

Financial Accounting -1

Solution to Q.No.1

create a Company with Imaginary details

ANSWER:

STEPS TO CREATE COMPANY

1. *Open Tally Software*
2. *If you are opening Tally ERP.9, for the first time after installation, you will be landed to a menu called Company info menu (If you are in Gateway of Tally Press ALT+F3 to get that menu)*
3. *Select Create Company option in the menu by pressing Alt+F3 and press enter key.*
4. *The screen displayed in-front of you is company creation screen.*
5. *Type the name of the company, address, financial year begins and all other details asked by the creation screen with Imaginary details.*
6. *Press enter Key. Finally the program will ask you for the confirmation to Save, Yes or No.*
7. *To Save and create Company do Press Enter Key or Press Y key or click on Yes. The program will create a company and you will be entered into it.*

Solution to Q.No.2

Creation of a Company in

*Tally:-***STEPS TO**

CREATE COMPANY

1. *Open Tally Software*
 2. *If you are opening Tally ERP.9, first time after installation, you will be landed to a menu called Company info menu (If you are in Gateway of Tally Press ALT+F3 to get that menu)*
 3. *Select Create Company option in the menu and press enter key.*
 4. *The screen displayed in-front of you is company creation screen.*
 5. *Type the name of the company, address, Financial year begins and all other details asked by the creation screen with the details given.*
 6. *Press Enter Key. Finally the program will ask you for the confirmation to Save, Yes or No.*
 7. *To Save and create Company do Press Enter Key. Press Y key or click on Yes. The program will create a company and you will be entered into it.*
- The Output will be as above.*

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

Tally.ERP 9

P: Print E: Export M: E-Mail O: Upload S: TallyShop G: Language K: Keyboard K: Control Centre H: Support Centre H: Help

Company Creation Ctrl + M

| | |
|--|--|
| Directory : e:\Tally.ERP9\Data Name : RAHUL ENTERPRISES Primary Mailing Details Mailing name : RAHUL ENTERPRISES Address : 12-1-975/A Sultan Bazar, King Kothi, Hyderabad Country : India State : Telangana Pincode : 500001 Contact Details Phone no. : Mobile no. : 9988776655 Fax no. : E-mail : rahul@gmail.com Website : | Books and Financial Year Details Financial year begins from : 1-4-2018 Books beginning from : 1-4-2018 Security Control TallyVault password (if any) : Repeat password : (Warning: Forgetting TallyVault password will render your data inaccessible.) Use security control ? No (Enable security to avail TSS features) |
|--|--|

| | |
|--|---|
| <u>Base Currency Information</u> | |
| Base currency symbol : ₹ Formal name : INR Suffix symbol to amount ? No Add space between amount and symbol ? Yes Show amount in millions ? No | Number of decimal places : 2 Word representing amount after decimal : paise No. of decimal places for amount in words : 2 |

Q: Quit Ctrl + N

Tally MAIN --> Gateway of Tally --> Company Info. --> Company Creation

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Q.3. Create a Company with imaginary details by selecting country as United States and giving TallyPassword and activating Security Control by set Yes.

Answer STEPS TO CREATE COMPANY

1. Open Tally Software

2. *If you are opening Tally ERP.9, first time after installation, you will be landed to a menu called Company info menu (If you are in Gateway of Tally Press ALT+F3 to get that menu)*
3. *Select Create Company option in the menu and press enter key.*
4. *The screen displayed in-front of you is company creation screen.*
5. *Type the name of the company, address, Financial year begins and all other details asked by the creation screen with imaginary details given.*
6. *Type United States at country field*
7. *At Security controls type Yes at the field Tally Valult password (if any) and assign a password, and Repeat Password option type the given password second time*
8. *Type Yes at the field Use security control*
9. *Type the name of Administrator and Type the Password for administrator and Repeat the Password again for confirmation.*
10. *Press Enter Key. Finally the program will ask you the confirmation to Save, Yes or No.*
11. *To Save and create Company do Press Enter Key. Press Y key or click on Yes. The program will create a company and you will be entered into it.*

(4). Create the following ledgers under relevant groups in tally giving their opening balance and display the following for suresh&co:

- a) Trial balance : total 3,43,200/-
- b) Profit and loss account : gross profit 36,500/- net profit 24,800/-
- c) Balance sheet : total 1,01,000/-

| DEBIT BALANCES | AMOUNT | CREDIT BALANCES | AMOUNT |
|-------------------|--------|--------------------------|--------|
| Stock(1-4-2017) | 96000 | Capital | 50000 |
| Wages | 28000 | Loan | 9000 |
| Salaries | 4000 | Sales | 250000 |
| Carriage inward | 5000 | Reserve for bad debts | 5000 |
| Purchases | 120000 | Discount on purchases | 4000 |
| Interest on loan | 200 | Creditors | 23000 |

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| | | | |
|-----------------|--------|----------------------|--------|
| Cash at bank | 1800 | Purchases returns | 1500 |
| Buildings | 11000 | Outstanding expenses | 700 |
| Sales returns | 1000 | | |
| Debtors | 35000 | | |
| Office expenses | 5500 | | |
| Drawings | 6500 | | |
| Depreciation | 2000 | | |
| Rent | 2400 | | |
| Plant | 18000 | | |
| Travel expenses | 5000 | | |
| Advertisement | 1600 | | |
| Cash in hand | 200 | | |
| Total | 343200 | Total | 343200 |

Answer Steps:

Step 1: Double click on tally icon and open the tally

*software. Step 2: create company with name suresh*com*

Path: Gateway of tally press alt+f3 then select create company option and create company with the name

Step 3: create ledger accounts

Path : gateway of tally accounts info ledger multiple ledger creation.

Output of ledger:

Tally.ERP 9

P: Print E: Export M: E-Mail O: Upload G: Language K: Keyboard K: Control Centre H: Support Centre H: Help

Multi Ledger Display Suresh & Com Ctrl + M

Under Group : J All Items For 1-Apr-2010

| S.No. | Name of Ledger | Under | Opening Balance | Dr/Cr |
|-------|-----------------------|-------------------|-----------------|-------|
| 1. | Advertisement | Indirect Expenses | 1,600.00 | Dr |
| 2. | Buildings | Fixed Assets | 11,000.00 | Dr |
| 3. | Capital | Capital Account | 50,000.00 | Cr |
| 4. | Carriage | Direct Expenses | 5,000.00 | Dr |
| 5. | Cash | Cash-in-hand | 200.00 | Dr |
| 6. | Cash at Bank | Bank Accounts | 1,800.00 | Dr |
| 7. | Closing Stock | Stock-in-hand | 35,000.00 | Cr |
| 8. | Creditors | Sundry Creditors | 23,000.00 | Cr |
| 9. | Debtors | Sundry Debtors | 35,000.00 | Dr |
| 10. | Depreciation | Indirect Expenses | 2,000.00 | Dr |
| 11. | Discount on Purchases | Indirect Incomes | 4,000.00 | Cr |
| 12. | Drawings | Capital Account | 6,500.00 | Dr |
| 13. | Interest on Loan | Indirect Expenses | 200.00 | Dr |
| 14. | Loan | Loans (Liability) | 9,000.00 | Cr |
| 15. | Office Expenses | Indirect Expenses | 5,500.00 | Dr |
| 16. | Opening Stock | Stock-in-hand | 96,000.00 | Dr |
| 17. | Outstanding Expenses | Loans (Liability) | 700.00 | Cr |
| 18. | Plant | Fixed Assets | 18,000.00 | Dr |
| 19. | Profit & Loss A/c | J Primary | | |
| 20. | Purchases | Purchase Accounts | 1,20,000.00 | Dr |
| 21. | Purchases Returns | Purchase Accounts | 1,500.00 | Cr |
| 22. | Rent | Indirect Expenses | 2,400.00 | Dr |
| 23. | Reserve for Bad Debts | Provisions | 5,000.00 | Cr |
| 24. | Salaries | Indirect Expenses | 4,000.00 | Dr |
| 25. | Sales | Sales Accounts | 2,50,000.00 | Cr |
| 26. | Sales Returns | Sales Accounts | 1,000.00 | Dr |
| 27. | Travelling | Indirect Expenses | 5,000.00 | Dr |
| 28. | Wages | Direct Expenses | 28,000.00 | Dr |

Q: Quit A: Accept D: Delete R: Remove Line U: Restore Line U: Restore All

Ctrl + N

Tally MAIN --> Gateway of Tally --> Accounts Info. --> Ledgers --> Multi Ledger Display (c) Tally Solutions Pvt. Ltd., 1988-2 Mon, 15 Oct, 201 15:22:46

3:22 PM 10/15/2018

Step 4: display trial balance.

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

P: Print
E: Export
M: E-Mail
O: Upload
G: Language
K: Keyboard
K: Control Centre
H: Support Centre
H: Help

F1: Detailed
F2: Period
F3: Company
F4: Group
F5: Led-wise
F6: Monthly
F7: Vouchers
C: New Column
A: Alter Column
D: Del Column
M: Auto Column
B: Budget Variance
F8: Other Rep
F9: Inv Rep
F10: Acc Rep
F11: Features
F12: Configure
F12: Range
F12: Value

Trial Balance
Suresh & Com
Ctrl + M

| Particulars | Suresh & Com For 1-Apr-2010 | |
|---------------------------|--------------------------------|--------------------|
| | Closing Balance | |
| | Debit | Credit |
| Capital Account | 6,500.00 | 50,000.00 |
| Loans (Liability) | | 9,700.00 |
| Current Liabilities | | 28,000.00 |
| Fixed Assets | 29,000.00 | |
| Current Assets | 37,000.00 | |
| Sales Accounts | 1,000.00 | 2,50,000.00 |
| Purchase Accounts | 1,20,000.00 | 1,500.00 |
| Direct Expenses | 33,000.00 | |
| Indirect Incomes | | 4,000.00 |
| Indirect Expenses | 20,700.00 | |
| Diff. in Opening Balances | 96,000.00 | |
| Grand Total | 3,43,200.00 | 3,43,200.00 |

Q: Quit
R: Remove Line
U: Restore Line
U: Restore All
Space: Select

Ctrl + N

Tally MAIN --> Gateway of Tally --> Display Menu --> Trial Balance
(c) Tally Solutions Pvt. Ltd., 1988-2 Mon, 15 Oct, 2018
15:16:44

3:16 PM
10/15/2018

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

Step 5: display balance sheet

| | | | | | |
|---|-----------|---------------------------------------|-----------|------------------|-------------|
| Tally.ERP 9 | | Suresh & Com | | Ctrl + M | |
| P: Print | E: Export | M: E-Mail | O: Upload | G: Language | K: Keyboard |
| Balance Sheet | | Suresh & Com | | Ctrl + M | |
| Liabilities | | Assets | | | |
| Suresh & Com as at 1-Apr-2010 | | Suresh & Com as at 1-Apr-2010 | | | |
| Capital Account | 43,500.00 | Fixed Assets | 29,000.00 | | |
| Loans (Liability) | 9,700.00 | Current Assets | 37,000.00 | | |
| Current Liabilities | 28,000.00 | Diff. in Opening Balances | 96,000.00 | | |
| Profit & Loss A/c | 80,800.00 | | | | |
| Opening Balance | | | | | |
| Current Period | 80,800.00 | | | | |
| Total | | Total | | | |
| 1,62,000.00 | | 1,62,000.00 | | | |
| Q: Quit | | R: Remove Line | | U: Restore Line | |
| | | | | U: Restore All | |
| | | | | Space: Select | |
| | | | | Ctrl + N | |
| Tally MAIN ---> Gateway of Tally ---> Balance Sheet | | (c) Tally Solutions Pvt. Ltd., 1988-2 | | Mon, 15 Oct, 201 | |
| | | | | 15:39:10 | |

5) Create the following ledger in multiple ledger creation mode

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Financial Accounting Record

| Sl.no | Ledger name |
|-------|---------------------------|
| 1 | Machinery a/c |
| 2 | Furniture a/c |
| 3 | Land and buildings a/c |
| 4 | Loose tools a/c |
| 5 | Fixtures a/c |
| 6 | Discount paid a/c |
| 7 | Discount received a/c |
| 8 | Interest paid a/c |
| 9 | Interest received a/c |
| 10 | Commission paid a/c |
| 11 | Printing & stationery a/c |
| 12 | Postage a/c |
| 13 | Wages a/c |
| 14 | Loan taken from hdfc bank |
| 15 | Suspense a/c |
| 16 | Motive power a/c |
| 17 | Purchase a/c |
| 18 | Sales a/c |
| 19 | Capital a/c |
| 20 | Bank a/c |

Answer Steps:

Step 1: double click on tally icon and enter into tally

software. Step 2: creation of company

Path: Gateway of tally press alt+f3 then select Create company option and create company with the name

Step 3: creation of multiple ledger

Path: gateway of tally accounts info ledger multiple ledger creation.

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

Output:

Tally.ERP 9

P: Print E: Export M: E-Mail O: Upload G: Language K: Keyboard K: Control Centre H: Support Centre H: Help

Multi Ledger Creation Ravi & Co Ctrl + M

Under Group: All Items For 1-Apr-2010

| S.No. | Name of Ledger | Under | Opening Balance | Dr/Cr |
|-------|-------------------------|-------------------|-----------------|-------|
| 1. | Machinery | Fixed Assets | | |
| 2. | Furniture | Fixed Assets | | |
| 3. | Land & Buildings | Fixed Assets | | |
| 4. | Loose Tools | Fixed Assets | | |
| 5. | Fixtures | Fixed Assets | | |
| 6. | Discount Paid | Indirect Expenses | | |
| 7. | Discount Received | Indirect Incomes | | |
| 8. | Interest Paid | Indirect Expenses | | |
| 9. | Interest Received | Indirect Incomes | | |
| 10. | Commission Paid | Indirect Expenses | | |
| 11. | Printing and Stationery | Indirect Expenses | | |
| 12. | Postage | Indirect Expenses | | |
| 13. | Wages | Direct Expenses | | |
| 14. | Loan Taken From Hdfc | Loans (Liability) | | |
| 15. | Suspense | Suspense A/c | | |
| 16. | Motive Power | Direct Expenses | | |
| 17. | Purchases | Purchase Accounts | | |
| 18. | Sales | Sales Accounts | | |
| 19. | Capital | Capital Account | | |
| 20. | Bank | Bank Accounts | | |

Accept ?
Yes or No

Q: Quit A: Accept D: Delete R: Remove Line U: Restore Line U: Restore All Ctrl + N

Tally MAIN --> Gateway of Tally --> Accounts Info. --> Ledgers --> Multi Ledger Creation (c) Tally Solutions Pvt. Ltd., 1988-2 Mon, 15 Oct, 201 16:10:39

6) Create the following ledgers in **single ledger creation mode**:

| SL.NO | LEDGER NAME |
|-------|-------------------------|
| 1 | Land & buildings |
| 2 | Furniture & fixture |
| 3 | Trade marks |
| 4 | Patents |
| 5 | Debtors |
| 6 | Discount paid |
| 7 | Discount received |
| 8 | Commission paid |
| 9 | Printing and stationery |
| 10 | Creditors |
| 11 | Wages |
| 12 | Purchases |
| 13 | Sales |
| 14 | Capital |
| 15 | Bank |

Answer Steps:

Step 1: double click on tally icon and enter into tally

software. Step 2: creation of company

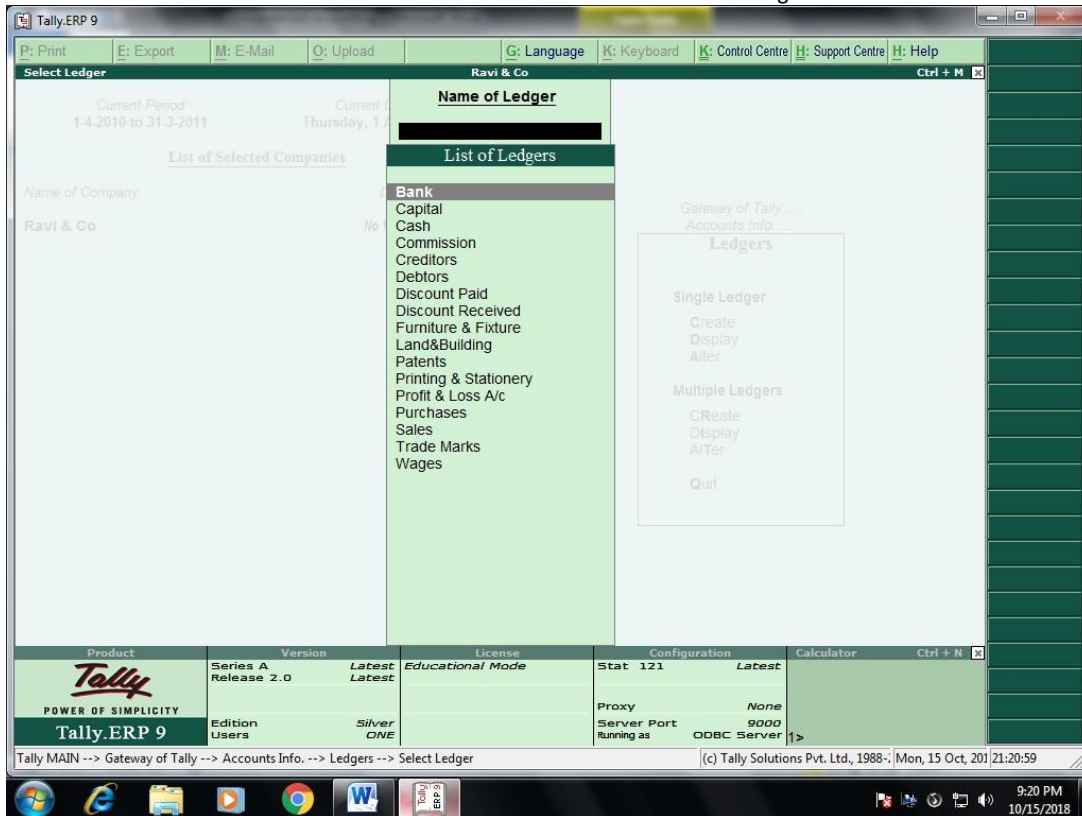
Path: Gateway of tally press alt+f3 then select Create company option and create company with the name

Step 3: creation of single ledger

Path: gateway of tally accounts info ledger single ledger

creation. Output:

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record



7) Create following godowns for “dinesh kirana store”:

Koti, sulthan bazar, begum bazar.

