Computerized Accounting Systems (Tally ERP9) For B.Com Semester I(CBCS)

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Versions of Tally

- Tally 4.5   Dos based Accounts with Inventory.
- Tally 5.4   Windows based Accounts with Inventory.
- Tally 6.3   With online finalization Auditing &

     Import and Export features.
- Tally 7.2   With VAT, TDS & Service Tax
- Tally 8.1   With FBT & Excise Duty.
- Tally 9.0   8.1 with Payroll system , Multi-Language

     & Extra formality feature.
- Tally ERP.9   Tally ERP.9 with Remote Access facility,
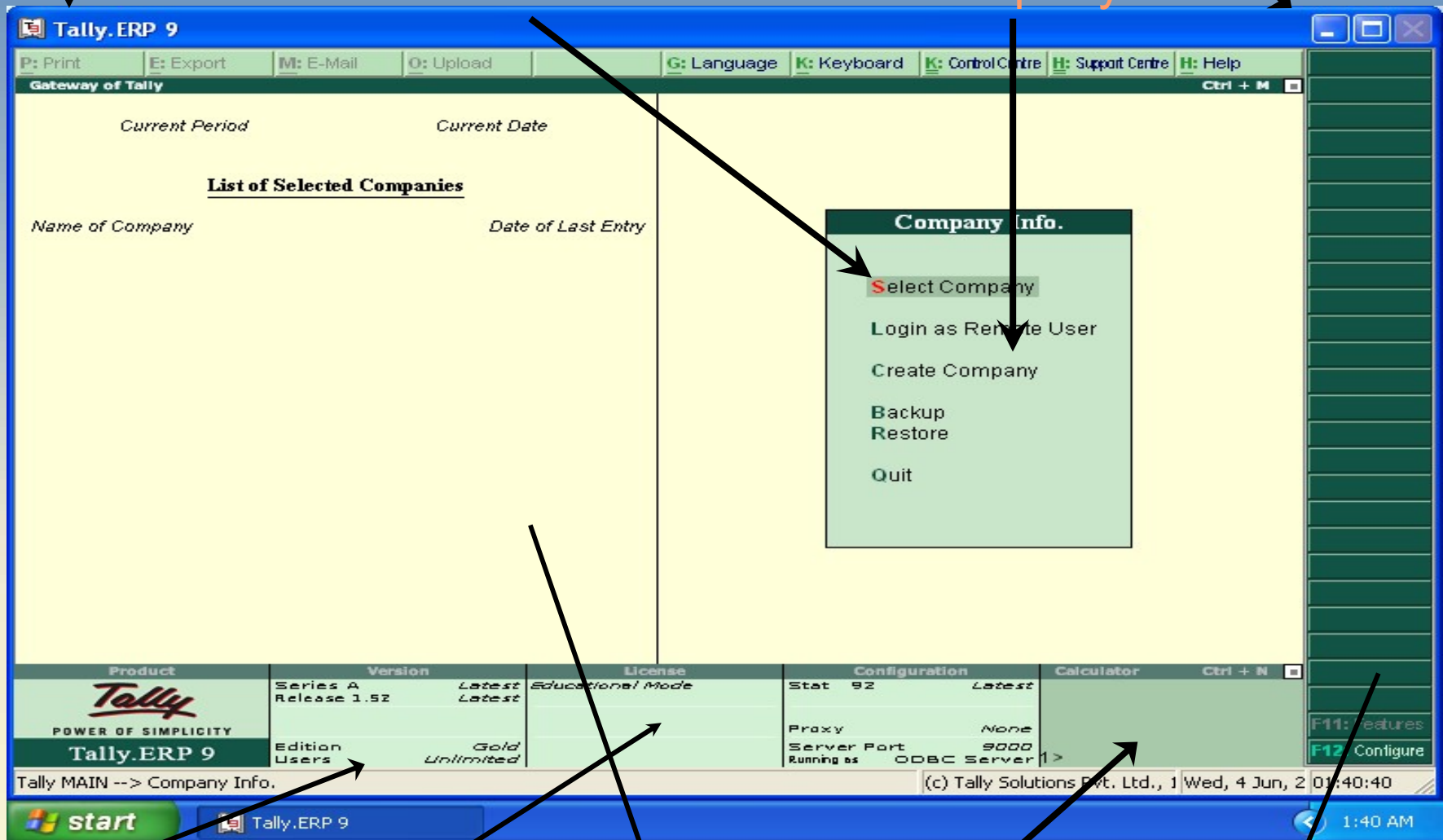
     Multi-budgets & scenarios & etc.

TALLY start-up screen displays as shown:

