



Course Name	Zoho Books	
College Name	Mangayarkarasi College of Arts and Science for Women Paravai, Madurai - 625002	
College Code	MKU251	
Skill Offering Id		
Project Title	Preparation and maintenance of Zoho books for travel trax tours	
Project Submitted To	Madurai Kamaraj University (Naan Mudhalvan Scheme(TNSDC))	
Year	2023	
Department	B.COM Computer Application	
Semester	6	
Group Number	4	
Total Members of the Group	4	
Group Members Details		
Name of the Member	University Register No	Student NM ID
C saranya	C1C15776	DOA844126E890D680904B0B9C1D08989
R Rooba devi	C1C15774	0E82C13A85BFCE93ED4CFCD7A7D45AD
K Tharanya	C1C15792	6DF340F666BB15AA0BB46EE6523EE773
D Suba	C1C15784	BE06E75C1ED14C69ED947D5E03F016FD
K Kalaiselvi	C1C15760	EA40DD2572B1791B7B947369BFA2BFA2BC82
Under the Guidance		
SPOC	Ms.P.UMADEVIL	

1. Introduction.

1.1 Overview

Analysing housing prices in metropolitan areas in India is a complex and multifaceted topic. Here's a breif description, Housing Prices can vary significantly across differentt metropolitan areas, with cities like Mumbai, Delhi, and Bangalore often having higher real estate costs compared to smaller metros. In Summary, ana housing prices in Indian metropolitan areas involves examining the complex interplay of economic, socil and policy factors that impact the real estate market, making it a vital area of study and concern for both residents and investors.

1.2 Purpose

TravelTrax Tours, a tour operator, leverages Zoho Books to manage their bookings, track expenses,

and handle invoicing for their customers. They can generate professional invoices, reconcile payments,

and monitor their financial performance. Zoho Books helps them streamline their financial operations



Says

What have we heard them say?
What can we imagine them saying?



Thinks

What are their wants, needs, hopes, and dreams?
What other thoughts might influence their behavior?

It's a single secure location to keep up with you company bills and invoices, reconcile your bank statements

The timesheet module is for business which change their customers bared on the time spent in finishing a particular project for them



Customer and relationship
or other people for them
New users

Establishments primarily engaged in arranging and assembling tours for sales through trad agents

Can record the distance you travelled and billed by the mileagerats

That operator primarily engaged in selling their own business tours directly to travellers

Expense such as air travel expenses, automobile expense lodging



Does

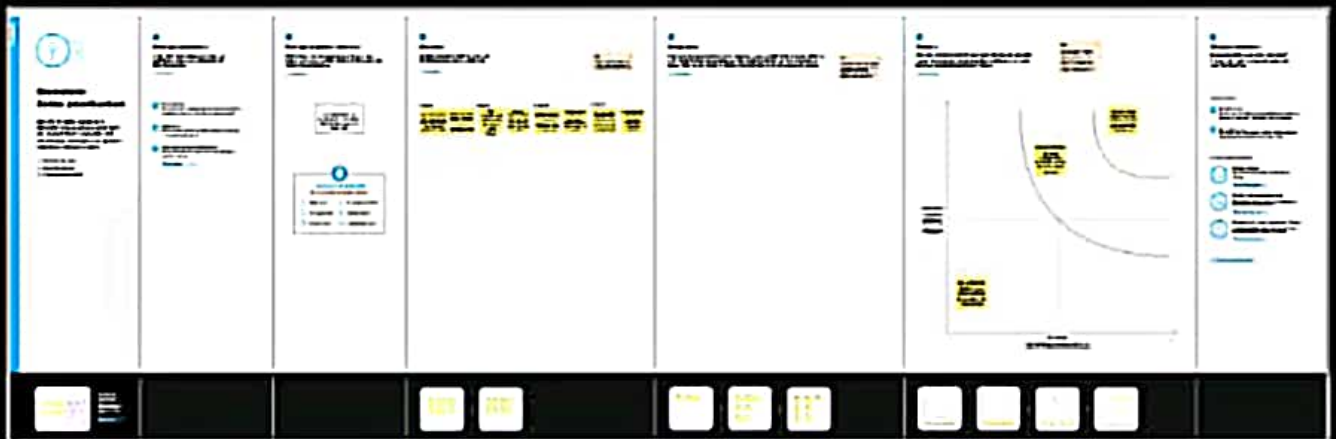
What behavior have we observed?
What can we imagine them doing?



