

## INTRODUCTION:

Zoho Books is a cloud-based accounting software that can help manage finances and accounting for business like keerthi sweets. It can be used for tasks such as invoicing expense, tracking inventory management, and more. If you have a specific question or need assistance with Zoho Books for Keerthi Sweets, please feel free to ask, and I'll do my best to help.

### 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 project in 2 days after starting

### 1.2 Purpose

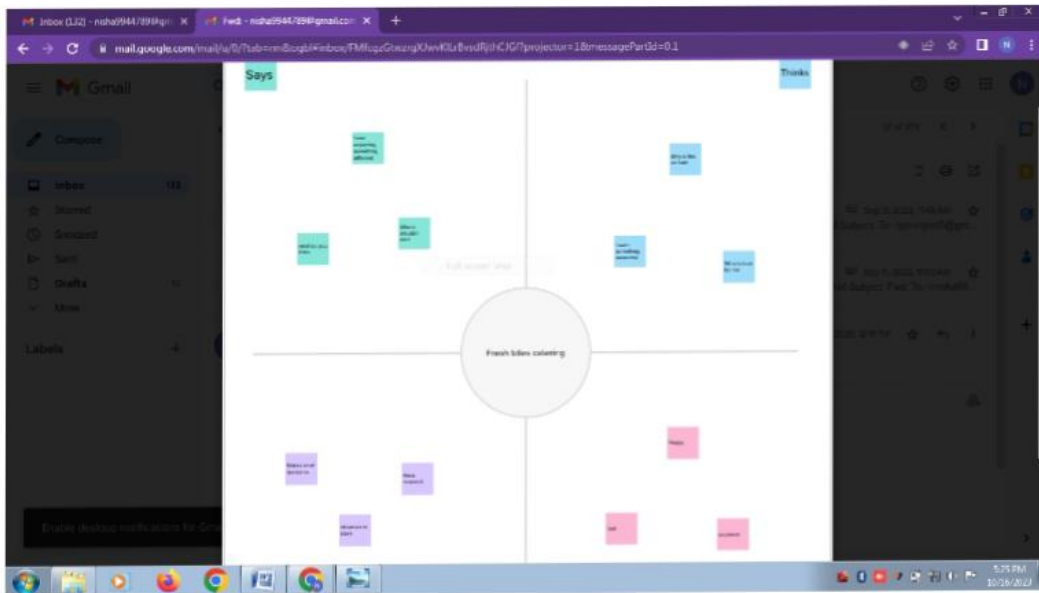
1. Accounts maintained easily.

2. Time saving.

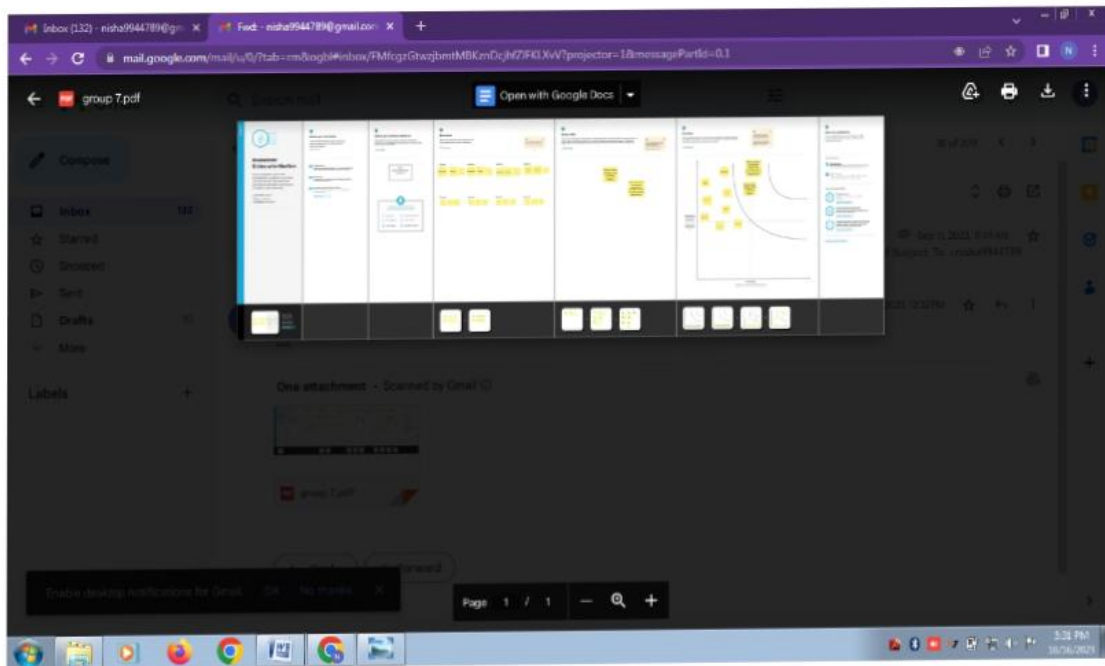
3. It is an easy way to create sales, purchase order, bills, and invoices.