Answer Steps:

Step 1: double click on tally icon and enter into tally

software. Step 2: creation of company

Path: Gateway of tally press alt+f3 then select Create company option and create company with the name “Dinesh kirana store”:

Step 3: creation of godwons

*Path : Gateway of tally inventory info press f11 for inventory features
set 'yes' under storage & classification to maintain multiple godowns and press
enter and go back to inventory info menu*





Godowns option will be displayed

Step 4: select godowns multiple godown creation

create Set under as primary ..

| Tally.ERP 9 | | |
|---|-------------------|-------------|
| P: Print | E: Export | M: E-Mail |
| O: Upload | G: Language | K: Keyboard |
| K: Control Centre | H: Support Centre | H: Help |
| Multi Godown Display Ravi & Co Ctrl + M | | |
| Under Godown : All Items | | |
| S.No. | Name | Under |
| 1. | Begum Bazar | J Primary |
| 2. | Koti | J Primary |
| 3. | Main Location | J Primary |
| 4. | Sulthan Bazar | J Primary |

8) Create a company named “dinesh kirana store” and create following stock groups and stock items according to the given information

| Stock item | Stock group | Units of measure | Quantity | Price |
|---------------|-------------|------------------|----------|-------|
| Rice | Daawat | k.g | 500 | 100 |
| Oil | Gold drop | Ltr | 1000 | 105 |
| Mustard oil | Fortune | Ltr | 250 | 120 |
| Biscuits | Sunfeast | No. | 500 | 10 |
| Chilli powder | Everest | Pkt | 100 | 50 |
| Black pepper | Everest | Pkt | 100 | 40 |

Answer Steps:

Step 1: double click on tally icon and enter into tally

software. Step 2: creation of company

Path: Gateway of tally press alt+f3 then select Create company option and create company with the name “Dinesh kirana store”:

Step 3: go to gateway of tally inventory info stock groups multiple stock groups create

| S.No. | Name of Stock Group | Under | Items are Addable (Y/N) |
|-------|---------------------|---------|-------------------------|
| 1. | Daawat | Primary | No |
| 2. | Everest | Primary | No |
| 3. | Fortune | Primary | No |
| 4. | Gold Drop | Primary | No |
| 5. | Sunfeast | Primary | No |

Step 4: go to gateway of tally inventory info units of measures create.

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

Upload G: Language K: Keyboard

Dinesh Kirana Store

Name of Unit

[Redacted]

Units

| | |
|-----|-------------|
| kg | (Kilograms) |
| ltr | (Liters) |
| no | (Numbers) |
| pkt | (Packets) |

Step 5: go to gateway of tally inventory info stock items multiple stock items create.

| Tally.ERP 9 | | | | | | | |
|---|---------------|-----------|-------|--------------|--------|-----|-------------|
| Multi Stock Item Display Dinesh Kirana Store For 1-Apr-2010 Ctrl + M | | | | | | | |
| Under Group All Items | | | | | | | |
| S.No. | Name of Item | Under | Units | Opening Qty | Rate | per | Amount |
| 1. | Biscuits | Sunfeast | no | 500.00 no | 10.00 | no | 5,000.00 |
| 2. | Black Pepper | Everest | pkt | 100.00 pkt | 40.00 | pkt | 4,000.00 |
| 3. | Chilli Powder | Everest | pkt | 100.00 pkt | 50.00 | pkt | 5,000.00 |
| 4. | Mustard Oil | Fortune | ltr | 250.00 ltr | 120.00 | ltr | 30,000.00 |
| 5. | Oil | Gold Drop | ltr | 1,000.00 ltr | 105.00 | ltr | 1,05,000.00 |
| 6. | Rice | Daawat | kg | 500.00 kg | 100.00 | kg | 50,000.00 |

Q 9 Enter following business transactions for National Traders.

Business Transactions for the months of May and June 2009 are as follows:

| National Traders Business Transactions | |
|--|---|
| Date | Transaction Details |
| 10-5-09 | Bank Advice received for bank interest of Rs.500 credited to the deposit account. |

| | |
|---------|--|
| 11-5-09 | Electricity bill (Office costs) for Rs.400 received from Horizon Enterprises. |
| 13-5-09 | Sold 1 HP LaserJet 1010 Series for Rs 9,500 to a cash customer, retaining the money as Petty Cash. |
| 19-5-09 | Salaries of Rs 2,500. Amount paid through Bank Account. |
| 24-5-09 | Sold 1 HCL Pentium IV for Rs. 21,500 to Supreme Computers. |
| 30-5-09 | Purchased 5 USB Pen Drives 64MB @ Rs. 1,250 each from Challenger Systems on credit. |
| 01-6-09 | Paid freight charges of Rs 200 from petty Cash |
| 01-6-09 | Paid Challenger Systems Rs. 11,500 by cheque |
| 09-6-09 | Transferred Rs 6,000 from Bank Account to Deposit Account. |
| 15-6-09 | Cheque for Rs 15,000 received from Spectrum Computers |
| 22-6-09 | Purchased 4 IBM Pentium IVs for Rs. 17,100 each from a new supplier and paid by cheque |
| 22-6-09 | Sold 2 IBM Pentium IVs for Rs. 24,785 to a customer who paid by cheque |

Answer

Transaction in journal entry form

1 10-5-09: Bank Advice for Bank Interest

Transaction Details: Bank interest of Rs.500 credited to the deposit account.

Journal Entry:

1. **Debit:** Bank Account Rs.500
2. **Credit:** Interest Income Rs.500

11-5-09: Electricity Bill Received

Transaction Details: Electricity bill (Office costs) for Rs.400 received from Horizon Enterprises.

Journal Entry:

1. **Debit:** Electricity Expense Rs.400
2. **Credit:** Accounts Payable (Horizon Enterprises) Rs.400

13-5-09: Sale of HP LaserJet 1010 Series

Transaction Details: Sold 1 HP LaserJet 1010 Series for Rs.9,500 to a cash customer, retaining the money as Petty Cash.

Journal Entry:

1. **Debit:** Petty Cash Rs.9,500
2. **Credit:** Sales Revenue Rs.9,500

19-5-09: Payment of Salaries

Transaction Details: Salaries of Rs.2,500 paid through Bank Account.

Journal Entry:

1. **Debit:** Salaries Expense Rs.2,500
2. **Credit:** Bank Account Rs.2,500

24-5-09: Sale of HCL Pentium IV

Transaction Details: Sold 1 HCL Pentium IV for Rs.21,500 to Supreme Computers.

Journal Entry:

1. **Debit:** Accounts Receivable (Supreme Computers) Rs.21,500
2. **Credit:** Sales Revenue Rs.21,500

Answer steps in tally

1. Bank Advice for Bank Interest

Date: 10-5-09

Transaction Details: Bank interest of Rs.500 credited to the deposit account.

Steps:

1. **Open Tally** and go to the **Gateway of Tally**.
2. Press **F5** to open the **Payment Voucher** screen.
3. **Voucher Date:** Enter 10-5-09 and press **Enter**.
4. **Account:** Select **Bank Account** (e.g., Bank of XYZ).
 1. **Dr. Amount:** 500
5. **Account:** Select or create **Interest Income** (If not already available).
 1. **Cr. Amount:** 500
6. Press **Enter** to accept the details.
7. Press **Ctrl + A** to **Save** the voucher.

2. Electricity Bill Received

Date: 11-5-09

Transaction Details: Electricity bill (Office costs) for Rs.400 received from Horizon Enterprises.

Steps:

1. **Open Tally** and go to the **Gateway of Tally**.
2. Press **F4** to open the **Purchase Voucher** screen (commonly used for expenses).
3. **Voucher Date:** Enter 11-5-09 and press **Enter**.
4. **Account:** Select **Electricity Expense**.

Dr. Amount: 400

5. **Account:** Select **Accounts Payable** (Horizon Enterprises).

Cr. Amount: 400

6. Press **Enter** to accept the details.
7. Press **Ctrl + A** to **Save** the voucher.

3. Sale of HP LaserJet 1010 Series

Date: 13-5-09

Transaction Details: Sold 1 HP LaserJet 1010 Series for Rs.9,500 to a cash customer, retaining the money as Petty Cash.

Steps:

1. **Open Tally** and go to the **Gateway of Tally**.
2. Press **F8** to open the **Sales Voucher** screen.
3. **Voucher Date:** Enter 13-5-09 and press **Enter**.
4. **Account:** Select **Petty Cash**.

Cr. Amount: 9,500

5. **Account:** Select **Sales Revenue**.

Dr. Amount: 9,500

6. Press **Enter** to accept the details.
7. Press **Ctrl + A** to **Save** the voucher.

4. Payment of Salaries

Date: 19-5-09

Transaction Details: Salaries of Rs.2,500 paid through Bank Account.

Steps:

1. **Open Tally** and go to the **Gateway of Tally**.
2. Press **F5** to open the **Payment Voucher** screen.
3. **Voucher Date:** Enter 19-5-09 and press **Enter**.
4. **Account:** Select **Salaries Expense**.

Dr. Amount: 2,500

5. **Account:** Select **Bank Account**.

Cr. Amount: 2,500

6. Press **Enter** to accept the details.
7. Press **Ctrl + A** to **Save** the voucher.

5. Sale of HCL Pentium IV

Date: 24-5-09

Transaction Details: Sold 1 HCL Pentium IV for Rs.21,500 to Supreme Computers.

Steps:

1. **Open Tally** and go to the **Gateway of Tally**.
2. Press **F8** to open the **Sales Voucher** screen.
3. **Voucher Date:** Enter 24-5-09 and press **Enter**.
4. **Account:** Select **Accounts Receivable** (Supreme Computers).

Dr. Amount: 21,500

5. **Account:** Select **Sales Revenue**.

Cr. Amount: 21,500

6. Press **Enter** to accept the details.
7. Press **Ctrl + A** to **Save** the voucher.

10) Enter the following transactions.

1. Started business with cash 2,00,000.
2. Purchased goods from amit suppliers on credit 1,50,000.
3. Deposit cash into bank 25,000.
4. Sold goods to dynamic traders pvt ltd 1,30,000.
5. Received a cheque of 1,27,000 from dynamic traders pvt ltd.
6. Issued a cheque of 1,00,000 as a partial payment to amit suppliers.
7. Purchase goods for 45,000 by cash.
8. Purchase goods for 8,500 by SBI bank.
9. Purchase goods from 'krishna mohan' for 67,500 for credit.
10. Purchase goods from 'shiva mohan' for 7,200 and paid by SBI bank cheque.
11. Purchased goods from "mehatha g/s" for 15,000 and cash discount received @ 2%.
12. Cash purchase goods from "Krishna g/s" for 12,000.
13. Goods given to proprietor's daughter 1,800.
14. Purchased furniture for proprietor's residency by cash.
15. Cash withdrawn from bank.

Answer steps

| DATE | PARTICULARS | LF | DEBIT | CREDIT |
|------|-------------|----|-------|--------|
|------|-------------|----|-------|--------|

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| | | | | | |
|---|---|----|---|----------|----------|
| 1 | Cash a/c To, capital (being started business with cash) | Dr | - | 2,00,000 | 2,00,000 |
| 2 | Purchases a/c To, amit a/c | Dr | - | 1,50,000 | 1,50,000 |

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| | | | | |
|----|---|------|----------|---------------|
| | (being purchased goods on credit) | | | |
| 3 | Bank a/c To, cash (being deposited cash into bank) | Dr - | 25,000 | 25,000 |
| 4 | Dynamic pvt ltd a/c To, sales (being sold goods to dynamic ltd) | Dr - | 1,30,000 | 1,30,000 |
| 5 | Bank a/c To, dynamic traders (being received cheque from dynamic pvt ltd) | Dr - | 1,27,000 | 1,27,000 |
| 6 | Amit a/c To, bank (being issued cheque to amit) | Dr - | 1,00,000 | 1,00,000 |
| 7 | Purchases a/c To, cash (being purchased goods for cash) | Dr - | 45,000 | 45,000 |
| 8 | Purchases a/c To , SBI bank (being purchased goods and paid through cheque) | Dr - | 8,500 | 8,500 |
| 9 | Purchases a/c To,Krishna mohan (being purchased goods on credit) | Dr - | 67,500 | 67,500 |
| 10 | Purchases a/c To, Sbi bank (being purchased goods and paid by cheque) | Dr - | 7,200 | 7,200 |
| 11 | Purchased a/c To, mehatha a/c To, discount received a/c (being purchased goods from mehatha and discount received) | Dr - | 15,000 | 14,700 300 |
| 12 | Purchases a/c To,cash (being purchased goods for cash) | Dr - | 12,000 | 12,000 |
| 13 | Drawings a/c To, purchases (being withdrawn goods for personal use) | Dr - | 1,800 | 1,800 |
| 14 | Drawings a/c To, cash (being purchased furniture for cash) | Dr - | 13,500 | 13,500 |

| | | | | | |
|----|--|----|---|-------|-------|
| 15 | Cash a/c To, bank (being cash deposited in bank) | Dr | - | 5,600 | 5,600 |
|----|--|----|---|-------|-------|

1. Transaction: Starting Business with Cash

Particulars:

- **Cash a/c Dr** 2,00,000
- **To Capital** 2,00,000

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F5** to open the **Payment Voucher**.
3. **Voucher Date:** Enter the date.F2
4. **Account:** Select **Cash Account (Dr)**
 - **Dr. Amount:** 2,00,000
5. **Account:** Select or create **Capital Account (Cr)**
 - **Cr. Amount:** 2,00,000
6. Press **Enter** and **Ctrl + A** to **Save** the voucher.

2. Transaction: Purchases on Credit

Particulars:

- **Purchases a/c Dr** 1,50,000
- **To Amit a/c** 1,50,000

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F4** to open the **Purchase Voucher**.
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Purchases Account (Dr)**
 - **Dr. Amount:** 1,50,000
5. **Account:** Select or create **Amit Account (Cr)**
 - **Cr. Amount:** 1,50,000

6. Press **Enter** and **Ctrl + A** to **Save** the voucher.

3. Transaction: Depositing Cash into Bank

Particulars:

- **Bank a/c Dr** 25,000
- **To Cash** 25,000

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F5** to open the **Payment Voucher**.
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Bank Account (Dr)**
 - **Dr. Amount:** 25,000
5. **Account:** Select **Cash Account (Cr)**
 - **Cr. Amount:** 25,000
6. Press **Enter** and **Ctrl + A** to **Save** the voucher.

4. Transaction: Sale to Dynamic Pvt Ltd

Particulars:

- **Dynamic Pvt Ltd a/c Dr** 1,30,000
- **To Sales** 1,30,000

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F8** to open the **Sales Voucher**.
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Dynamic Pvt Ltd Account (Dr)**
 - **Dr. Amount:** 1,30,000
5. **Account:** Select **Sales Account (Cr)**
 - **Cr. Amount:** 1,30,000
6. Press **Enter** and **Ctrl + A** to **Save** the voucher.

5. Transaction: Receiving Cheque from Dynamic Pvt Ltd

Particulars:

- **Bank a/c Dr** 1,27,000
- **To Dynamic Traders** 1,27,000

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F5** to open the **Payment Voucher**.
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Bank Account (Dr)**
 - **Dr. Amount:** 1,27,000
5. **Account:** Select or create **Dynamic Traders Account (Cr)**
 - **Cr. Amount:** 1,27,000
6. Press **Enter** and **Ctrl + A** to **Save** the voucher.

6. Transaction: Issuing Cheque to Amit

Particulars:

- **Amit a/c Dr** 1,00,000
- **To Bank** 1,00,000

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F5** to open the **Payment Voucher**.
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Amit Account (Dr)**
 - **Dr. Amount:** 1,00,000
5. **Account:** Select **Bank Account (Cr)**
 - **Cr. Amount:** 1,00,000
6. Press **Enter** and **Ctrl + A** to **Save** the voucher.