Minimize button

Title bar

Select Company

Create Company

Version detail

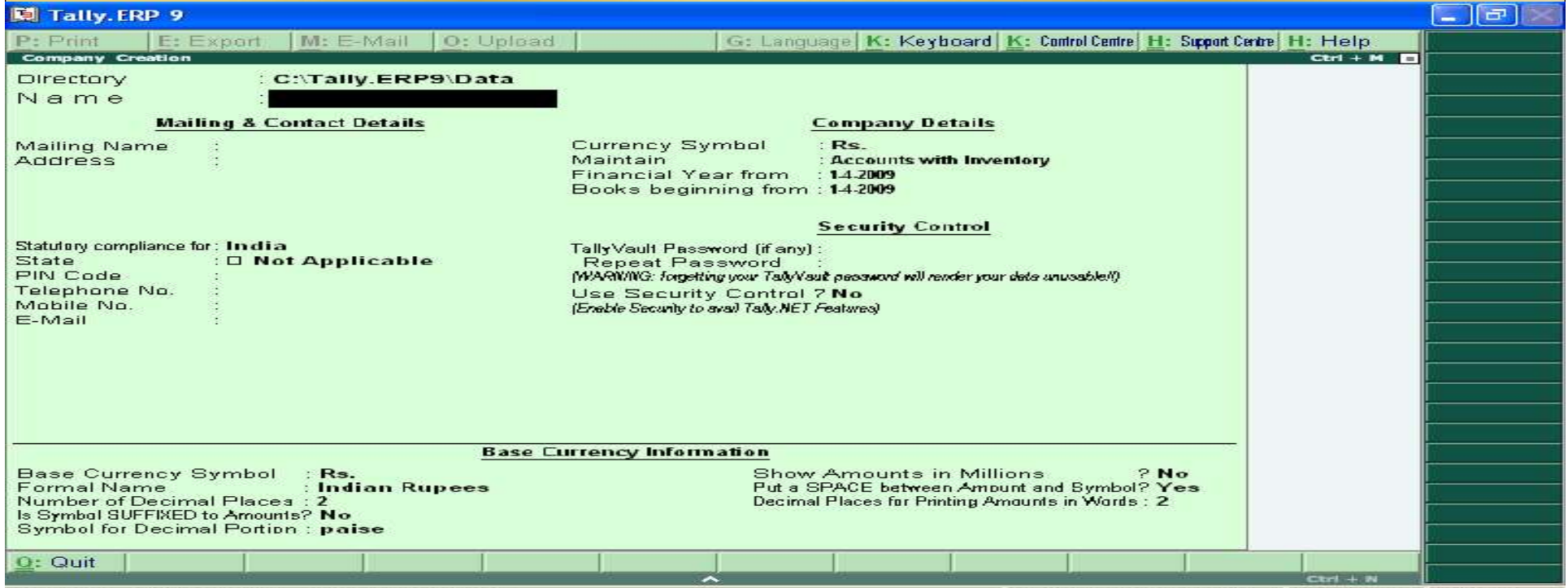License Mode details

Gateway of Tally

Calculator

Buttons toolbar

Creation of Company

Step 1: **Go to Gateway of Tally > Company Info > Create company**

Step 2: **Fill the details in all options** (Option which are filled by default are mandate to fill & other are optional)

Step 3: **Accept the screen by pressing Enter or Ctrl+A.**

Alteration : A created company's detail can be modified at a later time through keys Alt+[F3] or choosing the Alter option from gateway of tally. A company has been successfully created with the above information

Creation of Account Heads

Press F11 and select yes for the required options

Configuration of Accounting Features after press F1

Configuration of Accounting Features after press F2

Tally.ERP 9

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

Company Operations Alteration   Ctrl + M

F1: Accounts
F2: Inventory
F3: Statutory

Current Period   Current Date
1.4.2009 to 31.3.2010   Wednesday, 1 Apr, 2009

Company : Sharma Construction Pvt. Ltd

Inventory Features

General

Integrate Accounts and Inventory	? Yes
Allow Zero valued entries	? No

Storage & Classification

Maintain Multiple Godowns	? No
Maintain Stock Categories	? No
Maintain Batch-wise Details	? No
(set Expiry Dates for Batches)	? No
Use different Actual & Billed Qty	? No

Order Processing

Allow Purchase Order Processing	? No
Allow Sales Order Processing	? No

Invoicing

Allow Invoicing	? Yes
Enter Purchases in Invoice Format	? Yes
Use Debit/Credit Notes	? No
Use Invoice mode for Credit Notes	? No
Use Invoice mode for Debit Notes	? No
Separate Discount column on Invoices	? No

Purchase Management

Track additional costs of Purchase	? No

Sales Management

Use Multiple Price Levels	? No

Additional Inventory Vouchers

Use Tracking Numbers (Delivery/Receipt Notes)	? No
Use Rejection Inward/Outward Notes	? No

F1: Accounts   F2: Inventory   F3: Statutory

Q: Quit | A: Accept

Tally MAIN --> Gateway of Tally --> Company Features --> Company Operations Alteration   (c) Tally Solutions Pvt. Ltd., 1 Wed, 4 Jun, 2 02:30:49

start   Tally.ERP 9   2:30 AM

Configuration of Statutory & Taxations after press F3

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

F1: Accounts
F2: Inventory
F3: Statutory

Company Operations Alteration · Ctrl + M

Current Period · Current Date
1.4.2009 to 31.3.2010 · Wednesday, 1 Apr, 2009

Company : **Sharma Construction Pvt. Ltd**

Statutory & Taxation

Enable Excise	? No	Enable Tax Deducted at Source (TDS)	? No
Set/Alter Excise Details	? No	Set/Alter TDS Details	? No
(Note : 'Enable Maintain Multiple Godowns for Multiple Excise Units)		Enable Tax Collected at Source (TCS)	? No
		Set/Alter TCS Details	? No
Follow Excise rules for Invoicing	? No	Enable Fringe Benefit Tax (FBT)	? No
Enable Value Added Tax (VAT)	? No	Set/Alter FBT Details	? No
Set/Alter VAT Details	? No		
Enable Service Tax	? No		
Set/Alter Service Tax Details	? No		

Tax Information

Local Sales Tax Number :

