

Course Name	Zoho Books				
College Name	Parvathy's art and science college, dindigul-624002				
College code	MKU256				
Skill offering ID	NM2023TMID43494				
Project Title	Preparation And Maintenance OF ZOHO Books For EduConnect Learning Center				
Project	Madurai Kamaraj University				
Submitted to	(Naan Mudhalvan Scheme(TNSDC))				
Year	2023				
Department	B.COM(PROFESSIONAL ACCOUNTING)				
Total Members	4				
Group Members In Details					
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R.Dinesh kumar	C1C16504	08BD98EDA7D398B9EB44BC548113AE78			
D.S.Gerenath	C1C16505	2E112751325E2D2B651434CE3244F6FC			
S.Gowri Sankar	C1C16506	63D935227E429A18C8242A5A19C6EA48			
Under the Guidance	Miss.M.PONSATHYA				
SPOC	Mr.R.ALAGARSAMY				

I. Introduction.

1.10verview

In Summary, and housing prices in Indian metropolitan areas involves examining the complex interplay of economic. Social and policy factors that impact the real estate market, making it a vital area of study and concern for both residents and investors.

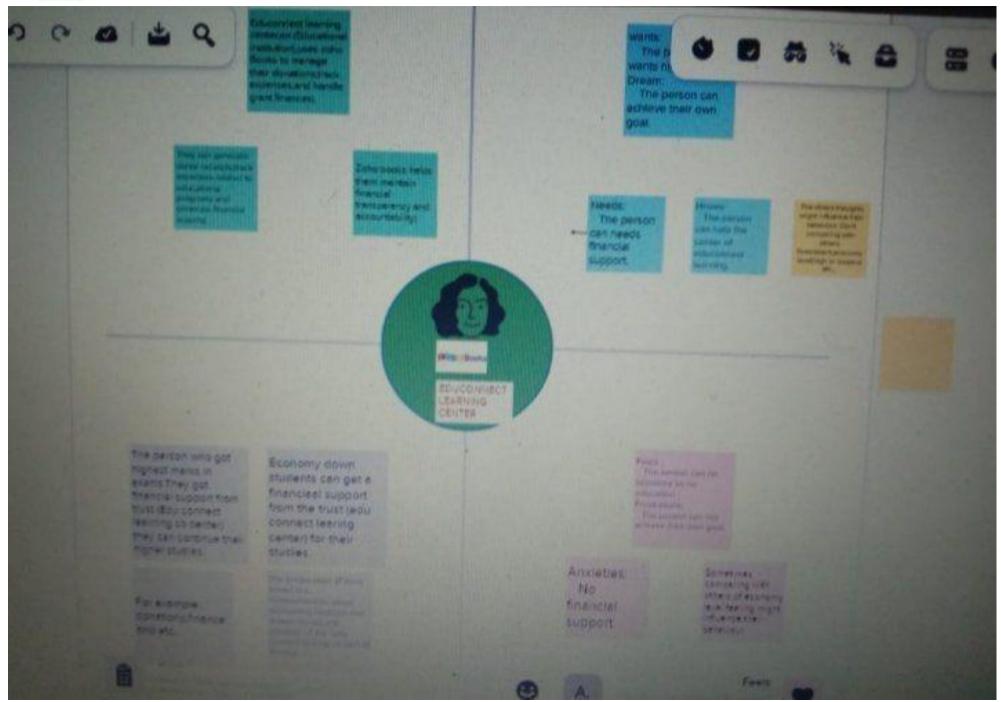
1.2 Purpose

Economic and social Housing prices analysis can be used to gauge the quality of life in different S the accessibility of amenities.

Educonnect Learning an eductions institucian uses Zoho books to mange their donations track expenses and handle grant financies

2.problem definition and design thinking







PARV





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Welcome to Zoho Books

Your journey to

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accounting Starts



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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 @

Jearningcenter60024617574

https://books.zoho.in/portal/learningcenter60024617574

Use the default Customer Portal name

Configure Chart of Accounts

Create ew accounts or edit existing accounts to suit your business needs.

Configure 4

Set up Opening Balances

Enter b&ne• svStern.

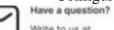
Configure -

Configure :*

e Update Your GST Settings



Configure Banks and Credit Cards



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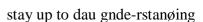
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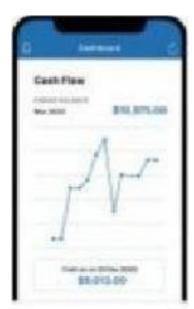
Watch our Webinar ->

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Mobile apps

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Webinar

What's New?

