1.1 INTRODUCTION

Man's continuous search for fast and accurate calculating devices ultimately brings us to the modern age that can be rightly called as the ***Computer Age***. The computer – a package of metal, plastic and wires is truly an amazing machine. This machine is creating sweeping and dramatic changes in all spheres of our present life and working environment. It has transformed and is transforming the ways in which we do our businesses; we learn; we conduct scientific and engineering probes; we play and entertain ourselves … It is said that this machine will improve world's culture by allowing people not only to be more productive but to have more free time to create.

1.1.1 Why Computers?

Two major factors that stimulate development in any field are the following:

- Demand of users and potential users
- Available technology

Prior to the industrial revolution computers were only used for scientific research. Their potential was first recognized by the US Army during the world war. They were used to keep track of the movement of arms and ammunition. Following the industrial revolution, people felt that computers could also be used for commercial purpose. For example, in the banks *to maintain efficient banking system*, in industrial and business houses *to maintain their inventory for accounts management, sales and budgeting, production and planning.*

At the same time dramatic development in the Electrical, Electronic and Communication Engineering together with software expertise has enabled many of these demands to be met. One such engineering technology is the *Information Technology*, popularly known as *IT*, which brought computers to our homes and offices. This led to a revolution in the

IT industry, keeping in mind the need of the modern era that believed in the speedy storage and retrieval of information, at any point of time. This resulted in an effective and efficient working environment. Thus, the modern age is rightly called the ***'Computer Age'***, making computers indispensable. Current growth in the Information Technology is leading to the concept of *Paperless Offices.*

Advantages of Computers

- ✓ Perform repetitive tasks
- ✓ More accurate while dealing with large numbers
- ✓ Work at constant efficiency
- ✓ Are used in almost every field
- ✓ Process millions of instructions in a fraction of a second
- ✓ Effective and efficient data storage and retrieval

1.2 WHAT IS A COMPUTER?

The word **"computer"** comes from the word ***'compute'***, which means to calculate. So *a computer is normally considered to be a calculating device.* In fact the original objective for inventing the computer was to create a fast calculating machine. But more than 90% of the work done by computers today is of non-mathematical or non-numerical nature. Hence, to define a computer merely as calculating device is to ignore over 90% of its work.

More accurately, a computer may be defined as *a device that operates upon information or data.* Data can be anything like bio-data of various applicants when the computer is used for recruiting personnel, or the marks obtained by various students in various subjects when the computer is used to prepare results, or the details (name, age, sex *etc.*) of various passengers when the computer is employed for making airline or railway reservations, or numbers of different types in case of application of computers for scientific research problems, *etc.* Thus

> ***Computer can be defined as an electronic device for processing data that takes data input from its user, stores, processes data and generates the required output as per the processing instructions given to it by the user.***

The fact that computers process data is so fundamental that many people have started calling it a ***data processor***. The name data processor is more inclusive because modern computers not only compute in the usual sense but also perform other functions with the data that flow to and from them. For example, data processor may

- gather data from various sources;
- merge (process of mixing or putting together) them all;
- sort (process of arranging in some sequence-ascending or descending) them; and
- Print them in desired format.

Thus computers not only can add, subtract, multiply and divide numbers but can also do certain logical operations; can remember (*i.e.* store and recall information); can communicate with operators; can direct themselves in a predetermined manner; can process a large volume of data effortlessly; can interpret massages from remote locations. Computers undertake repetitive and boring tasks, relieving us for more critical, creative activities. Computers offer unmatched speed, performance, and accuracy in data processing. Computers work at constant efficiency and perform tasks repeatedly without errors, avoiding the fatigue, that affect human beings. Computers can be used in almost every field and for almost every purpose. Computers allow society to undertake new activities in various fields and to function more efficiently. Computers are impartial.

They offer a mean of data processing unaffected by social, religious or cultural bias and prejudice. Computers offer effective and efficient data storage and retrieval, highest degree of integrity and reliability.

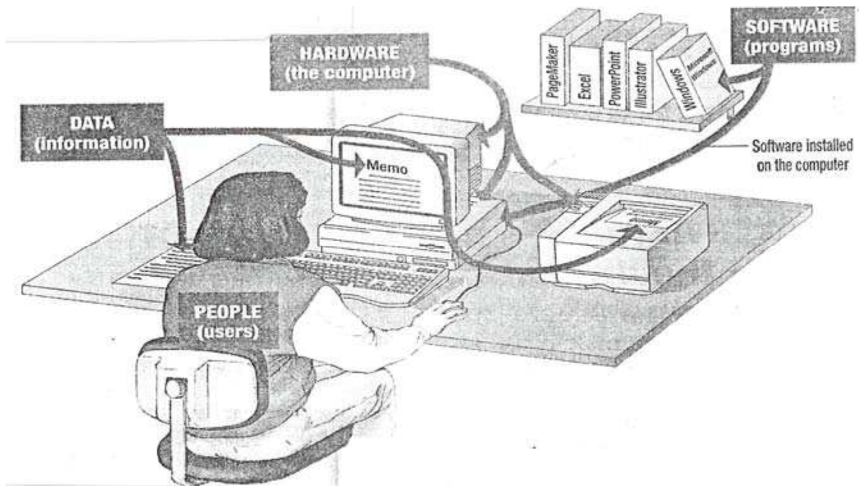


Figure 1-1 the Computer System

Computers come in many varieties, including the personal computer, tiny computers built into appliances and automobiles, and mainframe machines used by many people simultaneously to run a business. Despite their differences in size and use, all these computers are part of a system. A complete computer system consists of four parts: hardware, software, people, and data (see Figure 1-1)

1.3 CHARACTERISTICS OF A COMPUTER SYSTEM

Computers are not just adding machines; they are capable of doing complex activities and operations. They can be programmed to do complex, tedious and monotonous tasks. All computers have certain common characteristics irrespective of their type and size. The following are the important characteristics which took together, enable a computer to surpass its performance in some tasks in which the human beings cannot perform efficiently:

1. **Speed:** A computer is a very fast device capable of data processing at unbelievable speed. It can perform in a few seconds the amount of work that a human being may not be able to do in an entire year even if he works day and night and does nothing else. Computers can process millions of instructions per second thus carrying out even the complex tasks in fractions of seconds without any mistake.

   While talking about the speed of a computer, we do not talk in terms of seconds or even milliseconds *(10^{-3})*. Our units of speed are the microseconds *(10^{-6})*, the nanoseconds *(10^{-9})*, and even the picoseconds *(10^{-12})*. A powerful computer is capable of performing about 3 to 4 million simple arithmetic operations per second.

2. **Accuracy:** In addition to speed, the computer has high accuracy in computing. The accuracy of a computer is consistently high and the degree of accuracy of a particular computer depends upon its design. But for a particular computer, each and every calculation is performed with the same accuracy. Errors can occur in a computer, but these are mainly due to human rather than technological weakness. The errors in computer are due to errors in programming and operation by human and due to inaccurate data.

3. **Versatility:** A computer is a very versatile machine. Versatility is one of the most wonderful features of the computer in the sense that they are not only capable of handling complex arithmetical problems, but can do equally well other number of jobs. They can perform activities ranging from simple calculations to performing complex CAD modeling and simulations to navigating missiles and satellites. In

other words, computers can be programmed to perform any task that can be reduced to a series of logical steps. Computers can communicate with other computers and can receive and send data in various forms like text, sound, video, graphics, *etc.* We, now, live in a connected world and all this is because of computers and other related technologies.

4. **Diligency:** Unlike human beings, a computer is free from monotony, tiredness, lack of concentration *etc.* and hence can work for hours together without creating any error and without grumbling. Due to this property computers obviously score over human beings in doing routine type of jobs, which require greater accuracy. They will perform the tasks that are given to them - irrespective of whether it is interesting, creative, monotonous or boring; irrespective of whether it is the first time or the millionth time - with exactly the same accuracy and speed.

5. **Storage Capability:** Computers have their main memory and auxiliary memory systems. A computer can store a large amount of data. With more and more auxiliary storage devices, which are capable of storing huge amounts of data, the storage capacity of a computer is virtually unlimited. The factor that makes computer storage unique is not that it can store vast amount of data, but the fact that it can retrieve the information that the user wants in a few seconds. Every piece of information can be retained as long as desired by the user and can be recalled as and when required. Even after several years, the information recalled is as accurate as on the day when it was fed to computer. A computer forgets or looses certain information only when it is asked to do so. So it is entirely up to the user to make a computer retain or forget particular information.

6. **Reliability:** Reliability of the computers is indeed very high. Modern electronic components have long failure free lives. A microprocessor chip is said to have a life of 40 years even under adverse conditions and much before it fails, it will become obsolete. Computers are also designed in modular form so as to make maintenance easy; when a component fails, it can be replaced or repaired at a minimal cost.
7. **Automation:** The level of automation achieved in a computer is phenomenal. It is not a simple calculator where you have to punch in the numbers and press the equal to sign to get the result. Once a task is initiated, computers can proceed on its own till its completion. Computers can be programmed to perform a series of complex tasks involving multiple programs. Computers will perform these things flawlessly. They will execute the programs in the correct sequence, they will switch on/off the machines at the appropriate time, they will monitor the operational parameters, and they will send warning signals or take corrective actions if the parameters exceed the control level, and so on. Computers are capable of these levels of automation, provided they are programmed correctly.

1.4 CAPABILITIES OF COMPUTERS

Stepping down from the domains of technical people such as scientists and engineers; computer, today, is a very familiar household word. In 1950's computers were special purpose machines, which only huge institutions such as governments and universities could afford. In the 1960's modern computer began to revolutionize the business world and today it has become popular with all kinds of people from business to employees, from doctors to lawyers and from players to school going children. Today, computers are directly or indirectly influencing every aspect of our lives. Wherever human intellect and technology meet, we will find computers. Computers of all sizes and shapes are used for every purpose imaginable - from selling railway tickets to running washing machines; from stock market analysis to playing games; from publishing a new letter to designing a building… They can perform activities ranging from simple calculations to performing complex CAD modeling and simulations to navigating missiles and satellites. Computers can communicate with other computers and can receive and send data in various forms like text, sound, video, graphics, etc. This ability of computer to communicate to one another has led to the development of computer networks, Internet, WWW and so on. Today, we can send e-mail to people all around the world. We, now, live in a connected world and all this is because of computers and other related technologies.

Uses of Computers

During the last four decades, computers have revolutionized almost all disciplines of our life. Computers have made possible many scientific, industrial and commercial advances that would have been impossible otherwise. Computers are being used in many areas of application *viz.* business, industry, scientific research, defence, space, communications, medicine, education *and so on.* The utilisation of computers in different fields is summarised in Table 1-1

Table 1-1 Roles of Computers in Various Fields

Application Area	Use of Computers
Scientific Research	Used to resolve complex scientific problems accurately in a short time
Business	Used in banks, airports, share markets, hotels, export houses, Government offices and others for rising business

	applications like MIS, Payroll, Inventory, Financial Accounting *etc.*
Defense	Used to computerize warplanes, ships, radars and many advanced weapons
Space	Used to design computerized space satellites, rockets and related technology
Data Communication	Used to computerize geo-graphically separated offices through networking
Telecommunication	Used in ISDN, E-mail, Internet, Intranet, VSAT, Videoconferencing, Paging, Cellular phones *etc.*
Medicine	Used in hospitals and nursing homes/clinics for maintaining medical records, prescription writing, diagnostic applications and computerized scanning(CAT Scanning)
Education	Used in development of CBT (Computer Based Teaching)/ CAT (Computer Aided Teaching) programs for education
Law & Order	Used to records data of vehicles
Libraries	Used to develop Library Management Systems
Publishers	Used for Desk Top Publishing (DTP) for designing & printing of books
Engineering	Used CAD (Computer Aided Designing)/CAM (Computer Aided Manufacturing) by engineering companies
Emerging Technologies	Used in Artificial Intelligence (Expert Systems, Robotics *etc.*) and Virtual Reality

1.4.1 COMPUTERS IN BUSINESS

Computers have completely altered the structure of business. They are reshaping the basics of business. Customer service, operations, product and marketing strategies, and distribution are heavily, or sometimes even entirely, dependent on computer-enabled applications. The computers that support these functions can be found on the desk, on the shop floor, in the store, even in briefcases. Computers have become an everyday part of business life.

Figure 1-2 illustrates the fundamental roles of computers in business. Computer systems perform three vital roles in any type of organization:

- Support of Business Operations
- Support of Managerial Decision-Making
- Support of Strategic Competitive Advantage

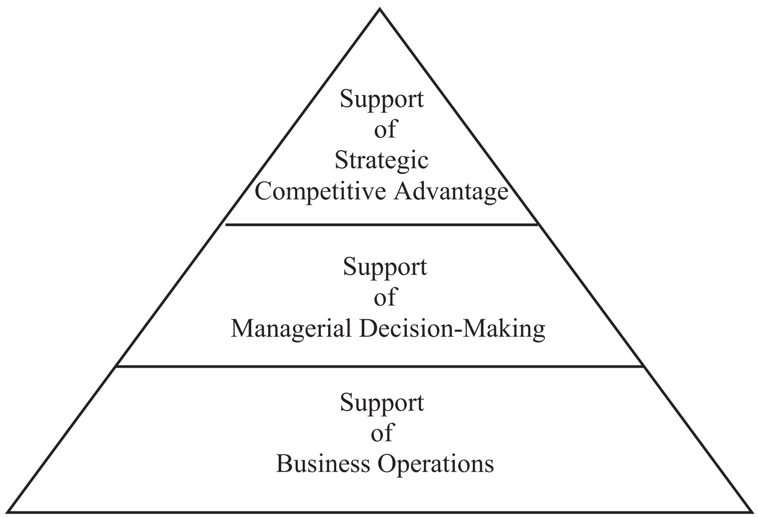


Figure 1-2 Three Major Roles of Computer-based Information Systems

Let's take a retail store as an example to illustrate these important roles. As a consumer, we have to deal regularly with the computer-based information systems that support business operations at many retail stores where we shop. For example, most retail stores now use computer-based information systems to help them record customer purchases, keep track of inventory, pay employees, buy new merchandise, and evaluate sales trends. Store operations would grind to a halt without the support of such information systems. See Figure 1-3.

Computer-based information systems also help store managers make better decisions and attempt to gain a strategic competitive advantage. For example, decisions on what lines of merchandise need to be added or discontinued, or on what kind of investment they require, are typically made after an analysis provided by computer-based information systems. This not only supports the decision making of store managers but also helps them look for ways to gain an advantage over other retailers in the competition for customers.

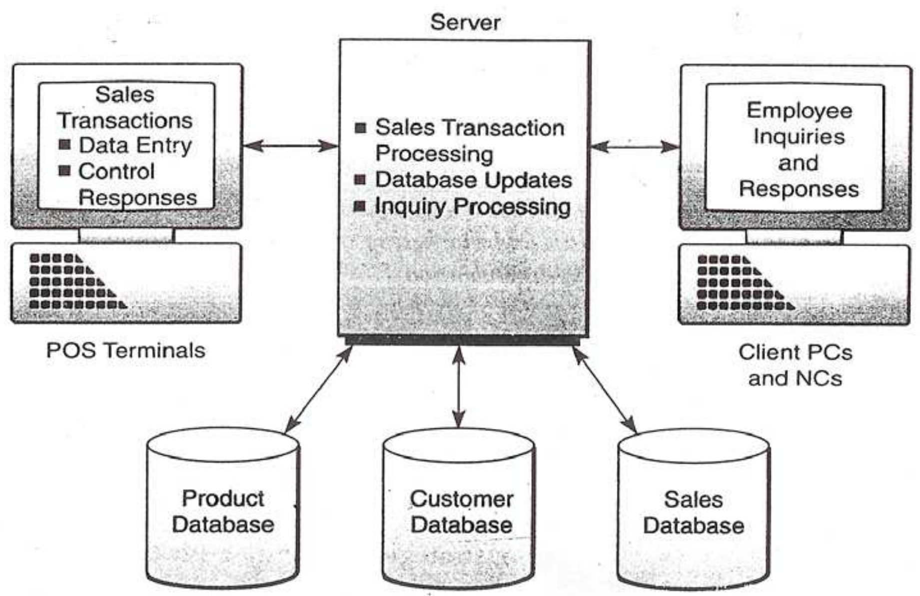


Figure 1-3 A Computer-based Sales Processing System that supports Sales Transaction Processing, Employee Inquiries and Responses, and the Access and Updating of Business Databases

Gaining a strategic advantage over competitors requires innovative use of computers and information technology. For example, store managers might make a decision to install computerized touch-screen catalog ordering systems in all of their stores, tied in with computer-based telephone ordering systems and an Internet-based computer shopping network. This might attract new customers and lure customers away from competing stores because of the ease of ordering provided by such innovative information systems. Thus, computer-based strategic information systems can help provide strategic products and services that give a business organization competitive advantage over its competitors.

1.5 LIMITATIONS OF COMPUTERS

There is no doubt that computers surpasses human being in many aspects and can perform certain tasks better, faster and cheaper. But it cannot substitute man. The words of John F Kennedy are also 100% true ***"Man is still the most extraordinary Computers of all".*** The Computer, being an electronic device, has certain limitations, which can be summarized as follow:

1. **No IQ:** A computer is not a magical device. It can only perform tasks that a human being can. The difference is that it performs these tasks with unthinkable speed and accuracy. It possesses no intelligence of its own. Its IQ is zero, at least till today. Hence, only the user can determine what tasks a computer will perform. A computer cannot take its own decision in this regard. Unlike the human brain, a computer cannot think on its own, but has to be given very explicit, step-by-step instructions to make it perform a task.
2. **No Feelings:** Computers are devoid of emotions. They have no feelings and no instincts because they are machine. Although men have succeeded in building a memory for the computer, but no computer possesses the equivalent of human heart and soul. Based on our feelings, taste, knowledge, and experience, we often make certain judgments in our day-to-day life. But computers cannot make such judgments on their own. Their judgments are based on the instructions given to

them in the form of programs that are written by us. They are only as good as man makes and uses them. They do not learn from experiences.

It is said for computers, "Garbage In Garbage Out (GIGO)". Many of the problems with computers occur because the computer can't tell the difference between doing something sensible versus something ridiculous. Erasing all its stored data is no different to a computer from adding two numbers. Computers operate logically, but they are incapable of acting prudently and rationally.

Thus a computer is not intelligent: it is a fast, rule-following idiot. Fast because it works at electronic speeds; rule-following because it needs to be given very detailed and complete instructions before it can do even the simplest task; and an idiot because it will unhesitatingly follow instructions even when to us it would be obvious that they were nonsense.

1.6 CAREERS IN COMPUTERS

Computers are growing in popularity very rapidly. Computers are running almost everything we can of think: from organizing records to directing traffic. The Information Technology (IT) industry is growing at an incredible rate. The impact of computers on our everyday lives is monumental, though taken for granted. Every time we make a bank deposit, purchase items on a credit card, pay an insurance premium or rent a video movie, innumerable computer operations are involved. Making all these operations happen, behind the scenes, is the work of a vast array of professionals: computer programmers, programmer analysts, systems analysts, hardware and software engineers, database managers, *etc.* As our society becomes more computerized and technologically sophisticated, the need for highly skilled computer professionals increases accordingly.

1.6.1 Career Options

The computer technology industry on the whole encompasses many fields of professional involvement and advancement. In broad terms, here are some of the career options that one can consider

1. **Computer Science Jobs**

   Computer scientists are involved in designing computer systems and in researching ways to enhance the practical applications of such designs. Computer scientists address highly theoretical and complex problems associated with making new technology beneficial to all segments of society: academia, the military, civilian businesses, end-user consumers, *etc.* Included in this group of computer scientists are computer engineers, database administrators, computer support analysts, and other technically specialized professionals.

2. **Systems Development Jobs**

   People working in this field analyze the informational needs within an organization and the ways by which various computer systems should properly relate to each other to enhance the overall operation of the organization. Systems analysts ensure that the functional areas of the organization - accounting, marketing, sales *etc.*- communicate properly with each other. To accomplish this task, systems analysts study and modify the capabilities of the computer hardware and software to meet the changing demands of an evolving organization.

3. **EDP Auditor Jobs**

This is a challenging career option for professionals who have keen interests and skills in computers as well as in accounting and finance. The fundamental goal of EDP (Electronic Data Processing) auditing is to ensure the accuracy, efficiency, and integrity of a company's computer system, which is at the heart of all its business operations. EDP auditors are concerned, in part, with the accuracy of computer input and output as this accuracy relates to the possibility of financial impropriety, security leaks, or fraud. Along with knowledge of computer systems, programming languages, and various applications, EDP auditors need a good understanding of business and financial management. In fact, many EDP auditors hold MBA degrees and/or CA certification.

4. **Consulting Jobs**

One who aspires to become computer consultant can follow a number of career paths. Some computer consultants are motivated by strong entrepreneurial instincts. With several years of industry experience, they choose the route of freelance consulting, often as stepping-stones for starting their own companies to carve their niches in the computer market. Talented young professionals may also consider a career with combined-practice companies, such as the prestigious consulting firms, or with major hardware/ software suppliers, or with international consulting firms that offer computer consulting as part of turnkey business services. Other rewarding computer careers include sales/marketing support, technical writing and instruction, quality assurance, network engineering, management information systems, and so forth.

5. Teaching Jobs

One can make career in computer teaching at both under graduate and post graduate levels.

1.6.2 Computers in Non-IT Professions

Even if we are not interested in becoming a computer professional, it is a must that we have basic knowledge of computers and the commonly used applications. It is imperative that we become a computer savvy professional-a person who can use computers with ease to perform routine tasks like composing a letter or memo, send and receive e-mail, surf the Internet, make computer presentations, *etc***.** Because in today's information age-where computers hold the center stage - computer proficiency is a must for our survival and success.

> ***The workers and professionals of the world will soon be divided into two distinct groups: those who will control computers and those who will be controlled by computers. It would be best for you to be in the former group.***
>
> ***Lewis D Eigen***

1.7 SELF-ASSESSMENT QUESTIONS

1. What is a computer? Why is it known as data processor?
2. What are the motivating factors behind the development of computers?
3. Explain some of the important characteristics of computers.
4. Write a short note on " Capabilities of Computers". How the field of business is is affected by the capabilities of computers?
5. Explain the limitations of computers.

1.8 Suggested Readings

1. Fundamentals of Computers *by* V Raja Raman. Prentice Hall of India Pvt. Ltd., New Delhi.
2. Computer Fundamentals *by* P K Sinha. BPB Publications., New Delhi.
3. Computer Fundamentals *by* B Ram. New Age International.
4. Introduction to Computers *by* Leon and Leon. Vikas Publishing House., New Delhi.

Course:	Computer Applications in Business	**Author:**	Anil Kumar
Course Code:	MC-107	**Vetter:**	Dr. Karam Pal
Lesson:	02		

FUNDAMENTAL OF COMPUTER SYSTEMS

Objectives : The main objective of this lesson is to understand the computer as a system. After successful completion of the lesson the students will be able to understand the basic organization, components and functions of a computer system.

Structure

2.1 INTRODUCTION

A computer is basically a tool for data processing- converting the data into information that is useful to people. Any computer - regardless of its type - is controlled by programmed instructions, which give the machine a purpose and tell it what to do.

Computers come in many varieties, including the personal computer, tiny computers built into appliances and automobiles, and mainframe machines used by many people simultaneously to run a business. Despite their differences in size and use, all these computers are part of a system and operate on the same fundamental principles. In this lesson we will understand the computer as a system. Understanding the computer as a system is vital to the effective use and management of computers. We should be able to visualize any computer this way, from a microcomputer to a large computer system whose components are interconnected by a telecommunications network and spread throughout a building or geographic area.

2.2 THE COMPUTER SYSTEM

A *system* is a group of integrated parts that have the common purpose of achieving some objective(s). So, the following three characteristics are key to a system:

- a system has more than one element
- all the elements of a system are logically related
- all the elements of a system are controlled in such a way that the system goal is achieved

Since a computer is made up of integrated components (input and output devices, storage, CPU) that work together to perform the basic system function of:

1. **Inputting:** The process of entering data and instructions into the computer system.

2. **Storing:** Saving data and instructions so that they are available for initial or for additional processing as and when required.
3. **Processing:** Performing arithmetic and logical operations on data in order to convert them in to useful information.
4. **Outputting:** The process of producing useful information or results-such printed reports, or visual display- for the user.
5. **Controlling:** Managing the manner and sequence in which all of the above functions are performed.

All the components of a computer system (to be discussed shortly) are integrated and interacting. The Input or Output units cannot function until they receive signals from the CPU. Similarly, the Storage unit or the CPU alone is of no use. So the usefulness of each unit depends on other units and can be realized only when all units are put together (integrated) to form a system.

2.3 COMPONENTS OF A COMPUTER SYSTEM

A complete computer system consists of four parts: hardware, software, people, and data (see Figure 2-1).

2.3.1 Hardware

The mechanical devices that make up the computer are called hardware. In other words, hardware is any part of the computer we can touch. Hardware consists of interconnected electronic devices that we can use to control the computer's operation, input and output.

Computer hardware consists of:

- ✓ **Input Devices:** The input devices of a computer system include keyboards, touch screens, trackballs, joysticks, digital cameras, microphones, pens, electronic mice, optical scanners, and so on. They convert data into electronic machine-readable form for direct entry or through telecommunication links into a computer system.

