" or "Expense"
	<code>"configuration_does_it_affect_gross_profits"</code>	

Data needed for Profit and Loss statement-

List of Data Required

Since P&L presents Primary Groups under Income and Expenses, which is further segregated into Gross Profit Level and Net Profit Level, **the following data is required to present the P&L statement.**

(represents only the requirement, syntax to be ignored)

	Requirement	Source	Additional Requirement
1	List of Primary Groups under Expenses that affect Gross Profit	List of all Primary Groups where nature_of_group = "Expenses" and ("configuration_does_it_affect_gross_profits") = yes	Closing Balances of this List as on "to date" selected by the User
2	List of Primary Groups under Income that affect Gross Profit	List of all Primary Groups where nature_of_group = "Income" and ("configuration_does_it_affect_gross_profits") = yes	Closing Balances of this List as on "to date" selected by the User
3	List of Primary Groups under Expenses that affect Net Profit	List of all Primary Groups where nature_of_group = "Expenses" and ("configuration_does_it_affect_gross_profits") = No	Closing Balances of this List as on "to date" selected by the User
4	List of Primary Groups under Income that affect	List of all Primary Groups where nature_of_group = "Income" and	Closing Balances of

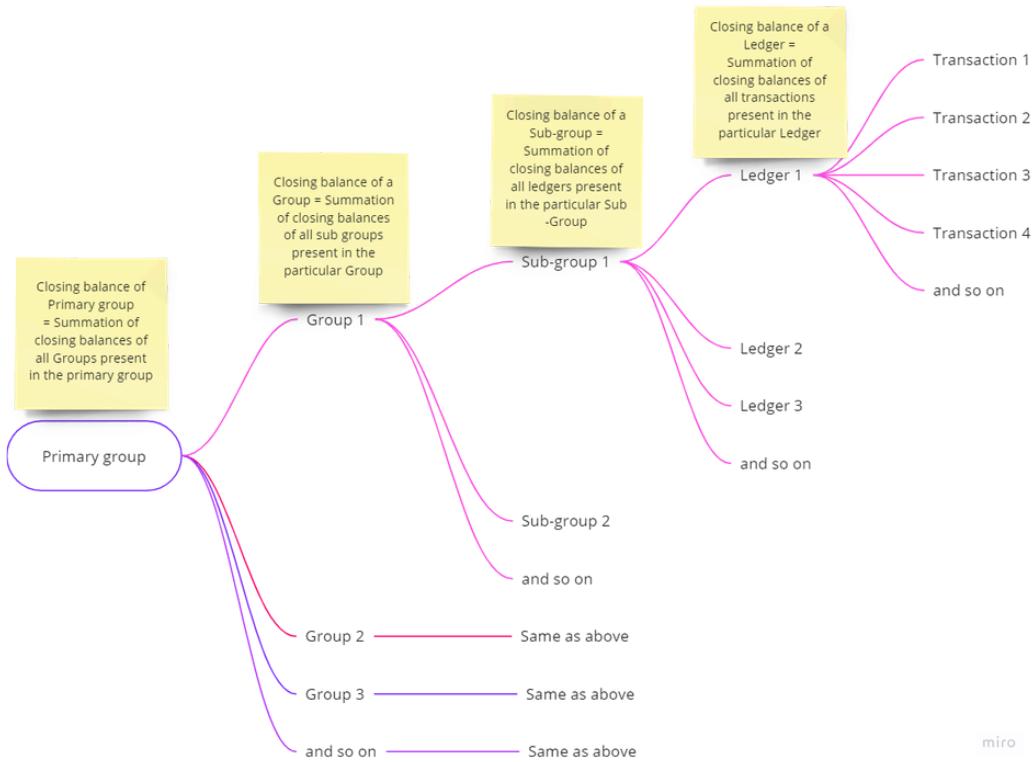
	Net Profit	(“configuration_does_it_affect_gross_profits”) = No	this List as on “to date” selected by the User
	Opening Stock	<i>To be updated soon</i>	
	Closing Stock	<i>To be updated soon</i>	

Calculation of Closing Balances

Calcuation of Closing Balances for a Primary Group:

1. Calculate **closing balances at Ledger Level** based on transactions for the ledger_id
2. Calculate **Closing Balances at group level** based on ledgers closing balances for the group_id
3. Calculate **Closing Balances at the Primary Group level** based on the **Group and ledger balances** under the Primary Group

Detailed example is available after this image for better understanding.



Step -1 Calculate closing balance of an individual ledger

Table reference: vouchers_particulars

Let us assume following transactions are stored for a Voucher with the sample data:

voucher_id	101
ledger_id	3546 (Rental Expenses)
Date	08/04/23
type	dr
amount	250000

The dr stored above should be considered as **debit** for balance calculation and similarly cr stored should be considered as credit for Balance Calculation

Ledger-1 A/c

Data	Opening balance	Debit balance	Credit balance	Closing Balance

08/04/23	10,000 Dr	-	-	10,000 Dr
15/04/23	10,000 Dr	-	25,000 Cr	15,000 Cr
30/08/23	15,000 Cr	-	30,000 Cr	45,000 Cr

Notes:

1. Closing Balance = Opening Balance + Debit Balance - Credit Balance
2. Closing Balance of a transaction is considered as opening balance of next transaction.
3. For Profit & Loss, closing balance as on the "to date" should be provided.
4. Closing balance as on the "to date" is closing balance of the last transaction on "to date" (In case there are more multiple transactions for ledger_id of a single day)

Each Ledgers have closing balances. and these closing balances will have balance type with "Dr" or "Cr"

Step -2: Sum up all closing balances of all the ledgers belonging to a Subgroup

As Ledger is stored under a group (*table and field reference: "Ledgers.group_id"*)

Step 2A: Retrieve list of all Ledgers under a Group based on above

Step 2B: Calculate Closing Balances of Group by \sum closing balances of Ledgers

Example for 2B

Let us say a Group has the following sample Ledgers"

Ledgers under a Group ID	Closing Balance as calculated in Step-1
Ledger 1	25,000 Dr
Ledger 2	30,000 Dr
Ledger 3	45,000 Cr
Ledger 4	55,000 Cr
Ledger 5	1,00,000 Dr
Ledger 6	55000 Dr
Closing Balance of Group	1,10,000 Dr

2B-1: Calculate (sum of debit balances) and (sum of credit balances) separately

2B -2: Calculate difference between (sum of debit balances) and (sum of credit balances)

2B-3: If "Sum of Credit" is higher show the Group Balance as cr, if "sum of debit" is higher show as "dr"

Step-3 Sum up all balances of Groups belonging to a Primary Group

Let us say Primary Group has the following sample Groups"

Ledgers under a Primary Group ID	Closing Balance as calculated in Step-2
Group 1	25,000 Dr
Group 2	30,000 Dr

Group3	45,000 Cr
Group 4	55,000 Cr
Group 5	1,00,000 Dr
Group 6	55000 Dr
Closing Balance of Primary Group	1,10,000 Dr

2B-1: Calculate (sum of debit balances) and (sum of credit balances) separately

2B -2: Calculate difference between (sum of debit balances) and (sum of credit balances)

2B-3: If "Sum of Credit" is higher show the Group Balance as cr, if "sum of debit" is higher show as "dr"

Calculation of Opening and Closing stocks

Pathway : Create organisation > Inventory settings

Calculation of Opening and Closing stocks varies based on whether the User has enabled or disabled the 'Inventory settings' options in "create organisation"

If 'Integrate inventory with accounts' is enabled-

Stock	Closing balance	Examples	Position	Database
Opening Stock	<p>Take closing balance of closing stock as of previous financial year, if previous year's data is available.</p> <p>if data is not available, NIL</p>	<p>Current Year : 22-23</p> <p>Closing stock for FY 21-22 was 10,00,000 Cr.</p> <p>This will be the Opening Stock for FY 22-23 as 10,00,000 Dr.</p>	<p>If Dr Type, Place it on Expense side</p> <p>If Cr Type, Place it on Incomes side</p>	<p>This will be fetched from database which is still in work-in-progress</p>
Closing Stock	<p>Take summation of closing balances of all stock items at a specified date.</p> <p>Calculation of individual stock items closing balance.</p> <p><u>For a specified period</u></p> <p>Opening Stock from previous period of Individual stock item + Σ Closing balance of Inwards in the current period - Σ Closing balance of Outwards in the current period = Closing stock(closing balance of a stock Item) in the current period.</p>	 <p>This image shown here is the explanation on how we are deriving at closing balance(closing stock) of an individual stock item.</p>	<p>If Cr type - Place it on Incomes side</p> <p>If Dr type - Place it on Expenses side</p>	

	October) of a stock item.	
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Table : 1 Let us say sample Stock Items has the following Closing balances

Stock items	Closing Balance as calculated in Step-1
Stock Item 1	25,000 Cr
Stock Item 2	30,000 Cr
Stock Item 3	45,000 Dr
Stock Item 4	55,000 Dr
Stock Item 5	1,00,000 Cr
Stock Item 6	55,000 Cr
Closing Balance of Closing stock	1,10,000 Cr

2B-1: Calculate (sum of debit balances) and (sum of credit balances) separately

2B -2: Calculate difference between (sum of debit balances) and (sum of credit balances)

2B-3: If "Sum of Credit" is higher show the Closing stock Balance as cr, if "sum of debit" is higher show as "dr"

Table 1.1 More detailed information on "Specified period"

From and To date	Example	Opening Balance on	Closing Balance on
If user changed the default dates to specified dates.	11th May 2023 to 29th November 2023	Closing balance of Primary Groups as on 10th may(the immediately preceding transaction's closing balance)	Closing balance of Primary Groups as on 29th November
By default, yearly balances are shown	01/04/2023 to 31/03/2024(or upto the present date)	Closing balance of Primary Groups as on 31/03/23(the immediately preceding transaction's closing balance)	Closing balance of Primary Groups as on 31/03/2024 If not 'year end', as on 'present date'

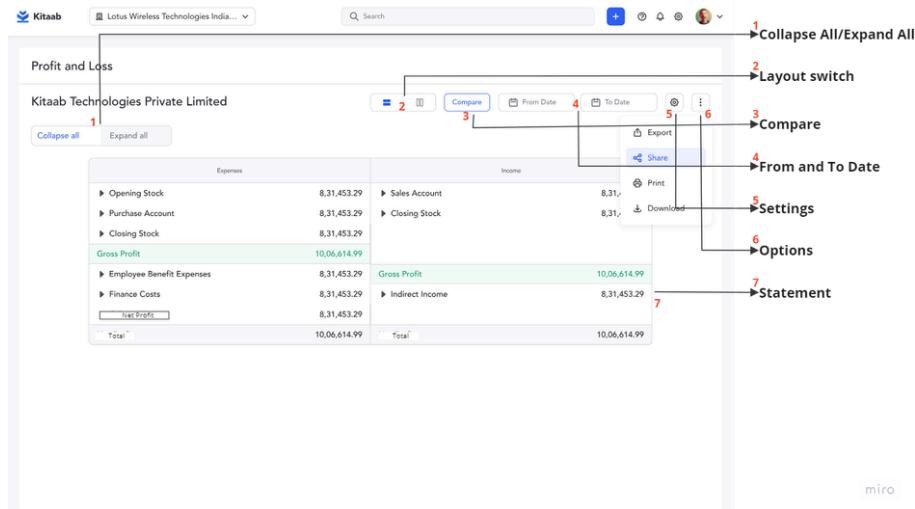
If 'Integrate inventory with accounts' is disabled-

User has to manually create ledgers Opening Stock and Closing Stock with under group 'Stock-in-hand' and **only** these accounts are considered for calculation of Opening and Closing stock.

Stock	Closing balance	Examples	Position	Database
Opening Stock	Amount that was entered while creation of Opening Stock under group 'Stock-in-hand'	Whatever the amount that was entered at the time of creation will be shown beside their respective ledger	If Dr type - Place it on Expenses side If Cr type - Place it on Incomes side	This will be fetched from database which is still in work-in-progress

		accounts in Profit and Loss statement.	
Closing Stock	Amount that was entered while creation of Closing Stock under group 'Stock-in-hand'		Cr type - Place it on Incomes side Dr type - Place it on Expenses side

P&L Statement default view



List of features

1. Collapse All/Expand All
2. Switch layout
3. Compare
4. From and To Date
5. Settings
6. Options
7. Statement

Features	Default option	Functionality	Validation
Collapse All/Expand All (Button)	Collapse All	Collapse All- Only the Primary Group's closing balances are shown. Expand All - All Primary Groups, Groups list, Subgroups list, Ledgers list will be shown.	-
Switch layout(Switch-button)	Horizontal	When switched to Horizontal Layout, this should be shown. if not, Vertical layout	-
Compare	-	-	-
From and To Date (Numerical field)	From - Beginning of current Financial year To - today's date	From date - can not be beyond the "date of creation of organization. To date - should not be allowed to set beyond today's date	
Settings button		Redirect user to " http://kitaabdevdocs.atlassian.net/wiki/spaces/FRD/pages/35947598 Can't find link"	
Options button 1. Export 2. Share	-	User can export,share,print,download the P&L data	-

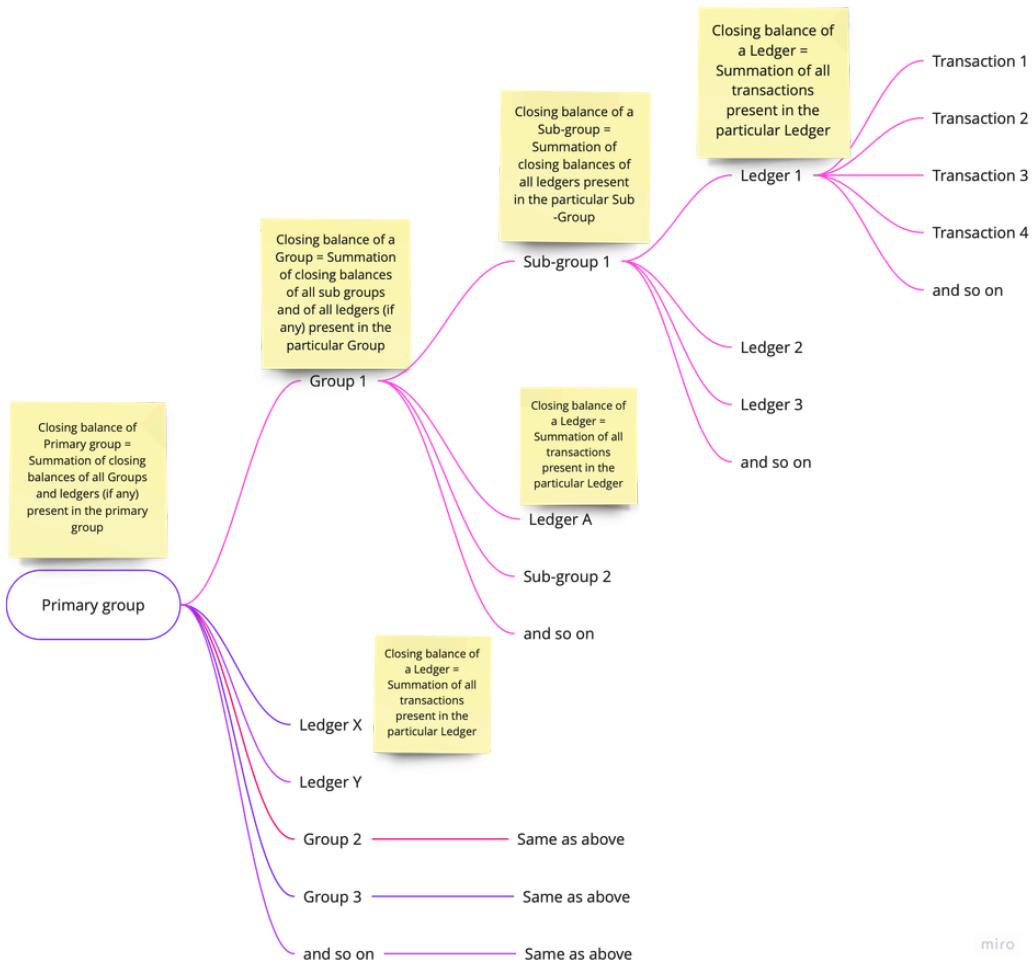
3. Print			
4. Download			
Statement	Profit and Loss statement by default should be shown in Horizontal Layout	Refer the components of P&L Components of P&L Statement	-

Expansion view (including Expand all view)

Background -

By default option, In Profit and Loss statement only the Primary Groups are shown along with their closing balances. But every Parent Group is a sum of all Child members under it. The child can be either be a group or a ledger.

This can be explained from below image-



This can also be explained in a tabular form

Parent Class	Child Class
Primary Group	Summation of Groups' closing balances
Group	Summation of Sub Group's closing balances
Sub Group	Summation of Ledgers' closing balances
Ledger	List of all transactions

User Interaction -

If the User did not click on any parent group, this is the default view.

Profit and Loss																				
Kitaab Technologies Private Limited																				
From Date: To Date:																				
<button>Collapse all</button> <button>Expand all</button>		<button>Print</button> <button>Share</button> <button>Download</button>																		
<table><thead><tr><th>Expense</th><th>Income</th></tr></thead><tbody><tr><td>► Opening Stock 8,31,453.29</td><td>► Sales Account 8,31,-</td></tr><tr><td>► Purchase Account 8,31,453.29</td><td>► Closing Stock 8,31,-</td></tr><tr><td>► Closing Stock 8,31,453.29</td><td></td></tr><tr><td>Gross Profit 10,06,614.99</td><td>Gross Profit 10,06,614.99</td></tr><tr><td>► Employee Benefit Expenses 8,31,453.29</td><td>► Indirect Income 8,31,453.29</td></tr><tr><td>► Finance Costs 8,31,453.29</td><td></td></tr><tr><td>► Other Expenses 8,31,453.29</td><td></td></tr><tr><td>Net Profit 10,06,614.99</td><td>Net Profit 10,06,614.99</td></tr></tbody></table>	Expense	Income	► Opening Stock 8,31,453.29	► Sales Account 8,31,-	► Purchase Account 8,31,453.29	► Closing Stock 8,31,-	► Closing Stock 8,31,453.29		Gross Profit 10,06,614.99	Gross Profit 10,06,614.99	► Employee Benefit Expenses 8,31,453.29	► Indirect Income 8,31,453.29	► Finance Costs 8,31,453.29		► Other Expenses 8,31,453.29		Net Profit 10,06,614.99	Net Profit 10,06,614.99		
Expense	Income																			
► Opening Stock 8,31,453.29	► Sales Account 8,31,-																			
► Purchase Account 8,31,453.29	► Closing Stock 8,31,-																			
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► Finance Costs 8,31,453.29																				
► Other Expenses 8,31,453.29																				
Net Profit 10,06,614.99	Net Profit 10,06,614.99																			

If the user clicks on any Parent Group, it will show list of all Groups closing balances (belong to that Parent Group)

If the user clicks on any Group, it will show list of all Subgroups closing balances (belong to that Group)

If the user clicks on any Subgroups, it will show list of all Ledgers closing balances (belong to that Subgroup)

If the user clicks on any Ledger, it will show list of all transactions closing balances (belong to that Ledger)

This is shown in the below image(assuming user did not click on ledger)

Profit and Loss																																		
Kitaab Technologies Private Limited																																		
From Date: To Date:																																		
<button>Collapse all</button> <button>Expand all</button>		<button>Print</button> <button>Share</button> <button>Download</button>																																
<table><thead><tr><th>Expense</th><th>Income</th></tr></thead><tbody><tr><td>► Opening Stock 8,31,453.29</td><td>► Sales Account 8,31,453.29</td></tr><tr><td>► Purchase Account 8,31,453.29</td><td>► Closing Stock 8,31,453.29</td></tr><tr><td>► Closing Stock 8,31,453.29</td><td></td></tr><tr><td>Gross Profit 10,06,614.99</td><td>Gross Profit 10,06,614.99</td></tr><tr><td>► Employee Benefit Expenses 8,31,453.29</td><td>► Indirect Income 8,31,453.29</td></tr><tr><td>► Finance Costs 8,31,453.29</td><td></td></tr><tr><td>► Other Expenses 8,31,453.29</td><td></td></tr><tr><td>► Group 1 8,31,453.29</td><td></td></tr><tr><td>► Group 2 8,31,453.29</td><td></td></tr><tr><td>► Subgroup 1 8,31,453.29</td><td></td></tr><tr><td>Ledger 1 8,31,453.29</td><td></td></tr><tr><td>Ledger 2 8,31,453.29</td><td></td></tr><tr><td>Ledger 3 8,31,453.29</td><td></td></tr><tr><td>► Group 3 8,31,453.29</td><td></td></tr><tr><td>Net Profit 10,06,614.99</td><td></td></tr></tbody></table>	Expense	Income	► Opening Stock 8,31,453.29	► Sales Account 8,31,453.29	► Purchase Account 8,31,453.29	► Closing Stock 8,31,453.29	► Closing Stock 8,31,453.29		Gross Profit 10,06,614.99	Gross Profit 10,06,614.99	► Employee Benefit Expenses 8,31,453.29	► Indirect Income 8,31,453.29	► Finance Costs 8,31,453.29		► Other Expenses 8,31,453.29		► Group 1 8,31,453.29		► Group 2 8,31,453.29		► Subgroup 1 8,31,453.29		Ledger 1 8,31,453.29		Ledger 2 8,31,453.29		Ledger 3 8,31,453.29		► Group 3 8,31,453.29		Net Profit 10,06,614.99			
Expense	Income																																	
► Opening Stock 8,31,453.29	► Sales Account 8,31,453.29																																	
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Ledger 2 8,31,453.29																																		
Ledger 3 8,31,453.29																																		
► Group 3 8,31,453.29																																		
Net Profit 10,06,614.99																																		

If the User clicked on any particular Ledger, list of all transactions' closing balance belonging to that specific ledger should be shown

(Shown in the below image)

Month	Debit	Credit	Closing Balance
Opening Balance			0 Dr
Apr/2020	0	0	0 Dr
Mar/2020	0	0	0 Dr
Jun/2020	0	0	0 Dr
Jul/2020	0	0	0 Dr
Aug/2020	0	0	0 Dr
Sep/2020	0	0	0 Dr
Total	0	0	0 Dr

The above data should be shown from Kitaab application

Navigation "Homepage > Masters > Accounting Masters > Ledgers"

By default, show "Summary" tab when User clicked on a particular ledger.

Summary includes-

Period - From and To date: Data of the ledger to be shown in that specific period.

Months column - Show months in a chronological order

Debit and Credit columns - Show total Debit or credit balances present in each month in the respective Debit and Credit columns.

Closing balance - Show the closing balance of each month that is carried forward to the next month in Closing balance column.

From where the data is coming into Ledgers - refer "[Calculation of Closing Balances](#)"

Settings Page

It has 4 Sections

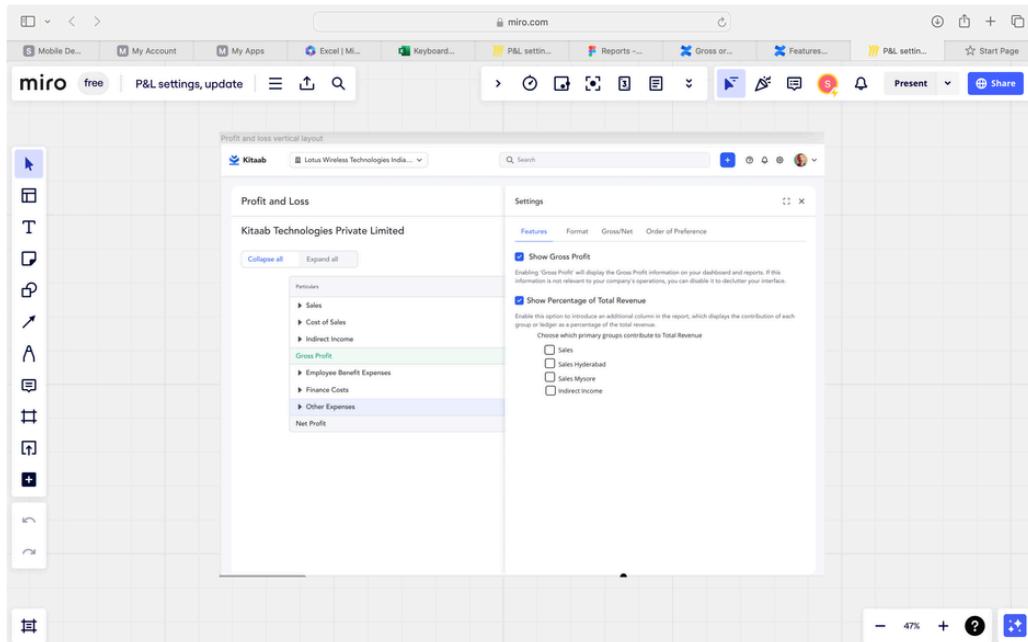
- i. Features
- ii. Format
- iii. Gross/Net
- iv. Order of Preference

'Features' tab

Features Under Settings in Profit and Loss report

Objective: To provide an option to user to choose to display gross profit and/ percentages of all the items on Total Revenue on the face of Profit and Loss report.

Navigation: Home -> Reports -> Profit & Loss - > Settings -> Feature



Functional Requirements:

S.No	Screen Element	Field Type	Screen Functionality	Calculation
1	Show Gross Profit	Check box. By default, it is to be checked.	<p>On enabling "Show Gross Profit", Gross Profit to be displayed on the Main screen of the Report.</p> <p>Refer Calculation of Gross Profit & Net Profit - FRDs - Confluence (atlassian.net) for Gross Profit calculation.</p> <p>Reference- figure:1</p> <p>On disabling the "Show Gross Profit", the Gross Profit should not be shown</p>	-

			on the Report's main screen.	
2	Show Percentage on sales only/ sales and indirect income	Should be able to select between show percentage on Sales only or Sales and Indirect Income	<p>On enabling "sales only" option, a column to be inserted next to "Amount" column in the report's main screen with column name "Percentage" and all the items in the report except "Gross Profit" and "Net Profit" to be shown as percentages to "Sales only". Reference- figure 2</p> <p>On enabling "sales and indirect income" option, a column to be inserted next to "Amount" column in the report's main screen with column name "Percentage" and all the items in the report except "Gross Profit" and "Net Profit" to be shown as percentages to "Sales and Indirect Income"</p>	<p>Sales only = Sum of all the debit and credit closing balances under parent_group_id / group_id "Sales Accounts". Consider Credit balances as positive and debit closing balances as negative.</p> <p>Sales and Indirect Income = (Sum of all the debit and credit closing balances under parent_group_id / group_id "Sales Accounts") + (Sum of all the debit and credit closing balances under parent_group_id / group_id "Indirect Incomes"). Consider Credit balances as positive and debit closing balances as negative.</p>

Figure:1

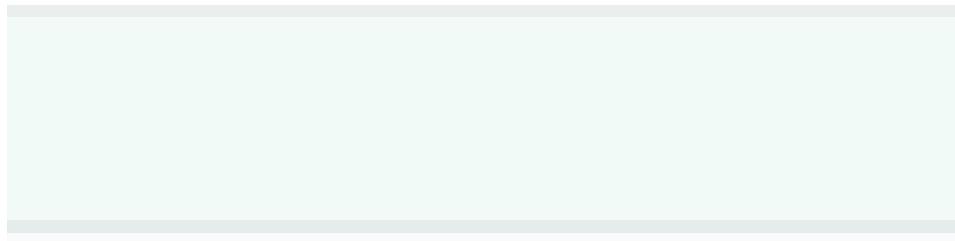
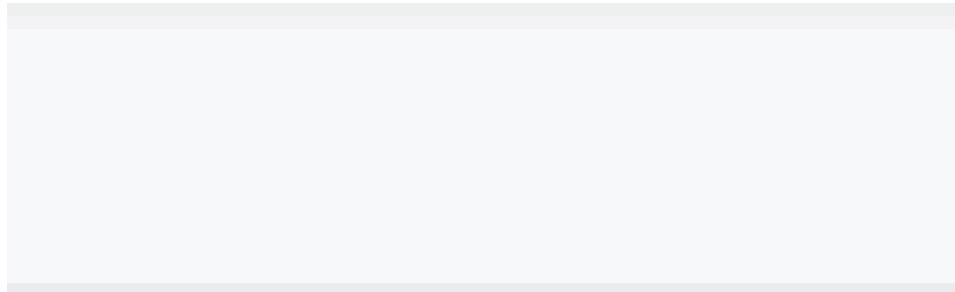




Figure:2

Particulars	Amount	Percentage
► Sales	8,31,453.29	25%
► Cost of Sales	8,31,453.29	25%
► Indirect Income	8,31,453.29	25%
Gross Profit	10,06,614.99	
► Employee Benefit Expenses	8,31,453.29	25%
► Finance Costs	8,31,453.29	25%
► Other Expenses	8,31,453.29	25%
Net Profit	10,06,614.99	

'Format' tab

P&L- Format Settings

Objective:

The Format Settings for the profit & loss Statement enable users to Format profit & loss statement of an organization in their desired way like user can select reporting currency, Comma separator style & Reporting Unit Size

Navigation: Home > Reports > profit & loss > Settings icon (gear Shape) > Format

Screen & Fields

Settings

Features Format Gross/Net Order of Preference

Default Currency Reporting Currency

INR USD

Exchange Rate

80 = 1

INR USD

Comma Separator Style

Standard International (1,000,000)

Indian Sub-Continent (1,00,00,000)

Reporting Unit Size

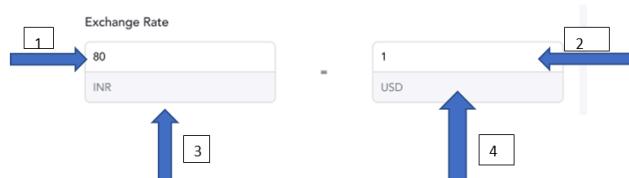
At Actual

Functional requirements:

Field Name	Field Type	Description	Validation s	Calculation
Default Currency	This is a read-only text box.	The Data in this field will be auto populated. Field should be auto-populated from the Create Organization - Primary details (i.e., from organization_currency_id)		

Reporting Currency	Drop Down	<p>Allow the user to select any one option from the drop-down List.</p> <p>(List to displayed:)</p> <p>Allow user Create Option, if user chooses to create new currency, they would be redirected to Create Currency module in Kitaab</p> <p>Default Reporting Currency will be INR</p>		
Exchange rate	Refer Exchange Rate Field types			
Comma Separator style	Radio button	<p>There will be 2 radio buttons (Indian Sub-continent and Standard International).</p> <p>By Default, Indian Sub-Continent radio button is selected.</p>		
Reporting unit Size	Drop Down	<p>Allow the user to select any one option from the drop-down list.</p> <p>[List to be shown: At Actuals, Thousands (Th), Lakh (Lacs), Millions (Mn), Billions (Bn)]</p> <p>Based on the option selected by the user, the figures in amount column on face of profit & loss statement should be displayed as per calculation given in calculation column</p> <p>Default Reporting unit Size will be "at actuals"</p>	<p>1. At Actuals: Amount should be displayed as per default format.</p> <p>2. Thousands (Th): Amount /1000</p> <p>3. Lakh (Lacs): Amount/100000</p> <p>4. Millions (Mn) Amount/1000000</p> <p>5. Billions (Bn) Amount/1000000000</p>	

Exchange Rate Field types



s.no (as marked in Above figure)	Field Type	Description	Validations	Calculation
1	Input Field	Default Value should be blank	Allow numeric values only (Only Positive Values) If the user provides the input for the following Fields not in compliance with character limitations then show field validation Message like "Please enter only numeric values "	
2	Read-Only text Box	It's always numerical digit 1		
3	Read-Only text Box	It should be auto populated from Default currency field as mentioned in Functional requirements		
4	Read-Only text Box	It should be auto populated from reporting currency field as mentioned in Functional requirements		

'Gross Profit or Net Profit' tab

Changing status of Primary groups between Gross Profit and Net Profit.

