

		Semester I			
		L	T	P	C
17BPU111	FINANCIAL ACCOUNTING - (PRACTICAL)	-	-	3	1

COURSE OBJECTIVE

- Accounting is an integral part of company's financial system. However, there is more to a career in finance than Accountancy.
- This course aims at a holistic view of finance in company with an emphasis to other areas of Accounting, Taxation and Banking Services.

LEARNING OUTCOME

- To provide practical knowledge on accounting practices
- To know the accounting through Tally
- In Tally we can learn how to prepare and maintaining the company's profit and loss account

TALLY – PRACTICAL LIST

1. Create a new company in integrate accounts mode and account with inventory mode
2. Create a primary and subgroups using single or multiple ledger modes.
3. Create minimum 10 ledgers using single or multiple ledgers and alter and delete any 2 ledger.
4. Create a new company, ledger and record minimum 10 transactions without adjustment.
5. Create a new company, ledger and record minimum 10 transactions with any five adjustments and display the relevant results.
6. Enter the following voucher
 - Payment vouchers
 - Receipt
 - Purchases
 - Sales
 - Credit note

- Debit note
- Journals
- Memo
- Optional

7. Prepare trail balance for the company

8. Prepare profit and loss account and balance sheet (with minimum of any 5 adjustments)

Exercise no: 1

Creation of New Company

Date: 01.07.17

Aim:

To create a new company with accounts only mode or accounts with inventory mode.

Algorithm:

Step 1: Start → All programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Choose create company from Gateway of Tally → Company info → Create company.

Step 3: The company screen will appear enter the various details like company name, address, mail id, financial year, password, and etc.

Step 4: It has two option accounts only and accounts inventory mode choose any option.

Step 5: After entering the details press enter key to save the company name or click yes or no in pop- up menu.

Step 6: Stop the process.

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Output:

Tally 9

(c) Tally Solutions FZ-LLC, 1988-2006

TallyGold - Multi-User

<http://www.tallysolutions.com>

EDUCATIONAL

P: Print E: Export M: E-Mail O: Upload L: Language K: Keyboard H: Help

Company Creation Ctrl + M

Directory : \\commserve\BCOM\BCOM95

Name : Karthi

Mailing Name : Karthi

Address :

Statutory compliance for : India

State : Tamil Nadu

PIN Code :

Telephone No. :

E-Mail :

Currency Symbol : Rs.

Maintain : Accounts with Inventory

Financial Year from : 1-4-2017

Books beginning from : 1-4-2017

Type of Company

Accounts only

Accounts with Inventory

TallyVault Password (if any) :

(WARNING: forgetting your TallyVault password will render your data unusable!!)

Use Security Control : No

Base Currency Information

Base Currency Symbol : Rs.

Formal Name : Indian Rupees

Number of Decimal Places : 2

Is Symbol SUFFixed to Amounts ? No

Symbol for Decimal Portion : paise

Show Amounts in Millions ? No

Put a SPACE between Amount and Symbol ? Yes

Decimal Places for Printing Amounts in Words : 2

Calculator ODBC Server Ctrl + N

1 >

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

9 - Release 1.11 (English)

Mon, 18 Sep, 2017

13:40:47

Result:

Thus the program has been executed successfully and the output is verified.

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Exercise no: 2

CREATION OF GROUP SINGLE MODE

Date: 06.07.17

Aim:

To create a primary and sub groups using single or multiple ledger mode.

Algorithm:

Step 1: Start → All programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Choose create company from Gateway of Tally → Account info → Single group

→ Create company.

Primary group

Step 3: The group creation screen appears to enter the name of the group name under the primary group.

Example: Rent → Primary.

Sub group

Step 4: The group creation screen appears enter the sub group name under the specify group name.

Example: Wages → Direct expenses.

Step 5: After entering the details press enter key or select yes or no to accept the group creation.

Step 6: Stop the process.