Feels

What are their fears, frustrations, and anxieties?
What other feelings might influence their behavior?

[See an example](#)



- Home
- Items
- Banking
- Sales
- Purchases
- Time Tracking
- Accountant
- Reports
- Documents
- Payroll

Hello, tharanyakannan2020
Travel tax tour

Zoho Books India Helpline: 18003093036
Mon - Fri • 8:00 AM - 7:00 PM • Toll Free

Dashboard **Getting Started** Recent Updates Announcements

Welcome to Zoho Books

Your journey to effortlessly manage your accounting starts here.



- Getting started with Zoho Books | Tamil
- Getting started with Zoho Books | Hindi

Zoho Books can now be accessed from your desktop using the Windows app.

[Explore Windows App](#)

Let's get Zoho Books up and running for your business

Set up your Customer Portal name ⓘ

traveltaxtour60024617560

<https://books.zoho.in/portal/traveltaxtour60024617560>

[Use the default Customer Portal name](#)

- Configure Chart of Accounts** [Configure →](#)
Create new accounts or edit existing accounts to suit your business needs.
- Set up Opening Balances** [Configure →](#)
Enter the closing balance from your previous accounting system.
- Update Your GST Settings** [Configure →](#)
Setup your taxes to create transactions and file your returns from Zoho Books.
- Configure Banks and Credit Cards** [Configure →](#)
Reconcile transactions with live feeds from your bank and credit card easily.



Have a question?

Write to us at support.india@zohobooks.com and we'll answer you.

[Mail us →](#)



Searching for an accountant?

Find Zoho Books certified financial advisors who can help you run your business efficiently using Zoho Books.

[Find a Zoho Books Advisor →](#)



Learn more from our webinars

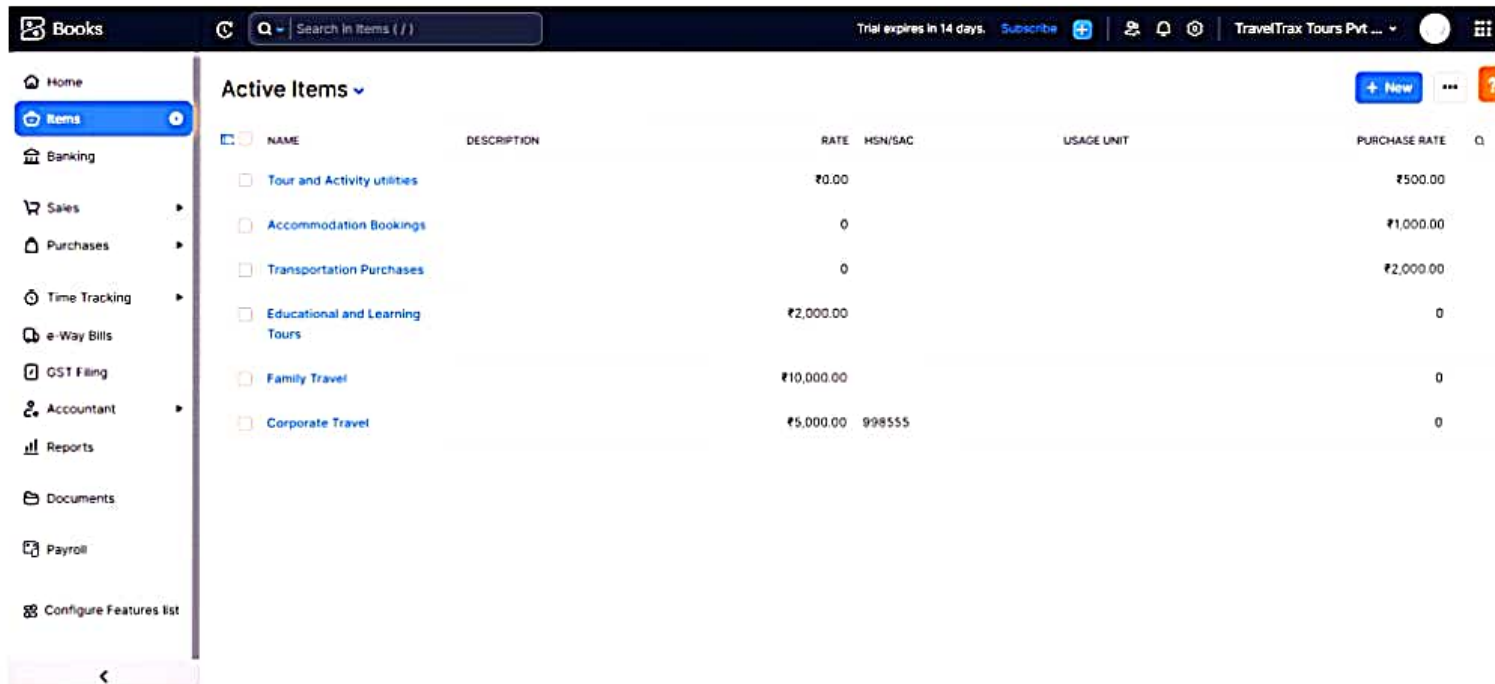
Gain in-depth understanding from our collection of recorded webinars.