Field	Field Type	Validation	Functionality	Data storage
Incomes and Expenses	Switching Contains whole of the contents - Searchbar, status-filter, Primary group column, Status		When selected any one of these elements, accordingly whole data related to specific Incomes or expenses will show up	
Search bar	Text	Alphanumerics and special characters upto 50	This search bar should show all the Primary groups that affect Profit and Loss statement. Primary groups with "nature of group- Incomes and expenses"	
Status(Filter)	Dropdown-filter	Contains <ul style="list-style-type: none"> • Gross Profit • Net Profit 	By default, these Primary groups should have their Gross Profit and	

			<p>Net Profit as the status.</p> <p>When selecting any of the Status, accordingly those will be shown in the Primary group list.</p>	
Primary group	Column	-	<p>List of all the Primary groups that are in the Profit and Loss should be shown here with status.</p>	
Status	Dropdown	<p>Contains</p> <ul style="list-style-type: none"> • Gross Profit • Net Profit 	<p>By default, these Primary groups should have their Gross Profit and Net Profit as the status.</p> <p>User can have the option to change this.</p> <p>Allow the User to change the status from Gross Profit to Net Profit and vice versa.</p>	<p>If the User changes status from Net Profit to Gross Profit</p> <p>Update this</p> <p>(“configuration_does_it_affect_gross_profits”) = yes</p> <p>and</p> <p>Vice versa</p>

'Order of Preferences' tab

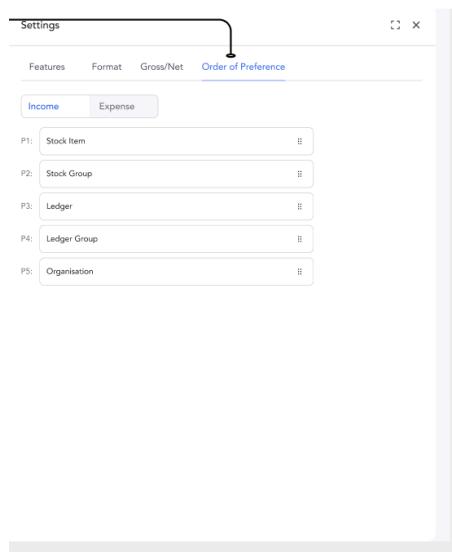
P&L- order of preferences

Objective:

The Order of preference Settings for the profit & loss Statement enable users to Change order of primary groups relating to profit & loss statement of an organization as per the view they want to see.

Navigation: Home > Reports > profit & loss > Settings icon (gear Shape) > Order of preferences

Screen & Fields:



Field Name	Field Type	Description
Income	Toggle	<p>User should be able to select income or Expense at a time By default, selection type is income.</p> <p>If User Selects Income, Provide the list of primary groups belonging to Income ("nature_of_group"= "income") in default preferences order. (Default Preferences order: 1. Sales accounts, 2. Direct Income 3. Indirect Income) Allow user to Shuffle the default Preference order by Dragging the line item using ::: & dropping at the position user requires. This user-defined order of preferences should be reflected in the face of the profit & loss report.</p> <p>If User Selects Expenses, Provide the list of primary groups belonging to Expenses & Cost of Sales ("nature_of_group"= "expense") in default preferences order.</p>
Expense	Toggle	

Income

Expense

(Default Preferences order: 1. Cost of Sales 2. Direct Expenses 3. Indirect Expenses)

Allow user to Shuffle the default Preference order by Dragging the line item using



& dropping at the position user requires.

This user-defined order of preferences should be reflected in the face of the profit & loss report.

This order of preferences settings will be allowed only if the user selects vertical layout of Profit & Loss Statement.

Note: In case there are some primary groups that qualify to be in P&L statement, but don't belong to the above mentioned 6 primary groups (3 in Income and 3 in Expenses) then, depending on the segment (Income or Expense) the default order of these other primary groups will be – **Alphabetically Shown**.

Balance Sheet FRD

Navigation: Home>Reports>Balance Sheet

This document lays out the Design requirements for viewing and analysing Balance Sheet on Kitaab Web Application.

The balance sheet provides a snapshot of a company's financial position, including its assets, liabilities, and equity, at a specific moment. It shows what the company owns and owes.

Objective.

Objectives

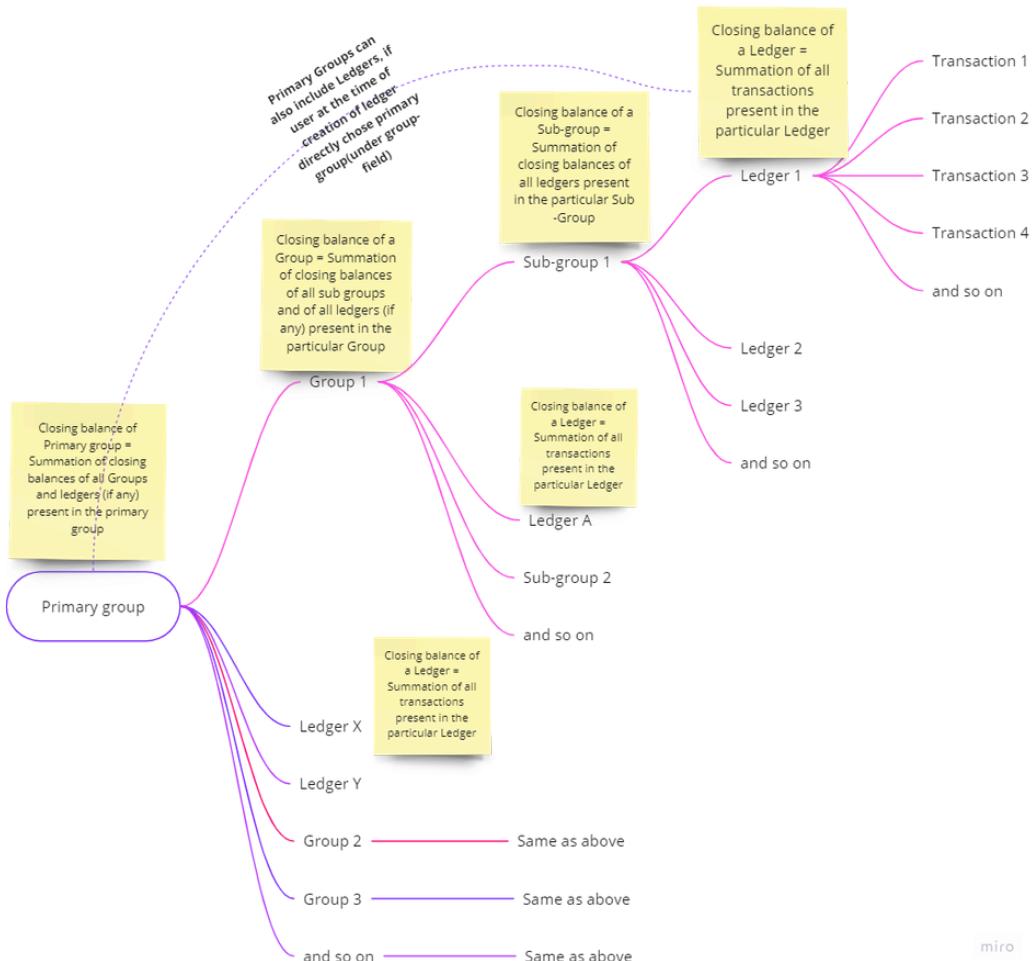
1. The objective of a Balance Sheet is to measure and assess the **Financial Position** of a Company.
2. A Balance Sheet should present a detailed summary of
 - Assets owned by the Company.
 - Liabilities owed by the Company
 - **Overall financial position of the Company.**

Calculation of Closing balances for Primary Groups

Calculation of Closing Balances for a Primary Group:

1. Calculate **closing balances at Ledger Level** based on transactions for the ledger_id
2. Calculate **Closing Balances at group level** based on ledgers closing balances for the group_id
3. Calculate **Closing Balances at the Primary Group level** based on the **Group and ledger balances** under the Primary Group

Detailed example is available after this image for better understanding.



The following example is explained with an assumption of user following the order of Primary Groups>Groups>Subgroups>Ledgers

Step -1 Calculate closing balance of an individual ledger

Table reference: vouchers_particulars

Let us assume following transactions are stored for a Voucher with the sample data:

voucher_id	101
ledger_id	3546 (Furniture)
Date	08/04/23
type	dr

amount	250000
--------	--------

The dr stored above should be considered as **debit** for balance calculation and similarly cr stored should be considered as credit for Balance Calculation

Ledger-1 A/c

Data	Opening balance	Debit balance	Credit balance	Closing Balance
08/04/23	10,000 Dr	-	-	10,000 Dr
15/04/23	10,000 Dr	-	25,000 Cr	15,000 Cr
30/08/23	15,000 Cr	-	30,000 Cr	45,000 Cr

Notes:

1. Closing Balance = Opening Balance + Debit Balance - Credit Balance
2. Closing Balance of a transaction is considered as opening balance of next transaction.
3. For Profit & Loss, closing balance as on the "to date" should be provided.
4. Closing balance as on the "to date" is closing balance of the last transaction on "to date" (In case there are more multiple transactions for ledger_id of a single day)

Each Ledgers have closing balances. and these closing balances will have balance type with "Dr" or "Cr"

Step -2: Sum up all closing balances of all the ledgers belonging to a Subgroup

As Ledger is stored under a group (*table and field reference: "Ledgers.group_id"*)

Step 2A: Retrieve list of all Ledgers under a Group based on above

Step 2B: Calculate Closing Balances of Group by Σ closing balances of Ledgers

Example for 2B

Let us say a Group has the following sample Ledgers"

Ledgers under a Group ID	Closing Balance as calculated in Step-1
Ledger 1	25,000 Dr
Ledger 2	30,000 Dr
Ledger 3	45,000 Cr
Ledger 4	55,000 Cr
Ledger 5	1,00,000 Dr
Ledger 6	55000 Dr
Closing Balance of Group	1,10,000 Dr

2B-1: Calculate (sum of debit balances) and (sum of credit balances) separately

2B -2: Calculate difference between (sum of debit balances) and (sum of credit balances)

2B-3: If "Sum of Credit" is higher show the Group Balance as cr, if "sum of debit" is higher show as "dr"

Step-3 Sum up all balances of Groups belonging to a Primary Group

Let us say Primary Group has the following sample Groups"

Ledgers under a Primary Group ID	Closing Balance as calculated in Step-2
Group 1	25,000 Dr
Group 2	30,000 Dr
Group3	45,000 Cr
Group 4	55,000 Cr
Group 5	1,00,000 Dr
Group 6	55000 Dr
Closing Balance of Primary Group	1,10,000 Dr

2B-1: Calculate (sum of debit balances) and (sum of credit balances) separately

2B -2: Calculate difference between (sum of debit balances) and (sum of credit balances)

2B-3: If "Sum of Credit" is higher show the Group Balance as cr, if "sum of debit" is higher show as "dr"

Calculation of Net Profit

Net Profit/(Loss) from Profit and Loss statement for the current financial year is transferred to Balance Sheet preparation for the current financial year.

Data source: " [Calculation of Gross Profit & Net Profit](#) " from P&L Statement

In Balance Sheet, P&L A/c is presented in the following way -

Profit & Loss A/c			25,23,864.97
		Opening Balance	21,58,980.52
		Current Period	3,64,884.45

Current Period - Net Profit/(Loss) calculated in the Current Year(Derived from P&L Statement of current financial year)

Opening Balance - Cumulative of all previous years' Net Profits or Losses.(The cumulative amount is not stored anywhere as an account but visible only on Balance Sheet).

Σ Net Profit/loss of Year1 + Year2 + Year3 +.... except for current year.

This can be explained with an example -

FY 21-22		Balance Sheet	
P&L Statement		Liabilities	Assets
Expenses	Incomes	P&L	100,000
	Net Profit 100,000		

FY 22-23		Balance Sheet	
P&L Statement		Liabilities	Assets
Expenses	Incomes	P&L	175,000
	Net Profit 75,000	Opening Balance -100,000	175,000

FY 23-24		Balance Sheet	
P&L Statement		Liabilities	Assets
Expenses	Incomes	P&L	100,000
	Net Loss 75,000	Opening Balance -175,000	100,000

miro

Opening Balance = Previous years Profits/Losses which is 100,000

Opening Balance = 100,000 (FY 21-22)+ 75000(FY 22-23)- 75000(FY 23-24)

Calculation and treatment of Opening and Current period balances of P&L A/c.

Case-1 If there is already an opening balance of P&L Account from previous years-

If Opening balance has	Current period balance has	Amount to be shown in Balance Sheet	Display in Balance Sheet
Net Profit	i. Net Profit	The summation of Opening balance and Current period's balances.	Liabilities side Example- P&L A/c - 30,00,00 Opening Balance 25,00,000 Current Period 500,000
OR			
	ii. Net Loss	Show difference of Opening balance and Current period	If Net Loss > Net Profit, show difference in Assets side , Otherwise, on Liabilities side in Balance sheet.

			Example- P&L A/c - 20,00,00 Opening Balance 25,00,000 Current Period (500,000)
OR			
Net Loss	i. Net Loss	The summation of Opening balance and Current period's balances.	Assets side Example- P&L A/c - 30,00,00 Opening Balance 25,00,000 Current Period 500,000
OR			
	ii. Net Profit	Show difference of Opening balance and Current period	If Net Loss > Net Profit, show difference in Assets side , Otherwise, on Liabilities side in Balance sheet. Example- P&L A/c - 20,00,00 Opening Balance 25,00,000 Current Period (500,000)

Case-2 If there is no Opening balance of P&L account from previous financial year.

Current period - P&L statement	Position in Balance Sheet
Net Profit	Show on Liabilities side Example: P&L A/c - 30,00,00
Net Loss	Show on Assets side Example: P&L A/c - 30,00,00

Closing balance of Closing stock

To be updated soon

Calculation of Differences in Opening balances

Generally Balance sheet gets tallied. There could be few reasons where it might not get tallied and it's when Users omit in transferring the Closing balances of Primary Groups belong to Assets and Liabilities of Previous financial year to current year.

Differences in Opening balances is a balancing figure which aims to total the both sides of Balance Sheet.

It is an automatically generated amount.

Assets :	
Fixed Assets	8,18,630.00
Investments	9,400.00
Current Assets	1,03,45,934.21
Misc. Expenses (ASSET)	52,500.00
Primary - Assets	46,190.00
Unadjusted Forex Gain/Loss	88,726.00
Difference in opening balances	(-)14,08,500.00
Total	99,52,880.21

Differences in Opening balances = Total Amount of Liabilities ~ Total amount of Assets

Total Amount of Liabilities = All Opening balances of Liability Primary Groups + Opening balance of Profit and Loss[Net Profit]

Total Amount of Assets = All Opening balances of Asset Primary Groups + Opening balance of Profit and Loss[Net Loss]

Note:There could be either only Net Profit or Net Loss.

Assumptions for Opening balances:

Opening Balances, assuming no transactions have occurred during the entire year in those Primary Groups then Opening and Closing balances will be the same.

Or

Opening balances taken in the beginning of the year where no transactions have occurred.

Current year Balance Sheet totals	Amount to be shown in Balance Sheet	Position in Balance Sheet
Total amount of Assets > Total amount of Liabilities	'Total Amount of Liabilities ~ Total amount of Assets'	Show on Liabilities side
Total amount of Liabilities > Total amount of Assets	'Total Amount of Liabilities ~ Total amount of Assets'	Show on Assets side

Layout of Balance Sheet

Balance Sheet can be presented in two ways

1. Horizontal layout
2. Vertical layout

Horizontal Layout-Liabilities(left side) Assets(right side)

Liabilities		Assets	
► Equity	50,00,000	► Fixed Assets	50,00,000
► Term Loan	50,00,000	► Long Term Advances	50,00,000
► Sundry Creditors	50,00,000	► Sundry Creditors	50,00,000
► Short Term Loans	50,00,000	► Cash & Bank	50,00,000
Total Liabilities	2,00,00,000	Total Assets	2,00,00,000

Vertical Layout -

The screenshot shows a software interface for 'Kitaab' managing financial data for 'Lotus Wireless Technologies India...'. The main window displays a 'Balance sheet' for 'Kitaab Technologies Private Limited'. The layout is vertical, with assets listed on the right and liabilities on the left. The table includes columns for 'Particulars' and 'Amount'.

Particulars	Amount
Liabilities	
Non Current Liabilities	
► Equity	50,00,000
► Term Loan	50,00,000
Current Liabilities	
► Sundry Creditors	50,00,000
► Short Term Loans	50,00,000
Total Liabilities	2,00,00,000
Assets	
Non Current Assets	
► Fixed Assets	50,00,000
► Long Term Advances	50,00,000
Current Assets	
► Sundry Creditors	50,00,000
► Cash & Bank	50,00,000
Total Assets	2,00,00,000

Horizontal Layout.

Horizontal Layout has two sections: Liabilities(left side), Assets(right side)

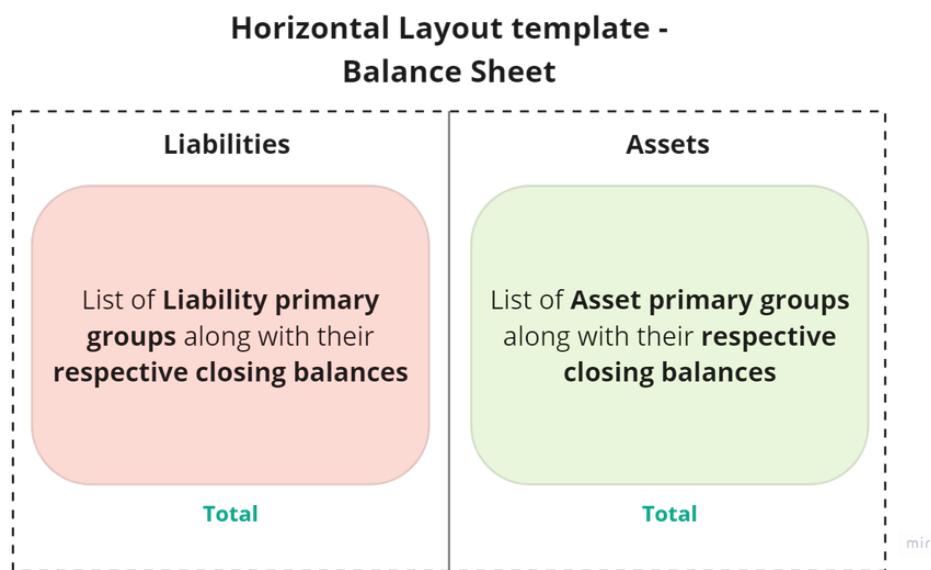
Liabilities

Primary Groups that fall under Liabilities along with their respective closing balances are placed in Liabilities side in the Balance Sheet.

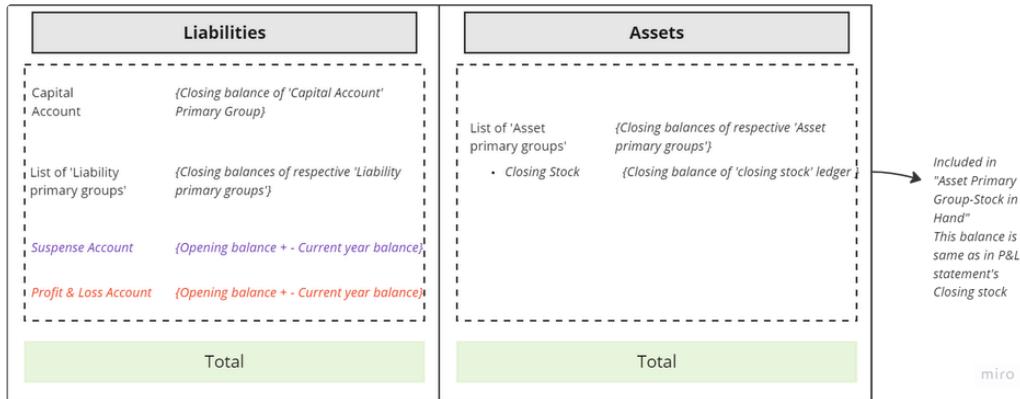
This Includes "Capital Account" which is a Primary Group that falls under 'Liability' which is shown separately.

Assets

Primary Groups that fall under Assets along with their respective closing balances are placed in Assets side in the Balance Sheet.



Final Blueprint of Horizontal Layout.



Note:

- Suspense Account and Profit&Loss statement don't have any fixed positions but depend on their balances which are explained in [Calculation of Differences in Opening balances](#) & [Calculation of Net Profit](#)
- As Capital Account(Shareholders' equity) includes the initial investment by shareholders, retained earnings (profits reinvested in the business), and other equity components, it is shown separately.

Vertical Layout of Balance Sheet

In the Vertical Layout, all records are shown in a single column

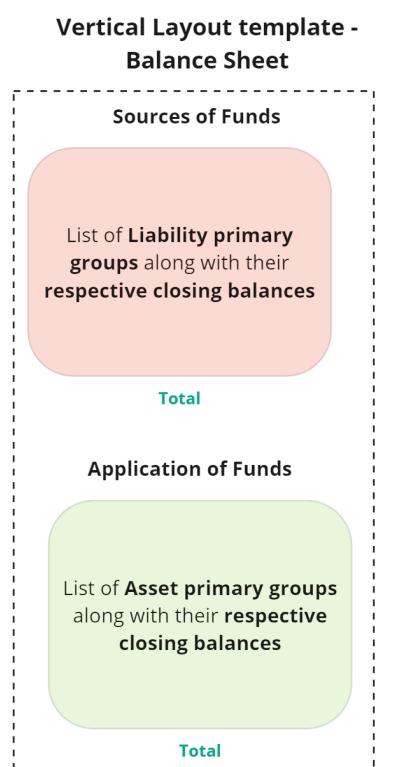
A. Sources of Funds

Primary Groups that fall under Liabilities along with their respective closing balances are placed under "Sources of Funds" in the Balance Sheet.

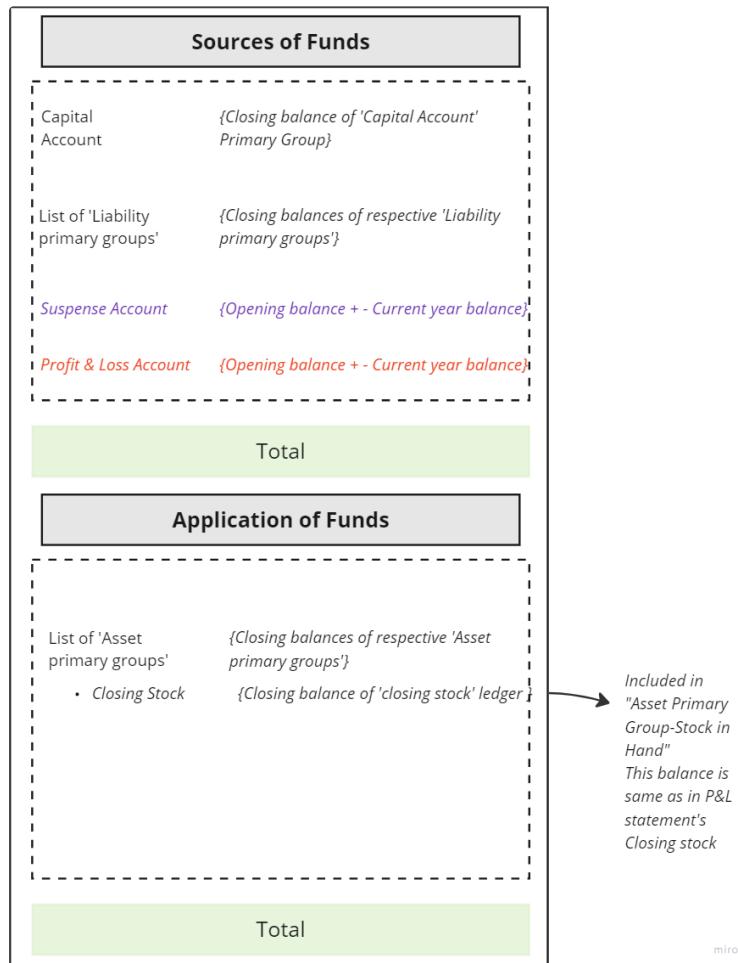
This Includes "Capital Account" which is a Primary Group that falls under 'Liability' which is shown separately.

B. Application of Funds

Primary Groups that fall under Assets along with their respective closing balances are placed under "Application of Funds" in the Balance Sheet.



Final Blueprint of Balance Sheet



Note:

- Suspense Account and Profit&Loss statement don't have any fixed positions but depend on their balances which are explained in [Calculation of Differences in Opening balances](#) & [Calculation of Net Profit](#)
- As Capital Account(Shareholders' equity) includes the initial investment by shareholders, retained earnings (profits reinvested in the business), and other equity components, it is shown separately.

Data Requirement of Balance Sheet

DB References (only for reference purpose, subject to correction)

Table and Fields relevant for “P&L”

Table Name	Fields and Filter	
finsights_tally_db.groups	parent_group_id where “parent_group_id” = “0”	to find primary groups
	“nature_of_group” where “nature_of_group” = “asset” or “liability”	to fetch primary groups under “asset” or “liability”

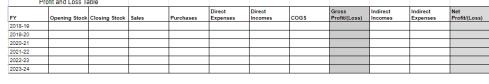
Data needed for Balance Sheet-

List of Data Required

Since Balance Sheet presents Primary Groups under Assets and Liabilities

the following data is required to present the Balance Sheet.

(represents only the requirement, syntax to be ignored)

	Requirement	Source	Additional Requirement
1	List of Primary Groups under Assets	List of all Primary Groups where nature_of_group = “Asset”	Closing Balances of this List as on “to date” selected by the User
2	List of Primary Groups under Liabilities	List of all Primary Groups where nature_of_group = “Liability” except where Primary_group_id = ‘Capital’	Closing Balances of this List as on “to date” selected by the User
3	Capital Account	List of Primary Group where nature_of_group = “Liability”	Closing Balance of this List as on “to date” selected by the User
4	Net Profit/Loss	Assuming P&L table as shown in image  Columns FY and Net Profit/(Loss) are to be considered for showing in the Balance Sheet.	Net Profit/(Loss) calculation as on “to date” selected by the User.
5	Closing Stock	<i>To be updated soon</i>	

Balance Sheet-Default View

["Image"](#)

List of features

1. Collapse All/Expand All
2. Switch layout
3. Compare
4. From and To Date
5. Settings
6. Options
7. Balance Sheet content

Features	Default option	Functionality	Validation
Collapse All/Expand All (Button)	Collapse All	Collapse All- Only the Primary Group's closing balances are shown. Expand All - All Primary Groups, Groups list, Subgroups list, Ledgers list will be shown.	-
Switch layout(Switch-button)	Horizontal	When switched to Horizontal Layout, this should be shown. if not, Vertical layout	-
Compare	-	-	-
From and To Date (Numerical field)	From - Beginning of current Financial year To - today's date		From date - can not be beyond the "date of creation of organization. To date - should not be allowed to set beyond today's date
Settings button		Redirect user to " To be updated soon "	
Options button 1. Export 2. Share 3. Print 4. Download	-	User can export, share, print, download the Balance Sheet data	-

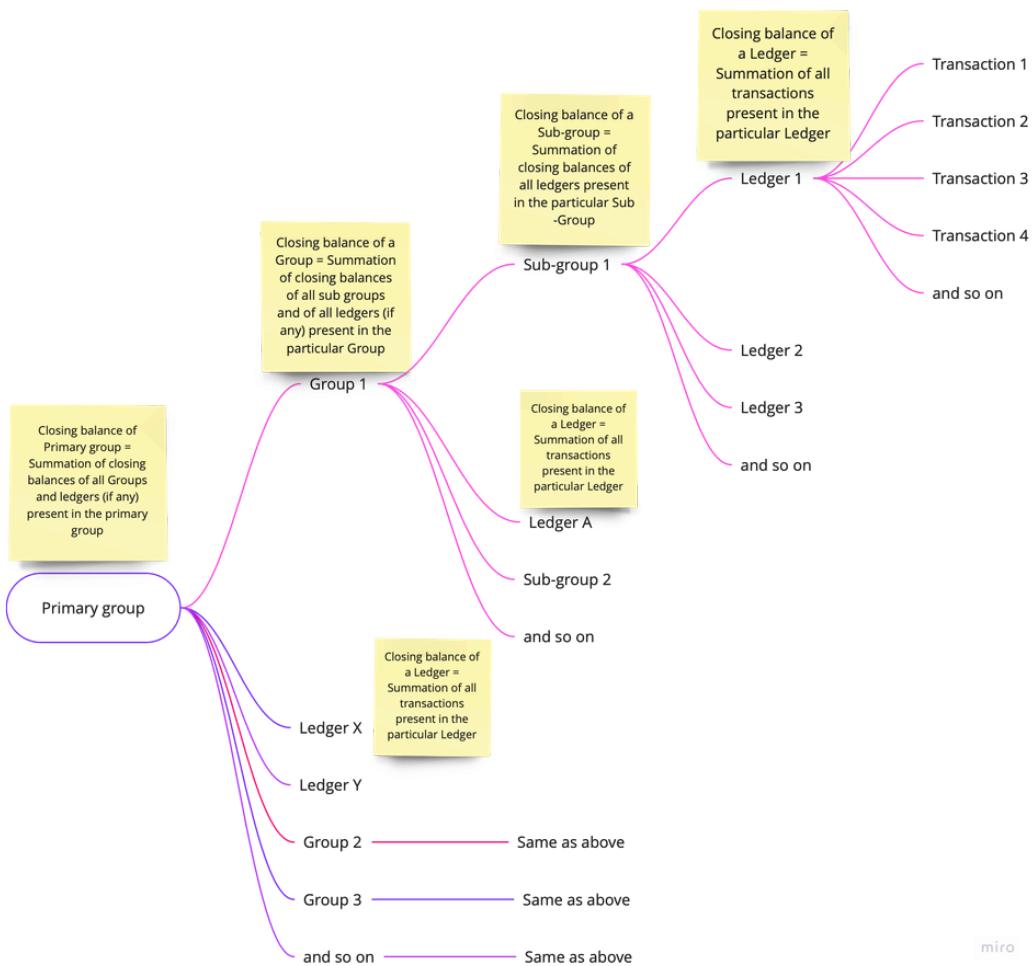
Balance Sheet content	Balance Sheet by default should be shown in Horizontal Layout	Refer the components of Balance Sheet “ “	-
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Expansion View

Background -

By default option, In Profit and Loss statement only the Primary Groups are shown along with their closing balances. But every Parent Group is a sum of all Child members under it. The child can be either be a group or a ledger.