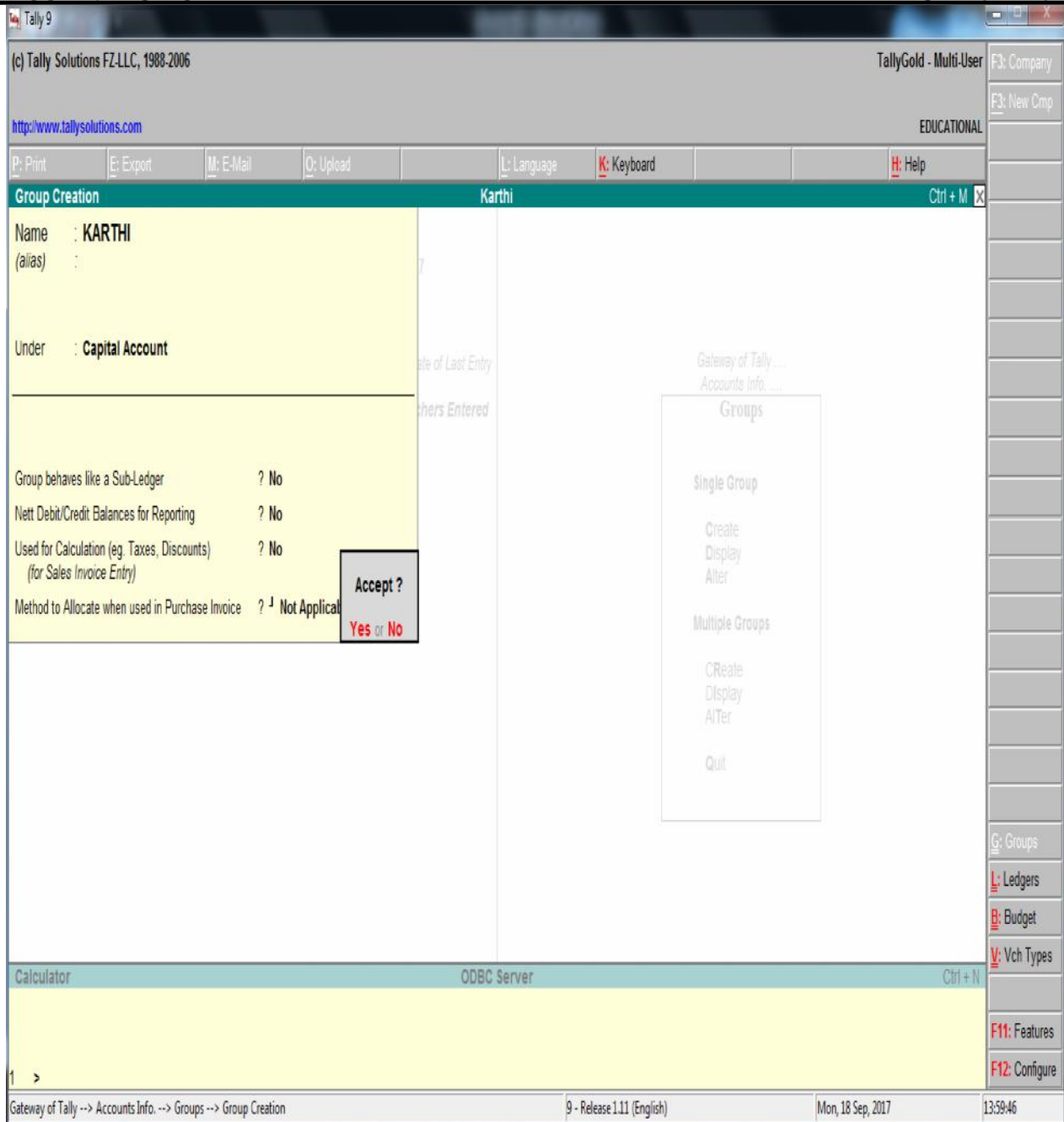
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The screenshot shows the Tally 9 software interface. The main window is titled "Group Creation" and displays the following information:

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

At the bottom right of the form, there is a button labeled "Accept ?" with "Yes" and "No" options.

The right-hand pane shows a tree structure for "Groups" with options: "Single Group", "Create", "Display", "Alter", "Multiple Groups", "Create", "Display", "Alter", and "Quit".

The bottom status bar shows the path: "Gateway of Tally --> Accounts Info. --> Groups --> Group Creation". The version is "9 - Release 1.11 (English)", the date is "Mon, 18 Sep, 2017", and the time is "13:59:46".

Result:

Thus the program has been executed successfully and the output is verified.

Exercise no: 3

CREATION OF GROUP MULTIPLE MODE

Date: 13.07.17

Aim:

To create the groups under multiple mode

Algorithm:

Step 1: Start → All programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Choose create company from Gateway of Tally → Account info → Multiple mode

→ Create company.