Inter-state Sales Tax Number :
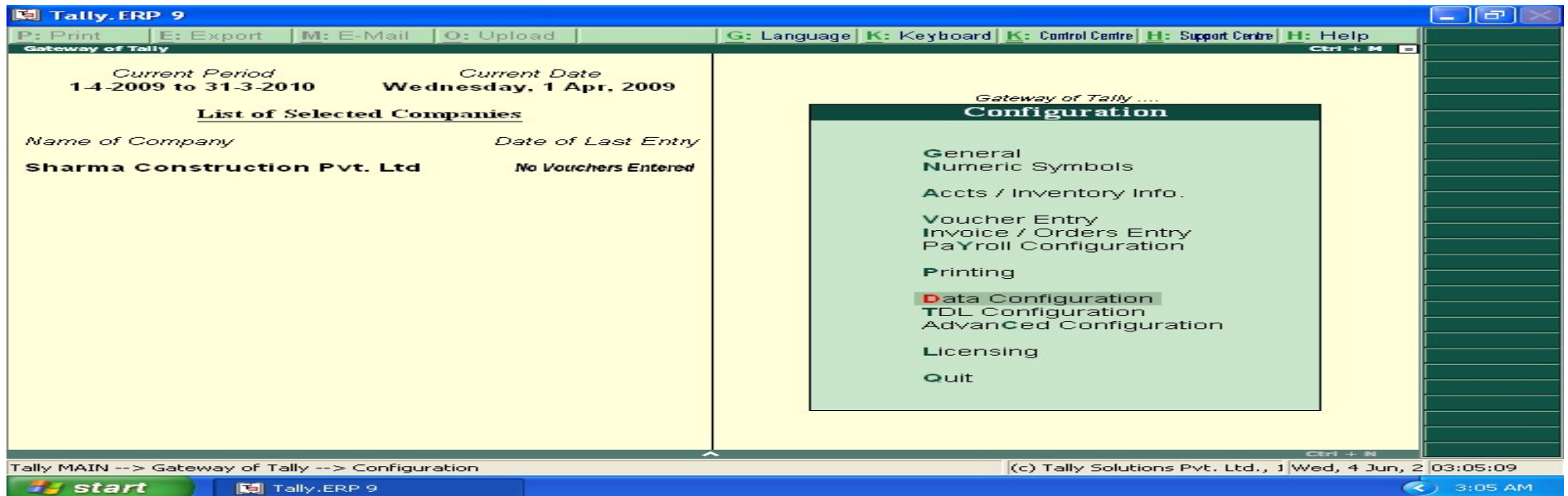
PAN / Income - Tax No. :

F1: Accounts   **F2:** Inventory   **F3:** Statutory

Q: Quit | **A: Accept**

Ctrl + N

Tally MAIN --> Gateway of Tally --> Company Features --> Company Operations Alteration

(c) Tally Solutions Pvt. Ltd., 1 Wed, 4 Jun, 2 02:31:16

start | Tally.ERP 9 | 2:31 AM

Configuration:F12

Tally.ERP 9

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

Gateway of Tally   Ctrl + M

Current Period   Current Date
1-4-2009 to 31-3-2010   Wednesday, 1 Apr, 2009

List of Selected Companies

Name of Company   Date of Last Entry

Sharma Construction Pvt. Ltd   *No Vouchers Entered*

Gateway of Tally ....

Configuration

General
Numeric Symbols

Accts / Inventory Info.

Voucher Entry
Invoice / Orders Entry
PaYroll Configuration

Printing

Data Configuration
TDL Configuration
AdvanCed Configuration

Licensing

Quit

Tally MAIN --> Gateway of Tally --> Configuration   (c) Tally Solutions Pvt. Ltd., 1 | Wed, 4 Jun, 2 | 03:05:09

start   Tally.ERP 9   3:05 AM

Country Details

Use Accounting terminology of   : **India / SAARC**
(SAARC countries include India, Pakistan, Sri Lanka,
Bangladesh, Nepal, Bhutan and Maldives.)

Style of Names

Default appearance of Names in Reports   : **Name Only**
Default appearance of Stock Item Names in Reports : **Name Only**

Style of Dates

Style of Short Date   : **dd-mm-yy**
Separator used in Short Date   : **-**

Configuration of Numbers

Decimal Character to use   : **.**
Thousands Separator to use   : **,**
Put Sign before Currency/Unit Symbols   ? **No**
Show numbers in Millions (and not Lakhs)   ? **No**

Other Options

Show Monthly reports with Graphs   ? **Yes**
Use separate Menu for Final A/c Statements   ? **No**
Ignore errors & continue during data import   ? **No**
(Applicable for importing vouchers in XML format)
Base Currency Symbol along with Amount   ? **No**
Show tables with Masters only in Current Language ? **No**

**Accts/Inventory Info.
Configuration**

General configuration
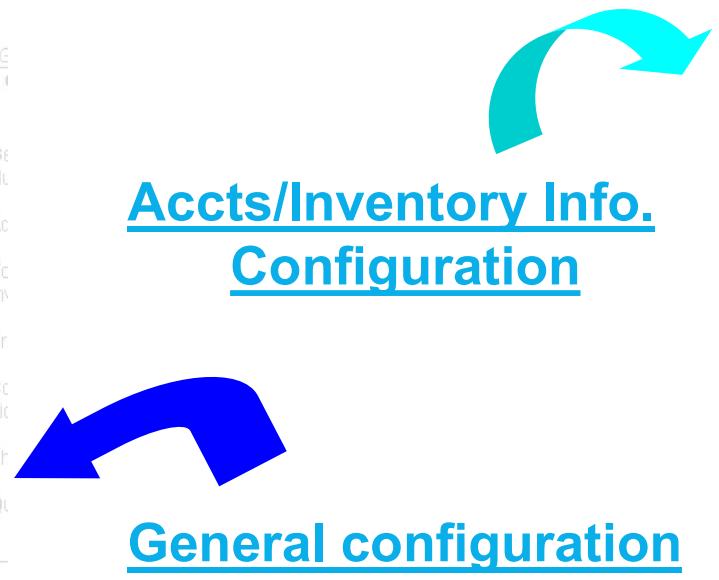
Master Configuration

Allow ALIASES along with Names   ? **Yes**
Allow Language ALIASES along with Names   ? **No**