Table 2-1 highlights major trends in input devices of a computer system

Table 2-1

	First Generation	Second Generation	Third Generation	Fourth Generation	Fifth Generation
Input Media/ Method	Punched Cards, Paper Tape	Punched Cards	Key to Tape/ Disk	Key boards, Pointing Devices, Optical Scanning	Voice Recognition, Touch Devices, Handwriting Recognition
Trend: Towards Direct Input Devices that are more Natural and Easy to use					

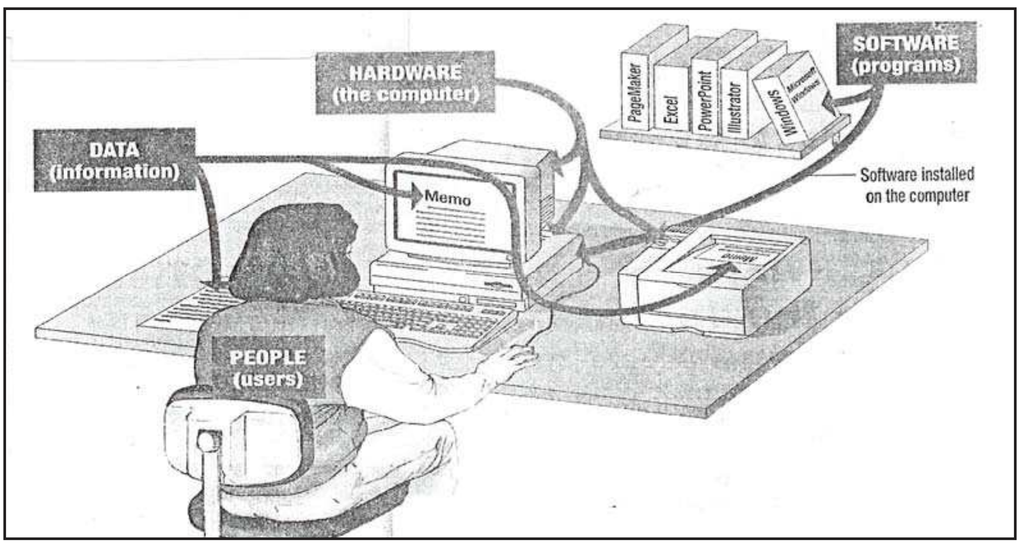


Figure 2-1 The Computer System

- ✓ **Output Devices:** The output devices of a computer system include video display units, printers, audio response units, and so on. They convert electronic information produced by the computer system into human-intelligible form for presentation to end-users.

Table 2-2 highlights major trends in output devices of a computer system

Table 2-2

	First Generation	Second Generation	Third Generation	Fourth Generation	Fifth Generation
Output Media/ Method	Punched Cards, Printed Reports and Documents	Punched Cards, Printed Reports and Documents	Printed Reports and Documents, Video Displays	Video Displays, Audio Responses, Printed Reports and Documents	Video Displays, Hyperlinked Multimedia Documents, Voice Responses
Trend: Towards Direct Output Methods that communicate Naturally, Quickly and Clearly					

- ✓ **Storage Devices:** The storage function of a computer system takes place in the storage circuits of the computer's primary storage unit, or *memory,* and in secondary storage devices such as magnetic disk and tape units. These devices store data and program instructions needed for processing. Various secondary storage devices include tape drives, optical drives, removable hard drives, DVDs floppy disks, and different kinds of compact disks such as CD-ROM, CD-R, CD-RW.

Table 2-3 highlights major trends in storage devices of a computer system

- ✓ **Central Processing Unit (CPU):** The central processing unit (CPU) is the main processing component of a computer system. (In microcomputers, it is the main microprocessor) The electronic circuits of the arithmetic-logic unit, one of the CPU's major components, perform the arithmetic and logic functions required in computer processing.

Table 2-3

	First Generation	Second Generation	Third Generation	Fourth Generation	Fifth Generation
Primary Storage	Magnetic Drum	Magnetic Core	Magnetic Core	LSI Semiconductor Memory	VLSI Semiconductor Memory
Trend: Towards Large Capacities Using Smaller Microelectronic Circuits					
Secondary Storage	Magnetic Tape Magnetic Drum	Magnetic Tape Magnetic Disk	Magnetic Tape Magnetic Disk	Magnetic Disk Optical Disk	Magnetic Disk Optical Disk
Trend: Towards Massive Capacities Using Magnetic and Optical Media					

2.3.2 Software

Software is a set of electronic instructions consisting of complex codes (also known as programs) that make the computer perform tasks. In other words, software is the non-tangible component of the computer system that tells the computer what to do. They are generally in the form of electric or magnetic impulses.

Computer software consists of:

- ✓ **System Software:** These programs exist primarily for the computer's use and help the computer perform and manage its own tasks. System software has its orientation more towards the operation of the hardware components of the computer system. DOS, UNIX, Windows 2000 *etc.* are some examples of system software.
- ✓ **Application Software:** These programs exist primarily for the user and enable the computer to perform tasks, such as creating documents or drawing pictures. Thus, application software has its orientation more towards performing user tasks.

Payroll System, Airline Reservation System etc. are some examples of application software.

Table 2-4 highlights major trends in software of a computer system

Table 2-4

	First Generation	Second Generation	Third Generation	Fourth Generation	Fifth Generation
Trend: Towards Easy-to-Use Multipurpose Network- Enabled Application Packages for Productivity and Collaboration					
Soft ware Trends	User-written Programs, Machine Language	Packaged Programs, Symbolic Language	Operating Systems, High-Level Language	DBMS, Fourth-Generation Languages, Microcomputer Packages	Natural and Object-Oriented Languages, Multipurpose Graphic-Interface, Network-Enabled, Expert-Assisted Packages
Trend: Towards Visual or Conversational Programming Languages and Tools					

2.3.3 People

People are the personnel involved in using and maintaining the computer system. People are

- ✓ **Users**: who actually uses the computer system
- ✓ **Trained Professionals**: who design, build, program, repair and maintain the computer system.

2.3.4 Data

Data consists of raw facts, which the computer stores and reads in the form of numbers. The computer manipulates data according to the instructions contained in the software and then forwards it for use by people or another computer. Data can consist of letters, numbers, sounds, or images. No matter what kind of data is entered into a computer, however, the computer converts it to numbers. Consequently, computerized data is digital, meaning that it has been reduced to digits, or numbers.

Within the computer, data is organized into files. A computer file is simply a set of data or program instructions that has been given a name. A file that the user can open and use is often called a document. Although many people think of documents simply as text, a computer document can include many kinds of data. For example, a computer document can be a text file (such as a letter), a group of numbers (such as a budget), a video clip (which includes images and sounds), or any combination of these items. Programs are organized into files as well, but because programs are not considered data, they are not document files.

2.4 BASIC COMPUTER ORGANISATION

The capacity, size, cost and internal architectural design of computers differ from one model to another. However, the basic organisation remains the same for all computer systems. A block diagram is shown in Figure 2-2, which displays the five basic building blocks or functional units, of a digital computer system. These five units correspond to the five basic operations performed by all computer systems. The function of each of these units is described below.

2.4.1 INPUT UNIT

Data and instructions must enter the computer system before any computation can be performed on the supplied data. The **input unit** that links the external environment with the computer system performs this task. Data and instructions enter input units in forms that depend upon the particular device used. For example, data is entered from a keyboard in a manner similar to typing, and this differs from the way in which data is entered through a card reader which is another type of input device. However, regardless of the form in which they receive their inputs, all input devices must provide a computer with data that are transformed into the binary codes that the primary memory of a computer is designed to accept. This transformation is accomplished by units called *input interfaces*. *In*put interfaces are designed to match the unique physical or electrical characteristics of input devices to the requirements of the computer system.

In short, an input unit performs the following functions:

- ✓ It accepts (or reads) the list of instructions and data from the outside world.
- ✓ It converts these instructions and data in the computer acceptable form.
- ✓ It supplies the converted instructions and data to the complete system for further processing.

2.4.2 OUTPUT UNIT

The job of an output unit is just the reverse of that of an input unit. It supplies information and results of computation to the outside world. Thus, it links the computer with the external environment. As computers work with binary code, the results produced are also in the binary form. Hence, before supplying the results to the outside world, it must be converted to human acceptable (readable) form. This task is accomplished by units call *output interfaces.* Output interfaces are designed to match the unique physical or electrical characteristics of output devices (terminals, printers, *etc.*) to the requirements of the external environmental.

In short, an output unit performs the following functions:

- ✓ It accepts the results produced by the computer, which are in coded form and hence cannot be easily understood by us.

- ✓ It converts these coded results to human acceptable (readable) form.
- ✓ It supplies the converted results to the outside world.

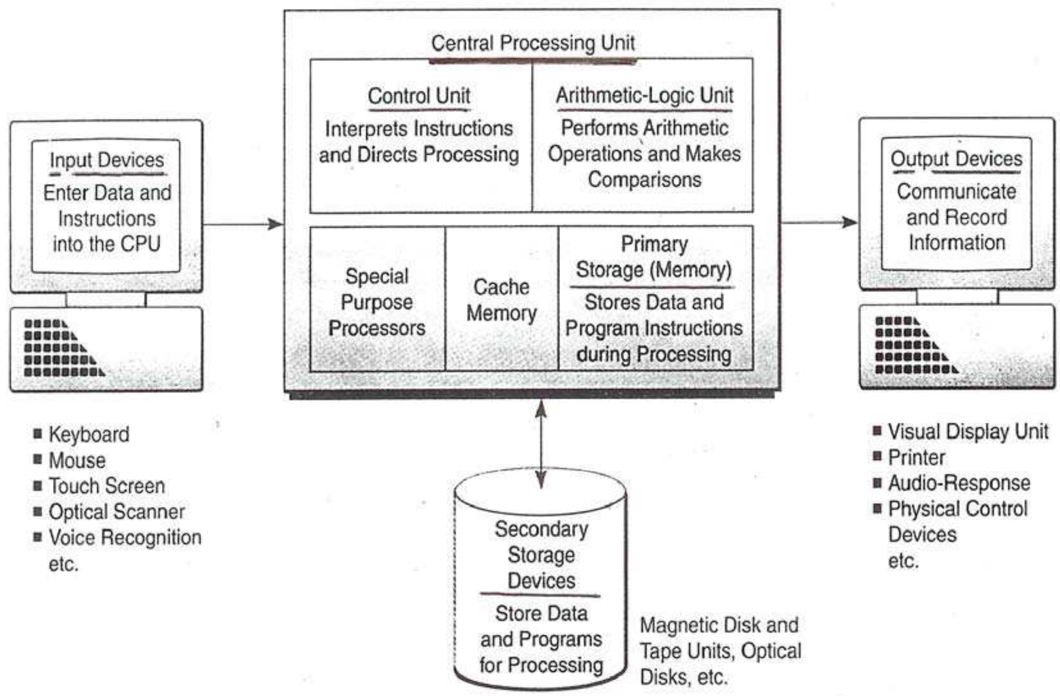


Figure 2-2 Basic Organisation of Computer System

2.4.3 STORAGE UNIT

The data and instructions that are entered into the computer system through input units have to be stored inside the computer before the actual processing starts. Similarly, the results produced by the computer after processing must also be kept somewhere inside the computer system before being passed on to the output units. Moreover, the intermediate results produced by the computer must also be preserved for ongoing processing.

The storage unit at the **primary/main** storage of a computer system is designed to cater to all these needs. It provides space for storing data and instructions; space for intermediate results; and also space for the final results.

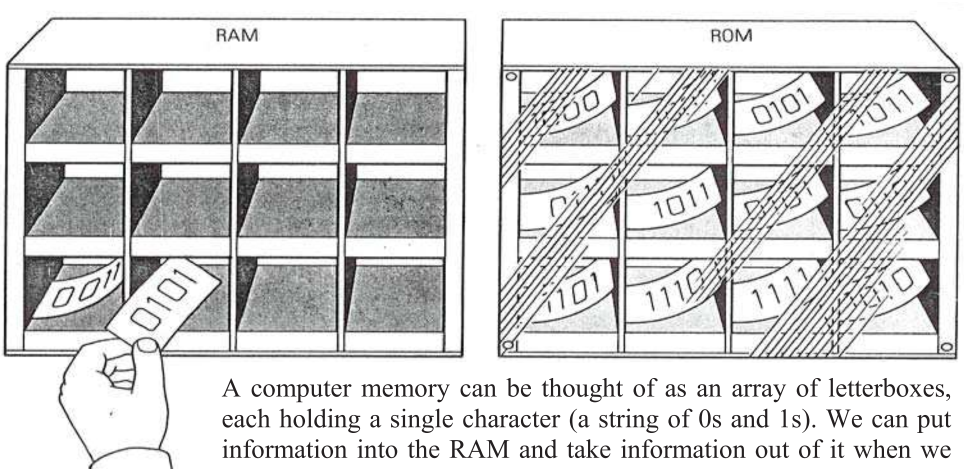
In short the specific functions of the storage unit are to hold (store):

- ✓ All the data to be processed and the instructions required for processing (received from input devices).
- ✓ Intermediate results of processing.
- ✓ Final results of processing before these results are released to an output device.

Two Kinds of Memory

The main memory, housed inside the computer unit, is built from two different kinds of memory chip: the first kind, called **ROM** (read only memory), has permanently built into information and instructions the computer needs to know in order to operate properly; the second kind of memory, called **RAM** (random access memory), holds the program and other information typed in at the keyboard.

The RAM is a 'read and write' memory. This means we can store, or 'write', information into this memory and later recall it, or 'read' it out again. The ROM, on the other hand, can only be read; we cannot write information into it. This ensures that we do not destroy the vital information held in ROM by over-writing it.



A computer memory can be thought of as an array of letterboxes, each holding a single character (a string of 0s and 1s). We can put information into the RAM and take information out of it when we need to. The ROM on the other hand is like a letterbox covered with glass. We can see what is inside but we cannot touch or change the content

Figure 2-3 Two Kinds of Memory

An important difference between the two types of memory is that RAM is 'volatile', *i.e.* it loses all the information stored when the power is switched off. ROM, on the other hand, is 'non-volatile'; its information is not lost when the power is switched off.

The **secondary** storage medium stores data, instructions and output for archival purpose so that whenever any data or instructions is required in the future it can be retrieved for reference or for further processing.

2.4.4 CENTRAL PROCESSING UNIT

The Arithmetic Logic Unit and the Control Unit of a computer system are jointly known as the Central Processing Unit (CPU). The CPU is the brain of any computer system. In a human body, the brain takes all major decisions and the other parts of the body function as directed by the brain. Similarly in a computer system, all major calculations and comparisons are made inside the CPU and the CPU is also responsible for activating and controlling the operations of other units of a computer system.

2.4.5 ARITHMETIC LOGIC UNIT

The Arithmetic Logic Unit (ALU) of a computer system is the place where the actual execution of the instructions takes place during the processing operation. To be more precise all calculations are performed and all comparisons (decisions) are made in the ALU. The data and instructions stored in the primary storage prior to processing, are transferred as and when needed to the ALU where processing takes place. No processing is done in the primary storage unit. Intermediate results generated in the ALU are temporarily transferred back to the primary storage until needed at a later time. Data may, thus, move from primary storage to ALU and back again to storage many times before the processing is over. After the completion of processing the final results, which are stored in the storage unit, are released to an output device.

The type and number of arithmetic and logic operations that a computer can perform is determined by the engineering design of the ALU. However almost all ALU's are designed to perform the four basic arithmetic operations (add, subtract, multiply, divide) and logic operations or comparisons such as less than, equal to, or greater than.

2.4.6 CONTROL UNIT

How does the input device know that it is time for it to feed data into the storage unit? How does the ALU know what should be done with the data once they are received? And how is it that only the final results are sent to the output device and not the intermediate result? All this is possible because of the Control Unit of the computer system. By selecting, interpreting, and seeing to the execution of the program instructions, the Control Unit is able to maintain order and direct the operation of the entire system. Although, it does not perform any actual processing on the data, the Control Unit acts as a central nervous system for the other components of the computer. It manages and coordinates the entire computer system. It obtains instructions from the program stored in main memory, interprets the instructions, and issues signals that cause other units of the system to execute them.

2.5 HOW DOES A COMPUTER WORK?

The working of a computer can best be illustrated by an example. Suppose we have a routine clerical task to carry out and are given a willing helper who can follow instructions but who is new to the job. How would we proceed?

Firstly, we would sit our helper at a desk and provide him with an 'in'-tray for material coming in (the ***input***) and an 'out'-tray for material that had been processed (the ***output***).

If the work involved calculations, we would also provide a desk calculator to help with the arithmetic, and a pad of paper for working things out. Next, we would put in our helper's 'in'-tray all the figures and information, such as prices and orders placed, needed as the 'raw material' to work on. This is the ***data***.

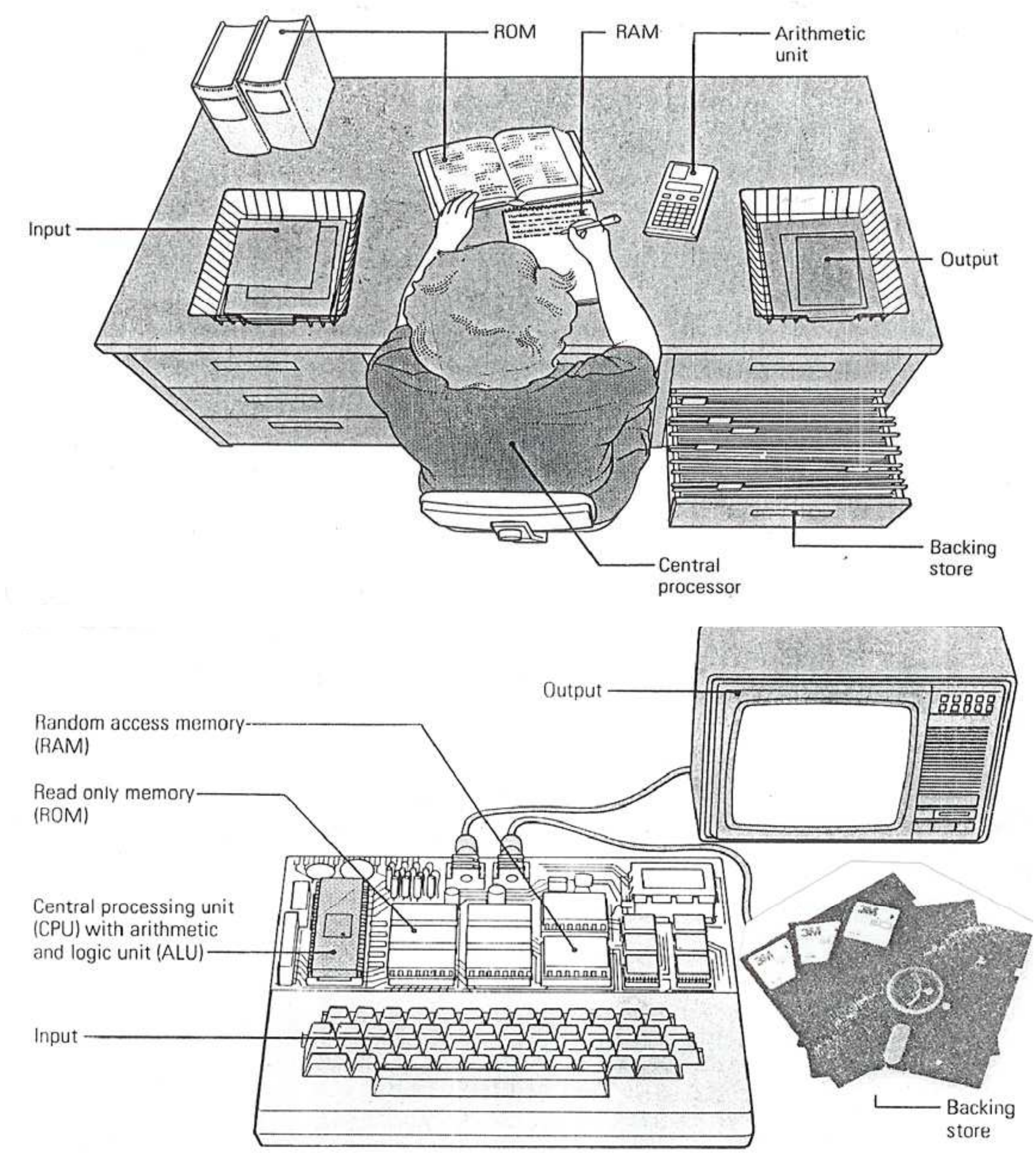


Figure 2-4 The Way in Which A Computer Works is Analogous to a Routine Helper Who has been Given Precise Instructions

Our willing helper is now ready to start work - ***processing*** the data - but first needs to be told what to do. He knows nothing about the job and so the instructions we give him will have to be very detailed and precise. Such a set of instructions is called a ***program***.

He would have to remember our more general instructions, and so ***memory*** would play an important part in the whole process. He would probably note down the program of detailed instructions on his pad so that he can quickly refer to it should he forget what he is expected to do. The note-pad, then, is a type of memory, used not only for calculations but also for storing the program.

We would also give him some reference books, such as a catalogue of prices or a telephone directory, which might be needed from time to time. These provide a second kind of memory: they store information, like the note-pad, but the information is permanent and cannot be changed. The books are ***'read only'*** memories (they can only be read), while the note-pad is a ***'read and write'*** memory, since information can be written on the pad and changed or deleted when necessary.

Finally, he might also need as a ***'backing'*** memory – a ***secondary*** storage- a filing cabinet for those records, such as customer accounts, to which he may have to refer occasionally.

It is now up to our helper to co-ordinate and control the various operations required by the program to complete the task.

A computer works in much the same way as this and, incorporates the same basic features

The original information	…………………***Data***
is fed into the computer,	……………… ***Input***
together with the instructions.	…………… ***Program***
These are stored	……………***Memory***

and the computer carries out any calculations required, ***……………… ALU***
and supervises and checks the whole process. ***…………… Control***
The completed answer is read out of the computer. ***………………Output***

There is in every computer system a section to carry out each of these operations, and the operations are combined to solve problems in the same way as they were combined to complete the clerical task.

2.6 SELF-ASSESSMENT QUESTIONS

1. What is a system? Why do we refer to a computer as a system?
2. What are the five basic functions performed by any computer system?
3. Draw a block diagram to illustrate the basic organization of a computer system and explain the functions of various units.
4. What are primary and secondary storage devices?
5. What do you mean by memory? What are ROM and RAM?
6. Explain the working of a computer system.

2.7 Suggested Readings

1. Fundamentals of Computers *by* V Raja Raman. Prentice Hall of India Pvt. Ltd., New Delhi.
2. Computer Fundamentals *by* P K Sinha. BPB Publications., New Delhi.
3. Computer Fundamentals *by* B Ram. New Age International.
4. Introduction to Computers *by* Leon and Leon. Vikas Publishing House., New Delhi.

Windows 7

Task Bar

The taskbar in Windows 7 is significantly different. The default shows it at the bottom of your screen, constantly updating itself to show an icon for every currently running program.   Rest your mouse pointer over any of the taskbar's programs to see either the programs name or a thumbnail image of the program's contents.

The Start Button

The Start button still appears at the left end but notice that it is the Windows logo and does not say "**START**" unless you hover over the icon with your mouse.

The Taskbar is much improved and allows you to have larger icons, improved grouping, thumbnail window previews and the ability to move taskbar buttons where you want them. Although the quick launch area is gone in Windows 7 you can think of the entire Task Bar as a quick launch area where you can pin programs.

Taskbar notes

- Almost any action, such as starting a program or opening a file, dialog box, or Control Panel window, adds a corresponding, temporary button to the taskbar.
    - Right clicking a running programs task bar button displays a list of files recently opened with that program.
- Pointing to a taskbar button displays thumbnails of each open window of that type. The window rises to the surface and rests atop any other open windows ready for use. You can switch to a window by clicking its thumbnail.
- If the taskbar keeps hiding below the screen's bottom edge, point the mouse at the screen's bottom edge until the taskbar surfaces. Then right click the taskbar, choose Properties, and remove the check mark from Auto-hide the Taskbar.
- Pointing to a thumbnail also causes a Close button to appear in its upper-right corner, so you can close the window without making it active.
- You can re-arrange buttons on the taskbar by dragging them.

Windows icon

The Windows Icon is actually the Start Button.

- Start button – pink arrow

Internet Explorer Taskbar Button

To the right of the Start button (red arrow) is a button for starting Internet Explorer

- Right clicking this button will display your browsing history

Pinned taskbar buttons

These are tasks (light blue bracket and arrow) whose icons you have placed on the taskbar for easy reference.

- If you have a word document open and it is minimized, hover over the Word icon on the taskbar and you will see a thumb nail view of the document.

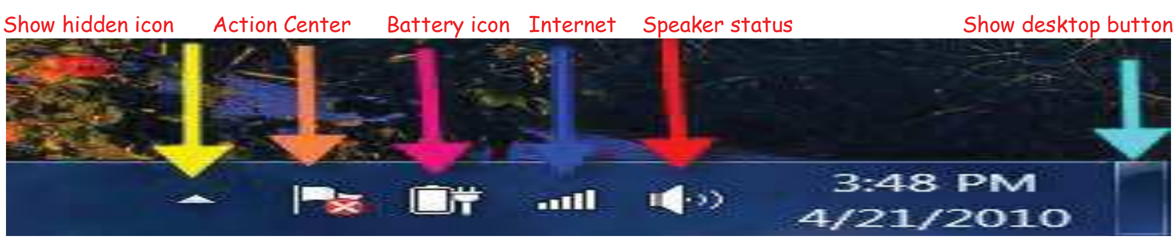
Windows Explorer Taskbar Button

To the far right in the above diagram (green arrow) is the Windows Explorer button.