7. Transaction: Purchases for Cash

Particulars:

- **Purchases a/c Dr** 45,000
- **To Cash** 45,000

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F4** to open the **Purchase Voucher**.
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Purchases Account (Dr)**
 - **Dr. Amount:** 45,000
5. **Account:** Select **Cash Account (Cr)**
 - **Cr. Amount:** 45,000
6. Press **Enter** and **Ctrl + A** to **Save** the voucher.
- 7.

8. Transaction: Purchases Paid through Cheque

Particulars:

- **Purchases a/c Dr** 8,500
- **To SBI Bank** 8,500

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F4** to open the **Purchase Voucher**.
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Purchases Account (Dr)**
 - **Dr. Amount:** 8,500
5. **Account:** Select **SBI Bank Account (Cr)**
 - **Cr. Amount:** 8,500
6. Press **Enter** and **Ctrl + A** to **Save** the voucher.

9. Transaction: Purchases on Credit from Krishna Mohan

Particulars:

- **Purchases a/c Dr** 67,500
- **To Krishna Mohan** 67,500

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F4** to open the **Purchase Voucher**.
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Purchases Account (Dr)**
 - **Dr. Amount:** 67,500
5. **Account:** Select or create **Krishna Mohan Account (Cr)**
 - **Cr. Amount:** 67,500
6. Press **Enter** and **Ctrl + A** to **Save** the voucher.

10. Transaction: Purchases Paid by Cheque

Particulars:

- **Purchases a/c Dr** 7,200
- **To SBI Bank** 7,200

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F4** to open the **Purchase Voucher**.
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Purchases Account (Dr)**
 - **Dr. Amount:** 7,200
5. **Account:** Select **SBI Bank Account (Cr)**
 - **Cr. Amount:** 7,200
6. Press **Enter** and **Ctrl + A** to **Save** the voucher.

11. Transaction: Purchases from Mehatha with Discount

Particulars:

- **Purchases a/c Dr** 15,000
- **To Mehatha a/c** 14,700
- **To Discount Received a/c** 300

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F4** to open the **Purchase Voucher**.
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Purchases Account (Dr)**
 - **Dr. Amount:** 15,000
5. **Account:** Select **Mehatha Account (Cr)**
 - **Cr. Amount:** 14,700
6. **Account:** Select **Discount Received Account (Cr)**
 - **Cr. Amount:** 300
7. Press **Enter** and **Ctrl + A** to **Save** the voucher.

12. Transaction: Purchases for Cash

Particulars:

- **Purchases a/c Dr** 12,000
- **To Cash** 12,000
- **Select Purchase Voucher:**
 - · Press **F4** to open the **Purchase Voucher**.
- **Enter the Voucher Date:**
 - · **Voucher Date:** Enter the date of the transaction (e.g., 12-09-2024). Press **Enter**.
- **Enter Debit Details:**
 - · **Account:** Select **Purchases Account** from the list or create it if it doesn't exist.
 - **Dr. Amount:** Enter 12,000. Press **Enter**.
- **Enter Credit Details:**

- **Account:** Select **Cash Account**.
- **Cr. Amount:** Enter 12,000. Press **Enter**

13.Transaction: Withdrawn Goods for Personal Use

Particulars:

- **Drawings a/c Dr** 1,800
- **To Purchases** 1,800

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F4** to open the **Purchase Voucher** (commonly used for drawing adjustments).
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Drawings Account (Dr)**
 - **Dr. Amount:** 1,800
5. **Account:** Select **Purchases Account (Cr)**
 - **Cr. Amount:** 1,800
6. Press **Enter** and **Ctrl + A** to **Save** the voucher.

14. Transaction: Purchased Furniture for Cash

Particulars:

- **Drawings a/c Dr** 13,500
- **To Cash** 13,500

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F5** to open the **Payment Voucher** (as you are paying cash).
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Drawings Account (Dr)**
 - **Dr. Amount:** 13,500
5. **Account:** Select **Cash Account (Cr)**
 - **Cr. Amount:** 13,500

6. Press **Enter** and **Ctrl + A** to **Save** the voucher.

15. Transaction: Depositing Cash into Bank

Particulars:

- **Cash a/c Dr** 5,600
- **To Bank** 5,600

Steps in Tally:

1. Go to the **Gateway of Tally**.
2. Press **F5** to open the **Payment Voucher** (since you are depositing cash into the bank).
3. **Voucher Date:** Enter the date.
4. **Account:** Select **Cash Account (Dr)**
 - **Dr. Amount:** 5,600
5. **Account:** Select **Bank Account (Cr)**
 - **Cr. Amount:** 5,600
6. Press **Enter** and **Ctrl + A** to **Save** the voucher.

Q 11. Pass following Journal entries:

1. Rs. 6000 was stolen from the safe of the firm.
2. Received an order from Kapil for the supply of goods worth Rs. 240000. In this connection we received Rs. 120000 as Advance.
3. Goods sold for cash Rs. 60000. Also received 7 % sales tax.
4. Given as Charity: Cash Rs. 6000, Goods Rs. 18000 & Sofa-set worth Rs. 24000.
5. Goods worth Rs. 4200 stolen by an employee.
6. Purchase two House worth Rs. 110000 for the business.
7. Goods given to proprietor daughter Rs. 1800.
8. Goods worth Rs. 6000 Destroyed by fire.
9. Goods worth Rs. 12000 distributed as sample.
10. Bricks worth Rs. 600000 purchased for the construction of building.

Answer steps

1. Rs. 6000 Stolen from the Safe

- **Particulars:**
 1. **Debit:** Safe Account 6,000
 2. **Credit:** Loss of Cash Account 6,000
- **Steps:**
 1. Press **F7**.
 2. Enter date.
 3. Debit **Safe Account**.
 4. Credit **Loss of Cash Account**.
 5. Save with **Ctrl + A**.

2. Received an Order from Kapil and Advance Received

- **Particulars:**
 - **Debit:** Advance from Customers Account 120,000
 - **Credit:** Kapil Account 120,000
- **Steps:**
 1. Press **F7**.
 2. Enter date.
 3. Debit **Advance from Customers Account**.
 4. Credit **Kapil Account**.
 5. Save with **Ctrl + A**.

3. Goods Sold for Cash and Sales Tax

- **Particulars:**
 - **Debit:** Cash Account 64,200
 - **Credit:** Sales Account 60,000
 - **Credit:** Sales Tax Payable Account 4,200
- **Steps:**
 1. Press **F8**.
 2. Enter date.
 3. Debit **Cash Account**.
 4. Credit **Sales Account**.
 5. Credit **Sales Tax Payable Account**.

6. Save with **Ctrl + A**.

4. Charity Given

- **Particulars:**

- **Debit:** Charity Expense Account 30,000
- **Credit:** Cash 6,000
- **Credit:** Purchases Account 18,000
- **Credit:** Furniture Account 24,000

- **Steps:**

1. Press **F7**.
2. Enter date.
3. Debit **Charity Expense Account**.
4. Credit **Cash**.
5. Credit **Purchases Account**.
6. Credit **Furniture Account**.
7. Save with **Ctrl + A**.

5. Goods Stolen by an Employee

- **Particulars:**

- **Debit:** Loss of Stock Account 4,200
- **Credit:** Purchases Account 4,200

- **Steps:**

1. Press **F7**.
2. Enter date.
3. Debit **Loss of Stock Account**.
4. Credit **Purchases Account**.
5. Save with **Ctrl + A**.

6. Purchase of Two Houses

- **Particulars:**

- **Debit:** Fixed Assets (Building) Account 110,000
- **Credit:** Bank/Cash Account 110,000

- **Steps:**

1. Press **F5**.
2. Enter date.
3. Debit **Fixed Assets (Building) Account**.
4. Credit **Bank/Cash Account**.
5. Save with **Ctrl + A**.

7. Goods Given to Proprietor's Daughter

- **Particulars:**

- **Debit:** Drawings Account 1,800
- **Credit:** Purchases Account 1,800

- **Steps:**

1. Press **F7**.
2. Enter date.
3. Debit **Drawings Account**.
4. Credit **Purchases Account**.
5. Save with **Ctrl + A**.

8. Goods Destroyed by Fire

- **Particulars:**

- **Debit:** Loss of Stock Account 6,000
- **Credit:** Purchases Account 6,000

- **Steps:**

1. Press **F7**.
2. Enter date.
3. Debit **Loss of Stock Account**.
4. Credit **Purchases Account**.
5. Save with **Ctrl + A**.

9. Goods Distributed as Samples

- **Particulars:**

- **Debit:** Samples Expense Account 12,000
- **Credit:** Purchases Account 12,000

- **Steps:**

1. Press **F7**.
2. Enter date.
3. Debit **Samples Expense Account**.
4. Credit **Purchases Account**.
5. Save with **Ctrl + A**.

10. Purchase of Bricks for Building Construction

- **Particulars:**

- **Debit:** Fixed Assets (Building) Account 600,000
- **Credit:** Bank/Cash Account 600,000

- **Steps:**

1. Press **F5**.
2. Enter date.
3. Debit **Fixed Assets (Building) Account**.
4. Credit **Bank/Cash Account**.
5. Save with **Ctrl + A**.

12Q) Journal the following transaction in the books of Mr. X for the month of January 2017.

- Jan-1** X having no capital of his own started business with Rs. 10000 borrows from his friend Mr. R @12% p.a
- Jan-2** Purchased goods worth Rs. 6000 less 20% trade discount and 5% cash discount. Mr. M & Co. For cash and supplied then to Mr. R at least price less 10%.
- Jan-3** Goods worth Rs. 200 was damaged in transit a claim was made on the railway authority for the same.
- Jan-4** Under instruction from Mr. M & Co, X supplied goods listed at Rs. 1000 to Mr. S. Received the invoice at 20% trade discount from Mr. M & co.
- Jan-5** Received cash from Railway in the full settlement of claim for damages in transit.
- Jan-6** Received from travelling sales man Rs. 1400 for goods sold by him after deducting his travelling expenses Rs. 50.
- Jan-7** Mr. S declared his insolvent and dividend of 50 Paise in the Rupees is received from him in the full settlement of his account.

Jan-8 Bought a horse for Rs. 600 as a carriage for Rs. 1200 for delivering goods to the customers.

Jan-9 Bought goods worth Rs. 700 from Mr. D and supplied them to Mr. K at Rs. 1000.

Jan-10 Mr. K returned goods worth Rs. 50 which in turn was sent to Mr. D.

Jan-11 one month interest to Mr. R on capital supplied by him due but could not be paid.

Jan-12 The horse bought on 8th January died on his body was sold for Rs. 30.

Answer steps

Date: January 1, 2017

Transaction: Mr. X starts his business by borrowing Rs. 10,000 from his friend Mr. R at 12% interest per annum.

Journal Entry:

| | | | |
|------------------------|-----|--------|--------|
| Bank A/c | Dr. | 10,000 | |
| To Loan from Mr. R A/c | | | 10,000 |

(Being loan received from Mr. R to start the business)

Date: January 2, 2017

Transaction: Purchased goods worth Rs. 6,000 with 20% trade discount and 5% cash discount from Mr. M & Co. for cash, and then sold the goods to Mr. R at list price less 10%.

Journal Entry (Purchase):

| | | | |
|---------------|-----|-------|-------|
| Purchases A/c | Dr. | 4,800 | |
| To Cash A/c | | | 4,800 |

(Being goods purchased for Rs. 6,000 less 20% trade discount and 5% cash discount)

Journal Entry (Sale to Mr. R):

| | | | |
|--------------|-----|-------|-------|
| Cash A/c | Dr. | 5,400 | |
| To Sales A/c | | | 5,400 |

(Being goods sold to Mr. R at list price less 10% discount)

Date: January 3, 2017

Transaction: Goods worth Rs. 200 were damaged in transit. A claim was made to the railway authority.

Journal Entry:

| | | | |
|-----------------------|-----|-----|--|
| Claims Receivable A/c | Dr. | 200 | |
|-----------------------|-----|-----|--|

Transaction: Under instructions from Mr. M & Co., goods listed at Rs. 1,000 were supplied to Mr. S. Invoice received with 20% trade discount.

| | | | |
|---|-----|-----|-----|
| Purchases A/c | Dr. | 800 | |
| To Mr. M & Co A/c | | | 800 |
| (Being goods purchased with a 20% trade discount) | | | |

| | | | |
|---------------------------------|-----|-----|-----|
| Mr. S A/c | Dr. | 800 | |
| To Sales A/c | | | 800 |
| (Being goods supplied to Mr. S) | | | |

Transaction: Cash received from the railway in full settlement of the claim for Rs. 200.

| | | | |
|---|-----|-----|-----|
| Bank A/c | Dr. | 200 | |
| To Claims Receivable A/c | | | 200 |
| (Being full settlement of the claim received) | | | |

Transaction: Travelling salesman deposited Rs. 1,400 for goods sold after deducting Rs. 50 for traveling expenses.

| | | | |
|-------------------------|-----|-------|-------|
| Cash A/c | Dr. | 1,400 | |
| Travelling Expenses A/c | Dr. | 50 | |
| To Sales A/c | | | 1,450 |

(Being sales and expenses recorded for goods sold by the travelling salesman)

Transaction: Mr. S was declared insolvent, and 50 paise in the rupee was received as full settlement.

Journal Entry:

| | | | |
|---------------|-----|-----|-----|
| Bank A/c | Dr. | 400 | |
| Bad Debts A/c | Dr. | 400 | |
| To Mr. S A/c | | | 800 |

(Being 50% of the outstanding amount received, balance written off as bad debt)

Date: January 8, 2017

Transaction: Bought a horse for Rs. 600 and a carriage for Rs. 1,200 for delivering goods to customers.

Journal Entry:

| | | | |
|------------------------|-----|-------|-------|
| Carriage and Horse A/c | Dr. | 1,800 | |
| To Cash A/c | | | 1,800 |

(Being horse and carriage purchased for delivery purposes)

Date: January 9, 2017

Transaction: Bought goods worth Rs. 700 from Mr. D and sold them to Mr. K for Rs. 1,000.

Journal Entry (Purchase):

| | | | |
|---------------|-----|-----|-----|
| Purchases A/c | Dr. | 700 | |
| To Mr. D A/c | | | 700 |

(Being goods purchased from Mr. D)

Journal Entry (Sale):

| | | | |
|--------------|-----|-------|-------|
| Mr. K A/c | Dr. | 1,000 | |
| To Sales A/c | | | 1,000 |

(Being goods sold to Mr. K)

Date: January 10, 2017

Transaction: Mr. K returned goods worth Rs. 50, which were returned to Mr. D.

Journal Entry (Return from Mr. K):

| | | | |
|------------------|-----|----|----|
| Sales Return A/c | Dr. | 50 | |
| To Mr. K A/c | | | 50 |

(Being goods returned by Mr. K)

Journal Entry (Return to Mr. D):

| | | | |
|-------------------------|-----|----|----|
| Mr. D A/c | Dr. | 50 | |
| To Purchases Return A/c | | | 50 |

(Being goods returned to Mr. D)

Date: January 11, 2017

Transaction: One month's interest on the loan from Mr. R is due but not yet paid.

Journal Entry:

| | | | |
|----------------------|-----|-----|-----|
| Interest on Loan A/c | Dr. | 100 | |
| To Mr. R A/c | | | 100 |

(Being one month's interest due on the loan from Mr. R)

Date: January 12, 2017

Transaction: The horse bought on January 8th died, and the body was sold for Rs. 30.

Journal Entry:

| | | | |
|-------------------------------|-----|-----|-----|
| Cash A/c | Dr. | 30 | |
| Loss on Disposal of Horse A/c | Dr. | 570 | |
| To Carriage and Horse A/c | | | 600 |

(Being horse disposed of after death, and loss recognized)

Q 13. Journalise the following transaction in the books of Ram. Post them in the ledger and balanced the various accounts opened in the ledger.

April-2 Ram started his business with Cash Rs. 70000.

April-3 Deposited in to Bank Rs. 50000.

April-4 Purchased goods for cash from Mr. X Rs. 5000.

April-5 Bought goods on credit from Mr. Y Rs. 6000.

April-6 Returned goods to Mr. Y Rs. 1000.

April 10 Sold goods for cash to Mr. A Rs. 6000.

April-15 Sold goods to Mr. B Rs. 6000.

April-16 Mr. B returns goods Rs. 1000.

April-17 Drew from Bank for personal use Rs. 5000.

April-25 Paid to Mr. Y in full Settlement by Cheque Rs. 4800.