Step 3: The multiple group creation screen appears to enter the list of group enter the specific name.

Step 4: The group creation screen appears to enter the sub group name under the specific group name.

Step 5: Stop the process.

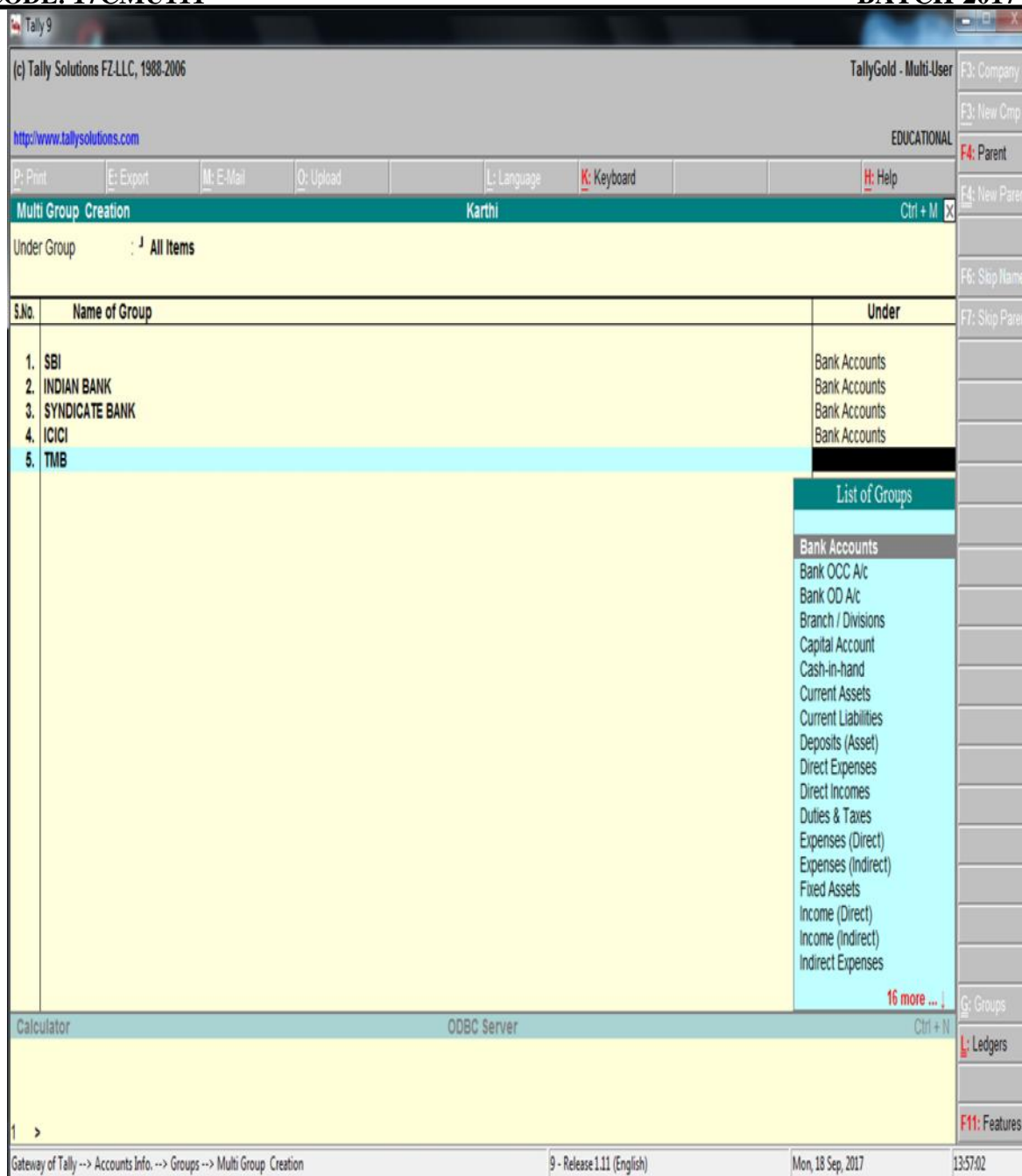
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Result:

Thus the program has been executed successfully and the output is verified.