[Watch our Webinar →](#)



[Contact Support](#)

Activity 2: Rewiew of Items after Addition



NAME	DESCRIPTION	RATE	HSN/SAC	USAGE UNIT	PURCHASE RATE
<input type="checkbox"/> Tour and Activity utilities		₹0.00			₹500.00
<input type="checkbox"/> Accommodation Bookings		0			₹1,000.00
<input type="checkbox"/> Transportation Purchases		0			₹2,000.00
<input type="checkbox"/> Educational and Learning Tours		₹2,000.00			0
<input type="checkbox"/> Family Travel		₹10,000.00			0
<input type="checkbox"/> Corporate Travel		₹5,000.00	998555		0

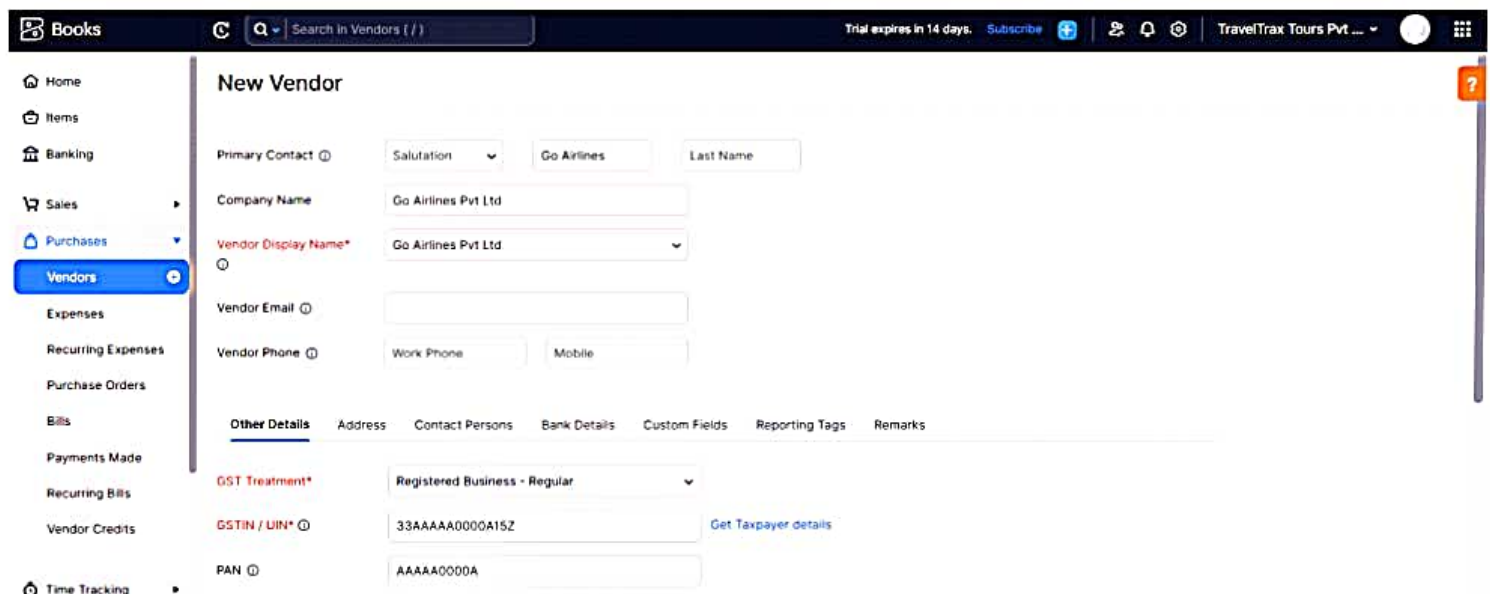
Milestone 3: Vendors

Activity 1: Vendors Creation

The following are the list of vendors from which various Products and Services are purchased:

1. Go Airlines (GST registered)
2. Dream Resorts & Hotels (GST registered)
3. Travel Retailers and Wholesalers (Non GST)

Now to create Vendors in books from Navigation Panel go to Purchases>Vendors>Create New Vendors and add the respective fields>Click on save.



