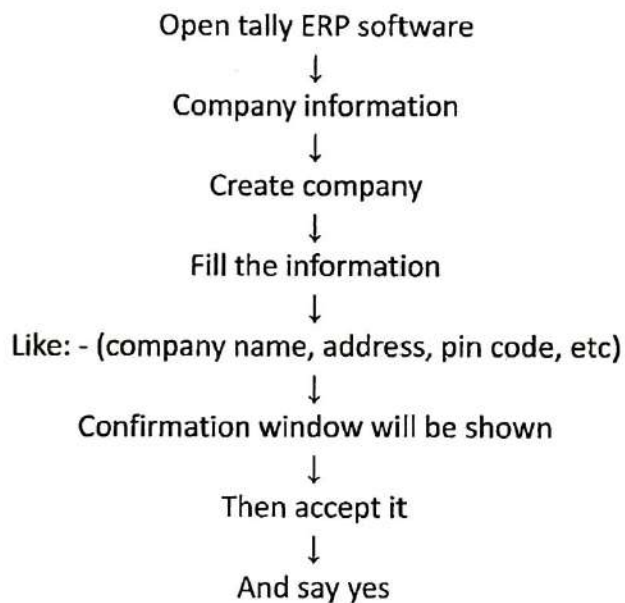# ASSIGNMENT.1

Create a Company BCA Ltd. To maintain financial accounts only using hypothetical addresses and other details. The company maintains its books of accounts on a financial year basis.

(a) Make the default setting for print an assuming that the reports are printed on the stationery with a letterhead printed on the top that consumes the space of one inch.

(b) The company wants to print the amount in Indian currency with space between Rs and amount.

COMPANY CREATION STEPS

Open tally ERP software
↓
Company information
↓
Create company
↓
Fill the information
↓
Like: - (company name, address, pin code, etc)
↓
Confirmation window will be shown
↓
Then accept it
↓
And say yes

ASSIGNMENT .2

Create a company temporary Ltd. (Store data in C:/work/temp)having a financial year as the accounting year it is a newly setup company that has commenced its business from 1st October 2007. Other details may be entered as per your assumption, except the income tax Number(PAN); upon saving the company, enter the Income tax number PAN as FYBCA0278S. Delete the company created for temporary Ltd.

PAN CARD NO.

Double click on tally icon
↓
Gateway of tally
↓
Company information
↓
Create Company
↓
Press F11
↓
Statutory &Taxation
↓
Fill The Pan Card No