Exercise no: 4

Creation of ledger using single ledger mode

Date: 31.07.17

Aim:

To create a ledger using single or multiple mode with alter and delete any two entries.

Algorithm:

Step 1: Start → All programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Choose create company from Gateway of Tally → Account info → Single ledger
→ Create.

Step 3: Enter the name of ledger under the specific group name.

Step 4: If needed give the opening balance either in debit or credit or entries amount in
vouchers.

Step 5: Save the process.

Alter:

Step 1: Go to Gateway of Tally → Account info → Ledger → Single Ledger → Alter.

Step 2: If any change required in name group or opening balance for alter and press enter
to save it.

Delete:

Step 1: Go to Gateway of Tally → Alter → then Delete the ledger by pressing Alt key.

Step 2: Press enter to save the process.

Step 3: Stop the process.

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The screenshot shows the Tally 9 'Ledger Creation' window. The title bar reads 'Tally 9'. The window header includes '(c) Tally Solutions FZ-LLC, 1988-2006', 'TallyGold - Multi-User', and 'EDUCATIONAL'. A menu bar at the top contains 'P: Print', 'E: Export', 'M: E-Mail', 'O: Upload', 'L: Language', 'K: Keyboard', and 'H: Help'. The main area is divided into sections: 'Name : Sales', '(alias) :', 'Under : Sales Accounts', 'Inventory values are affected ? Yes', 'Mailing Details' (Name, Address, State, PIN Code), 'Tax Information' (PAN / IT No., Sales Tax No.), and 'Opening Balance (on 1-Apr-2017) :'. A 'Total Op. Bal.' field is on the right. A context menu is open over the 'Ledgers' section, showing options: 'Single Ledger' (Create, Display, Alter), 'Multiple Ledgers' (Create, Display, Alter, Credit Limits, Quit). At the bottom right, an 'Accept ?' dialog box with 'Yes' and 'No' buttons is visible. The status bar at the bottom shows 'Gateway of Tally --> Accounts Info. --> Ledgers --> Ledger Creation', '9 - Release 1.11 (English)', 'Mon, 18 Sep, 2017', and '13:44:56'.

Result:

Thus the program has been executed successfully and the output is verified.

Exercise no: 5

Creation of ledger using multiple ledger mode

Date: 05.08.17

Aim:

To create a ledger using multiple mode with alter and delete any two entries.

Algorithm:

Step 1: Start → All programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Choose create company from Gateway of Tally → Account info → Single ledger
→ Create.

Step 3: Enter the name of ledger under the specific group name.

Step 4: If needed give the opening balance either in debit or credit or entries the amounts
in vouchers.

Step 5: Save the process.

Alter:

Step 1: Go to Gateway of Tally → Account info → Ledger → Multiple Ledger → Alter.

Step 2: If any change required in name group or opening balance for alter and press enter
to save it.

Step 3: Stop the process.

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The screenshot shows the Tally 9 Multi Ledger Creation screen. The title bar indicates 'Tally 9'. The main window has a menu bar with options: P: Print, E: Export, M: E-Mail, O: Upload, L: Language, K: Keyboard, and H: Help. Below the menu bar, there is a toolbar with icons for various functions. The main area is titled 'Multi Ledger Creation' and 'Karthi'. It shows 'Under Group : All Items' and 'For 1-Apr-2017'. A table of ledgers is displayed with the following columns: S.No., Name of Ledger, Under, and Opening Balance. The table contains 13 rows of data. A list of groups is shown on the right side of the screen, including Cash-in-hand, Current Assets, Current Liabilities, Deposits (Asset), Direct Expenses, Direct Incomes, Duties & Taxes, Expenses (Direct), Expenses (Indirect), and Fixed Assets. The status bar at the bottom shows 'Gateway of Tally --> Accounts Info. --> Ledgers --> Multi Ledger Creation', '9 - Release 1.11 (English)', 'Mon, 18 Sep, 2017', and '13:54:29'.