This can be explained from below image-



This can also be explained in a tabular form

Parent Class	Child Class
Primary Group	Summation of Groups' or ledgers(If any) closing balances
Group	Summation of Sub Group's closing balances
Sub Group	Summation of Ledgers' closing balances
Ledger	List of all transactions

User Interaction - Images are related to P&L Statement(only for reference)

If the User did not click on any parent group, this is the default view.

If the user clicks on any Parent Group, it will show list of all Groups closing balances (belong to that Parent Group)

If the user clicks on any Group, it will show list of all Subgroups closing balances (belong to that Group)

If the user clicks on any Subgroups, it will show list of all Ledgers closing balances (belong to that Subgroup)

If the user clicks on any Ledger, it will show list of all transactions closing balances (belong to that Ledger)

This is shown in the below image (assuming user did not click on ledger)

Profit and Loss		Kitaab Technologies Private Limited	
		From Date	To Date
Collapse all Expand all			
Debit	Credit	Debit	Credit
► Opening Stock	8,31,453.29	► Sales Account	8,31,453.29
► Purchase Account	8,31,453.29	► Closing Stock	8,31,453.29
► Closing Stock	8,31,453.29		
Gross Profit	10,06,614.99	Gross Profit	10,06,614.99
► Employee Benefit Expenses	8,31,453.29	► Indirect Income	8,31,453.29
► Finance Costs	8,31,453.29		
▼ Other Expenses	8,31,453.29		
► Group 1	8,31,453.29		
► Group 2	8,31,453.29		
► Subgroup 1	8,31,453.29		
Ledger 1	8,31,453.29		
Ledger 2	8,31,453.29		
Ledger 3	8,31,453.29		
► Group 3	8,31,453.29		
Net Profit	10,06,614.99		

If the User clicked on any particular Ledger, list of all transactions' closing balance belonging to that specific ledger should be shown.

(Shown in the below image)

Profit and Loss

Kitaab Technologies Private Limited

Ledger 1

Primary Details Summary Transactions Aggregates

From Date To Date

Months	Debit	Credit	Closing Balance
Opening Balance			0 Dr
Apr/2020	0	0	0 Dr
Mar/2020	0	0	0 Dr
Jun/2020	0	0	0 Dr
Jul/2020	0	0	0 Dr
Aug/2020	0	0	0 Dr
Sep/2020	0	0	0 Dr
Total	0	0	0 Dr

The above data should be shown from Kitaab application

Navigation "Homepage > Masters > Accounting Masters > Ledgers"

By default, show "Summary" tab when User clicked on a particular ledger.

Summary includes-

Period - From and To date: Data of the ledger to be shown in that specific period.

Months column - Show months in a chronological order

Debit and Credit columns - Show total Debit or credit balances present in each month in the respective Debit and Credit columns.

Closing balance - Show the closing balance of each month that is carried forward to the next month in Closing balance column.

Settings.

It has two functionalities

i. Enabling visibility of Non-Current Assets/Liabilities separately

ii. Changing position of Primary groups based on their balances

When User clicks on the settings icon, the user gets redirected to a different screen(Settings) which is as follows.

The screenshot shows the 'Settings' page of the Kitaab software. At the top, there is a navigation bar with the Kitaab logo, the company name 'Lotus Wireless Technologies India...', a search bar, and several icons. Below the navigation bar, the title 'Settings' is displayed with a back arrow. A section titled 'Show Non Current and Current Assets/Liabilities Separately' has a checked checkbox. Under 'Preferences for Debit & Credit Balances', there is a tab selection between 'Assets' and 'Liabilities', with 'Assets' currently selected. Below this, there is a search bar and a dropdown menu labeled 'Status'. The main area contains a table with columns for 'Primary group', 'Whether Current/Non Current', and 'Show Credit Balances in'. The table lists six rows, each corresponding to 'Primary Group 1'. The 'Whether Current/Non Current' column contains either 'Current' or 'Non-Current' status. The 'Show Credit Balances in' column contains options like 'Negative Balance in Assets', 'Cr in Liabilities', and 'Cr in Liabilities'.

Primary group	Whether Current/Non Current	Show Credit Balances in
Primary Group 1	Current	Negative Balance in Assets
Primary Group 1	Current	Cr in Liabilities
Primary Group 1	Non-Current	Cr in Liabilities
Primary Group 1	Current	Negative Balance in Assets
Primary Group 1	Current	Negative Balance in Assets
Primary Group 1	Non-Current	Cr in Liabilities

Enabling visibility of Non-Current and Current Assets/Liabilities separately

The screenshot shows the Kitaab software interface with the title bar 'Kitaab' and 'Lotus Wireless Technologies India...'. Below the title bar is a search bar with the placeholder 'Search'. To the right of the search bar are several icons. The main area is titled 'Settings'. Under 'Settings', there is a single checkbox labeled 'Show Non Current and Current Assets/Liabilities Separately'. This checkbox is currently checked.

1. Enabling visibility of Non-Current and Current Assets/Liabilities separately

Field	Field Type	Validation	Functionality
Show Non-current and Current Assets/Liabilities separately.	Checkbox - By default, its checked	-	<p>When checked</p> <ul style="list-style-type: none"> Non-current and Current Assets/liabilities should be shown separately (in Both Horizontal and Vertical layouts).  <p>When Unchecked</p> <ul style="list-style-type: none"> There's no classification within the Assets and Liabilities for both Layouts. 

Preferences for Debit and Credit balances

Primary group	Whether Current/Non Current	Show Credit Balances In
Primary Group 1	Current	Negative Balance in Assets Cr in Liabilities
Primary Group 1	Current	Negative Balance in Assets Cr in Liabilities
Primary Group 1	Non-Current	Negative Balance in Assets Cr in Liabilities
Primary Group 1	Current	Negative Balance in Assets Cr in Liabilities
Primary Group 1	Current	Negative Balance in Assets Cr in Liabilities
Primary Group 1	Non-Current	Negative Balance in Assets Cr in Liabilities

Field	Field Type	Description	Functionality	Data storage
Assets and Liabilities	Switching Contains whole of the contents - Searchbar, status-filter, 'Primary group' column, 'whether current/Non-current' column,'show credit balance in' column		When selected any one of these elements, accordingly whole data related to specific Assets or Liabilities will show up	
Search bar	Text	Alphanumerics and special characters upto 50	This search bar should show Primary groups with "nature of group- Assets(having Cr balance type) and Liabilities(having Dr balance type)"	
Status	Dropdown-filter	Contains <ul style="list-style-type: none"> • Current • Non-Current 	These Primary groups should have their Current and Non-current as the status.	

			When selecting any of the Status, accordingly those will be shown in the Primary group list.	
Primary group	Column	-	Show list of Primary groups with “nature of group- Assets(having Cr balance type) and Liabilities(having Dr balance type)”.	
Whether current/Non-current	Dropdown	Contains <ul style="list-style-type: none"> • Current • Non-current 	<p>These Primary groups should have their Current and Non-current as the status.</p> <p>User can have the option to change this.</p> <p>Allow the User to change the status from Current to Non-Current and vice versa.</p>	<p>If the User changes status from Current to Non-Current</p> <p>Update this</p> <p>Primary Group name from Current Assets/Liabilities to Non-current Assets/Liabilities.</p> <p>and</p> <p>Vice versa</p>
Show credit balance in	Dropdown	<p>If Assets</p> <ul style="list-style-type: none"> - Negative balance in Assets - Cr in Liabilities <p>If Liabilities</p> <ul style="list-style-type: none"> - Negative balance in Liabilities - Cr in Assets 	<p>The Asset Primary Group having Cr balance -</p> <ul style="list-style-type: none"> • If dropdown set to “Negative balance in Assets”, this should be shown in brackets(read as negative balance) on Assets side. • If dropdown changed to “Cr in Liabilities”, 	-

then 'that primary group' should be shown on Liabilities side.

Liability Primary Group having Debit balance -

- If dropdown set to "Negative balance in Liabilities", this should be shown in brackets(read as negative balance) on Liabilities side.
- If dropdown changed to "Cr in Assets", then 'that primary group' should be shown on Assets side.

Trial Balance

Trial balance is a list of all the accounts in a company's accounting system and their balances. It's like a snapshot of the financial status at a specific point in time. The purpose of a trial balance is to ensure that the debits (money coming in) equal the credits (money going out) in the accounting records, helping to identify any errors in the financial data. If the total debits and credits match, it suggests that the accounting entries are balanced, but discrepancies may indicate mistakes that need correction.

Objective,

The objective of Trial Balance is-

1. To provide a snapshot of the financial position at a specific point in time.
2. To make sure for every debit there's a credit (the totals of Debits and totals of Credits are equal).

Layout and Components

A sample layout of Trial Balance -

Particulars	Opening Balance	Closing Balance
Assets ▼	5,00,000 Dr	50,000 Dr
Liabilities ▼	3,00,000 Cr	7,50,000 Cr
Incomes ▼	1,00,000 Cr	1,50,000 Cr
Expenses >	7,00,000 Dr	8,50,000 Dr
Direct Expenses▼	1,50,000 Dr	3,50,000 Dr
Indirect Expenses▼	5,00,000 Dr	5,00,000 Dr
Purchases▼	50,000 Dr	-
Total	-	-

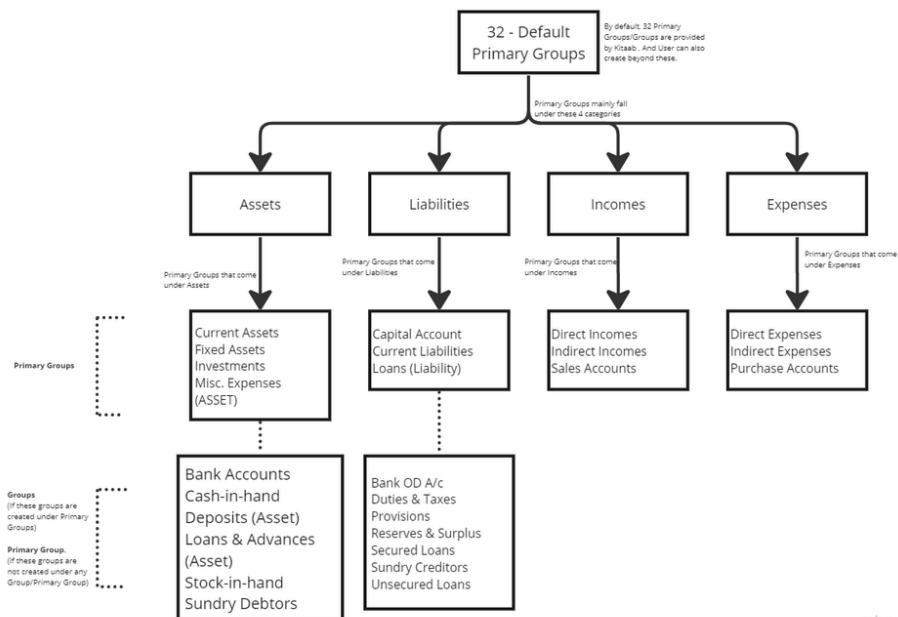
miro

At prima facie, only the 4 categories with respective balances are shown in the Trial Balance

1. Assets
2. Liabilities
3. Incomes
4. Expenses
 &
5. Opening and Closing balances

The above 4 'nature of groups' include respective Primary Groups.(& Groups>Ledgers>Transaction)

This can be explained with the below image-



miro

Calculation of Opening and Closing balances

Step-1 Calculation of Closing and Opening balances of an Individual ledger.

Ledger 1 - A/c

Date	Opening balance	Debit balance	Credit balance	Closing Balance
08/04/23	10,000 Dr	-	-	10,000 Dr
10/04/23	10,000 Dr	2,000 Dr	-	12,000 Dr
15/04/23	12,000 Dr	-	4,000 Cr	
	0	1,000 Dr	-	
		-	1,000 Cr	8,000 Dr
31/05/23	8,000 Dr	1,000 Dr	-	9,000 Dr
01/06/23	9,000 Dr	1,000 Dr	-	10,000 Dr
02/06/23	10,000 Dr	-	-	10,000 Dr
03/06/23	10,000 Dr	2,000 Dr	2,000 Cr	10,000 Dr
29/08/23	10,000 Dr	-	25,000 Cr	15,000 Cr
30/08/23	15,000 Cr	-	30,000 Cr	45,000 Cr

Closing and Opening balances calculations are explained below with the table's reference.

Calculation of Closing balance:

Closing Balance = Opening Balance + Debit Balances - Credit Balances (if Ledger Balance type is Dr)

Closing Balance = Opening Balance + Credit Balances - Debit Balances (if Ledger Balance type is Cr)

The closing balance should be the balances of Ledgers(Subgroups>Groups>Primary Groups) as on "To Date" in Trial Balance.

Assuming, the "To date" has been set to "a date which is-

i. present in the ledger

a.) Multiple transactions on the same date:(Example: 15/04/23 from above table)

Closing balance - 8,000 Dr

b.) No multiple transactions on the same date:(Example: 31/05/23)

Closing balance- 9,000 Dr

ii. Not present in the ledger (Example 05/05/23)

Closing balance - 8,000 Dr

(Balance as on the immediately preceding transaction's closing balance which is 15/04/23's closing balance -8,000 Dr)

This shall be uniformly applied across all ledger balances irrespective of period.

Calculation of Opening balance:

"Closing balance of previous period."

Assuming, the "From date" has been set to 'a date' which is-

i. present in the ledger

a.) Multiple transactions on the same date:(Example: 15/04/23 from above table)

Closing balance as on 10/04/23 will be Opening balance for 15/04/23 - 12,000 Dr

b.) No multiple transactions on the same date:(Example: 31/05/23)

Closing balance as on 15/04/23 will be Opening balance as on 31/05/23 - 8,000 Dr

ii. Not present in the ledger (Example 05/05/23)

Opening balance - 8,000 Dr

(Balance as on the immediately preceding transaction's closing balance which is 15/04/23's closing balance -8,000 Dr)

This shall be uniformly applied across all ledger balances irrespective of period.

Step –2 Summation of all the list of ledgers closing balances belonging to a Subgroup

Let us say a Group has the following sample Ledgers"

Ledger 1	25,000 Dr
Ledger 2	30,000 Dr
Ledger 3	45,000 Cr
Ledger 4	55,000 Cr
Ledger 5	1,00,000 Dr
Ledger 6	55,000 Dr
Closing Balance of Group	1,10,000 Dr

Sum up alike balance type ledgers-

a.)Sum up Dr balance ledgers ($25,000 + 30,000 + 1,00,000 + 55,000 = 2,10,000$)

b.)Sum up Cr balance ledgers. ($45,000 + 55,000 = 1,00,000$)

The balance type of Subgroup depends on the highest Summation of "a.)" and "b.)" balance types.

The difference between these two Summations ($2,10,000$ Dr ~ $1,00,000$ Cr) will be the Subgroup's balance.

Step –3 Summation of all the list of Subgroup's Closing balances belonging to a Primary group.

Let us say a Primary Group has the following sample groups"

Group 1	25,000 Dr
---------	-----------

Group 2	30,000 Dr
Group 3	45,000 Cr
Group 4	55,000 Cr
Group 5	1,00,000 Dr
Group 6	55,000 Dr
Closing Balance of Primary Group	1,10,000 Dr

Sum up alike balance type Groups –

a.) Sum up Dr balance Groups. ($25,000+30,000+1,00,000+55,000=2,10,000$)

b.) Sum up Cr balance Groups. ($45,000+55,000=1,00,000$)

The balance type of Primary Group depends on the highest Summations of "a.)" and "b.)" balance types. Difference of these two Summations ($2,10,000$ Dr ~ $1,00,000$ Cr) will be the Primary Group's balance.

Step – 4 Summation of all list of Primary Groups belonging to a “Nature of Group”

Let us say a "Nature of Group" has the following sample Primary Groups"

Primary Group 1	25,000 Dr
Primary Group 2	30,000 Dr
Primary Group 3	45,000 Cr
Primary Group 4	55,000 Cr
Primary Group 5	1,00,000 Dr
Primary Group 6	55,000 Dr
Closing Balance of 'Nature of Group'	1,10,000 Dr

Sum up alike balance type Primary Groups –

a.) Sum up Dr balance Groups. ($25,000+30,000+1,00,000+55,000=2,10,000$)

b.) Sum up Cr balance Groups. ($45,000+55,000=1,00,000$)

The balance type of 'Nature of Group' depends on the highest Summations of "a.)" and "b.)" balance types. Difference of these two Summations ($2,10,000$ Dr ~ $1,00,000$ Cr) will be the 'Nature of Group's balance.

Calculation of Debit and Credit Balances

The debit and credit balance columns in Trial balance depends on the period set by User in "From and To dates"

We already calculated the Opening and Closing balances which are the balances of the ledger as on "From date" and "to date" respectively. Same way, the in-between balances in Closing and opening balances are the Transactions(Debits and Credits balances).

The Whitsling Pine Organic Store			
Ledger Info	Summary	Transactions	Aggregates
FROM DATE	01/04/2024	TO DATE	01/12/2024
			<input type="button" value="Q. Search"/>
MONTHS	DEBIT	CREDIT	CLOSING BALANCE
Opening Balance			₹ 4,305 Dr
Apr/2024	₹ 0	₹ 0	₹ 4,305 Dr
May/2024	₹ 0	₹ 0	₹ 4,305 Dr
Jun/2024	₹ 0	₹ 0	₹ 4,305 Dr
Jul/2024	₹ 0	₹ 0	₹ 4,305 Dr
Aug/2024	₹ 0	₹ 0	₹ 4,305 Dr
Sep/2024	₹ 0	₹ 0	₹ 4,305 Dr
Oct/2024	₹ 0	₹ 0	₹ 4,305 Dr

image of Ledger showing its transactions

This is derived after including the transactions that happened in between the time range.

Closing Balance = Opening balance + or - Debit and Credit balances(based on Ledger type).

Debit and Credit Balances-

Step -1 Calculate Debit and Credit balance of an individual ledger

Table reference: vouchers_particulars

Let us assume following transactions are stored for a Voucher with the sample data:

voucher_id	101
ledger_id	3546 (Rental Expenses)
Date	08/04/23
type	dr
amount	250000

The dr stored above should be considered as **debit** for balance calculation and similarly cr stored should be considered as **credit** for Balance Calculation

Ledger-1 A/c

Data	Opening balance	Debit balance	Credit balance	Closing Balance

08/04/23	10,000 Dr	-	-	10,000 Dr
15/04/23	10,000 Dr	5,000 Dr	25,000 Cr	10,000 Cr
30/08/23	15,000 Cr	50,000 Dr	30,000 Cr	5,000 Dr

Notes:

1. When the User sets the dates for “From and To”, the summation of all the Debit and Credit balances as on ‘from date’ till ‘to date’.
2. In the above example, **Debit balance would be - 55,000 Dr and Credit balance would be - 55,000 Cr.**

Step -2: Sum up all Debit and Credit balances of all the ledgers belonging to a Subgroup

As Ledger is stored under a group (*table and field reference: "Ledgers.group_id"*)

Step 2A: Retrieve list of all Ledgers under a Group based on above

Step 2B: Calculate Debit and Credit Balances of Group by \sum Debit balances and \sum Credit balances of Ledgers.

Example for 2B

Let us say a Group has the following sample Ledgers”

Ledgers under a Group ID	Debit Balance as calculated in Step-1	Credit Balance as calculated in Step-1
Ledger 1	55,000 Dr	55,000 Cr
Ledger 2	30,000 Dr	20,000 Cr
Ledger 3	45,000 Dr	15,000 Cr
Ledger 4	55,000 Dr	5,000 Cr
Ledger 5	1,00,000 Dr	-
Ledger 6	55,000 Dr	70,000 Cr
Balances of Group	3,40,000 Dr	1,65,000 Cr

2B: Calculate (sum of debit balances) and (sum of credit balances) separately

Step-3 Sum up all balances of Groups belonging to a Primary Group

Let us say Primary Group has the following sample Groups”

Groups under a Primary Group ID	Debit Balance as calculated in Step-2	Credit Balance as calculated in Step-2
Group 1	55,000 Dr	55,000 Cr
Group 2	30,000 Dr	20,000 Cr
Group3	45,000 Dr	15,000 Cr
Group 4	55,000 Dr	5,000 Cr
Group 5	1,00,000 Dr	-
Group 6	55,000 Dr	70,000 Cr
Balances of Primary Group	3,40,000 Dr	1,65,000 Cr

2B: Calculate (sum of debit balances) and (sum of credit balances) separately

Let us assume, User has set the Trial Balance dates **01/04/22** to **31/03/23**.

Trial Balance		Alpha Tech Pvt. Ltd. 1-Apr-22 to 31-Mar-23		
Particulars		Opening Balance	Transactions	Closing Balance
		Debit	Credit	
Capital Account		49,28,091.52 Cr		3,442.50 49,31,534.02 Cr
Loans (Liability)		7,52,640.00 Cr	2,93,167.50	1,000.00 4,60,472.50 Cr
Current Liabilities		11,16,037.52 Cr	69,450.00	3,11,791.90 13,58,379.42 Cr
Fixed Assets		8,18,630.00 Dr		8,18,630.00 Dr
Investments		9,400.00 Dr		9,400.00 Dr
Current Assets		82,30,579.04 Dr	25,18,693.25	17,82,508.50 89,66,763.79 Dr
Branch / Divisions		4,66,050.00 Cr		4,66,050.00 Cr
Misc. Expenses (ASSET)		52,095.00 Dr	405.00	52,500.00 Dr
Suspense A/c		4,61,900.00 Cr		4,61,900.00 Cr
Sales Accounts		26,000.00 Cr	600.00	14,43,698.00 Cr
Purchase Accounts		17,600.00 Dr	7,71,965.40	7,89,565.40 Dr
Direct Incomes		25,125.00 Cr		25,125.00 Cr
Direct Expenses		24,000.00 Dr		24,000.00 Dr
Indirect Incomes		6,600.00 Cr	162.00	2,447.50 8,885.50 Cr
Indirect Expenses		15,650.00 Dr		15,650.00 Dr
Primary - Assets		46,190.00 Dr		46,190.00 Dr
Primary-Expenses		1,000.00 Dr	945.00	46,125.00 44,180.00 Cr
Primary-Income		11,000.00 Cr		50,737.00 61,737.00 Cr
Primary-Liabilities		13,200.00 Cr		1,02,363.75 115,563.75 Cr
Unadjusted Forex Gain/Loss			88,726.00	88,726.00 Dr
Difference in opening balances				14,08,500.00 Cr
Grand Total			37,44,114.15	37,44,114.15

Trial Balance reference from Tally- showing Opening,Debit,Credit,Closing balance columns

Opening Balances - List of all Primary Group's Opening balances as on 01/04/22.

Closing Balances - List of all Primary Group's Closing balances as on 31/03/23.

Debit Balances -List of all the debit balances of Primary Groups in between 01/04/22 and 31/03/23.(including the From and To dates).

Primary Group includes "Summation of all the Debits of Groups(>Subgroups>Ledgers)"

Credit Balances -List of all the credit balances of Primary Groups in between 01/04/22 and 31/03/23.(including the From and To dates).

Primary Group includes "Summation of all the Credits of Groups(>Subgroups>Ledgers)"

Particulars	Alpha Tech Pvt. Ltd. 1-Apr-22 to 31-Mar-23		
	Opening Balance	Debit	Closing Balance
Capital Account	49,28,091.52 Cr		3,442.50 49,31,534.02 Cr
Loans (Liability)	7,52,640.00 Cr	2,93,167.50	1,000.00 4,60,472.50 Cr
Current Liabilities	11,16,037.52 Cr	69,450.00	3,11,791.90 13,58,379.42 Cr

Particulars	Alpha Tech Pvt. Ltd. 1-Apr-22 to 31-Mar-23		
	Opening Balance	Transactions	Closing Balance
Duties & Taxes	22,288.00 Cr	6,950.00	4,04,976.50 3,58,514.50 Cr
Provisions	55,190.00 Cr		55,190.00 Cr
Sundry Creditors	5,06,900.00 Cr	1,600.00	(192,284.60 4,13,015.40 Cr)
Car Loan - Current Liabilities	50,000.00 Cr		50,000.00 Cr
Income Tax - Current Liabilities	5,000.00 Cr		5,000.00 Cr
Rent Payable - Current Liabilities	20,000.00 Cr		20,000.00 Cr
Short Term Loans (E) - Current Liabilities	4,56,658.52 Cr		4,56,658.52 Cr

Particulars	Alpha Tech Pvt. Ltd. 1-Apr-22 to 31-Mar-23		
	Opening Balance	Transactions	Closing Balance
CBN-VAT-Duties & Taxes	500.00 Cr	900.00	13,377.50 14,377.50 Cr
Cess Duties & Taxes	1,000.00 Cr	26,130.00	8,630.00 Dr
CGST-Duties & Taxes	700.00 Cr		700.00 Cr
CST-Duties & Taxes	1,000.00 Cr	34,552.00	35,552.00 Cr
Igst- Duties & Taxes		3,20,985.00	3,20,985.00 Cr
Kothi Kalyan Corp- Duties & Taxes	300.00 Cr		300.00 Cr
Other- Duties & Taxes	16,420.00 Cr	152.00	16,000.00 Cr
Service Tax-Duties & Taxes	300.00 Cr		300.00 Cr
SGST- Duties & Taxes	300.00 Cr	41,220.00	17,500.00 23,720.00 Dr
Swachh Bharat Cess- Duties & Taxes	350.00 Cr		350.00 Cr
TCS- Duties & Taxes	500.00 Cr		500.00 Cr

Current Liability > Duties and Taxes > Ledgers List

Note -

- **Total debits column** usually is equal to Total credits column, if not, there's a mistake in Accounting entry.
- **Opening and Closing balances column** should equal to zero. i.e, Totals of Opening balances should be zero and Totals of Closing balances should be zero because all the debits and credits are included in the same column. So, no total amount to be shown.
- When Transactions are enabled in settings, Debits and Credit columns are shown. This should only include 'Debits and Credits' of ledgers but not Opening and closing balances.

The screenshot shows a ledger summary page for 'The Whitsling Pine Organic Store'. At the top, there are tabs for 'Ledger Info', 'Summary' (which is selected), 'Transactions', and 'Aggregates'. Below the tabs are buttons for 'Edit' and '+ New Ledger'. The main area has input fields for 'FROM DATE' (01/04/2024) and 'TO DATE' (01/12/2024), along with a 'Search' button. The table below has four columns: 'MONTHS', 'DEBIT', 'CREDIT', and 'CLOSING BALANCE'. The data starts with an 'Opening Balance' of ₹ 4,305 Dr, followed by months from April to October, each with a debit and credit of ₹ 0, resulting in a closing balance of ₹ 4,305 Dr for each month.

MONTHS	DEBIT	CREDIT	CLOSING BALANCE
Opening Balance			₹ 4,305 Dr
Apr/2024	₹ 0	₹ 0	₹ 4,305 Dr
May/2024	₹ 0	₹ 0	₹ 4,305 Dr
Jun/2024	₹ 0	₹ 0	₹ 4,305 Dr
Jul/2024	₹ 0	₹ 0	₹ 4,305 Dr
Aug/2024	₹ 0	₹ 0	₹ 4,305 Dr
Sep/2024	₹ 0	₹ 0	₹ 4,305 Dr
Oct/2024	₹ 0	₹ 0	₹ 4,305 Dr

Deriving debit and credit balances from individual ledgers

Calculation of Net Transactions

Particulars	Alpha Tech Pvt. Ltd.		
	Opening Balance	Nett Transactions	Closing Balance
Capital Account	49,28,091.52 Cr	3,442.50 Cr	49,31,534.02 Cr
Loans (Liability)	7,52,640.00 Cr	2,92,167.50 Dr	4,60,472.50 Cr
Current Liabilities	11,16,037.52 Cr	2,42,341.90 Cr	13,58,379.42 Cr
Fixed Assets	8,18,630.00 Dr	8,18,630.00 Dr	
Investments	9,400.00 Dr	9,400.00 Dr	
Current Assets	82,30,575.04 Dr	7,36,184.75 Dr	89,66,763.79 Dr
Branch / Divisions	4,66,050.00 Cr	4,66,050.00 Cr	
Misc. Expenses (ASSET)	52,095.00 Dr	405.00 Dr	52,500.00 Dr
Suspense A/c	4,61,900.00 Cr	4,61,900.00 Cr	
Sales Accounts	26,000.00 Cr	14,43,098.00 Cr	14,69,098.00 Cr
Purchase Accounts	17,600.00 Dr	7,71,963.40 Dr	7,89,565.40 Dr
Direct Income	25,125.00 Cr	25,125.00 Cr	
Direct Expenses	24,000.00 Dr	24,000.00 Dr	
Indirect Incomes	6,600.00 Cr	2,285.50 Cr	8,885.50 Cr
Indirect Expenses	15,650.00 Dr	15,650.00 Dr	
Primary - Assets	46,190.00 Dr	46,190.00 Dr	
Primary-Expenses	1,000.00 Dr	45,180.00 Cr	44,180.00 Cr
Primary-Income	11,000.00 Cr	50,737.00 Cr	61,737.00 Cr
Primary-Liabilities	13,200.00 Cr	1,02,363.75 Cr	1,15,563.75 Cr
Unadjusted Forex Gain/Loss		88,726.00 Dr	
Difference in opening balances	14,08,500.00 Cr		14,08,500.00 Cr

'Net Transactions' is calculated from balances of "Calculation of Debit and Credit Balances"

This should be done at each level -

1. Ledger
2. Sub Groups
3. Groups
4. Primary Groups.

Assuming we have debit and credit balances for an individual ledger

Table-1

	Σ Debit Balance	Σ Credit Balance	Net Transaction
Ledger-1	10,000 Dr	5,000 Cr	5,000 Dr

Net Transaction shown for Ledger-1 - 5,000 Dr

The difference between Σ Debit and Σ Credit balances of an individual ledger is the **Net Transaction** and the highest balance type will be assigned to that Net Transaction.