Accounts Masters
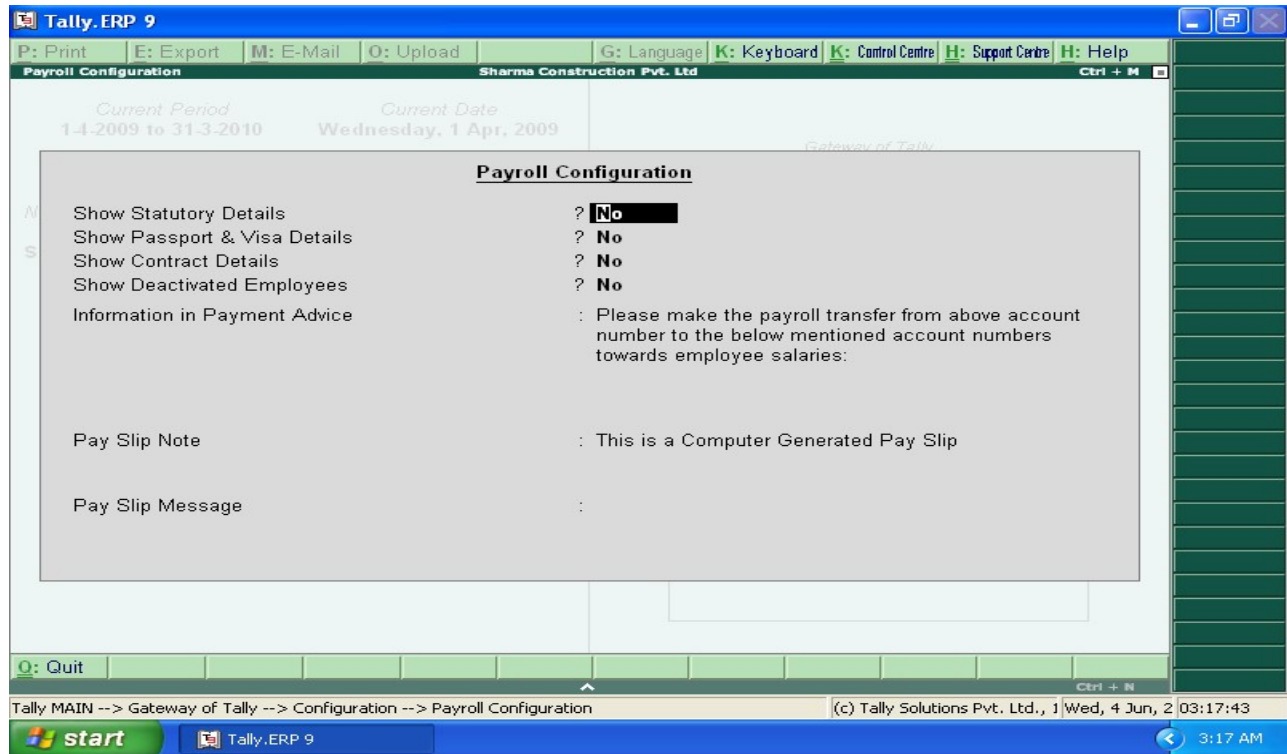
Allow ADVANCED entries in Masters   ? **Yes**
Add NOTES for Ledger Accounts   ? **No**
Use ADDRESSES for Ledger Accounts   ? **Yes**
Use CONTACT DETAILS for Ledger Accounts   ? **No**

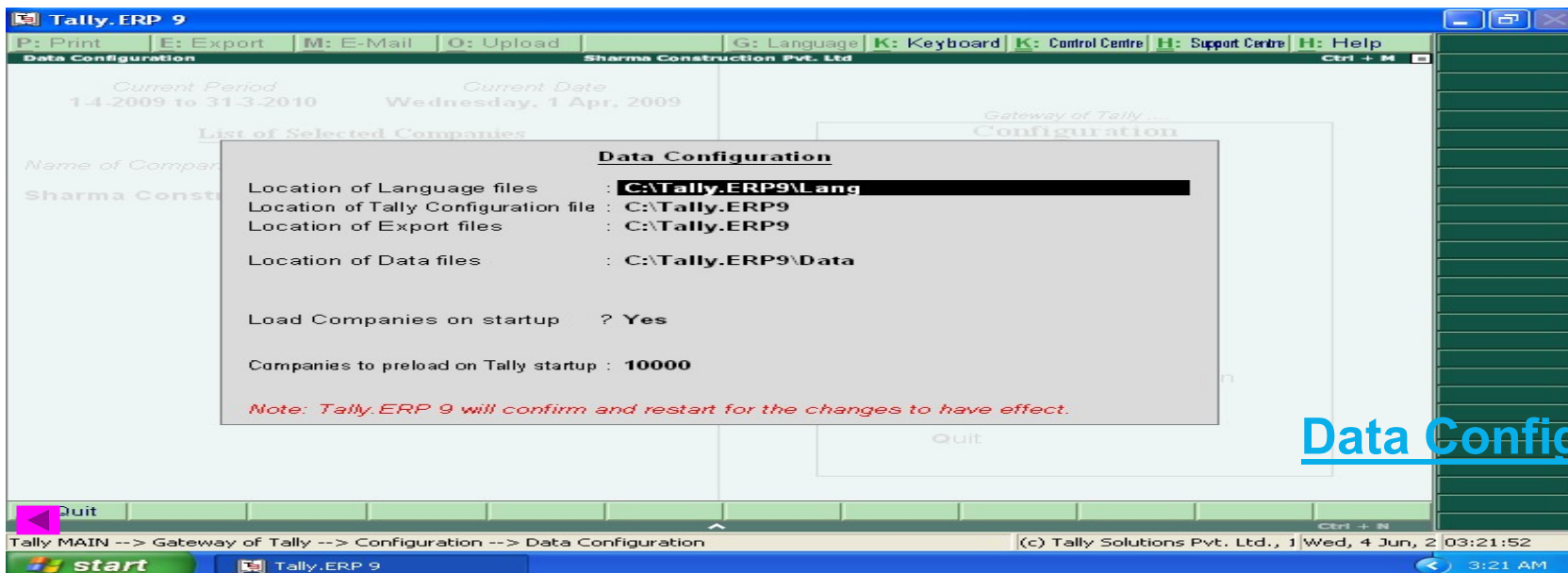**Inventory Masters**

Allow ADVANCED entries in Masters   ? **No**
Use PART NUMBERS for Stock Items   ? **No**
Use Description for Stock Items   ? **No**
Use REMARKS for Stock Items   ? **No**
Specify Default Ledger Allocation for Invoicing ? **No**
Use ALTERNATE UNITS for Stock Items   ? **No**
Allow Std. Rates for Stock Items   ? **No**
Allow Component list details (Bill of Materials) ? **No**
Use ADDRESSES for Godowns   ? **N**