## Problem definition and design thinking:

### 2.1 Empathy map



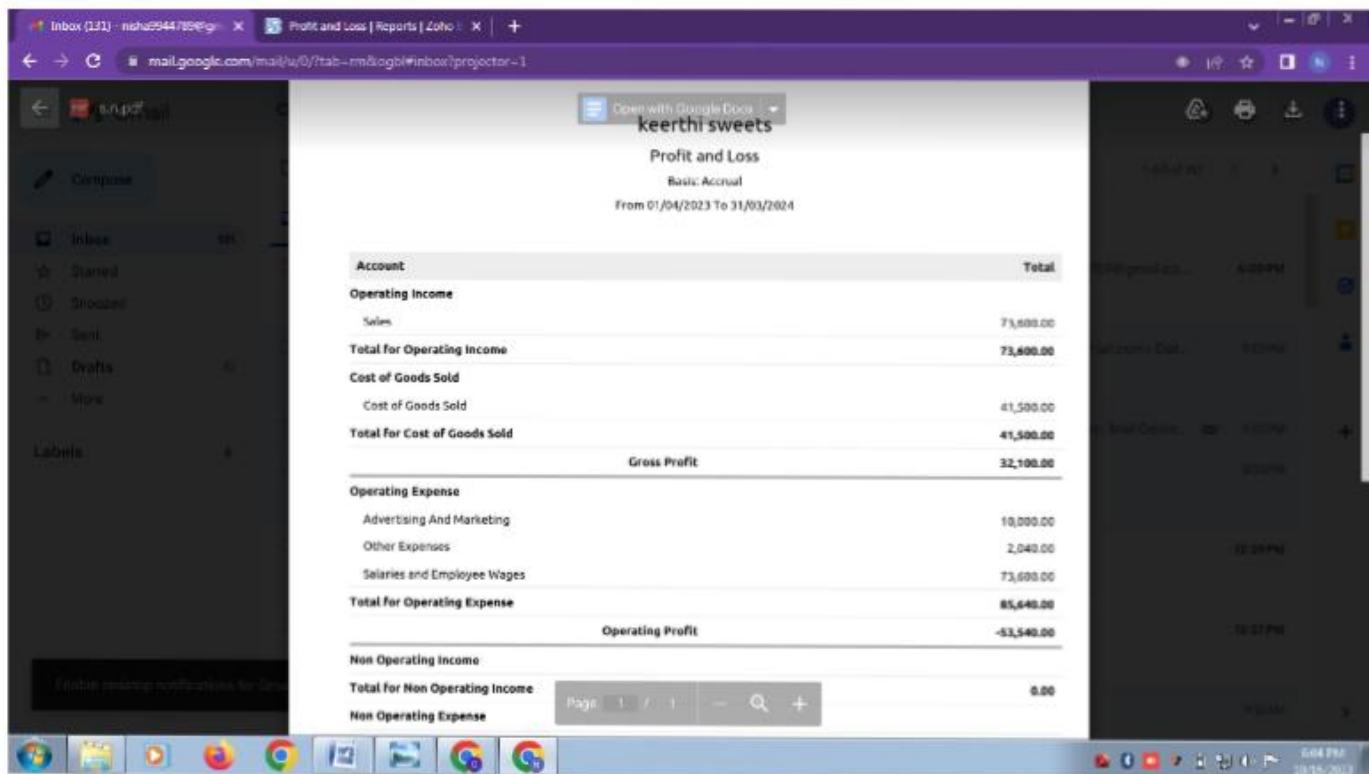
## 2.2 Idea and brainstorming map



Result:

In the result , I can find out profit and loss and Balance Sheet report.

## PROFIT AND LOSS OUTPUT



Down with Google Docs  
keerthisweets

Profit and Loss  
Basic: Accrual  
From 01/04/2023 To 31/03/2024

Account	Total
<strong>Operating Income</strong>	
Sales	73,600.00
<strong>Total for Operating Income</strong>	<strong>73,600.00</strong>
<strong>Cost of Goods Sold</strong>	
Cost of Goods Sold	41,500.00
<strong>Total for Cost of Goods Sold</strong>	<strong>41,500.00</strong>
<strong>Gross Profit</strong>	<strong>32,100.00</strong>
<strong>Operating Expense</strong>	
Advertising And Marketing	10,000.00
Other Expenses	2,040.00
Salaries and Employee Wages	73,600.00
<strong>Total for Operating Expense</strong>	<strong>85,640.00</strong>
<strong>Operating Profit</strong>	<strong>-53,540.00</strong>
<strong>Non Operating Income</strong>	
<strong>Total for Non Operating Income</strong>	<strong>0.00</strong>
<strong>Non Operating Expense</strong>	

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# BALANCE SHEET

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I am sharing "S.Nishanthini" with

Balance Sheet | Reports | Zoho

books.zoho.in/app/60024005149#reports/balancesheet?cash\_based=false&filter\_by=Today&report\_date=2023-10-17&select\_columns=%5B%7B%22field%3A%22name%3A%22%22%7D%5D

We've sent an email to nisha9944789@gmail.com. Please verify it to start invoicing your clients.