Answer steps

| DATE | PARTICULARS | LF | DEBIT | CREDIT |
|-------|---|----|--------|--------|
| Apr 2 | Cash a/c Dr To, capital (being started business with cash) | - | 70,000 | 70,000 |
| Apr 3 | Bank a/c Dr To, cash (being deposited cash into bank) | - | 50,000 | 50,000 |
| Apr 4 | Purchases a/c Dr To, cash (being purchased goods for cash) | - | 5,000 | 5,000 |
| Apr 5 | Purchases a/c Dr To, MR.Y (being purchased goods on credit) | - | 6,000 | 6,000 |
| Apr 6 | MR.Y A/c Dr To, purchase returns (being returned goods to MR.Y) | - | 1,000 | 1,000 |

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| | | | | | |
|--------|---|----|---|-------|--------------|
| Apr 10 | Cash a/c To, sales (being sold goods for cash) | Dr | - | 6,000 | 6,000 |
| Apr 15 | MR.B a/c To, sales (being sold goods on credit) | Dr | - | 6,000 | 6,000 |
| Apr 16 | Sales returns a/c To, MR.B (being goods returned by mr.b) | Dr | - | 1,000 | 1,000 |
| Apr 17 | drawings a/c To, cash (being withdrawn cash for personal use) | Dr | - | 5,000 | 5,000 |
| Apr 25 | MR.Y a/c To, bank To, discount (being paid to MR.Y in full settlement) | Dr | - | 5,000 | 4,800 200 |

Tally.ERP 9

P: PrintE: ExportM: E-MailO: UploadG: LanguageK: KeyboardK: Control CentreH: Support CentreH: Help

Day Book

Ram

Ctrl + M

Day Book

For 1-Apr-2010

| Date | Particulars | Vch Type | Vch No. | Debit Amount | Credit Amount |
|----------|-------------|-------------|---------|--------------|---------------|
| | | | | Inwards Qty | Outwards Qty |
| 1-4-2010 | Cash | Contra | 1 | | 50,000.00 |
| 1-4-2010 | Drawings | Payment | 1 | 5,000.00 | |
| 1-4-2010 | Capital | Receipt | 1 | | 70,000.00 |
| 1-4-2010 | Discount | Receipt | 2 | | 200.00 |
| 1-4-2010 | Mr B | Credit Note | 1 | | 1,000.00 |
| 1-4-2010 | Mr.Y | Debit Note | 1 | 1,000.00 | |
| 1-4-2010 | Cash | Sales | 1 | 6,000.00 | |
| 1-4-2010 | Mr B | Sales | 2 | 6,000.00 | |
| 1-4-2010 | Cash | Purchase | 1 | | 5,000.00 |
| 1-4-2010 | Mr.Y | Purchase | 2 | | 6,000.00 |

F1: DetailedF2: DateF2: PeriodF3: CompanyF4: Chg VchF5: ColumnarF6: ExtractF7: Show Prof

Tally.ERP 9

P: PrintE: ExportM: E-MailO: UploadG: LanguageK: KeyboardK: Control CentreH: Support CentreH: Help

Trial BalanceRamCtrl + M

Particulars

RamFor 1-Apr-2010Closing BalanceDebitCredit

Capital Account5,000.0070,000.00Current LiabilitiesCurrent Assets71,200.00Sales Accounts1,000.0012,000.00Purchase Accounts11,000.001,000.00Indirect Incomes200.00

F1: DetailedF2: PeriodF3: CompanyF4: GroupF5: Led-wiseF6: MonthlyF7: Vouchers

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| | | | | | | | | | |
|-------------------|-----------|-----------------------|-----------|------------------|-------------|-----------------------|-------------------|---------|--|
| Tally.ERP 9 | | | | | | | | | |
| P: Print | E: Export | M: E-Mail | O: Upload | G: Language | K: Keyboard | K: Control Centre | H: Support Centre | H: Help | |
| Profit & Loss A/c | | | | | Ram | | | | |
| | | | | | Ctrl + M | | | | |
| Particulars | | Ram For 1-Apr-2010 | | Particulars | | Ram For 1-Apr-2010 | | | |
| Purchase Accounts | | 10,000.00 | | Sales Accounts | | 11,000.00 | | | |
| Gross Profit c/o | | 1,000.00 | | | | | | | |
| | | 11,000.00 | | | | 11,000.00 | | | |
| Nett Profit | | 1,200.00 | | Gross Profit b/f | | 1,000.00 | | | |
| | | | | Indirect Incomes | | 200.00 | | | |

Q 14. Enter the Following Transactions maintain billwise details:-

Mohan started business with cash Rs 10,000

Purchase following stock item items from Ravi on 1 Oct 2015.

| Bill no | Item | Purchase price /unit | Unit purchase |
|---------|------------------|----------------------|---------------|
| No/001 | Dove soap 100 gm | Rs.50 | 100 |
| No/001 | Dove soap 200 gm | Rs 100 | 50 |
| No/001 | Lux soap 100 gm | Rs 22 | 100 |
| No/001 | Lifebouy 100 gm | Rs 20 | 200 |

Purchase following stock item from Sudha trader on 2 oct 2015

| Bill no | Item | Purchase price /unit | Unit purchase |
|---------|------------------|----------------------|---------------|
| No/002 | Maggi 100 gm | Rs.8 | 100 |
| No/002 | Maggi 400 gm | Rs 35 | 50 |
| No/002 | Top remen 100 gm | Rs 12 | 100 |
| No/002 | Top remen 400 gm | Rs 40 | 200 |

Step 1: Create Ledgers and Stock Items

Create a Ledger for Mohan (Capital Account):

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Mohan
3. **Under:** Capital Account

Create Ledgers for Suppliers:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Ravi

1. **Under:** Sundry Creditors

3. **Name:** Sudha Trader

1. **Under:** Sundry Creditors

Create Stock Items:

1. **Go to:** Gateway of Tally > Inventory Info > Stock Items > Create

For each stock item, provide the following details:

| Stock Item | Unit | Rate |
|----------------------|------|---------|
| Dove soap 100 gm | Nos. | Rs. 50 |
| Dove soap 200 gm | Nos. | Rs. 100 |
| Lux soap 100 gm | Nos. | Rs. 22 |
| Lifebuoy soap 100 gm | Nos. | Rs. 20 |
| Maggi 100 gm | Nos. | Rs. 8 |
| Maggi 400 gm | Nos. | Rs. 35 |
| Top Ramen 100 gm | Nos. | Rs. 12 |
| Top Ramen 400 gm | Nos. | Rs. 40 |

Step 2: Enter Capital Introduction by Mohan (Rs. 10,000)

1. **Go to:** Accounting Vouchers > Select F4: Contra
2. **Enter the following:**

Bank/Cash A/c (Dr) Rs. 10,000
 To Capital A/c (Mohan) Rs. 10,000
(Being Mohan started business with cash)

Step 3: Enter Purchase from Ravi (1st October 2015)

1. **Go to:** Accounting Vouchers > Select F9: Purchase
2. **Press Alt + C** to create a new purchase voucher for Ravi.
3. **Enter the following:**

| Details | Information |
|--------------|------------------|
| Date | 1st October 2015 |
| Party's Name | Ravi |
| Bill No | No/001 |

Stock Item Details:

| Stock Item | Quantity | Rate | Amount |
|----------------------|----------|------|-----------|
| Dove soap 100 gm | 100 Nos | 50 | Rs. 5,000 |
| Dove soap 200 gm | 50 Nos | 100 | Rs. 5,000 |
| Lux soap 100 gm | 100 Nos | 22 | Rs. 2,200 |
| Lifebuoy soap 100 gm | 200 Nos | 20 | Rs. 4,000 |

Save the entry.

Step 4: Enter Purchase from Sudha Trader (2nd October 2015)

1. **Go to:** Accounting Vouchers > Select F9: Purchase
2. **Press Alt + C** to create a new purchase voucher for Sudha Trader.
3. **Enter the following:**

| Details | Information |
|--------------|------------------|
| Date | 2nd October 2015 |
| Party's Name | Sudha Trader |
| Bill No | No/002 |

Stock Item Details:

| Stock Item | Quantity | Rate | Amount |
|------------------|----------|------|-----------|
| Maggi 100 gm | 100 Nos | 8 | Rs. 800 |
| Maggi 400 gm | 50 Nos | 35 | Rs. 1,750 |
| Top Ramen 100 gm | 100 Nos | 12 | Rs. 1,200 |
| Top Ramen 400 gm | 200 Nos | 40 | Rs. 8,000 |

Save the entry.

15) Create a Company and Enter the Followings and Find as per maintain Bill-wise Details

- a) Goods sold to Ravi Rs. 15000/- (1-Apr-2014)
- b) Cash received from Ravi Rs. 10000/-(1-Apr-2014)
- c) Goods sold to Ravi Rs. 10000/- (1-May-2014)
- d) Cash received from Ravi Rs. 20000/-(1-May-2014)
- e) Goods sold to Ravi Rs. 25000/ (1-Jun-2014)
- f) Interest charged to Ravi Rs. 500/- (1-Jun-2014)

Answer steps:

Step 1: Create a Company

- 1. **Go to:** Gateway of Tally > Company Info > Create Company
- 2. **Enter the following details:**
 - 1. **Name:** Your Company Name
 - 2. **Address, State, Country, etc.**
 - 3. **Financial Year from:** 1-Apr-2014
 - 4. **Maintain Bill-wise Details:** Yes

Step 2: Create Ledgers

Create a Ledger for Ravi:

- 1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
- 2. **Name:** Ravi
- 3. **Under:** Sundry Debtors
- 4. **Bill-wise Details:** Yes

Create a Ledger for Sales:

- 1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
- 2. **Name:** Sales
- 3. **Under:** Sales Accounts
- 4. **Bill-wise Details:** Yes

Create a Ledger for Interest Income:

- 1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
- 2. **Name:** Interest Income
- 3. **Under:** Income Accounts

Create a Ledger for Cash/Bank:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Cash/Bank
3. **Under:** Cash/Bank

Step 3: Enter Transactions

Goods sold to Ravi (1-Apr-2014):

1. **Go to:** Accounting Vouchers > Select F8: Sales
2. **Date:** 1-Apr-2014
3. **Party's Name:** Ravi
4. **Bill No:** Sales/001
5. **Stock Item Details:** Enter the relevant stock items and amounts
6. **Amount:** Rs. 15,000
7. **Save** the entry.

Cash received from Ravi (1-Apr-2014):

1. **Go to:** Accounting Vouchers > Select F6: Receipt
2. **Date:** 1-Apr-2014
3. **Party's Name:** Ravi
4. **Amount:** Rs. 10,000
5. **From Account:** Ravi
6. **To Account:** Cash/Bank
7. **Save** the entry.

Goods sold to Ravi (1-May-2014):

1. **Go to:** Accounting Vouchers > Select F8: Sales
2. **Date:** 1-May-2014
3. **Party's Name:** Ravi
4. **Bill No:** Sales/002
5. **Stock Item Details:** Enter the relevant stock items and amounts
6. **Amount:** Rs. 10,000
7. **Save** the entry.

Cash received from Ravi (1-May-2014):

1. **Go to:** Accounting Vouchers > Select F6: Receipt
2. **Date:** 1-May-2014
3. **Party's Name:** Ravi
4. **Amount:** Rs. 20,000

5. **From Account:** Ravi
6. **To Account:** Cash/Bank
7. **Save** the entry.

Goods sold to Ravi (1-Jun-2014):

1. **Go to:** Accounting Vouchers > Select F8: Sales
2. **Date:** 1-Jun-2014
3. **Party's Name:** Ravi
4. **Bill No:** Sales/003
5. **Stock Item Details:** Enter the relevant stock items and amounts
6. **Amount:** Rs. 25,000
7. **Save** the entry.

Interest charged to Ravi (1-Jun-2014):

1. **Go to:** Accounting Vouchers > Select F8: Sales
2. **Date:** 1-Jun-2014
3. **Party's Name:** Ravi
4. **Bill No:** Interest/001
5. **Amount:** Rs. 500
6. **To Account:** Interest Income
7. **From Account:** Ravi
8. **Save** the entry.

Step 4: View Bill-wise Details

1. **Go to:** Gateway of Tally > Display > Account Books > Ledger
2. **Select:** Ravi
3. **View** the bill-wise details to see the outstanding amounts and transaction history.

Q.16. Show the balance sheet of Royal Star Company, with the following accounts, under relevant groups with imaginary figures:

- i) Fixed assets: a) Land b) Building c) Machinery d) Furniture e) Goodwill
- ii) Current assets: a) Trade Debtors b) Stock c) Bills Receivable d) Bank e) Cash
- iii) Loan accounts: a) Loan from Andhra Bank b) Loan from Ramu
- iv) Capital account

Answer steps:

Step 1: Create Company

1. **Go to:** Gateway of Tally > Company Info > Create Company
2. **Enter the details:**
 1. **Name:** Royal Star Company
 2. **Address, State, Country, etc.**
 3. **Financial Year from:** [Enter the start date of the financial year]
 4. **Maintain Bill-wise Details:** Yes (if needed)
 5. **Save the company.**

Step 2: Create Ledgers

Create Fixed Asset Ledgers:

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Land

Under: Fixed Assets > Land & Buildings

Save the ledger.

Repeat the above steps for:

1. Building
2. Machinery
3. Furniture
4. Goodwill

Create Current Asset Ledgers:

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Trade Debtors

Under: Current Assets > Sundry Debtors

Save the ledger.

Repeat the above steps for:

1. Stock
2. Bills Receivable
3. Bank
4. Cash

Create Loan Account Ledgers:

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Loan from Andhra Bank

Under: Loans & Advances > Bank Loans

Save the ledger.

Repeat the above steps for:

1. Loan from Ramu

Create Capital Account Ledger:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Capital
3. **Under:** Capital Account
4. **Save** the ledger.

Step 3: Enter Opening Balances

Enter Opening Balances for Fixed Assets:

Go to: Gateway of Tally > Accounting Vouchers > Select F4: Contra (for Fixed Assets)

Date: [Enter the date]

Account: [Select the appropriate Fixed Asset Ledger]

Amount: Rs. 40,000 (for Land)

To Account: Capital (Owner's Equity)

Save the entry.

Repeat for each Fixed Asset:

1. **Building: Rs. 1,00,000**
2. **Machinery: Rs. 60,000**
3. **Furniture: Rs. 20,000**
4. **Goodwill: Rs. 30,000**

Enter Opening Balances for Current Assets:

Go to: Gateway of Tally > Accounting Vouchers > Select F4: Contra (for Current Assets)

Date: [Enter the date]

Account: [Select the appropriate Current Asset Ledger]

Amount: Rs. 25,000 (for Trade Debtors)

To Account: Capital (Owner's Equity)

Save the entry.

Repeat for each Current Asset:

5. **Stock: Rs. 15,000**
6. **Bills Receivable: Rs. 10,000**
7. **Bank: Rs. 20,000**
8. **Cash: Rs. 10,000**

Enter Liabilities:

Go to: Gateway of Tally > Accounting Vouchers > Select F4: Contra (for Liabilities)

Date: [Enter the date]

Account: [Select the appropriate Loan Account Ledger]

Amount: Rs. 50,000 (for Loan from Andhra Bank)

To Account: Capital (Owner's Equity)

Save the entry.

Repeat for:

1. **Loan from Ramu: Rs. 30,000**

Enter Capital Account Balance:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F4: Contra (for Capital Account)

2. **Date:** [Enter the date]
3. **Account:** Capital
4. **Amount:** Rs. 1,50,000
5. **To Account:** [Select appropriate account to adjust]
6. **Save** the entry.

Step 4: View Balance Sheet

Go to: Gateway of Tally > Display > Balance Sheet

View the Balance Sheet which will now display:

Liabilities:

1. Capital: Rs. 1,50,000
2. Loans: Rs. 80,000

Assets:

1. Fixed Assets: Rs. 2,50,000
2. Current Assets: Rs. 80,000

Total Assets: Rs. 3,30,000

Total Liabilities and Capital: Rs. 3,30,000

Q.17 Enter the following transactions by creating relevant accounts and groups.

- i) Purchased goods from Ram Rs.10000
- ii) Purchased goods from Roshan Rs.5000
- iii) Purchased goods from Mohan Rs.20000
- iv) Sold goods to Leela Rs.25000
- v) Sold goods to Praveena Rs.30000
- vi) Sold goods to Praveen Rs.20000.