Accounting Vouchers

Skip Date field in Create Mode (faster entry!)	? Yes
Use Single Entry mode for Pymt/Rcpt/Contra	? Yes
Show Inventory Details	? Yes
Show Table of Bill Details for Selection	? Yes
Show Bill-wise Details	? Yes
Expand into multiple lines	? Yes
Show Ledger Current Balances	? Yes
Show Balances as on Voucher Date	? No
Use Payment/Receipt as Contra	? No
Allow Cash Accounts in Journals	? No
Use Cr/Dr instead of To/By during entry	? No
Warn on Negative Cash Balance	? Yes
Pre-Allocate Bills for Payment/Receipt	? No
Allow Expenses/Fixed Assets in Purchase Vouchers	? No
Allow Income Accounts in Sales Vouchers	? No

Inventory Vouchers

Use Ref. Number in Stock Journal	? No
Warn on Negative Stock Balance	? Yes
Honor Expiry Dates usage for Batches	? Yes
Show Balances as on Voucher Date	? No

Voucher Entry Configuration

Tally.ERP 9

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

Payroll Configuration   Sharma Construction Pvt. Ltd   Ctrl + M

Current Period   Current Date
1-4-2009 to 31-3-2010   Wednesday, 1 Apr, 2009

Gateway of Tally

Payroll Configuration

Show Statutory Details	? No
Show Passport & Visa Details	? No
Show Contract Details	? No
Show Deactivated Employees	? No
Information in Payment Advice	: Please make the payroll transfer from above account number to the below mentioned account numbers towards employee salaries:
Pay Slip Note	: This is a Computer Generated Pay Slip
Pay Slip Message	:

Q: Quit   Ctrl + N

Tally MAIN --> Gateway of Tally --> Configuration --> Payroll Configuration   (c) Tally Solutions Pvt. Ltd., 1 Wed, 4 Jun, 2 03:17:43

start   Tally.ERP 9   3:17 AM

Payroll Configuration

Tally.ERP 9

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

Data Configuration   Sharma Construction Pvt. Ltd   Ctrl + M

Current Period   Current Date
1-4-2009 to 31-3-2010   Wednesday, 1 Apr, 2009

Gateway of Tally
Configuration

List of Selected Companies

Name of Compan...

Sharma Const...

Data Configuration

Location of Language files	: C:\Tally.ERP9\Lang
Location of Tally Configuration file	: C:\Tally.ERP9
Location of Export files	: C:\Tally.ERP9
Location of Data files	: C:\Tally.ERP9\Data
Load Companies on startup	? Yes
Companies to preload on Tally startup	: 10000

Note: Tally.ERP 9 will confirm and restart for the changes to have effect.

Quit

Quit   Ctrl + N

Tally MAIN --> Gateway of Tally --> Configuration --> Data Configuration   (c) Tally Solutions Pvt. Ltd., 1 Wed, 4 Jun, 2 03:21:52

start   Tally.ERP 9   3:21 AM

Data Configuration

Creating Accounting Master

Step1: Gateway of Tally>Accounts Info.>Groups

Accounts Info.

Groups
Ledgers

Voucher Types

Quit

Groups

Single Group

Create
Display
Alter

Multiple Groups

CReate
DIsplay
AlTer

Quit

Group Creation

Name	: **Building**
(alias)	:
Under	: **Fixed Assets**

Group behaves like a Sub-Ledger	?	**No**
Nett Debit/Credit Balances for Reporting	?	**Yes**
Used for Calculation (eg. Taxes, Discounts)	?	**No**
(for Sales Invoice Entry)		
Method to Allocate when used in Purchase Invoice	? [	**Not Applicable**

Multi Group Display — Alpha Services — Ctrl + M

Under Group : **Fixed Assets**

S.No.	Name of Group	Under
1.	Building A/c	Fixed Assets
2.	Car A/c	Fixed Assets
3.	Furniture & Fixture	Fixed Assets
4.	Office Equipment	Fixed Assets

Step 2: Gateway of Tally>Accounts Info.>Ledgers

Gateway of Tally ....
Accounts Info.

Groups
Ledgers

Voucher Types

Quit

Gateway of Tally ....
Accounts Info. ....

Ledgers

Single Ledger

Create
Display
Alter

Multiple Ledgers

CReate
DIsplay
AlTer

Quit
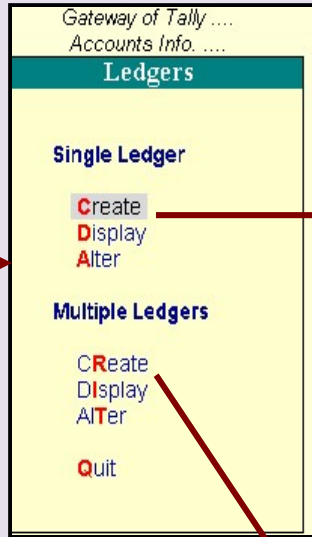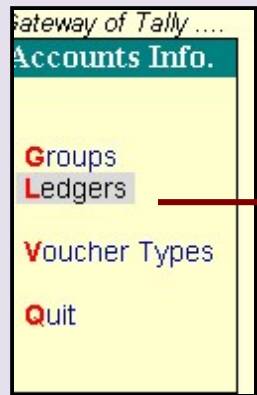
Ledger Creation | **Alpha Services**

	Total Op. Bal.
Name : **Nandita's Capital A/c**	
(alias) :	**2,00,000.00 Cr**
	Difference
	2,00,000.00 Cr

Under : **Capital Account**

Inventory values are affected ? **No**

Mailing Details

Name : **Nandita's Capital A/c**

Address :

State : [**Not Applicable**
PIN Code :

Tax Information

PAN / IT No. :
Sales Tax No. :

Opening Balance (on 1-Apr-2008) : 2,00,000.00 **Cr**

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 | Sharma Construction Pvt. Ltd

