



## PROJECT REPORT

### 1.Introduction:

#### 1.1 Overview

1.My project title was “Preparation and maintenance for Keerthi sweets in ZOHO books.

2.My project duration was 28 days.I finished my projects in 2 days after the starting day.

#### 1.2 Purpose

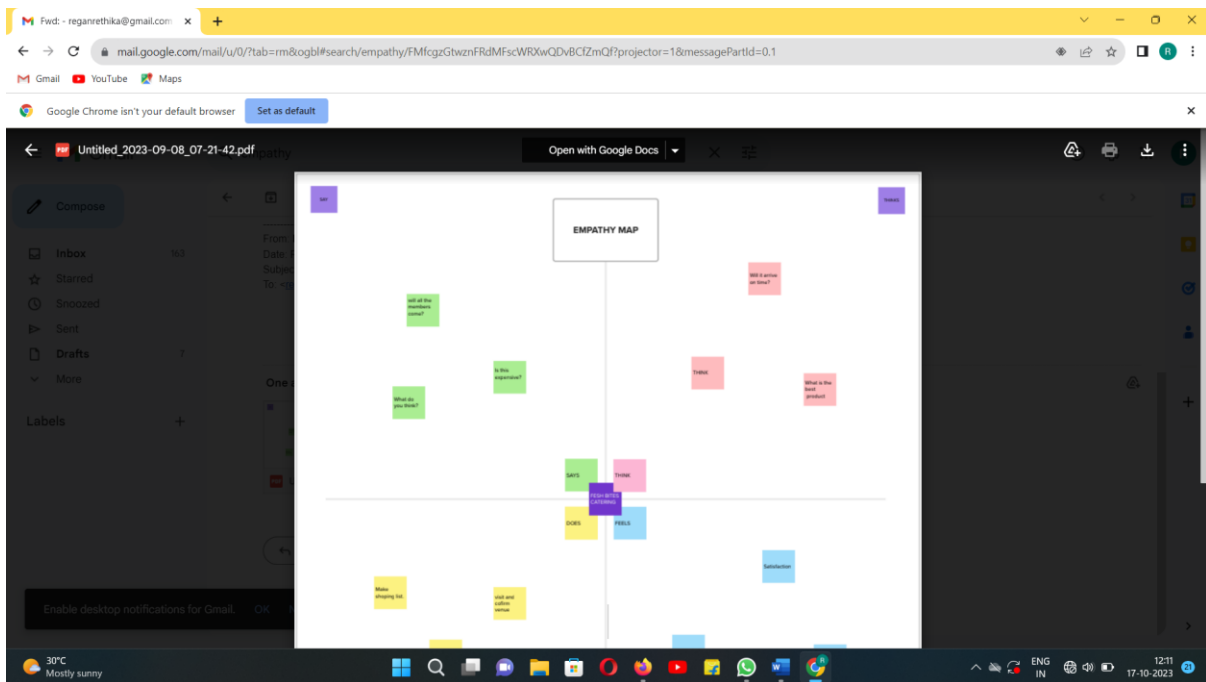
1.Accounts maintained easily.

2.Time saving.

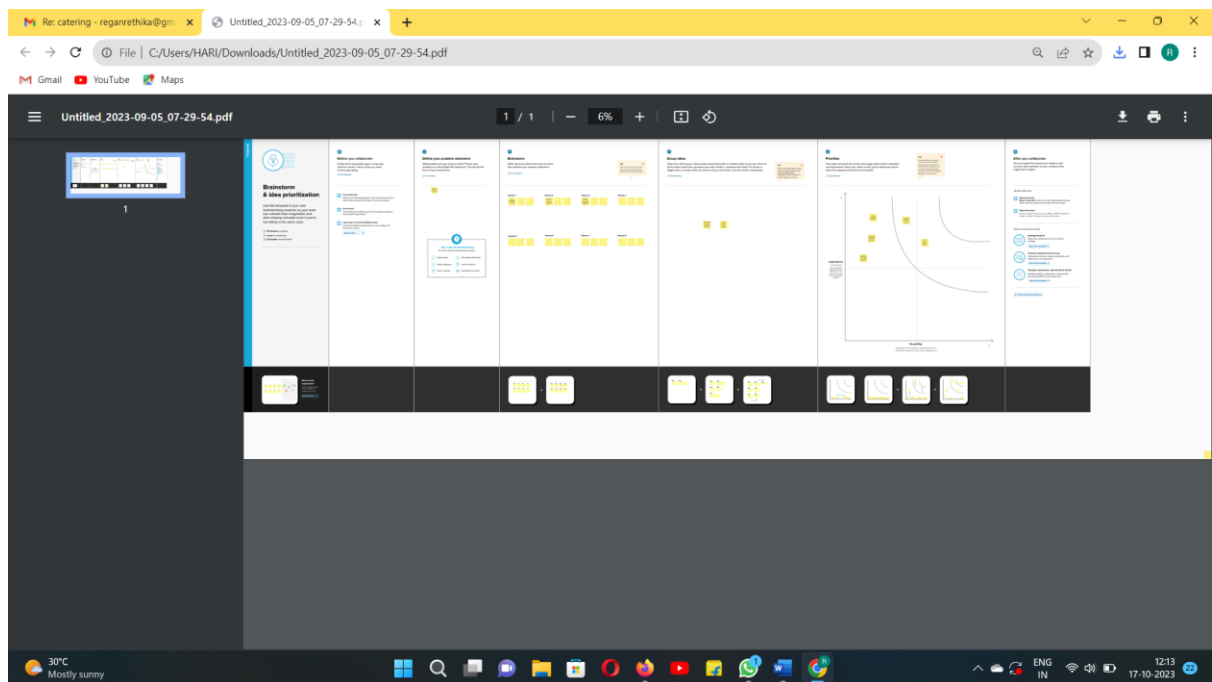
3.It is an easy way to create sales,purchase order,bills and invoices.