S.No.	Name of Ledger	Under	Opening Balance
1.	Mohan	Sundry Debtors	
2.	Raman	Sundry Creditors	
3.	Travelling Expenses	Indirect Expenses	
4.	Krishnan	Sundry Creditors	
5.	Purchase Return	Purchase Accounts	
6.	Parmesshwar	Sundry Creditors	
7.	Wages	Direct Expenses	
8.	Rent	Indirect Expenses	
9.	Sales Return	Sales Accounts	
10.	Kannan	Sundry Debtors	
11.	Comission	Indirect Incomes	
12.	Furniture	Fixed Assets	
13.	Buildings	Fixed Assets	

List of Groups

- ↑ ... 5 more
- Cash-in-hand
- Current Assets
- Current Liabilities
- Deposits (Asset)
- Direct Expenses
- Direct Incomes
- Duties & Taxes
- Expenses (Direct)
- Expenses (Indirect)
- Fixed Assets
- 19 more ... ↓

Result:

Thus the program has been executed successfully and the output is verified.

Exercise no: 6 c)

Purchase voucher

Date: 10.08.17

Aim:

To create purchase voucher for the following transaction

- a) Purchased goods for Rs 3,000.

Algorithm:

Step 1: Start → All Programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Select the Gateway of Tally → Account Info → Ledger → Multiple Ledger → Create.

Step 3: Create ledger for purchase and cash.

Step 4: Press “y” to accept or press enter button.

Step 5: Select Gateway of Tally → Accounting voucher → Press F9 or select purchase voucher in button panel.

Step 6: Purchase voucher screen appears then change the date by pressing F2 and make the purchase transaction either debit or credit as per account.

Step 7: Press “y” or enter to accept the transaction.

Step 8: Stop the process.

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Tally 9

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<http://www.tallysolutions.com> EDUCATIONAL

P: Print E: Export M: E-Mail O: Upload L: Language K: Keyboard H: Help

Accounting Voucher Creation Karthi Ctrl + M

Purchase No. 1 1-Apr-2017
Ref: cas Saturday

Party's A/c Name: Cash
Current Balance:
Purchase Ledger: Purchase

Name of Item	Quantity	Rate per	Amount
GOODS			3,000.00
J End of List			

Narration:

Accept ?
Yes or No

Calculator ODBC Server Ctrl + N

1 >

Gateway of Tally --> Accounting Voucher Creation 9 - Release 1.11 (English) Mon, 18 Sep, 2017 14:06:16

F1: Accounts Debit
F1: Inventory Buttons
F2: Date
F3: Company
F4: Contra
F5: Payment
F6: Receipt
F7: Journal
F8: Sales
F9: Credit Note
F9: Purchase
F9: Debit Note
F10: Rev Jml
F10: Memos
F1: Acct Invoice
F1: As Voucher
F1: Post-Dated
F1: Optional
F11: Features
F12: Configure

Result:

Thus the program has been executed successfully and the output is verified.

Exercise no: 6(d)

Sales voucher

Date:10.08.17

Aim:

To create sales voucher for the following transaction

- a) Sold goods to Mohan on credit Rs.2000

Algorithm:

Step 1: Start → All Programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Select the Gateway of Tally → Account Info → Ledger → Multiple Ledger → Create.

Step 3: Create ledger for sales and Mohan

Step 4: Press “y” to accept or press enter button

Step 5: Select Gateway of Tally → Accounting voucher → Press F8 or select sales voucher in button panel.

Step 6: Sales voucher screen appears then change the date by pressing F2 and make the sales transaction either debit or credit as per account.

Step 7: Press “y” or enter to accept the transaction.

Step 8: Stop the process.

Output:

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Tally 9

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http://www.tallysolutions.com

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P: Print E: Export M: E-Mail Q: Upload L: Language K: Keyboard H: Help

Accounting Voucher Creation Karthi Ctrl + M

Sales No. 1 1-Apr-2017

Ref.: Saturday

Party's A/c Name : Mohan

Current Balance :

Sales Ledger : Sales

Name of Item	Quantity	Rate per	Amount
GOODS			2,000.00
J End of List			

Narration:

Being goods are sold on credit

Accept ?

Yes or No

Calculator ODBC Server Ctrl + N

1 >

Gateway of Tally -> Accounting Voucher Creation 9 - Release 1.11 (English) Mon, 18 Sep, 2017 1403:19

Result:

Thus the program has been executed successfully and the output is verified.

Exercise no: 6 (e)

Credit note voucher

Date: 24.08.17

Aim:

To create the credit, note voucher for the following transaction

- a) Kannan sold goods for Rs.2000 and goods return for Rs.225

Algorithm:

Step 1: Start → All Programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Select the Gateway of Tally → Account Info → Ledger → Multiple Ledger → Create.