Under Group : ☐ **All Items** | For 1-Apr-2009

S.No.	Name of Ledger	Under	Opening Balance Dr/Cr
1.	Telephone Exp	Indirect Expenses	10,000.00 Dr
2.	Rent Exp.	Indirect Expenses	2,50,000.00 Dr
3.	Stationery Exp.	Indirect Expenses	26,000.00 Dr

F3: Company
F3: New Cmp
F4: Parent
F4: New Parent

Z: Zero Op Bal
F6: Skip Names
F7: Skip Parent
F8: Skip Details

Accept ?
Yes or **No**

G: Groups
L: Ledgers

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

F11: Features

Tally MAIN --> Gateway of Tally --> Accounts Info. --> Ledgers --> Multi Ledger Creation | (c) Tally Solutions Pvt. Ltd., 1 | Wed, 4 Jun, 2 | 03:29

start | Tally.ERP 9 | 3:29 AM

Step 3: Gateway of Tally >Accounts Info.>Voucher Type

Voucher Type Creation   Alpha Services

Name   : **Bank Receipt**
(alias)   :

General		Printing		Name of Class
Type of Voucher	: **Receipt**	Print after saving Voucher	? **No**	
Abbr.	: **Rcpt**	Print Formal Receipt after saving	? **No**	
Method of Voucher Numbering	? **Automatic**			
Use Advance Configuration	? **Yes**			
Use EFFECTIVE Dates for Vouchers	? **No**			
Make 'Optional' as default	? **No**			
Use Common Narration	? **Yes**			
Narrations for each entry	? **No**			

Accept ?

Yes or **No**

Gateway of Tally ....
Accounts Info. ....
Voucher Types

Create

Display

Alter

Quit

...ion (Secondary)   Alpha Services

Starting Number	? **1**
Width of Numerical Part	: **0**
Prefill with ZERO	? **No**

Restart Numbering			Prefix Details		Suffix Details	
Applicable From	Starting Number	Particulars	Applicable From	Particulars	Applicable From	Particulars
1-Apr-2008	**1**	**Yearly**	**1-Apr-2008**	**BR/**	**1-Apr-2008**	**/08-09**

Creating Inventory Master

Step1: **Gateway of Tally>Inventory Info.>Stock Group/Stock Item/ Unit of Measures**

Import of data from one company to another created within tally happens seamlessly.

Creating Transactions in Accounting Vouchers

Step1: Gateway of Tally >Accounting voucher > Payment/Contra/Receipt/Sales/
Purchase/Journal Voucher.

PAYMENT VOUCHER (F5)

RECEIPT VOUCHER(F6)

CONTRA VOUCHER(F4)

JOURNAL VOUCHER(F7)

SALES VOUCHER(F8)

Tally.ERP 9

Accounting Voucher Creation   Sharma Construction Pvt. Ltd   Ctrl + M ☐

Sales	No. **1**	**31-Mar-2010**
Ref. :		Wednesday

Party's A/c Name : **Kapoor Industries**
Current Balance :   *3,50,000.00 Cr*
Sales Ledger : **Sale @4%**

Name of Item	Quantity	Rate per	Amount
Mouse	100 pcs	150.00 pcs	15,000.00
Rate of Duty : 4			
Output Vat@4%		4 %	600.00

Narration:
mouse sold to kapoor indsutries

100 pcs

Accept ?

Yes or **No**

Q: Quit   A: Accept D: Delete X: Cancel

F1: Accounts Buttons
F1: Inventory Buttons
F2: Date
F3: Company
F4: Contra
F5: Payment
F6: Receipt
F7: Journal
F8: Sales
F8: Credit Note
F9: Purchase
F9: Debit Note
F10: Rev Jrnl
F10: Memos

I: Acct Invoice
V: As Voucher
T: Post-Dated
L: Optional
F11: Features
F12: Configure

Ctrl + N

Tally MAIN --> Gateway of Tally --> Accounting Voucher Creation   (c) Tally Solutions Pvt. Ltd., 1 Wed, 4 Jun, 2 03:55:25

start   Tally.ERP 9   3:55 AM

PURCHASE VOUCHER(F9)

Tally.ERP 9

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

Accounting Voucher Creation   Sharma Construction Pvt. Ltd   Ctrl + M

	F1: Accounts Buttons
	F1: Inventory Buttons

Purchase   No. **1**   31-Mar-2010

Supplier Invoice No. : **22**   Date : **2-Jun-2009**   Wednesday

F2: Date

F3: Company

Party's A/c Name : **Krishna Chasis Works**
Current Balance :
Purchase Ledger : **Pruchase @12.5%**

F4: Contra

F5: Payment

Name of Item	Quantity	Rate	per	Amount
Fibre	10 sheets	4,000.00	sheets	40,000.00
Rate of Duty : 12.50				
Input Vat@12.5%		12.50	%	5,000.00

F6: Receipt

F7: Journal

F8: Sales

F8: Credit Note

F9: Purchase

F9: Debit Note

F10: Rev Jrnl

F10: Memos

I: Acct Invoice

V: As Voucher

T: Post-Dated

L: Optional

Narration: 10 sheets
raw material purchased from krishna chasis works

Accept ?

Yes or **No**

| Q: Quit | A: Accept | D: Delete | X: Cancel |

Ctrl + N

F11: Features

F12: Configure

Tally MAIN --> Gateway of Tally --> Accounting Voucher Creation   (c) Tally Solutions Pvt. Ltd., 1   Wed, 4 Jun, 2   03:59:42

start   Tally.ERP 9   3:59 AM

Creating transaction in Inventory Voucher

Step1: Gateway of Tally>Inventory voucher>Stock Journal

Stock Journal(ALT+F7 & also ALT+F1)

Trial Balance

Step1: **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 |

F1: Detailed — Restore Down

Trial Balance	Sharma Construction Pvt. Ltd	Ctrl + M 🔲

F2: Period
F3: Company
F4: Group
F5: Led-wise
F6: Monthly
F7: Vouchers

Particulars	Sharma Construction Pvt. Ltd 1-Apr-2009 to 31-Mar-2010 Closing Balance	
	Debit	Credit
Current Liabilities	5,000.00	49,100.00
Current Assets	3,48,500.00	3,34,400.00
Sales Accounts		15,000.00
Purchase Accounts	40,000.00	
Indirect Expenses	5,000.00	
Grand Total	**3,98,500.00**	**3,98,500.00**