- Right clicking this button display a list of windows you frequently open.

Notification area on the Taskbar Button

At the right end of the taskbar is the notification area which displays information about the status of programs including those running in the background (some programs you don't need to interact with). The time and date still appears near the right end of the taskbar.



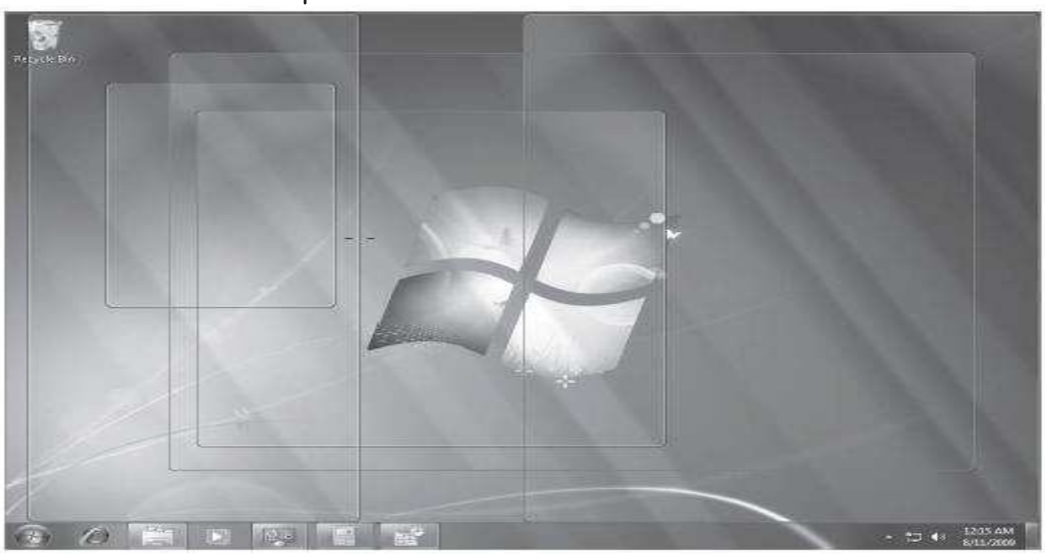
In the figure above

- The light blue arrow to the far right points to the show desktop button
- The red arrow points to the speaker status icon
  - To adjust the volume on your PC, click this icon and slide down the volume.
- The dark blue arrow points to the Internet access icon
- The hot pink arrow is for those using laptops. It is a battery icon which indicates how much power is left in your laptop battery.

- The orange arrow points to the Action Center Alert icon which will show if you have recent messages and unresolved problems such as spyware and virus protection alerts.
- The yellow arrow points to the Show Hidden icon button. If you click on this it will show you such things as the McAfee icon.

Show Desktop Button - Hiding and Displaying Windows

- Pointing to the Show Desktop Button at the right end of the Windows Taskbar makes all the open windows temporarily translucent so that you can see through them to the desktop.



- Clicking the Show Desktop Button (see red arrow below) minimizes all the open windows. Clicking it again returns the windows to their previous size and locations.

- Shaking the active window minimizes all other open windows. To "shake" a window, point to its title bar, press the mouse button and wiggle the mouse. To shake a window when you are working on a laptop, point to its title bar and then wiggle your finger on the touch pad. Shake it again and every things returns to the way it was.

The taskbar, desktop shortcuts, and gadgets will remain visible.

Position and size of the Taskbar

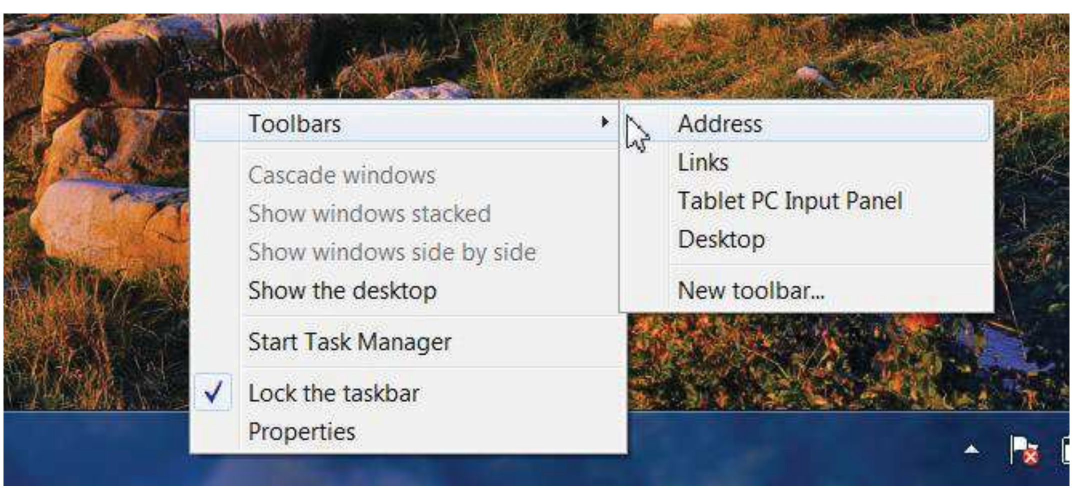
By default, the taskbar is docked at the bottom of the desktop and displays one row of buttons. Right clicking the taskbar (not a taskbar button) displays a shortcut menu of commands.

To manually move the taskbar or change its size you must first unlock it by clicking Lock the Taskbar to remove the check mark. When the taskbar is unlocked, you can control its position and size in the following ways:

- You can dock the taskbar at the top, bottom, or on either side of the desktop by dragging it to the edge of the screen against which you want to dock it.
- When the taskbar is docked at the top or bottom you can expand it to be up to half the height of your screen by dragging its border down or up.
- When the taskbar is docked on the left or right, you can expand it to be up to half the width of your screen by dragging its border right or left.

Taskbar Toolbars

Taskbar toolbars provide shortcuts to frequently used folders, files and even some Internet Explorer functions. From the toolbars submenu on the taskbar shortcut menu you can display or hide four built-in toolbars, as well as create a custom toolbar.



The built-in toolbars include the following:

- Address – You can start or switch to Internet Explorer and display a Web site by entering its URL in this toolbar.

- Links – this toolbar displays a list of the sites and pages on your Internet Explorer Favorites bar.
- Tablet PC Input Panel – This option is for entering information into the computer by "writing " with a tablet pen or mouse pointer, or by clicking keys on an on-screen keyboard.
- Desktop - This creates a desktop shortcut for an Office program
    - ➢ Click START, point to ALL PROGRAMS, point to MICROSOFT OFFICE and then point to the Microsoft Office program for which you want to create a desktop shortcut.
    - ➢ Right click the name of the program, point to SEND TO, and then click DESKTOP (CREATE SHORTCUT)

Additional new Taskbar functionality

1. To pin programs to the task bar
    - Click the start button
    - Right click on any program and click Pin to Taskbar
2. Drag any programs icon directly to the taskbar
    - Now you can click the pinned button to open the program
3. You can now move taskbar buttons around and place them in the exact order you want them.
4. When a toolbar contains more links than can be shown in the space allocated to it, chevrons appear at its right end. Clicking the chevrons display a list of the hidden links, in which you can click the one you want.

START MENU

The start menu is your link to your computer's programs and may appear different from your previous operating system. It is the Windows Logo.

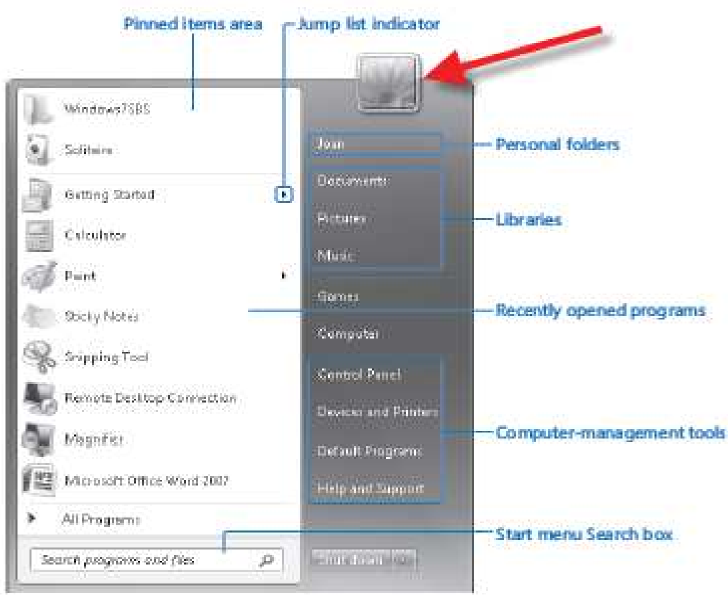
- Click the start button at the left end of the Windows taskbar or press the Windows logo key (the keyboard key is usually located to the left of the spacebar).

Start Menu Search Box

the cursor is already active in the Search box when you click the start button. Type any characters in the Search box, and Windows immediately displays a list of program, Control Panel items, files, documents, music, videos, and email messages containing that string of characters, grouped by category. The more characters you type the more Windows refines the search results.

The right side of the Start Menu is divided into three sections and may vary depending on the Start menu properties. You will see an icon as well (the red arrow below).

- The icon is your account picture and name and when you click on it, it displays your user account settings. Clicking on your name displays all your personal folders. The top section provides quick access to file storage locations
- The middle section provides access to all the devices attached to your computer. This section can also display links to your Internet Explorer Favorites menu and to a list of the 15 files you have worked with most recently.
- The bottom section provides access to computer-management tools such as the Control Panel where you will access your settings for things such as wallpaper and screen saver.



Pinned Items Area
You can quickly access specific programs, folders or file by inserting links to them in the pinned items area at the top of the left side of the Start menu. This item is not visible until the first time you pin an item to it.

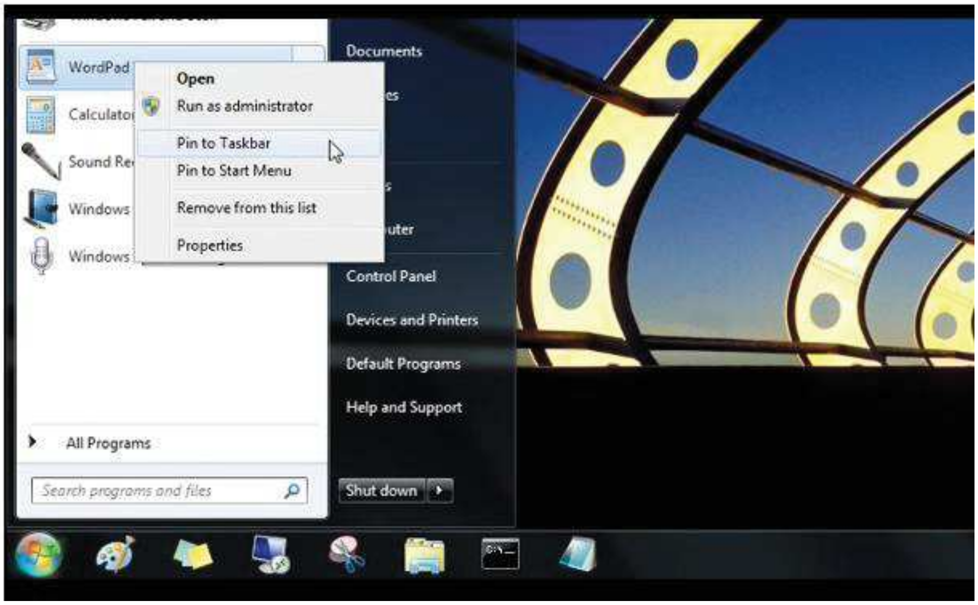
Recently Opened Programs List
This displays links to the last 10 programs you started. You can adjust that number or remove the list entirely. The first time you open Windows 7 this area displays links to some of the new programs that come with Windows 7.

All Programs Menu
this provides access to most of the programs and utilities installed on your computer.

- You can drop and drag these icons to your desktop if you use them frequently.
- To hide a program right click the icon and select remove from this list. The icon will disappear. The program will still appear in the normal program listing.
- If your program is not there press the start button, documents folder, double click on the file you want.

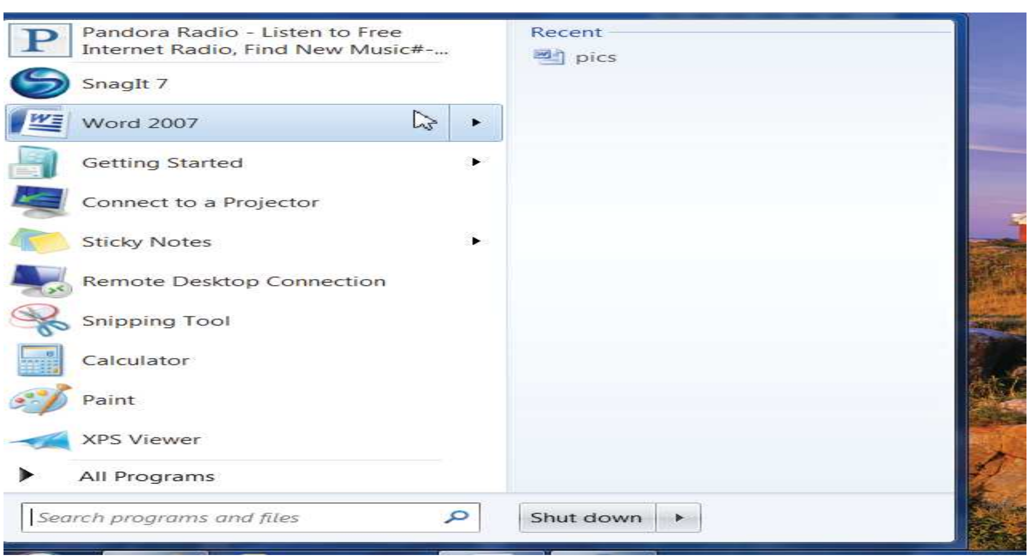
Jump Lists

Jump lists are short menus that help you get to the files that you use the most. They are different in that they are organized by program.



1. Right click the program on the task bar then click on the file you want to open.
2. To open a second word pad file, click on the Word 2007 program name or another program that you have.
3. When you are finished with the file just click "Close all menus".

You will find Jump Lists at the Start Menu for the programs that you have pinned at the top and the programs that you used most recently.



Jump Lists are not just for files. You can also open folders from the Windows Explorer Button and even go to Web sites from your web browser button.

You can pin your favorite items to the Jump Lists on your Taskbar.

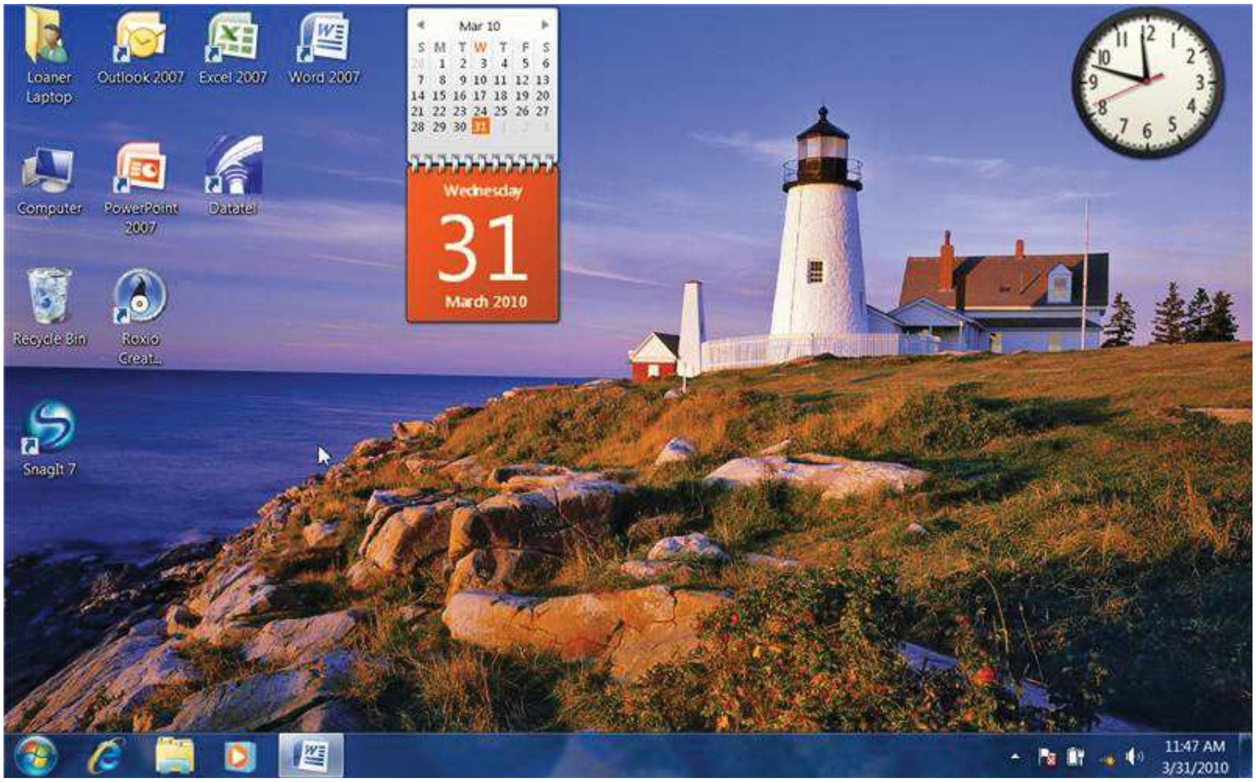
1. Open the Jump List that is opened every day.
2. Point to the To Do List
3. Click the push pin

Now it is pinned to the top where you can get to it easily.

If you are searching for a particular file you have opened and can't find it, move your mouse over the icons on the taskbar and you will get a quick peek of all files that are open even if they are buried under other windows. Just click the thumbnail window to bring the window to the front.

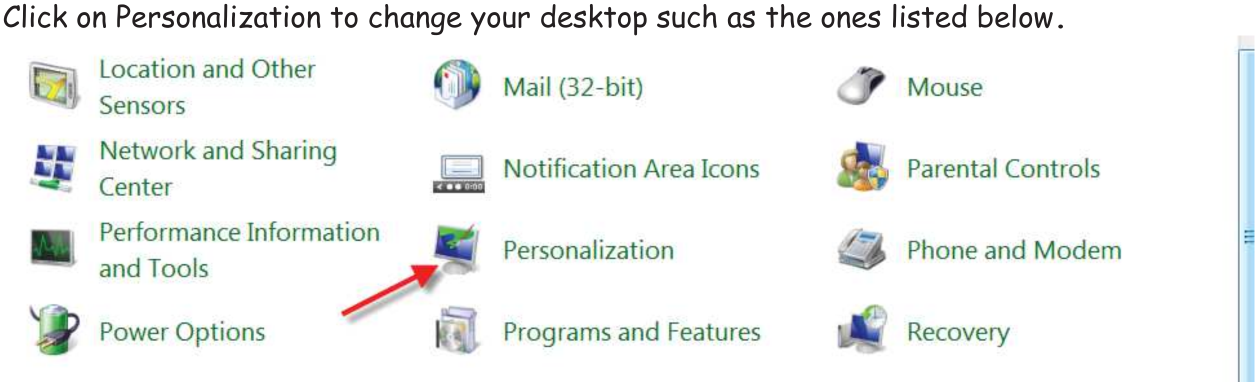
Note – pointing to (not clicking) a right-pointing arrow next to a program name in the recently opened program list or the pinned items area displays a list of files recently open with that program. For example, pointing to WordPad would display a list of WordPad documents you've recently been working with. You can "jump" to a specific file or task by clicking it in the jump list.

CHANGING THE APPEARANCE OF YOUR DESKTOP



Click the Start button then click on Control Panel. The topics are arranged alphabetically. Scroll down until you see the topic you want. If you find an icon or category confusing, rest your mouse pointer over it and Windows 7 will explain its meaning. Some that you may want to look at are:

Click on Personalization to change your desktop such as the ones listed below.



Another option is to click anywhere on the desktop and click on Personalize.

DISPLAY

This allows you to change the size of the Text on your monitor.

Wallpaper

- Right click anywhere on the desk top and click on personalize
    - You can change themes, the look, sound and color scheme of windows

Desktop

- Click on background
    - Picture location allows you to choose from your picture library
    - If you find a picture on Internet Explorer and you want to make this your wallpaper
        - Right click on the image
        - Say yes to “Are you sure you want to replace your desktop wallpaper?”

Screen Saver

- Right click on desktop or Open the control Panel from the Start menu and select Personalization category
- Choose change Screen saver from the Personalization area
- Click the downward pointing arrow in the Screen Saver box and select a screen saver.
- Click OK

Font

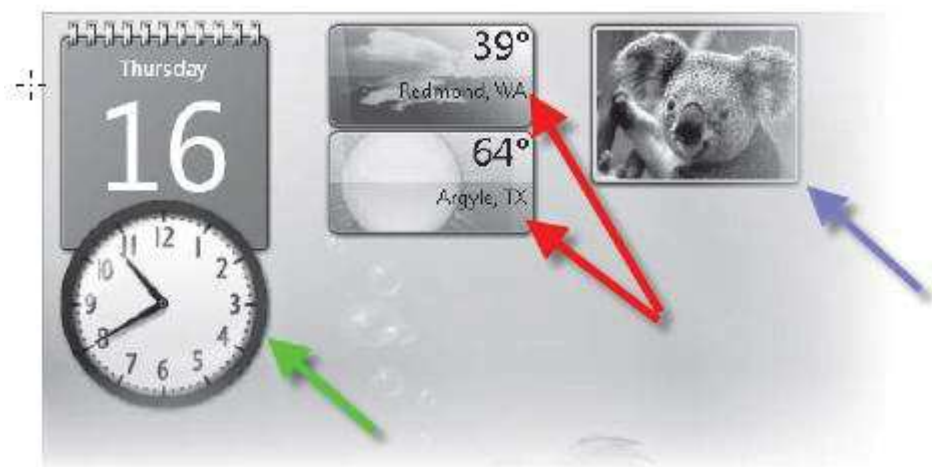
- This is where you can change the appearance of your printed work.
- Change fonts and font size.

DESKTOP GADGET GALLERY

This new Windows 7 feature allows you to place gadgets that display a variety of information directly onto your desktop.

To add a gadget to your desktop

- Click on the Start button, Control Panel then Desktop Gadgets or right click anywhere on the Desktop and choose Desktop Gadgets
- You can add the gadgets by double clicking it, by right clicking and then clicking Add or by dragging it to any location on the desktop.
- Tailor the information each gadget displays to suit your needs – even have multiple instances of one gadget, each displaying different of the same type of information.



The green arrow shows the calendar and time, the red arrows show the weather in your home town and the weather in the town you are in and the purple arrow shows a slideshow of your favorite photos.

Calendar – displays today's date, this month's calendar or both. When the date is displayed, double click it to switch to the calendar.

Clock – displays the current time in the current time zone. You can choose from eight faces, name the clock, change the time zone and add a second hand.

CPU Meter – displays the percentage of your computer's central processing unit (CPU) that is currently being used, as well as the percentage of its random access memory (RAM).

Currency – displays the current equivalent of one currency in another currency.

Feed headlines – displays four of up to 100 headlines from a variety of RSS feeds. You can restrict the number of headlines and the type of fee.

Picture Puzzle – displays a 4 by 4 grid containing 15 jumbled picture pieces and one blank square. You move the pieces around to reassemble the picture.

Slide Show – displays a rotating set of pictures from the folder you select. You can set the transition speed and effect as well as the display order.

Weather – displays the temperature and an image representing the type of weather in a specific location. You can change the location and show temperature in Fahrenheit or Celsius.

Windows Media Center – provides quick access to the music and pictures in your windows media Center catalog.

WORKING WITH WINDOWS

As the name of the Windows operating system indicates, most of the information you view on your computer is displayed in a window. Files open in program windows (windows that host the program controls), and folders open in Windows Explorer windows (windows that display the folder contents). Regardless of the content they display, all windows share certain common characteristics and can be manipulated in the same ways. You can change the appearance of windows by using controls built into their frames, as well as controls available from the desktop and from the Windows Taskbar.

Key Points

- All windows share common characteristics. You can work with them in the same way, such as by sizing, moving, arranging, and hiding them.
- Files are organized on your computer in a hierarchical storage structure.
- Windows Explorer provides several ways to move around your computer's storage system. If you become familiar with them it will increase your ability to quickly navigate to specific files.
- You can quickly locate information on your computer by entering a search term in either the Search box on the Start menu or the Search box in the upper- right corner of a folder window.
- You can refine a search by filtering the search results, for example, to show only files of a specific type.

Manipulating windows

To change the location of a window, but not its size

- Drag it.

To bring a window to Forefront

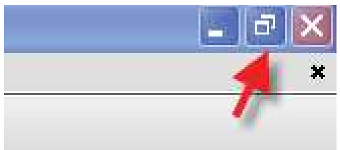
- Click on the title bar and the screen moves to the top of the stack and is active
- Click on the program icon on task bar to bring the window to the front
- Hold down ALT key and keep tapping the tab key. You will see thumb nails of every open window. When you get to the one you want release ALT key and that program will pop up.
- You can also use the windows key to do the same thing. This will show you a 3-D view of open windows. Keep tapping the tab key until the window you want comes to the front then let go of the windows key.

