

Name : R. B. Rathna Sou

Reg.no : C1C25270

Dept : B. Com - III

Semester : V

Group : 5

Title : Preparation and maintenance of

Zoho Books for dream homes Realty

For Salary payment pass the Journal Entry:

Journal #\* 2

Reference #

Notes

Salary paid from April - 2023

Journal type ☐ cash based Journal

Currency

INR - Indian Rupee

ACCOUNT	DESCRIPTION	contact (INR)	Debits	Credits
Salary payable	Being Salary paid from April - 2023	Select Contact	2500000	
ICIC Bank 001	Being Salary paid from April 2023	Select Contact		2500000

+ Add another line

Sub total

25,00,000.00

25,00,000.00

Total (₹)

25,00,000.00

25,00,000.00

Save and publish Save as draft Cancel

## Milestone 12: Financial Reports:

To Generate the Financial Reports like Profit and Loss Statement, Balance Sheet & Cash flow Statement.

From the navigation panel Go to Report and Select the required report, then select the desired period in the date field and generate report

### Reports

#### General reports

#### Custom reports

##### Business overview

##### Sales

##### Receivables

\* Profit and Loss

\* Sales by Customer

\* Customer Balance

\* Profit and Loss (Schedule III)

\* Sales by Item

\* AR Aging Summary

\* Horizontal Profit and Loss

\* Sales by Sales person

\* AR Aging details

\* Cash flow Statement

\* Invoice details

\* Balance Sheet

\* Sales order details

\* Horizontal Balance Sheet

\* Delivery challan details

\* Balance Sheet (Schedule III)

\* Quote details

\* Business performance Ratios

\* Customer balance Summary

\* Movement of Equity

\* Receivable Summary

\* Receivable details

##### Payments Received

##### Recurring Invoices

##### Payables

# Activity 1: Profit and loss account

9 | Bereich in Customers (1)

1 | Schedule report of 1 | Expenses

Custom

Customize report

Dream House Paddy Pvt Ltd

Profit and loss

Basic: Accrual

from 01/04/2023 To 30/04/2023

+ Add temporary job

Account

Total

Operating income

Sales

75,00,000.00

Total for operating income

75,00,000.00

Cost of Goods sold

Labour

5,00,000.00

Materials

32,50,000.00

Total for Cost of Goods sold

37,50,000.00

Gross profit

37,50,000.00

Operating Expenses

Other Expenses

5,000.00

Rent Expenses

2,00,000.00

Salaries and Employee wages

25,00,000.00

Total for operating Expenses

27,05,000.00

Operating profit

10,45,000.00

non operating income

Total for non operating income

0.00

non operating Expenses

Total for non operating Expenses

0.00

net profit/loss

10,45,000.00



## Activity 2: Balance Sheet

To extract the reports from zoho books, click on Export option and select the required format (PDF or Excel) and then click Export to generate and download the reports

Dream Homes Realty  
Pvt Ltd

### Balance Sheet

Basis: Accrual

As of 30/04/2023

XLSX (Microsoft Excel)

XLS (Microsoft Excel 1992-2004  
compatible)

Export to zoho Sheet

+ add temporary note

Collapse all Expand all

Account	Total
<b>Assets</b>	
Current assets	
Cash	
Petty Cash	
Total ab cash	5,000;00
	5,000.00
<b>Bank</b>	
ICIC Bank Ltd	
Total from bank	27,69,000.00
	27,69,000.00
<b>Other Current assets</b>	
• Input tax credits	0.00
Input CGST	3,10,500.00
Input SGST	3,10,500.00

### Activity 3: GST Reports

To generate monthly GST reports go to Reports > Search "GSTR-3B Summary"

#### GSTR-3B Summary

From 01/04/2023 to 30/04/2023

3.1 details of outward supplies and inward supplies liable to reverse charge

nature of supply	Taxable Value	Integrated tax	Central tax	State/UT tax	CESS tax
1	2	3	4	5	6
a) Outward taxable supplies (other than zero rated, nil rated and exempted)	₹ 75,00,000.00	₹ 0.00	₹ 6,75,000.00	₹ 6,75,000.00	₹ 0.00
b) Outward taxable supplies (zero rated)	₹ 0.00	₹ 0.00			₹ 0.00
c) Other outward supplies (nil-rated, Exempted)	₹ 0.00				
d) Inward supplies (liable to reverse charge)	₹ 0.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 0.00
e) non-GST outward supplies	₹ 0.00				
Total value	₹ 75,00,000.00	₹ 0.00	₹ 6,75,000.00	₹ 6,75,000.00	₹ 0.00

3.11 details of supplies notified under Sub-section (5) of Section 9 of the Central Goods and Services Tax Act

Description	Taxable Value	Integrated tax	Central tax	State/UT tax	CESS tax
1	2	3	4	5	6

Click on the respective Sales value to get the details invoices the list included in the summary:

Doracum Home Realty Pvt Ltd

Tax status:

From 01/04/2023 to 30/04/2023

+ add temporary note

Date	Entry number	Transaction type	Amount	IGST Amount	CGST Amount	SGST Amount	CESS Amount
10/04/2023	INV-000003	Invoice	₹ 50,00,000.00	₹ 0.00	₹ 4,50,000.00	₹ 4,50,000.00	₹ 0.00
20/04/2023	INV-000002	Invoice	₹ 25,00,000.00	₹ 0.00	₹ 2,25,000.00	₹ 2,25,000.00	₹ 0.00

## Activity 4: Journal Report

For reconciliation of all recorded transactions generate the Journal Report from the reports, here we can find the entries in Journal Report for Every transaction that has been recorded correctly or not

Dream Home Realty Pvt Ltd

Journal Report

Basis: Accrual

From 01/04/2023 To 30/04/2023

01/04/2023 - Owners Contribution	Debit	Credit
121 Bank 001	10,00,000.00	0.00
Owners Equity	0.00	10,00,000.00
	10,00,000.00	10,00,000.00
05/04/2023 - BU 01 (Turnover, trades)	Debit	Credit
Input CGST	1,80,000.00	0.00
input SGST	1,80,000.00	0.00
materials	20,00,000.00	0.00
Amount payable	0.00	23,60,000.00
	23,60,000.00	23,60,000.00



### Activity 5: Accounts receivable aging details

For reconciliation and prompt generation of open invoices receivable on a particular date

Donum House Realty Pvt Ltd

AR aging Summary by invoice due date

AS OF 30/04/2023

Customer name	Current	1-15 days	16-30 days	31-45 days	>45 days	total	total (FCY)
Geethika Solutions Pvt Ltd	₹ 29,50,000.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 29,50,000.00	₹ 29,50,000.00
total	₹ 29,50,000.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 29,50,000.00	

## Activity 6: Accounts payable aging details

From Reconciliation and payment generalization, then open bills payable on a

particular day:

Dream Home Realty Pvt Ltd

AP Aging Summary by bill due date

AS of 30/04/2023

Vendor Name	Current	1-15 days	16-30 days	31-45 days	45 days	Grand	FCY
Bhavya Cement stores	₹ 2,95,000.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 2,95,000.00	₹ 2,95,000.00
Myra store and stores	₹ 11,80,000.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 11,80,000.00	₹ 11,80,000.00
Juniper stores	₹ 23,60,000.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 23,60,000.00	₹ 23,60,000.00
Total	₹ 38,35,000.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 0.00	₹ 38,35,000.00	