C: New Column
A: Alter Column
D: Del Column
N: Auto Column
B: Budget Variance

F8: Other Rep
F9: Inv Rep
F10: Acc Rep
F11: Features
F12: Configure
F12: Range
F12: Value

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

Tally MAIN --> Gateway of Tally --> Display Menu --> Trial Balance	(c) Tally Solutions Pvt. Ltd., 1	Wed, 4 Jun, 2	04:07:43

🏁 start	🔲 Tally.ERP 9		4:07 AM

Tally - Books of Accounts REPORTS

- **Profit & loss statement**

- **Balance sheet**

- **Cash flow statement**

- **Fund flow statement**

- **Ratio analysis**

- **Others**

Reports Generating:

(1) Profit & Loss Statement

(2) *Balance Sheet*

Tally.ERP 9

Balance Sheet — Sharma Construction Pvt. Ltd — Ctrl + M

F1: Detailed
F2: Period
F3: Company
F7: Valuation

Liabilities	Sharma Construction Pvt. Ltd as at 31-Mar-2010	Assets	Sharma Construction Pvt. Ltd as at 31-Mar-2010
Capital Account		Fixed Assets	5,00,000.00
Loans (Liability)		Current Assets	46,100.00
Current Liabilities	5,44,100.00		
Profit & Loss A/c	2,000.00		
Opening Balance			
Current Period	2,000.00		
Total	**5,46,100.00**	**Total**	**5,46,100.00**

C: New Column
A: Alter Column
D: Del Column
N: Auto Column

F9: Inv Rep
F10: Acc Rep
F11: Features
F12: Configure
F12: Range
F12: Value

Q: Quit | R: Remove Line   U: Restore Line   U: Restore All   Space: ▶   Ctrl + N

Tally MAIN --> Gateway of Tally --> Balance Sheet   (c) Tally Solutions Pvt. Ltd., 1 Wed, 4 Jun, 2 04:13:09

start | Tally.ERP 9   4:13 AM

(3) *Cash Flow Statements*

Gateway Of Tally>Cash Flow

(4) *Fund Flow Statement*

Gateway of Tally>Fund Flow

(5) *Ratio Analysis*

Gateway of Tally>Ratio **Analysis**

Tally.ERP 9

P: Print	E: Export	M: E-Mail	O: Upload		G: Language	K: Keyboard	K: Control Centre	H: Support Centre	H: Help	F2: Period

Ratio Analysis   Sharma Construction Pvt. Ltd   Ctrl + M ▢   F3: Company

Principal Groups	Sharma Construction Pvt. Ltd 1-Apr-2009 to 31-Mar-2010	Principal Ratios	Sharma Construction Pvt. Ltd 1-Apr-2009 to 31-Mar-2010
Working Capital	5,48,000.00 Cr	**Current Ratio**	0.01 : 1
(Current Assets-Current Liabilities)		*(Current Assets : Current Liabilities)*	
Cash-in-hand	9,84,500.00 Dr	**Quick Ratio**	0.04 : 1
Bank Accounts	3,14,000.00 Dr	*(Current Assets-Stock-in-hand : Current Liabilities)*	
Bank OD A/c		**Debt/Equity Ratio**	0.00 : 1
		(Loans (Liability) : Capital Account + Nett Profit)	
Sundry Debtors	13,19,400.00 Cr		
(due till today)	**30,600.00 Dr**	**Gross Profit** %	23.33 %
Sundry Creditors	5,45,000.00 Cr	**Nett Profit** %	(-)160.00 %
(due till today)	**5,45,000.00 Cr**	**Operating Cost** %	260.00 %
		(as percentage of Sales Accounts)	
Sales Accounts	30,000.00 Cr		
Purchase Accounts	40,000.00 Dr	**Recv. Turnover in days**	15,737.94 days
Stock-in-hand	17,000.00 Dr	*(payment performance of Debtors)*	
Nett Loss	48,000.00 Dr		
		Return on Investment %	100.00 %
Wkg. Capital Turnover	0.05	*(Nett Profit / Capital Account + Nett Profit)*	
(Sales Accounts / Working Capital)		**Return on Wkg. Capital** %	(-)8.76 %
Inventory Turnover	1.76	*(Nett Profit / Working Capital) %*	
(Sales Accounts / Closing Stock)			

C: New Column
A: Alter Column
D: Del Column
N: Auto Column

F9: Inv Rep
F10: Acc Rep
F11: Features
F12: Configure
F12: Range
F12: Value

Q: Quit   R: Remove Line | U: Restore Line | U: Restore All | Space: ▸

Ctrl + N

Tally MAIN --> Gateway of Tally --> Ratio Analysis   (c) Tally Solutions Pvt. Ltd., 1 Wed, 4 Jun, 2 04 ▸ :05

start   Tally.ERP 9   4:23 AM

(3) Stock Summary

(4) *Day Book for 31.03.2010*

Gateway of Tally>Display>Day Books

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 — Sharma Construction Pvt. Ltd — Ctrl + M

Day Book — For 31-Mar-2010

Date	Particulars	Vch Type	Vch No.	Debit Amount / Inwards Qty	Credit Amount / Outwards Qty
31-3-2010	Rent Exp.	Payment	2	50,000.00	
31-3-2010	Kapoor Industries	Receipt	2		10,00,000.00
31-3-2010	Water Exp.	Journal	1	3,500.00	
31-3-2010	Furnitures	Journal	2	5,00,000.00	
31-3-2010	Kapoor Industries	Sales	1	15,600.00	
31-3-2010	Kapoor Industries	Sales	2	15,000.00	
31-3-2010	Krishna Chasis Works	Purchase	1		45,000.00
31-3-2010	Mouse	Stock Journal	1	100 pcs	

| F1: Detailed |
| F2: Date |
| F2: Period |
| F3: Company |
| F4: Chg Vch |
| F5: Columnar |
| F6: Extract |
| F7: Show Profit |
| F8: Other Rep |
| F9: Inv Rep |
| F10: Acc Rep |
| F11: Features |
| F12: Configure |
| F12: Range |
| F12: Value |