New Vendor

Primary Contact Salutation Go Airlines Last Name

Company Name Go Airlines Pvt Ltd

Vendor Display Name* Go Airlines Pvt Ltd

Vendor Email

Vendor Phone Work Phone Mobile

Other Details Address Contact Persons Bank Details Custom Fields Reporting Tags Remarks

GST Treatment* Registered Business - Regular

GSTIN / UIN* 33AAAAA0000A152 [Get Taxpayer details](#)

PAN AAAAAA0000A

After Creating the Vendors check and review all the details:

Books

Search in Vendors (/)

Trial expires in 14 days. Subscribe

TravelTrax Tours Pvt ...

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- Expenses
- Recurring Expenses
- Purchase Orders
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- Time Tracking
- e-Way Bills

Active Vend... + ...

Travel Retailers and Wholesalers

₹0.00

Dream Resorts & Hotels Pvt Ltd
₹0.00

Go Airlines Pvt Ltd
₹0.00

Overview Comments Transactions Mails Statement

Travel Retailers and Wholesalers

Travel Retailers and Wholesalers
[Edit](#) [Invite to Portal](#) [Delete](#)

ADDRESS

Billing Address
No Billing Address - [Add new address](#)

Shipping Address
No Shipping Address - [Add new address](#)

OTHER DETAILS

Default Currency: INR

Payment Terms: Due on Receipt

GST Treatment: Unregistered Business

Source Of Supply: Tamil Nadu

Portal Status: Disabled

Portal Language: English

What's Next for Your Vendor?

Your vendor has been added. Create a purchase order or record a bill for the items you buy from your vendor.

New Purchase Order **New Bill**

You can request your contact to directly update the GSTIN by sending an email. [Send email](#)

Payment due period:
Due on Receipt

Payables

CURRENCY	OUTSTANDING PAYABLES	UNUSED CREDITS
INR - Indian Rupee	₹0.00	₹0.00

[View Opening Balance](#)

Milestone 4: Purchases

Activity 1: Purchase Order Creation

Next TravelTrax Tours has raised below purchase orders from the vendors:

- 1. 05-04-2023 Dream Resorts & Hotels – Accomodation Bookings - For Qty 200 Persons

For Creation of purchase orders from Navigation Panel go to Purchases>Purchase Order> Creat New>Provie the respective details as shown below>Save on draft

Books

Search in Purchase Orders (/)

Trial expires in 14 days. [Subscribe](#)

TravelTrax Tours Pvt ...

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New Purchase Order

Vendor Name*

Dream Resorts & Hotels Pvt Ltd

Open Purchase Orders

BILLING ADDRESS

SHIPPING ADDRESS

GST Treatment: Registered Business - Regular

GSTIN: 33AAAAA0000A15Z

Source Of Supply*

Destination Of Supply*

Deliver To*

ITEM DETAILS

ACCOUNT

QUANTITY

RATE

TAX

AMOUNT

Accommodation Bookings

Cost of Goods Sold

200

1000

GST18 [18%]

2,00,000.00

Sub Total

Total Quantity : 200

2,00,000.00

Discount

0

%

0.00

CGST9 [9%]

18,000.00

SGST9 [9%]

18,000.00

Total Tax Amount

36000.00

INR

Adjustment

0.00

TCS

Select a Tax

0

Customer Notes

Will be displayed on purchase order

Save as Draft

Save and Send

Cancel

Template: 'Standard Template'

Change

Activity 2: Purchase Order to Purchase Bills Conversion

After Creating the Purchase orders, Mark as Issued then PO as “Convert to Bill” to convert the same as bill entry:

Enter Date of Bill as 10-04-2023 and then click on Save as open.

Books | Search in Purchase Orders (/) | Trial expires in 14 days. | Subscribe | TravelTrax Tours Pvt ...