Answer Steps:

Step 1: double click on tally icon and enter into tally software. Step 2: creation of company

Path: Gateway of tally press alt+f3 then select Create company option and create company with the name ravi&co

Step 3: go to gateway of tally accounts info ledgers multiple ledgers create

| S.No. | Name of Ledger | Under | Opening Balance | Drt/Cr |
|-------|-------------------|-------------------|-----------------|--------|
| 1. | Cash | Cash-in-hand | | |
| 2. | Leela | Sundry Debtors | | |
| 3. | Mohan | Sundry Creditors | | |
| 4. | Praveen | Sundry Debtors | | |
| 5. | Praveena | Sundry Debtors | | |
| 6. | Profit & Loss A/c | Primary | | |
| 7. | Purchases | Purchase Accounts | | |
| 8. | Ram | Sundry Creditors | | |
| 9. | Roshan | Sundry Creditors | | |
| 10. | Sales | Sales Accounts | | |

Step 4: go to gateway of tally accounting vouchers enter details and press enter

| Date | Particulars | Vch Type | Vch No. | Debit Amount | Credit Amount |
|----------|-------------|----------|---------|--------------|---------------|
| | | | | Inwards Qty | Outwards Qty |
| 1-4-2010 | Leela | Sales | 1 | 25,000.00 | |
| 1-4-2010 | Praveena | Sales | 2 | 30,000.00 | |
| 1-4-2010 | Praveen | Sales | 3 | 20,000.00 | |
| 1-4-2010 | Roshan | Purchase | 1 | | 5,000.00 |
| 1-4-2010 | Ram | Purchase | 2 | | 10,000.00 |
| 1-4-2010 | Mohan | Purchase | 3 | | 20,000.00 |

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

Q.18 From the information given below prepare P & L account & B/S.

| | | | |
|--|----------|---------------------|----------|
| Salaries | 70,000 | Capital | 6,00,000 |
| Rent | 30,000 | Commission received | 10,000 |
| Stationary | 5,000 | Sales | 1,65,000 |
| Cash | 45,000 | | |
| Furniture | 4,60,000 | | |
| Purchases | 84,000 | | |
| Machinery | 81,000 | | |
| Adjustments: Outstanding Rent Rs.1000, Depreciation on furniture @ 5%, Machinery @ 4%. | | | |

Answer Steps:

Step 1: double click on tally icon and enter into tally

software. Step 2: creation of company

Path: Gateway of tally press alt+f3 then select Create company option and create company with the name xxx & co

Step 3: go to gateway of tally accounts info ledgers multiple ledgers create.

| Tally.ERP 9 | | | |
|----------------------|---------------------------|-------------------|-------------------|
| P: Print | E: Export | M: E-Mail | O: Upload |
| G: Language | K: Keyboard | K: Control Centre | H: Support Centre |
| H: Help | Ctrl + M | | |
| Multi Ledger Display | | Xxx & Co | |
| Under Group | | All Items | |
| | | For 1-Apr-2010 | |
| S.No. | Name of Ledger | Under | Opening Balance |
| 1. | Capital | Capital Account | |
| 2. | Cash | Cash-in-hand | |
| 3. | Commission Received | Indirect Incomes | |
| 4. | Depreciation on Furniture | Indirect Expenses | |
| 5. | Depreciation on Machinery | Indirect Expenses | |
| 6. | Furniture | Fixed Assets | |
| 7. | Machinery | Fixed Assets | |
| 8. | Outstanding Rent | Loans (Liability) | |
| 9. | Profit & Loss A/c | Primary | |
| 10. | Purchases | Purchase Accounts | |
| 11. | Rent | Indirect Expenses | |
| 12. | Salaries | Indirect Expenses | |
| 13. | Sales | Sales Accounts | |
| 14. | Stationery | Indirect Expenses | |

Step 4: after creating ledgers goto gateway of tally accounting vouchers and enter the details and go to display and display as day book.

Tally.ERP 9

P: PrintE: ExportM: E-MailO: UploadG: LanguageK: KeyboardK: Control CentreH: Support CentreH: Help

Day BookXxx & CoCtrl + M

Day BookFor 1-Apr-2010

| Date | Particulars | Vch Type | Vch No. | Debit Amount | Credit Amount |
|----------|---------------------------|----------|---------|--------------|---------------|
| | | | | Inwards Qty | Outwards Qty |
| 1-4-2010 | Salaries | Payment | 1 | 70,000.00 | |
| 1-4-2010 | Rent | Payment | 2 | 30,000.00 | |
| 1-4-2010 | Stationery | Payment | 3 | 5,000.00 | |
| 1-4-2010 | Furniture | Payment | 4 | 4,60,000.00 | |
| 1-4-2010 | Machinery | Payment | 5 | 81,000.00 | |
| 1-4-2010 | Commission Received | Receipt | 1 | | 10,000.00 |
| 1-4-2010 | Capital | Receipt | 2 | | 6,00,000.00 |
| 1-4-2010 | Sales | Receipt | 3 | | 1,65,000.00 |
| 1-4-2010 | Depreciation on Machinery | Journal | 1 | 3,240.00 | |
| 1-4-2010 | Depreciation on Furniture | Journal | 2 | 23,000.00 | |
| 1-4-2010 | Rent | Journal | 3 | 1,000.00 | |
| 1-4-2010 | Cash | Purchase | 1 | | 84,000.00 |

F1: DetailedF2: DateF2: PeriodF3: CompanyF4: Chg VchF5: ColumnarF6: ExtractF7: Show Prof

Step 5: go to gateway of tally reports profit & loss a/c

Tally.ERP 9

P: Print

E: Export

M: E-Mail

O: Upload

G: Language

K: Keyboard

K: Control Centre

H: Support Centre

H: Help

Profit & Loss A/c

Xxx & Co

Ctrl + M

| Particulars | Xxx & Co For 1-Apr-2010 | Particulars | Xxx & Co For 1-Apr-2010 |
|-------------------|----------------------------|------------------|----------------------------|
| Purchase Accounts | 84,000.00 | Sales Accounts | 1,65,000.00 |
| Gross Profit c/o | 81,000.00 | | |
| | 1,65,000.00 | | 1,65,000.00 |
| Indirect Expenses | 1,32,240.00 | Gross Profit b/f | 81,000.00 |
| | | Indirect Incomes | 10,000.00 |
| | | Nett Loss | 41,240.00 |
| Total | 1,32,240.00 | Total | 1,32,240.00 |

Q: Quit

R: Remove Line

U: Restore Line

U: Restore All

Space: Select

Tally MAIN --> Gateway of Tally --> Profit & Loss A/c

(c) Tally Solutions Pvt. Ltd., 1988-2

Tue, 16 Oct, 2018

19:01:27

Windows

16-Oct-18

7:01 PM

Tally.ERP 9

16-Oct-18

7:01 PM

Step 6: go to gateway of tally reports balance sheet

| Liabilities | | Assets | |
|------------------------------|--------------------|------------------------------|--------------------|
| Xxx & Co as at 1-Apr-2010 | | Xxx & Co as at 1-Apr-2010 | |
| Capital Account | 6,00,000.00 | Fixed Assets | 5,14,760.00 |
| Loans (Liability) | 1,00,000.00 | Current Assets | 45,000.00 |
| Current Liabilities | | Profit & Loss A/c | 41,240.00 |
| | | Opening Balance | |
| | | Current Period | 41,240.00 |
| Total | 6,01,000.00 | Total | 6,01,000.00 |

Q.19. Mr.Rajesh started business with cash Rs.3,00,000:

- i) Purchased 30 CTV's @10,000 each for cash.
 - ii) Paid carriage on purchase Rs.2000
 - iii) Sold 12 CTV's @12,000 each for cash
 - iv) Sold 10 CTV's @12,000 each to Rajnikant.
 - V) Paid salaries Rs.2,000 and Rent Rs.1,000
- Prepare P & L A/c

Answer Steps:

1. Createa New company with the name

Rajesh Traders

2.Create a stock Group

Televisions Under Primary
Path: Gateway of Tally > Inventory Info. > Stock Group > Create (Single Stock Group)

3.Create Units of Measurement as Nos. (Numbers)
Path: Gateway of Tally > Inventory info.> Units of Measurement > Create

Symbol: Nos.,
Formal Name: Numbers Can Quantity of Items be added: Yes

2. Create Stock Item with the name CTV's

Path: Gateway of Tally > Inventory Infor > Stock items > Create (Single Stock Item) Name: CTV's

Under:

Televisions Units:

Nos.

3. *Create the following Ledgers under Under Multiple Ledger creation mode*

Path: Gateway of Tally > Accounts Infor > Ledger > create (Multiple ledger mode)

Ledger Name

Under Group

Rajesh Capital A/c

Capital Account

Purchases A/c

Purchases Account

Carriage on Purchases A/c

Direct Expenses

Sales A/c

Sales Account

Rajnikant A/c

Sundry Debtors

Salaries A/c

Indirect Expenses

Rent A/c

Indirect Expenses

4. *Pass Journal Entries*

(Note: Pass Purchases and Sales entries under Invoice Mode)

5. *Display the P&L A/c from*

Gateway of Tally The Output

will

as follows

Tally.ERP 9

P: Print

E: Export

M: E-Mail

O: Upload

S: TallyShop

G: Language

K: Keyboard

K: Control Centre

H: Support Centre

H: Help

Profit & Loss A/c

Rajesh Traders

Ctrl + M

| Particulars | Rajesh Traders For 1-Apr-2017 | Particulars | Rajesh Traders For 1-Apr-2017 |
|-------------------|----------------------------------|----------------|----------------------------------|
| Opening Stock | | Sales Accounts | 2,64,000.00 |
| Purchase Accounts | 3,00,000.00 | Closing Stock | 80,000.00 |
| Direct Expenses | 2,000.00 | | |
| Gross Profit c/o | 42,000.00 | | |

Q.20 Edit the following transactions:

- i. Bought goods worth Rs.5,550, alter it to Rs.7,000
- ii. Sold Goods to Roja Rs.5,000 alter it to Rs.3,000
- iii. Cash received from Kamesh Rs.1,000 alter it to Krishna
- iv Paid cash to Yaday Rs.1,000,alter to bank

Answer Steps:

Step 1: double click on tally icon and enter into tally

software. Step 2: creation of company

Path: Gateway of tally press alt+f3 then select Create company option and create company with the name sup & co

Step 3: go to gateway of tally accounts info ledgers multiple ledgers create.

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| Tally.ERP 9 | | | |
|---|-------------------|-------------------|-----------------|
| P: Print | E: Export | M: E-Mail | O: Upload |
| G: Language K: Keyboard K: Control Centre H: Support Centre H: Help | | | |
| Multi Ledger Display | | Sup | |
| Under Group | | Ctrl + M | |
| All Items | | For 1-Apr-2010 | |
| S.No. | Name of Ledger | Under | Opening Balance |
| 1. | Bank | Sundry Creditors | |
| 2. | Cash | Cash-in-hand | |
| 3. | Kamesh | Sundry Debtors | |
| 4. | Krishna | Sundry Debtors | |
| 5. | Profit & Loss A/c | Primary | |
| 6. | Purchases | Purchase Accounts | |
| 7. | Roja | Sundry Debtors | |
| 8. | Sales | Sales Accounts | |
| 9. | Yaday | Sundry Creditors | |

Before altering the transactions

| Tally.ERP 9 | | | | | |
|---|-------------|-----------|----------------|--------------|---------------|
| P: Print | E: Export | M: E-Mail | O: Upload | G: Language | K: Keyboard |
| K: Control Centre H: Support Centre H: Help | | | | | |
| Day Book | | | Sup | | |
| Day Book | | | Ctrl + M | | |
| | | | For 1-Apr-2010 | | |
| Date | Particulars | Vch Type | Vch No. | Debit Amount | Credit Amount |
| | | | | Inwards Qty | Outwards Qty |
| 1-4-2010 | Yaday | Payment | 1 | 1,000.00 | |
| 1-4-2010 | Kamesh | Receipt | 1 | | 1,000.00 |
| 1-4-2010 | Roja | Sales | 1 | 5,000.00 | |
| 1-4-2010 | Cash | Purchase | 1 | | 5,550.00 |

After altering the transactions:

| Tally.ERP 9 | | | | | |
|---|-------------|-----------|----------------|--------------|---------------|
| P: Print | E: Export | M: E-Mail | O: Upload | G: Language | K: Keyboard |
| K: Control Centre H: Support Centre H: Help | | | | | |
| Day Book | | | Sup | | |
| Day Book | | | Ctrl + M | | |
| | | | For 1-Apr-2010 | | |
| Date | Particulars | Vch Type | Vch No. | Debit Amount | Credit Amount |
| | | | | Inwards Qty | Outwards Qty |
| 1-4-2010 | Bank | Payment | 1 | 1,000.00 | |
| 1-4-2010 | Krishna | Receipt | 1 | | 1,000.00 |
| 1-4-2010 | Roja | Sales | 1 | 3,000.00 | |
| 1-4-2010 | Cash | Purchase | 1 | | 7,000.00 |

Q.21 From the following ledger balances of Ayaan Ltd., prepare Trading and P & L a/c for the year ending 31-3-2018 and a balance sheet as at that date.

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| Particulars | Rs | | Rs |
|---------------------|-----------|--|-----------|
| Cash in hand | 15,000 | P & L a/c on 1-4-2009 | 80,000 |
| Cash at bank | 6,100 | share capital 20,000 equity shares @ 10/- | 2, 00,000 |
| Rent | 3,600 | | |
| Wages | 10,000 | sundry creditors | 20,500 |
| Bad debts | 500 | Bills payable | 10,000 |
| Plant and machinery | 68,000 | Sales | 2,70,000 |
| Opening stock | 21,000 | | |
| Salaries | 6,000 | | |
| Land and buildings | 1, 80,000 | | |
| Furniture | 18,000 | | |

Answer steps:

1. **Go to:** Gateway of Tally > Company Info > Create Company
2. **Enter the following details:**
 1. **Name:** Ayaan Ltd.
 2. **Address, State, Country, etc.**
 3. **Financial Year from:** 01-04-2017
 4. **Maintain Bill-wise Details:** No
 5. **Save the company.**

Step 2: Create Ledgers

Create Ledgers under relevant groups:

Fixed Assets:

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Plant and Machinery

Under: Fixed Assets > Plant & Machinery

Save the ledger.

Repeat for:

1. Land and Buildings
2. Furniture

Current Assets:

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Cash in Hand

Under: Current Assets > Cash-in-Hand

Save the ledger.

Repeat for:

1. Cash at Bank
2. Opening Stock

Expenses:

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Rent

Under: Expenses > Rent

Save the ledger.

Repeat for:

1. Wages
2. Salaries
3. Bad Debts

Liabilities:

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Sundry Creditors

Under: Current Liabilities > Sundry Creditors

Save the ledger.

Repeat for:

1. Bills Payable

Capital Account:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Capital
3. **Under:** Capital Account
4. **Save** the ledger.

Sales:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Sales
3. **Under:** Sales Accounts
4. **Save** the ledger.

Step 3: Enter Transactions

Enter Opening Balances:

Go to: Gateway of Tally > Accounting Vouchers > Select F4: Contra

1. **Date:** 31-03-2018
2. **Account:** [Select relevant ledger]
3. **Amount:** Enter amounts for each fixed asset, current asset, and liability as mentioned in the given balances.
4. **Save** the entry.

Enter Transactions:

Sales:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F8: Sales
2. **Date:** [Enter the relevant date]
3. **Party's Name:** [Leave blank or add if applicable]
4. **Amount:** Rs. 2,70,000
5. **Save** the entry.

Expenses:

6. **Go to:** Gateway of Tally > Accounting Vouchers > Select F5: Payment
7. **Date:** [Enter the relevant date]
8. **Expense Name:** Rent, Wages, Salaries, Bad Debts
9. **Amount:** Enter respective amounts
10. **Save** the entry.

Review: Trading Account for the Gross Profit.

Review: Profit & Loss Account for the Net Profit.

Step 5: View Balance Sheet

1. **Go to:** Gateway of Tally > Display > Financial Statements > Balance Sheet **Review:** The Balance Sheet as of 31-03-2018

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)

| Balance Sheet | | Ayaan Ltd | | Ayaan Ltd | |
|---------------------|--------------------|---------------------------|--------------------|-----------|--|
| as at 1-Apr-2010 | | as at 1-Apr-2010 | | | |
| Liabilities | | Assets | | | |
| Capital Account | 2,00,000.00 | Fixed Assets | 2,66,000.00 | | |
| Loans (Liability) | | Current Assets | 21,100.00 | | |
| Current Liabilities | 1,10,500.00 | Diff. in Opening Balances | 2,73,300.00 | | |
| Profit & Loss A/c | 2,49,900.00 | | | | |
| Opening Balance | | | | | |
| Current Period | 2,49,900.00 | | | | |
| Total | 5,60,400.00 | Total | 5,60,400.00 | | |

Q.22 Pass Following Transactions and Display Profit and Loss Account.

- Mr. Ram starts business with Rs. 200000/- and deposited into bank Rs. 40,000.
- Paid for office building Rs. 50000/ and furniture for Rs. 10000/-
- Purchase raw material of Rs. 10000 on credit from Mr. Avinash.
- Paid Wages Rs. 2000
- Paid salary Rs. 10000
- Return money to Mr. Avinash in settlement of Rs. 9500.
- Sold goods to Mr. Shekar Rs. 15000/-
- Received interest on bank amount Rs. 500.
- Received from Mr. Shekar after discount of Rs. 500.
- Sold old news paper Rs. 450/-
- Sold old furniture Rs. 4000/-

Answer steps:

Step 1: Create the Company

1. **Go to:** Gateway of Tally > Company Info > Create Company
2. **Enter the following details:**
 1. **Name:** Mr. Ram's Business
 2. **Address, State, Country, etc.**
 3. **Financial Year from:** [Start Date]
 4. **Maintain Bill-wise details:** No
 5. **Save the company.**

Step 2: Create Ledgers

Create Ledgers under relevant groups:

Capital Account:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Mr. Ram (Capital Account)
3. **Under:** Capital Account
4. **Save the ledger.**

Assets:

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Office Building

Under: Fixed Assets > Buildings

Save the ledger.

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Furniture

Under: Fixed Assets > Furniture

Save the ledger.