Developers API

Inventory Management

CRM & Other Apps

Youcan

directly talk to Lis every Monday to

Friday 9:00 AM to 7•.00 PM (Toa free)

ZohoBooks India

18003093036

2023, Zoo: Corporation Lto_Ali ÄV1ts Äeseruea_



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Activity 3: Lets get startorod

Lets Assume EduConnect Learning Center is Offering below list Of various Coaching services;

1. Compotative Exams 19 - Rs. 10,000/- per pt Coaching - person 2 Public

Speaking Coaching. !s.5000/- per person

For the above to be provided ed EduConnect need to purchase the below Of services

1. Books and Stationary. price Rs. 200/- per unit Cost

Output GST @ is applicable for all the above services.

Milestone 2: Service Creation:

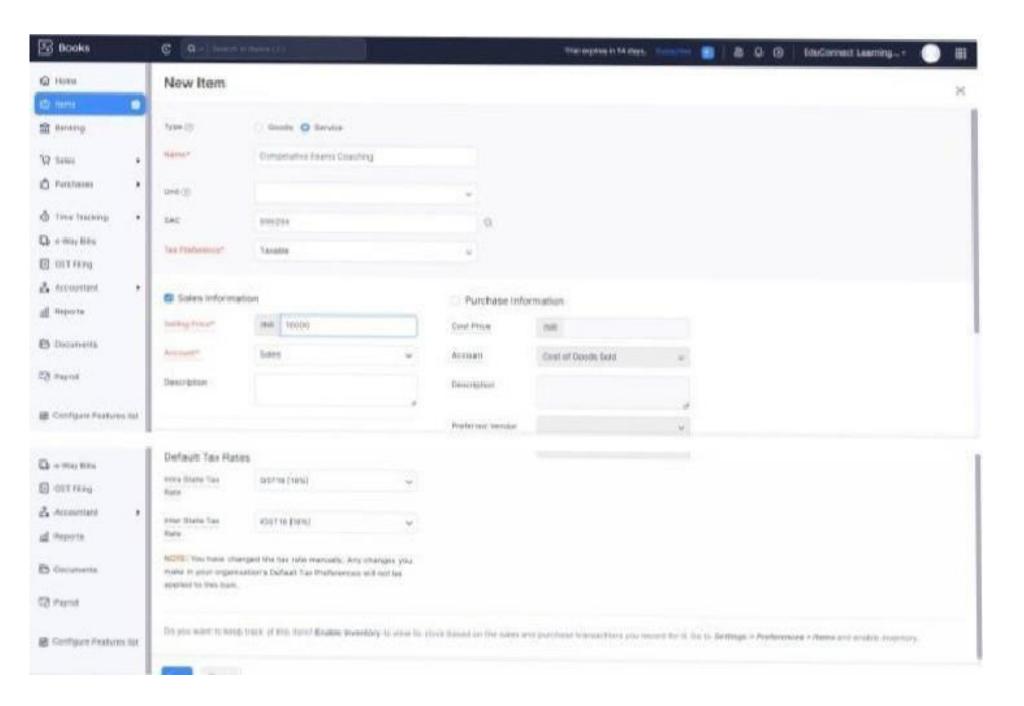
Activity 1: Creation

To Create the above both sale products and purchaso items h Books go to "Oms" from the Navigation Panel and click on "+ New" Button and give the respective fields such as

- Item Name
- Units
- HSU'SACCodeofthe Item (Eg: 999294)
- Sale Price
- Tax Rate

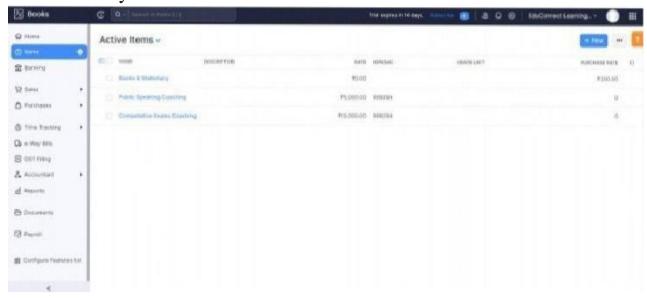
After providing all the required details click on save and add the next item as per the given services list>Click Save to add the Item.