Step 3: Create ledger for Kannan under sundry debtors and sales return under sales account.

Step 4: Select Gateway of Tally → Accounting voucher → Press F8 or select credit
=
note voucher in button panel.

Step 5: Go to features menu change “yes” option for debit note and credit note vouchers.

Step 6: Press “y” or enter to accept the transaction.

Step 7: Stop the process.

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COURSE CODE: 17CMU111

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Tally 9

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P: Print E: Export M: E-Mail O: Upload L: Language K: Keyboard H: Help

Accounting Voucher Creation Karthi Ctrl + M

Credit Note No. 1 1-Apr-2017 Saturday

Ref :

Party's A/c Name : Kannan

Current Balance :

Sales Ledger : Sales Return

Name of Item	Quantity	Rate per	Amount
GOODS			225.00
J End of List			

Narration:

Accept ? Yes or No

Calculator ODBC Server Ctrl + N

1 >

Gateway of Tally --> Accounting Voucher Creation 9 - Release 1.11 (English) Mon, 18 Sep, 2017 14:11:11

Result:

Thus the program has been executed successfully and the output is verified.

Exercise no: 6 (f)

Debit note voucher

Date: 24.08.17

Aim:

To create the Debit note voucher for the following transaction

- a) Parameshwar returned goods Rs.500.

Algorithm:

Step 1: Start → All Programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Select the Gateway of Tally → Account Info → Ledger → Multiple Ledger → Create.

Step 3: Create ledger for prameshwar sundry creditor and purchase return under purchase Account.

Step 4: Select Gateway of Tally → Accounting voucher → Press F9 or select debit note voucher in button panel.

Step 5: Debit note screen appears to make the debit note transaction either debit or credit as per account.

Step 6: Press “y” or enter to accept the transaction.

Step 7: Stop the process.

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COURSE CODE: 17CMU111

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The screenshot displays the Tally 9 Accounting Voucher Creation window. The title bar shows 'Tally 9'. The window header includes '(c) Tally Solutions FZ.LLC, 1988-2006', 'TallyGold - Multi-User', and 'EDUCATIONAL'. The URL 'http://www.tallysolutions.com' is visible. The menu bar contains: P: Print, E: Export, M: E-Mail, O: Upload, L: Language, K: Keyboard, and H: Help. The main area is titled 'Accounting Voucher Creation' with 'Karthi' as the user. Below this, it shows 'Debit Note No. 1' and 'Ref.:'. The date is '1-Apr-2017 Saturday'. The voucher details are as follows:

Particulars	Debit	Credit
By Parmeshwar Cur Bal : 500.00 Dr On Account 500.00 Dr	500.00	
To Purchase Return Cur Bal : 500.00 Cr		500.00
Narration:		
	500.00	500.00

At the bottom right, there is an 'Accept ?' dialog box with 'Yes or No' options. The status bar at the bottom shows 'Gateway of Tally --> Accounting Voucher Creation', '9 - Release 1.11 (English)', 'Mon, 18 Sep, 2017', and '14:09:42'.

Result:

Thus the program has been executed successfully and the output is verified.

Exercise no: 6 g)

Journal voucher

Date: 24.08.17

Aim:

To create journal voucher for the transaction of purchase of furniture and depreciation Rs.500

Algorithm:

Step 1: Start → All Programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Go to Gateway of Tally → Accounts info → Ledger.

Step 3: Create ledger for furniture under fixed assets and depreciation under indirect expenses.

Step 4: Select Gateway of Tally → Accounting voucher → Press F7 → Select journal voucher in button panel.

Step 5: The journal voucher screen appears than change the data by using pressing F2 key and make the panel transaction either debit or credit as per account.

Step 6: Journal voucher screen appears to make the debit note transaction either debit or credit as per account.

Step 7: Press “y” or enter to accept the transaction.

Step 8: Stop the process.

Exercise no: 6 (h)

Memo voucher

Date:24.08.17

Aim:

To create memo voucher for the following transaction

- a) Paid for office expenses

Algorithm:

Step 1: Start → All Programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Go to Gateway of Tally → Accounts info → Ledger.

Step 3: Create ledger for office expenses under office account and cash under cash in hand.