Home | Items | Banking | Sales | Purchases | Bills | Payments Made | Recurring Bills | Vendor Credits

All Purchase Ord... | + New | PO-00001

Dream Resorts & Hotels Pvt L... ₹2,36,000.00 PO-00001 05/08/2023 DRAFT

Send the Purchase Order

Purchase order has been created. You can email the Purchase Order to your vendor or mark it as issued.

Send Purchase Order | Mark as Issued

Show PDF View

PURCHASE ORDER

TravelTrax Tours Pvt Ltd
Tamil Nadu
India
GSTIN 33AAAAA0000A15Z
sarampugan1999@gmail.com

Vendor Address
Dream Resorts & Hotels Pvt Ltd
GSTIN 33AAAAA0000A15Z

Deliver To
TravelTrax

Books | Search in Bills (/) | Trial expires in 14 days. | Subscribe | TravelTrax Tours Pvt ...

Home | Items | Banking | Sales | Purchases | Bills | Payments Made | Recurring Bills | Vendor Credits

All Bills | + New | 01

Dream Resorts & Hotels Pvt Ltd ₹2,36,000.00 01 10/04/2023 OPEN

Record Payment

This bill is in the open status. You can now record payment for this bill.

Record Payment

Show PDF View

BILL

TravelTrax Tours Pvt Ltd
Tamil Nadu
India
GSTIN 33AAAAA0000A15Z
sarampugan1999@gmail.com

Balance Due
₹2,36,000.00

Payment Towards Purchase order was made on 25th April 2023 in bank. The payment will be recorded as per the Bank Statement.

Activity 3: Direct Vendor Purchases Bills Creation:

Next TravelTrax Tours availed the services from the below Suppliers:

1. 10-04-2023 Transportation Purchases From GO Airlines- For 200 persons
2. 10-04-2023 Tour and Activity Utilities from Travel Retailers & Wholesalers- Qty 200

To create direct purchase invoices for the above transaction from navigation panle go to :
Purchases>Bills>Create New>Enter the details>Click on Save Open

New Bill

Vendor Name* Go Airlines Pvt Ltd [View Vendor Details](#)

GST Treatment: Registered Business - Regular [GSTIN: 33AAAAA0000A15Z](#)

Source Of Supply* [TN] - Tamil Nadu

Destination Of Supply* [TN] - Tamil Nadu

Bill#* 03

Order Number

Bill Date* 10/04/2023
[To create transaction dated before 01/07/2017, click here](#)

Due Date 05/08/2023

Payment Terms Custom

ITEM DETAILS

ITEM DETAILS	ACCOUNT	QUANTITY	RATE	TAX	CUSTOMER DETAILS	AMOUNT
Transportation Purchases Add a description to your item	Cost of Goods Sold	200	2000	GST18 [18%] Eligible For ITC	Select Customer	4,00,000.00
Type or click to select an item.	Select Account	1.00	0.00	GST18 [18%] Eligible For ITC	Select Customer	0.00

[Add another line](#)

Summary

Sub Total	4,00,000.00
Discount Apply after tax	0.00
CGST9 [9%]	36,000.00
SGST9 [9%]	36,000.00
Total Tax Amount	72000.00 INR

[Save as Draft](#) [Save as Open](#) [Cancel](#)

Template: 'Standard Template' [Change](#) [Make Recurring](#)

Also we can attach the Scanned Copy of the Bill below for any future reference and documentation.
Payments for both the above purchases was made on 25th April 2023 in Bank.

Activity 4: Reconciliation of Open & Outstanding Bills

For Open & Outstanding Bills payments need to be marked as and when amounts paid through the bank account.

Books

Search in Bills (/)

Trial expires in 14 days. [Subscribe](#)

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All Bills

DATE	BILL#	REFERENCE NUMBER	VENDOR NAME	STATUS	DUE DATE	AMOUNT	BALANCE DUE
10/04/2023	03		Go Airlines Pvt Ltd	OPEN	05/08/2023	₹4,72,000.00	₹4,72,000.00
10/04/2023	02		Travel Retailers and Wholesalers	OPEN	05/08/2023	₹1,00,000.00	₹1,00,000.00
10/04/2023	01	PO-00001	Dream Resorts & Hotels Pvt Ltd	OPEN	05/08/2023	₹2,36,000.00	₹2,36,000.00

Activity 2: Review the Customers List

Books

Search in Customers (/)

Expires in 14 days. [Subscribe](#)

TravelTrax Tours Pvt ...