Here, '10,000 Dr ~ 5,000' Cr will be '5,000 Dr' - Net Transaction.

Same way, Ledgers falling under the same group-

Table-2

	Σ Debit Balance	Σ Credit Balance	Net Transaction
Ledger-1	10,000 Dr	5,000 Cr	5,000 Dr

Ledger-2	20,000 Dr	50,000 Cr	30,000 Cr
Ledger-3	17,000 Dr	1,000 Cr	16,000 Dr
Ledger-4	1,000 Dr	17,000 Cr	16,000 Cr
Ledger-5	50,000 Dr	20,000 Cr	30,000 Dr
Net Transaction balance shown for group	98,000 Dr	93,000 Cr	5,000 Dr

The difference between \sum Debit and \sum Credit balances of Groups is the **Net Transaction** and the highest balance type will be assigned to that Net Transaction.

Here, '98,000 Dr ~ 93,000' Cr will be '5,000 Dr' - Net Transaction.

Same way, Subgroups falling under the same Primary Group-

Table-3

	Debit Balance	Credit Balance	Net Transaction
group-1	20,000 Dr	4,000 Cr	16,000 Dr
group-2	10,000 Dr	40,000 Cr	30,000 Cr
group-3	7,000 Dr	1,000 Cr	6,000 Dr
group-4	1,000 Dr	1,000 Cr	-
group-5	90,000 Dr	2,000 Cr	88,000 Dr
Net Transaction balance shown for Primary Group	128,000 Dr	48,000 Cr	80,000 Dr

The difference between \sum Debit and \sum Credit balances of an individual ledger is the **Net Transaction** and the highest balance type will be assigned to that Net Transaction.

Here, '128,000 Dr ~ 48,000' Cr will be '80,000 Dr' - Net Transaction.

Data Requirement.

DB References (only for reference purpose, subject to correction)

Table and Fields relevant for “Trial Balance”

Table Name	Fields and Filter	
finsights_tally_db.groups	parent_group_id where “parent_group_id” = “0”	to find primary groups
	“nature_of_group” where “nature_of_group” = “expense” or “income” or “Assets ” or Liabilities”	to fetch primary groups under “Income” or “Expense” or “Assets ” or Liabilities”

Data needed for Trial Balance-

List of Data Required

Since Trial Balance presents Primary Groups under Income & Expenses, Assets & Liabilities.

the following data is required to present the Trial Balance.

(represents only the requirement, syntax to be ignored)

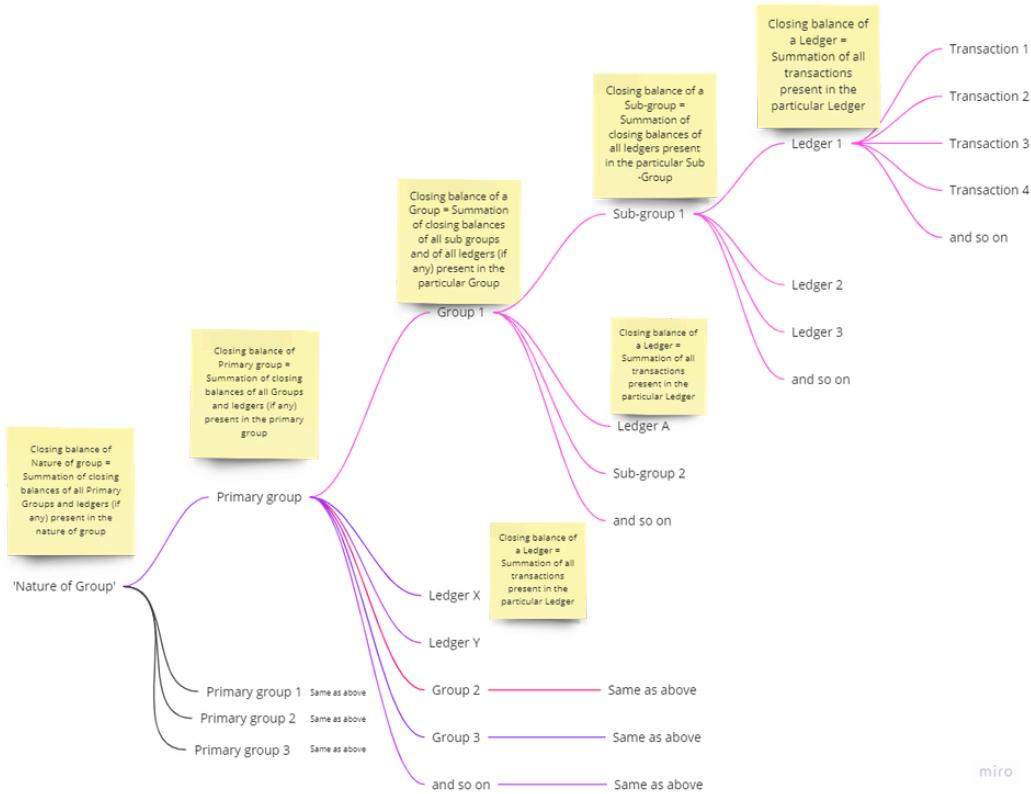
	Requirement	Source	Additional Requirement
1	List of Primary Groups under Assets	List of all Primary Groups where nature_of_group =“Assets”	Closing Balances of this List as on “to date” and “From date” selected by the User
2	List of Primary Groups under Liabilities	List of all Primary Groups where nature_of_group =“Liabilities”	Closing Balances of this List as on “to date” and “From date” selected by the User
3	List of Primary Groups under Expenses	List of all Primary Groups where nature_of_group =“Expenses”	Closing Balances of this List as on “to date” and “From date” selected by the User
4	List of Primary Groups under Income	List of all Primary Groups where nature_of_group =“Income”	Closing Balances of this List as on “to date” and “From date” selected by the User

Expansion view.

Background -

By default option, In Trial Balance only the Nature of Groups are shown along with their closing balances. But every Parent Group is a sum of all Child members under it. The child can be either be a group or a ledger.

This can be explained from below image-



This can also be explained in a tabular form

Parent Class	Child Class
Nature of Group	Summation of Primary Groups' closing balances
Primary Group	Summation of Groups' closing balances
Group	Summation of Sub Group's closing balances
Sub Group	Summation of Ledgers' closing balances
Ledger	List of all transactions

User Interaction -

If the User clicked on any Nature of Group, this is the default view.

Particulars	Opening Balance	Closing Balance
Assets ▾	1,00,000	9,00,000
Liabilities ▾	1,00,000	9,00,000
Incomes ▾	1,00,000	9,00,000
Expenses >	1,00,000	9,00,000
Direct Expenses ▾	20,000	4,00,000
Indirect Expenses ▾	50,000	5,00,000
Purchases ▾	30,000	-
Total	4,00,000	36,00,000

miro

If the user clicks on any Nature of Group, it will show list of all Primary Groups closing balances (belong to that Nature of Group)

If the user clicks on any Parent Group, it will show list of all Groups closing balances (belong to that Parent Group)

If the user clicks on any Group, it will show list of all Subgroups closing balances (belong to that Group)

If the user clicks on any Subgroups, it will show list of all Ledgers closing balances (belong to that Subgroup)

If the user clicks on any Ledger, it will show list of all transactions closing balances (belong to that Ledger)

This is shown in the below image(**assuming user did not click on ledger**) **Reference of P&L**

Profit and Loss			
Kitaab Technologies Private Limited			
Debit		Income	
► Opening Stock	8,31,453.29	► Sales Account	8,31,453.29
► Purchase Account	8,31,453.29	► Closing Stock	8,31,453.29
► Closing Stock	8,31,453.29		
Gross Profit	10,05,614.99	Gross Profit	10,05,614.99
► Employee Benefit Expenses	8,31,453.29	► Indirect Income	8,31,453.29
► Finance Costs	8,31,453.29		
▼ Other Expenses	8,31,453.29		
► Group 1	8,31,453.29		
► Group 2	8,31,453.29		
► Subgroup 1	8,31,453.29		
Ledger 1	8,31,453.29		
Ledger 2	8,31,453.29		
Ledger 3	8,31,453.29		
► Group 3	8,31,453.29		
Net Profit	10,05,614.99		

If the User clicked on any particular Ledger, list of all transactions' closing balance belonging to that specific ledger should be shown

(Shown in the below image is a **reference of P&L**)

Month	Debit	Credit	Closing Balance
Opening Balance			0 Dr
Apr/2020	0	0	0 Dr
Mar/2020	0	0	0 Dr
Jun/2020	0	0	0 Dr
Jul/2020	0	0	0 Dr
Aug/2020	0	0	0 Dr
Sep/2020	0	0	0 Dr
Total	0	0	0 Dr

The above data should be shown from Kitaab application

Navigation "Homepage > Masters > Accounting Masters > Ledgers"

By default, show "Summary" tab when User clicked on a particular ledger.

Summary includes-

Period - From and To date: Data of the ledger to be shown in that specific period.

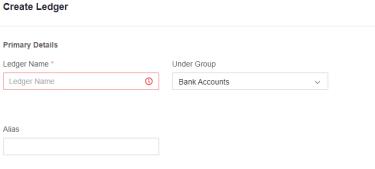
Months column - Show months in a chronological order

Debit and Credit columns - Show total Debit or credit balances present in each month in the respective Debit and Credit columns.

Closing balance - Show the closing balance of each month that is carried forward to the next month in Closing balance column.

Settings,

S.No	Features	Feature type	Content	Default Type	Screen Functionality	Validation
1.	Show Opening Balance	Dropdown	Yes or No	Yes	<p>Yes - 'Opening Balances' column in Trial balance should be visible</p> <p>No - 'Opening Balances' column in Trial Balance should be hidden</p>	-
2.	Show Transactions	Dropdown	Yes or No	No	<p>Yes - Debit balance, Credit balance columns should be visible</p> <p>No - Debit balance, Credit balance columns should be hidden</p> 	-
	Net Transactions	Dropdown	Yes or No		<p><u>This is dependent on '2.Show Transactions'.</u></p> <p>Yes - Show a column with 'Net Transactions' should be shown.</p>  <p>No - 'Net Transactions' column should be hidden</p>	<p>When 'Show Transactions' is enabled as "Yes", 'Nett Transactions' can be "Yes" or "No".</p> <p>But, when 'Show Transactions' is disabled as "No", 'Net Transactions' should be disabled (with gray text-not clickable)</p>
3.	Show Closing Balance	Dropdown	Yes or No	Yes	<p>Yes - 'Closing Balances' column in Trial balance should be visible</p> <p>No - 'Closing Balances' column in Trial Balance should be hidden</p>	-
4.	Show Percentages	Dropdown	Yes or No	No	<p><u>"Applicable to above '2.Show Transactions' option"</u></p> <p>Yes - 'Debits' and 'Credits' columns percentages in Trial balance should be visible</p> <p>Calculation-</p> <p><i>Debit balance/Total of Debit balance * 100 = % to be shown beside each debit balance in Trial Balance.</i></p> <p><i>Credit balance/Total of Credit balance * 100 = % to be shown beside each Credit</i></p>	-

					<p><i>balance in Trial Balance.</i></p> <p>No - 'Closing Balances' column in Trial Balance should be hidden</p>	
	Type of percentages	read only	Of totals		<p><u>This is dependent on 'Show Percentages'.</u></p> <p>'Of totals' shown in read only format.</p>	<p>When 'Show Percentages' is enabled as "Yes", 'Type of Percentages' can only be "Of totals".(No other options are available).</p> <p>But, when 'Show Percentages' is disabled as "No", 'Type of Percentages' should be disabled(with gray text)</p>
5.	Display name for Ledgers and Groups	Dropdown	<ul style="list-style-type: none"> • Alias(Name) • Alias Only • Name(Alias) • Name Only 	Name Only	<p>"Name" & "Alias" from 'ledger creation' and 'Group creation'. Which one to be shown in Trial Balance's content is as per the user's preferences.</p>  <p>Eg: Ledger name - Office Furniture A/c</p> <p>Alias - Furniture A/c</p> <p>When user changed the options to any of these in 'content', this is how the Ledgers/Groups are shown.</p> <p>Option - Displayed in Trial Balance</p> <p><i>Alias(Name) - Furniture(Office Furniture)</i> <i>Alias Only - Furniture</i> <i>Name(Alias) - Office Furniture(Furniture)</i> <i>Name Only - Office Furniture</i></p>	-
6.	Show Base currency	Dropdown	Yes or No	Yes	"Base currency" at the time of organisation creation should be shown.	-
7.	Sorting Method	Dropdown	<ul style="list-style-type: none"> • Alphabetical(AtoZ) • Alphabetical(ZtoA) • Amount(Increasing) • Amount(Decreasing) • Default 	Default	<u>"Applicable to above '5. Display name for Ledgers and Groups' option"</u>	-

Bill Payable Report

A bill payable is a financial instrument that represents a written promise by a party (usually a buyer or debtor) to pay a specific amount of money to another party (usually a seller or creditor) at a designated future date.

Examples:

Imagine you're running a small business, and you need to pay Rs.1,000 to one of your Supplier.

It's like a "Bill Payable" because you have to pay Rs.1,000 when it's due. It's an liability for you,just like a bill you need to settle.

Bill Payable Report (Backend logic)

Bill Payable report will generate only if Party ledger has enabled the option '**Maintain balances Bill-by-Bill**'.

The Bill Payable Report will provide a summary of '**Net Amount Pending Bills**' of a Party ledger. This Net Amount Pending Bills will calculate based on Bill ID which are located in Bill Allocation Table.

So, '**Bill Allocation Table**' is necessary to fetch data for generating Bill Payable Report.

Using data from Bill Allocation, to create Bills Payable report

From the data table of Bills Allocation module, the following fields required for Bills Payable Report,

- Ledger Name
- Bill ID
- Voucher ID
- Due Date
- Credit Days
- Net Amount
- Net Amount type

Bill Wise View of Bill Payable Report:

In Bill Allocation Table (Raw Data), One Bill ID may be present in multiple entries (for different voucher IDs). To calculate what is the net amount pending of an individual Bill, we need to club different entries of 1 Bill ID and calculate that individual bill's net balance. Similarly we need to calculate net balance for all individual bills.

Once we have Bill wise net balances, since we want to create bills payable report, we need to filter out all the cases where 'Bill's net balance Amount type = Credit'.

The final data set, is the Bill wise view of Bills Payable report.

Ledger Wise View of Bill Payable Report:

In Bill Allocation Table (Raw Data), One ledger may have multiple Bill ID . To calculate what is the net amount pending of an individual ledger, we need to club different Bill ID of 1 ledger and calculate that individual ledger's net balance. Similarly we need to calculate net balance for all individual ledgers.

Since we want to create Bills Payable report:

Once we have ledger wise net balances, we need to filter out all the cases where 'Ledger's Closing balance Amount type = Credit'.

The final data set, is the ledger wise view of Bills Payable report.

Please refer to next pages for examples.

Example -Data Table with Bill wise view

Bill Allocation Table (Raw Data Table)

Ledger name	Bill ID	Voucher ID	Reference Type (Adv, New Ref, Adv Ref, On account)	Due Date	Credit Days	Amount	Amount Type
a1	1					20	Dr
a1	2					30	Cr
a3	4					30	Cr
a5	5					40	Dr
a1	1					50	Dr

Follow the below steps on 'Raw Table' to get the Data table with 'Bill wise' pending balance.

1. Calculation of 'Net Amount' for every unique Bill ID.

The 'Net Amount' will calculate "**Add all Dr and Less all Cr**".

Net Amount= All 'Dr (-) All Cr'

2. As a result, every unique Bill ID will have one entry.

3. Now filter the 'Bill ID', where Amount type is in 'Cr'.

4. This filtered table is the base data for Bill Payable Report with Bill wise.

For Reference,

Ledger name	Bill ID	Voucher ID	Reference Type (Adv, New Ref, Adv Ref, On account)	Due Date	Credit Days	Net Amount	Net Amount Type
a1	1					70	Dr
a1	2					30	Cr
a3	4					30	Cr
a5	5					40	Dr

Bills Payable Report (Bill wise view)

Ledger name	Bill ID	Voucher ID	Reference Type (Adv, New Ref, Adv Ref,	Due Date	Credit Days	Net Amount	Net Amount Type

On account)						
a1	2				30	Cr
a3	4				30	Cr

Example- Data Table with Ledger wise view

Follow the below steps on 'Raw Table' to get the Data table with 'Ledger wise' pending balance.

1. One Ledger may have multiple Bill ID.
2. Calculation of 'Net Amount' for every ledger.
Net Amount= All Pending Bills which are in 'Cr' - All Pending Bill which are in 'Dr'
3. As a Result, Every ledger will have one entry.
4. Now filter the ledger, where the amount type is in 'Cr'.
5. This filtered table is the base data for the Bill Payable report with ledger wise.

Ledger name	Bill ID	Voucher ID	Reference Type (Adv, New Ref, Adv Ref, On account)	Due Date	Credit Days	Net Amount	Net Amount Type
a1						40	Dr
	1					70 Dr	
	2					30 Cr	
a3	4					30	Cr
a5	5					40	Dr

Bills Payable Report (Ledger wise view)

Ledger name	Bill ID	Voucher ID	Reference Type (Adv, New Ref, Adv Ref, On account)	Due Date	Credit Days	Net Amount	Net Amount Type
a3						30	Cr

Functionality- Screen & Fields.

User should be able to select the date range in homepage and report will generate based on data range selected.

User should be able to see the report in two modes:

1. Bill wise
2. Ledger wise

NAVIGATION:

Kitaab homepage > Reports > Bills Payable

Bill Wise Mode

If User select in bill wise mode, then the user should be able to view all the Bills where the Net pending amount for the 'Bill_id' is in 'Credit' balance.

Navigation:

From Bill Payable Report Screen > the User select Bill Wise mode.

Field Name	Functionality	Data fetched
Search	It allows the user to search the information within the Table.	
From Date	Allow the user to enter date in the specified format i.e. DD/MM/YYYY. Don't allow the user to select date prior to the " Books beginning from " field in the create organization.	
To Date	Allow the user to enter date in the specified format i.e. DD/MM/YYYY. Default date should be the Current Date. Don't allow the user to select date prior to the ' From Date ' field in the screen and can't ahead of Current date (Today's date).	
Party Name	This is a read-only text box. The Data in this field will be auto populated.	Party ledger in Voucher where 'group_id' is Sundry Debtor or Sundry Creditor or current asset or current liability group. The 'Party Name' will display here only if the 'Net Pending amount' for the 'Bill_id' (from Bill Allocation table) is in Credit balance. Party Name will take into consideration only those party ledgers for which the option ' Maintain balances Bill-by-Bill ' option is enabled.
Date	Display- Non-Editable	Date of Transaction for the 'Voucher_id' (where 'Bill No' is created or entered under "Advance or New Ref or On Account" in Bill Allocation table)

Reference	This field should display 'Bill Number'. This Field is a button.	The 'Bill No' for the 'Voucher_id'(from bill allocation table which is mentioned as 'Name')
Pending Amount	This field should display 'Net Pending amount'	This field should display 'Net Pending Amount' for the 'Bill_id'.
Due Date	This field should display 'Due Date'.	The 'Due date' for the 'Voucher_id' (from bill allocation table which is mentioned as 'Due date for credit days')
Overdue Days	The 'Overdue days' is the calculation of days in between ' To Date and Due Date ' field in the screen.	
Opening Balance	The 'Opening balance' is running beginning balance for the 'Bill_id'.	
0-30 days	This field should display 'Pending amount' which are range in between '0-30 days'.(refer Point 1 below)	The Amount will auto-populate from 'Pending amount' field,
30-60 (and) 60-90 days etc.....	This field should display 'Pending amount' which are range in between '30-60 , 60-90 days'.(refer Point 2&3 below)	The Amount will auto-populate from 'Pending amount' field.

Steps to calculate Ageing analysis:

If User enable ageing analysis in settings, then Report will generate based on dates selected in ageing screen.

Calculation of Ageing analysis :

By Due Date = Days will calculate in between "To date and Due Date" field.

By Transaction Date = Days will calculate in between "To date and Date" field

- 1.If ageing is less than 30, then categorize as '**0-30 days**'. (E.g. From:0; To: 30)
- 2.If ageing is more than 30 but less than 60, then categorize as '**30-60 days**'. (E.g. From:30; To: 60)
- 3.If ageing is more than 60 but less than 90, then categorize as '**60-90 days**'. (E.g. From:60; To 90)

Ledger Wise Mode

If User select as ledger wise mode, then user should be able to view all the Party ledger's Pending amount whose '**Closing Balance**' for a Ledger_id is in 'Credit' balance.

Navigation:

From Bill Payable Report Screen > the User select Ledger Wise mode.

Field Name	Functionality	Data fetched
Party Name	This is a button. The Data in this field will be auto populated.	Party ledger in Voucher where 'group_id' is Sundry Debtor or Sundry Creditor or current asset or current liability group The 'Party Name' will display here only if the 'Closing Balance' for the 'Ledger_id' is in credit balance. Party Name will take into consideration only those party ledgers for which the option ' Maintain balances Bill-by-Bill ' option is enabled.
Pending Amount	This field should display ALL 'Net Pending amount'	This field should display ALL 'Net Pending Amount' for the 'Bill_id' which are associated with the 'Party ledger'. The 'Pending Amount' should match with 'Closing Balance' for the 'Ledger_id' in the Ledger statement screen.

Ledger Statement

User should able to generate ledger statement of a party ledger based on date range selected.

Navigation:

From Bill Payable Report Screen > Ledger Wise mode > **Click on any ledger(row)** > Ledger Statement.

Field Name	Functionality	Data fetched
Search	It allows the user to search the information within the Table.	
From Date	This is a read-only text box. The Data in this field will be auto populated.	The 'From Date' entered in homepage.
To Date	This is a read-only text box. The Data in this field will be auto populated.	The 'To Date' entered in homepage.
Date	Display- Non-Editable	Date of Transaction for the 'Voucher_id'
Particulars	The Particulars which display 'Ledger name'. 	The 'ledger Name' used in the 'voucher_id'. (E.g. Sales, Service charge, Purchase etc.)
Transaction Type	The type of voucher used for the transaction (Eg. Sales, Purchase, receipt etc)	
Amount	This field should display 'Amount'.	The 'Amount' being recorded to the party ledger in the 'voucher_id'
Dr/Cr	The type of amount for 'ledger_id' above is Debit then show as 'Dr'. The type of amount for 'ledger_id' above is credit then show as 'Cr'	
Opening Balance	Party Ledger running balance as on 'From Date' in the screen.	The 'Opening Balance' refers to the Beginning balance of an account for the given period ('From Date').
Total Debit	Summation of total amount which is in 'Dr' for specific period.	
Total Credit	Summation of total amount which is in 'Cr' for specific period.	
Closing Balance	Party Ledger running balance as on 'To Date' in the screen.	Closing balance refers to the final balance of an account at the end of a given period ('To Date'). Closing Balance = Opening balance (+) Total debits (-) Total credits.

The 'Closing Balance' should match with 'Pending Amount' which are selected from Previous screen.

Bills.

In this screen, it should list 'All pending bills' which are associated with the ledger.

Navigation:

From Bill Payable Report Screen > Ledger Wise mode > **Click on any ledger(row)** > Bills.

Field	Functionality	Data Fetched
Bill No	This field should display 'Bill Number'. It is a button.	The 'Bill No' for the 'Voucher_id' (from bill allocation table which is mentioned as 'Name')
Bill Date	Display- non-editable.	Date of Transaction for the 'Voucher_id' (where 'Bill No' is created or entered under "Advance or New Ref or On Account" in Bill Allocation table)
Amount	This field should display 'Net Pending Amount' for the 'Bill ID'.	
Due Date	This field should display 'Due Date'.	The 'Due date' for the 'Voucher_id' (from bill allocation table which is mentioned as 'Due date for credit days')
Overdue days	The 'Overdue days' is the calculation of days in between 'To Date (in the homepage)' and Due Date' field.	
Dr/Cr	This Field should display 'Dr/Cr'	The type of amount for "Bill_id" above is Debit then show as 'Dr'. The type of amount for "Bill_id" above is credit then show as 'Cr' .
Opening Balance	The 'Opening balance' is running beginning balance for the 'Bill_id'.	

Bill History.

In this screen, User should be able to view Bill break-up for the 'Bill_id'.

Navigation:

- **Ledger wise mode:** From Bill Payable Report Screen > Ledger Wise mode > Click on any ledger(row) > Bills > Click on any bill(row) > Bill History.
- **Bill wise mode:** From Bill Payable Report Screen > Bill Wise mode > Click on any bill(row) > Bill History.

Field	Data Fetched
Bill No	The 'Bill No' selected from the list of bills from previous screen.
Bill Date	The 'Bill Date' for the 'Bill_id' above.
Amount	The 'Amount' for the 'Bill_id' above.

Transaction for the Bills:

Field	Data Fetched
Bill Date	Date of transaction for the 'Voucher_id'
Voucher Type	The type of voucher used for the transaction, such as a sales, purchase, or receipt etc .
Reference No	The 'Voucher No' for the 'Voucher_id'
Amount	The amount being recorded to the party ledger in the 'voucher_id'.
Dr/Cr	The type of amount for 'ledger_id' above is Debit then show as 'Dr'. The type of amount for 'ledger_id' above is Credit then show as 'Cr' .

Settings .

If User 'Checked or Unchecked' any field, this feature will implement to both '**Bill-wise and Ledger-wise mode**'.

Navigation:

Bill Payable Report homepage > Side panel

Show Overdue Days	Optional	Checkbox	<p>'Disable' (Uncheck) should be kept as default. This is column settings.</p>								
Show Opening balance	Optional	Checkbox	<p>'Disable' (Uncheck) should be kept as default. This is column settings.</p>								
Enable Ageing Analysis	Optional	Checkbox	<p>'Disable' (Uncheck) should be kept as default. User should be able to select any of two modes: 1. Due date 2. Transaction date</p> <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p>Analyse Ageing by</p> <p><input type="radio"/> Due Date <input type="radio"/> Transaction Date</p> <p>Report Columns for Ageing Analysis</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">From</td> <td style="padding: 5px;">0</td> <td style="padding: 5px;">To</td> <td style="padding: 5px;">0</td> </tr> <tr> <td style="padding: 5px;">From</td> <td style="padding: 5px;">0</td> <td style="padding: 5px;">To</td> <td style="padding: 5px;">0</td> </tr> </table> <p style="text-align: center;">+ Add Column</p> </div> <p>If User select ageing analysis by 'Due date' mode. Then will report will generate based on date entered in this screen under 'Due Date'. The same condition is applied to 'Transaction date'. From: 1. It is an 'Input textbox' for the first row. 2. For corresponding rows, it should auto-populate from 'To' field. To: 1. It is an 'Input textbox'.</p>	From	0	To	0	From	0	To	0
From	0	To	0								
From	0	To	0								

Improvement to Bills (18/12/23)

In this screen, it should list 'All pending bills' which are associated with the ledger.

Navigation:

From Bill Receivable Report Screen > Ledger Wise mode > **Click on any ledger(row)** > Bills.

Field	Functionality	Data Fetched
Bill No (Reference)	This field should display 'Bill Number'.	The 'Bill No' for the 'Voucher_id' (from bill allocation table which is mentioned as 'Name')
Bill Date (Date)	Display- non-editable.	Date of Transaction for the 'Voucher_id' (where 'Bill No' is created or entered under "Advance or New Ref or On Account" in Bill Allocation table)
Amount (Pending Amount)	This field should display 'Net Pending Amount' for the 'Bill ID'.	
Due Date	This field should display 'Due Date'.	The 'Due date' for the 'Voucher_id' (from bill allocation table which is mentioned as 'Due date for credit days')
Overdue days	The 'Overdue days' is the calculation of days in between 'To Date (in the homepage)' and Due Date' field.	
Dr/Cr	This Field should display 'Dr/Cr'	The type of amount for "Bill_id" above is Debit then show as 'Dr'. The type of amount for "Bill_id" above is credit then show as 'Cr' .
Opening Balance	The 'Opening balance' is running beginning balance for the 'Bill_id'.	
Settings: Show Credit Balances	Optional Checkbox	'Disable' (Uncheck) should be kept as default. If option is enabled, then user should able to view only ' Credit amount '.

Bill Receivable Report

A Bill Receivable Report is a financial document that provides a summary of outstanding bills or invoices that a business expects to receive payment for in the future.

Examples:

Imagine you're running a small business, and you need to receive Rs.1,000 from one of your Customers.

It's like a "bill receivable" because you expect to receive Rs.1,000 when the bill matures. It's an asset for you because you're going to receive money.

Bill Receivable Report (Backend Logic)

Bill Receivable report will generate only if Party ledger has enabled the option '**Maintain balances Bill-by-Bill**'.

The Bill Receivable Report will provide a summary of '**Net Amount Pending Bills**' of a Party ledger. This Net Amount Pending Bills will calculate based on Bill ID which are located in Bill Allocation Table. 

So, '**Bill Allocation Table**' is necessary to fetch data for generating Bill Receivable Report.

Using data from Bill Allocation, to create Bills Receivable report

From the data table of Bills Allocation module, the following fields required for Bills Receivable Report,

- Ledger Name
- Bill ID
- Voucher ID
- Due Date
- Credit Days
- Net Amount
- Net Amount type

Bill Wise View of Bill Receivable Report:

In Bill Allocation Table (Raw Data), One Bill ID may be present in multiple entries (for different voucher IDs). To calculate what is the net amount pending of an individual Bill, we need to club different entries of 1 Bill ID and calculate that individual bill's net balance. Similarly we need to calculate net balance for all individual bills.

Once we have Bill wise net balances, since we want to create bills receivable report, we need to filter out all the cases where 'Bill's net balance Amount type = Debit'.

The final data set, is the Bill wise view of Bills Receivable report.

Ledger Wise View of Bill Receivable Report:

In Bill Allocation Table (Raw Data), One ledger may have multiple Bill ID . To calculate what is the net amount pending of an individual ledger, we need to club different Bill IDs of 1 ledger and calculate that individual ledger's net balance. Similarly we need to calculate net balance for all individual ledgers.