To move a window around

- Drag the window by title bar and drop it where you want it

To maximize a window

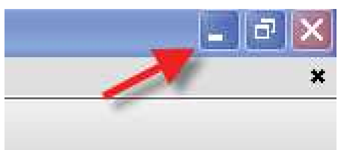
- Click on the double window button



- Or drag top edge of window until it butts up against desk top, let go of the mouse and the window fills the screen

To minimize a window

- Click the underscore button

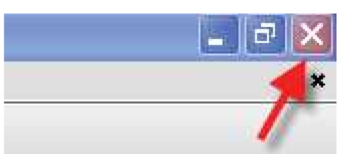


To re-size a window

- Point at any corner. When you get a two sided arrow, drag to any size you want and let go
-

To close a window

- Click on the red X in the upper right hand corner



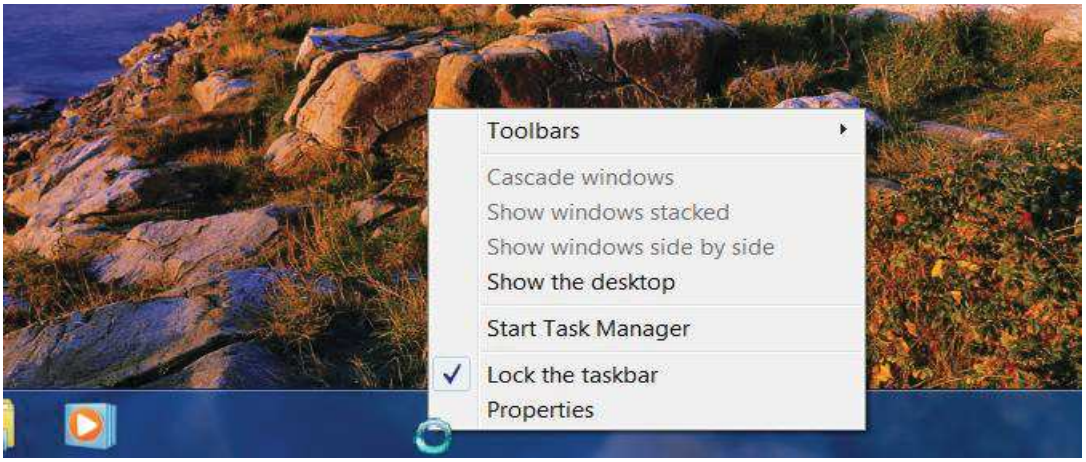
Seeing Windows Side By Side

There are several ways to see two windows side by side

- Right click on any blank area on task bar. Choose show windows side by side. If you have more than two windows open, minimize the ones you don't want.
- Drag one window to one side of the monitor until your mouse curser hits the side of your desktop shade the window snaps to half screen. Do the same thing with the other window.
- To restore a maximized or half-width window to its original size, drag its title bar away from the edge of the screen, or click the Restore Down button.

Managing open windows as a group

- Right-clicking the taskbar (not a taskbar button) displays a shortcut menu of commands you can use to manage all the open windows as a group.



You can arrange all currently open windows by clicking the following commands:

- Cascade windows – displays the windows on top of each other with the title bar of each window visible and the contents of only the top window visible.
- Show windows stacked – displays the content of all the windows arranged in a grid, with more windows stacked vertically than horizontally. For example, eight windows are arranged in two columns of four.
- Show windows side by side – displays the content of all the windows arranged in a grid, with more windows stacked horizontally than vertically. For example, eight windows are arranged in four columns of two.
- Show the desktop – minimizes all the windows.

In every arrangement, the open windows are sized similarly, regardless of their size before you arranged them.

USING WINDOWS EXPLORER

You view all the drives, folders and files that are part of your computer's storage system, as well as those on any computers you are connected to through a network, in Windows Explorer.

You can start Windows Explorer in several ways

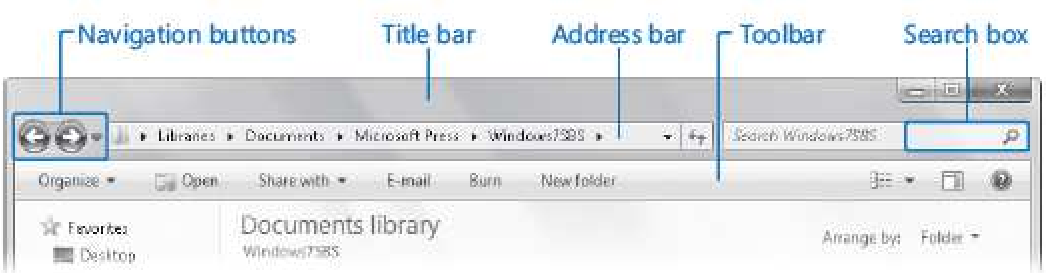
- Click on the Windows Explorer taskbar button
- Click any of the folders in the right pane of the Start menu
- Right click a folder in the left pane of the Start menu, and then click Open or Explore to display the folder contents
- Double click a folder on the desktop or in any window to display the folder contents in the Content pane.

Folder Window Features:

In Windows Explorer every folder window displays two consistent elements: the title bar and the tool bar; you cannot hide either of these elements. The title bar always contains tools for moving around and for locating information.

Title Bar

- Navigation buttons – these back and forward buttons are the same as in previous Windows operating systems.
- Address bar – current folder's address or path.
- Search box – from the Search box of any folder window you can quickly search for letters, words or phrases occurring in the name or content of any file in that folder.



Tool Bar

Unlike the title bar, the toolbar can vary based on the contents of the folder displayed in the folder window. The buttons on the toolbar represent context specific commands for working with the folder and its content. Hover over a button to find out what it does.

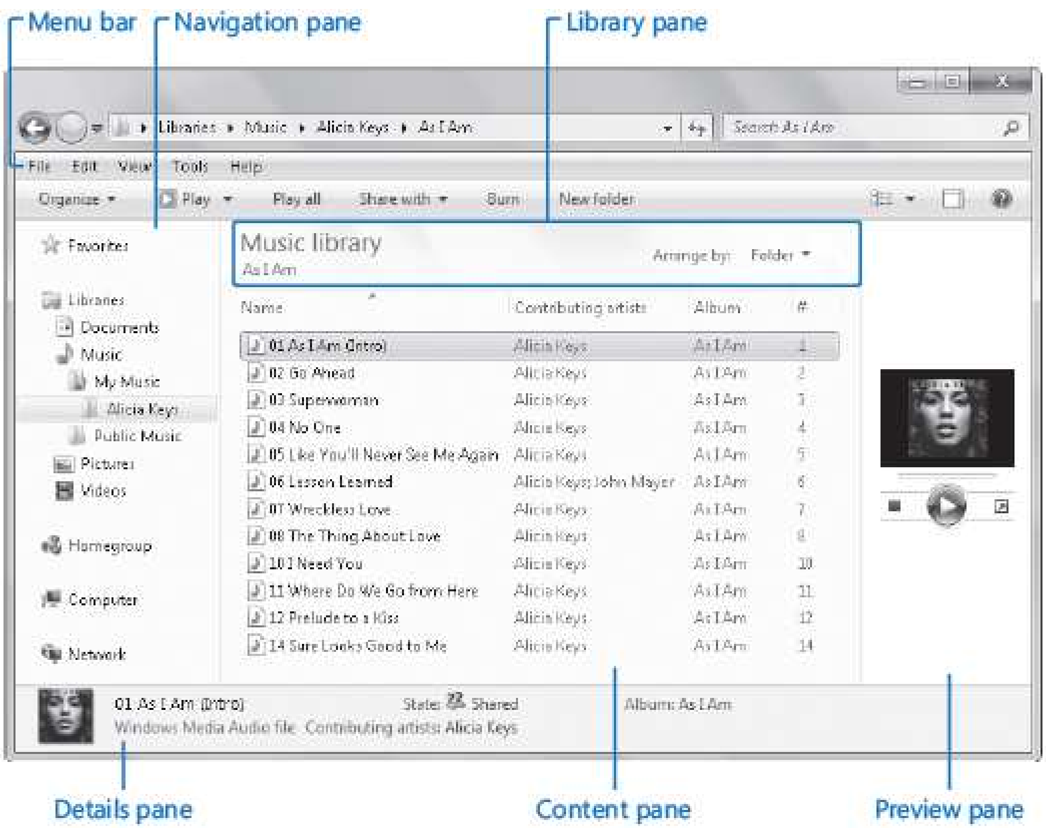
Click on any section and the right side of the screen will show you the contents.

In addition to the title bar and the toolbar, the layout of a folder window includes other standard and optional components.

Menu Bar

In Microsoft's attempt at a clean look, they have taken away the menu bar with which we are familiar. This included File, Edit, Format, View and Help. It is still available. The menu bar can be turned on or off in Internet Explorer.

- To display the menus temporarily
    1. Click to open Internet Explorer
    2. Press ALT
    3. Choose the option you want
- To display the menus permanently
    1. Click to open internet explorer
    2. Click Organize, choose Layout and select Menu Bar.
    3. To turn the Menu bar off again, repeat the steps above.



The Navigation Pane

This vertical pane is open by default on the left side of the window. You can browse to folders on your computer or network by click locations in this pane.

- To display the contents of a folder, click the folder name
- To expand a folder in the Navigation pane, point to the pane, and then click the white arrow that appears to the left of the folder.
- To collapse an expanded folder, click the black arrow that appears to its left.

Content Pane

This lists the details about the item you are currently viewing. If you open a folder this pane will tell you how many files the folder contains.

Details Pane

This sits at the bottom of your screen and displays the contents of the selected folder as a textual or iconic list. You cannot close the Detail pane.

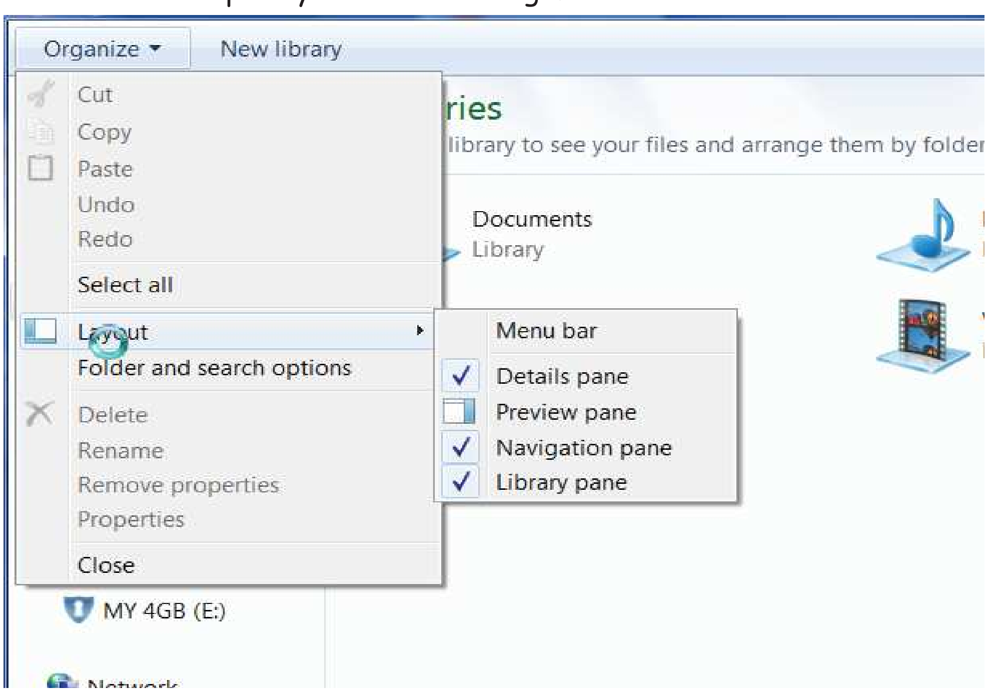
Preview Pane

This is a vertical pane that is closed by default, but when open, it appears on the right side of the window. It displays a review of the file selected in the content pane.

Displaying and Hiding Panes

You can display and hide window panes to show or hide information or to change the amount of space available in the Content pane

- Click Organize on the toolbar.
- Point to Layout
- Click the pane you want to change.



VIEWING FILES AND FOLDERS IN A DIFFERENT WAY

NOTE: It is strong recommended that you store all your private documents, spreadsheets and databases and similar files in subfolders in your my Documents folder. When you follow this process, backing up your work is a simple matter of backing up only the libraries you use.

Sometimes folders and files are listed with information such as the date and size, and sometimes they appear as icons representing the type of each file. You can change the appearance of folders and files in the Content pane by changing the view and by grouping the contents.

Changing the folder view

Available views include the following:

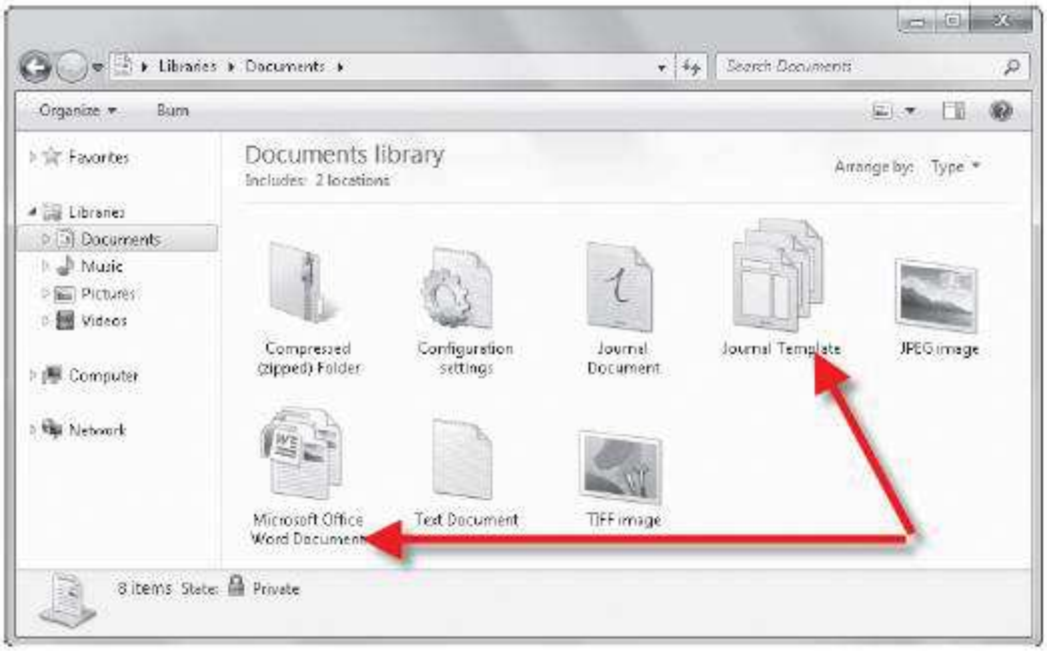
- ICONS – The four icon views (extra large, large, medium and small) display an icon and file name for each folder or file in the current folder. In all but Small Icons view, the icons display either the file type or in the case of graphic files (including Microsoft PowerPoint presentations), the actual file content.
- LIST – This view is similar to small icons view in that it shows the names of the files and folders accompanied by a small icon representing the file type. The only difference is that the items are arranged in columns instead of rows.
- DETAILS – This view displays a list of files and folders, each accompanied by a small icon representing the item type and its properties, arranged in a tabular format with column headings. The properties shown by default for each file or folder are Name, Date modified, Type, and Size. You can hide any of these properties and you can display a variety of other properties that might be pertinent to specific types of files, including Author and Title.
- TILES – For folders, this view displays a medium size icon and the folder name and type. For files, the icon displays the content of the file and is accompanied by the file name, type and file size.
- CONTENT – For folders, this view displays an icon, the folder name and the date. For files, the icon displays the content of the file and is accompanied by the file name, type file size and date.

Ways to change the folder view:

- On the folder window toolbar, click the Views button repeatedly to cycle through the views.
- Click the Views arrow and in the Views list, click the view you want.
- Right click the Content pane, click View, and then in the View list, click the view you want.

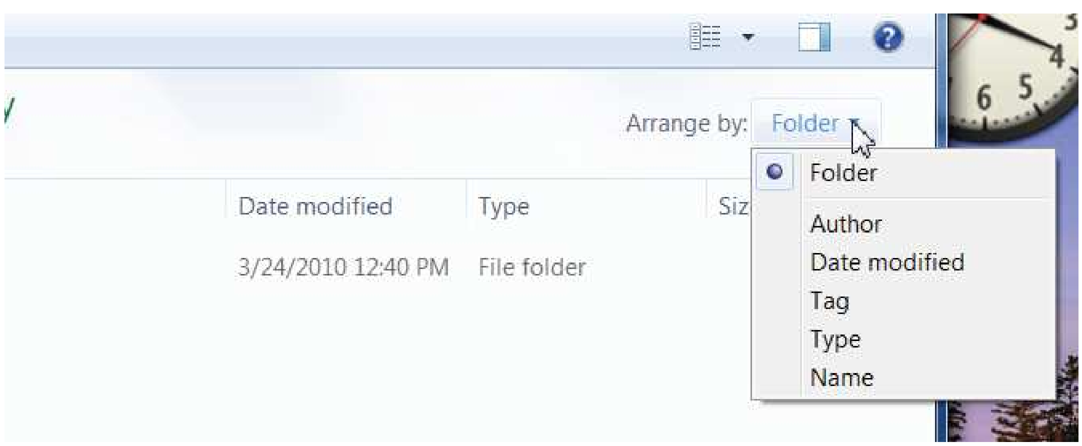
Grouping Folder Content

By default, the folders and files in a folder window are visible as individual items. In a library window, you can group items by author, modification date, tag, file type, or file name. Grouped items appear in stacks. (see red arrows)



To group items in a library window:

- Display the Library pane.
- On the Arrange By menu at the right end of the Library pane, click Author, Date Modified, Tag, Type or Name.



Understanding Files, Folders and Libraries

Files associated with programs and tools, as well as the files you create to contain your information, are stored in a hierarchical structure of folders on hard disk drives and other storage devices. Your computer's primary hard drive (the one where the operating system is installed) is almost always identified by the letter *C*.

In Windows Explorer, you can display a collection of related files and folders in a library. Libraries are virtual folders that aren't physically present on the hard disk but that display the contents of multiple folders as though the files were stored together in one location.

Libraries

The default Windows 7 installation includes four standard libraries—Documents, Music, Pictures, and Videos. Each of these libraries includes your corresponding personal folder and the corresponding public folder.

File Types

There are many different types of files, but they all fall into these two basic categories:

- Files used or created by programs. These are usually hidden so you can't select and inadvertently change or delete them. The files installed with a program and those it creates for its own use are organized the way the program expects to find them and you shouldn't move or remove them.
- Files created by you – this includes documents, worksheets, graphics, text files and other things that you can open, look at, and change using one or more programs. These files can be organized and managed by you.

HELP

Help is available in several ways when in a program screen (word, excel, etc):

- Press F1
- Press the HELP key from any programs menu
- Press any blue question mark icon
- Search for help by typing in a question

Up will pop a list of the most asked questions about the most questioned topics.

- If you see a term you don't understand and it's printed in a color, hover your mouse over it and a brief description will appear.

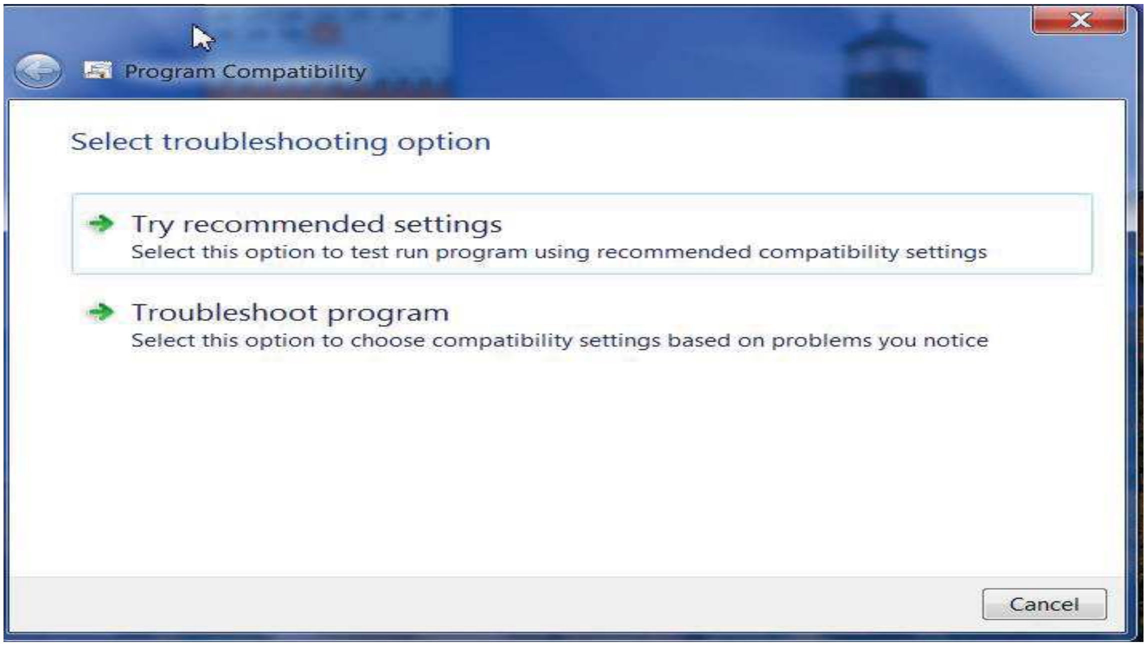
Need More:

- Click on Help and Support from the start menu. Look under "Not sure where to start" heading.
- Go directly to the Window7 website (This will only work if you have connectivity to the web)

Trouble shooter also works when you click on an icon on your desktop.

- Right click icon and select trouble shoot a problem

Clicking on the Word Icon brings up the above screen. Click on Troubleshoot compatibility and the following screen appears.



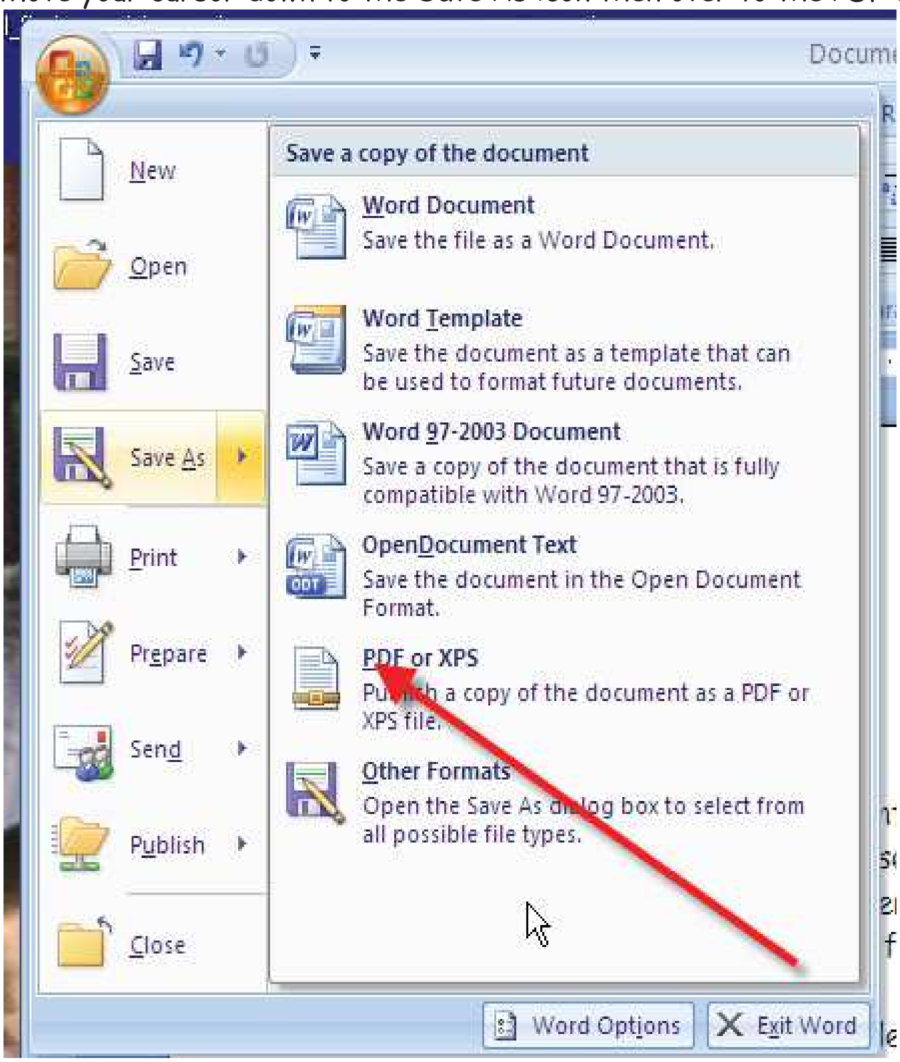
- Pick a topic and window brings up the most common questions for that topic.