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Active Customers

+ New

?

NAME	COMPANY NAME	EMAIL	PHONE	PLACE OF SUPPLY	RECEIVABLES (BCY)	UNUSED CREDITS (BCY)	GST TREATMENT
Swaminathan & Family	Swaminathan & Family			Tamil Nadu	₹0.00	₹0.00	Unregistered Business
Rainbow High School	Rainbow High School			Tamil Nadu	₹0.00	₹0.00	Registered Business - Regular
TechWise Solutions Pvt Ltd	TechWise Solutions Pvt Ltd			Tamil Nadu	₹0.00	₹0.00	Registered Business - Regular

Your custom view has been created.

Milestone 6: Sales

Activity 1: Sales Order Creation

TravelTrax Tours received below Sales Order from the mentioned Customer:

- 05/04/2023 TechWise Solutions Pvt Ltd – Corporate Travel Booking for Qty 100 Persons - paid through bank on 15/04/2023

To Create Sales Order from navigation panel go to Sales>Sales Order> Creat New and fill the necessary fields>Save>Mark as Confirmed

Books

Search in Sales Orders (//)

Trial expires in 14 days. [Subscribe](#)

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New Sales Order

Customer Name* TechWise Solutions Pvt Ltd

BILLING ADDRESS SHIPPING ADDRESS

GST Treatment: Registered Business - Regular

GSTRN: 33AAAAA0000A15Z

Place Of Supply* [TN] - Tamil Nadu

Sales Order# SO-00001

Reference#

Sales Order Date* 05/04/2023

ITEM DETAILS QUANTITY RATE TAX AMOUNT

Corporate Travel 100 5000 GST18 [18%] 5,00,000.00

Type or click to select an item. 1.00 0.00 GST18 [18%] 0.00

Sub Total 5,00,000.00

Discount 0 0.00

CGST9 [9%] 45,000.00

SGST9 [9%] 45,000.00

Adjustment 0.00

Total (₹) 5,90,000.00

Customer Notes

Save as Draft Save and Send Cancel

Total Amount: ₹ 5,90,000.00

Total Quantity: 100

Activity 2: Sales Order to Sale Invoice Conversion

After creation of the Sales order mark the order as Confirmed and mark as sent to convert it automatically in to Invoice:

Books

Search in Sales Orders (/)

Trial expires in 14 days. [Subscribe](#)

TravelTrax Tours Pvt ...

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All Sales Orders

+ New

SO-00001

Attachments

Comments & History

TechWise Solutions Pvt Ltd

SO-00001 05/04/2023

₹5,90,000.00

CONFIRMED

Edit

Email

PDF/Print

Convert to Invoice

Create

Fulfill the Sales Order

You can create packages, shipments or invoices (in any sequence) to complete this sales order.

Convert

Convert to Invoice

Instant Invoice

Invoice Status : NOT INVOICED

Show

Confirmed

TravelTrax Tours Pvt Ltd

Tamil Nadu

India

GSTIN 33AAAAA0000A15Z

saurampugam1999@gmail.com

Bill To

TechWise Solutions Pvt Ltd

GSTIN 33AAAAA0000A15Z

Ship To

GSTIN 33AAAAA0000A15Z

Order Date : 05/04/2023

SALES ORDER

Sales Order# SO-00001

Books

Search in Sales Orders (/)

Trial expires in 14 days. [Subscribe](#)

TravelTrax Tours Pvt ...

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TechWise Solutions Pvt Ltd

SO-00001 05/04/2023

₹5,90,000.00

CLOSED

From sales order: SO-00001

INV-000001

Attachments

Comments & History

Edit

Send

Share

PDF/Print

Record Payment

Send the invoice

Invoice has been created. You can email it to your customer or mark it as sent.