Since we want to create bills receivable report:

Once we have ledger wise net balances, we need to filter out all the cases where 'Ledger's Closing balance Amount type = Debit'.

The final data set, is the ledger wise view of Bills Receivable report.

Please refer to next pages for examples.

Example - Data Table with Bill wise view:

Bill Allocation Table (Raw Data Table)

Ledger name	Bill ID	Voucher ID	Reference Type (Adv, New Ref, Adv Ref, On account)	Due Date	Credit Days	Amount	Amount Type
a1	1					20	Dr
a1	2					30	Cr
a3	4					30	Cr
a5	5					40	Dr
a1	1					50	Dr

Follow the below steps on 'Raw Table' to get the Data table with 'Bill wise' pending balance.

1. Calculation of 'Net Amount' for every unique Bill ID.

The 'Net Amount' will calculate "Add all Dr and Less all Cr"

Net Amount= All 'Dr (-) All Cr'

In Reference Table, Net Amount is ('Rs.70'= 20+50) for 'a1' ledger

2. As a result, every unique Bill ID will have one entry.
3. Now filter the 'Bill ID', where Amount type is in 'Dr'.
4. This filtered table is the base data for Bill Receivable Report with Bill wise.

For Reference,

Ledger name	Bill ID	Voucher ID	Reference Type (Adv, New Ref, Adv Ref, On account)	Due Date	Credit Days	Net Amount	Net Amount Type
a1	1					70	Dr
a1	2					30	Cr
a3	4					30	Cr
a5	5					40	Dr

Bills Receivable Report (Bill wise view)

Ledger name	Bill ID	Voucher ID	Reference Type (Adv,	Due Date	Credit Days	Net Amount	Net Amount

			New Ref, Adv Ref, On account)			Type
a1	1				70	Dr
a5	5				40	Dr

Example -Data Table with Ledger wise view:

Follow the below steps on 'Raw Table' to get the Data table with 'Ledger wise' pending balance.

1. One Ledger may have multiple Bill ID.

2. Calculation of 'Net Amount' for every ledger.

Net Amount= All Pending Bills which are in 'Dr' - All Pending Bill which are in 'Cr'

In Reference Table, Net Amount is ('**Rs.40**' for '**a1**' ledger)

3. As a Result, Every ledger will have one entry.

4. Now filter the ledger, where the Ledger Closing Amount type is in 'Dr'.

5. This filtered table is the base data for the Bill Receivable report with ledger wise.

Ledger name	Bill ID	Voucher ID	Reference Type (Adv, New Ref, Adv Ref, On account)	Due Date	Credit Days	Net Amount	Net Amount Type
a1						40	Dr
	1					70	Dr
	2					30	Cr
a3	4					30	Cr
a5	5					40	Dr

Bills Receivable Report (Ledger wise view)

Ledger name	Bill ID	Voucher ID	Reference Type (Adv, New Ref, Adv Ref, On account)	Due Date	Credit Days	Net Amount	Net Amount Type
a1						40	Dr
a5						40	Dr

Functionality- Screen & Fields

User should be able to select the date range in homepage and report will generate based on data range selected.

User should be able to see the report in two modes:

1. Bill wise
2. Ledger wise

NAVIGATION:

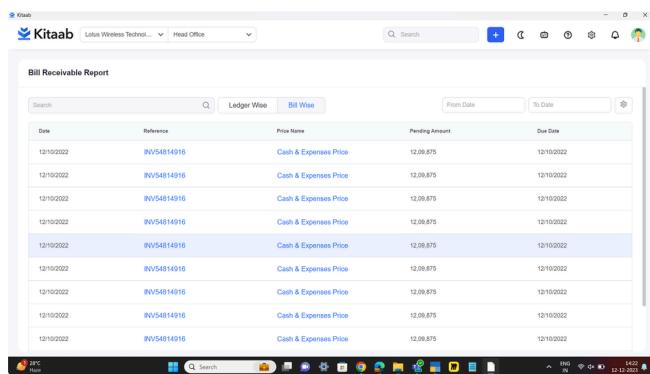
Kitaab homepage > Reports > Bills Receivable

Bill Wise Mode:

If User select in bill wise mode, then the user should be able to view all the Bills where the Net pending amount for the 'Bill_id' is in 'Debit' balance.

Navigation:

From Bill Receivable Report Screen > the User select Bill Wise mode.



Field Name	Functionality	Data fetched
Search	It allows the user to search the information within the Table.	
From Date	Allow the user to enter date in the specified format i.e. DD/MM/YYYY. Don't allow the user to select date prior to the " Books beginning from " field in the create organization.	
To Date	Allow the user to enter date in the specified format i.e. DD/MM/YYYY. Default date should be the Current Date. Don't allow the user to select date prior to the ' From Date ' field in the screen and can't ahead of Current date (Today's date).	
Party Name	This is a read-only text box. The Data in this field will be auto populated.	Party ledger in Voucher where 'group_id' is Sundry Debtor or Sundry Creditor or current asset or current liability group. The 'Party Name' will display here only if the 'Net Pending amount' for the 'Bill_id' (from Bill Allocation table) is in debit balance.

		Party Name will take into consideration only those party ledgers for which the option ' Maintain balances Bill-by-Bill ' option is enabled.
Date	Display- Non-Editable	Date of Transaction for the 'Voucher_id' (where 'Bill No' is created or entered under "Advance or New Ref or On Account" in Bill Allocation table)
Reference	This field should display 'Bill Number'	The 'Bill No' for the 'Voucher_id'(from bill allocation table which is mentioned as 'Name')
Pending Amount	This field should display 'Net Pending amount'	This field should display 'Net Pending Amount' for the 'Bill_id'.
Due Date	This field should display 'Due Date'.	The 'Due date' for the 'Voucher_id' (from bill allocation table which is mentioned as 'Due date for credit days')
Overdue Days	The 'Overdue days' is the calculation of days in between ' To Date and Due Date ' field in the screen.	
Opening Balance	The 'Opening balance' is running beginning balance for the 'Bill_id'.	
0-30 days	This field should display 'Pending amount' which are range in between '0-30 days'.(refer Point 1 below)	The Amount will auto-populate from 'Pending amount' field,
30-60 (and) 60-90 days etc.....	This field should display 'Pending amount' which are range in between '30-60 , 60-90 days'.(refer Point 2&3 below)	The Amount will auto-populate from 'Pending amount' field.

Steps to calculate Ageing analysis:

If User enable ageing analysis in settings, then Report will generate based on dates selected in ageing screen.

Calculation of Ageing analysis :

By Due Date = Days will calculate in between "To date and Due Date" field.

By Transaction Date = Days will calculate in between "To date and Date" field

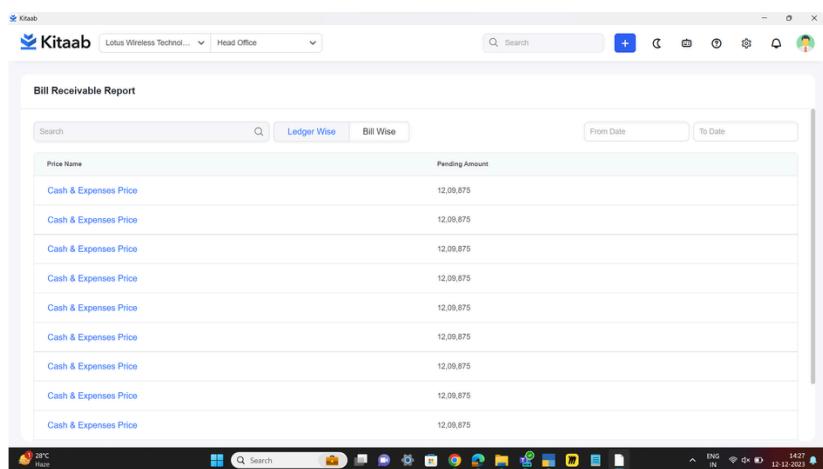
- 1.If ageing is less than 30, then categorize as '**0-30 days**'. (E.g. From:0; To: 30)
- 2.If ageing is more than 30 but less than 60, then categorize as '**30-60 days**'. (E.g. From:30; To: 60)
- 3.If ageing is more than 60 but less than 90, then categorize as '**60-90 days**'. (E.g. From:60; To 90)

Ledger Wise Mode:

If User select as ledger wise mode, then user should be able to view all the Party ledger's Pending amount whose '**Closing Balance**' for a Ledger_id is in 'Debit' balance.

Navigation:

From Bill Receivable Report Screen > the User select Ledger Wise mode.



Field Name	Functionality	Data fetched
Party Name	<p>This is a read-only text box.</p> <p>The Data in this field will be auto populated.</p>	<p>Party ledger in Voucher where 'group_id' is Sundry Debtor or Sundry Creditor or current asset or current liability group</p> <p>The 'Party Name' will display here only if the 'Closing Balance' for the 'Ledger_id' is in debit balance.</p> <p>Party Name will take into consideration only those party ledgers for which the option 'Maintain balances Bill-by-Bill' option is enabled.</p>
Pending Amount	<p>This field should display ALL 'Net Pending amount'</p>	<p>This field should display ALL 'Net Pending Amount' for the 'Bill_id' which are associated with the 'Party ledger'.</p> <p>The 'Pending Amount' should match with 'Closing Balance' for the 'Ledger_id' in the Ledger statement screen.</p>

Ledger Statement:

User should be able generate ledger statement of a party ledger based on date range selected.

Navigation:

From Bill Receivable Report Screen > Ledger Wise mode > **Click on any ledger(row)** > Ledger Statement.

Cash & Expenses Price					X
Ledger Statement		Bills			
Search		Q	From Date	To Date	Fetch
Cash & Expenses	Cash & Expen...	GST Sales	12,09,875	Dr	
Cash & Expenses	Cash & Expen...	GST Sales	12,09,875	Dr	
Cash & Expenses	Cash & Expen...	GST Sales	12,09,875	Dr	
Cash & Expenses	Cash & Expen...	GST Sales	12,09,875	Dr	
Cash & Expenses	Cash & Expen...	GST Sales	12,09,875	Dr	
Cash & Expenses	Cash & Expen...	GST Sales	12,09,875	Dr	
Cash & Expenses	Cash & Expen...	GST Sales	12,09,875	Dr	

Field Name	Functionality	Data fetched
Search	It allows the user to search the information within the Table.	
From Date	This is a read-only text box. The Data in this field will be auto populated.	The 'From Date' entered in homepage.
To Date	This is a read-only text box. The Data in this field will be auto populated.	The 'To Date' entered in homepage.
Date	Display- Non-Editable	Date of Transaction for the 'Voucher_id'
Particulars	The Particulars which display 'Ledger name'.	The 'ledger Name' used in the 'voucher_id'. (E.g. Sales, Service charge, Purchase etc.)
Transaction Type	The type of voucher used for the transaction (Eg. Sales, Purchase, receipt etc)	
Amount	This field should display 'Amount'.	The 'Amount' being recorded to the party ledger in the 'voucher_id'
Dr/Cr	The type of amount for 'ledger_id' above is Debit then show as 'Dr'.	

	The type of amount for 'ledger_id' above is credit then show as 'Cr'	
Opening Balance	Party Ledger running balance as on 'From Date' in the screen.	The 'Opening Balance' refers to the Beginning balance of an account for the given period ('From Date').
Total Debit	Summation of total amount which is in 'Dr' for specific period.	
Total Credit	Summation of total amount which is in 'Cr' for specific period.	
Closing Balance	Party Ledger running balance as on 'To Date' in the screen.	<p>Closing balance refers to the final balance of an account at the end of a given period ('To Date').</p> <p>$\text{Closing Balance} = \text{Opening balance} (+) \text{Total debits} (-) \text{Total credits}$.</p> <p>The 'Closing Balance' should match with 'Pending Amount' which are selected from Previous screen.</p>

Bills

In this screen, it should list 'All pending bills' which are associated with the ledger.

Navigation:

From Bill Receivable Report Screen > Ledger Wise mode > **Click on any ledger(row)** > Bills.

Cash & Expenses Price			
Ledger Statement	Bills		
Bill No	Bill Date	Amount	Overdue Days
DJJ296290	12/10/2022	12,09,875	09
DJJ296290	12/10/2022	12,09,875	09
DJJ296290	12/10/2022	12,09,875	09
DJJ296290	12/10/2022	12,09,875	09
DJJ296290	12/10/2022	12,09,875	09
DJJ296290	12/10/2022	12,09,875	09
DJJ296290	12/10/2022	12,09,875	09
DJJ296290	12/10/2022	12,09,875	09
DJJ296290	12/10/2022	12,09,875	09

Field	Functionality	Data Fetched
Bill No (Reference)	This field should display 'Bill Number'.	The 'Bill No' for the 'Voucher_id' (from bill allocation table which is mentioned as 'Name')
Bill Date (Date)	Display- non-editable.	Date of Transaction for the 'Voucher_id' (where 'Bill No' is created or entered under "Advance or New Ref or On Account" in Bill Allocation table)
Amount (Pending Amount)	This field should display 'Net Pending Amount' for the 'Bill ID'.	
Due Date	This field should display 'Due Date'.	The 'Due date' for the 'Voucher_id' (from bill allocation table which is mentioned as 'Due date for credit days')
Overdue days	The 'Overdue days' is the calculation of days in between 'To Date (in the homepage) and Due Date' field.	

Dr/Cr	This Field should display 'Dr/Cr'	The type of amount for "Bill_id" above is Debit then show as 'Dr'. The type of amount for "Bill_id" above is credit then show as 'Cr' .
Opening Balance	The 'Opening balance' is running beginning balance for the 'Bill_id'.	

Bill History

In this screen, User should be able to view Bill break-up for the 'Bill_id'.

Navigation:

- **Ledger wise mode:** From Bill Receivable Report Screen > Ledger Wise mode > Click on any ledger(row) > Bills > Click on any bill(row) > Bill History.
 - **Bill wise mode:** From Bill Receivable Report Screen > Bill Wise mode > Click on any bill(row) > Bill History.

Field	Data Fetched
Bill No	The 'Bill No' selected from the list of bills from previous screen.
Bill Date	The 'Bill Date' for the 'Bill_id' above.
Amount	The 'Amount' for the 'Bill_id' above.

Transaction for the Bills:

Field	Data Fetched
Bill Date	Date of transaction for the 'Voucher_id'
Voucher Type	The type of voucher used for the transaction, such as a sales, purchase, or receipt etc .
Reference No	The 'Voucher No' for the 'Voucher_id'
Amount	The amount being recorded to the party ledger in the 'voucher_id'.
Dr/Cr	The type of amount for 'ledger_id' above is Debit then show as 'Dr'.

The type of amount for 'ledger_id' above is credit then show as 'Cr' .

Settings:

If User 'Checked or Unchecked any field, this feature will implement to both '**Bill-wise and Ledger-wise mode**'.

Navigation:

Bill Receivable Report homepage > Side panel

Settings

Show Overdue Days

Show Opening Balance

Enable Ageing Analysis

Analyse Ageing by

Due Date Transaction Date

Report Columns for Ageing Analysis

From	0	To	0
From	0	To	0

+ Add Column

Save Close

Show Overdue Days	Optional	Checkbox	<p>'Disable' (Uncheck) should be kept as default.</p> <p>This is column settings.</p>								
Show Opening balance	Optional	Checkbox	<p>'Disable' (Uncheck) should be kept as default.</p> <p>This is column settings.</p>								
Enable Ageing Analysis	Optional	Checkbox	<p>'Disable' (Uncheck) should be kept as default.</p> <p>User should be able to select any of two modes:</p> <ol style="list-style-type: none"> 1. Due date 2. Transaction date <p>Analyse Ageing by</p> <p><input checked="" type="radio"/> Due Date <input type="radio"/> Transaction Date</p> <p>Report Columns for Ageing Analysis</p> <table border="1"> <tr> <td>From</td> <td>0</td> <td>To</td> <td>0</td> </tr> <tr> <td>From</td> <td>0</td> <td>To</td> <td>0</td> </tr> </table> <p>+ Add Column</p> <p>If User select ageing analysis by 'Due date' mode.</p> <p>Then will report will generate based on date entered in this screen under 'Due Date'.</p> <p>The same condition is applied to 'Transaction date'.</p> <p>From:</p>	From	0	To	0	From	0	To	0
From	0	To	0								
From	0	To	0								

1. It is an 'Input textbox' for the first row.

2. For corresponding rows, it should auto-populate from 'To' field.

To:

1. It is an 'Input textbox'.

Improvements to Bills (18/12/23)

In this screen, it should list 'All pending bills' which are associated with the ledger.

Navigation:

From Bill Receivable Report Screen > Ledger Wise mode > **Click on any ledger(row)** > Bills.

Field	Functionality	Data Fetched
Bill No (Reference)	This field should display 'Bill Number'.	The 'Bill No' for the 'Voucher_id' (from bill allocation table which is mentioned as 'Name')
Bill Date (Date)	Display- non-editable.	Date of Transaction for the 'Voucher_id' (where 'Bill No' is created or entered under "Advance or New Ref or On Account" in Bill Allocation table)
Amount (Pending Amount)	This field should display 'Net Pending Amount' for the 'Bill ID'.	
Due Date	This field should display 'Due Date'.	The 'Due date' for the 'Voucher_id' (from bill allocation table which is mentioned as 'Due date for credit days')
Overdue days	The 'Overdue days' is the calculation of days in between 'To Date (in the homepage)' and Due Date' field.	
Dr/Cr	This Field should display 'Dr/Cr'	The type of amount for "Bill_id" above is Debit then show as 'Dr'. The type of amount for "Bill_id" above is credit then show as 'Cr' .
Opening Balance	The 'Opening balance' is running beginning balance for the 'Bill_id'.	
Settings: Show Debit Balances	Optional Checkbox	'Disable' (Uncheck) should be kept as default. If option is enabled, then user should able to view only ' Debit amount '

TDS Reports

TDS Outstanding - Report

TDS Outstanding							
						From Date	To Date
						Outstanding TDS Payment Transc: All	
Deduction Date	Voucher No.	Party Name	Deductee Type	Nature Of Payment	Opening Amount	Pending Amount	Due On
12/10/2022	INV54814916	Cash & Expense...	GST Sales	Cash & Expenses Price	12,09,875	12,09,875	12/10/2022
12/10/2022	INV54814916	Cash & Expense...	GST Sales	Cash & Expenses Price	12,09,875	12,09,875	12/10/2022
12/10/2022	INV54814916	Cash & Expense...	GST Sales	Cash & Expenses Price	12,09,875	12,09,875	12/10/2022
12/10/2022	INV54814916	Cash & Expense...	GST Sales	Cash & Expenses Price	12,09,875	12,09,875	12/10/2022
12/10/2022	INV54814916	Cash & Expense...	GST Sales	Cash & Expenses Price	12,09,875	12,09,875	12/10/2022
12/10/2022	INV54814916	Cash & Expense...	GST Sales	Cash & Expenses Price	12,09,875	12,09,875	12/10/2022
12/10/2022	INV54814916	Cash & Expense...	GST Sales	Cash & Expenses Price	12,09,875	12,09,875	12/10/2022
12/10/2022	INV54814916	Cash & Expense...	GST Sales	Cash & Expenses Price	12,09,875	12,09,875	12/10/2022
12/10/2022	INV54814916	Cash & Expense...	GST Sales	Cash & Expenses Price	12,09,875	12,09,875	12/10/2022
12/10/2022	INV54814916	Cash & Expense...	GST Sales	Cash & Expenses Price	12,09,875	12,09,875	12/10/2022
Totals							
Showing 1 to 10 of 11 << < 1 2 > >> 10 <							

On clicking on any line item in the above screen, it should redirect to the respective voucher in Edit mode.

Note: Deduction Voucher means Purchase or Journal Voucher.

Fields	Functionality	Date to be Fetched
Period	Users can customize the report display by selecting the desired time-period for showcasing transactions. User can enter 'From Date' and 'To Date' in the format selected in the organisation. All the transactions shall be shown only for this time period.	
Outstanding TDS Payment Transactions (Drop Down)	This is a drop down field. It shall contain the following list; 1. All 2. Party Wise 3. Nature of Payment Wise By Default "All" will be selected. When User selects "Party Wise", Party Wise Screen Screen shall be shown. When User selects "Nature of Payment Wise", Nature of Payment Wise Screen Screen shall be shown.	
Deduction Date	Display the date of the voucher considered as per the logic given in Logic to Identify TDS Deduction Entry Note: As per Logic 1 in the doc, Deduction date is the date of the voucher. As per Logic 2 in the doc, Deduction date is the date of the Deduction Voucher.	Voucher Main Page → Voucher Date
Voucher No	Display the number of the voucher considered as per the logic given in Logic to Identify TDS Deduction Entry Note: As per Logic 1 in the doc, Voucher No is the number of the voucher. As per Logic 2 in the doc, Voucher No is the number of the Deduction Voucher.	Voucher Main Page → Voucher No
Party Name	Display the Party Ledger Name involved in the voucher considered as per the logic given in Logic to Identify TDS Deduction Entry Note: As per Logic 1 in the doc, Party name is the Party Ledger involved in the voucher. As per Logic 2 in the doc, Party name is the Party Ledger involved in the Deduction Voucher.	Voucher Main Page → Party Ledger Name XML FIELD - <TAXOBJECTALLOCATIONA> → <NATUREOFPAYMENT>
Deductee Type	Display the Deductee Type as "Company" if company is selected under Deductee Type in TDS Analysis for the vouchers considered as per the logic given in Logic to Identify TDS Deduction Entry Display the Deductee Type as "Non Company" if other than company options are selected under Deductee Type in TDS Analysis for the vouchers considered as per the logic given in Logic to Identify TDS Deduction Entry	Create Purchase/Journal Voucher → TDS Analysis → Deductee Type Ignore the transaction if the Deductee Type is "Unknown" (Specifically in Sync).

	<p>Note: As per Logic 1 in the doc, Consider the voucher. As per Logic 2 in the doc, Consider Deduction Voucher.</p>	
Nature of Payment	<p>As per Logic 1 in the doc, Display the Nature of Payment selected in TDS Analysis for the vouchers considered as per the logic given in Logic to Identify TDS Deduction Entry</p> <p>As per Logic 2 in the doc, Display the Nature of Payment selected in TDS Ledger for the Deduction vouchers considered as per the logic given in Logic to Identify TDS Deduction Entry</p>	Create Purchase/Journal Voucher → TDS Analysis → Nature of Payment XML FIELD - <TAXOBJECTAL LOCATIONA> → <NATUREOFPAY MENT>
Section No	Display the Section No that is mentioned in the above Nature of Payment.	Create TDS Nature of Payment → Section No
Opening Amount	Display the amount with which TDS Ledger has been credited in the vouchers considered as per the logic given in Logic to Identify TDS Deduction Entry	XML FIELD - <TAXOBJECTAL LOCATIONA> → <TAX>
Pending Amount	<p>Calculate Pending Amount based on the following rules;</p> <ol style="list-style-type: none"> 1. Take the Opening Amount as Base. 2. Consider only the transactions as per the Logic given in Logic for Pending Amount Transactions 3. Subtract the amount debited to the TDS Ledger from the Opening Amount. 4. After deducting the amount, if there is any balance (Positive/Negative), show the same. If there is no balance then show it as ZERO. 	
Due On	<p>Due date is based on the deduction date. Where the Deduction date falls in any month between April to February, due date shall be the 7th day of the next month. However, if the due date falls in the month of March, then due date for the same will be 30th April.</p> <p>For example, if the deduction date falls in the month of July, then the due date for the same will be 7th of August.</p>	
Overdue by days	Calculate the No of days from the Due date to "To date" mentioned in the Period above.	
Total	<p>For the below columns, calculate the totals;</p> <ol style="list-style-type: none"> 1. Opening Amount 2. Pending Amount 	

Party Wise Screen

Field Name	Functionality
Ledger Name	Filter & Display Unique "Party Name" shown in the TDS Outstanding - Report
Pending Amount	Sum the Pending amounts shown in TDS Outstanding - Report for each unique "Party Name".

On clicking any line item in the above screen, the below screen shall be shown.

Filter the data "Party Name" wise from the list shown in [TDS Outstanding - Report](#) and display only those transactions.

On clicking on any line item in the above screen, it should redirect to the respective voucher in Edit mode.

Field Names	Functionality
Period	<p>Users can customize the report display by selecting the desired time-period for showcasing transactions.</p> <p>User can enter 'From Date' and 'To Date' in the format selected in the organisation.</p> <p>All the transactions shall be shown only for this time period.</p>
Date	Display the Voucher date of the Transaction
Particulars	<p>Display the Party Ledger in the Transaction.</p> <p>Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger.</p>
Voucher Type	Display the Voucher Type of the transaction.
Voucher No	Display the Voucher Number of the transaction.
Debit	If the Party Ledger is debited in the transaction then display the amount with which the Party Ledger is debited.
Credit	If the Party Ledger is credited in the transaction then display the amount with which the Party Ledger is

| credited.

Nature of Payment Wise Screen

Field Name	
Nature of Payment	Filter & Display Unique "Nature of Payment" shown in the TDS Outstanding - Report
Company	<ol style="list-style-type: none"> 1. Filter the Deductee Type as "Company" in TDS Outstanding - Report 2. Sum the Pending amounts shown in TDS Outstanding - Report for each unique "Nature of Payment".
Non Company	<ol style="list-style-type: none"> 1. Filter the Deductee Type as "Non Company" in TDS Outstanding - Report 2. Sum the Pending amounts shown in TDS Outstanding - Report for each unique "Nature of Payment".
Total Pending	Sum & Display the amount shown in "Company" & "Non Company" column for each line row.

On clicking any line item in the above screen, the below screen shall be shown.

Filter the data “Nature of Payment” wise from the list shown in **TDS Outstanding - Report** and display only those transactions.

On clicking on any line item in the above screen, it should redirect to the respective voucher in Edit mode.

Field Names	Functionality
Period	<p>Users can customize the report display by selecting the desired time-period for showcasing transactions.</p> <p>User can enter 'From Date' and 'To Date' in the format selected in the organisation.</p> <p>All the transactions shall be shown only for this time period.</p>
Date	Display the Voucher date of the Transaction
Particulars	<p>Display the Party Ledger in the Transaction.</p> <p>Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger.</p>
Voucher Type	Display the Voucher Type of the transaction.
Voucher No	Display the Voucher Number of the transaction.

Debit	If the Party Ledger is debited in the transaction then display the amount with which the Party Ledger is debited.
Credit	If the Party Ledger is credited in the transaction then display the amount with which the Party Ledger is credited.

Logic to Identify TDS Deduction Entry

LOGIC 1: List of transactions shall be displayed based on the following conditions and checks;

1. Check only Purchase & Journal Voucher
2. In the above vouchers, check for the following mandatory Ledgers;
 - a. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Credited'.
 - b. Expense Ledger
 - i. Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Expense' then treat it as Expense Ledger and consider it only if it is 'Debited'.
 - ii. **Exception:** Do not consider the Ledgers that are created under the following groups;
 1. Primary - Incomes
 2. Direct Incomes
 3. Indirect Incomes
 4. Sales
 - c. TDS Ledger - TDS Ledger should be Credited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".
 - d. Nature of Payment specified in the TDS Ledger (Point c) and Nature of Payment mentioned in TDS Analysis for the Ledgers specified in point (b) shall be SAME.

Special Cases:

 1. If the Nature of Payment in TDS Ledger is "Any" and Nature of Payment in TDS Analysis is specified then consider such transactions also in the TDS Outstanding report.
 2. If Nature of Payment is not specified in TDS Analysis then do not consider such transaction in the TDS outstanding report.

LOGIC 2: List of transactions shall be displayed based on the following conditions and checks;

1. Check Purchase & Journal Voucher
2. In the above vouchers, check for the following mandatory Ledgers;
 - a. Check **Deduction Voucher** for the following;
 - i. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Debited'.
 - ii. TDS Ledger
 1. TDS Ledger should be Credited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".
 2. This TDS Ledger shall be linked with the Booking Voucher as specified in Point (a)

Note: Deduction Voucher should be linked with the Booking voucher to display in the TDS Payment Outstanding report.

If it is not linked, then it will be shown in Uncertain Transactions.

3. Check **Booking Voucher** for the following;
 - a. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Credited'.
 - b. Expense Ledger
 - i. Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Expense' then treat it as Expense Ledger and consider it only if it is 'Debited'.
 - ii. **Exception:** Do not consider the Ledgers that are created under the following groups;
 1. Primary - Incomes

2. Direct Incomes
3. Indirect Incomes
4. Sales

For Better Understanding, Refer the Examples given in Examples - Logic for TDS Deduction Entry

Logic for Pending Amount Transactions

Consider only those transactions that satisfy the following conditions;

1. Check only Payment Voucher
2. Bank Ledger/Cash Ledger
 - a. Check for the Ledgers created under the following groups;
 - i. Cash-in-hand
 - ii. Bank Accounts
 - iii. Bank OD
 - b. This ledger should be selected in Payment Made From table (Cr).
3. TDS Ledger
 - a. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS"
 - b. TDS Ledger should be selected in Payment Paid To table (Dr).
 - c. TDS Ledger payment is allocated (Linked) to any of the vouchers considered as per the logic given in [Logic to Identify TDS Deduction Entry](#).

Path: Payment Voucher → Paid To Table → TDS Ledger → Ledger Allocations → TDS → TDS Nature of Payment → Type of Reference.

For Better Understanding, refer the examples given in Logic for Pending Amount

Form 26Q

Form 26Q is the Quarterly return of TDS in respect of all payments other than salaries.

26Q - Main Screen

The screenshot shows the Form 26Q interface. At the top, there's a header with 'Form 26Q', 'TAN GS38963917301', 'Due Date 12/10/2023', 'Filing Status Not Filed', and search/filter buttons ('From Date', 'To Date', 'Fetch'). Below the header is a navigation bar with tabs: 'Uncertain Transactions' (selected), 'Payment Details', 'Summary', and 'Transaction Analysis'. The main content area displays a table of deduction details:

Deduction Details	Assessable Value (₹)			Deducted (₹)			Bal. Deductable (₹)
	Previous Period	Current Period	Total	Tax Deductible (₹)	Previous Period	Current Period	
Deduction at Normal Rate	02	11,98,987	0.00	0.00	0.00	0.00	11,98,987
Deduction at Higher Rate	02	11,98,987	0.00	0.00	0.00	0.00	11,98,987
Lower Rated Taxable Expense	02	11,98,987	0.00	0.00	0.00	0.00	11,98,987
Zero Rated Taxable Expense	02	11,98,987	0.00	0.00	0.00	0.00	11,98,987
Under Exemption Limit	02	11,98,987	0.00	0.00	0.00	0.00	11,98,987
Exempt in lieu of PAN available	02	11,98,987	0.00	0.00	0.00	0.00	11,98,987

At the bottom left is a 'Save' button.