ASSIGNMENT.3

Create Group Following The Hierarchy Shown Below

Debtors-international, National, North, South, Center

Single Group Create

Double click on tally icon

Gateway of tally icon

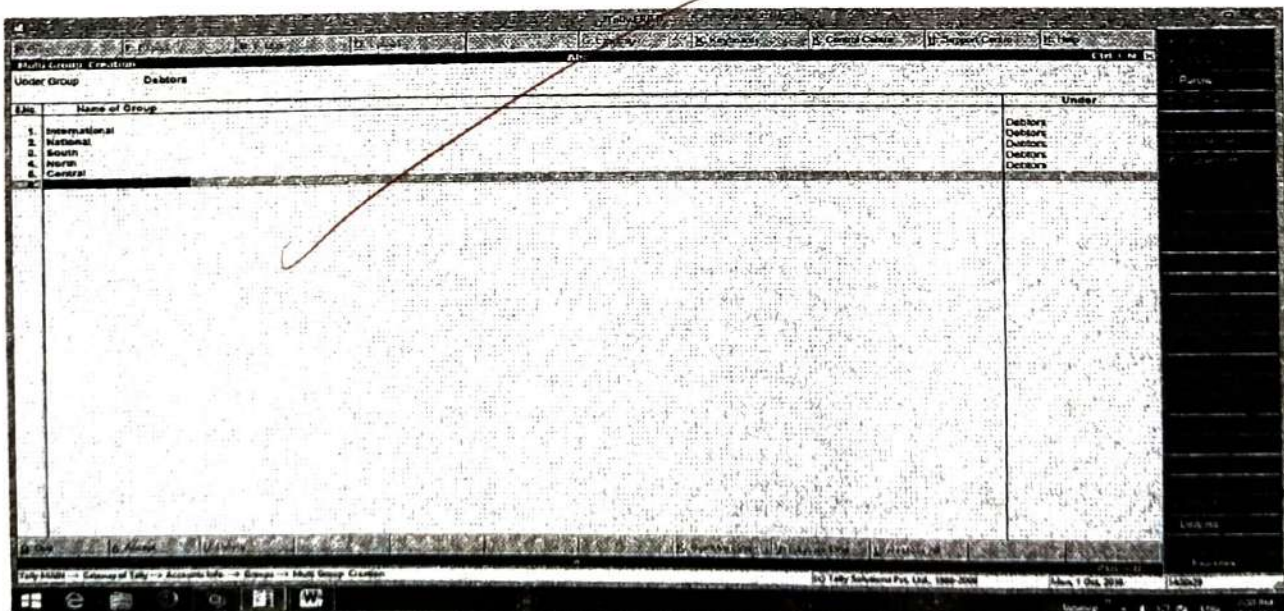Company information

Open a/c

Group

Single group

Create

Open create

Press (ok/enter)

Assignment :4

Crete the following ledger account, place under appropriate group (create new groups whenever necessary)

a) wages paid to factory workers

b) wags paid to temporary workers

c)salary paid to H.O employees

d) salary paid to branch employees

e) share capital (Rs.5,00,000 Cr.)
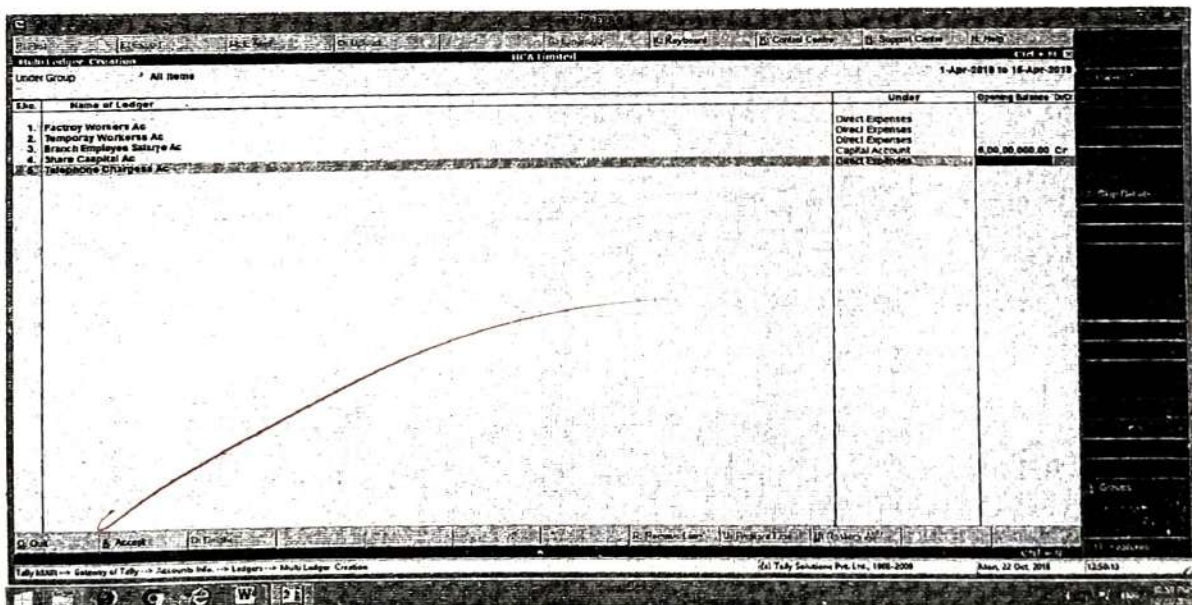
Create ledger steps:

1)double click on tally icon

2)gateway on tally

3)accounts information

4)ledger

5)single/ multiple ledger

6)create

Assignment 5

a) Create at least 8 imaginary ledger account and place them under appropriate group in the books of an Educational Institution.

b) Modify the above company to record account of a new asset which was not these earlier.

c) Creation of ledger consist of

   steps :of ledger creation

Double click on tally icon
|
Gateway of tally
|
Account information
|
Ledger
|
Multiple ledger Creation
|
All items
|
Ledger creation under different groups
|
Enter

ASSIGNMENT: 6

o Create a Short-life Company Ltd, and copy all the masters from the BCA Ltd. To the Short-life Company Ltd. Select the Short-life Company created, and check whether all the masters (Groups & Ledgers) have been copied. Delete the Short-life Company.

Steps For Delete Company

Double click in tally icon
↓
Gateway of tally
↓
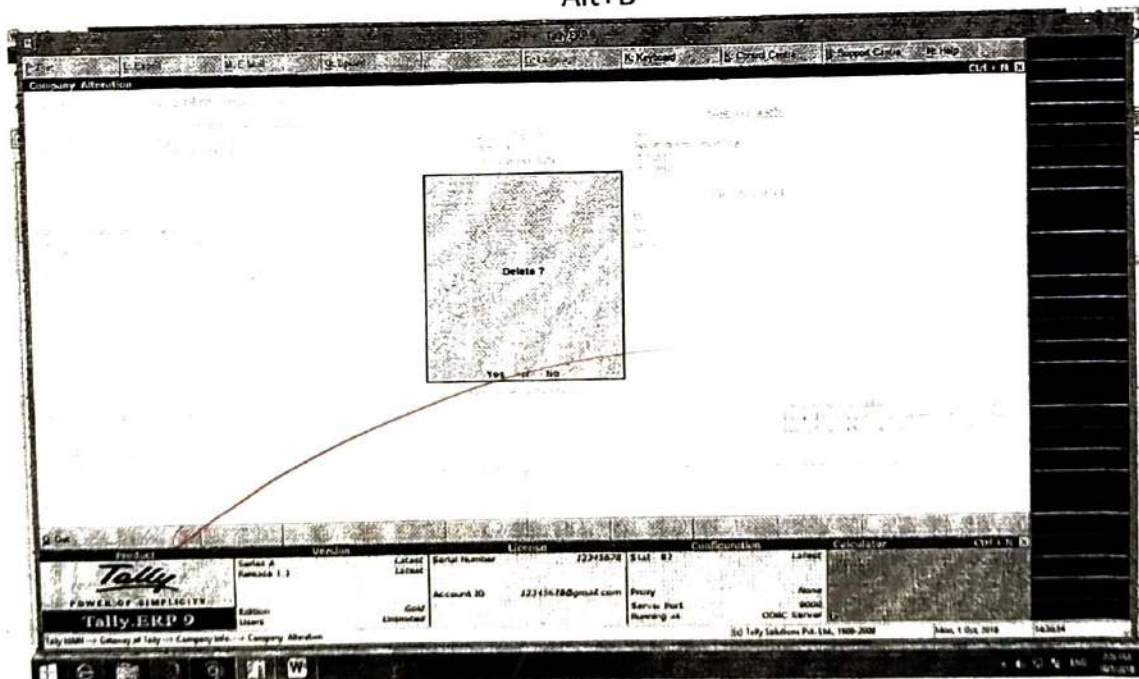Company information
↓
Create company
↓
For delete
↓
Alter
↓
Select company
↓
Alt+D

ASSIGNMENT :7

2.Preparing Trial Balance with the minimum of 10 to 12 transactions.