Step 4: Select Gateway of Tally → Accounting voucher → Press F10 → Select memo voucher

In button panel.

Step 5: The memo voucher screen appears then change the data by using pressing F2 key and make the panel transaction either debit or credit as per account.

Step 6: Press “y” or enter to accept the transaction.

Step 7: Stop the process.

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COURSE NAME: FINANCIAL ACCOUNTING PRACTICAL

COURSE CODE: 17CMU111

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Tally 9

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http://www.tallysolutions.com

EDUCATIONAL

P: Print E: Export M: E-Mail O: Upload L: Language K: Keyboard H: Help

Accounting Voucher Creation Karthi Ctrl + M

Memorandum No. 1 1-Apr-2017 Saturday

Particulars	Debit	Credit
By Purchase Cur Bal : 5,500.00 Dr	2,500.00	
By Rent Cur Bal : 1,200.00 Dr	400.00	
By Wages Cur Bal : 500.00 Dr	200.00	
To Cash Cur Bal : 1,000.00 Dr		3,100.00
	3,100.00	3,100.00

Narration:

Accept ?
Yes or No

Calculator ODBC Server Ctrl + N

Gateway of Tally --> Accounting Voucher Creation 9 - Release 1.11 (English) Mon, 18 Sep, 2017 14:17:03

Result:

Thus the program has been executed successfully and the output is verified.

Exercise no: 6(i)

Optional voucher

Date: 24.08.17

Aim:

To create optional voucher for the following transaction

- a) Commission received Rs.200

Algorithm:

Step 1: Start → All Programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Go to Gateway of Tally → Accounts info → Ledger.

Step 3: Create ledger for commission received under indirect income and cash under cash in Hand.

Step 4: Select Gateway of Tally → Accounting voucher → Select optional voucher in button Panel.

Step 5: The optional voucher screen appears than change the data by using pressing F2 key and make the panel transaction either debit or credit as per account.

Step 6: Press “y” or enter to accept the transaction.

Step 7: Stop the process.

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P: Print E: Export M: E-Mail O: Upload L: Language K: Keyboard H: Help

Accounting Voucher Creation Karthi Ctrl + M

Receipt No. 2 1-Apr-2017 Saturday

Optional

Account: Cash
Cur Bal: 3,900.00 Dr

Particulars	Amount
Comission Cur Bal: 700.00 Cr	200.00

Narration: 200.00

Accept ?
Yes or No

Calculator ODBC Server Ctrl + N

1 >

Gateway of Tally --> Accounting Voucher Creation 9 - Release 1.11 (English) Mon, 18 Sep, 2017 14:18:36

Result:

Thus the program has been executed successfully and the output is verified.

Exercise no: 7

Trail balance

Date: 31.08.17

Aim:

To prepare the trail balance of the company

Algorithm:

Step 1: Start → All Programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Go to Gateway of Tally → Accounts info → Ledger

Step 3: To create multiple ledger for capital account, bank account, direct expenses, indirect expenses.

Step 4: Pass necessary voucher to related voucher all incomes in receipt voucher all expenses in payment voucher.

Step 5: Select Gateway of Tally → Enter the display

Step 6: To choose trial balance.

Step 7: Stop the process.

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Tally 9		TallyGold - Multi-User		F1: Detailed
(c) Tally Solutions FZ.LLC, 1988-2006		EDUCATIONAL		F2: Period
http://www.tallysolutions.com				F3: Company
P: Print	E: Export	M: E-Mail	O: Upload	F4: Group
L: Language	K: Keyboard			F5: Led-wise
Trial Balance		Karthi		F6: Monthly
		Ctrl + M		F7: Vouchers
Particulars		Karthi		
		For 1-Apr-2017		
		Closing Balance		
		Debit	Credit	
Current Liabilities		500.00	8,000.00	
Fixed Assets			500.00	
Current Assets		6,100.00	225.00	
Sales Accounts		225.00	2,000.00	
Purchase Accounts		3,000.00	500.00	
Direct Expenses		300.00		
Indirect Incomes		500.00	500.00	
Indirect Expenses		1,100.00		
Grand Total		11,725.00	11,725.00	
Calculator		ODBC Server		
		Ctrl + N		
1 >				
Gateway of Tally --> Display Menu --> Trial Balance		9 - Release 1.11 (English)		
		Mon, 18 Sep, 2017		
		14:19:24		

Result:

Thus the program has been executed successfully and the output is verified.