Current Liabilities:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Mr. Avinash

3. **Under:** Sundry Creditors
4. **Bill-wise Details:** Yes
5. **Save** the ledger.

Expenses:

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Wages

Under: Expenses > Wages

Save the ledger.

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Salary

Under: Expenses > Salaries

Save the ledger.

Income:

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Sales

Under: Sales Accounts

Save the ledger.

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Interest Income

Under: Income Accounts

Save the ledger.

Cash/Bank:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Bank Account
3. **Under:** Bank Accounts

4. **Save the ledger.**

Miscellaneous Income:

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Old Newspaper Sales

Under: Miscellaneous Income

Save the ledger.

Go to: Gateway of Tally > Accounts Info > Ledgers > Create

Name: Old Furniture Sales

Under: Miscellaneous Income

Save the ledger.

Step 3: Enter Transactions

Mr. Ram starts business with Rs. 200,000 and deposited into bank Rs. 40,000:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F4: Contra
2. **Date:** [Transaction Date]
3. **Dr.** Bank Account: Rs. 40,000
4. **Cr.** Mr. Ram (Capital Account): Rs. 40,000
5. **Narration:** Mr. Ram started business with capital and deposited Rs. 40,000 into the bank.
6. **Save the entry.**

Paid for office building Rs. 50,000 and furniture Rs. 10,000:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F5: Payment
2. **Date:** [Transaction Date]
3. **Dr.** Office Building: Rs. 50,000
4. **Dr.** Furniture: Rs. 10,000
5. **Cr.** Bank Account: Rs. 60,000
6. **Narration:** Paid for office building and furniture.
7. **Save the entry.**

Purchase raw material of Rs. 10,000 on credit from Mr. Avinash:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F9: Purchase

2. **Date:** [Transaction Date]
3. **Dr.** Raw Materials: Rs. 10,000
4. **Cr.** Mr. Avinash: Rs. 10,000
5. **Narration:** Purchased raw material on credit from Mr. Avinash.
6. **Save** the entry.

Paid wages Rs. 2,000:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F5: Payment
2. **Date:** [Transaction Date]
3. **Dr.** Wages: Rs. 2,000
4. **Cr.** Bank Account: Rs. 2,000
5. **Narration:** Paid wages.
6. **Save** the entry.

Paid salary Rs. 10,000:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F5: Payment
2. **Date:** [Transaction Date]
3. **Dr.** Salary: Rs. 10,000
4. **Cr.** Bank Account: Rs. 10,000
5. **Narration:** Paid salary.
6. **Save** the entry.

Returned money to Mr. Avinash in settlement of Rs. 9,500:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F5: Payment
2. **Date:** [Transaction Date]
3. **Dr.** Mr. Avinash: Rs. 9,500
4. **Cr.** Bank Account: Rs. 9,500
5. **Narration:** Returned money to Mr. Avinash in settlement.
6. **Save** the entry.

Sold goods to Mr. Shekar Rs. 15,000:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F8: Sales
2. **Date:** [Transaction Date]
3. **Dr.** Mr. Shekar: Rs. 15,000
4. **Cr.** Sales: Rs. 15,000
5. **Narration:** Sold goods to Mr. Shekar.
6. **Save** the entry.

Received interest on bank amount Rs. 500:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F6: Receipt
2. **Date:** [Transaction Date]
3. **Dr.** Bank Account: Rs. 500
4. **Cr.** Interest Income: Rs. 500
5. **Narration:** Received interest on bank amount.
6. **Save** the entry.

Received from Mr. Shekar after discount of Rs. 500:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F6: Receipt
2. **Date:** [Transaction Date]
3. **Dr.** Bank Account: Rs. 14,500
4. **Cr.** Mr. Shekar: Rs. 14,500
5. **Narration:** Received payment from Mr. Shekar after discount.
6. **Save** the entry.

Sold old newspapers Rs. 450:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F8: Sales
2. **Date:** [Transaction Date]
3. **Dr.** Cash or Bank Account: Rs. 450
4. **Cr.** Old Newspaper Sales: Rs. 450
5. **Narration:** Sold old newspapers.
6. **Save** the entry.

Sold old furniture Rs. 4,000:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F8: Sales
2. **Date:** [Transaction Date]
3. **Dr.** Cash or Bank Account: Rs. 4,000
4. **Cr.** Old Furniture Sales: Rs. 4,000
5. **Narration:** Sold old furniture.
6. **Save** the entry.

Step 4: Display Profit & Loss Account

1. **Go to:** Gateway of Tally > Display > Financial Statements > Profit & Loss Account
2. **Review:** The Profit & Loss Account to see the final profit or loss for the period.

Q.23 Record the following transactions in the books of “M/s Albert & Brothers” and display Trial Balance, Profit and Loss Account and Balance Sheet.

1. Albert starts business with Rs. 50,000.

2. He opens a SBI saving bank account and deposits Rs. 20,000.
3. Bought furniture for Rs. 5,000, machinery for Rs. 10,000.
4. Purchased goods for Rs. 14,000.
5. Sold goods for Rs.8, 000.
6. Purchased goods from Malhotra& Company for Rs. 11,000.
7. Paid telephone rent for the year by Cheque Rs. 500
8. Bought one typewriter for Rs. 2,100 from 'Universal Typewriter Co'. on credit.

Answer Steps:

Step 1: double click on tally icon and enter into tally

software. Step 2: creation of company

Path: Gateway of tally press alt+f3 then select Create company option and create company with the name financial & co

Step 3: go to gateway of tally accounts info ledgers multiple ledgers create.

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| Tally.ERP 9 | | | |
|----------------------|-------------------|-------------------|-------------------|
| P: Print | E: Export | M: E-Mail | O: Upload |
| G: Language | K: Keyboard | K: Control Centre | H: Support Centre |
| H: Help | Ctrl + M | | |
| Multi Ledger Display | | Albert & Bros | |
| Under Group | | All Items | |
| | | For 1-Apr-2010 | |
| S.No. | Name of Ledger | Under | Opening Balance |
| 1. | Capital | Capital Account | |
| 2. | Cash | Cash-in-hand | |
| 3. | Furniture | Fixed Assets | |
| 4. | Machinery | Fixed Assets | |
| 5. | Malhotra & Co | Sundry Creditors | |
| 6. | Profit & Loss A/c | Primary | |
| 7. | Purchases | Purchase Accounts | |
| 8. | Sales | Sales Accounts | |
| 9. | SBI Bank | Bank Accounts | |
| 10. | Telephone | Indirect Expenses | |
| 11. | Type Writer | Fixed Assets | |

Step 4: go to gateway of tally accounting vouchers enter the transactions as per the voucher

After entering the vouchers

Go to gateway of tally display trial balance

| | | | |
|---------------------|-------------|-------------------|-------------------|
| Tally.ERP 9 | | | |
| P: Print | E: Export | M: E-Mail | O: Upload |
| G: Language | K: Keyboard | K: Control Centre | H: Support Centre |
| H: Help | Ctrl + M | | |
| Trial Balance | | Albert & Bros | |
| | | Albert & Bros | |
| | | For 1-Apr-2010 | |
| | | Closing Balance | |
| | | Debit | Credit |
| Particulars | | | |
| Capital Account | | | 50,000.00 |
| Current Liabilities | | | 13,100.00 |
| Fixed Assets | | 15,000.00 | |
| Current Assets | | 28,500.00 | |
| Sales Accounts | | | 8,000.00 |
| Purchase Accounts | | 27,100.00 | |
| Indirect Expenses | | 500.00 | |
| Grand Total | | 71,100.00 | 71,100.00 |

Go to gateway of tally → reports → profit & loss a/c

Go to gateway of tally → reports → Balance sheet

Q. 24. Create 3 stock items named milk, roti and mobile. Opening balances of these 3 stock items would be milk – 10 liters, roti – 20 pieces and mobile – 5 numbers.

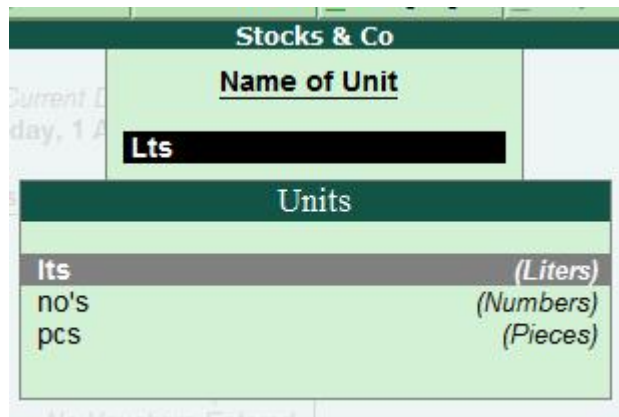
Answer Steps:

Step 1: double click on tally icon and enter into tally

software. Step 2: creation of company

Path: Gateway of tally press alt+f3 then select Create company option and create company with the name stocks & co

Step 4: go to gateway of tally inventory info units of measure create



Step 5: go to gateway of tally inventory info stock items multiple stock items create.

| Tally.ERP 9 | | | | | | | |
|---|--------------|---------|-------|----------------|-----------|------|-----------|
| <div> <div>P: Print E: Export M: E-Mail O: Upload</div> <div>G: Language K: Keyboard K: Control Centre H: Support Centre H: Help</div> </div> | | | | | | | |
| Multi Stock Item Display | | | | Stocks & Co | | | |
| Under Group : All Items | | | | For 1-Apr-2010 | | | |
| S.No. | Name of Item | Under | Units | Opening Qty | Rate | per | Amount |
| 1. | Milk | Primary | Lts | 10.00 Lts | 23.00 | Lts | 230.00 |
| 2. | Mobile | Primary | no's | 2.00 no's | 20,000.00 | no's | 40,000.00 |
| 3. | Roti | Primary | pcs | 6.00 pcs | 10.00 | pcs | 60.00 |

25) Pass following Entries and display Day Book:-

1. Business started with cash 8,000 and plant & machinery 3,000.
- 2 - Stock purchase for sale (cash purchase)= 3,000, credit purchase = 5,000
- 3 - Wages paid 120,000(including 20,000 of future year).
- 4 - Salary paid 200,000 but due 110,000.
- 5 - Sale made for cash 600,000 & on credit 800,000.
- 6 - Depreciation 10 percent on plant & machinery.
- 7 - Goods costing 20,000 destroyed by fire.
- 8 - Payment made to creditor of 200,000 at 10 percent discount.

AnswerSteps:

Step 1: double click on tally icon and enter into tally

software. Step 2: creation of company

Path: Gateway of tally press alt+f3 then select Create company option and create company with the name day book

Step 3: go to gateway of tally accounts info ledgers multiple ledgers create.

| Tally.ERP 9 | | | |
|----------------------|-------------------------------------|-------------------|-------------------|
| P: Print | E: Export | M: E-Mail | O: Upload |
| G: Language | K: Keyboard | K: Control Centre | H: Support Centre |
| H: Help | Ctrl + M | | |
| Multi Ledger Display | | Day Book | |
| Under Group | | All Items | |
| | | For 1-Apr-2010 | |
| S.No. | Name of Ledger | Under | Opening Balance |
| 1. | Capital | Capital Account | |
| 2. | Cash | Cash-in-hand | |
| 3. | Creditor | Sundry Creditors | |
| 4. | Depreciation on Plant and Machinery | Indirect Expenses | |
| 5. | Goods Destroyed by Fire | Direct Expenses | |
| 6. | Plant and Machinery | Fixed Assets | |
| 7. | Profit & Loss A/c | Primary | |
| 8. | Purchases | Purchase Accounts | |
| 9. | Salaries | Indirect Expenses | |
| 10. | Sales | Sales Accounts | |
| 11. | Wages | Direct Expenses | |

Step 4: go to gateway of tally accounting vouchers enter details and payments and receipts voucher and contra entry voucher.

After entering the details go to display day book

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| Tally.ERP 9 | | | | | | | | | |
|-------------|-------------------------------------|-----------|-----------|--------------|----------------|-------------------|-------------------|---------|--------------|
| P: Print | E: Export | M: E-Mail | O: Upload | G: Language | K: Keyboard | K: Control Centre | H: Support Centre | H: Help | F1: Detailed |
| Day Book | | | | | Ctrl + M | | | | |
| Day Book | | | | | For 1-Apr-2010 | | | | |
| Date | Particulars | Vch Type | Vch No. | Debit Amount | Credit Amount | | | | |
| | | | | Inwards Qty | Outwards Qty | | | | |
| 1-4-2010 | Purchases | Payment | 1 | 3,000.00 | | | | | |
| 1-4-2010 | Wages | Payment | 2 | 1,20,000.00 | | | | | |
| 1-4-2010 | Salaries | Payment | 3 | 2,00,000.00 | | | | | |
| 1-4-2010 | Creditor | Payment | 4 | 1,80,000.00 | | | | | |
| 1-4-2010 | Capital | Receipt | 1 | | 8,000.00 | | | | |
| 1-4-2010 | Plant and Machinery | Receipt | 2 | | 3,000.00 | | | | |
| 1-4-2010 | Sales | Receipt | 3 | | 6,00,000.00 | | | | |
| 1-4-2010 | Depreciation on Plant and Machinery | Journal | 1 | 300.00 | | | | | |
| 1-4-2010 | Goods Destroyed by Fire | Journal | 2 | 20,000.00 | | | | | |
| 1-4-2010 | Cash | Sales | 1 | 8,00,000.00 | | | | | |
| 1-4-2010 | Cash | Purchase | 1 | | 5,000.00 | | | | |

26. Mr. Nirmal has the following transactions in the month of April.

Write Journal Entries for the transactions.

- 10th April : Commenced business with a capital of 1,00,000
- 11th April : Purchased goods from Veeru for 20,000
- 13th April : Purchased Goods for Cash 15,000
- 14th April : Purchased Goods from Abhiram for cash 9,000
- 16th April : Bought Goods from Shyam on credit 12,000
- 17th April : Sold goods worth 15,000 to Tarun
- 19th April : Sold goods for cash 20,000
- 20th April : Sold goods to Utsav for cash 6,000
- 21st April : Sold goods to Pranav on credit 17,000
- 22nd April : Returned goods to Veeru 3,000
- 23rd April : Goods returned from Tarun 1,000
- 25th April : Goods taken by the proprietor for personal use
1,000

ANSWER STEPS :

| Date | Particulars | Lf | Debit | Credit |
|--------|--|------|----------|----------|
| Apr 10 | Cash a/c To, capital (being started business with cash) | DR - | 1,00,000 | 1,00,000 |
| Apr 11 | Purchases a/c To, veeru (being purchased on credit) | DR - | 20,000 | 20,000 |
| Apr 13 | Purchases a/c To, cash (being purchased goods for cash) | DR - | 15,000 | 15,000 |
| Apr 14 | Purchases a/c To, cash (being purchased goods for cash) | DR - | 9,000 | 9,000 |
| Apr 16 | Purchases a/c To,shyam (being purchased on credit) | DR - | 12,000 | 12,000 |
| Apr 17 | Tarun a/c To, sales (being sold goods to tarun on credit) | DR - | 15,000 | 15,000 |

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| | | | | | |
|--------|---|----|---|--------|--------|
| Apr 19 | Cash a/c To, sales (being sold goods for cash) | DR | - | 20,000 | 20,000 |
| Apr 20 | Cash a/c To, sales (being sold goods for cash) | DR | - | 6,000 | 6,000 |
| Apr 21 | pranav a/c To, sales (being sold goods to tarun on credit) | DR | - | 17,000 | 17,000 |
| Apr 22 | Veeru a/c To, purchase returns (being returned goods to veeru) | DR | - | 3,000 | 3,000 |
| Apr 23 | Sales returns a/c To , tarun (being goods returned to tarun) | DR | - | 1,000 | 1,000 |
| Apr 25 | Drawings a/c To, purchases (being withdrawn goods for personal use) | DR | - | 1,000 | 1,000 |

27 Journalise the following transactions in the books of Rama & Sons

- 3rd : Cash deposited into bank 60,000
May
- 4th : Loan given to Bhuvan 20,000
May
- 4th : Paid cash to Veeru 20,000
May
- 5th : Paid to Veeru by cheque 15,000
May
- 5th : Cash received from Tarun 12,000
May
- 5th : Took loan from Anush 15,000
May
- 6th : Cheque received from Pranav 15,000
May
- 6th : Paid to Intel Computers by cheque 17,000
May
- 6th : Withdrew from bank 5,000
May
- 7th : Withdrew from bank for office use 8,000
May
- 7th : Cash received from Bhuvan on loan account
May 10,000
- 8th : Withdrew from bank for personal use 1,000
May

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

ANSWER STEPS:

| Date | Particulars | Lf | Debit | Credit |
|-------|--|------|--------|--------|
| May 3 | bank a/c To, cash (being cash deposited into bank) | DR - | 60,000 | 60,000 |
| May 4 | Bhuvan loan a/c To, cash (being loan given to bhuvan) | DR - | 20,000 | 20,000 |
| May 4 | Veeru a/c To, cash (being paid cash to veeru) | DR - | 20,000 | 20,000 |
| May 5 | Veeru a/c To, bank (being paid to veeru by cheque) | DR - | 15,000 | 15,000 |
| May 5 | Cash a/c To, tarun (being received cash from tarun) | DR - | 12,000 | 12,000 |
| May 6 | Bank a/c To, Pranav (being received cheque from Pranav) | DR - | 15,000 | 15,000 |
| May 6 | Intel computers a/c To, bank (being paid to intel computers) | DR - | 17,000 | 17,000 |
| May 6 | Cash a/c To, bank (being withdrawn from bank) | DR - | 5,000 | 5,000 |
| May 7 | Cash a/c To, bank (being withdrawn from bank) | DR - | 8,000 | 8,000 |
| May 7 | Cash a/c To, bhuvan loan a/c (being amount received on loan) | DR - | 10,000 | 10,000 |
| May 8 | Drawings a/c To, cash (being withdrawn for personal use) | DR - | 1,000 | 1,000 |

Q. 28 Write journal entries in the books of Chikky&Bros and post them into relevant ledger accounts.

10th : Paid wages 12,000

June

11th : paid rent by cheque 10,000

June

13th : Paid salary to Mr. Charan 12,000

June

14th : Purchased stationery from Kagaz& Co. and paid by cheque 5,000

June

15th : Received interest 14,000

June

17th : Received commission by cheque 6,000

June

18th : Rent received from Mr. Mody 8,000

June

19th : Interest received from Mr.Bijju by cheque 10,000

June

20th : Carriage paid on purchase of goods 3,000

June

22nd June : Carriage paid on sale of goods 2,000.