Additional Information

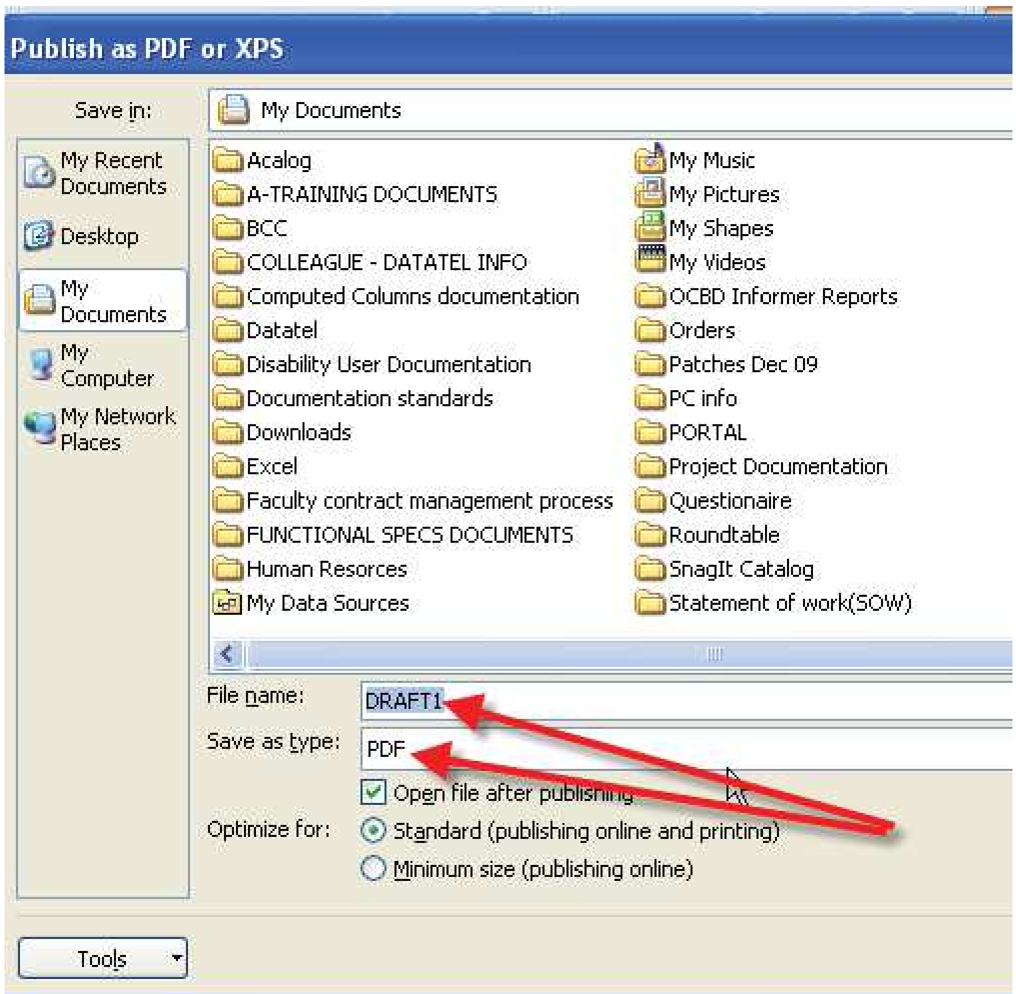
How to Save a Word Document in a PDF or XPS Format

1. Begin the saving document process as you normally would clicking on the Windows button in the upper left corner.

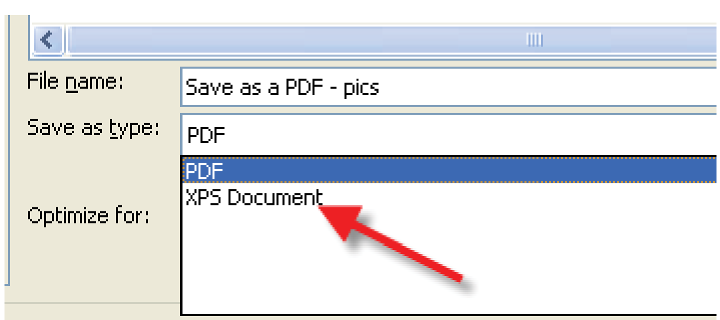
2. Move your cursor down to the Save As icon then over to the PDF or XPS icon.



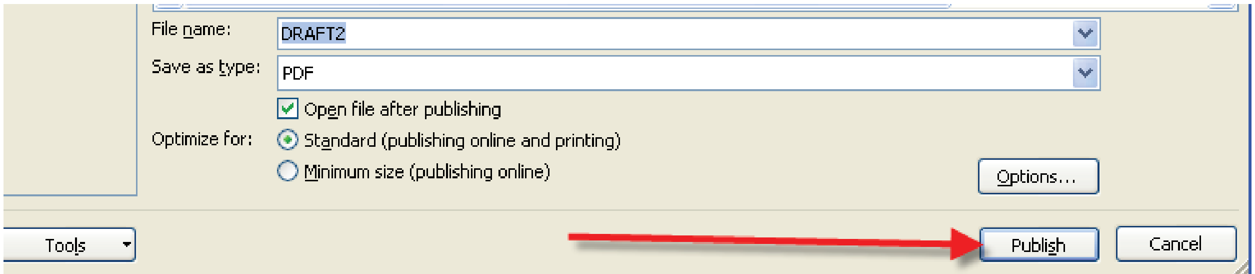
3. Click on that and the following screen will appear.



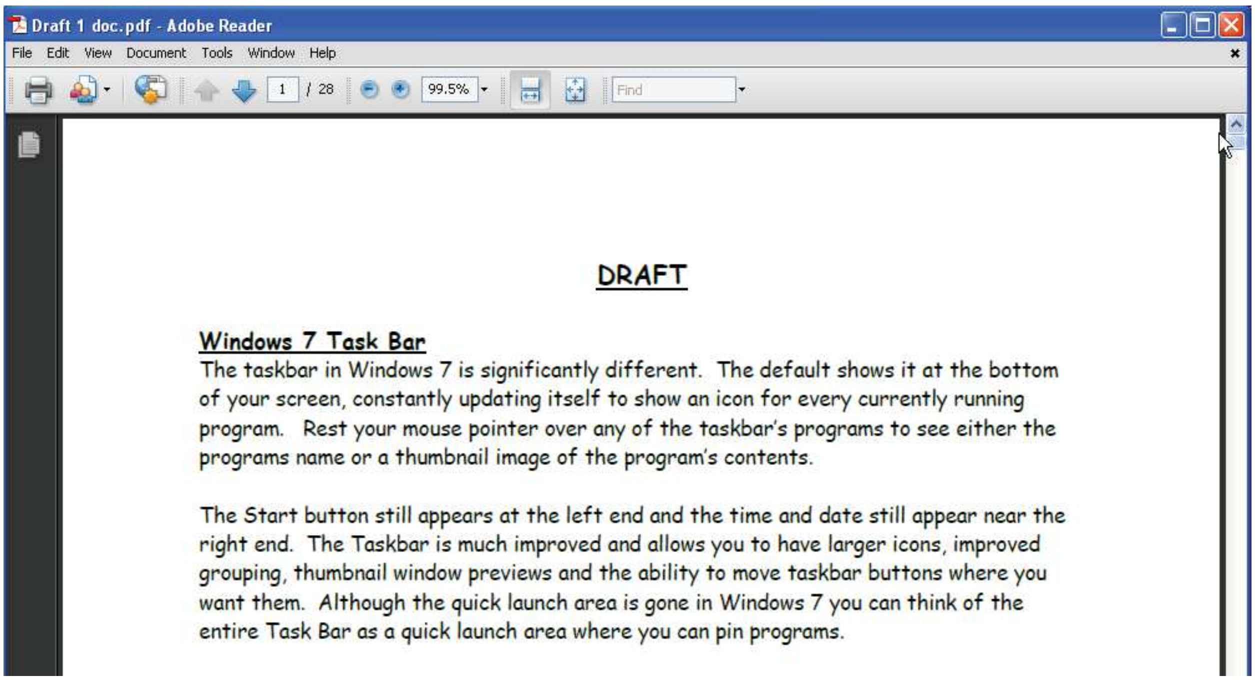
4. Notice the Save as type says PDF. If you want to change it to an XPS Document use the arrow at the far right of the line to display the option.



5. Key in whatever you want to name the document and click the Publish Key.



Your document will now appear on the screen in a PDF format.



SHUTTING DOWN

- Click start then shut down.   Window7 will let you know if you need to save.

Log Off

- Log off saves your work and settings and returns to the window screen

Lock Your Computer

- To lock your PC press start and hover on the right pointing arrow, then curser up to select lock. When you get back just key in your password and your back into your system.

Other Shut Downs

- Sleep saves your work and lets your computer sit in a low power state.
- Hibernate (all computers do not have this option) copies your work to your hard drive then shuts off your PC.   This is slower at re-displaying you work than sleep.

- You may or may not choose to shut down your PC on a daily basis but it is best to turn off your monitor. If you are in a public area it is mandatory that you either turn off your PC or lock it and turn off the monitor.

COURSE: COMPUTER APPLICATIONS IN BUSINESS

Course Code: MC-107 **Author: Dr. Pardeep Ahlawat**

Lesson No.: 08 **Vetter: Dr Karam Pal**

INTRODUCTION TO WORD PROCESSOR

Objectives: The motive of this lesson is to present an introduction of Word Processor Software and within that framework the key concepts, applications and functioning of word processor software are discussed.

Structure:

8.1 Introduction

Word processing software is one of the miracles of the modern age. It evolved from the needs of writers as word processing software gives users an extensive set of tools for working with text. It is used to create all kinds of documents, from simple notes and memos, to brochures, resumes, and long reports.

A word processor is a computer program used to create and print text documents that might otherwise be prepared on a typewriter. The key advantage of a word processor is its ability to make changes easily, such as correcting spelling, adding, deleting, and relocating text. Once created, the document can be printed quickly and accurately and saved for later modifications.

The most recent word processors are practically powerful editing devices that only a few years ago would have been the envy of professional printers. But it is not only a matter of graphical arrangement and page layout, the effects of writing through this medium are far reaching on a number of more profound levels.

A number of softwares are available for word processing like Microsoft Word, Lotus WordPro or WordPerfect etc. Although these are expensive and sophisticated products, many of the facilities of word processing are also to be found in free software, like Microsoft WordPad, which comes as part of the Microsoft Windows standard installation. If one cannot afford to purchase a word processing application, then there are many powerful programs free, either as downloads from the Web or on cover disks with magazines. A word processing program is a good introductory program to learn for two important reasons:

- Word processors are good examples of competing programs that all run and work in essentially the same way. Learning one program allows us to use almost all of the competing programs.

- Skills such as saving, copying, pasting, formatting, printing, and using old files as templates for new work are easy to understand within word processors. Many of the skills utilized in word processing programs are used in other popular applications such as spreadsheets, web browsers and e-mail programs.

8.2 Concept of Word Processing Software

The word processor is the modern version of paper, pen, typewriter, eraser, dictionary and thesaurus… all in one. They were introduced on the market in the 1960s and became a typical office tool by the 1970s. Modern word processors display documents in graphics mode, thus enhancing the **WYSIWYG** function (What You See Is What You Get); this means that the way the text and images are displayed on the screen is the way they will appear when printed. Their formatting features include font changes, page layout, and paragraph indention. They also check spelling, find synonyms, incorporate graphics, perform calculations, and so on.

The basic concept of word processing software is that one can type the text into the computer, instead of onto paper. Then errors can be corrected, text can be rearranged and all sorts of modifications can be made. It can then be seen on the screen and if we are satisfied with it, then only take a print-out on paper. It is a four steps process-type, store, edit, and print.

A word processor is software that enables us to write, edit, format, and print text. As we type on a keyboard, the words appear on the screen to see. Mistakes can be corrected easily before printing the text on paper. Words, sentences, and even entire paragraphs can be moved by special commands. Nothing is printed until we are satisfied with the results. Word processor and the hardware simply provide a convenient way to display, store, edit, and recall the work done.

Standard Features of Word Processing Software

- **Word-wrap:** automatic arrangement of text in lines of specified length without the necessity of touching the return key.
- **Discretionary Hyphenation:** option of inserting a hyphen to break a word that ends a line: the hyphen does not print if later editing moves the word to the middle of a line.
- **Justification:** automatic alignment of text to both the left and right margins.
- **Adjustment:** realignment of text to new margin and tab settings.
- **Alignment:** positioning text or numbers to specified margin and tab settings.
- **Decimal Alignment:** positioning columns of numbers with the decimal points vertically aligned.
- **Indents:** the setting of temporary margins within a document differing from the primary margins used.
- **Centering** text on a line.
- **Insertion:** the entry of new text within previously typed material without erasing the existing material.
- **Overstriking:** the substitution of new text for old by typing over the old text.
- **Deletion:** erasure of text from the screen, or of whole documents from the disk.

- **Search and Replace:** moving directly to specified words or parts of words within a document and replacing them with different words or word portions.
- **Copying or Cutting:** the duplication or moving of blocks of text within a document.
- **Boilerplate:** the separate storage and retrieval of blocks of text from which standard documents can be built.
- **Pagination:** automatic division of a document into pages of specified numbers of lines.
- **Page Numbering:** automatic sequential numbering of pages.
- **Line spacing:** Line spacing or leading is used to change the amount of space between lines of text. Normal text is single line spaced. This can be altered to 1.5 times or double or a number of points. Leading is a term which originates from typesetters who used strips of lead to place in-between the lines of text to increase the amount of space between each line.
- **Headers and Footers:** option of creating standard blocks of text that will automatically appear at the top or bottom of each page in a document.
- **Footnoting:** automatic sequential numbering of footnotes and positioning of the footnotes at the bottom of their appropriate pages during pagination.
- **Table of Contents and Index Generators**. Programs that create these based on the text of a document.
- **Form Letter Merging:** automatic combining of a form letter with a mailing list to generate multiple copies of the letter with the different addresses and other variable information filled in.
- **Automatic Spelling Checker and Corrector**. Program that compares words in the text against an on-line dictionary, flagging items not found in the dictionary and offering alternative spellings and a means of correcting the errors.

In this chapter, we will learn how to use Microsoft Word assaulted with the above features.

8.3 Getting Started with Microsoft Word

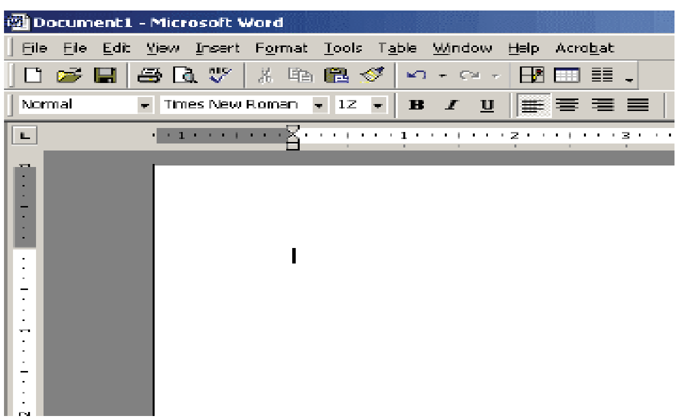
Before getting started with Microsoft Word, we need to locate and open it from the computer desktop. On computer, we should be able to see a MS Word icon on the desktop. From the computer desktop:

1. Double-click on the MS Word icon 

Go to the Start menu if the MS Word icon is not on the desktop:

1. Click ►**Start** ►**Programs** ►**Microsoft Word**

MS Word will open a blank page called Document 1.



8.4 Structure of Microsoft Word Window

When you open the word a blank document opens. You can start typing on it directly. But for performing various other options you have to learn about the different components in the window and the options under these bars.

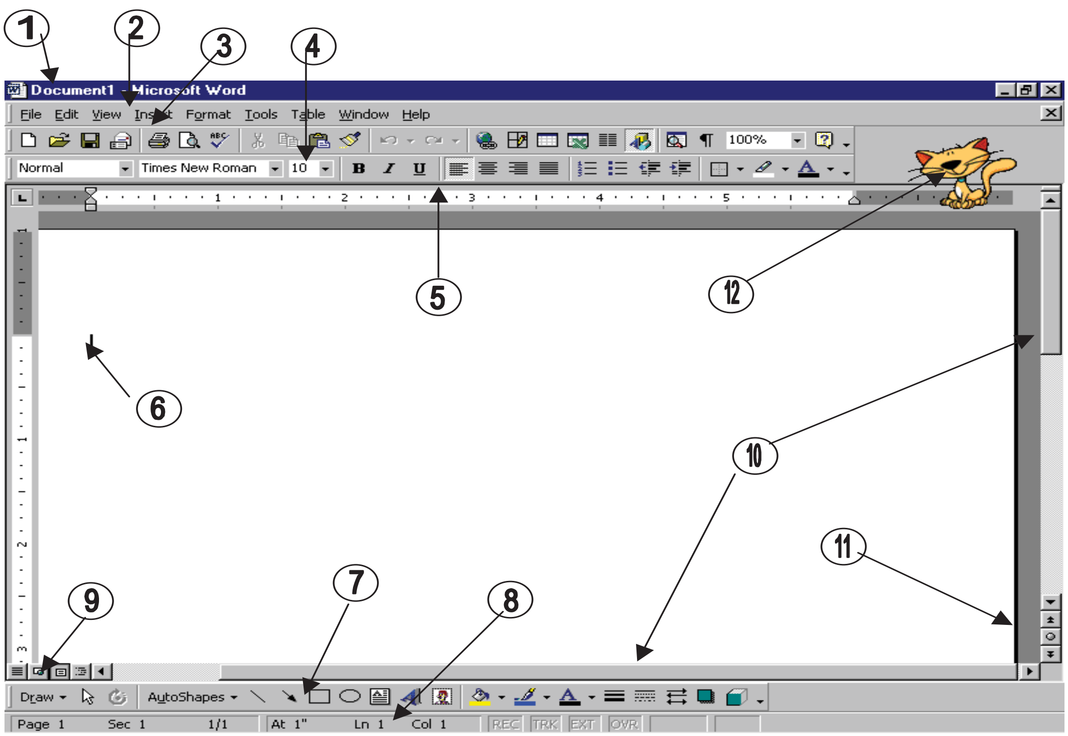
1. Title Bar: Title bar shows the name of the document and is situated in the top of the window application.

2. Menu Bar: Menu bar contains the various commands under the various topics to perform some special tasks. Menu bar is located under the title bar.

3. Standard Toolbar: Toolbar is nothing more than the shortcut of the Menu options to execute or perform the menu options in the easiest and fastest way. Standard toolbar contains the commands for the Word's most frequently used commands.

4. Formatting Toolbar: Formatting toolbar contains the various commands related to the formatting of the document.

5. Ruler: From Ruler margins and indents can be adjusted in the easier way and it also provides measurement for the page formatting.



Microsoft Word Window

6. Cursor: Cursor is Word pointer, which tells that from or on the cursor position you can perform your action.

7. Drawing Toolbar: Drawing toolbar has the various commands related to the graphics and the drawing options.

8. Status Bar: It displays the positioning of the cursor, displays the status of some important keys of keyboard, shows the messages for the toolbar button when a mouse points to it, displays messages for menu option when a menu option is selected or pointed out by a user.

9. View Buttons: View buttons are shortcuts of various views in the View Menu.

10. Scroll Bars: There are two types of scroll bars

i. Horizontal Scrollbar

ii. Vertical Scrollbar

Working of both the scroll bar is to scroll the document in either direction.

11. Document Navigator: Document Navigator allows navigating the document in different types of objects and is activated when clicked on the ball type button on the vertical scroll bar.

12. Office Assistant: Office assistant provides you the online help, real-time tips while working.

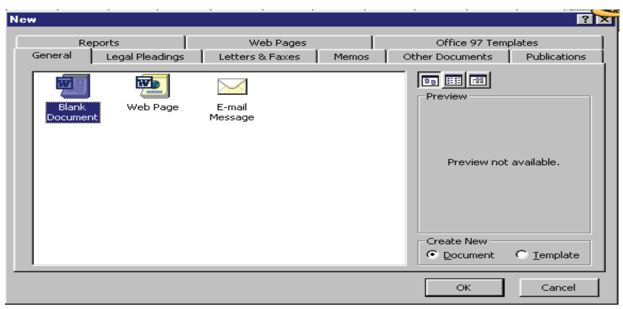
Common Key Definitions in a Word Processor

Action	Key or Key Combination
Moves Left or Right one character	← Or →
Moves Left or Right one word	Ctrl + ← or Ctrl + →
Moves Up or Down one line	↑ Or ↓
Moves Up or Down one paragraph	Ctrl + ↑ or Ctrl + ↓
Moves to the start or end of a line	Home or End
Moves Up or Down one screen	Page up or Page Down
Moves to the top or bottom of the current screen	Ctrl + Page up or Ctrl + Page Down
Moves to the start or end of the document	Ctrl + Home or Ctrl + End

8.5 Working with Word Document - File Related Operations

When WORD is opened you will be presented with a blank page. All what you have to do is start writing. Of course you don't have to worry about overflowing the text line because the program will take care of breaking it up appropriately. After writing your first document you have to save it; if you don't and turn off the computer what you have written will be cancelled and nothing will remain. However the program asks you what you want to do of the document the moment you shut off WORD without having saved it first. If you intend to keep the document you will be prompted to tell the computer where you want to save it. By default it will be saved as a file in a folder called *My Documents*. Give a name to the document and choose the file's destination: it will be saved with a .DOC extension; this is to tell Windows that this document is a WORD file. From now on the document you have written will be available for you to do whatever you like: you can open it again and modify it, or print it, or send it via e-mail or fax. We can do all file or document related operations from FILE menu.

Open a New File: To open a new file, Click on the File menu. Then Click on the new option or you can directly press the Ctrl+N from the keyboard. Select the Blank document from the General Tab from the following dialog box and then press OK button.



Save a Document: For saving a document, Click on the File►Save option. OR Press Ctrl+S OR Press the Save tool from standard toolbar.

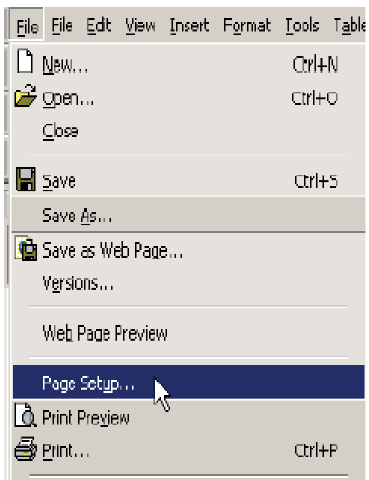
If you are saving the file for the first time the Save as window will appear. Choose the appropriate folder from Save in combo box. Write the proper file name in the File name text box. And then press the Save button

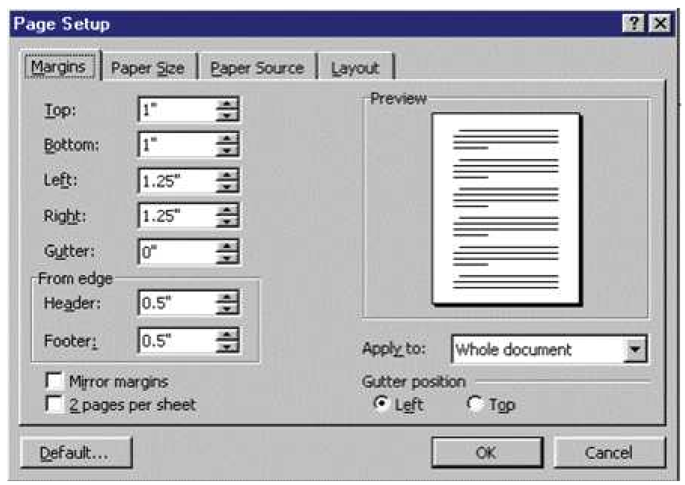
Save and Save As options do the same work of saving a document but the difference between both options is that the Save As command every time gives you the Save As dialog box and you can save the file with different names also. But the Save option will gives you the Save As dialog box when you are saving the document for very first time. Other times it will save the document with the previous name without giving any dialog box.

Opening of an Existing Document: To open an existing document, Select the Open option from the File menu OR Press Ctrl+O OR Click on the Open tool from the standard toolbar. Then the open dialog box will appear. Select the appropriate folder from Look in combo box. Select the required file from the file window Or Write the required file's name in the File name window. Click on open button on the right hand side.

Page Setup: Click ►**File** ►**Page Setup**

Note. If you can not see **Page Setup**, scroll down to the *two little arrows* pointing down and click once to see the entire menu.





A **Page Setup** window will appear. From the Page setup option one can setup the page layout according to the job. You can adjust the different margins or apply different options from the margin tab where:

i) In top margin enter the distance you want between the top of the page and the top of the first line on the page.

ii) In Bottom margin enter the distance you want between the bottom of the page and the bottom of the last line on the page.

iii) In Left option enters the distance you want between the left edge of the page and the left edge of unindented lines.

iv) In Right option enter the distance you want between the right edge of the page and the right end of a line with no right indent.

v) In Gutter option enter the amount of extra space you want to add to the margin for binding. Word adds the extra space to the left margin of all pages if you clear the Mirror margins check box, or to the inside margin of all pages if you select the Mirror margins check box.

vi) In Header option under From edge frame enter the distance you want from the top edge of the paper to the top edge of the header. If the Header setting is larger than the Top setting, Word prints the body text below the header.

vii) In Footer option under From edge frame, enter the distance you want from the bottom edge of the paper to the bottom edge of the footer. If the Footer setting is larger than the Bottom setting, Word stops printing the body text above the footer.

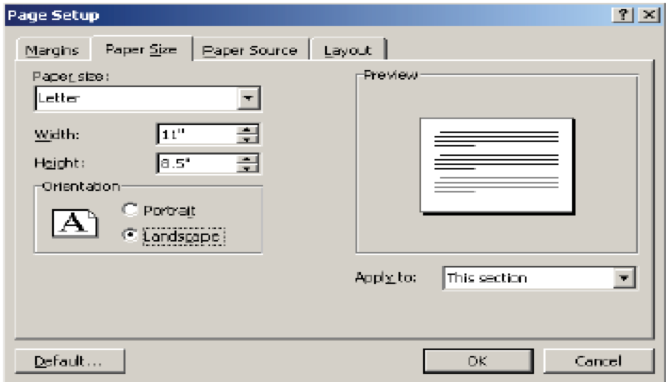
viii) Check Mirror margin check box to Adjusts left and right margins so that when you print on both sides of the page the inside margins of facing pages are the same width and the outside margins are the same width.

ix) Check the 2 pages per sheet checkbox to Print the second page of a document on the first page. This check box is used when the printed page is folded in half with the two pages on the inside. The outer margins (gutter) of the page will be the same width, and the inner margins will be the same width.

x) In the Apply to list box, Click the portion of the document you want to apply the current settings to in the Page Setup dialog box. And the options of this list box are Whole document, This point forward etc can be changed according to the situation.

