

INTRODUCTION:

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

1.1 Overview

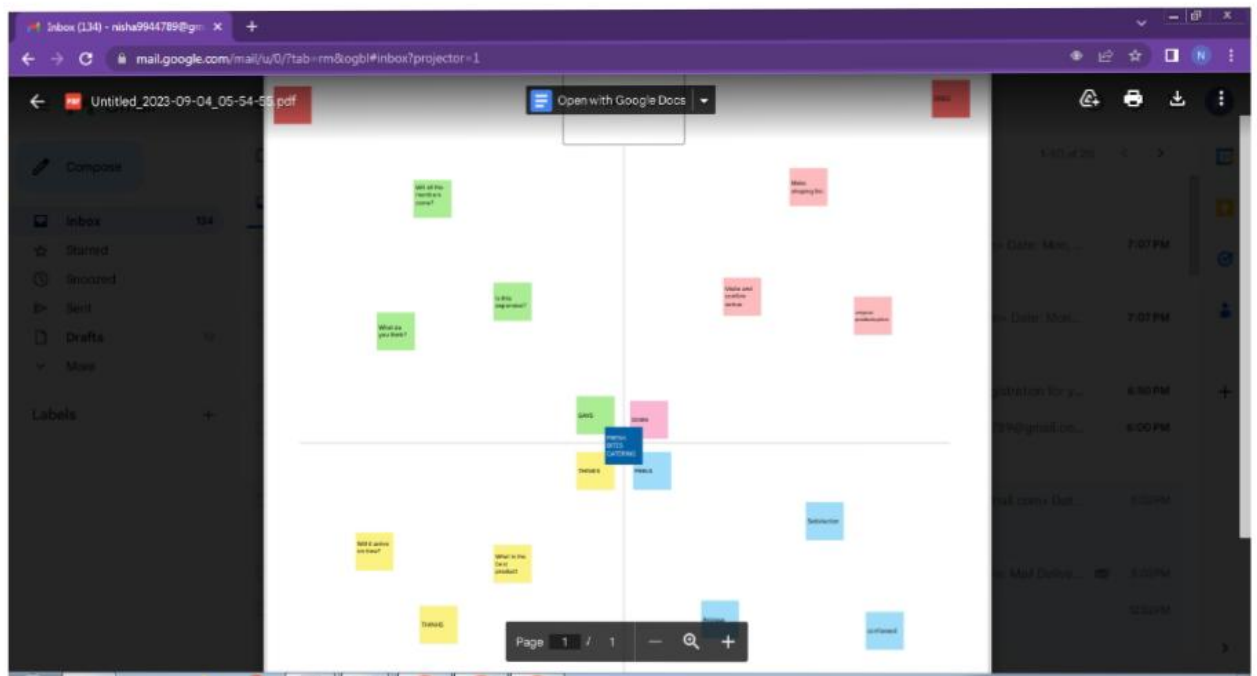
1. My project title was "Preparation and maintenance for Keerthi Sweets in Zoho Books"
2. My project duration was 28 days. I finished my project in 2 days after starting

1.2 Purpose

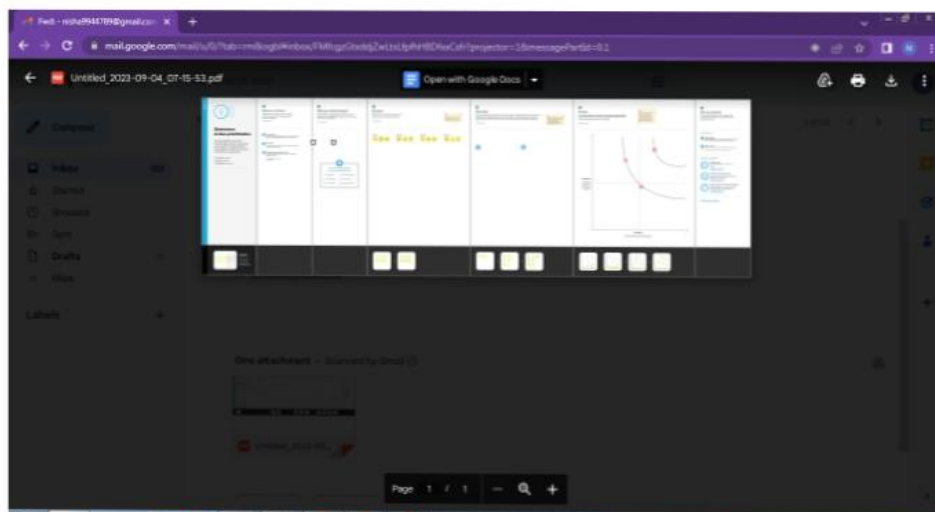
1. Accounts maintained easily.
2. Time saving.
3. It is an easy way to create sales, purchase order, bills, and invoices.

Problem definition and design thinking:

2.1 Empathy map



2.2 Idea and brainstorming map



Result:

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

PROFIT AND LOSS OUTPUT

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

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

BALANCE SHEET

Balance Sheet
Basis: Accrual
As of 31/03/2024

Account	Total
Assets	
Current Assets	
Cash	
Petty Cash	5,000.00
Total for Cash	5,000.00
Bank	
KOCI Bank-001	68,000.00
Total for Bank	68,000.00
Other current assets	
Prepaid Expenses	21,000.00
Total for Other current assets	21,000.00
Total for Current Assets	94,000.00
Fixed Assets	
Miscellaneous Expenses	5,000.00
Total for Fixed Assets	5,000.00
Total for Assets	99,000.00
Liabilities & Equities	

4. Advantage and Disadvantage:

Advantages:

- 1.Accounts maintained easily.
- 2.Time Saving.
- 3.It is an easy way to create sales,purchase order,bill and invoices.

Disadvantages:

- 1.we cannot see the customers and to talk over the customer.

5.Applications:

ZOHO Books link:books.zoho.com

6.Conclusion:

- 1.First we open the link and create the organization.
- 2.The zoho books page opened,first we create the items.
- 3.Then,sales creation and purchase creation.
- 4.Now to create a vendors,purchase order,bills and invoices,customers,adding bank account,new account ledger,journal entries,recording banking transactions.
- 5.To see the report what we can create and record.

7.Future scope:

- 1.Groups shop provided complete access to all function the user can perform on the record.
- 2.for instance,a group scope can allow a user to read,create,update and delete in all modules.
- 3.The user has access to all modules in the client zoho CRM account.

8.Appentix.

A.source code:

1.Empathy map and Brainstorm link:

<https://github.com/mtu121ucca020/-Preparation-And-Maintenance-Of-ZOHO-Books-For-Fresh-Bites-Catering/upload/main>

2.Zoho books link:

Books.zoho.com