TABLE 1

Deduction Details	Functionality
Deduction at Normal Rate	<p>1. Check the following vouchers in Included in Return</p> <ul style="list-style-type: none"> a. Booking Voucher b. Booking with Deduction Voucher c. Deduction Voucher d. Advance Payment to Party (with Deduction) <p>2. Consider only those vouchers from the vouchers that are filtered in Point (1) when the following conditions are satisfied in TDS Analysis;</p> <ul style="list-style-type: none"> a. TDS Deduction Preference is “With PAN” b. Lower Deduction is “No”
Deduction at Higher Rate	<p>1. Check the following vouchers in Included in Return</p> <ul style="list-style-type: none"> a. Booking Voucher b. Booking with Deduction Voucher c. Deduction Voucher d. Advance Payment to Party (with Deduction) <p>2. Consider only those vouchers from the vouchers that are filtered in Point (1) when the following conditions are satisfied in TDS Analysis;</p> <ul style="list-style-type: none"> a. TDS Deduction Preference is “Without PAN” b. Lower Deduction is “No”
Lower Rated Taxable Expense	<p>1. Check the following vouchers in Included in Return</p> <ul style="list-style-type: none"> a. Booking Voucher b. Booking with Deduction Voucher c. Deduction Voucher d. Advance Payment to Party (with Deduction) <p>2. Consider only those vouchers from the vouchers that are filtered in Point (1) when the following conditions are satisfied;</p> <ul style="list-style-type: none"> a. Lower Deduction is “Yes” in TDS Analysis b. Within TDS analysis, when reviewing the lower deduction details in the party ledger, “197” under the “Provisions” column has been chosen.
Zero Rated Taxable Expense	<p>1. Check the following vouchers in Included in Return</p> <ul style="list-style-type: none"> a. Booking Voucher b. Booking with Deduction Voucher c. Deduction Voucher d. Advance Payment to Party (with Deduction) <p>2. Consider only those vouchers from the vouchers that are filtered in Point (1) when the following conditions are satisfied;</p> <ul style="list-style-type: none"> a. Lower Deduction is “Yes” in TDS Analysis b. Within TDS analysis, when reviewing the lower deduction details in the party ledger, “197A” under the “Provisions” column has been chosen.
Under Exemption Limit	On HOLD

Exempt in lieu of PAN Available	On HOLD
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TABLE 2

Column Names	Sub-Column Names	Functionality
Assessable Value	Previous Period	<p>1. Sum of the Assessable Value mentioned in TDS Analysis in respect of the transactions filtered in Table 1</p> <p>2. Further, Filter the transactions based on the period selected.</p> <p>Example: If the period selected is 01-10-202X to 31-12-202X, then show the sum of the Assessable value of those transactions that are recorded before 01-10-202X up to the beginning of the Current Financial Year i.e. 01-04-202X.</p>
	Current Period	<p>1. Sum of the Assessable Value mentioned in TDS Analysis in respect of the transactions filtered in Table 1.</p> <p>2. Further, Filter the transactions based on the period selected.</p> <p>Example: If the period selected is 01-10-202X to 31-12-202X, then show the sum of the Assessable value of those transactions that are recorded between 01-10-202X to 31-12-202X.</p>
	Total	Calculation = Previous Period  Current Period
Tax Deductible		Sum of the TDS Amount calculated in TDS Analysis in respect of the transactions filtered in Table 1
Deducted	Previous Period	<p>1. Sum of the TDS Ledger (Cr) amount in respect of the transactions filtered in Table 1 (Note: Exclude Booking Voucher).</p> <p>2. Further, Filter the transactions based on the period selected.</p> <p>Example: If the period selected is 01-10-202X to 31-12-202X, then show the sum of the TDS Ledger (Cr) amount of those transactions that are recorded before 01-10-202X up to the beginning of the Current Financial Year i.e. 01-04-202X.</p>
	Current Period	<p>1. Sum of the TDS Ledger (Cr) amount in respect of the transactions filtered in Table 1 (Note: Exclude Booking Voucher).</p> <p>2. Further, Filter the transactions based on the period selected.</p> <p>Example: If the period selected is 01-10-202X to 31-12-202X, then show the sum of TDS Ledger (Cr) amount of those transactions that are recorded between 01-10-202X to 31-12-202X.</p>
	Total	Calculation = Previous Period  Current Period
Bal. Deductible		Calculation = Tax Deductible  Deducted - Total.

Deduction Details

Included in Return

Form 26Q - Included in return		Shreeni & Associates	1-Apr-23 to 31-Mar-24
Particulars		No. of Vouchers	
Booking Voucher		4	
Booking with Deduction Voucher		5	
Deduction Voucher		1	
Advance Payment to Party (with Deduction)		0	
Reversal		1	
Overridden by User			

This Screen shall display the count of vouchers in each screen names.

Screen Name	Conditions to be Satisfied
Booking Voucher	<ol style="list-style-type: none"> 1. Check only Purchase Voucher & Journal Voucher 2. Expense Ledger <ul style="list-style-type: none"> a. Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Expense' then treat it as Expense Ledger and consider it only if it is 'Debited'. b. Exception: Do not consider the Ledgers that are created under the following groups; <ul style="list-style-type: none"> i. Primary - Incomes ii. Direct Incomes iii. Indirect Incomes iv. Sales 3. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Credited'. 4. TDS shall be Enabled in both the Ledgers 5. Deductee Type shall be provided in TDS Analysis 6. Nature of Payment is specified in TDS Analysis for the Expense Ledger. 7. If User selects "With PAN" in TDS Analysis, then it is mandatory to provide PAN in the Party Ledger to consider it here. Otherwise, it will be shown in Uncertain Transactions. 8. "Resident" should be selected under Residential Status in TDS Analysis.
Booking with Deduction Voucher	<ol style="list-style-type: none"> 1. Check only Purchase Voucher & Journal Voucher 2. Expense Ledger <ul style="list-style-type: none"> a. Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Expense' then treat it as Expense Ledger and consider it only if it is 'Debited'. b. Exception: Do not consider the Ledgers that are created under the following groups; <ul style="list-style-type: none"> i. Primary - Incomes ii. Direct Incomes iii. Indirect Incomes iv. Sales 3. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Credited'. 4. TDS Ledger - TDS Ledger should be Credited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS". 5. TDS shall be Enabled in all the Ledgers 6. Deductee Type shall be provided in TDS Analysis 7. Nature of Payment is specified in TDS Analysis for the Expense Ledger. 8. Nature of Payment specified in the TDS Ledger and Nature of Payment mentioned in TDS Analysis for the Expense Ledgers shall be SAME. Special Cases: <ol style="list-style-type: none"> 1. If the Nature of Payment in TDS Ledger is "Any" and Nature of Payment in TDS Analysis is specified then consider such transactions also here. 2. If Nature of Payment is not specified in TDS Analysis then do not consider such transactions here. 9. If User selects "With PAN" in TDS Analysis, then it is mandatory to provide PAN in the Party Ledger to consider it here. Otherwise, it will be shown in Uncertain Transactions. 10. Resident should be selected under Residential Status in TDS Analysis.
Deduction Voucher	<ol style="list-style-type: none"> 1. Check only Journal Voucher 2. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Debited'. 3. TDS Ledger - It should be Credited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS". 4. TDS Ledger should be linked with the Booking Voucher.

Advance Payment to Party (with Deduction)	<p>1. Check Journal, Payment Voucher.</p> <p>2. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Debited'.</p> <p>3. TDS Ledger - TDS Ledger should be Credited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".</p> <p>4. Ledgers created under the following group should be credited;</p> <ul style="list-style-type: none"> a. Cash-In-Hand b. Bank Accounts c. Bank OD <p>5. TDS is enabled in Party & TDS Ledgers</p> <p>6. Deductee Type shall be provided in TDS Analysis.</p> <p>7. If User selects "With PAN" in TDS Analysis, then it is mandatory to provide PAN in the Party Ledger to consider it here. Otherwise, it will be shown in Uncertain Transactions.</p> <p>8. "Resident" should be selected under Residential Status in TDS Analysis.</p> <p>9. This voucher is linked with Booking Voucher (or) Booking with deduction voucher.</p>
Reversal	<p>Case 1: Reversal of Booking Voucher with Deduction Voucher</p> <p>1. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Debited'.</p> <p>2. TDS Ledger - It should be Debited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".</p> <p>3. Expense Ledger</p> <ul style="list-style-type: none"> a. Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Expense' then treat it as Expense Ledger and consider it only if it is 'Credited'. b. Exception: Do not consider the Ledgers that are created under the following groups; <ul style="list-style-type: none"> i. Primary - Incomes ii. Direct Incomes iii. Indirect Incomes iv. Sales <p>4. This Voucher should be linked with "Booking Voucher with Deduction Voucher"</p> <p>Case 2: Reversal of Booking Voucher</p> <p>1. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Debited'.</p> <p>2. Expense Ledger</p> <ul style="list-style-type: none"> a. Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Expense' then treat it as Expense Ledger and consider it only if it is 'Credited'. b. Exception: Do not consider the Ledgers that are created under the following groups; <ul style="list-style-type: none"> i. Primary - Incomes ii. Direct Incomes iii. Indirect Incomes iv. Sales <p>3. This Voucher should be linked with "Booking Voucher"</p> <p>Case 3: Reversal of Deduction Voucher</p> <p>1. TDS Ledger - It should be Debited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".</p> <p>2. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Credited'.</p> <p>3. This Voucher should be linked with "Deduction Voucher"</p> <p>Note: In Case 1, 2 & 3, Residential Status of Party should be "Resident"</p>
Manually Overridden	<p>If the Following fields are changed in TDS Analysis after Auto Filling in the respective vouchers, then those transactions will be reflected here.</p> <ul style="list-style-type: none"> 1. Residential Status 2. Deductee Type 3. TDS Deduction Preference 4. Nature of Payment (Ignore if it is blank and User has selected any nature of payment) 5. TDS Ledger 6. Assessable Value 7. Rate

On clicking on any line item above, the following screen shall be shown to the user;

Vouchers of	Deduction Voucher (Included)	1-Apr-23 to 31-Mar-24		
Date	Particulars	Vch Type	Vch No	Debit
7-Dec-23	CA Shreenu	Journal	IR 3	3,000.00
27-Feb-24	CA Shreenu	Journal	57	5,000.00
28-Feb-24	CA Shreenu	Journal	58	5,000.00
31-Mar-24	CA Shreenu	Journal	63	2,000.00
31-Mar-24	CA Shreenu	Journal	64	12,50,000.00

On clicking on any line item in the above screen, it should redirect to the respective voucher in Edit mode.

Field Names	Functionality
Period	Users can customize the report display by selecting the desired time-period for showcasing transactions. User can enter 'From Date' and 'To Date' in the format selected in the organisation. All the transactions shall be shown only for this time period.
Date	Display the Voucher date of the Transaction
Particulars	Display the Party Ledger in the Transaction. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger.
Voucher Type	Display the Voucher Type of the transaction.
Voucher No	Display the Voucher Number of the transaction.
Debit	If the Party Ledger is debited in the transaction then display the amount with which the Party Ledger is debited.
Credit	If the Party Ledger is credited in the transaction then display the amount with which the Party Ledger is credited.

Uncertain Transactions

Order of Priority	Uncertain Transaction Type	Conditions to be Satisfied	Solution
1	Unable to determine TDS Applicability for ledgers or stock items.	<p>1. When Expense Ledger is debited/credited but TDS is not enabled in Expense Ledger.</p> <p>2. Party Ledger is credited/debited and TDS is enabled in Party Ledger.</p>	<p>1. Dropdown for TDS Applicability Type shall be provided. Dropdown shall consist the following list;</p> <ul style="list-style-type: none"> a. Yes b. No <p>2. On selecting “YES”, this transaction will be moved to “Included in Return” table based on the logic given in Logic to Identify TDS Deduction Entry</p> <p>3. On selecting “NO”, this transaction will be removed from this list.</p> <p>4. By default, it will be blank.</p>
2	Unable to determine the deductee type for party	<p>1. When Party Ledger is involved in the voucher considered as per the logic given in Logic to Identify TDS Deduction Entry</p> <p>Note: The logic given in the above document is for identifying the transactions for Party ledger. Even if payment is done, we should still consider these transactions.</p> <p>2. Deductee Type is not provided in TDS Analysis.</p> <p>3. TCS is not enabled in Party Ledger.</p>	<p>1. Dropdown for Deductee Type shall be provided. Dropdown shall consist the following list;</p> <ul style="list-style-type: none"> a. Artificial Judicial Person b. Association of Persons c. Body of Individuals d. Company e. Co-Operative Society f. Government g. Individual/HUF h. Local Authority i. Partnership Firm j. Firm k. Others <p>2. On selecting any option, this transaction will be moved to “Included in Return” table based on the logic given in Logic to Identify TDS Deduction Entry</p> <p>3. By default, it will be blank.</p>
	PAN not available for party	<p>1. When Party Ledger is involved in the voucher considered as per the logic given in Logic to Identify TDS Deduction Entry</p> <p>Note: The logic given in the above document is for identifying the transactions for Party ledger. Even if payment is done, we should still consider these transactions.</p> <p>2. PAN is not provided in the Party Ledger</p> <p>3. “With PAN” option is selected under “TDS Deduction Preference” in TDS Analysis.</p>	<p>1. An input field to enter PAN details shall be provided.</p> <p>2. Validate PAN entered by the user as follows;</p> <ul style="list-style-type: none"> a. First 5 letters - Alphabets b. Next 4 letters - Numeric c. Last letter - Alphabet <p>3. Refer the image below and validate Deductee Type with the 4th Letter of PAN.</p>

		<p>"P" stands for Individual</p> <p>"C" stands for Company</p> <p>"H" stands for Hindu Undivided Family (HUF)</p> <p>"A" stands for Association of Persons (AOP)</p> <p>"B" stands for Body of Individuals (BOI)</p> <p>"G" stands for Government Agency</p> <p>"J" stands for Artificial Juridical Person</p> <p>"L" stands for Local Authority</p> <p>"F" stands for Firm/ Limited Liability Partnership</p> <p>"T" stands for Trust</p>	<p>4. By default, it will be blank.</p>
	Notification is not available for zero or lower rate	<ol style="list-style-type: none"> Identify the vouchers considered as per the logic given in Logic to Identify TDS Deduction Entry Check for Party Ledgers - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger If any details are given in "Lower Deduction Table" but "Certificate details" are not provided. 	<ol style="list-style-type: none"> An input field to enter Certificate details shall be provided. By default, it will be blank.
	Unable to determine TDS applicability for duty ledgers	This error occurs when the TDS duty ledger has not been classified under a TDS Category. i.e. "TDS" is not selected under Type of Duty. For example of Others is selected.	IGNORE FOR DEVELOPMENT
	Unable to determine the tax rate for nature of payment	This case is ignored because in Kitaab by default 0% is selected.	IGNORE FOR DEVELOPMENT
	Unable to determine the nature of payment in transaction	<p>When TDS Nature of Payment is not mentioned in TDS Analysis, such transactions will be reported here.</p> <p>Check only those vouchers that are considered as per the logic given in Logic to Identify TDS Deduction Entry.</p>	<ol style="list-style-type: none"> Dropdown for Nature of Payment shall be provided. Dropdown shall consist the list of Nature of Payments created in the Organisation. Path: Create Nature of Payments On selecting any option, this transaction will be moved to "Included in Return" table based on the logic given in Logic to Identify TDS Deduction Entry

No Link is available in Booking Voucher or booking with deduction voucher	<p>1. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Debited'.</p> <p>2. TDS Ledger - TDS Ledger should be Credited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".</p> <p>3. Ledgers created under the following group should be credited;</p> <ul style="list-style-type: none"> a. Cash-In-Hand b. Bank Accounts c. Bank OD <p>4. Incase this voucher is NOT linked with Booking Voucher (or) Booking with deduction voucher, then it will be considered here.</p>	<p>1. Dropdown for Booking Voucher & Booking with deduction vouchers shall be provided.</p> <p>a. Dropdown shall consist the list of Booking Vouchers;</p> <p>Booking Vouchers;</p> <p>Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Credited'.</p> <p>Expense Ledger</p> <p>Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Expense' then treat it as Expense Ledger and consider it only if it is 'Debited'.</p> <p>Exception: Do not consider the Ledgers that are created under the following groups;</p> <ul style="list-style-type: none"> i. Primary - Incomes ii. Direct Incomes iii. Indirect Incomes iv. Sales <p>b. Dropdown shall consist the list of Booking with deduction voucher</p> <ol style="list-style-type: none"> 1. Check only Purchase & Journal Voucher 2. In the above vouchers, check for the following mandatory Ledgers; <ul style="list-style-type: none"> i. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Credited'. ii. Expense Ledger <ul style="list-style-type: none"> 1. Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Expense' then treat it as Expense Ledger and consider it only if it is 'Debited'. 2. Exception: Do not consider the Ledgers that are created under the following groups; <ul style="list-style-type: none"> a. Primary - Incomes b. Direct Incomes c. Indirect Incomes d. Sales iii. TDS Ledger - TDS Ledger should be Credited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS". iv. Nature of Payment specified in the TDS Ledger (Point c) and Nature of Payment mentioned in TDS Analysis for the Ledgers specified in point (b) shall be SAME. <p>Special Cases:</p> <ol style="list-style-type: none"> 1. If the Nature of Payment in TDS Ledger is
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		<p>“Any” and Nature of Payment in TDS Analysis is specified then consider such transactions also in the TDS Outstanding report.</p> <p>2. If Nature of Payment is not specified in TDS Analysis then do not consider such transaction in the TDS outstanding report.</p>										
Unable to determine deductee details in cash transactions	<p>Booking with Deduction Voucher</p> <ol style="list-style-type: none"> 1. Check only Purchase & Journal Voucher 2. In the above vouchers, check for the following mandatory Ledgers; <ol style="list-style-type: none"> a. Ledgers created under the following group should be credited; <ol style="list-style-type: none"> i. Cash-In-Hand ii. Bank Accounts iii. Bank OD b. Expense Ledger <ol style="list-style-type: none"> i. Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is ‘Expense’ then treat it as Expense Ledger and consider it only if it is ‘Debited’. ii. Exception: Do not consider the Ledgers that are created under the following groups; <ol style="list-style-type: none"> 1. Primary - Incomes 2. Direct Incomes 3. Indirect Incomes 4. Sales c. TDS Ledger - TDS Ledger should be Credited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group “Duties & Taxes” and Type of Duty is “TDS”. d. Nature of Payment specified in the TDS Ledger (Point c) and Nature of Payment mentioned in TDS Analysis for the Ledgers specified in point (b) shall be SAME. <p>Special Cases:</p> <ol style="list-style-type: none"> 1. If the Nature of Payment in TDS Ledger is “Any” and Nature of Payment in TDS Analysis is specified then consider such transactions also here. 2. If Nature of Payment is not specified in TDS Analysis then do not consider such transactions here. 	<ol style="list-style-type: none"> 1. Dropdown for Party Name shall be provided. Dropdown shall consist the list of Party Ledgers Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is ‘Party’ then treat it as Party Ledger. 2. An input field to enter PAN details shall be provided. 3. Validate PAN entered by the user as follows; <ol style="list-style-type: none"> a. First 5 letters - Alphabets b. Next 4 letters - Numeric c. Last letter - Alphabet 4. Refer the image below and validate Deductee Type with the 4th Letter of PAN. <p style="text-align: center;"></p> <table border="0"> <tr> <td style="padding-right: 10px;">"P" stands for Individual</td> </tr> <tr> <td>"C" stands for Company</td> </tr> <tr> <td>"H" stands for Hindu Undivided Family (HUF)</td> </tr> <tr> <td>"A" stands for Association of Persons (AOP)</td> </tr> <tr> <td>"B" stands for Body of Individuals (BOI)</td> </tr> <tr> <td>"G" stands for Government Agency</td> </tr> <tr> <td>"J" stands for Artificial Juridical Person</td> </tr> <tr> <td>"L" stands for Local Authority</td> </tr> <tr> <td>"F" stands for Firm/ Limited Liability Partnership</td> </tr> <tr> <td>"T" stands for Trust</td> </tr> </table> 4. By default, it will be blank. 	"P" stands for Individual	"C" stands for Company	"H" stands for Hindu Undivided Family (HUF)	"A" stands for Association of Persons (AOP)	"B" stands for Body of Individuals (BOI)	"G" stands for Government Agency	"J" stands for Artificial Juridical Person	"L" stands for Local Authority	"F" stands for Firm/ Limited Liability Partnership	"T" stands for Trust
"P" stands for Individual												
"C" stands for Company												
"H" stands for Hindu Undivided Family (HUF)												
"A" stands for Association of Persons (AOP)												
"B" stands for Body of Individuals (BOI)												
"G" stands for Government Agency												
"J" stands for Artificial Juridical Person												
"L" stands for Local Authority												
"F" stands for Firm/ Limited Liability Partnership												
"T" stands for Trust												
TDS deducted but not linked with	<ol style="list-style-type: none"> 1. Check only Deduction Voucher (In Journal) 2. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 	<ol style="list-style-type: none"> 1. Dropdown for Booking Voucher shall be provided. Dropdown shall consist the list of Booking Vouchers. 										

	<p>'Party' then treat it as Party Ledger and consider it only if it is 'Debited'.</p> <p>3. TDS Ledger - It should be Credited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".</p> <p>4. If TDS Ledger in Deduction Voucher is NOT linked with the Booking Voucher then it will be considered here.</p>	<p>Booking Vouchers;</p> <p>Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Credited'.</p> <p>Expense Ledger</p> <ul style="list-style-type: none"> a. Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Expense' then treat it as Expense Ledger and consider it only if it is 'Debited'. b. Exception: Do not consider the Ledgers that are created under the following groups; <ul style="list-style-type: none"> i. Primary - Incomes ii. Direct Incomes iii. Indirect Incomes iv. Sales
Expenses/purchase returns not linked with expense/purchase transaction	<p>1. Case 1: Reversal of Booking Voucher with Deduction Voucher</p> <p>a. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Debited'.</p> <p>b. TDS Ledger - It should be Debited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".</p> <p>c. Expense Ledger</p> <ul style="list-style-type: none"> i. Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Expense' then treat it as Expense Ledger and consider it only if it is 'Credited'. ii. Exception: Do not consider the Ledgers that are created under the following groups; <ul style="list-style-type: none"> 1. Primary - Incomes 2. Direct Incomes 3. Indirect Incomes 4. Sales <p>d. Incase this voucher is NOT linked with "Booking Voucher with Deduction Voucher", then it will be considered here.</p> <p>Case 2: Reversal of Booking Voucher</p> <p>a. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Debited'.</p> <p>b. Expense Ledger</p>	

		<p>i. Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Expense' then treat it as Expense Ledger and consider it only if it is 'Credited'.</p> <p>ii. Exception: Do not consider the Ledgers that are created under the following groups;</p> <ol style="list-style-type: none"> 1. Primary - Incomes 2. Direct Incomes 3. Indirect Incomes 4. Sales <p>c. Incase this voucher is NOT linked with "Booking Voucher", then it will be considered here.</p> <p>Case 3: Reversal of Deduction Voucher</p> <p>a. TDS Ledger - It should be Debited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".</p> <p>b. Party Ledger - Check all the Ledgers for TDS_Applicability_Type (DB Field), if it is 'Party' then treat it as Party Ledger and consider it only if it is 'Credited'.</p> <p>c. Incase this voucher is NOT linked with "Deduction Voucher", then it will be considered here.</p>	
	Transactions accepted with conflicts	This error is not considered in Kitaab because all the cases are covered in Manually Overridden.	IGNORE FOR DEVELOPMENT

Payment Details

Included in Return.

Vouchers of	Payment (Included)	1-Apr-23 to 31-Mar-24		
Date	Particulars	Vch Type	Vch No.	Debit Credit
26-Feb-24	ICICI Bank-1371	Payment	19	2,000.00

Display the list of transactions if all of the following conditions are satisfied;

1. TDS Ledger
 - a. TDS Ledger should be debited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".
 - b. TDS Ledger (Ledger Allocation) is linked to the following;
 - i. Deduction Voucher or/and
 - ii. Booking with Deduction Voucher
2. Bank Ledger/Cash Ledger
 - a. Check for the Ledgers created under the following groups;
 - i. Cash-in-hand
 - ii. Bank Accounts
 - iii. Bank OD
 - b. This ledger should be selected in "Payment Made From" table (Cr).
3. Challan Details are provided in either of the following;
 - a. [TDS Payment Details](#) (or)
 - b. [TDS Challan Reconciliation](#)

Field to be shown in the screen

Field Names	Functionality
Period	Users can customize the report display by selecting the desired time-period for showcasing transactions. User can enter 'From Date' and 'To Date' in the format selected in the organisation. All the transactions shall be shown only for this time period.
Date	Display the Voucher date of the Transaction
Particulars	Display the Bank Ledger in the Transaction. Bank Ledgers- Ledgers created under the following groups; 1. Cash-in-hand 2. Bank Accounts 3. Bank OD
Voucher Type	Display the Voucher Type of the transaction.
Voucher No	Display the Voucher Number of the transaction.
Debit	If the Bank Ledger is debited in the transaction then display the amount with which the Bank Ledger is debited.
Credit	If the Bank Ledger is credited in the transaction then display the amount with which the Bank Ledger is credited.

Uncertain Transactions.

Uncertain Transaction Type	Conditions to be satisfied	Solution
Challan and Bank Details are not available in Payment Voucher.	<p>1. TDS Ledger</p> <p>a. TDS Ledger should be debited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".</p> <p>2. Bank Ledger/Cash Ledger</p> <p>a. Check for the Ledgers created under the following groups;</p> <ul style="list-style-type: none"> i. Cash-in-hand ii. Bank Accounts iii. Bank OD <p>b. This ledger should be selected in "Payment Made From" table (Cr).</p> <p>3. Challan Details are NOT provided in either of the following;</p> <ul style="list-style-type: none"> a. TDS Payment Details (or) b. TDS Challan Reconciliation 	On clicking, Redirect the User to TDS Challan Reconciliation screen.
Paid but not linked with TDS Deduction Voucher	<p>1. TDS Ledger</p> <p>a. TDS Ledger should be debited in the Purchase/Journal Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".</p> <p>b. TDS Ledger (Ledger Allocation) is NOT linked to the following;</p> <ul style="list-style-type: none"> i. Deduction Voucher (or) ii. Booking with Deduction Voucher <p>2. Bank Ledger/Cash Ledger</p> <p>a. Check for the Ledgers created under the following groups;</p> <ul style="list-style-type: none"> i. Cash-in-hand ii. Bank Accounts iii. Bank OD <p>b. This ledger should be selected in "Payment Made From" table (Cr).</p> <p>3. Challan Details are provided in either of the following;</p> <ul style="list-style-type: none"> a. TDS Payment Details (or) b. TDS Challan Reconciliation 	

TDS Challan Reconciliation

Field Names	Field Type	Functionality	Validations & Conditions
Period	Date	<p>Users can customize the report display by selecting the desired time-period for showcasing transactions.</p> <p>User can enter 'From Date' and 'To Date' in the format selected in the organisation.</p> <p>All the transactions shall be shown only for this time period.</p>	
Date	Text Box (Non Editable)	Display the Voucher Date of the transactions considered as per the logic given in Logic to Identify TDS Payment Vouchers	
Voucher No	Text Box (Non Editable)	Display the Voucher Number of the transactions considered as per the logic given in Logic to Identify TDS Payment Vouchers	
Duty Ledgers	Text Box (Non Editable)	Display the TDS Ledger involved in the transactions considered as per the logic given in Logic to Identify TDS Payment Vouchers	
From Date	Text Box (Editable)		<p>Allow the user to enter the date in the format as selected in the Organisation Settings.</p> <p>Path: Organisations Settings > Preferences > Fields</p> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;"> <p>Select Date Format</p> <input type="radio"/> DD/MM/YYYY <input type="radio"/> MM/DD/YYYY <input type="radio"/> YYYY/MM/DD </div>
To Date	Text Box (Editable)		<p>Allow the user to enter the date in the format as selected in the Organisation Settings.</p> <p>Path: Organisations Settings > Preferences > Fields</p> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;"> <p>Select Date Format</p> <input type="radio"/> DD/MM/YYYY <input type="radio"/> MM/DD/YYYY <input type="radio"/> YYYY/MM/DD </div>
Section Number	Text Box (Editable)		Alphanumeric and special characters with a limit of a maximum of 50 characters allowed.
Residential Status	Drop Down (Editable)	<ol style="list-style-type: none"> If details have been filled in TDS Payment Details, then autofill the same data. (OR) Drop down shall include the following list; <ol style="list-style-type: none"> Resident Non Resident <p>User can select any one option By default, it will be blank.</p>	

Deductee Type	Drop Down (Editable)	<p>1. If details have been filled in TDS Payment Details, then autofill the same data.</p> <p>2. If details have not been filled in TDS Payment Details, then allow user to select any name from the drop down list.</p> <p>Drop down shall include the following list;</p> <ul style="list-style-type: none"> a. Company b. Non Company <p>User can select any one option.</p> <p>By default, it will be blank.</p>	
Challan No.	Text Box (Editable)	<p>1. If details have been filled in TDS Payment Details, then autofill the same data.</p> <p>2. If details have not been filled in TDS Payment Details, then allow user to input the data here.</p>	Alphanumeric and special characters with a limit of a maximum of 50 characters allowed.
Challan Date	Text Box (Editable)	<p>1. If details have been filled in TDS Payment Details, then autofill the same data.</p> <p>2. If details have not been filled in TDS Payment Details, then allow user to input the data here.</p>	Allow the user to enter the date in the format as selected in the Organisation Settings.Path: Organisations Settings > Preferences > Fields <div style="border: 1px solid #ccc; padding: 5px; margin-top: 10px;"> Select Date Format <input type="radio"/> DD/MM/YYYY <input type="radio"/> MM/DD/YYYY <input type="radio"/> YYYY/MM/DD </div>
Cheque/Reference No.	Text Box (Editable)	<p>1. If details have been filled in TDS Payment Details, then autofill the same data.</p> <p>2. If details have not been filled in TDS Payment Details, then allow user to input the data here.</p>	Alphanumeric and special characters with a limit of a maximum of 50 characters allowed.
Reference Date	Text Box (Editable)	<p>1. If details have been filled in TDS Payment Details, then autofill the same data.</p> <p>2. If details have not been filled in TDS Payment Details, then allow user to input the data here.</p>	
Name of Bank	Drop Down (Editable)	<p>1. If details have been filled in TDS Payment Details, then autofill the same data.</p> <p>2. If details have not been filled in TDS Payment Details, then allow user to select any name from the drop down list.</p> <p>This drop down shall contain the list of all the ledgers credited under the group 'Bank Accounts', 'Bank OD'. Also, Create New option shall be provided for creating the name of a bank. Note: Only Bank name shall be created and no ledger will be created.</p>	Alphanumeric and special characters with a limit of a maximum of 50 characters allowed for creating a new bank name.
Branch Name	Text Box (Editable)	<p>1. If details have been filled in TDS Payment Details, then autofill the same data.</p> <p>2. If details have not been filled in TDS Payment Details, then autofill from the selected Bank ledger.</p>	Alphanumeric and special characters with a limit of a maximum of 50 characters allowed

		If new bank name is created then allow the user to input a new branch name.	
BSR Code	Text Box (Editable)	<p>1. If details have been filled in TDS Payment Details, then autofill the same data.</p> <p>2. If details have not been filled in TDS Payment Details, then autofill from the selected Bank ledger.</p> <p>If new bank name is created then allow the user to input a new BSR Code.</p>	Alphanumeric and special characters with a limit of a maximum of 50 characters allowed
Amount	Text Box (Non Editable)	Display the amount with which TDS Ledger has been debited in the transactions considered as per the logic given in Logi c to Identify TDS Payment Vouchers	

Logic to Identify TDS Payment Vouchers

Conditions to be satisfied

1. TDS Ledger - TDS Ledger should be Debited (Payment Paid To) in the Payment Voucher. TDS Ledgers means the ledger created under the group "Duties & Taxes" and Type of Duty is "TDS".
2. Bank Ledger/Cash Ledger
 - a. Check for the Ledgers created under the following groups:
 - i. Cash-in-hand
 - ii. Bank Accounts
 - iii. Bank OD
 - b. This ledger should be selected in "Payment Made From" table (Cr).