Sometimes we create documents that do not fit on a standard piece of paper in its normal standing up position. If you are creating something by hand then you can simply turn the page so it is lying on its side. With MS Word you can change the orientation of your page anytime you want while you are creating your document.

To change the orientation of your document to landscape (sideways):
From the Paper size tab you can set the length or width of the page. When you click on the Paper size tab the following window will appear.



1. Click on the **Paper Size** tab
2. Click in the circle besides **Landscape**
3. Click ►**OK**

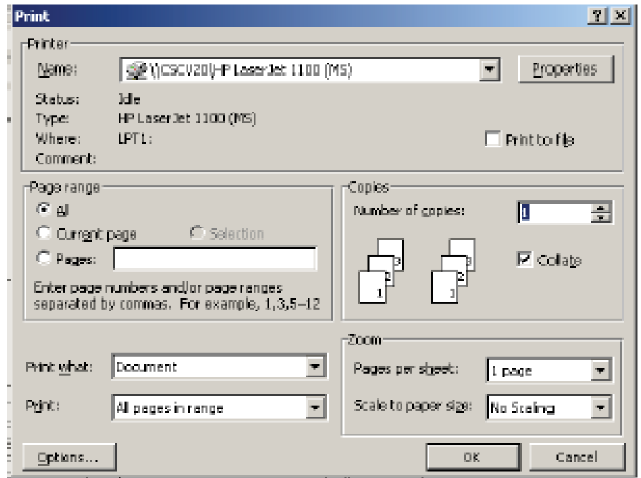
Your document should now be in a landscape position. If you wish to place it back in a portrait position, go through the same steps but instead of clicking in the circle besides **Landscape**, click in the circle besides **Portrait**.

In the above window you can adjust the following:

i) From Paper size list box you can select the predefined Paper sizes.
ii) From Width and Height text boxes the custom Paper size can be defined by adjusting the Height and width of the paper.
iii) Select the orientation of the paper from Landscape or Portrait orientation frame.

Print Option: For taking the printout you have to select the print option of the file menu. To print your MS Word document:

i) Click ►**File** ►**Print** from the menu bar and a **Print** window will come up on the screen
ii) Click ►**OK** for it to start printing OR
iii) Change some of the automatic settings first, such as which pages or how many copies will be printed
iv) Click ►**OK** to start printing



You can set various options before taking the printout.

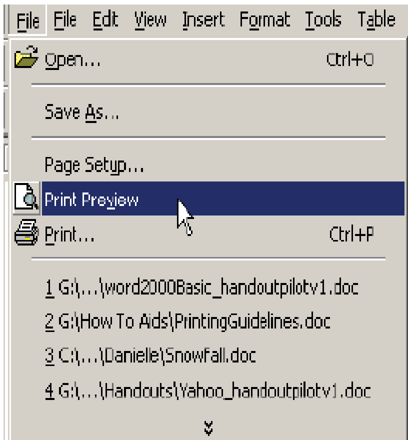
i) From the Name combo box you can select the printer if more than one printer is installed.
ii) You can select the range of pages i.e. all pages or current page or number of pages you require from Page range frame.
iii) From the print what option you can choose which part of a document you want to print i.e. the whole document or comments or anything else.
iv) From print option the types of pages can be selected to print i.e. all pages or even pages or odd pages.
v) You can choose number of copies from Number of copies option under Copies frame.
vi) From Pages per sheet option under Zoom frame you can Select the number of pages in the document that you want to print on each sheet of paper.
vii) From scale to paper size option you can select the paper size on which you want to print the document. For example, you can specify that a B4-size document prints on A4-size paper by decreasing the size of the font and the graphics. This feature is similar to the reduce/enlarge feature on a photocopy machine.

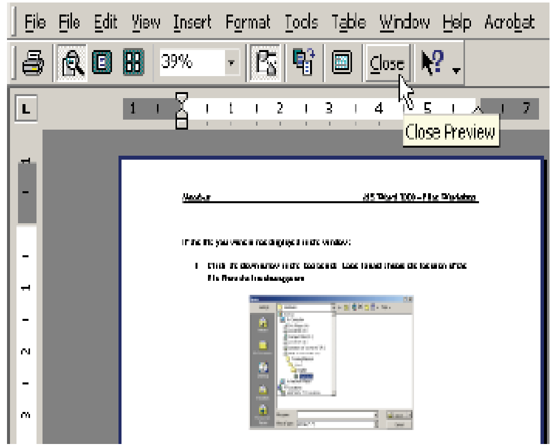
The collate check box can print the copies of the document in proper binding order.

If you want to check what your document will look like before you print:

i) Click ►**File** ►**Print Preview** from the menu bar at the top or Click on the **Print Preview** icon  on the standard toolbar

ii) Click on **Close** at the top of the **Print Preview** page to go back to the regular view

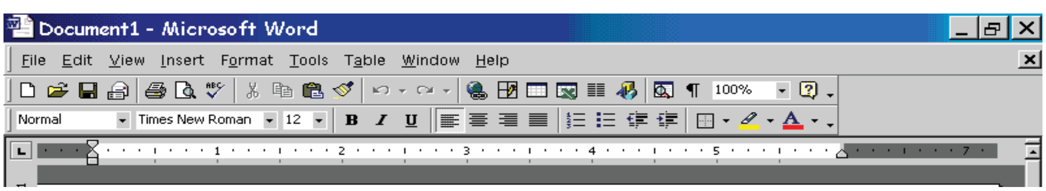




Closing MS Word: Be sure to leave yourself enough time to save or print your work before the end of your session. When you are finished, Click ►**File** ►**Exit** from the menu bar OR Click on the **X** in the top right corner of the computer screen

8.6 Some Important Editing Functions

When you start up a word-processing program, a window will appear for entering text, with a ruler above to indicate the paper width. You will probably also see lots of little buttons with pictures on them, as seen below. The buttons are shortcuts to certain popular commands. If you hover your mouse over these buttons (without clicking) a little tag will appear telling you what the button does.



The cursor (called a 'flashing i-beam') will blink on an off, indicating the text insertion point. Anything typed will appear at the insertion point. By clicking the mouse within the typed text, you can reposition the cursor. Additional text can then by typed, or text can be deleted:

Cut, Copy, Paste and Copy Format:

To copy words, portions of text, images, or just about whatever you have in your document, you can click on the COPY icon or hit Ctrl+C; this will memorize what you have copied in the clipboard and you can paste it any place you want by clicking on the PASTE icon or hitting the keys Ctrl+V. However, if you wish to delete something in order to copy it somewhere else, use the CUT command (the scissors icon) or hit Ctrl+X.

Finally, clicking on COPY FORMAT (the brush icon) you can format text as you wish: to do so, position your pointer on the word whose format you want to copy; click on COPY FORMAT icon; move pointer to word or text you want to modify and highlight it with your mouse, and finally release the mouse button. The text will show the new format (font, character size and colour).

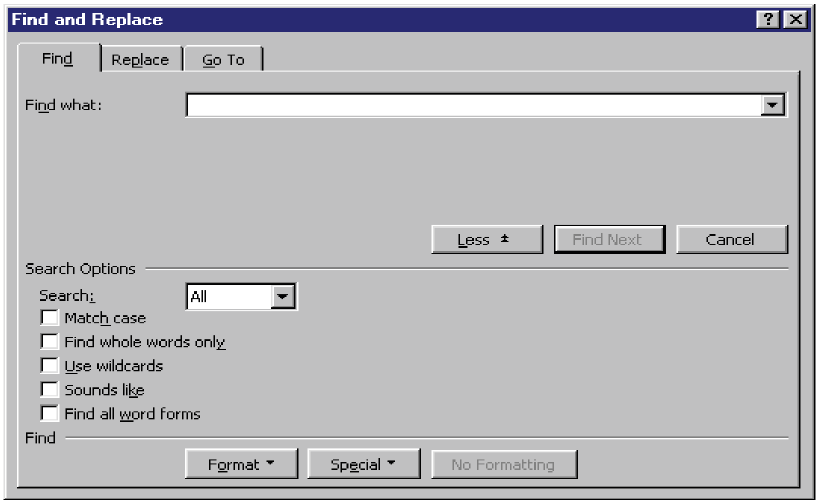
Reverse Commands:

To reverse changes while editing, undo  command is used. To perform undo you can Click on the Undo option under Edit menu Or Click on the Undo button on Standard toolbar Or Press Ctrl+Z.

If an undo has to perform on last reversed action that is known as Redo  . To perform redo you can Click on the Redo option under Edit Menu Or Click on the Undo button on Standard Toolbar Or Press Ctrl+Y

Find, Replace And Go To Options:

Find: Some times while working in document you need to find a particular text. To find a particular text click on the Edit menu, click Find or Ctrl+F. Then you will see the window shown below. In the Find what box, enter the text that you want to search for. Select the direction of searching from Search list box. Select any other options that you want.



Match case: To find the characters that are a word by themselves and are not a part of another word.

Find whole words only: To find the characters that are a word by themselves and are not a part of another word.

Use wildcards: To specify the wildcard characters (? Or *) in the Find what text box

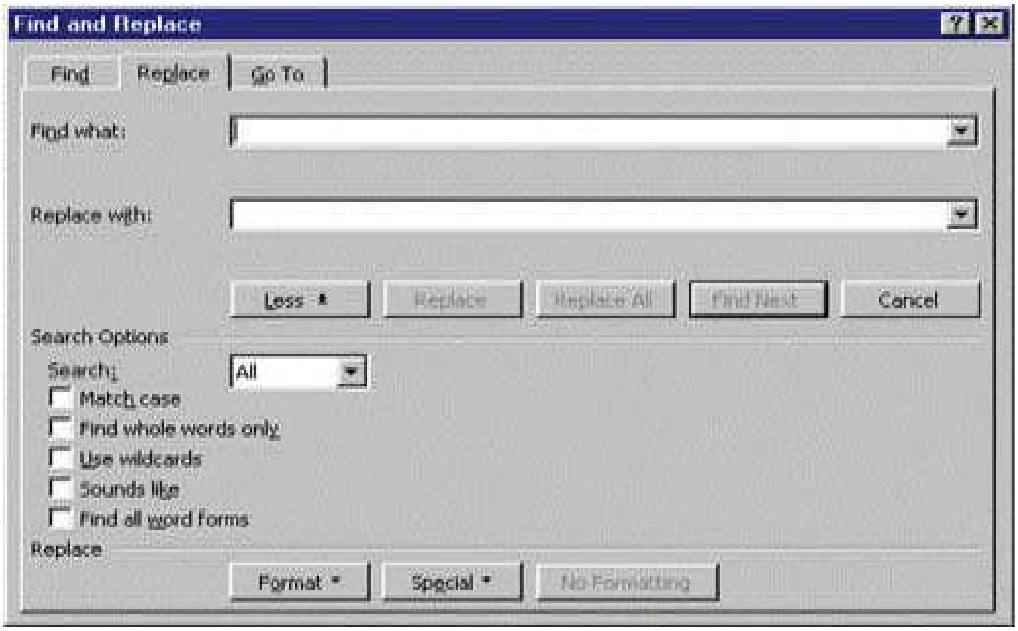
Sounds like: To find words that sound similar but are spelt differently. For example hair, heir, hear and hare sound similar to here.

Find all word forms: To find all grammatical forms of the word. For example, on entering the word eat it also searches ate, eaten and eating words.

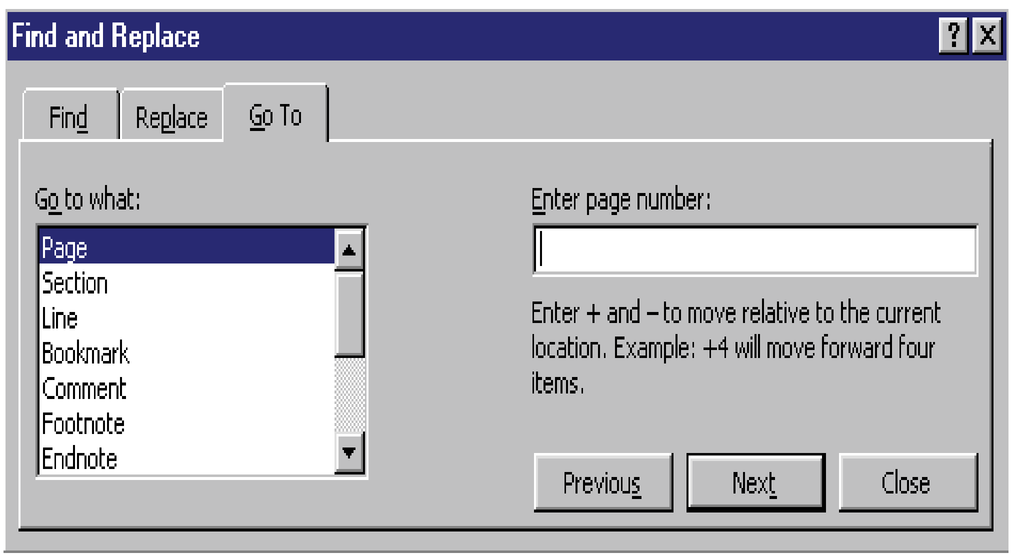
If you want find similar word again in the rest of the document click on the Find next button.

Replace: If you have to replace a word in the document with another word you can use find and replace command. On the Edit menu, click Replace or Ctrl+H. Then you will find a window.

The Find what box, enter the text that you want to search for. In the Replace with box, enter the replacement text. Select any other options that you want. Click Find Next, Replace, or Replace All. To cancel a search in progress, press ESC.



Go to: To go to on a particular location or particular item use Go to option under the Edit menu click on the Go to option under the Edit menu or Ctrl+G. Then the following window will appear on the screen.



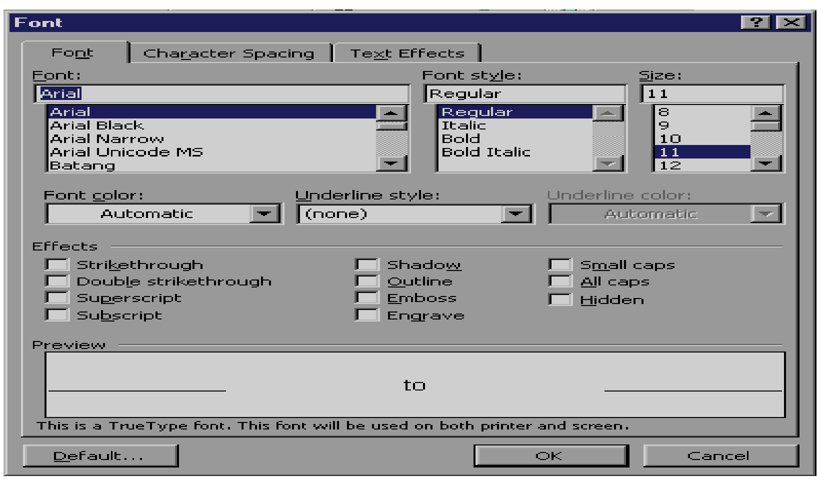
Select according to what you want to navigate in the document from Go to what combo box. Enter the parameter as page number or name of the bookmark. Click on the previous or next depending upon the direction you want to go.

Formatting a Document:

Once the text of a document has been typed, it is required to be formatted. MS-Word provides Format menu to give a meaningful format of your document, so that a user can read and understand the document in an easy manner. Following are the options available in the Format menu.

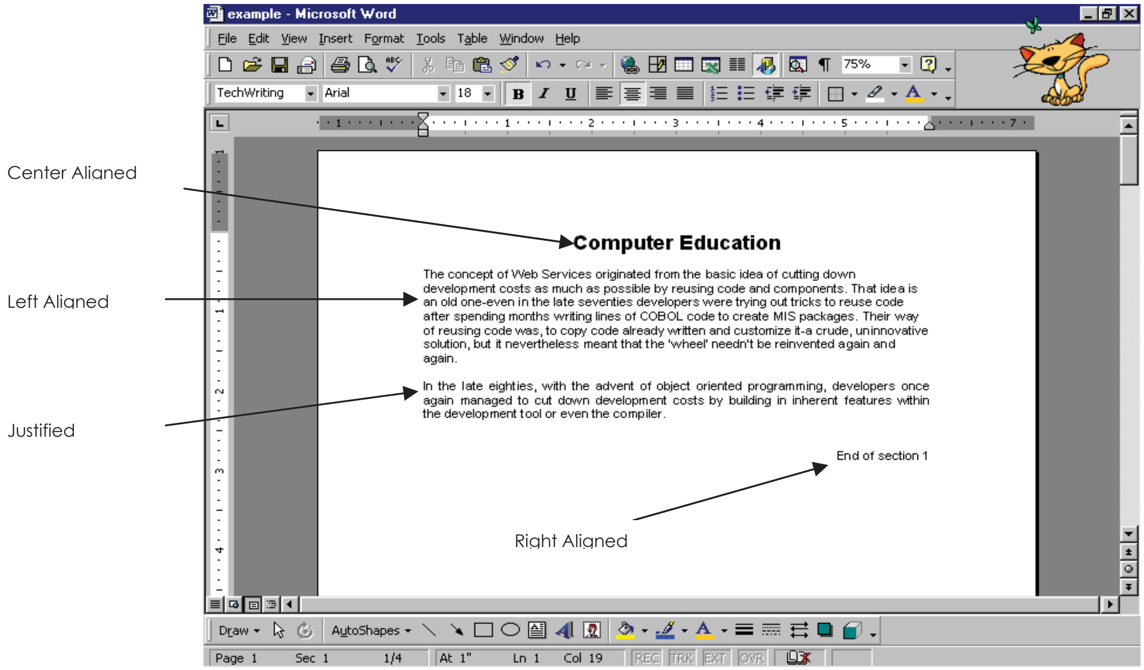
Text Formatting: Format of font i.e. the font type, font size, font style, font Color, character spacing etc. can be changed by going in the option Font of Format menu.

Changing of Fonts: The word font means the way of writing characters. To change the font-using Font dialog box gives you the opportunity to see the result within the dialog box before applying it on the text. Other benefit of using the font dialog box is that you can apply several effects within the same dialog box like font color, bold or font size etc. Select the desired text to change the font. Select the Font option from Format menu. A window will appear on the screen. Scroll through the Font list and click the font that you want. Select the font color, underline style and Effects of your choice. Select the font style according to the text. Click on Ok button

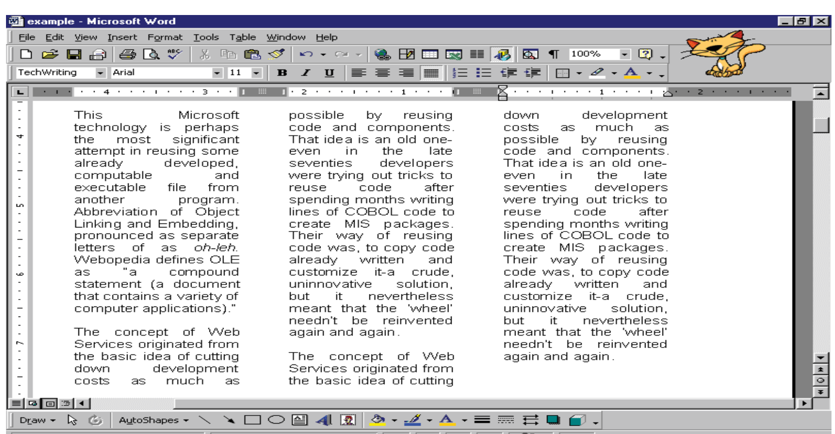


Paragraphs Formatting:

Alignment of the Paragraph: Alignment refers to the way the right and left edges of a paragraph line up along the right and left margins of your document. Word gives you four alignment choices - left, centered, right and justified.



Working with Columns: You can use columns to create documents such as newsletters or book pages. The column option controls the width and number of columns. Narrower column widths make your text easier to read. Often, creating columns enables you to fit more text on a single page. Columns work particularly well where you have several shorter topics making up a larger document, as with a newspaper. To create a column selects the text which you want to convert in column Click on the column button in the Standard toolbar. A drop-down list appears with four columns across it. Click on the first column in the drop-down list and drag across to highlight desired number of columns.



Zoom In and Out of Text:

It is worth mentioning here that the zoom function that is on the standard tool bar of WORD can be used to zoom in and out the text, this way even if you decide for a very small font size you don't have to kill your eyes to read what you are writing. Simply select a higher value on the pull down menu or directly type in a value in the box.

Spelling Checker:

Another important feature is the Spelling Checker and vocabulary, whereas the Grammar Checker is highly unreliable yet and therefore not so useful. Normally most modern WORD versions have this feature of English in-built vocabulary that may be an invaluable helping tool for synonyms and antonyms. To activate this function, position the pointer on the word you want to check and hit F7 key, or alternatively right-click on your mouse and work through the pop-up menu.

Microsoft Word automatically underlines any words that it does not recognize in red, assuming that they are not spelled right. Right-click the red underlined word and click on either one of the corrections suggested or Ignore, to make no changes or add, to make no changes but to add the word to Microsoft Word’s list of words that it thinks are spelled correctly. This is especially useful for names of people or places that you type often, so that Word will not think it is wrong the next time it sees it.

Green underlines mean that Microsoft Word thinks there is something wrong with the way the sentence is written. Right-click the underlined words and either click on the corrections suggested or click Ignore.

Inserting Images From Clip Gallery:

To insert an image from Clip Gallery you have to move the cursor where you want to insert the image. Select Clip art option from Insert ►Picture menu. Click the picture category from which you want to insert the picture. If you know what type of image you’re looking for, type a descriptive word or two in the Search for Clips text box, and press Enter. Word displays the images that are most closely match your keywords. When you find out the image that you want to use, click it. Clicking on the image will display a small toolbar. From that toolbar, click the Insert button as given in the figure given below. This will insert a clipart in your document.

Insert

8.7 Mail Merge

Mail merge is a pretty simple concept. Mail merge allows standard letters to be 'personalized' by merging it with data from a database. The result is a batch of letters which contain virtually the same information with the exception of names, addresses and any other information stored in a database.

You take a document (such as a form letter) and a set of information (such as the names and addresses of all your clients) and merge them. When you merge the form letter and the list of names, you can generate a mass mailing. Each copy of the document you print will be personalized with a different name and address. Typing the letter once, combining it with your client list, and printing it can therefore accomplish a mailing to hundreds of clients.

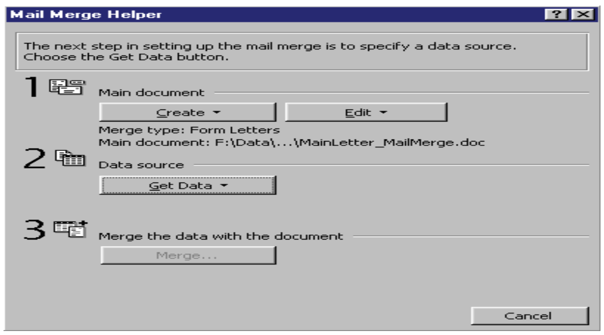
Before you start learning mail merge process, you need to understand the two documents that make up a mail merge:

1. Main Document: In a mail-merge operation, the document containing the text and graphics stays the same for each version of the merged document. For example, the return address and the body of a form letter.
2. Data Source: A file that contains the text and graphics that varies with each version of a mail-merge document. For example, a list of names and addresses for a form

letter you want to send to a list of client's or in any report in which you want to use information from a database.

Creating the Main Document

The main document can be a form letter, an invoice, an invitation or any type of document. The idea here is that the document will go to many recipients, and some unique information must be included to personalize it.



If you have an existing letter that you want to use for your form letter, open it, and modify it according to your need or if you want to start a letter from scratch, start a new blank document. Save the document. Choose tools, Mail Merge to display the Mail Merge Helper Dialog box. Click the Create button. Select Form Letter from the drop-down list. A dialog box will appears with two choices: to create a form letter within the active window or in new window. Click the Active window Button. Click on edit button if you haven't written the letter body.

<<TITLE>> *<<FORENAME>>* *<<SURNAME>>*
<<ADDRESS 1>>
<<ADDRESS 2>>
<<POST CODE>>

Dear *<<TITLE>>* *<<SURNAME>>*,

You have been selected among thousands of people to take part in our prize draw to win Rs. 10,000. A cheque to *<<TITLE>>* *<<SURNAME>>* could be on its way to *<<ADDRESS 1>>* if you fill out the reply slip below and post within 7 days. In return we will enter you in the prize draw and send you our current catalogue.

Yours sincerely,

Raj Shekhar
Promotions Manager

A standard letter is written and mail merge markers are placed in it to show where the data from the database will be inserted into the letter to personalize it.