◄Quit | Enter: Alter | D: Delete | X: Cancel | 2: Duplicate | A: Add Vch | I: Insert Vch | R: Remove Line | U: Restore Line | U: Restore All | Space: ▌ | Space: ▌ — Ctrl + N

(7) *Sales Register*

Gateway of Tally>Display>Accounts Book>Sales Register

(8) *Purchase Register*

Gateway of Tally>Display>Accounts Book>Purchase Register

Backup of Data

Restore the Data

Migration Tally Data from Tally 6.3, Tally 7.2, Tally 8.1, Tally 9 Release 2.0, Tally 9 Release 3.0 to Tally ERP.9

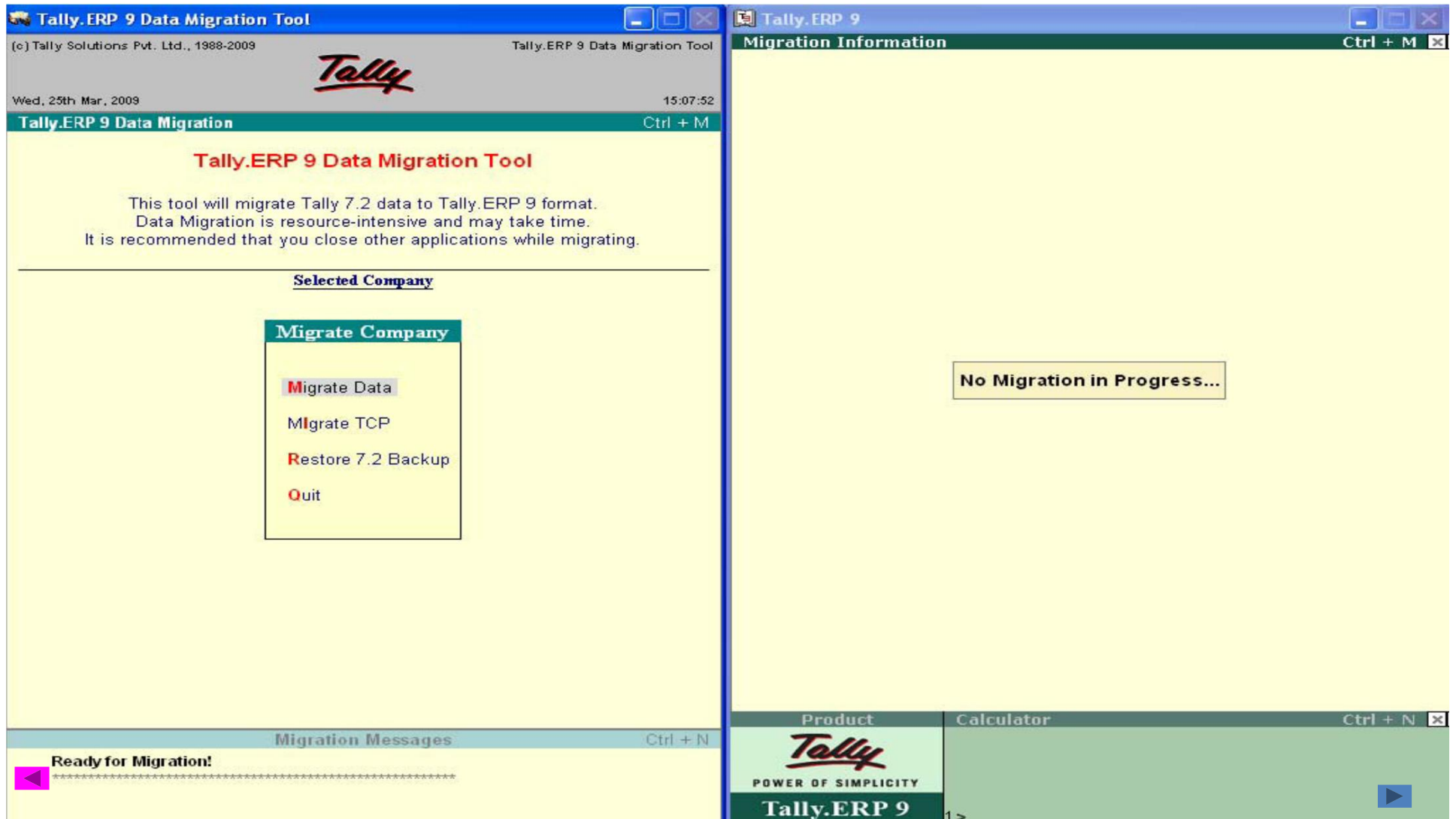- Go to Tally.ERP9 folder (where Tally.ERP 9 application installed)

- Double click on tally migration.exe

tally72migration.exe

- This is software for migration all version Tally data to Tally.ERP 9

➢As soon as Tally.ERP 9 is ready to migrate to data, the message Ready for Migration is displayed in the Migration Message Pane

oSelect Migrate Data, to commence data migration from Old Tally versions to Tally.ERP 9
Specify the required data path in the Directory field.

Select Company For Migration	Ctrl + M

Select Company For Migration

Directory   : C:\Tally.ERP9\Data

Name   :

List of Companies

ABC Company   (0002)   1-Apr-2006 to 31-Mar-2007

On selecting the company, a message Rewrite Version is displayed

Select Company For Migration   Ctrl + M

Select Company For Migration

Directory   : C:\Tally.ERP9\Data

Name   : ABC Company

It is recommended that you close other applications while migrating.

Selected Company

Migrate Company

Rewrite Version ?

Yes or **No**

Quit

After rewriting the data to Tally old versions format, the Data Management tool prompts for migration from Tally old versions to Tally.ERP 9 data format.

Press Enter to Migrate the selected company .