### 2.Problem definition and design thinking:

#### 2.1 Empathy map



#### 2.2 Brainstorm and Ideation



### 3.Result

In the result ,I can find out Profit and loss and Balance sheet report.

#### PROFIT AND LOSS ACCOUNT

keerthi sweet

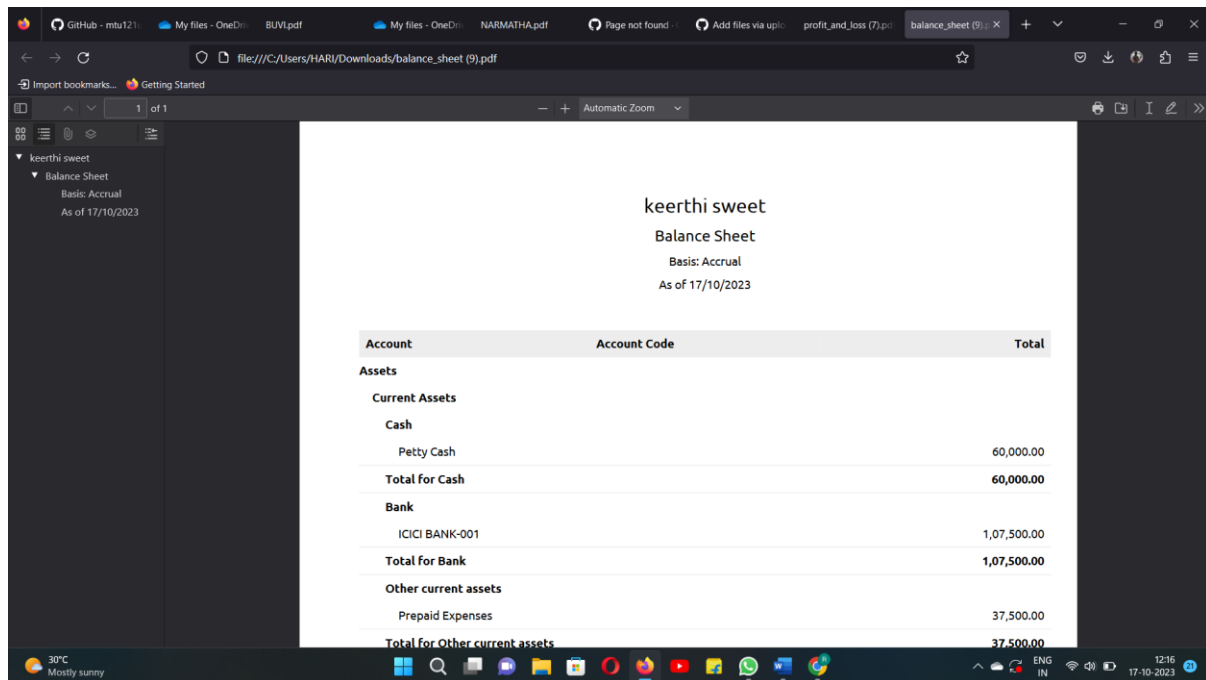
Profit and Loss

Basis: Accrual

From 01/10/2023 To 31/10/2023

Account	Account Code	Total
Operating Income		
Total for Operating Income		0.00
Cost of Goods Sold		
Total for Cost of Goods Sold		0.00
Gross Profit		0.00
Operating Expense		
Total for Operating Expense		0.00
Operating Profit		0.00
Non Operating Income		
Total for Non Operating Income		0.00

#### BALANCE SHEET



#### 4. Advantage and Dis advantage

##### Advantages:

1. Accounts maintained easily.
2. Time saving.
3. It is an easy way to create sales, purchase order, bill and invoices.

##### Disadvantages:

1. We cannot see the customers and to talk over the customers.

#### 5. Applications:

ZOHO Books link: [books.zoho.com](https://books.zoho.com)

#### 6. Conclusion:

1. First we open the link and we create the organization name.
2. The zoho books page opened, First we create the items.
3. Then, Sales creation and purchase creation.
4. Now to create vendors, purchase order, bills and invoices, customers, adding bank account, new accounts and ledger, journal entries, recording banking transactions.
5. To see the reports what we can create and recorded.

#### 7. Future scope:

1. Group scope provided complete access to all functions the user can perform on the record.
2. For instance, a group scope can allow a user to read, create, update and delete records in all modules.

**3.The user has access to all modules in the client ZohoCRM account.**

**8.Appendix:**

**A.Source code:**

**1.Empathy map and Brainstorm link:**

**<https://github.com/mtu121ucca042/Preparation-and-maintenance-of-ZOHO-Books-for-Fresh-Bites-Catering>**

**2.Zoho book link:**

**Books.zoho.com**