1. *Create a New Company with the name Chikky & Bros.*

2. *Open that Company and create the following ledgers under their respective groups as below*

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

3. Pass the Journal Entries as follows

Path: gateway of Tally > Accounting Voucher and pass the entries as following

| <i>Dat e</i> | <i>Voucher Typee</i> | <i>Ent ry</i> |
|------------------|----------------------|---|
| 10-06-2017 | Payment (F5) | Dr Wages 12000 Cr Cash a/c 12000 |
| 11-06-2017 | Payment (F5) | Dr Rent a/c 10000 Cr Bank a/c 10000 |
| 13-06-2017 | Payment (F5) | Dr Salaries a/c 12000 Cr Cash a/c 12000 |
| 14-06-2017 | Payment (F5) | Dr Printing Stationery a/c 5000 Cr Bank a/c 5000 |
| 15-06-2017 | Receipt (F6) | Cr Interest received a/c 14000 Dr Cash a/c 14000 |

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| | | |
|------------|--------------|---|
| 17-04-2017 | Receipt (F6) | Cr Commission Received a/c 6000 Dr Bank a/c 6000 |
| 18-04-2017 | Receipt (F6) | Cr Rent Received a/c 8000 Dr Cash a/c 8000 |
| 19-04-2017 | Receipt (F6) | Cr Interest Received a/c 10000 Dr Bank a/c 10000 |
| 20-06-2017 | Payment (F5) | Dr Carriage on Purchases a/c 3000 Cr Cash a/c 3000 |
| 22-06-2017 | Payment (F5) | Dr Carriage on Sales a/c 2000 Cr Cash a/c 2000 |

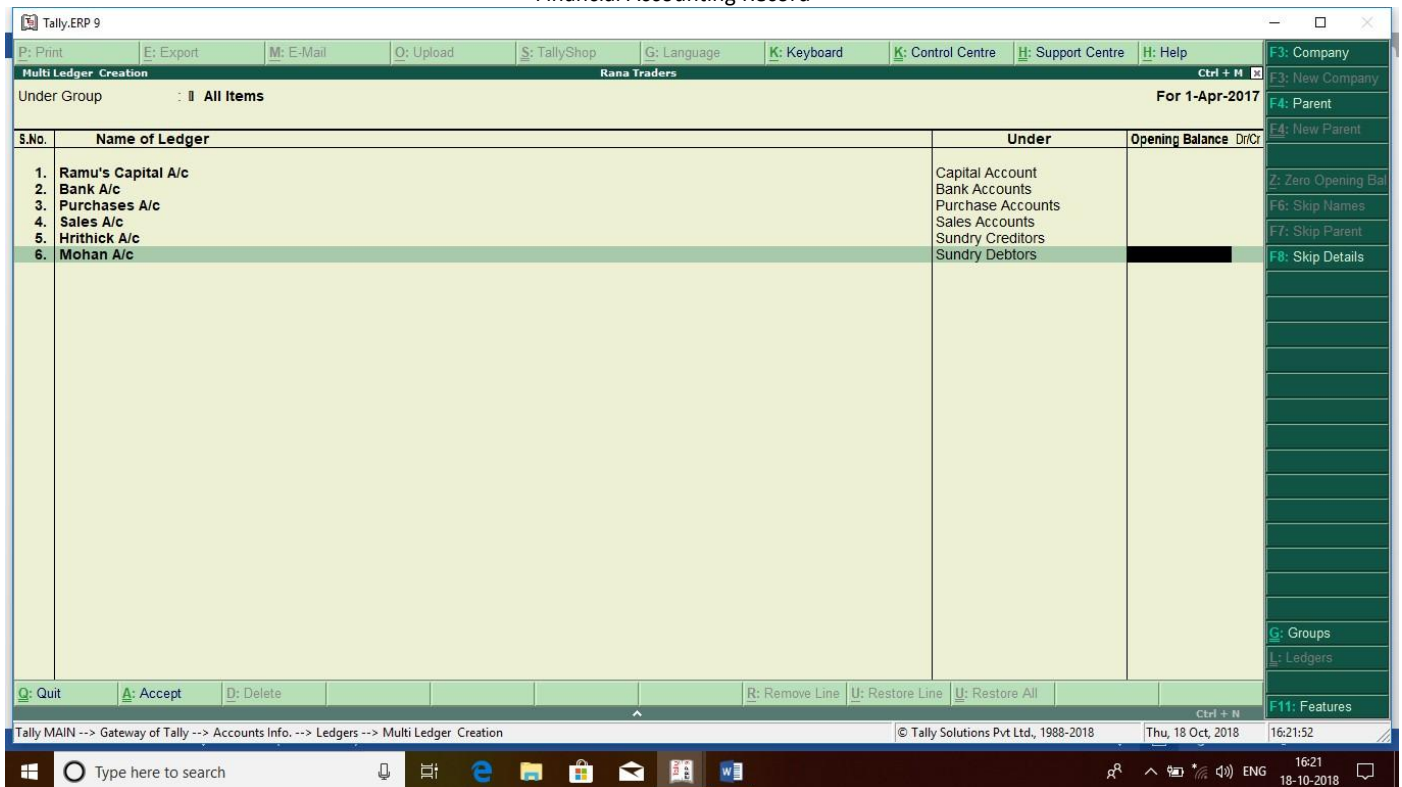
Q.29 Assuming on your own figures prepare cash book for the following cash transactions.

- a). Ramu brought in cash towards capital Rs. 25,000.
- b). Deposited into the bank Rs. 20,000.
- c). Purchased goods Rs. 3,000.
- d). Sale of goods worth Rs. 11,000.
- e). Paid to Hrithick (Supplier) Rs. 7,000.
- f). Received from (Mohan), Customer Rs. 6,000.

Answer Steps:

1. *Create a New Company with the name Ramu Traders*
 2. *Open that Company and create the following ledgers under their respective groups as below*
- Path: Gateway of Tally > Accounts Info > Ledger > create (Multiple ledger mode)*

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record



3. Pass the Journal Entries as follows

Path: gateway of Tally > Accounting Voucher and pass the entries as following

| Transaction | Voucher Typee | Ent ry |
|--------------------|---------------------------|--|
| A | Receipt (F6) | Cr Ramu Capital a/c 25000 Dr Cash a/c 25000 |
| B | Contra (F4) | Cr Cash a/c 20000 Dr Bank a/c 20000 |
| C) | Purchases a/c (F9) | Cr Cash a/c 3000 Dr Purchases a/c 3000 |
| D) | Sales (F8) | Dr Cash a/c 11000 Cr Sales a/c 11000 |
| E) | Payment (F5) | Dr Hrithick a/c 7000 Cr Cash a/c 7000 |
| F) | Receipt (F6) | Cr Mohan a/c 6000 Dr Cash a/c 6000 |

5. Display the Cash Book

Path: Gateway of Tally > Display > Accounts Books > Ledger

(Select Cash ledger) The output will be as follows

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| Date | Particulars | Vch Type | Vch No. | Debit | Credit |
|-------------------|--------------------|----------|---------|-----------|-----------|
| 1-4-2017 | Ramu's Capital A/c | Receipt | 1 | 25,000.00 | |
| 1-4-2017 | Bank A/c | Contra | 1 | | 20,000.00 |
| 1-4-2017 | Purchases A/c | Purchase | 1 | | 3,000.00 |
| 1-4-2017 | Sales A/c | Sales | 1 | 11,000.00 | |
| 1-4-2017 | Hrithick A/c | Payment | 1 | | 7,000.00 |
| 1-4-2017 | Mohan A/c | Receipt | 2 | 6,000.00 | |
| Opening Balance : | | | | | |
| Current Total : | | | | 42,000.00 | 30,000.00 |
| Closing Balance : | | | | 12,000.00 | |

Q.30 Prepare cash book with bank column for the following bank transactions in Andhra Bank and ascertain bank balances.

- a) Balance at bank Rs. 2,00,000.
- b) Paid to Ramesh Rs. 10,000 by cheque.
- c) Paid to Mahesh Rs. 25,000 by cheque.
- d) Received a cheque from Rani Rs. 38,000.
- e) Received from Sarita Rs. 50,000 by cheque.

Step 1: Create the Company and Ledgers

Create the Company:

1. **Go to:** Gateway of Tally > Company Info > Create Company
2. **Enter the following details:**
 1. **Name:** Andhra Bank Transactions

2. **Address, State, Country, etc.**
3. **Financial Year from:** [Start Date]
4. **Maintain Bill-wise details:** No
3. **Save the company.**

Create the Bank Ledger:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Andhra Bank
3. **Under:** Bank Accounts
4. **Opening Balance:** Rs. 2,00,000 (as of [Start Date])
5. **Save the ledger.**

Create Ledgers for Payments and Receipts:

Create a Ledger for Ramesh:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Ramesh
3. **Under:** Sundry Creditors
4. **Save the ledger.**

Create a Ledger for Mahesh:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Mahesh
3. **Under:** Sundry Creditors
4. **Save the ledger.**

Create a Ledger for Rani:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Rani
3. **Under:** Sundry Debtors
4. **Save the ledger.**

Create a Ledger for Sarita:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Sarita
3. **Under:** Sundry Debtors
4. **Save the ledger.**

Step 2: Enter Transactions

Enter the Opening Balance for Andhra Bank:

6. **Go to:** Gateway of Tally > Accounting Vouchers > Select F4: Contra

7. **Date:** [Opening Date]
8. **Dr.** Andhra Bank: Rs. 2,00,000
9. **Cr.** Capital Account or Bank Account (depending on where it should be matched)
10. **Narration:** Opening balance for Andhra Bank
11. **Save** the entry.

Paid to Ramesh Rs. 10,000 by cheque:

12. **Go to:** Gateway of Tally > Accounting Vouchers > Select F5: Payment
13. **Date:** [Transaction Date]
14. **Dr.** Ramesh: Rs. 10,000
15. **Cr.** Andhra Bank: Rs. 10,000
16. **Narration:** Payment made to Ramesh by cheque
17. **Save** the entry.

Paid to Mahesh Rs. 25,000 by cheque:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F5: Payment
2. **Date:** [Transaction Date]
3. **Dr.** Mahesh: Rs. 25,000
4. **Cr.** Andhra Bank: Rs. 25,000
5. **Narration:** Payment made to Mahesh by cheque
6. **Save** the entry.

Received a cheque from Rani Rs. 38,000:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F6: Receipt
2. **Date:** [Transaction Date]
3. **Dr.** Andhra Bank: Rs. 38,000
4. **Cr.** Rani: Rs. 38,000
5. **Narration:** Received cheque from Rani
6. **Save** the entry.

Received from Sarita Rs. 50,000 by cheque:

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F6: Receipt
2. **Date:** [Transaction Date]
3. **Dr.** Andhra Bank: Rs. 50,000
4. **Cr.** Sarita: Rs. 50,000
5. **Narration:** Received cheque from Sarita
6. **Save** the entry.

Step 3: Display the Cash Book with Bank Column

1. **Go to:** Gateway of Tally > Display > Accounts Books > Cash Book
2. **Select:** Bank Column

3. **Review:** The cash book to see the bank balance after all transactions.

Summary of Bank Transactions

| Date | Particulars | Bank Dr. (Debit) | Bank Cr. (Credit) | Bank Balance |
|-----------------|----------------------|------------------|-------------------|--------------|
| Opening Balance | Balance at Bank | - | - | 2,00,000 |
| [Date] | Paid to Ramesh | - | 10,000 | 1,90,000 |
| [Date] | Paid to Mahesh | - | 25,000 | 1,65,000 |
| [Date] | Received from Rani | 38,000 | - | 2,03,000 |
| [Date] | Received from Sarita | 50,000 | - | 2,53,000 |

Final Bank Balance: Rs. 2,53,000

Q.31 Prepare a Trial Balance with the information given below:

| | |
|-----------------|-----------|
| Furniture | 10,000 |
| Machinery | 50,000. |
| Building | 1,00,000. |
| Capital | 1,50,000. |
| Cash | 5,000. |
| Trade Debtors | 80,000 |
| Bills Payable | 30,000. |
| Trade Creditors | 65,000. |

1. Open that Company and create the following ledgers under their respective groups as below

Path: Gateway of Tally > Accounts Info > Ledger > create (Multiple ledger mode) and Enter Opening Balance

2. To Display the Trial Balance

Path: Gateway of Tally > Display > Trial balance and Press Enter and press Alt +F1 for Detailed display

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

The output will be as follows

| | | | | |
|--|-------------|-------------------|---------------------------------------|-----------------|
| Tally.ERP 9 | | | Ctrl + M | |
| P: Print | E: Export | M: E-Mail | O: Upload | S: TallyShop |
| G: Language | K: Keyboard | K: Control Centre | H: Support Centre | H: Help |
| Trial Balance | | | Siva Traders | |
| Particulars | | | Siva Traders For 1-Apr-2017 | |
| | | | Closing Balance | |
| | | | Debit | Credit |
| Capital Account | | | | 1,50,000.00 |
| Capital A/c | | | | 1,50,000.00 |
| Current Liabilities | | | | 95,000.00 |
| Sundry Creditors | | | | 65,000.00 |
| Bills Payable A/c | | | | 30,000.00 |
| Fixed Assets | | | 1,60,000.00 | |
| Building A/c | | | 1,00,000.00 | |
| Furniture A/c | | | 10,000.00 | |
| Machinery | | | 50,000.00 | |
| Current Assets | | | 85,000.00 | |
| Sundry Debtors | | | 80,000.00 | |
| Cash-in-hand | | | 5,000.00 | |
| Grand Total | | | 2,45,000.00 | 2,45,000.00 |
| Quit | | | R: Remove Line | U: Restore Line |
| | | | U: Restore All | Space: Select |
| Tally MAIN --> Gateway of Tally --> Display Menu --> Trial Balance | | | © Tally Solutions Pvt Ltd., 1988-2018 | |
| | | | Thu, 18 Oct, 2018 | |
| | | | 16:52:40 | |
| Type here to search | | | ENG | |
| | | | 18-10-2018 | |

Q.32 Prepare Trading, Profit and Loss Account and a Balance Sheet from the following:

| | |
|-----------------|-------------|
| Opening Balance | Amount (Rs) |
| Capital | 4,00,000 |
| Furniture | 1,00,000 |
| Cash | 30,000. |
| Building | 2,00,000. |
| Machinery | 70,000. |
| Transactions: | |
| Purchased Goods | 20,000. |
| Sales | 40,000. |

SIVA SIVANI DEGREE COLLEGE (AUTONOMOUS)
Financial Accounting Record

| | |
|-------------------|--------|
| Paid Rent | 1,000. |
| Paid Salaries | 3,000. |
| Received Interest | 2,000. |

Answer steps

Trading Account in Tally

Create the Trading Account

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
 1. **Name:** Trading Account
 2. **Under:** Primary (or appropriate group for trading account)
 3. **Save** the ledger.

Enter Transactions for Trading Account

Go to: Gateway of Tally > Accounting Vouchers > Select F8: Sales

1. **Date:** [End Date]
2. **Party's Name:** Trading Account
3. **Bill No:** [Invoice Number]
4. **Stock Item Details:**
 1. **Stock Item:** Sales
 2. **Quantity:** [As per Sales]
 3. **Rate:** [Rate as per Sales]
 4. **Amount:** Rs. 40,000
5. **Save** the entry.

Go to: Gateway of Tally > Accounting Vouchers > Select F9: Purchase

1. **Date:** [End Date]
2. **Party's Name:** Trading Account
3. **Bill No:** [Invoice Number]
4. **Stock Item Details:**
 1. **Stock Item:** Purchases
 2. **Quantity:** [As per Purchases]
 3. **Rate:** [Rate as per Purchases]
 4. **Amount:** Rs. 20,000
5. **Save** the entry.