Building Data Source

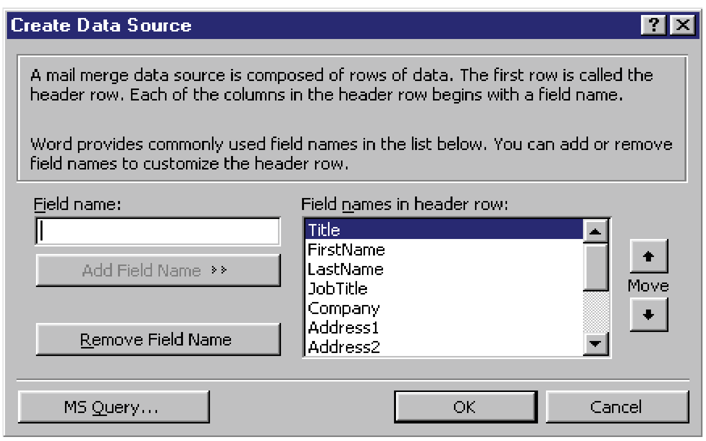
In this second phase, you tell Word which document you want to use as your data source. You can either create a new one or open an existing one.

A data source is a file that contains the data that varies in each copy of a merged document. For example, a data source can include the name and address of each recipient of a form letter.

Create a New Word Data Source

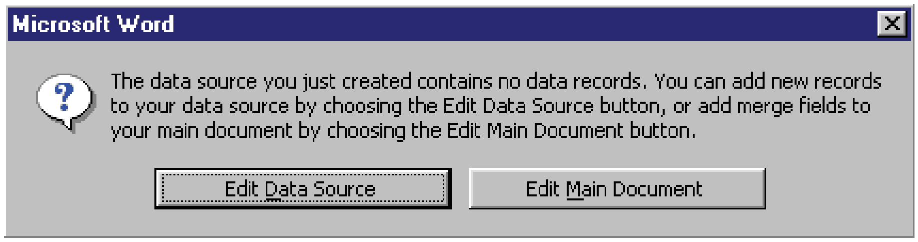
Make sure you've already set up the main document. If you don't see the Mail Merge Helper dialog box, click in the main document, and then click Mail Merge on the Tools menu. Under Data source, click Get Data, and then click Create Data Source.

In the Field names in header row box, specify the data fields (A category of information in a data source. A data field corresponds to one column of information in

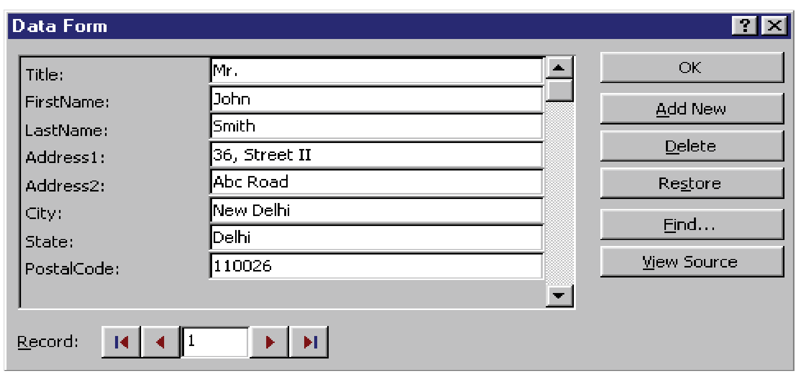


the data source. The name of each data field is listed in the first row (header row) of the data source. "PostalCode" and "LastName" are examples of data field names.) that you want to include in the data source. To delete a data field, click the field name in the Field names in header row box, and then click Remove Field Name. To add a data field, type a new field name in the Field name box, and then click Add Field Name. To change the order of the data fields, click a field name in the Field names in header row box, and then click one of the arrow buttons. When you finish specifying the data fields, click OK. Locate the folder that you want to save the data source in, type a file name, and then click Save.

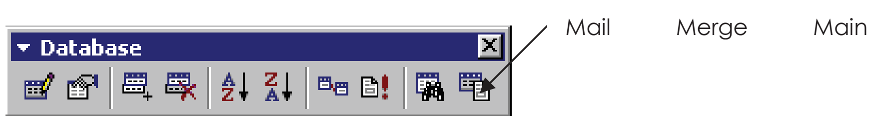
Click Edit Data Source.



In the Data Form dialog box, fill in the information for each data record (A complete set of related information in a data source. A data record corresponds to one row of information in the data source. All information about one client in a client mailing list is an example of a data record. To fill in a record, type information for a data field, and then press ENTER to move to the next field. If you don't want to include information for a particular field, press ENTER to skip the field. Don't type spaces in the box. To start a new data record, click Add New.



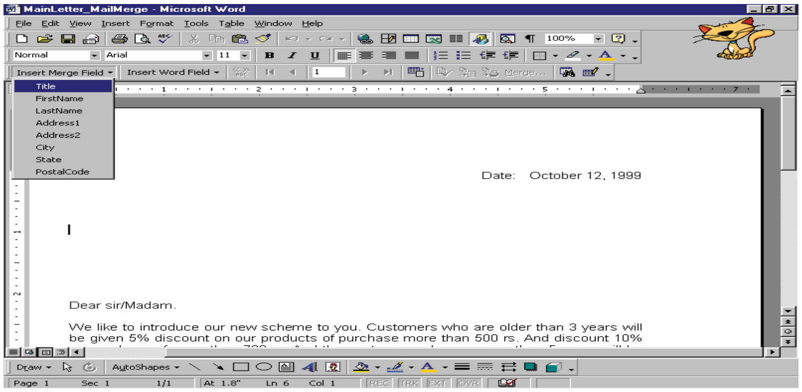
To return to the main document, click Mail Merge Main Document on the Database toolbar.



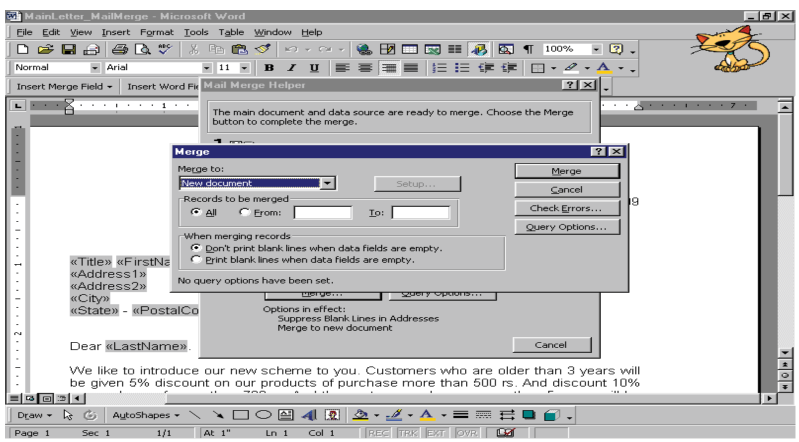
Now the main document displays out with the new toolbar of Mail Merge

Inserting the Merge Fields

It's time to enter merge fields in the form letter you typed. The merge fields in the letter will correspond to the fields in your database. Place your cursor halfway between the date and salutation. Choose the Insert Merge field's button on the Mail Merge toolbar.



Word inserts the merge field surrounded by chevron brackets. Insert the remaining merge fields in the address block, pressing Enter and adding spaces and commas where necessary. If you have a salutation field, add it after Dear, and follow it with a colon or comma. Save the main document.

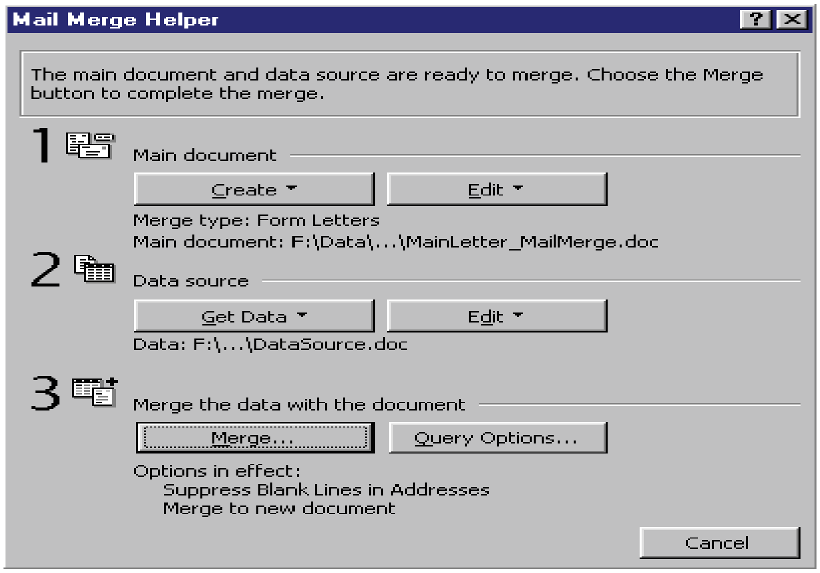


Merging Document and DATA

Merging to a Printer or Document

Choose the Mail Merge Helper button. Now the look of Mail Merge Helper dialog box changed and some new buttons get activated.

Choose Merge button. The merge dialog box appears. Open the Merge to drop-down list. Select the option from Printer, New Document, Electronic mail for the destination of the mail merge. Select the New Document option and click on the Merge button. Then you will get a new document named as Form Letters 1 with a copy of letter with different names and address on different pages.



8.8 Summary

The word processor is the modern version of paper, pen, typewriter, eraser, dictionary and thesaurus… all in one. It is used to create all kinds of documents, from simple notes and memos, to brochures, resumes, and long reports. The key advantage of a word processor is its ability to make changes easily, such as correcting spelling, adding, deleting, and relocating text. Once created, the document can be printed quickly and accurately and saved for later modifications.

In a word-processing program, a window appears for entering text, with a ruler above to indicate the paper width and lots of little buttons with pictures on them. The buttons are shortcuts to certain popular commands. If mouse is hovered over these buttons (without clicking) a little tag will appear telling you what the button does.

Word processing software has various facilities like Mail merge. Mail merge allows standard letters to be 'personalized' by merging it with data from a database. The result is a batch of letters which contain virtually the same information with the exception of names, addresses and any other information stored in a database.

At last, a word processing program is not a typewriter, although it may seem so. In order to avoid problems with printing or formatting your document, you should keep in mind the following:

- Do not use the **Enter** key to change the line, except at the end of a paragraph.
- Do not use the **Tab** key or **Spacebar** to indent your text, since the lines will be hard to set right if you need to rewrite something.
- Do not hyphenate your document manually.
- Do not enter page numbers manually.
- Do not create footnotes manually.
- Do not create a table of contents manually.
- Do not create tables manually.

8.9 Self-Test questions

1. Describe the standard features of a Word Processor.
2. Explain the structure of Microsoft Word Window.
3. What do you understand by document formatting in MS-Word?
4. List some of the editing functions of Word Processor.
5. Describe briefly the use of graphics in a Word Processor Software.
6. What is a spelling checker facility?
2. List the basic steps for setting up a mail-merge operation.

8.10 Suggested Readings

Marquis, Annette and Courter, Gini, "Microsoft Office 2000", 1st Ed., BPB Publications.

Norton, Peter, "Introduction to Computers", 2nd Ed., Tata McGraw Hill.

COURSE: COMPUTER APPLICATIONS IN BUSINESS

Course Code: MC-107 **Author: Dr. Pardeep Ahlawat**

Lesson No.: 09 **Vetter: Dr Karam Pal**

SPREADSHEET SOFTWARE: AN OVERVIEW

Objectives: The motive of this lesson is to present an overview of Spreadsheet Software and within that framework the key concepts, applications and functioning of spreadsheet software are discussed.

Structure:

9.1 Introduction

Though most business computations can be handled by general accounting software, more complex calculations often are needed in order to help businesses make wise investment decisions. A computer aids the business person in performing these complex mathematical tasks. Perhaps the most common use of the computer is in financial analysis that involves the electronic spreadsheet use for designing solutions for complex calculations.

A spreadsheet is a grid that organizes data into columns and rows. Spreadsheets make it easy to display information, and one can insert formulas to work with the data. We use spreadsheet programs to learn about different kinds of things, and to make decisions. Spreadsheets are based on different varieties of subjects. Although electronic spreadsheets are useful in many areas of business, nowhere they are more helpful than in financial analysis, or forecasting, which determines profit margins, sales, and long term strategies. The reason for the great impact of the electronic spreadsheet in this area is its ability to answer “What if?” type queries on available data, as with the help of formula and function facility one can intelligently setup complex relationships between individual items in a table. A spreadsheet program uses the memory capability of computer to solve mathematically oriented problems. With a spreadsheet program, columns of numbers can be setup to keep track of money or objects. These items are stored in a place known as cells. The user may setup relationships and see the affect of varying independent quantities. With the high speed computing power of the digital computer, complex problems can be modeled on the computer and various options can be tried. For example, there is a particular icon that has a formula to sum up numbers that are given. This icon is called auto sum. Information can also be sorted and filtered.

This chapter will present an overview of the spreadsheet software and highlight the use of spreadsheets through its applications.

Concept and Definitions of Spreadsheet Software

Spreadsheet is a very powerful and easy to use software package, which is being commonly used these days. It is basically an end user application package. It works very well with numbers and their complex calculations. Spreadsheet helps to prepare data in an organized, orderly and meaningful fashion. Spreadsheet finds its major contribution in creating reports, using formulas and performing calculations. It is best suited for scientific and statistical analysis. Spreadsheet can also be used to prepare Profit and Loss accounts, Balance sheet and other Tax statements. It works well for both simple and complicated numbers. It can be used for preparing analytical reports including statistical analysis, forecasting and regression analysis. Good looking and attractive charts can be created which depict data in clearer and meaningful fashion. Spreadsheet can also used to create relationships between different types of data. Spreadsheet can do all the work of a full-fledged word-processor but it lacks the advanced features of desktop publishing. It also supports the high level features of object linking and embedding which means data from word processor can be safely and easily put and linked with data in spreadsheet and vice versa is also true.

Spreadsheet History

- ❖ 1961 - Professor Richard Mattessich was the first to develop a computerized spreadsheet.
- ❖ 1978 - Robert Frankston and Dan Bricklin invented VisiCalc, the first spreadsheet. It came out with the Apple II computer. VisiCalc did very well in its first year because it could run. On personal computers, could perform simple math formulas, and gave immediate results.
- ❖ 1980 - DIF formats were invented. Data was more portable and could be shared with other programs.
- ❖ 1980-83 - New versions of DIF, SuperCalc, and some other programs came out to the public.
- ❖ 1983 - Lotus 123 was introduced. It allowed people to chart information and identify cells. For example cell A1.
- ❖ 1985 - Lotus 123 number 2.
- ❖ 1987 - New spreadsheet programs such as Excel and Corel Quattro Pro were introduced. This allowed people to add graphics. They are different because they include graphic capabilities.
- ❖ 2001 - Spreadsheet programs in use today are Excel, Appleworks, Filemaker, and Corel Quattro Pro.

We can define spreadsheet in the following manner:

A spreadsheet is a software tool for entering, calculating, manipulating, and analyzing sets of numbers.

An electronic spreadsheet is a relational grid of columns and rows used to store and manipulate numeric information by means of a computer. The grid appears on the display screen, and data is stored in the memory of computer.

We have seen from historical evolution many of the spreadsheet software, from learning point of view we shall consider only Microsoft Excel.

Structure of Worksheet:

Start with Microsoft Excel:

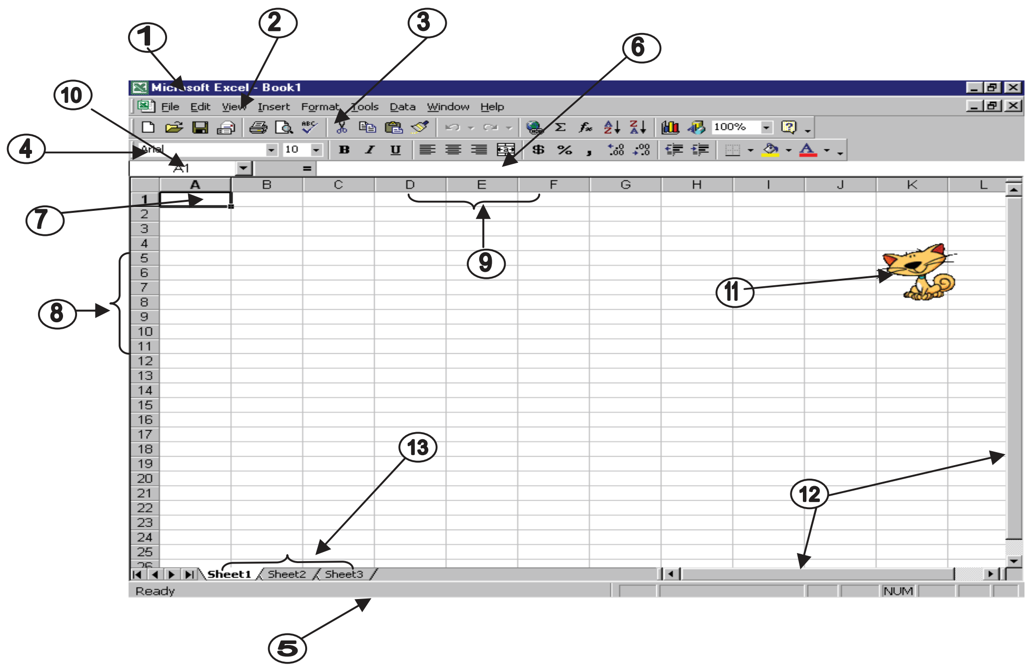
To start Excel, follow the following steps:

1. Click on the Start button at windows taskbar.
2. Select Program option.

3. Select Microsoft Excel option.

4. Selecting this option will open up Microsoft Excel and the main screen will appear.

Let us discuss the structure of Worksheet and Functions of Various Components of Microsoft Excel from the main screen.



Functions of various components of Microsoft Excel are given below:

1. **Title Bar:** Title bar shows the name of the document and situated in the top of the window application.
2. **Menu Bar:** Menu bar contains the various commands under the various topics to perform some special tasks. Menu bar is located under the title bar
3. **Standard Toolbar:** Toolbar is nothing more than the shortcut of the Menu options to execute or perform the menu options in the easiest and faster way. Standard toolbar contains the commands for the Excel's most frequently used commands.
4. **Formatting Toolbar:** Formatting toolbar contains the various commands related to the formatting of the document.
5. **Status Bar:** It displays the positioning of the cursor, displays the status of some important keys of keyboard, shows the messages for the toolbar button when a mouse points to it, display messages for menu option when a menu option is selected or pointed out by a user.

6. **Formula Bar:** Formula bar shows you the formula instead of the result whenever you click on a cell in which you have a formula.
7. **Rows:** Rows are combination of all the horizontal cells joined together in single horizontal line. An Excel workbook has maximum 65,536 rows in a worksheet
8. **Columns:** Columns are combination of all the vertical cells joined together in single vertical line. An Excel workbook has maximum 256 columns in a worksheet
9. **Cell:** A Cell is an intersection point of row and column. It is used to store data. There are 65536 x 256 = 16777216 cells in a single worksheet.
10. **Name Box:** This box shows the name or the address of the currently active cell.
11. **Office Assistant:** Office assistant provides you the online help, real-time tips while working.
12. **Scroll Bars:** There are two types of scroll bars
    i. Horizontal Scrollbar
    ii. Vertical Scrollbar

    Working of both the scroll bar is to scroll the Worksheet in the either directions
13. **Worksheets:** As name suggests it is the working area in which you can work. Each worksheet of a single workbook has its own identity they are separate from other worksheets. The maximum limit of the worksheet in a workbook is 255.

Creation of Spreadsheet:

Open a New Workbook

To open a new workbook, follow the steps:

1. Click on the File Menu.
2. Select Option New.
3. Click the OK Button. Now you will get a fresh new workbook to work on.

Save a Workbook

For saving a document, following are the steps:

Click Save option on the File OR Press Ctrl+S OR Press the Save Button from standard toolbar. If you are saving the file for the first time, the Save As… window will appear. Choose the appropriate folder from Save in combo box. Write the proper file name in the File name text box. And then press the Save button

Opening of an Existing Workbook

To open an existing workbook, the following steps are required:

1. Select the Open option from the File menu OR Press Ctrl+O OR Click on the Open tool from the standard toolbar. Then the open dialog box will appear.
2. Select the appropriate folder from Look in combo box.
3. Select the required file from the file window OR write the required file's name in the File name window
4. Click on open button on the right hand side OR Press Enter

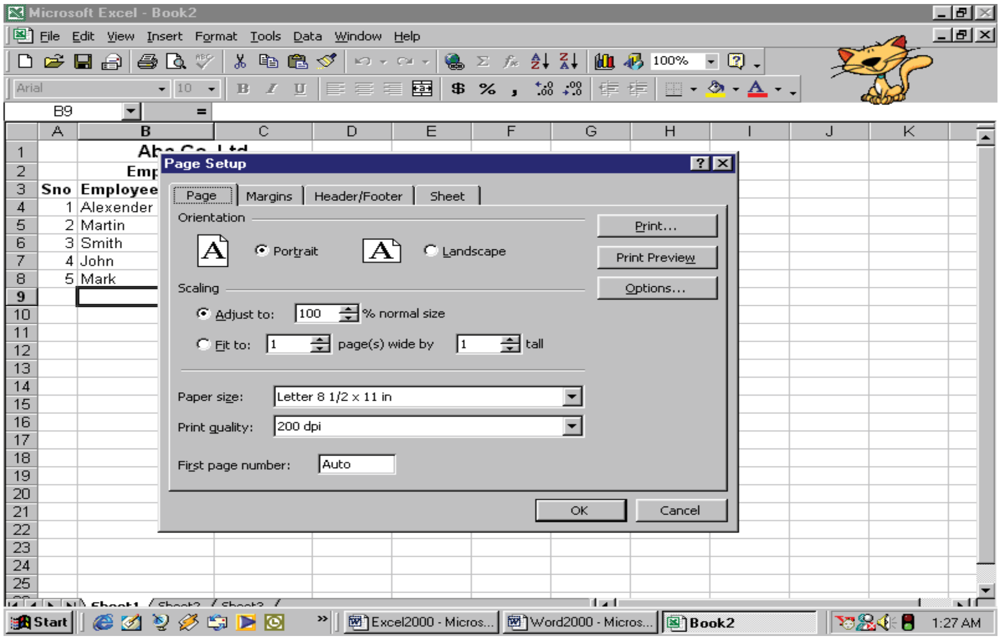
Closing of Workbook

To close an already opened workbook just choose the Close option from file menu but keep it in your mind that only the current window or workbook will close because Microsoft Excel works in MDI (Multi document interface) environment unlike notepad which works in SDI(Single document interface).

Page Setup

From the Page setup option, one can setup the page layout according to his work. For using the Page setup option, you have to perform the following steps:

1. Click on the Page setup option from the file menu. Then a window will appear.
2. Select the page Orientation from Portrait or Landscape.
3. Setting the Adjust to setting will Reduces or enlarges the printed worksheet.
4. Select the Adjust to check box, and then enter a percentage number in the % normal size box. You can reduce the worksheet to 10 percent of normal size or enlarge it to 400 percent of normal size.

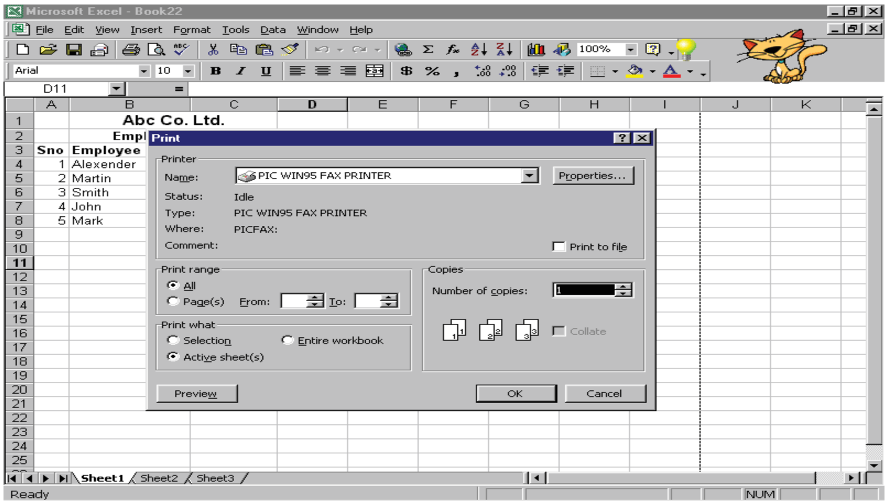


Give the value to 'Fit to'. Setting to 'Fit To' reduces the worksheet or selection when you print so that it fits on the specified number of pages. Select the 'Fit to' check box, enter a number in the page(s) wide by box, and enter a number in the tall box. To fill the paper width and use as many pages as necessary, type 1 in the pages(s) wide by box and leave the tall box blank.

Select the Paper size

Print Option

For taking the printout you have to select the print option of the file menu. After selecting the print option from file menu the window given below will appear.