Send Invoice

Mark as Sent

Associated sales orders 1

Draft

TravelTrax Tours Pvt Ltd

Tamil Nadu

India

GSTIN 33AAAAA0000A15Z

saurampugam1999@gmail.com

Place Of Supply : Tamil Nadu (33)

Service Date : 05-04-2023

Terms : Due on Receipt

Due Date : 05-04-2023

P.O.# : SO-00001

Bill To

TechWise Solutions Pvt Ltd

GSTIN 33AAAAA0000A15Z

Ship To

GSTIN 33AAAAA0000A15Z

TAX INVOICE

Activity 2: Rewiew of Items after Addition

Books

Search in Items (/)

Trial expires in 14 days. [Subscribe](#)

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Active Items

+ New

NAME	DESCRIPTION	RATE	HSN/SAC	USAGE UNIT	PURCHASE RATE
Tour and Activity utilities		₹0.00			₹500.00
Accommodation Bookings		0			₹1,000.00
Transportation Purchases		0			₹2,000.00
Educational and Learning Tours		₹2,000.00			0
Family Travel		₹10,000.00			0
Corporate Travel		₹5,000.00	998555		0

Activity 2: Sales Order to Sale Invoice Conversion

After creation of the Sales order mark the order as Confirmed and mark as sent to convert it automatically in to Invoice:

Books

Search in Sales Orders (/)

Trial expires in 14 days. [Subscribe](#)

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All Sales Orders

+ New

SO-00001

Attachments

Comments & History

TechWise Solutions Pvt Ltd

SO-00001 05/04/2023

₹5,90,000.00

CONFIRMED

Edit

Email

PDF/Print

Convert to Invoice

Create

Fulfill the Sales Order

You can create packages, shipments or invoices (in any sequence) to complete this sales order.

Convert

Convert to Invoice

Instant Invoice

Invoice Status : NOT INVOICED

Show

Confirmed

TravelTrax Tours Pvt Ltd

Tamil Nadu

India

GSTIN 33AAAAA0000A15Z

sarampudugam1999@gmail.com

Bill To

TechWise Solutions Pvt Ltd

GSTIN 33AAAAA0000A15Z

Ship To

GSTIN 33AAAAA0000A15Z

Order Date : 05/04/2023

SALES ORDER

Sales Order# SO-00001

Books

Search in Sales Orders (/)

Trial expires in 14 days. [Subscribe](#)

TravelTrax Tours Pvt ...

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TechWise Solutions Pvt Ltd

SO-00001 05/04/2023

₹5,90,000.00

CLOSED

From sales order: SO-00001

INV-000001

Attachments

Comments & History

Edit

Send

Share

PDF/Print

Record Payment

Send the invoice

Invoice has been created. You can email it to your customer or mark it as sent.

Send Invoice

Mark as Sent

Associated sales orders 1

Draft

TravelTrax Tours Pvt Ltd

Tamil Nadu

India

GSTIN 33AAAAA0000A15Z

sarampudugam1999@gmail.com

Bill To

TechWise Solutions Pvt Ltd

GSTIN 33AAAAA0000A15Z

Ship To

GSTIN 33AAAAA0000A15Z

Service Date : 05/04/2023

Terms : Due on Receipt

Due Date : 05/04/2023

P.O.# : SO-00001

Place Of Supply : Tamil Nadu (33)

TAX INVOICE

Activity 2: Review the Customers List

Books

Search in Customers (/)

Expires in 14 days. [Subscribe](#)

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Your custom view has been created.

Active Customers

NAME	COMPANY NAME	EMAIL	PHONE	PLACE OF SUPPLY	RECEIVABLES (BCY)	UNUSED CREDITS (BCY)	GST TREATMENT
Swaminathan & Family	Swaminathan & Family			Tamil Nadu	₹0.00	₹0.00	Unregistered Business
Rainbow High School	Rainbow High School			Tamil Nadu	₹0.00	₹0.00	Registered Business - Regular
TechWise Solutions Pvt Ltd	TechWise Solutions Pvt Ltd			Tamil Nadu	₹0.00	₹0.00	Registered Business - Regular

4. Advantages:

- Market Transparency:
 - Regular analysis of housing prices promotes transparency in the real estate market, reducing the likelihood of fraudulent practices.
- Economic Growth:
 - A stable and thriving real estate market can stimulate economic growth, creating jobs and driving investments in related industries.
- Quality of Life:
 - Access to suitable housing enhances the overall quality of life for residents, contributing to their well being and satisfaction.

Disadvantages:

- Inequality:
- Housing price disparities can exacerbate wealth and income inequality, creating social and economic challenges.
- Exclusionary Effects:
- Rapid price increases can lead to gentrification, pushing out lower income residents from desirable neighborhoods.
- Environmental Impact:

5. Conclusion:

Tourism is travel for pleasure or business, and the commercial activity of providing and supporting such travel.

6. Future scope:

Studying Travel and Tourism courses can open up a number of lucrative job options, from becoming a travel agent to working in hotel management