Activity 2: Rewiew Of Items after Addition



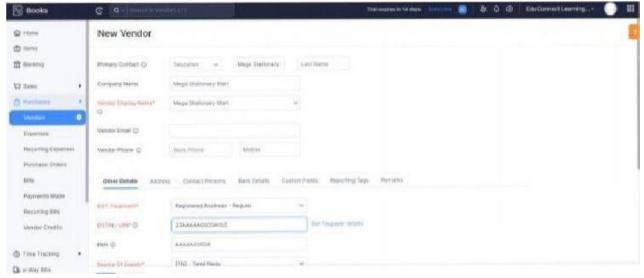
Milestone 3: Vendors

Activity i: Vendors Creation

The fo 110'Wing are the list of vendors form which various Products and services are purcha sed:

1. Mega Stationary Mart (GST registered)

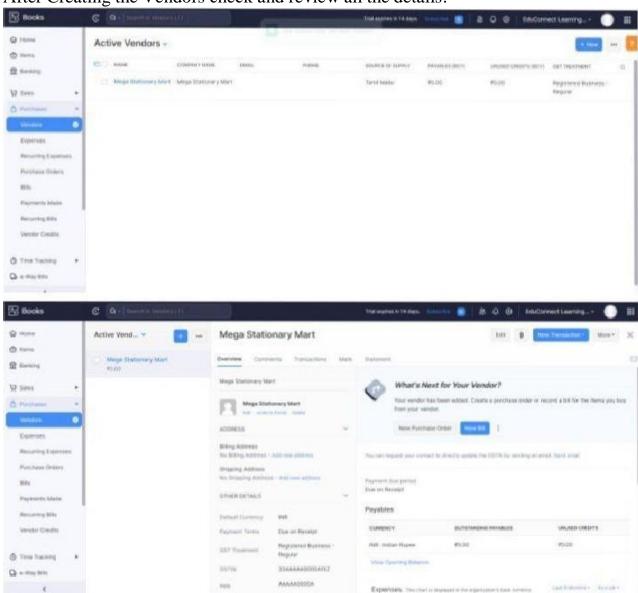
Now to create Vendors in books from Navigation Panel go to *urchases>Vendors>Create New Vendors and add the respective fields>Click on save.





Activity 2: Review Of Vendors List

After Creating the Vendors check and review all the details:





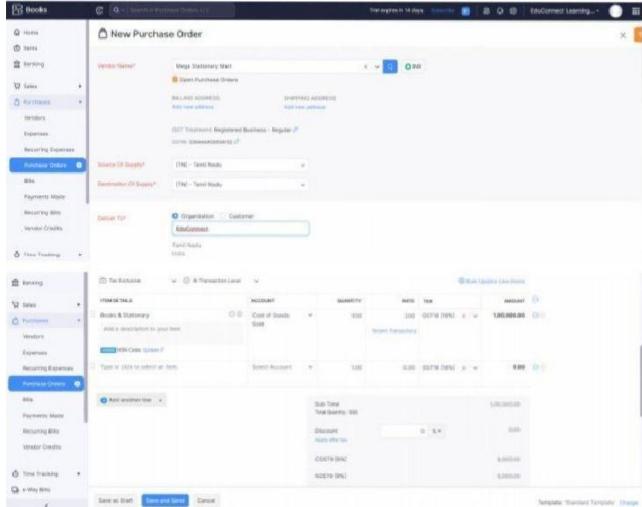
PARVATHY'S ARTS AND SCIENCE COLLEGE Milestone 4: Purchases

Activity i: Purchase Order Creation

Next EduConnect Learning Center has raised below purchase order from the vendors:

t, 05-04-2023 Mega Stationary Mart - Books 8 Stationary- For Qty 500 units

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

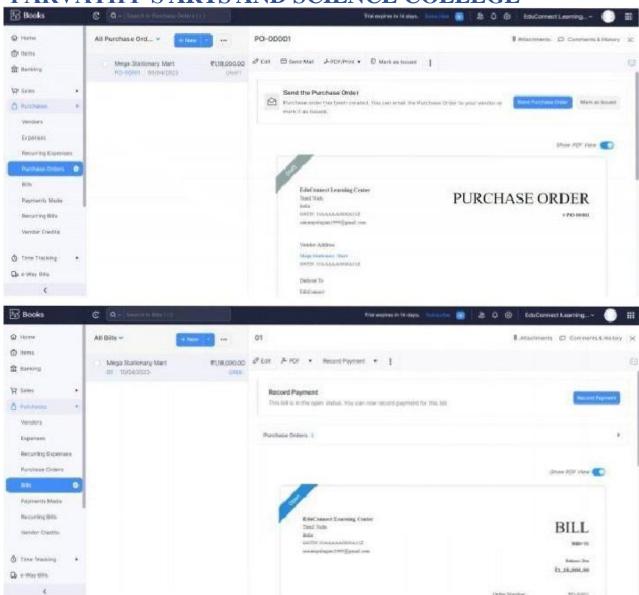


Activity Purchase Order to Purchase Bills Convertion

After Crea ting the Purchase orders , Mark Issued then PO as "Convert to Bill' to convert the same as bill entry:

Fnter Date nf Bill as 10-04-2023 and then clink nn Save as npf•n





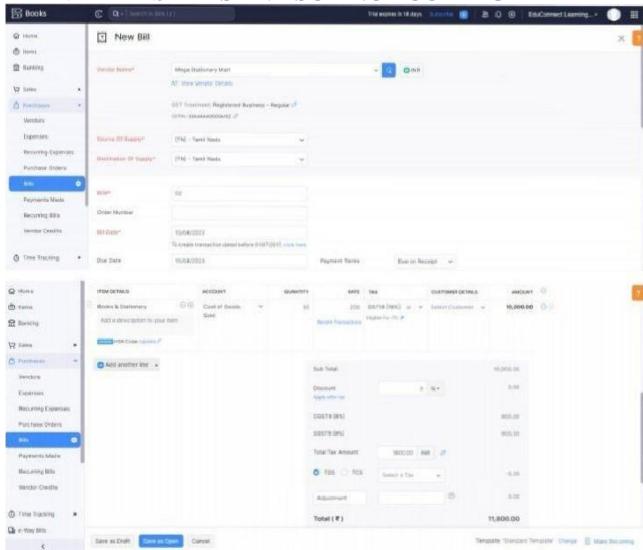
Payment Towards Purchase order was made on 25" April 2023 in bank. The payment will be recorded as per the Bank Statement.

Activity Grect Vendor Purchases Bills Creation:

Next EduConnect Learning Center availed the services from the below Suppliers:

1. 15-04-2023 Books a Stationary from Mega stationary Mart - Qty 50 units To create direct purchase invoices for the above transaction from navigation panle goto: Purchases>Bills>Create New>Enter the details>Click on Save Open



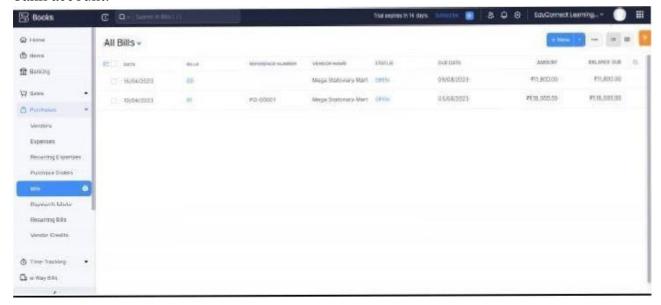


Asio we can attach the Scanned Copy of the Bill below for any future reference and documentation. Payments for both the above purchases was made on 25' April 2023 in Bank_



Activity Reconciliation of Open & Outstanding Bills

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



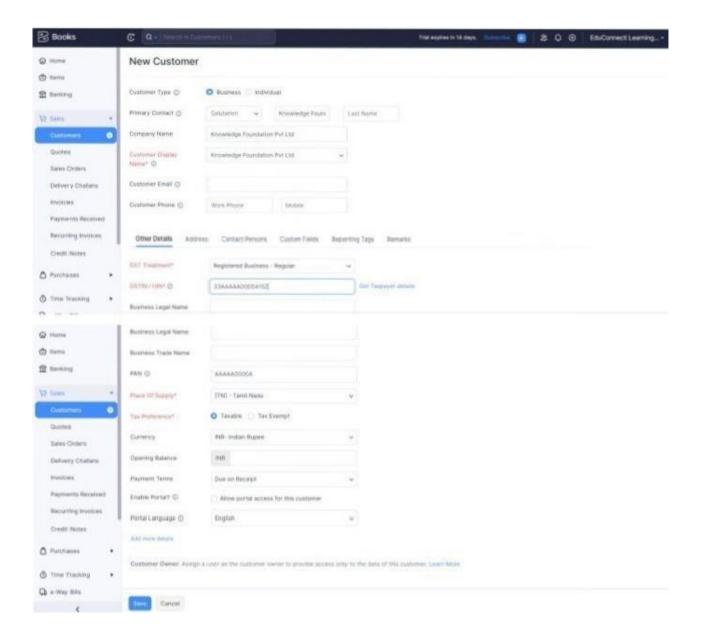


Milestone 5: Customers

Activity 1: Customers Creation:

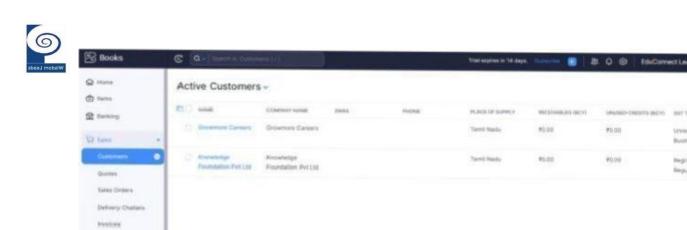
The below are the list of customers:

- 1. Knowledge Foundation Pvt Ltd (GST Registered).
- 2. Growmore Careers (Non GST).





- Firstly. to create Customers Accounts: Go to SALES>CUSTOMERS>CREATE NEW aJSTOMER
- In Custorner Type for GST registered customer select Business and for unregister perso ±lect Individual and give the required fields and click on Save.



Business.

Activ

Payments Received Recording transcen-

△ Purchases +

Time Tracking .



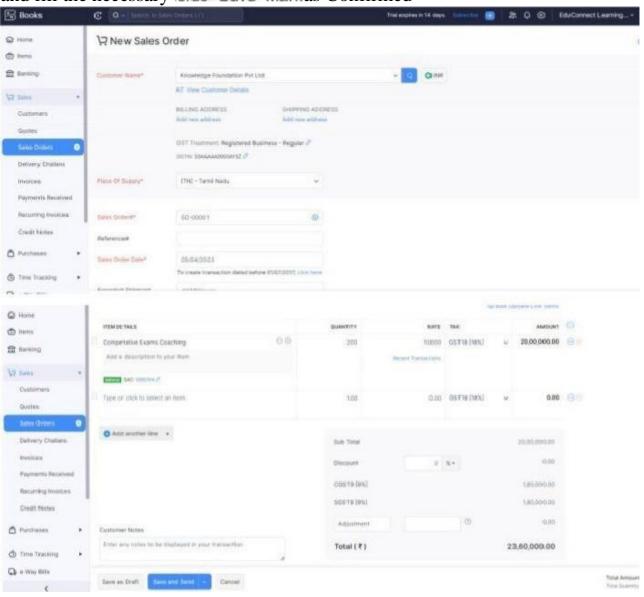
Milestone 6: Sales

Activity 1: Sales Order Creation

EduConnect Leaming Center received below Sales Order from the mentioned Customer:

1. 10/04/2023 Knowledge Foundation —For Competative Coaching for their 200 no's of Stu(paid through bank on 15/04/2023

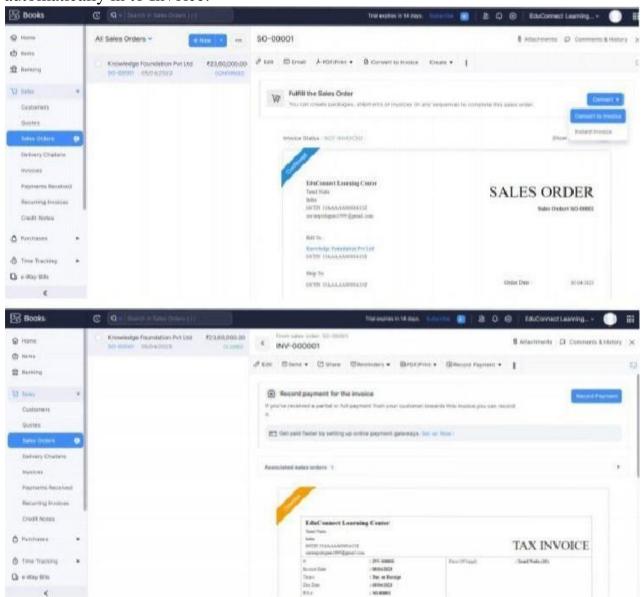
To Create Sales Order from navigation panel go to Sales>Sales Order> Creat New and fill the necessary lelds>Save>Markas Confirmed