RESEND VERIFICATION EMAIL

Q

Search in Customers ( / )

You are cur... Upgrade

keerthi sweets

Today

Customize Report

Schedule Report

Export As

X

ACCOUNT	TOTAL
Assets	
Current Assets	
Cash	
Petty Cash	-5,000.00
Total for Cash	-5,000.00
Bank	
ICICI Bank-001	1,68,000.00
Total for Bank	1,68,000.00
Other current assets	
Prepaid Expenses	27,000.00
Total for Other current assets	27,000.00

DOC-20231016-WA00... Show all X

#### 4. Advantage and Disadvantage:

##### 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 talk over the customer.

#### 5. Applications:

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

#### 6. Conclusion:

1. First we open the link and create the organization.
2. The zoho books page opened, first we create the items.

3. Then, sales creation and purchase creation.

4. Now to create a vendors, purchase order, bills and invoices, customers, adding bank account, new account ledger, journal entries, recoding banking transactions.

5. To see the report what we can create and recorded.

#### 7. Future scope:

1. Groups shop provided completed access to all function the user can perform on the record.

2. For instance, a group scope can allow a user to read, create, update and delete in all modules.

3. The user has access to all modules in the client zoho CRM account.

#### 8. Appendix.

##### A. source code:

1. Empathy map and Brainstorm link:

<https://github.com/mtu121ucca034/Preparation-and-maintenance-of-ZOHO-Books-For-Fresh-bites-catering>

2. Zoho books link:

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