Display the Trading Account

1. **Go to:** Gateway of Tally > Display > Accounts Books > Trading Account

2. Profit and Loss Account in Tally

Create the Profit and Loss Account

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create

1. **Name:** Profit and Loss Account
2. **Under:** Primary
3. **Save** the ledger.

Enter Transactions for Profit and Loss Account

Go to: Gateway of Tally > Accounting Vouchers > Select F8: Sales (for Interest Received)

1. **Date:** [End Date]
2. **Party's Name:** Profit and Loss Account
3. **Bill No:** [Invoice Number]
4. **Amount:** Rs. 2,000
5. **To Account:** Interest Income
6. **From Account:** Bank/Cash
7. **Save** the entry.

Go to: Gateway of Tally > Accounting Vouchers > Select F5: Payment (for Rent and Salaries)

1. **Date:** [End Date]
2. **Dr.:** Rent Account Rs. 1,000
3. **Dr.:** Salaries Account Rs. 3,000
4. **Cr.:** Cash/Bank Rs. 4,000
5. **Narration:** Payment for Rent and Salaries
6. **Save** the entry.

Display the Profit and Loss Account

1. **Go to:** Gateway of Tally > Display > Accounts Books > Profit and Loss Account

3. Balance Sheet in Tally

Create Assets and Liabilities Accounts

Create Assets Accounts:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Furniture, Cash, Building, Machinery, Net Profit
3. **Under:** Fixed Assets (for Furniture, Building, Machinery) and Current Assets (for Cash)

Create Liabilities Accounts:

1. **Go to:** Gateway of Tally > Accounts Info > Ledgers > Create
2. **Name:** Capital
3. **Under:** Capital Accounts

Enter Balances for Assets and Liabilities

1. **Go to:** Gateway of Tally > Accounting Vouchers > Select F4: Contra (for opening balances)
 1. **Date:** [Start Date]
 2. **Dr.:** Furniture Rs. 1,00,000
 3. **Dr.:** Cash Rs. 30,000
 4. **Dr.:** Building Rs. 2,00,000
 5. **Dr.:** Machinery Rs. 70,000
 6. **Dr.:** Net Profit Rs. 19,000
 7. **Cr.:** Capital Rs. 4,00,000
 8. **Narration:** Opening Balances
 9. **Save** the entry.

Display the Balance Sheet

1. **Go to:** Gateway of Tally > Display > Accounts Books > Balance Sheet

Q.33 Enter the following transactions by creating relevant accounts and groups.

Transactions:

Purchased goods from Ram Rs. 10,000.

Purchased goods from Rohan Rs. 5,000

Purchased goods from Rajni Rs. 20,000.

Sold goods to Lucky Rs. 25,000.

Sold goods to Raveena Rs. 30,000.

Sold goods to Kamala Rs. 20,000.

Step 1: Create Ledgers for Suppliers and Customers

Before entering the transactions, create ledgers for suppliers and customers involved in the transactions. Follow these steps to create the necessary ledgers:

1. **Go to Gateway of Tally > Accounts Info > Ledgers > Create.**

Create Supplier Ledgers:

Ram

- Under Group: **Sundry Creditors**
- Name: Ram
- Group: Sundry Creditors

Rohan

- Under Group: **Sundry Creditors**
- Name: Rohan
- Group: Sundry Creditors

Rajni

- Under Group: **Sundry Creditors**
- Name: Rajni
- Group: Sundry Creditors

Create Customer Ledgers:

•

Lucky

- Under Group: **Sundry Debtors**
- Name: Lucky
- Group: Sundry Debtors

Raveena

- Under Group: **Sundry Debtors**
- Name: Raveena
- Group: Sundry Debtors

Kamala

- Under Group: **Sundry Debtors**
- Name: Kamala
- Group: Sundry Debtors

Create Purchase and Sales Ledgers:

Purchase Account

- Under Group: **Purchase Account**

Sales Account

- Under Group: **Sales Account**

Step 2: Enter Purchase Transactions

Transaction 1: Purchase from Ram (Rs. 10,000)

1. Go to **Gateway of Tally > Accounting Vouchers > F9: Purchase.**
2. In the **Credit** field, select **Ram.**
3. Enter Rs. 10,000.
4. In the **Debit** field, select **Purchase Account.**
5. Enter Rs. 10,000.
6. Narration: "Purchased goods from Ram Rs. 10,000".
7. Press Enter and save.

Transaction 2: Purchase from Rohan (Rs. 5,000)

1. Go to **F9: Purchase.**
2. In the **Credit** field, select **Rohan.**
3. Enter Rs. 5,000.
4. In the **Debit** field, select **Purchase Account.**
5. Enter Rs. 5,000.
6. Narration: "Purchased goods from Rohan Rs. 5,000".
7. Press Enter and save.

Transaction 3: Purchase from Rajni (Rs. 20,000)

1. Go to **F9: Purchase.**
2. In the **Credit** field, select **Rajni.**
3. Enter Rs. 20,000.
4. In the **Debit** field, select **Purchase Account.**
5. Enter Rs. 20,000.
6. Narration: "Purchased goods from Rajni Rs. 20,000".
7. Press Enter and save.

Step 3: Enter Sales Transactions

Transaction 4: Sale to Lucky (Rs. 25,000)

1. **Go to Gateway of Tally > Accounting Vouchers > F8: Sales.**
2. In the **Debit** field, select **Lucky**.
3. Enter Rs. 25,000.
4. In the **Credit** field, select **Sales Account**.
5. Enter Rs. 25,000.
6. Narration: "Sold goods to Lucky Rs. 25,000".
7. Press Enter and save.

Transaction 5: Sale to Raveena (Rs. 30,000)

1. Go to **F8: Sales**.
2. In the **Debit** field, select **Raveena**.
3. Enter Rs. 30,000.
4. In the **Credit** field, select **Sales Account**.
5. Enter Rs. 30,000.
6. Narration: "Sold goods to Raveena Rs. 30,000".
7. Press Enter and save.

Transaction 6: Sale to Kamala (Rs. 20,000)

1. Go to **F8: Sales**.
2. In the **Debit** field, select **Kamala**.
3. Enter Rs. 20,000.
4. In the **Credit** field, select **Sales Account**.
5. Enter Rs. 20,000.
6. Narration: "Sold goods to Kamala Rs. 20,000".
7. Press Enter and save.

Step 4: Verify Transactions

1. **Go to Gateway of Tally > Display > Account Books > Ledger.**
2. Select the required ledgers (e.g., Ram, Rohan, Rajni, Lucky, etc.) to verify the transactions have been correctly recorded.

Q. 34 Compute net profit from the following data? wity tally Capital Introduced 4,00,000. Cash Purchases 50,000 Cash Sales 1,00,000 Rent Paid 5,000 Salaries Paid 10,000 Interest Received 2,000. Legal Expenses Paid 1,000. General Expenses 400.

Answer steps

Step 1: Create a Company

1. Go to **Gateway of Tally > Company Info > Create Company**.
2. Fill in company details and set the financial year accordingly.

Step 2: Create Ledgers

Capital Introduced

1. Go to: **Gateway of Tally > Accounts Info > Ledgers > Create**.
2. **Name:** Capital Account
3. **Under:** Capital Account

Cash Purchases

1. **Name:** Purchases
2. **Under:** Purchase Accounts

Cash Sales

1. **Name:** Sales
2. **Under:** Sales Accounts

Rent Paid

1. **Name:** Rent
2. **Under:** Indirect Expenses

Salaries Paid

1. **Name:** Salaries
2. **Under:** Indirect Expenses

Interest Received

1. **Name:** Interest Received
2. **Under:** Indirect Income

Legal Expenses Paid

1. **Name:** Legal Expenses
2. **Under:** Indirect Expenses

General Expenses

1. **Name:** General Expenses

2. **Under:** Indirect Expenses

Cash/Bank

1. **Name:** Cash
2. **Under:** Cash-in-hand

Step 3: Record Transactions

Record Capital Introduced

1. Go to **Accounting Vouchers > F4: Contra**
2. Debit **Cash:** Rs. 4,00,000
3. Credit **Capital Account:** Rs. 4,00,000

Record Cash Purchases

1. Go to **Accounting Vouchers > F9: Purchase**
2. Debit **Purchases:** Rs. 50,000
3. Credit **Cash:** Rs. 50,000

Record Cash Sales

1. Go to **Accounting Vouchers > F8: Sales**
2. Credit **Sales:** Rs. 1,00,000
3. Debit **Cash:** Rs. 1,00,000

Record Rent Paid

1. Go to **Accounting Vouchers > F5: Payment**
2. Debit **Rent:** Rs. 5,000
3. Credit **Cash:** Rs. 5,000

Record Salaries Paid

1. Go to **Accounting Vouchers > F5: Payment**
2. Debit **Salaries:** Rs. 10,000
3. Credit **Cash:** Rs. 10,000

Record Interest Received

1. Go to **Accounting Vouchers > F6: Receipt**
2. Debit **Cash:** Rs. 2,000
3. Credit **Interest Received:** Rs. 2,000

Record Legal Expenses Paid

1. Go to **Accounting Vouchers > F5: Payment**

2. Debit **Legal Expenses:** Rs. 1,000
3. Credit **Cash:** Rs. 1,000

Record General Expenses

1. Go to **Accounting Vouchers > F5: Payment**
2. Debit **General Expenses:** Rs. 400
3. Credit **Cash:** Rs. 400

Step 4: View Profit & Loss Account

Go to **Gateway of Tally > Display > Statements of Accounts > Profit & Loss A/c.**

Q.35 Create a company with full details, enter the following transactions.

- a). Priyanka started business, Rs. 3,00,000.
- b). Opened an account with bank, Rs. 20,000.
- c). Bought furniture by cheque, Rs. 3,000.
- d). Paid office rent Rs. 500.
- e). Cash purchases Rs. 15,000.
- f). Cash sales Rs. 5,000.

Answer step

Step 1: Create a New Company in Tally

1. **Open Tally** and go to the Gateway of Tally.
2. Select **Create Company**.
3. Fill in the following details:
 1. **Company Name:** Priyanka Enterprises
 2. **Mailing Name:** Priyanka Enterprises
 3. **Address:** (Enter relevant address details)
 4. **State:** (Select your state)
 5. **Country:** India
 6. **Currency:** INR
 7. **Financial Year Begins From:** (Enter the start date of the business)
 8. **Books Begin From:** (Enter the same date as above)
4. Save the company details.

Step 2: Enable Accounting Features

1. From the Gateway of Tally, go to **F11: Features**.
2. Under **Accounting Features**, enable:
 1. **Maintain Accounts Only** (if you don't want to maintain inventory for now).
 2. **Allow Multi-Currency** (if needed).

Step 3: Create Ledgers

You'll need to create the following ledgers to record the transactions:

Cash Account

1. Under Group: **Cash-in-Hand**
2. This will be created by default in Tally.

Capital Account

1. Under Group: **Capital Account**

Bank Account

1. Under Group: **Bank Accounts**

Furniture Account

1. Under Group: **Fixed Assets**

Office Rent Account

1. Under Group: **Indirect Expenses**

Purchases Account

1. Under Group: **Purchase Account**

Sales Account

1. Under Group: **Sales Account**

Step 4: Enter Transactions

Now that your ledgers are set up, let's enter the transactions:

Transaction (a): Priyanka Started Business (Rs. 3,00,000)

1. Go to **Accounting Vouchers** from the Gateway of Tally.
2. Select **F4: Contra** to enter the transaction.

3. In the Debit side, select **Cash Account** and enter ₹3,00,000.
4. In the Credit side, select **Capital Account** for ₹3,00,000.
5. Narration: "Priyanka started business with Rs. 3,00,000".

Transaction (b): Opened Bank Account (Rs. 20,000)

1. Go to **Accounting Vouchers**.
2. Select **F4: Contra**.
3. In the Debit side, select **Bank Account** for ₹20,000.
4. In the Credit side, select **Cash Account** for ₹20,000.
5. Narration: "Opened a bank account with Rs. 20,000".

Transaction (c): Bought Furniture by Cheque (Rs. 3,000)

1. Go to **Accounting Vouchers**.
2. Select **F5: Payment**.
3. In the Debit side, select **Furniture Account** for ₹3,000.
4. In the Credit side, select **Bank Account** for ₹3,000.
5. Narration: "Bought furniture by cheque Rs. 3,000".

Transaction (d): Paid Office Rent (Rs. 500)

1. Go to **Accounting Vouchers**.
2. Select **F5: Payment**.
3. In the Debit side, select **Office Rent Account** for ₹500.
4. In the Credit side, select **Cash Account** for ₹500.
5. Narration: "Paid office rent Rs. 500".

Transaction (e): Cash Purchases (Rs. 15,000)

1. Go to **Accounting Vouchers**.
2. Select **F9: Purchase**.
3. In the Debit side, select **Purchase Account** for ₹15,000.
4. In the Credit side, select **Cash Account** for ₹15,000.
5. Narration: "Cash purchases Rs. 15,000".

Transaction (f): Cash Sales (Rs. 5,000)

1. Go to **Accounting Vouchers**.
2. Select **F8: Sales**.
3. In the Debit side, select **Cash Account** for ₹5,000.

4. In the Credit side, select **Sales Account** for ₹5,000.
5. Narration: "Cash sales Rs. 5,000".

Q.36 Prepare a bank book with the following transactions.

- g). Balance at SBI Rs. 1,50,000.
- h). Paid to Mr. Owais Rs. 50,000 by cheque.
- i). Paid Geeta Rs. 25,000 by cheque.
- j). Cash withdrawn by cheque Rs. 20,000 for office use.
- k). Deposited a cheque for Rs. 5,900 and cash Rs. 500.

Answer steps

Step 1: Create Ledgers

Before entering the transactions, you need to create the necessary ledgers for parties involved and the bank account.

1. **Go to Gateway of Tally > Accounts Info > Ledgers > Create.**

Create Bank Ledger:

- **SBI (State Bank of India)**
 - Under Group: **Bank Accounts**

Create Party Ledgers:

Mr. Owais

- Under Group: **Sundry Creditors**

Geeta

- Under Group: **Sundry Creditors**

Create Other Ledgers:

- **Cash Account** (already available by default in Tally)
- **Bank Charges Account** (if needed)

Step 2: Enter Opening Balance for SBI

To enter the opening balance for SBI:

1. **Go to Gateway of Tally > Accounts Info > Ledgers > Alter.**
 2. Select the **SBI** ledger.
 3. In the opening balance field, enter ₹1,50,000 as on the start date of your financial year.
 4. Save the ledger.
-

Step 3: Enter Transactions

Transaction g) Balance at SBI (Rs. 1,50,000)

- **No entry is required** since we already entered the opening balance in the previous step.

Transaction h) Paid to Mr. Owais (Rs. 50,000 by Cheque)

1. **Go to Gateway of Tally > Accounting Vouchers > F5: Payment.**
 2. In the **Bank Allocation Screen**, select the **SBI** ledger.
 3. In the **Debit** side, select **Mr. Owais** and enter ₹50,000.
 4. In the **Credit** side, select **SBI** for ₹50,000.
 5. Narration: "Paid to Mr. Owais Rs. 50,000 by cheque".
 6. Save the transaction.
-

Transaction i) Paid to Geeta (Rs. 25,000 by Cheque)

1. Go to **F5: Payment**.
 2. In the **Bank Allocation Screen**, select **SBI** ledger.
 3. In the **Debit** side, select **Geeta** and enter ₹25,000.
 4. In the **Credit** side, select **SBI** for ₹25,000.
 5. Narration: "Paid to Geeta Rs. 25,000 by cheque".
 6. Save the transaction.
-

Transaction j) Cash Withdrawn by Cheque (Rs. 20,000 for Office Use)

1. Go to **F4: Contra** (used for transferring between cash and bank).
2. In the **Credit** side, select **SBI** and enter ₹20,000.
3. In the **Debit** side, select **Cash Account** for ₹20,000.

4. Narration: "Cash withdrawn by cheque for office use Rs. 20,000".
5. Save the transaction.

Transaction k) Deposited Cheque (Rs. 5,900) and Cash (Rs. 500)

1. Go to **F4: Contra** (used for transferring between cash and bank).
 2. In the **Debit** side, select **SBI** and enter ₹6,400 (₹5,900 cheque + ₹500 cash).
 3. In the **Credit** side, select **Cash Account** for ₹500.
 4. In the **Credit** side again, select **Debtors Ledger** (if the cheque is received from a specific party) or **Bank Account** for ₹5,900.
 5. Narration: "Deposited cheque Rs. 5,900 and cash Rs. 500".
 6. Save the transaction.
-

Step 4: View the Bank Book

To view the **Bank Book** in Tally ERP 9:

1. **Go to Gateway of Tally > Display > Account Books > Cash/Bank Book.**
2. Select **SBI** (State Bank of India).
3. Set the date range to include all transactions.
4. Press Enter to view the detailed bank book, which will show all transactions recorded against the **SBI** ledger.