Activity 2; Sales Order to Sale invoice Convertion

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



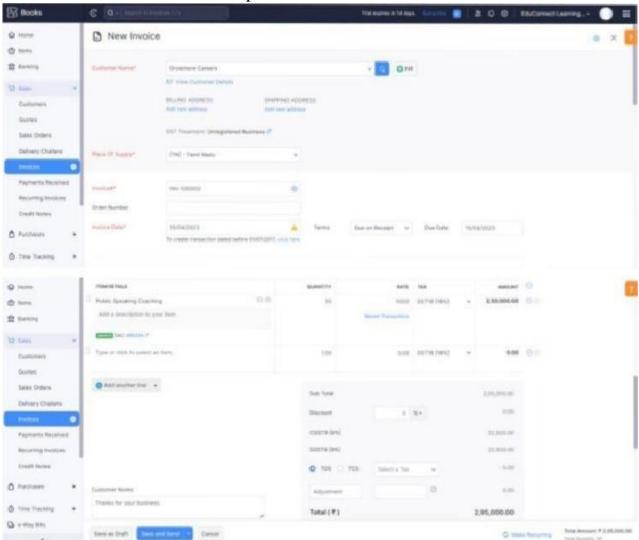
Activity 3: Direct Sale Invoices

The below are the direct sale transaction occurred and payments were received in Bank.



1. 10-04-2023 Growmore Careers-For Coaching in Public Speeking 50 no's Students

To Create new invoice from navigation pan el go to Sales>i nvoiæ>Create New and add the custonv details and item details in the respective fieldS>Click on Save as Draft>Mark Sent.



Activity 4: Reconciliation of Open Invoices





For over due invoices receipts need to be mapped as and when amount received in the bank account,

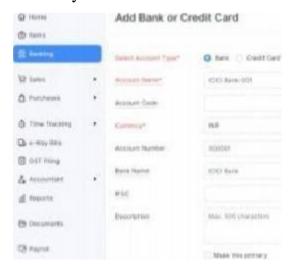


Milestone 7: Bank Account

Activity: Adding Bank

Account

EduConnect Learning Center has opened an account in ICICI Bank with A/c 001. TO add the bank account 90 to Banking from the navigatbn panel and select add Bank account Maually and fill the necessary fields and save.





ae

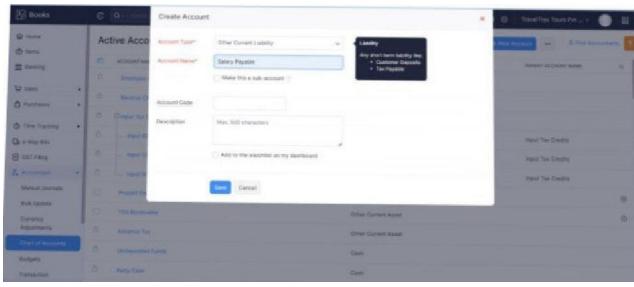
Milestone e: Accounts

&

Activity I: Creation of New Accounts/Ledgers:

TO Create New Account navigation pannel go to AccountantSChart Of Account9+New Account, select the account type and provide the acmunt name and save.

There will be pre created Accounts in the Zoho books we need to create the additional Accounts as per our requirement



Create the these Ledgers: Salary Payable under Other Current Liabilities



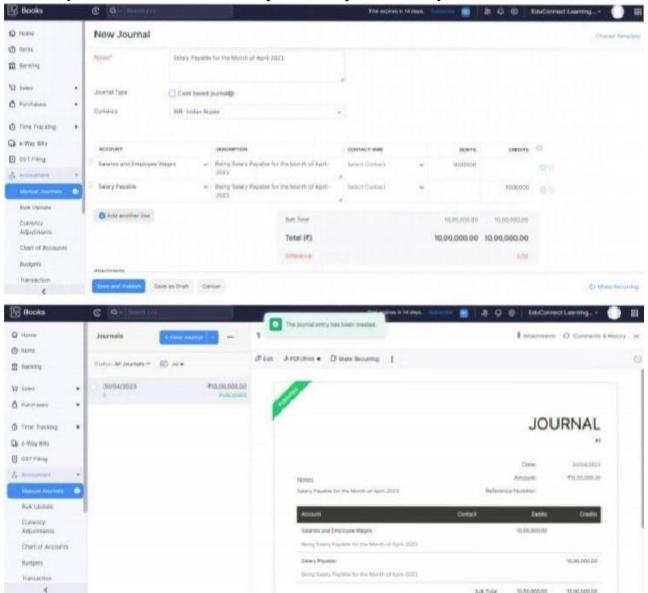
Milestone 9: Journal Entrie±.:

Activity 1: Recording Of Journal Entries

The below are the Transactions occurred at the end of tm nth:

1. Employee salaries Of total Rs.10,00,000/- paid through bank On 30th April 2023.

To add the Journal Entry from navigation panel go to Accountant*Add Manual Journals. provide the necessary fields and after save and publish to post the entry,