Exercise no: 8(a)

Profit and loss account

Date: 11.09.17

Aim:

To prepare a profit and loss account of a company

Algorithm:

Step 1: Start → All Programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Go to Gateway of Tally → Accounts info → Ledger

Step 3: To create multiple ledger for capital account, bank account, current account, current liabilities, fixed asset.

Step 4: Pass necessary voucher to related voucher all incomes in receipt voucher all expenses in payment voucher.

Step 5: To choose profit and loss account.

Step 6: Stop the process.

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CLASS: I B.Com (BPS)

COURSE NAME: FINANCIAL ACCOUNTING PRACTICAL

COURSE CODE: 17CMU111

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Tally 9		TallyGold - Multi-User		F1: Condensed
(c) Tally Solutions FZ-LLC, 1988-2006		EDUCATIONAL		F2: Period
http://www.tallysolutions.com		F3: Company		F7: Valuation
P: Print	E: Export	M: E-Mail	O: Upload	L: Language
Profit & Loss A/c		Karthi		Ctrl + M
Particulars		Karthi		For 1-Apr-2017
Opening Stock		Sales Accounts		1,775.00
GOODS		Sales		2,000.00
Purchase Accounts		Sales Return		(-1225.00)
Purchase		Closing Stock		1,225.00
Purchase Return		GOODS		1,225.00
Direct Expenses		Gross Profit b/f		200.00
Wages		Nett Loss		900.00
Gross Profit c/o		Indirect Incomes		
		Commission		(-500.00)
		Depreciation		500.00
		Indirect Expenses		1,100.00
		Rent		800.00
		Travelling Expenses		300.00
Total		Total		1,100.00
Calculator		ODBC Server		Ctrl + N
1 >				
Gateway of Tally --> Profit & Loss A/c		9 - Release 1.11 (English)		Mon, 18 Sep, 2017
				14:20:09

Result:

Thus the program has been executed successfully and the output is verified.

Exercise no: 8 (b)

Balance sheet

Date: 14.09.17

Aim:

To prepare a balance sheet account of a company

Algorithm:

Step 1: Start → All Programs → Tally 9.1 or double click on the Tally icon on the desktop.

Step 2: Go to Gateway of Tally → Accounts info → Ledger

Step 3: To create multiple ledger for capital account, bank account, current account, current liabilities, fixed asset.

Step 4: Pass necessary voucher to related voucher all incomes in receipt voucher all expenses in payment voucher.

Step 5: Select Gateway of Tally → enter the display

Step 6: Choose balance sheet

Step 7: Stop the process.

KARPAGAM ACADEMY OF HIGHER EDUCATION

CLASS: I B.Com (BPS)

COURSE NAME: FINANCIAL ACCOUNTING PRACTICAL

COURSE CODE: 17CMU111

BATCH-2017-2020

Tally 9

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TallyGold - Multi-User

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EDUCATIONAL

P: Print E: Export M: E-Mail O: Upload L: Language K: Keyboard H: Help

Balance Sheet Karthi Ctrl + M

Liabilities	Karthi as at 1-Apr-2017	Assets	Karthi as at 1-Apr-2017
Capital Account		Current Assets	7,100.00
Loans (Liability)		Closing Stock	1,225.00
Current Liabilities	7,500.00	Sundry Debtors	1,775.00
Sundry Creditors	7,500.00	Cash-in-hand	4,100.00
Fixed Assets	500.00	Profit & Loss A/c	900.00
Furniture	500.00	Opening Balance	
		Current Period	900.00
Total	8,000.00	Total	8,000.00

Calculator ODBC Server Ctrl + N

Gateway of Tally --> Balance Sheet

9 - Release 1.11 (English)

Mon, 18 Sep, 2017

14:21:12

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

Result:

Thus the program has been executed successfully and the output is verified.

List of Practical Programs for model Examination

1. Creating a Company
2. Configure and features settings
3. Creating accounting ledgers and groups
4. Creating stock items and groups
5. Voucher entry
6. Generating reports –
 - Cash book
 - Ledger accounts
 - Trial balance
 - Profit and loss account
 - Balance sheet
 - Fund flow statement
 - Cash flow statement
 - Selecting and shutting a company;
 - Backup and Restore data of a company