Trial balance

Double click on tally icon

Gateway of tally

Display menu

Trial Balance

Enter

ASSIGNMENT=8

> ## PREPARING TRIAL BALANCE WITH MAXIMUM 10 TO 12 TRANSACTIONS.

Step1) Double click on tally icon.

Step2) Gateway of tally.

Step3) Click on click on display menu.

Step4) Trial balance.

Assignment No 9

Display Detailed Profit & Loss A/c steps: -

Step 1: -Double click on tally icon

Step 2: -Gateway of Tally

Step 3: - Click F11 for Open Company Features

Step 4: - Click on Accounting Features

Step 5: - Yes, the Income and Expenditure Setting

Step 6: - Then showing the Income and Expenditure on Gateway of tally Menu

Step 7: - Click on Income and Expenditure A/c

Step 8: - Enter

Output: -

R.C.P.I.M.R.D College, Shirpur

Assignment No 10

Showing Stock Summary Report steps:-

Step 1: -Double click on tally icon

Step 2: -Gateway of Tally

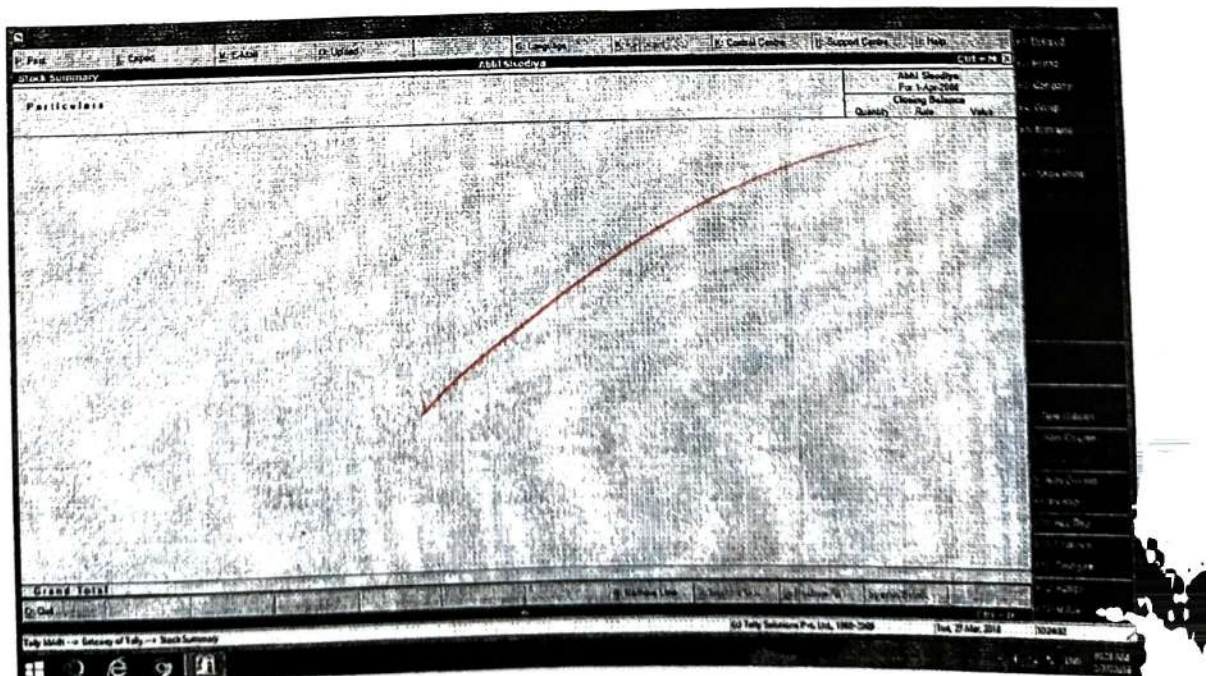Step 3: -Create company (Account with Inventory)

Step 4: -Enter

Step 5: - Inventory Voucher

Step 6:- Press F11 (Inventory)

Step 7: - purchase order and sales order (press y)

Output: -