Activity 1: Expense & Bills Entry

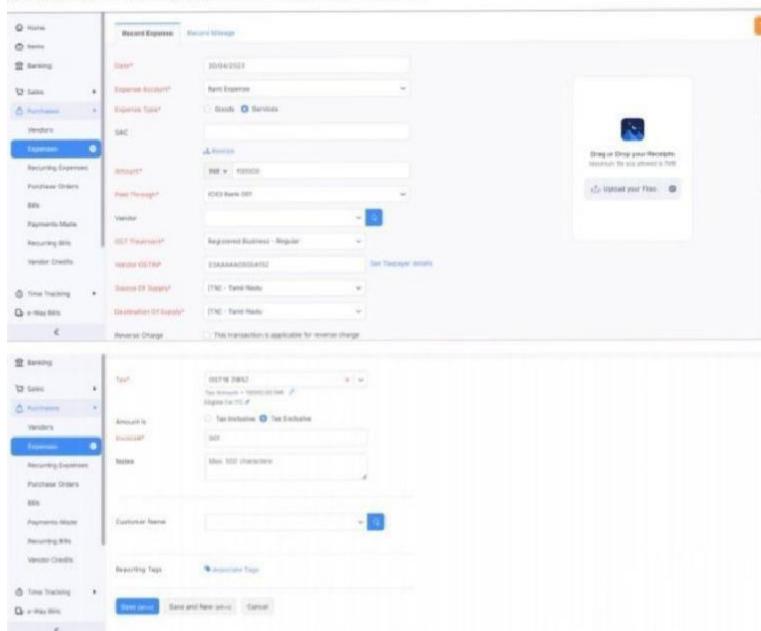
Below are the expenses incurred on 30-04-2023:



- 1, Office Rent GST @ 18% Total Inv-oce value Rs.l, 18,000. paid through Bank on same day.
- 2. Other Miscellaneous Expenses paid in cash

To create an expense entry from

To create an expense entry from navigation panel go to Purchases>Expenses>Record Expense: add the expense by provising the necessary fields and Save





Paritculars	Transaction T		
Ca ital De	Mone In. Owner's Contribution		
Cash Withdraw' for petty cash	Money Out. Transfer to Another		
	Account		
Paid to Su ierNendor	Mone Out• Vendor Pa ment		

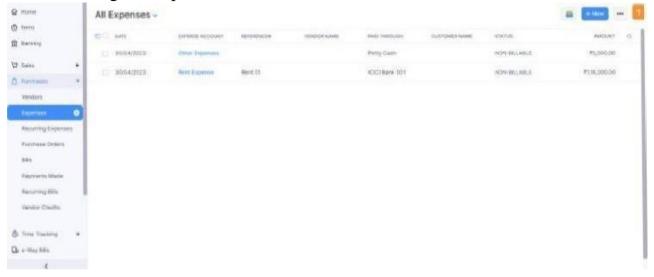


Amount received from customer

Mone In — Customer

ment

After recording the Expense Entries:



Milestone II: Bank Entries

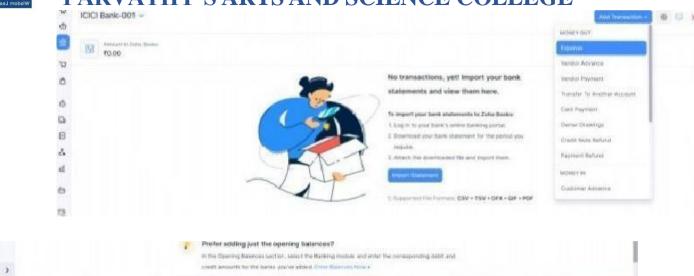
Activity 1: Recording Of Bank Transactions

The Below are the Bank Transactions occurred during the month:

	The Boto Water the Bullet Transactions occurred during the month.					
Date	Paritculars	Debit	Credit	Balance		
01 -04-2023	Ca ital D sit		100000	100000		
10-04-2023	Pe Cash Withdrawl	10000		90000		
	Arnount received from Knowledge Foundation Pvt					
05-04-2023	Ltd		2360000	2450000		
15-04.2023	Paid to Me Stationa Mart	118000		2332000		
20-04-2023	Amount received from Growmore Careers		295000	2627000		
25-04-2023	Paid to Me Station Mart	11800		2615200		
30-04-2023	Rent Paid	118000		2497200		
30-04-2023	Paid	10000		14		
				97200		