Stock Item Creation (04/01/24)

SI - Stock Item - Homepage

Create Stock Item

Name <input type="text" value="Enter Name"/>	Under Group <input type="text" value="Select"/>	
Category <input type="text" value="Select"/>	Units <input type="text" value="Select"/>	
Alias <input type="text" value="Alias"/>	Part Number <input type="text" value="Part Number"/>	
Description <input type="text" value="Description"/>		
Notes <input type="text" value="Description"/>		
<input type="button" value="Save"/> <input type="button" value="Cancel"/>		

> Additional Details

Preferences	<input type="button" value="Alt+1"/>
Alternative Units	<input type="button" value="Alt+2"/>
Statutory	<input type="button" value="Alt+3"/>
Standard Rates	<input type="button" value="Alt+4"/>
Bill of Material	<input type="button" value="Alt+5"/>
Ledger Allocations	<input type="button" value="Alt+6"/>
Opening Balances	<input type="button" value="Alt+7"/>
Build your Catalogue	<input type="button" value="Alt+8"/>

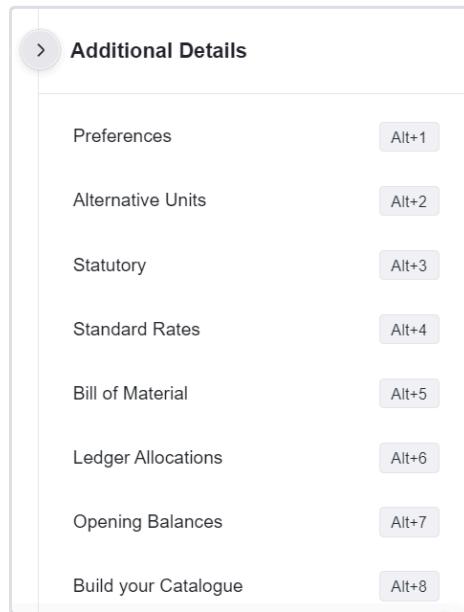
SI- Primary Details

Field Name	Field Type	Screen Functionality / Validations	Configurations	Data to Fetched														
		<p>Create Stock Item</p> <table> <tr> <td>Name</td> <td>Under Group</td> </tr> <tr> <td>Enter Name</td> <td>Select</td> </tr> <tr> <td>Category</td> <td>Units</td> </tr> <tr> <td>Select</td> <td>Select</td> </tr> <tr> <td>Alias</td> <td>Part Number</td> </tr> <tr> <td>Alias</td> <td>Part Number</td> </tr> <tr> <td>Description</td> <td>Description</td> </tr> </table> 	Name	Under Group	Enter Name	Select	Category	Units	Select	Select	Alias	Part Number	Alias	Part Number	Description	Description		
Name	Under Group																	
Enter Name	Select																	
Category	Units																	
Select	Select																	
Alias	Part Number																	
Alias	Part Number																	
Description	Description																	
Name	Textbox-Mandatory	<ul style="list-style-type: none"> Allow alphanumeric & Special characters up to 50 Characters. If there is any duplicate entry, then there should be a validation message stating that "This Name already exists". 																
Under group	Dropdown-Mandatory	<ul style="list-style-type: none"> Default option will be "Primary." The Dropdown list includes previously created Stock Groups along with an option to 'Create New' one. Create button will redirect to the Stock Group creation screen. For more details refer the following page: <p>Create Stock Group</p>																
Category	Dropdown-Optional	<ul style="list-style-type: none"> Default Option will be "Not Applicable." Dropdown List includes previously created Stock Categories along with an option to Create New one. Create button will redirect to the Stock Category creation screen. 																

		<ul style="list-style-type: none"> For More Details, Refer the following page: <p> Create Stock Category</p>	
Units	Drop Down	<ul style="list-style-type: none"> By Default, it will be "Not Applicable." The Dropdown list includes previously created Stock Units along with an option to Create New one. Create button will redirect to the Stock Unit creation screen. <p> Create Stock Unit</p>	<p>If Default option is "Not Applicable" then the Additional Details screen will only have the following sections:</p> <ol style="list-style-type: none"> Preferences: Disable all the Preferences fields except following: <ul style="list-style-type: none"> Enable Alias Enable Part Number Enable Description Enable Notes Alternative Units: Disable entire Alternative Units section. Statutory: GST → Calculation Type <ul style="list-style-type: none"> "Slab Wise Rates": Remove. That means it will only display "On Value." Standard Rates: Disable entire Standard rates module. Opening Balances: Keep only Godown, Amounts and Action (Delete) columns and remove the rest of the columns. <p>If user selects any other unit apart from "Not Applicable", then display all the Additional Details screen with the following sections:</p>

<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: center; padding: 5px;">Additional Details</th></tr> </thead> <tbody> <tr> <td style="padding: 2px;">Preferences</td><td style="padding: 2px; text-align: right;">Alt+1</td></tr> <tr> <td style="padding: 2px;">Alternative Units</td><td style="padding: 2px; text-align: right;">Alt+2</td></tr> <tr> <td style="padding: 2px;">Statutory</td><td style="padding: 2px; text-align: right;">Alt+3</td></tr> <tr> <td style="padding: 2px;">Standard Rates</td><td style="padding: 2px; text-align: right;">Alt+4</td></tr> <tr> <td style="padding: 2px;">Ledger Allocations</td><td style="padding: 2px; text-align: right;">Alt+5</td></tr> <tr> <td style="padding: 2px;">Opening Balances</td><td style="padding: 2px; text-align: right;">Alt+6</td></tr> <tr> <td style="padding: 2px;">Attachments</td><td style="padding: 2px; text-align: right;">Alt+7</td></tr> </tbody> </table>				Additional Details		Preferences	Alt+1	Alternative Units	Alt+2	Statutory	Alt+3	Standard Rates	Alt+4	Ledger Allocations	Alt+5	Opening Balances	Alt+6	Attachments	Alt+7
Additional Details																			
Preferences	Alt+1																		
Alternative Units	Alt+2																		
Statutory	Alt+3																		
Standard Rates	Alt+4																		
Ledger Allocations	Alt+5																		
Opening Balances	Alt+6																		
Attachments	Alt+7																		
Alias	Textbox- Optional	<ul style="list-style-type: none"> • "Allow alphanumeric & Special characters up to 50 Characters. • If there is any duplicate entry, then there should be a validation message stating that "This field already exists." 	<p>This field has to be enabled only if 'Stock Item > Additional Details > Preferences > Configuration > Alias' is enabled.</p>																
Part Number	Textbox - Optional	<ul style="list-style-type: none"> • Allow alphanumeric & Special characters up to 50 Characters. • This field should be unique If user enters any duplicate entry, then there should be a validation message stating that "This field already exists." 	<p>This field has to be enabled only if 'Stock Item > Additional Details > Preferences > Configuration > Enable Part Number' is enabled.</p>																
Description	Textbox- Optional	<ul style="list-style-type: none"> • Allow alphanumeric & Special characters up to 250 characters. 	<p>This field has to be enabled only if 'Stock Item > Additional Details > Preferences > Configuration > Description' is enabled.</p>																
Notes	Textbox- Optional	<ul style="list-style-type: none"> • Allow alphanumeric & Special characters up to 250 characters. 	<p>This field has to be enabled only if 'Stock Item > Additional Details > Preferences > Configuration > Notes' is enabled.</p>																

SI - Additional Details



SI - Preferences

Fields

Enable Cost Tracking

Costing Method

Market Valuation Method

Maintain in Batches
Enable this option to maintain Stock Item in Batches

Track Manufacturing Dates
Enable this option to capture "Mfg. dates" for Batches

Track Expiry Dates
Enable this option to capture "Expiry dates" for Batches

Ignore Negative Balances
Enable this option to remove negative stock alert in Vouchers

Enable Alias
Enable this option to provide "Alias" for the Stock Item Name

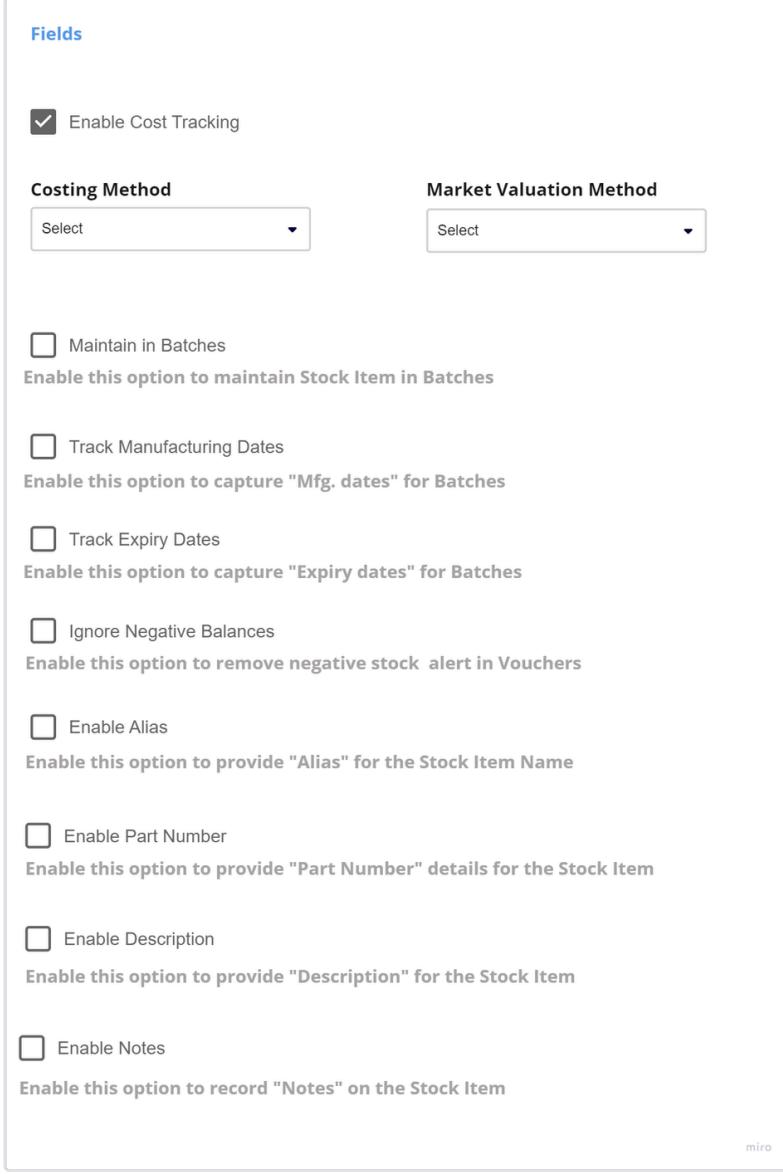
Enable Part Number
Enable this option to provide "Part Number" details for the Stock Item

Enable Description
Enable this option to provide "Description" for the Stock Item

Enable Notes
Enable this option to record "Notes" on the Stock Item

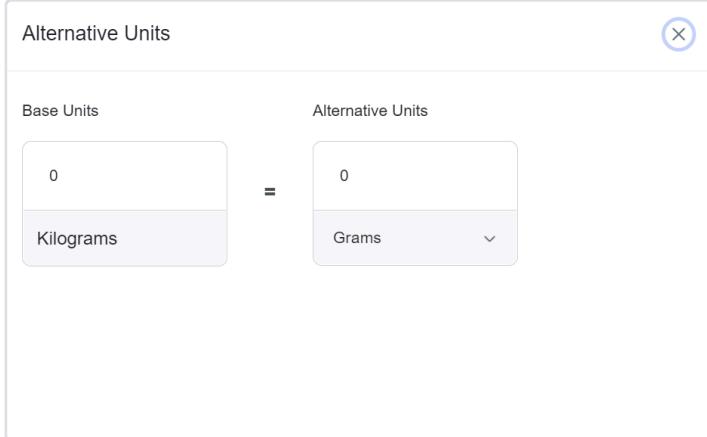
miro

Preferences - Fields

Field Name	Type	Screen Functionality / Validations
Fields		
 <p>The screenshot shows a configuration interface for 'Fields'. At the top, there's a header 'Fields' with two dropdown menus labeled 'Costing Method' and 'Market Valuation Method', both set to 'Select'. Below this, several checkboxes are listed with their descriptions:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Enable Cost Tracking <input type="checkbox"/> Maintain in Batches Enable this option to maintain Stock Item in Batches <input type="checkbox"/> Track Manufacturing Dates Enable this option to capture "Mfg. dates" for Batches <input type="checkbox"/> Track Expiry Dates Enable this option to capture "Expiry dates" for Batches <input type="checkbox"/> Ignore Negative Balances Enable this option to remove negative stock alert in Vouchers <input type="checkbox"/> Enable Alias Enable this option to provide "Alias" for the Stock Item Name <input type="checkbox"/> Enable Part Number Enable this option to provide "Part Number" details for the Stock Item <input type="checkbox"/> Enable Description Enable this option to provide "Description" for the Stock Item <input type="checkbox"/> Enable Notes Enable this option to record "Notes" on the Stock Item <p>In the bottom right corner of the screenshot area, there is a small 'miro' logo.</p>		
Enable Cost Tracking	Checkbox - Optional	<ul style="list-style-type: none"> • By default, it will be Unchecked. • If Checked, LOT Cost Revenue ID will be added in the following path (Ref. Path: Voucher Homepage > Add Item > Other Info > LOT Cost Revenue ID) • Disable (Gray field) this field, when "Enable Cost Tracking" is disabled during Organization settings. Ref. Path: Organization Settings > Inventory Settings> Enable Cost Tracking.

Costing Method	Dropdown - Optional	<ul style="list-style-type: none"> Dropdown list contains the following: <ol style="list-style-type: none"> Weighted Avg. (Default) FIFO (First In, First Out) LIFO (Last In, First Out) By default, Weighted Avg. will be selected.
Market Valuation Method	Dropdown - Optional	<ul style="list-style-type: none"> List contains the following options: <p>At Zero Price</p> <p>Average Price (Default)</p> <p>Last Sales Price</p> <p>Standard Price</p> <ul style="list-style-type: none"> Default option will be "Avg. Price."
Maintain in Batches	Checkbox - Optional	<ul style="list-style-type: none"> By default, it will be Unchecked. If Checked, Batch Info will be available at the time of voucher entries and in Additional Details → Opening Balances section. Disable (Gray field) this field, when "Enable Batches" is disabled during Organization Creation. <p>Ref. Path: Create Organization > Inventory Settings> Enable Batches.</p>
Track Manufacturing Dates	Checkbox - Optional	<ul style="list-style-type: none"> By default, it will be Unchecked & Disabled (Gray field). This field will only be enabled if Maintain in Batches is enabled. If Checked, Manufacturing Date will be available at the time of voucher entries and in Additional Details → Opening Balances section.
Track Expiry Dates	Checkbox - Optional	<ul style="list-style-type: none"> By default, it will be Unchecked & Disabled (Gray field). This field will only be enabled if Maintain in Batches is enabled. If Checked, Expiry Date will be available at the time of voucher entries and in Additional Details → Opening Balances section.
Ignore Negative Balances	Checkbox - Optional	<ul style="list-style-type: none"> By default, it will be Unchecked. If checked (enabled), then remove "Negative stock alert" in Vouchers.
Enable Alias	Checkbox - Optional	<ul style="list-style-type: none"> Default option will be Disabled (Unchecked). If Enabled (Checked), the "Alias" field will be available on the Homepage.
Enable Part Number	Checkbox - Optional	<ul style="list-style-type: none"> Default option will be Disabled (Unchecked). If Enabled (Checked), the "Part Number" field will be available on the Homepage.
Enable Description	Checkbox - Optional	<ul style="list-style-type: none"> Default option will be Disabled (Unchecked). If Enabled (Checked), the "Description" field will be available on the Homepage.
Enable Notes	Checkbox - Optional	<ul style="list-style-type: none"> Default option will be Disabled (Unchecked). If Enabled (Checked), the "Note" field will be available on the Homepage.

SI - Alternative Units

Field Name	Field Type	Screen Functionality / Validations	Conditions
			
Base Unit (Display)	Display field.	<ul style="list-style-type: none"> This field will get Auto populated based the Stock Unit selected at the “Units” field in the homepage during the Stock Item creation. 	
Base Unit (Textbox)	Textbox	<ul style="list-style-type: none"> Allow numerical input only up to 9 decimal places. If the Units field is selected as “Not Applicable” in Alternative Unit (Dropdown), then disable the Base Units (Textbox) and Alternate Units (Textbox) field. 	<ul style="list-style-type: none"> If the user has selected any option apart from “Not Applicable” in Alternative Unit dropdown, then user has to specify the value in this field (Mandatory). Here the value shouldn't be zero or negative.
Alternative Unit (Dropdown)	Dropdown -	<ul style="list-style-type: none"> Default Option will be “Not Applicable.” The dropdown list includes previously created Stock Units (Except the Stock Unit i.e. already selected in the homepage) along with an option to Create New one. Create button will redirect the user to the Stock Unit creation screen. For more details refer the following page. <p>Create Stock Unit</p>	<ul style="list-style-type: none"> If the Units field is selected as “Not Applicable”, then disable the alternate Units' field. Don't allow the user to select the same unit as that of Base Unit in the Alternate units dropdown field. If so, provide a dialogue stating that “Basic Unit and Alternative Units cannot be identical.”
Alternative Unit (Textbox)	Textbox	<ul style="list-style-type: none"> Allow numerical input only up to 9 decimal places. If the Units field is selected as “Not Applicable”, then disable the 	<ul style="list-style-type: none"> If the user has selected any option apart from “Not Applicable” in Alternative Unit dropdown, then user has to specify the value in this field (Mandatory).

		Alternate Units (Textbox) and Base Units (Textbox) field.	• Here the value shouldn't be zero or negative .
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SI - Statutory

Statutory

GST **TDS** **TCS**

Is GST Applicable

Manual Entry via GST rate configuration [Revise Rate](#) [Tax Rate History](#)

Applicable From **HSN/SAC**

Transaction Type **Taxability**

Description

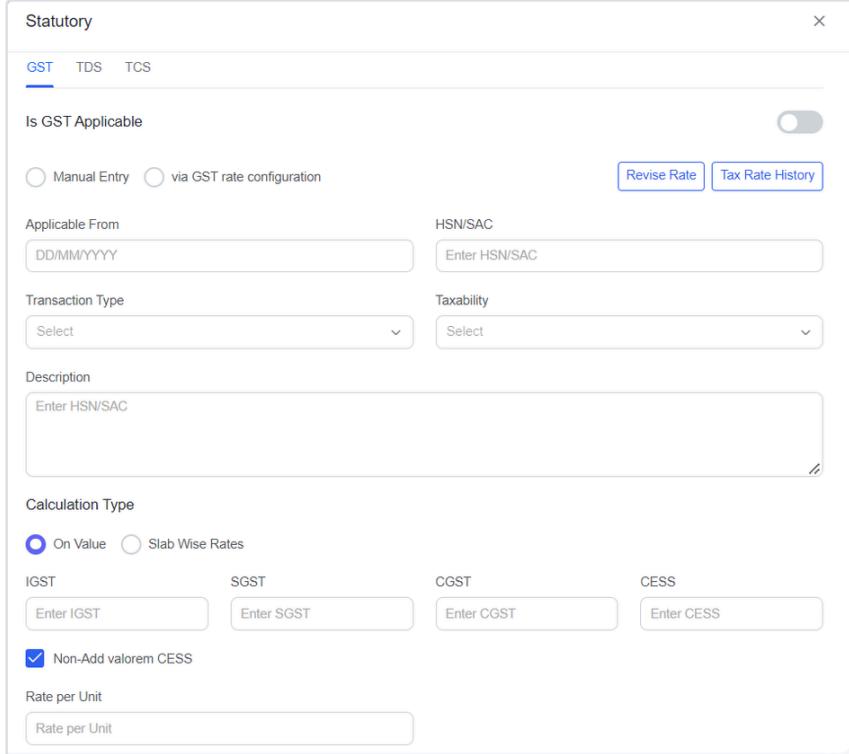
Calculation Type
 On Value Slab Wise Rates

IGST **SGST** **CGST** **CESS**

Non-Add valorem CESS

Rate per Unit

Statutory - GST

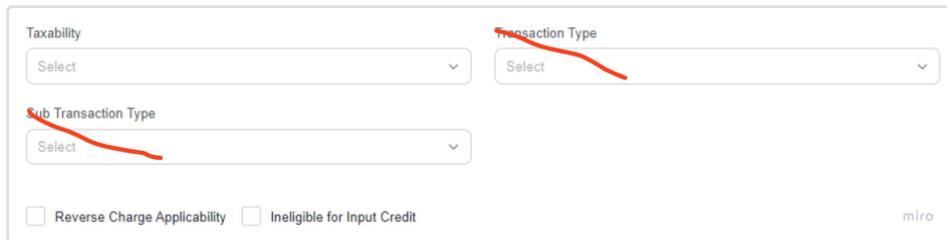
Field Name	Field Type	Screen Functionality / Validations	Data Fetched																
																			
<p>This Screen will be totally Disabled, if "Enable GST" Toggle is off the following path.</p> <p>Ref. Path: Organization Settings > GST > Enable GST (toggle)</p>																			
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 5px;">Is GST Applicable</td> <td style="padding: 5px;">Toggle</td> <td style="padding: 5px;"> <ul style="list-style-type: none"> • By Default, it will be disabled. • If Disabled rest of the options in the screen will be disappear. </td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Manual Entry</td> <td style="padding: 5px;">Radio Button</td> <td style="padding: 5px;"> <ul style="list-style-type: none"> • By Default, it will be disabled. • If enabled, All the fields for GST details will become empty for the user to enter the data. </td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Via GST Rate Configuration</td> <td style="padding: 5px;">Radio Button</td> <td style="padding: 5px;"> <ul style="list-style-type: none"> • By Default, it will be enabled. • When it is enabled, the User will get a 'Name' dropdown right before Applicable From field. <div style="border: 1px solid #ccc; width: fit-content; margin-top: 5px;"> <div style="display: flex; justify-content: space-between; padding: 2px;"> Name Applicable From </div> <div style="border-top: 1px solid #ccc; padding: 2px;"> <input type="text" value="Name"/> <input type="text" value="01/04/2021"/> </div> </div> </td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Revise Rate</td> <td style="padding: 5px;">Button - Redirect</td> <td style="padding: 5px;"> When clicked, it will redirect the user to the respective Create GST Rate Configuration page where user can </td> <td style="padding: 5px;"></td> </tr> </table>				Is GST Applicable	Toggle	<ul style="list-style-type: none"> • By Default, it will be disabled. • If Disabled rest of the options in the screen will be disappear. 		Manual Entry	Radio Button	<ul style="list-style-type: none"> • By Default, it will be disabled. • If enabled, All the fields for GST details will become empty for the user to enter the data. 		Via GST Rate Configuration	Radio Button	<ul style="list-style-type: none"> • By Default, it will be enabled. • When it is enabled, the User will get a 'Name' dropdown right before Applicable From field. <div style="border: 1px solid #ccc; width: fit-content; margin-top: 5px;"> <div style="display: flex; justify-content: space-between; padding: 2px;"> Name Applicable From </div> <div style="border-top: 1px solid #ccc; padding: 2px;"> <input type="text" value="Name"/> <input type="text" value="01/04/2021"/> </div> </div>		Revise Rate	Button - Redirect	When clicked, it will redirect the user to the respective Create GST Rate Configuration page where user can	
Is GST Applicable	Toggle	<ul style="list-style-type: none"> • By Default, it will be disabled. • If Disabled rest of the options in the screen will be disappear. 																	
Manual Entry	Radio Button	<ul style="list-style-type: none"> • By Default, it will be disabled. • If enabled, All the fields for GST details will become empty for the user to enter the data. 																	
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Revise Rate	Button - Redirect	When clicked, it will redirect the user to the respective Create GST Rate Configuration page where user can																	

		<p>revise/change the Rates that has been applied earlier.</p> <p>For more Details refer the following page:</p> <p>Revise Rates</p>	
Tax Rate History	Button - Redirect	<p>When clicked, it will redirect the user to the respective Tax rate history page where user can view/revise/change the Rates that has been applied earlier.</p> <p>For more Details refer the following page:</p> <p>Tax Rate History</p>	

Manual Entry

 Manual Entry  Via GST Rate Configuration

Applicable From	Textbox	<ul style="list-style-type: none"> Allow the user to enter date in the specified format i.e. DD/MM/YYYY. It will follow the standard format of selecting/entering the date for Kitaab. Don't allow the user to select a date prior to the "Books beginning from" field in the create organization. Default date will be books beginning from date. 	
HSN/SAC	Textbox	<ul style="list-style-type: none"> Only Numeric characters allowed. The range of the digits should be more than or equal to 4 and less than or equal to 8. 	
Description	Textbox	Alphanumeric and special characters (up to 200 characters).	



The screenshot shows a form for configuring Taxability. It includes three dropdown menus: "Taxability" (with options like "Select"), "Transaction Type" (with options like "Select"), and "Sub Transaction Type" (with options like "Select"). Below these are two checkboxes: "Reverse Charge Applicability" and "Ineligible for Input Credit". A watermark "miro" is visible in the bottom right corner.