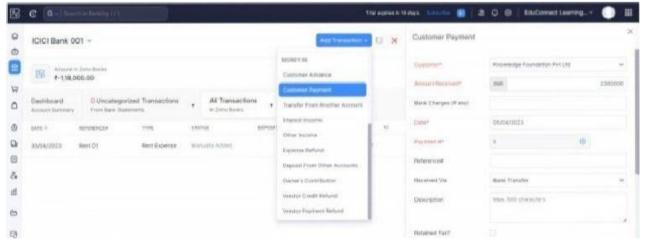
To Add the bank transaction go to Banking>Add Transaction and select the appropriate type to record the transactions:





For Vendor payment and Customer payment select the appropriate Vendor or customer and mark the payment against the open Bills and Invoices to close and mark completed.

For Custorner Payment

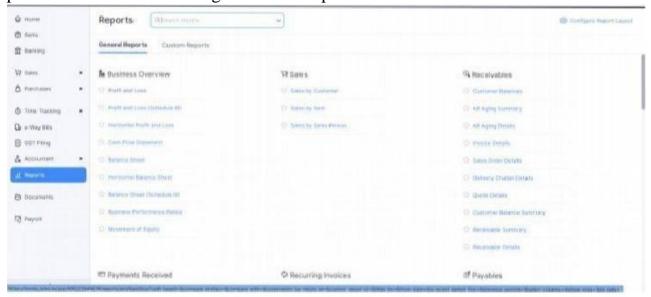




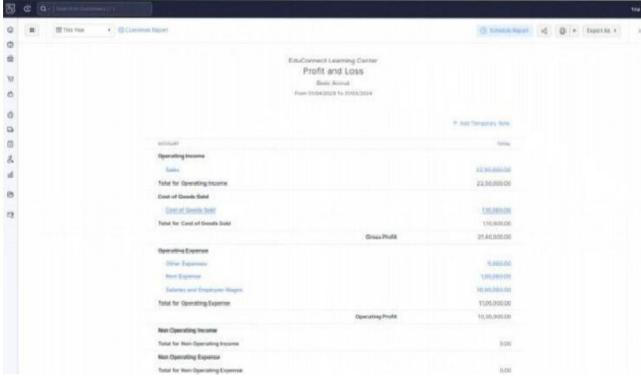
Milestone 12: Financial Re orts'

To Generate the Financials Reports like Profit and Loss statement, Balance sheet 8 Cash Flow Statement

Form the navigation pannel Go to Report and select the required report, then select the desired period in the date field and generate the report



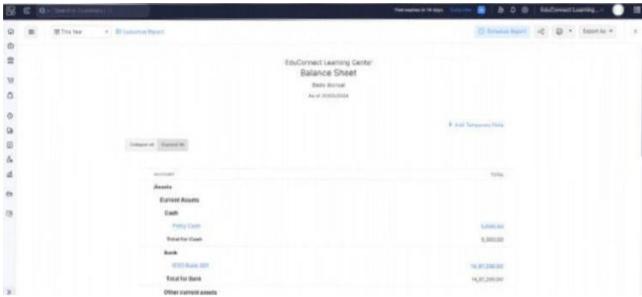
Activity 1: Profit and Loss Account



Activity 2: Balance Sheet



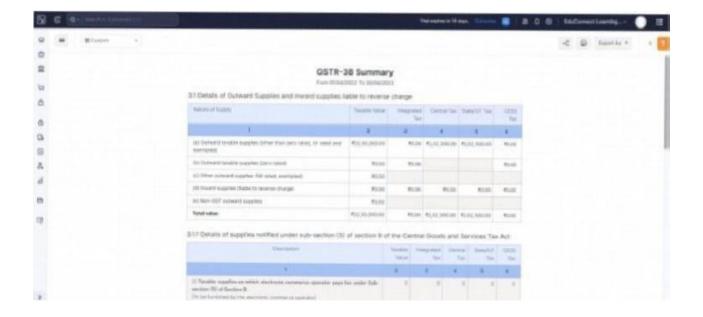
TO Extract the reports from zoho books. Click on Export option and select the required format



(PDF o Excel) and then Glid export to generate and download the reports

Activity 3: GST Reports

To generate rnonthly GST Reports go to ReportS>Search "GSTR•3B Summary"



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 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 disparitites 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:

In conclusion, the analysis of housing prices in metropolitan areas serves as a multifunctional tool with wide ranging applications. It plays a pivot role in shaping urban landscapes, economic development, and individual choices, while