Taxability	Dropdown	<p>List contains the following:</p> <ol style="list-style-type: none"> 1. Unknown 2. Exempt 3. Nil Rated 4. Non-GST Supply 5. Taxable 	
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		Default option should be ' Unknown '.	
Reverse Charge Applicability	Checkbox	<p>This checkbox will only be enabled if the user selects Taxable from the list of available options in "Taxability" dropdown.</p> <p>By default, it will be Unchecked.</p>	
Ineligible for Input Credit	Checkbox	<p>This checkbox will only be enabled if the user selects Taxable from the list of available options in "Taxability" dropdown.</p> <p>By default, it will be Unchecked.</p> <p>Note: In Tally, the field is labelled "Eligible for Input Tax Credit," while in Kitaab, it is named "Ineligible for Input Tax Credit." Consequently, during synchronization, if a user marks the field as "Yes" in Tally, the corresponding field in Kitaab should be set to "No" under "Ineligible for Input Tax Credit."</p>	

Calculation Type

On Value	Radio Button	<p>By default, it will be Unchecked.</p> <p>Once the user selects, it will be checked and following fields will appear:</p> <p>IGST, SGST, CGST, CESS.</p> <p>For more details, refer to the following page:</p> <p>Calculation Type - On Value</p>	
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Calculation Type

On Value Slab Wise Rates

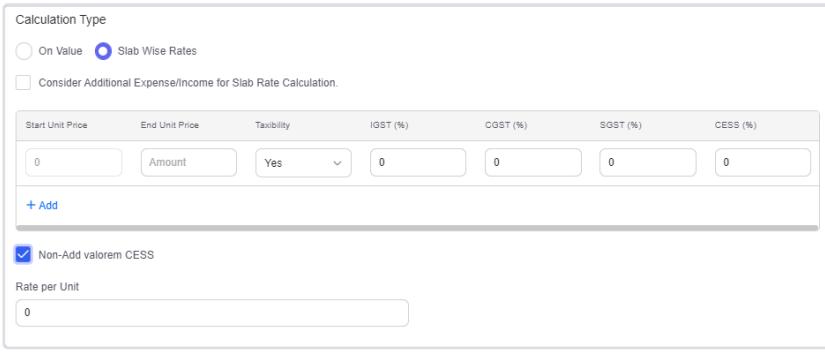
IGST (%)	SGST (%)	CGST (%)	CESS (%)
<input type="text" value="0"/>	<input type="text" value="Enter SGST"/>	<input type="text" value="Enter CGST"/>	<input type="text" value="0"/>

Non-Add valorem CESS

Rate per Unit

IGST	Textbox	<p>Allows Numeric values in (%) with decimals up to four digits.</p> <p>By default, the value will be zero.</p> <p>Allowed percentage limit: IGST=> Min > 0 and Max ≤ 100.</p>	
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SGST	Textbox - Autofill	<p>Auto Populated based on input in IGST (i.e. IGST Rate/2)</p> <p>For Ex. If IGST=12%, then SGST will be auto populated as 6%</p>	
CGST	Textbox - Autofill	<p>Auto Populated based on input in IGST (i.e. IGST Rate/2)</p> <p>For Ex. If IGST=12%, then CGST will be auto populated as 6%.</p>	
CESS	Textbox	<p>Allows Numeric values in (%) with decimals up to four digits.</p> <p>By default, the value will be zero.</p> <p>Allowed percentage limit: CESS => Min > 0 and No maximum limit.</p>	
Non Advalorem Cess	Checkbox	<ol style="list-style-type: none"> 1. By default, it will be Unchecked. 2. If checked, "Rate per unit" for Non-Ad Valorem Cess will appear. 3. This field will be disabled if: <ul style="list-style-type: none"> • If User has not selected any option in Calculation Type (i.e. On Value or Slab wise rate) • "Enable Non-Ad Valorem Cess" is unchecked in create organization. Ref Path: Create Organization=>GST configuration=> GST Preferences. 	
Rate Per Unit	Textbox	<p>This field will only appear, if 'Non-Ad valorem Cess' is checked.</p> <p>Allow numeric values up to four decimals. By default, the value in this field will be zero.</p>	
Slab Wise Rates	Radio Button	<p>By default, it will be Unchecked.</p> <p>Once the user selects, it will be checked, and Slab wise rate table will appear.</p> <p>For more details, refer to the following page:</p> <p>Calculation Type - Slab Wise Rates</p>	

			
Consider Additional Expense/Income for Slab Rate Calculation	Checkbox	By default, it will be unchecked.	
Start Unit Price	Textbox	<p>Allows Numeric input.</p> <p>By Default, first slab should always start from Zero.</p> <p>Whereas from the next slab of Start Unit Price should only be a display field (this next slab will start from the next integer value from where the previous End Unit Price ended)</p> <p>For Example, if first Slab is from Start Unit Price=0 to End Unit Price=50, then for the next slab Start Unit Price will become 51 (non-editable).</p>	
End Unit Price	Textbox	<ul style="list-style-type: none"> Allows Numeric input. Don't allow the user to enter the negative value. End Unit Price can't be less than Start Unit Price. <p>If User enters the End Unit Price, then the next number to the End Unit Price number becomes the Start Unit Price for the new slab.</p> <p>For Example, if the user enters End Unit Price as 50, then for the next slab Start Unit Price will become 51 (non-editable).</p>	
Taxability	Dropdown	<p>List contains the following:</p> <ol style="list-style-type: none"> Unknown (Default) Exempt Nil Rated Non-GST Supply Taxable <p>If user selects Unknown/Exempt/Nil Rated/Non-GST Supply from the</p>	

		<p>dropdown, then all the following fields (IGST, CGST, SGST, CESS) will be disabled:</p> <p>If user selects Taxable from the dropdown, then user will be able to enter all input fields (i.e. IGST & CESS).</p>	
IGST (%)	Textbox	<p>Allows Numeric values in (%) with decimals up to four digits.</p> <p>By default, the value will be zero.</p> <p>Allowed percentage limit: IGST=> Min > 0 and Max ≤ 100.</p>	
SGST (%)	Textbox - Autofill	<p>Auto Populated based on input in IGST (i.e. IGST Rate/2)</p> <p>For Ex. If IGST=12%, then SGST will be auto populated as 6%.</p>	
CGST (%)	Textbox - Autofill	<p>Auto Populated based on input in IGST (i.e. IGST Rate/2)</p> <p>For Ex. If IGST=12%, then CGST will be auto populated as 6%</p>	
CESS	Textbox	<p>Allows Numeric values in (%) with decimals up to four digits.</p> <p>By default, the value will be zero.</p> <p>Allowed percentage limit: CESS => Min > 0 and No maximum limit.</p>	
+Add	Button	<p>This will add a new slab row with auto-filled Start Unit Price (this new slab will start from the next integer value from where the previous End Unit Price ended)</p> <p>Rest of the fields will be empty.</p>	
Non Advalorem Cess	Checkbox	<ol style="list-style-type: none"> 1. By default, it will be Unchecked. 2. If checked, “Rate per unit” for Non-Ad Valorem Cess will appear. 3. This field will be disabled if: <ul style="list-style-type: none"> • If User has not selected any option in Calculation Type (i.e. On Value or Slab wise rate) • “Enable Non-Ad Valorem Cess” is unchecked in create organization. <p>Ref Path: Create Organization=>GST configuration=> GST Preferences.</p>	

Rate Per Unit	Textbox	<p>This field will only appear, if 'Non-Ad valorem Cess' is checked.</p> <p>Allow numeric values up to four decimals. By default, the value in this field will be zero.</p>	
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Via GST Rate Configurations

Manual Entry Via GST Rate Configuration

For this selection All the below fields will get Auto populated based on the GST Rate Name selected from the following dropdown.

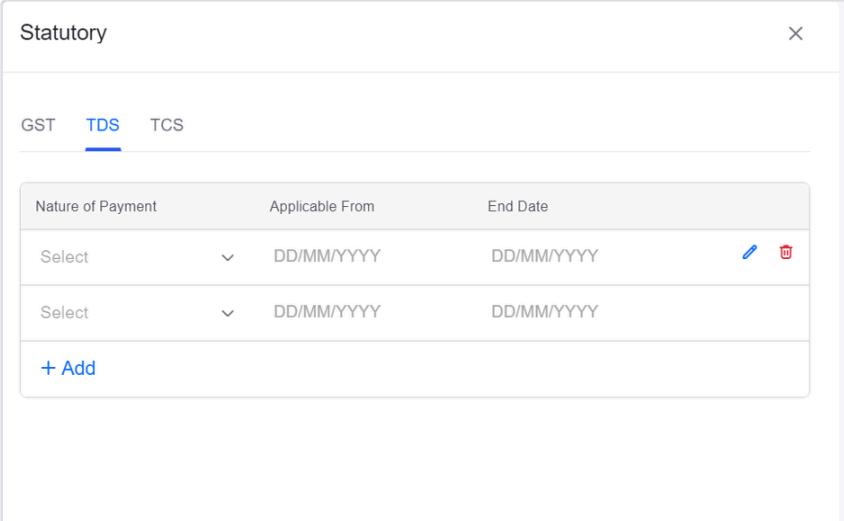
Name	Dropdown	<p>When Via GST Rate Configuration is enabled then this option will be available for user selection.</p> <p>List contains</p> <ul style="list-style-type: none"> 1. List of Previously created GST rate Configurations created in the Organization 2. Create New GST Rate → Redirect user to create new GST Rate Configuration screen GST Rate Configuration <p>When this option is selected the rest of the below fields will get Auto populated based on the GST Rate Configuration Name selected from the dropdown. (Non-editable)</p> <p>If multiple records are available in the GST Rate Configuration for the selected period, then display the latest record for the display purpose. But while utilizing the data when entering voucher etc. we will be considering the respective record data.</p> <p>Example:</p> <p>User selected From April to June date in the period and selected "GST rate Configuration-1". The selected configuration has 3 records available for each month respectively. Now in Stock item while displaying we will display June month record (for display purpose). Now while entering the vouchers if user selected April date and used the given voucher, the applicable record will be April month record in selected "GST Rate Configuration-1"</p>	
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		even though it is not displayed in the ledger.	

Note:

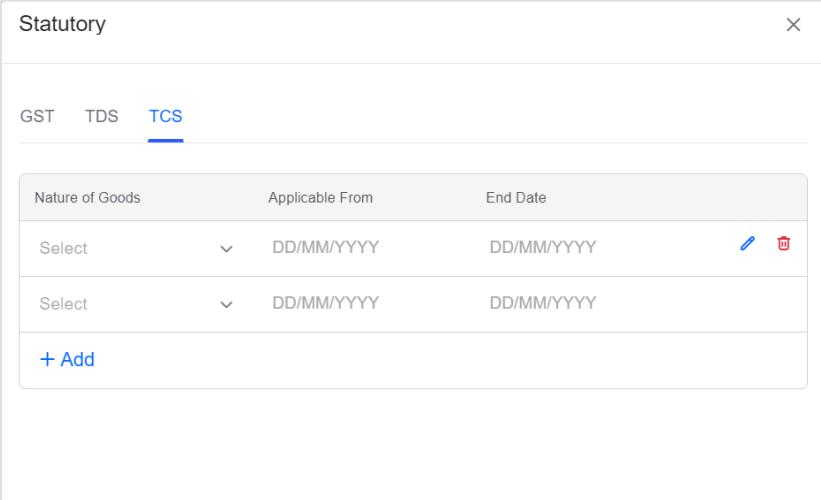
1. “Transaction Type & Sub transaction Type” have been **removed** in the GST details.

Statutory - TDS

Field Name	Field Type	Screen Functionality / Validations	Conditions
			
Nature of Payment	Dropdown	<ul style="list-style-type: none"> Dropdown List contains previously created Nature of payments along with an option to Create New one. When the user clicks on Create button, it will redirect user to the "TDS - Nature of Payment" page. For more details, refer the following page. TDS Nature of Payments Creation 	
Applicable From	Textbox	<ul style="list-style-type: none"> Allow the user to enter date in the specified format i.e. DD/MM/YYYY. It will follow the standard format of selecting/entering the date for Kitaab. Don't allow the user to select a date prior to the "Books beginning from" field in the create organization. 	
End Date	Textbox	<ul style="list-style-type: none"> End date will be auto filled in DD/MM/YYYY format and will be non-editable. End date will not be a date prior to the 'Applicable From' date. 	

		<ul style="list-style-type: none"> • Note: Whenever the user adds a new record, then the date just before the Applicable from date for the second range will be auto filled as the End date for the first range/record. <p>For Ex: If User enters “12/02/2024” in Applicable from date of the first range. Further user adds a new row of record for second range, where user enters “20/03/2024” in Applicable from date of the second range. Then the End date for the first range will be auto populated as “19/03/2024” (which is the date just before the Applicable from date for the second range).</p>	
Edit	Button	This will redirect the user to associated “ TDS - Nature of Payment ” screen.	
Delete	Button	This will delete the row of record.	
+Add	Button	This will add a new record.	

Statutory - TCS

Field Name	Field Type	Screen Functionality / Validations	Conditions
			
Nature of Goods	Dropdown	<ul style="list-style-type: none"> Dropdown List contains previously created Nature of Goods along with an option to Create New one. When the user clicks on Create button, it will redirect user to the "TDS - Nature of Goods" page. For more details, refer the following page. TCS Nature of Goods Creation 	
Applicable From	Textbox	<ul style="list-style-type: none"> Allow the user to enter date in the specified format i.e. DD/MM/YYYY. It will follow the standard format of selecting/entering the date for Kitaab. Don't allow the user to select a date prior to the "Books beginning from" field in the create organization. 	
End Date	Textbox	<ul style="list-style-type: none"> End date will be auto filled in DD/MM/YYYY format and will be non-editable. End date will not be a date prior to the 'Applicable From' date. <u>Note: Whenever the user adds a new record, then the date just before the Applicable from date</u> 	

		<p>for the second range will be auto filled as the End date for the first range/record.</p> <p>For Ex: If User enters “12/02/2024” in Applicable from date of the first range. Further user adds a new row of record for second range, where user enters “20/03/2024” in Applicable from date of the second range. Then the End date for the first range will be auto populated as “19/03/2024” (which is the date just before the Applicable from date for the second range).</p>	
Edit	Button	This will redirect the user to associated “ TDS - Nature of Goods ” screen.	
Delete	Button	This will delete the row of record.	
+Add	Button	This will add a new record.	

SI - Standard Rates

Standard Rates X

Sales Purchase M.R.P

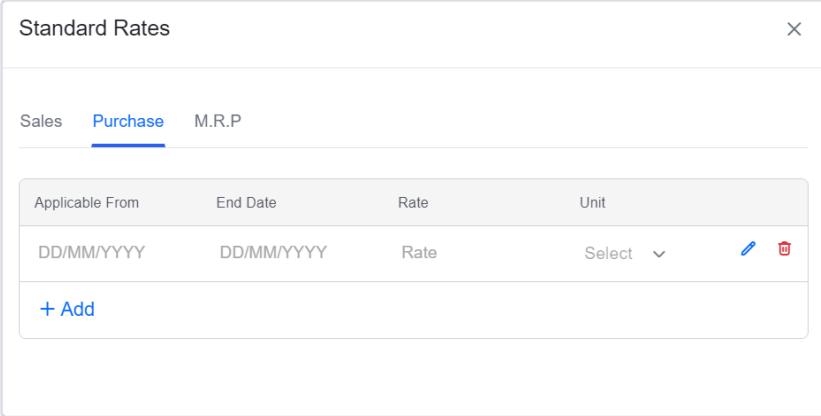
Applicable From	End Date	Rate	Unit
DD/MM/YYYY	DD/MM/YYYY	Rate	Select ▾
+ Add			

Standard Rates - Sales

Field Name	Field Type	Screen Functionality / Validations	Conditions
		<p>Standard Rates</p>	
Applicable From	Textbox	<ul style="list-style-type: none"> Allow the user to enter date in the specified format i.e. DD/MM/YYYY. It will follow the standard format of selecting/entering the date for Kitaab. Don't allow the user to select a date prior to the "Books beginning from" field in the create organization. 	
End Date	Display Only	<ul style="list-style-type: none"> End date will be auto filled in DD/MM/YYYY format and will be non-editable. End date will not be a date prior to the 'Applicable From' date. <u>Note: Whenever the user adds a new record, then the date just before the Applicable from date for the second range will be auto filled as the End date for the first range/record.</u> <p>For Ex: If User enters "12/02/2024" in Applicable from date of the first range. Further user adds a new row of record for second range, where user enters "20/03/2024" in Applicable from date of the second range. Then the End date for the first range will be auto populated as "19/03/2024" (which is the date just before the Applicable from date for the second range).</p>	
Rate	Textbox	<ul style="list-style-type: none"> Allow numerical input up to four decimal places. 	Rates specified here will reflect during the time of Sales oriented voucher

			entries.
Unit	Dropdown - Autofill	<ul style="list-style-type: none"> • By default, Unit selected in the homepage during Stock Item creation will get auto populated here. • Also allow user to change it. • Dropdown will include only Base Unit & Alternative Unit (which are previously selected in Stock Item) for the user to select. 	
Delete	Button	This will delete the row of record.	
+Add	Button	This will add a new record.	

Standard Rates - Purchase

Field Name	Field Type	Screen Functionality / Validations	Conditions
		 <p>The screenshot shows a modal window titled "Standard Rates". At the top, there are three tabs: "Sales", "Purchase" (which is highlighted in blue), and "M.R.P.". Below the tabs is a table with four columns: "Applicable From", "End Date", "Rate", and "Unit". The "Applicable From" and "End Date" columns have input fields labeled "DD/MM/YYYY". The "Rate" column has a dropdown menu set to "Select" with a blue edit icon and a red delete icon. A blue "+ Add" button is at the bottom left of the table.</p>	
Applicable From	Textbox	<ul style="list-style-type: none"> Allow the user to enter date in the specified format i.e. DD/MM/YYYY. It will follow the standard format of selecting/entering the date for Kitaab. Don't allow the user to select a date prior to the "Books beginning from" field in the create organization. 	
End Date	Display Only	<ul style="list-style-type: none"> End date will be auto filled in DD/MM/YYYY format and will be non-editable. End date will not be a date prior to the 'Applicable From' date. <u>Note: Whenever the user adds a new record, then the date just before the Applicable from date for the second range will be auto filled as the End date for the first range/record.</u> <p>For Ex: If User enters "12/02/2024" in Applicable from date of the first range. Further user adds a new row of record for second range, where user enters "20/03/2024" in Applicable from date of the second range. Then the End date for the first range will be auto populated as "19/03/2024" (which is the date just before the Applicable from date for the second range).</p>	
Rate	Textbox	<ul style="list-style-type: none"> Allow numerical input up to four decimal places. 	Rates specified here will reflect during the time of Purchase oriented voucher entries.

Unit	Dropdown - Autofill	<ul style="list-style-type: none"> By default, Unit selected in the homepage during Stock Item creation will get auto populated here. Also allow user to change it. Dropdown will include only Base Unit & Alternative Unit (which are previously selected in Stock Item) for the user to select. 	
Delete	Button	This will delete the row of record.	
+Add	Button	This will add a new record.	

Standard Rates - MRP

Field Name	Field Type	Screen Functionality / Validations	Conditions								
		<p>Standard Rates</p> <p>Sales Purchase M.R.P</p> <p><input checked="" type="checkbox"/> Allow M.R.P Modification in Voucher</p> <p><input checked="" type="checkbox"/> Consider M.R.P for Calculation of GST Rate in Slab Rate</p> <table border="1"> <thead> <tr> <th>Applicable From</th> <th>End Date</th> <th>M.R.P Rate</th> <th>Unit</th> </tr> </thead> <tbody> <tr> <td>DD/MM/YYYY</td> <td>DD/MM/YYYY</td> <td>Rate</td> <td>Select </td> </tr> </tbody> </table> <p>+ Add</p>	Applicable From	End Date	M.R.P Rate	Unit	DD/MM/YYYY	DD/MM/YYYY	Rate	Select	
Applicable From	End Date	M.R.P Rate	Unit								
DD/MM/YYYY	DD/MM/YYYY	Rate	Select								
Allow M.R.P Modification in Voucher	Checkbox	<ul style="list-style-type: none"> • By Default, it will be disabled. • If enabled, Unit Price can be modified at the time of voucher entry. 									
Consider M.R.P for Calculation of GST Rate in Slab Rate	Checkbox	<ul style="list-style-type: none"> • By Default, it will be disabled. • If enabled, then during the time of the voucher entry, if GST Rates are populating from the "Slab wise rates", then M.R.P is used to determine which slab is applicable for GST Rate. 									
Applicable From	Textbox	<ul style="list-style-type: none"> • Allow the user to enter date in the specified format i.e. DD/MM/YYYY. • It will follow the standard format of selecting/entering the date for Kitaab. • Don't allow the user to select a date prior to the "Books beginning from" field in the create organization. 									
End Date	Display Only	<ul style="list-style-type: none"> • End date will be auto filled in DD/MM/YYYY format and will be non-editable. • End date will not be a date prior to the 'Applicable From' date. • <u>Note: Whenever the user adds a new record, then the date just before the Applicable from date for the second range will be auto filled as the End date for the first range/record.</u> 									

		<p>For Ex: If User enters “12/02/2024” in Applicable from date of the first range. Further user adds a new row of record for second range, where user enters “20/03/2024” in Applicable from date of the second range. Then the End date for the first range will be auto populated as “19/03/2024” (which is the date just before the Applicable from date for the second range).</p>	
Rate	Textbox	<ul style="list-style-type: none"> Allow numerical input up to four decimal places. Rates specified here will reflect during the time of voucher entries. 	
Unit	Dropdown	<ul style="list-style-type: none"> By default, Unit selected in the homepage during Stock Item creation will get auto populated here. Also allow user to change it. Dropdown will include only Base Unit & Alternative Unit (which are previously selected in Stock Item) for the user to select. 	
Delete	Button	This will delete the row of record.	
+Add	Button	This will add a new record.	

SI - Ledger Allocations

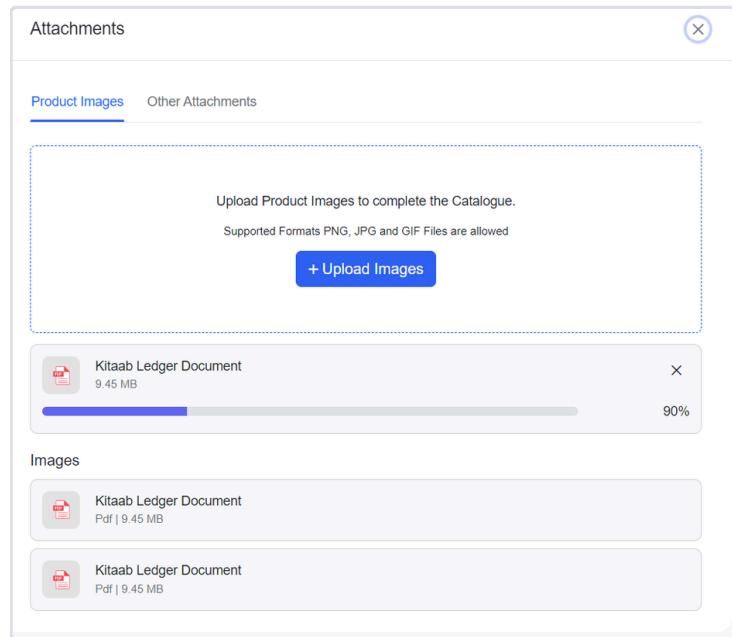
(On Hold)

SI - Opening Balances

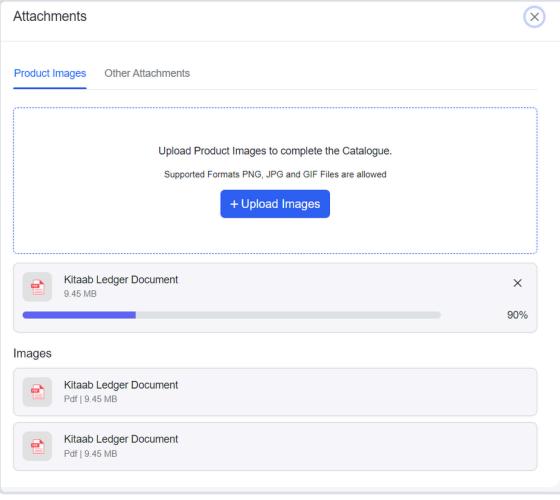
Field Name	Field Type	Screen Functionality / Validations	Conditions
			
Godown	Dropdown	<ul style="list-style-type: none"> The dropdown list includes previously created Godown along with an option to a “Create New” one The Create button will redirect the user to the Godown creation screen. <p>Create Godown</p>	
Batch No	Dropdown	<ul style="list-style-type: none"> Allow alphanumeric & Special characters up to 50 Characters. 	This field will only appear, if “ Maintain in Batches ” is checked (enabled) in Additional Details → Preferences section .
Mfg. Date	Textbox	<ul style="list-style-type: none"> Allow the user to enter date in the specified format i.e. DD/MM/YYYY. It will follow the standard format of selecting/entering the date for Kitaab. Don't allow the user to select a date prior to the “Books beginning from” field in the create organization. 	This field will appear, if “ Maintain in Batches ” and “ Track Manufacturing Dates ” is checked (enabled) in Additional Details → Preferences section .
Expiry Date	Textbox	<ul style="list-style-type: none"> Allow the user to enter date in the specified format i.e. DD/MM/YYYY. It will follow the standard format of selecting/entering the date for Kitaab. Don't allow the user to select a date prior to the “Books beginning from” field in the create organization. Expiry Date should not prior to the Mfg. Date. 	This field will appear, if “ Maintain in Batches ” and “ Track Expiry Dates ” is checked (enabled) in Additional Details → Preferences section .
Quantity	Textbox	<ul style="list-style-type: none"> Allow Numeric Values up to four decimal Places. 	
Rate	Textbox	<ul style="list-style-type: none"> Allow Numerical input up to four decimal places. 	

Units	Textbox	<ul style="list-style-type: none"> By default, Unit selected in the homepage during Stock Item creation will get auto populated here. Also allow user to change it. Dropdown will include only Base Unit & Alternative Unit (which are previously selected in Stock Item) for the user to select. 	
Amount	Textbox	<ul style="list-style-type: none"> Allow numerical input up to four decimal places. 	
+Add Record	Button	This will add a new row of record.	

SI - Attachments

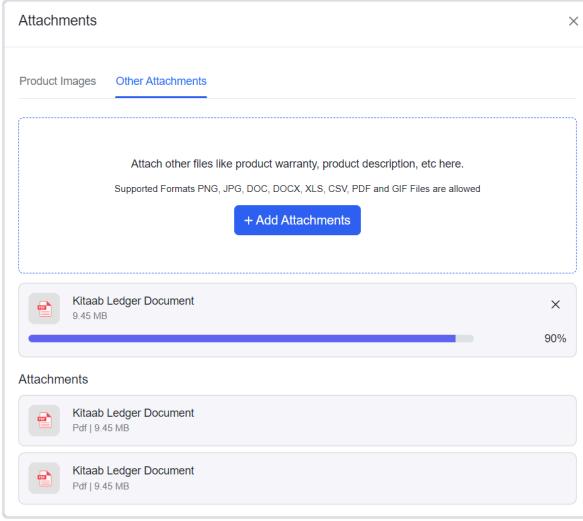


Attachments - Product Images

Field Name	Type	Screen Functionality
		
+Upload Images (Upload Product Images to complete the Catalogue.)	Button → optional	<p>To add a file</p> <p>Allowed file format:</p> <ol style="list-style-type: none"> 1. PNG 2. JPG 3. GIF <p>While uploading show the status bar as given in the screenshot</p>
Attachments	List	<p>File name will be displayed as attachment Name. Display the Type of attachment & it's size (e.g.: PNG 2.5MB)</p> <p>Note: If a user uploads multiple product images, then allow them to make one those images as default one.</p> <p>If the user uploads the first or a single image, then it will be mark as a "Default" one.</p>
Action - (Mark as Default)	Button	<p>Mark as Default: To mark the uploaded image as a Default one.</p> <p>Delete: Delete the uploaded attachments</p>

Note: If a user uploads multiple product images, then allow them to make one those images as default one. This default image should be later reflected in online store.

Attachments - Other Attachments

Field Name	Type	Screen Functionality
		 <p>The screenshot shows a modal window titled 'Attachments'. It has tabs for 'Product Images' and 'Other Attachments', with 'Other Attachments' being active. A text area says 'Attach other files like product warranty, product description, etc here.' followed by 'Supported Formats PNG, JPG, DOC, DOCX, XLS, CSV, PDF and GIF Files are allowed'. A blue button '+ Add Attachments' is visible. Below this is a list of attachments: 'Kitaab Ledger Document' (9.45 MB) which is currently uploading, indicated by a progress bar at 90%.</p>
+Add Attachments (Attach other files like product warranty, product description, etc here.)	Button → optional	<p>To add a file</p> <p>Allowed file format:</p> <ol style="list-style-type: none"> 1. PNG 2. JPG 3. XLS 4. CSV 5. PDF <p>While uploading show the status bar as given in the screenshot</p>
Attachments	List	File name will be displayed as attachment Name. Display the Type of attachment & it's size (eg: PDF 2.5MB)
Action - Delete	Button	Delete the uploaded attachments

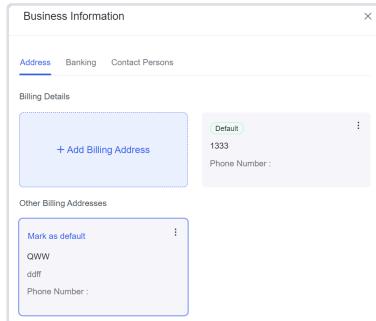
Improvements to Stock Item (28/02/24)

Field Name	Field Type	Screen Functionality / Validations	Conditions														
Primary Details - Homepage																	
Unit	Dropdown	<ul style="list-style-type: none"> If Default option is "Not Applicable" then the Additional Details screen will only have the following sections: <ul style="list-style-type: none"> a. Preferences: Disable all the Preferences fields except: • Enable Alias • Enable Part Number • Enable Description • Enable Notes a. Alternative Units: Disable entire Alternative units module. b. Statutory: GST details-> • "Slab Wise Rates": Remove. • That means it will only display "On Value." d. Standard Rates: Disable entire Standard rates module. e. Opening Balances: Keep only, Godown, Amounts and Action (Delete) columns and disabled the rest of the columns. <ul style="list-style-type: none"> If user selects any other unit apart from "Not Applicable", then the Additional Details screen will have the following sections: <div style="border: 1px solid #ccc; padding: 10px; margin-top: 10px;"> <p>Additional Details</p> <table> <tbody> <tr> <td>Preferences</td> <td>Alt+1</td> </tr> <tr> <td>Alternative Units</td> <td>Alt+2</td> </tr> <tr> <td>Statutory</td> <td>Alt+3</td> </tr> <tr> <td>Standard Rates</td> <td>Alt+4</td> </tr> <tr> <td>Ledger Allocations</td> <td>Alt+5</td> </tr> <tr> <td>Opening Balances</td> <td>Alt+6</td> </tr> <tr> <td>Attachments</td> <td>Alt+7</td> </tr> </tbody> </table> </div>	Preferences	Alt+1	Alternative Units	Alt+2	Statutory	Alt+3	Standard Rates	Alt+4	Ledger Allocations	Alt+5	Opening Balances	Alt+6	Attachments	Alt+7	
Preferences	Alt+1																
Alternative Units	Alt+2																
Statutory	Alt+3																
Standard Rates	Alt+4																
Ledger Allocations	Alt+5																
Opening Balances	Alt+6																
Attachments	Alt+7																

Alternative Unit				
Base Unit (Textbox)	Textbox	<ul style="list-style-type: none"> Allow numerical input only up to 9 decimal places. If the Units field is selected as "Not Applicable" in Alternative Unit (Dropdown), then disable the Base Units (Textbox) and Alternate Units (Textbox) field. 	<ul style="list-style-type: none"> If the user has selected any option apart from "Not Applicable" in Alternative Unit dropdown, then user has to specify the value in this field (Mandatory). Here the value shouldn't be zero or negative. 	
Alternative Unit (Textbox)	Textbox	<ul style="list-style-type: none"> Allow numerical input only up to 9 decimal places. If the Units field is selected as "Not Applicable", then disable the Alternate Units (Textbox) and Base Units (Textbox) field. 	<ul style="list-style-type: none"> If the user has selected any option apart from "Not Applicable" in Alternative Unit dropdown, then user has to specify the value in this field (Mandatory). Here the value shouldn't be zero or negative. 	
Standard Rates (Sales/Purchase/MRP)				
End Date	Display Only - Autofill	<ul style="list-style-type: none"> End date will be auto filled in DD/MM/YYYY format and will be non-editable. End date will not be a date prior to the 'Applicable From' date. <u>Note: Whenever the user adds a new record, then the date just before the Applicable from date for the second range will be auto filled as the End date for the first range/record.</u> <p>For Ex: If User enters "12/02/2024" in Applicable from date of the first range. Further user adds a new row of record for second range, where user enters "20/03/2024" in Applicable from date of the second range. Then the End date for the first range will be auto populated as "19/03/2024" (which is the date just before the Applicable from date for the second range).</p>		
Attachments → Product Images				
Attachments	List	<p>File name will be displayed as attachment Name. Display the Type of attachment & it's size (e.g.: PNG 2.5MB)</p> <p>Note:</p> <ol style="list-style-type: none"> If a user uploads multiple product images, then allow them to make one those images as default one. 		

2. If the user uploads the first or only a single image, then it will be automatically mark as a “Default” one.

For reference refer following image:



Action - (Mark as Default)	Button	<p>Mark as Default: To mark the uploaded image as a Default one.</p> <p>Delete: Delete the uploaded attachments</p>
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Improvements to Stock Item (13/03/24)

Stock item observations (13.03.24)

Build: Kitaab 0.0.8_7PM12thMar24

Please refer following doc link:

[Stock item observations \(13.03.24\).docx \(sharepoint.com\)](#)