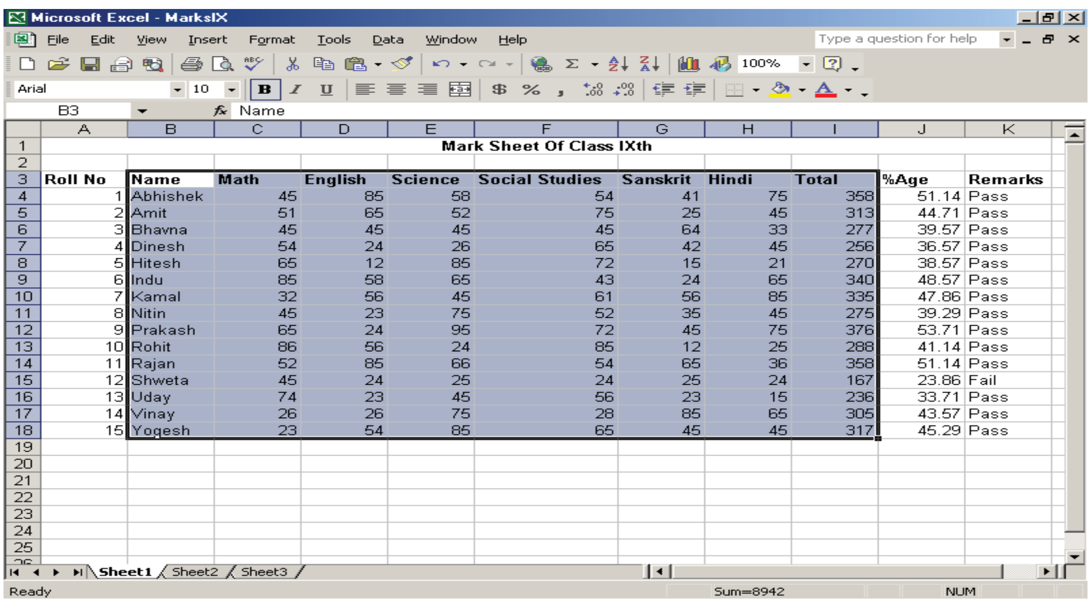
You can set various options before taking printout.

1. From the Name combo box, you can select the printer if more than one printer is installed.
2. You can select the range of pages i.e. all pages or current page or number of pages you require from Print range frame.
3. From the print what option you can choose that which part of a worksheet you want to print i.e. some selection or Entire workbook or active sheet only.
4. You can choose number of copies from Number of copies option under Copies frame.

Creating Range, Formulas and Functions:

Creating Range:

Range is a specified area from one location (cell address) to another location (cell address) on what some sort of operation has to be performed.



Roll No	Name	Math	English	Science	Social Studies	Sanskrit	Hindi	Total	%Age	Remarks
1	Abhishek	45	85	58	54	41	75	358	51.14	Pass
2	Amit	51	65	52	75	25	45	313	44.71	Pass
3	Bhavna	45	45	45	45	64	33	277	39.57	Pass
4	Dinesh	54	24	26	65	42	45	256	36.57	Pass
5	Hitesh	65	12	85	72	15	21	270	38.57	Pass
6	Indu	85	58	65	43	24	65	340	48.57	Pass
7	Kamal	32	56	45	61	56	85	335	47.86	Pass
8	Nitin	45	23	75	52	35	45	275	39.29	Pass
9	Prakash	65	24	95	72	45	75	376	53.71	Pass
10	Rohit	86	56	24	85	12	25	288	41.14	Pass
11	Rajan	52	85	66	54	65	36	358	51.14	Pass
12	Shweta	45	24	25	24	25	24	167	23.86	Fail
13	Uday	74	23	45	56	23	15	236	33.71	Pass
14	Vinay	26	26	75	28	85	65	305	43.57	Pass
15	Yogesh	23	54	85	65	45	45	317	45.29	Pass

Here as shown in the window the specified area is from B3 to I18 which is selected with the help of mouse.

Perform the following steps to select a range of cells:

1. Point your mouse to cell address B3.
2. By pressing the left button of the mouse drag upto cell address I18.
3. Release the button.

The range is created for performing any operation on the worksheet.

Creating Formulas:

After entering the data into the worksheet, calculations are performed with that data. This is done using formulas, the true power of a spreadsheet program. For creating the formula, syntax is required which describe the sequence of character used in a formula.

The syntax of a formula begins with an equal sign (=) in Excel and is followed by a combination of values, operators and cell references.

Operators: Operators specify the type of operation that has to be performed on the parts of a formula. Basically we use three types of operators.

1. Arithmetic Operators: To perform mathematical operation on numeric values and thereby produces numeric results.
2. Comparison Operators: To compare the values or labels in two cells. The result of this formula is either TRUE or FALSE.
3. Text Operators: To join one or more text values into a single combined text value. The ampersand (&) (which is the only text operator) is used to join one or more labels into a single combined label. For example,

   =D2& " "&F3

   This formula combines the labels in cells D2 and F3.

Various Arithmetic and Comparison operators are shown in the table.

Arithmetic Operators		Comparison Operators	
Operators	Meaning	Operators	Meaning
+	Addition	=	Equals
-	Subtraction or Negation	<>	Does not equal
/	Division	>	Greater than
*	Multiplication	>=	Greater than or equal to
%	Percent, e.g. 35%	<	Less than
^	Exponentiation (e.g. 4^2=16)	<=	Less than or equal to

When arithmetic operators are used in formulas, spreadsheets calculate the results using the rules of precedence followed in mathematics. The order is as follows:

1. Exponentiation (^)
2. Negation (-)
3. Multiplication and Division (*,/)
4. Addition and Subtraction (+, -)

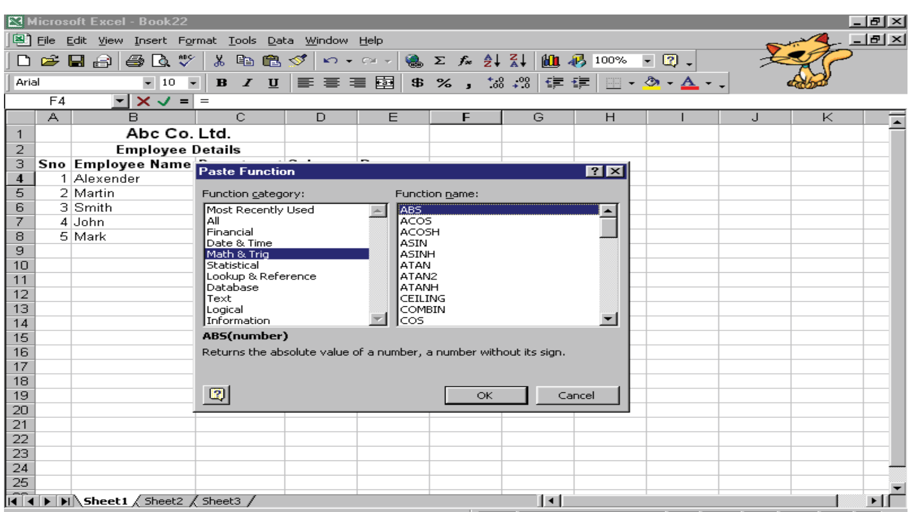
Otherwise, operators are evaluated from left to right. In order to change the order of precedence to suit your needs, you add parentheses around any part of the formula that you want to be calculated first.

Creating Functions:

Spreadsheets come with many built formulas, called functions that perform specialized calculations automatically. We can include these functions in our own formulas. Some functions are quite simple, such as the COUNT function (to count the number of values in a range of cells). Many functions, however are very complex.

To insert a function you have to follow the following steps.

1. Click on the cell in which you want to insert the function.
2. Select the option Function from insert menu.
3. Above dialog box will appear.
4. Select the desired function and click on OK button



Using Various Functions in MS-Excel:

The leading spreadsheets come with hundreds of these functions. Here we are discussing some of the most commonly used ones with the help of examples:

1. **Date and Time Functions**

   i. **DATE:** Represents the date number that represents a particular date.

   Syntax: DATE(year, month, day)

   Argument Type: Number, Number, Number

   Return Type: Number

   Example: =date(2005, 04, 17)

   MS-EXCEL returns 4/17/05

   ii. **DATEVALUE:** Returns the serial number of the date represented by date_text.

   Syntax: DATEVALUE(date_text)

   Argument Type: Text like date

   Return Type: Number

   Example: =DATEVALUE("2005/04/17")

   MS-EXCEL returns 38459

   iii. **DAY:** Returns the day of a date, which is represented by a serial number. The day is given as an integer ranging from 1 to 31.

   Syntax: DAY(serial_number)

   Argument Type: Number(Date number)

   Return Type: Number

   Example: =DAY(38459)

   MS-EXCEL returns 17

   iv. **MONTH:** Returns the month of a date, which is represented by a serial number. The month is given as an integer ranging from 1 to 12.

   Syntax: MONTH(serial_number)

   Argument Type: Number(Date number)

   Return Type: Integer

   Example: =MONTH(38459)

   MS-EXCEL returns 4

   v. **NOW:** Returns the serial number of the current date and time i.e. this function returns sum of current date number and current time number.

   Syntax: NOW( )

Argument Type: None

Return Type: Number

Example: =NOW( )

MS-EXCEL returns 4/17/2005 21:58

vi. **TIME:** Returns the decimal number for a particular time.

Syntax: TIME(hour, minute, second)

Argument Type: Number, Number, Number

Return Type: Number (the time number)

Example: =TIME(21, 58, 12)

MS-EXCEL returns 9:58 PM

vii. **TODAY:** Returns the serial number of current date i.e. the date number of current date.

Syntax: TODAY( )

Argument Type: None

Return Type: Number

Example: =TODAY( )

MS-EXCEL returns 4/17/2005

2. **Financial Functions**

i. **FV:** Returns the future value of an investment based on periodic, constant payments and a constant interest rate.

Syntax: FV(rate, nper, pmt, pv, type)

Argument Type: Number, Number, Number, Number,

Return Type: Number

Example: =FV(0.005, 18, -500, -2000, 0)

MS-EXCEL returns $11,580.75

ii. **PMT:** Calculates the payment for a loan based on constant payments and a constant interest rate.

Syntax: PMT(rate, nper, pv, fv, type)

Argument Type: Number, Number, Number, Number, Number

Return Type: Number

Example: =PMT(8%/12,10,10000,0,1)

MS-EXCEL returns ($1,030.16)

iii. **PV:** Returns the present value of an investment. The present value is the total amount that a series of future payments is worth now.

Syntax: PV(rate, nper, pmt, fv, type)

Argument Type: Number all

Return Type: Number

Example: =PV(0.08/12,240,500, ,0)

MS-EXCEL returns ($59,777.15)

3. **Logical Functions**

Examples based on the following table:

R. No.	**Name**	**Marks**	**Grade**
2001	**Anil**	**96**	**A+**
2002	**Sanjay**	**43**	**F**
2003	**Jagdeep**	**66**	**A**
2004	**Rajneesh**	**55**	**B**
2005	**Renu**	**80**	**A+**

i. **AND:** The logical functions are used to see whether a condition is true or false or to check for multiple conditions.

Syntax: AND(Logical1, Logical2, ….)

Argument Type: Logical all

Return Type: Logical

Example: =AND(c2:c6)

MS-EXCEL returns TRUE

ii. **OR:** Returns TRUE if any argument is TRUE; returns FALSE if all arguments are FALSE.

Syntax: OR(Logical1, Logical2, ….)

Argument Type: Logical all

Return Type: Logical

Example: =OR(c2:c6)

MS-EXCEL returns TRUE

Type: =OR(b2:b6)

MS-EXCEL returns #VALUE

iii. **NOT:** Reverses the value of its expression that can be evaluated to TRUE or FALSE.

Syntax: NOT(logical)

Argument Type: Logical

Return Type: Logical

Example: =NOT(FALSE)

MS-EXCEL returns TRUE

Type: =NOT(1+4=5)

MS-EXCEL returns FALSE

4. **Math Functions**

i. **ABS:** Returns the absolute value of a number.

Syntax: ABS(Number)

Argument Type: Number

Return Type: Number

Example: =ABS(5)

MS-EXCEL returns 5

Type: =ABS(-5)

MS-EXCEL returns 5

ii. **EXP:** Returns e raised to the power of a number e.g. e^x. The constant e=2.71828182845904, the base of the natural logarithm.

Syntax: EXP(number)

Argument Type: Number

Return Type: Number

Example: =EXP(1)

MS-EXCEL returns 2.718281828

Example: =EXP(2)

MS-EXCEL returns 7.389056099

iii. **INT:** Rounds a number down to a nearest integer.

Syntax: INT(number)

Argument Type: Number

Return Type: Number

Example: =INT(8.9)

MS-EXCEL returns 8

Example: =INT(-8.9)

MS-EXCEL returns -9

iv. **LOG:** Returns the logarithm of a number to the base we specify.

Syntax: LOG(Number, base)

Argument Type: Number, Number

Return Type: Number

Example: =LOG(10)

MS-EXCEL returns 1

Example: =LOG(8,2)

MS-EXCEL returns 3

v. **MOD:** Returns the remainder after number is divided by divisor. The result has the same sign as the divisor.

Syntax: MOD(Number, divisor)

Argument Type: Number, Number

Return Type: Number

Example: =MOD(3,2)

MS-EXCEL returns 1

Example: =MOD(3,-2)

MS-EXCEL returns -1

vi. **ROUND:** Returns a number to a specified number of digits

Syntax: ROUND(number, num_digits)

Argument Type: Number

Return Type: Number

Example: =ROUND(2.15,1)

MS-EXCEL returns 2.2

Example: =ROUND(2.149,1)

MS-EXCEL returns 2.1

vii. **SQRT:** Returns a positive square root.

Syntax: SQRT(number)

Argument Type: Number

Return Type: Number

Example: =SQRT(16)

MS-EXCEL returns 4

Example: =SQRT(-16)

MS-EXCEL returns #NUM

viii. **SUM:** Adds all the numbers in a range of cells.

Syntax: SUM(number1, number2, ….)

Argument Type: Number

Return Type: Number

Example: =SUM(3,2)

MS-EXCEL returns 5

Example: =SUM(a2, b2, 2)

MS-EXCEL returns 2

ix. **TRUNC:** Truncates a number to an integer by removing the fractional part of the number.

Syntax: TRUNC(number, num_digits)

Argument Type: All number

Return Type: Number

Example: =TRUN(8.9)

MS-EXCEL returns 8

Example: =TRUN(-8.9)

MS-EXCEL returns -8

5. **Statistical Functions**

Examples based on the following table:

R. No.	Name	Marks	Grade
2001	**Anil**	**96**	**A+**
2002	**Sanjay**	**43**	**F**
2003	**Jagdeep**	**66**	**A**
2004	**Rajneesh**	**55**	**B**
2005	**Renu**	**80**	**A+**

i. **AVERAGE:** Returns the average of the arguments.

Syntax: AVERAGE(number1, numner2, number3,….)

Argument Type: All numbers

Return Type: Number

Example: =AVERAGE(c2:c6)

MS-EXCEL returns 68

ii. **COUNT:** Counts the number of cells that contain numbers and numbers within the list of arguments.

Syntax: COUNT(value1, value2,…)

Argument Type: Any type

Return Type: Number

Example: =COUNT(c2:c6)

MS-EXCEL returns 5

iii. MAX: Returns the largest value in a set of values.

Syntax: MAX(number1, number2,…)

Argument Type: All numbers

Return Type: Number

Example: =MAX(c2:c6)

MS-EXCEL returns 96

iv. MIN: Returns the smallest value in a set of values.

Syntax: MIN(number1, number2,…)

Argument Type: All numbers

Return Type: Number

Example: =MIN(c2:c6)

MS-EXCEL returns 43

6. Text Functions

i. CHAR: Returns the character specified by a number. The number is assumed to be the ASCII value and its equivalent is returned.

Syntax: CHAR(number)

Argument Type: Number

Return Type: Character

Example: =CHAR(65)

MS-EXCEL returns A

ii. CONCATENATE: Joins several text strings into one string.

Syntax: CONCATENATE(text1, text2,…)

Argument Type: All Text

Return Type: Text

Example: CONCATENATE("Ram", "Avtar")

MS-EXCEL returns RamAvtar

iii. LEFT: Returns the first character or the characters in a text string, based on the number of characters we specify.

Syntax: LEFT(text, num_chars)

Argument Type: Text, Number

Return Type: Text

Example: =LEFT("SALES PRICE", 4)

MS-EXCEL returns SALE

iv. LEN: Returns the number of characters in a text string i.e. Length of a string.

Syntax: LEN(text)

Argument Type: Text

Return Type: Number

Example: =LEN("SALES PRICE")

MS-EXCEL returns 11

v. LOWER: Converts all uppercase letters in a text string to lowercase.

Syntax: LOWER(text)

Argument Type: Text

Return Type: Text

Example: =LOWER("SALES PRICE")

MS-EXCEL returns sales price

vi. RIGHT: Returns the last character or the characters in a text string, based on the number of characters we specify.

Syntax: RIGHT(text, num_chars)

Argument Type: Text, Number

Return Type: Text

Example: =RIGHT("SALES PRICE", 5)

MS-EXCEL returns PRICE

vii. TRIM: Removes all spaces from text except for single spaces between the words..

Syntax: TRIM(text)

Argument Type: Text

Return Type: Text

Example: =TRIM("SALES   PRICE   ")

MS-EXCEL returns SALES PRICE

viii. UPPER: Converts all lowercase letters in a text string to uppercase.

Syntax: UPPER(text)

Argument Type: Text

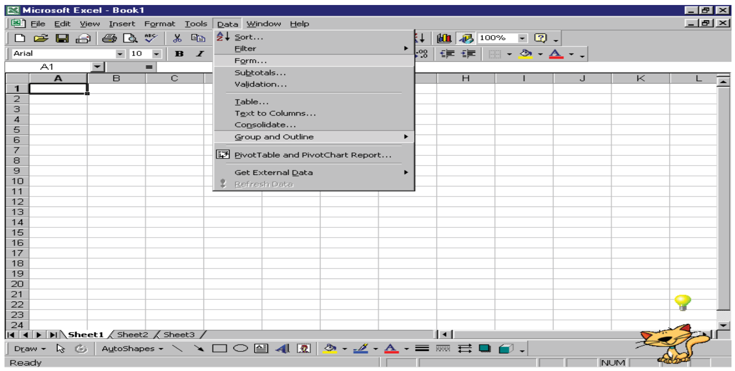
Return Type: Text

Example: =UPPER("sales price")

MS-EXCEL returns SALES PRICE

Data Management

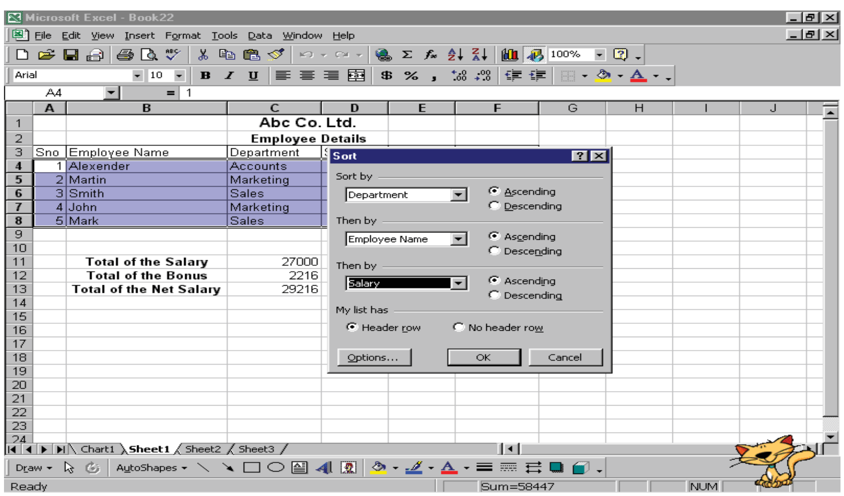
Data menu of the Excel provides various commands, which you can apply to your data.



Sorting of Data

To sort the data you have to perform the following steps.

1. Select the columns which you want to sort.
2. Choose Sort option from Data menu. You will find out the following dialog box on the screen.



3. Choose the Column on which you want to do the sorting. You can select more than one column.
4. Select the Ascending or descending option.
5. Select the Header row if there is any header row in the table.
6. Click on the OK button.

Filtering List

Sometimes the user wants to locate some information from an extensive list. To find the information quickly, Microsoft Excel provides Filter list option. This option enables the user to display the information regarding the selected options. Microsoft Excel provides two commands for filtering lists:

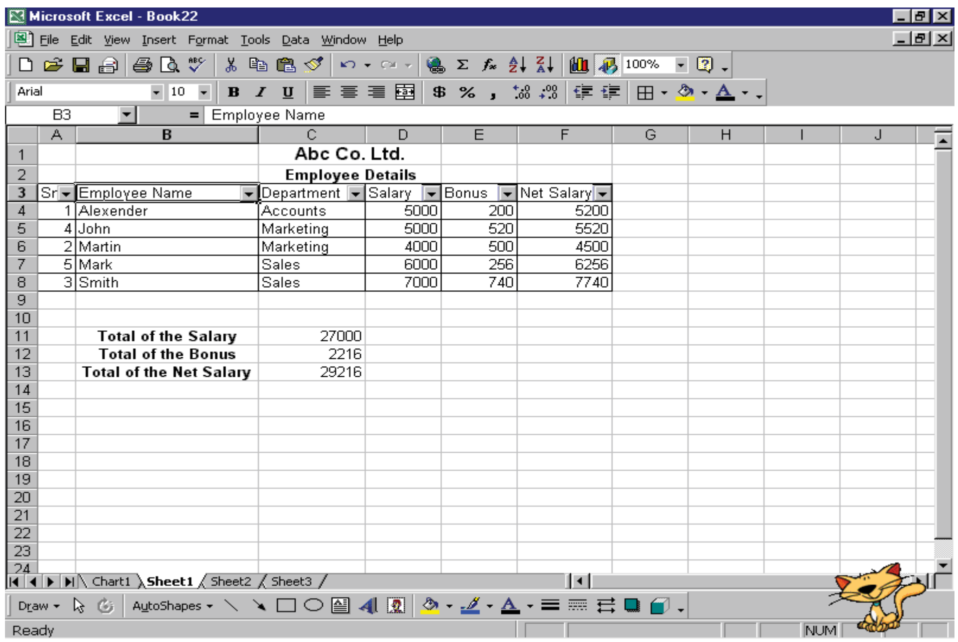
AutoFilter, which includes filter by selection, for simple criteria

Advanced Filter, for more complex criteria

Using Auto Filter

You can apply filters to only one list on a worksheet at a time.

1. Click a cell in the list you want to filter.
2. On the Data menu, point to Filter, and then click AutoFilter.



3. To display only the rows that contain a specific value, click the arrow in the column that contains the data you want to display.
4. Click the value.
5. To apply an additional condition based on a value in another column, repeat steps 3 and 4 in the other column.

Filter a List by using Advanced Criteria

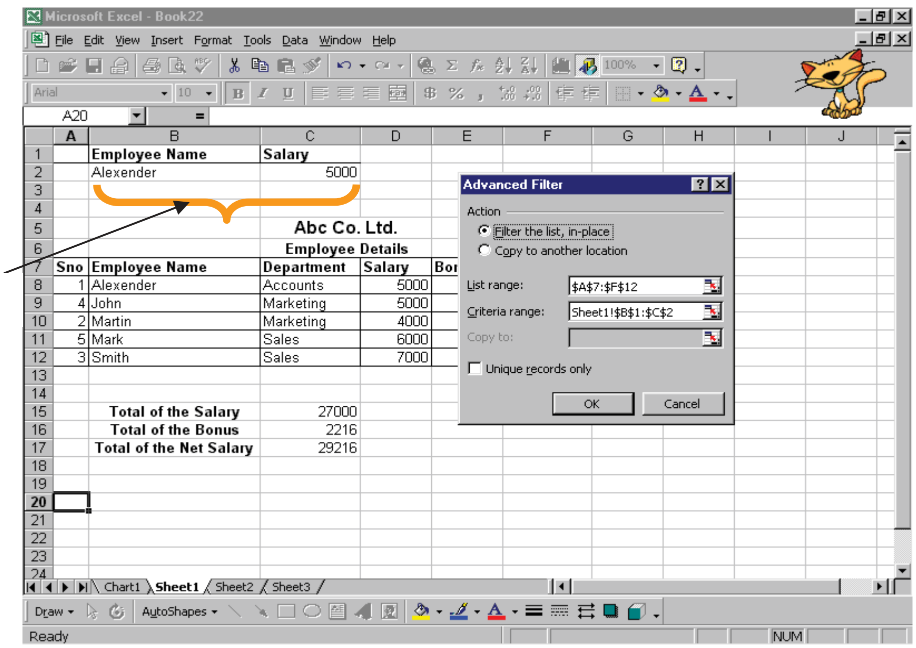
Your worksheet should have at least three blank rows above the list that can be used as a criteria range. The list must have column labels.

1. Select the column labels from the list for the columns that contain the values you want to filter, and click Copy.

2. Select the first blank row of the criteria range, and click Paste .
3. In the rows below the criteria labels, type the criteria you want to match. Make sure there is at least one blank row between the criteria values and the list.
4. Click a cell in the list.
5. On the Data menu, point to Filter, and then click Advanced Filter.
6. To filter the list by hiding rows that don't match your criteria, click Filter the list, in-place.

To filter the list by copying rows that match your criteria to another area of the worksheet, click Copy to another location, click in the Copy to box, and then click the

Criteria



upper-left corner of the area where you want to paste the rows.

7. In the Criteria range box, enter the reference for the criteria range, including the criteria labels.

To move the Advanced Filter dialog box out of the way temporarily while you select the criteria range, click Collapse Dialog.

About importing data

By importing data, you don't have to retype the data you want to analyze in Microsoft Excel. You can also update your Excel reports and summaries automatically from the original source database whenever the database is updated with new information.

Importing data: You can import data to Excel from most data sources by pointing to **Import External Data** on the **Data** menu, clicking **Import Data**, and then choosing the data you want to import in the **Select Data Source** dialog box. The Data Connection Wizard, available when you click **New Source** in the **Select Data Source** dialog box, makes it possible to import data from external data connections not available from the **Select Data Source** dialog box.

Graphics on Spreadsheet:

Inserting Images, Auto shapes and Word Art

Inserting Images from Clip Gallery

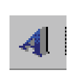
To insert an image from Clip Gallery you have to follow these steps:

1. Move the cursor on the cell where you want to insert the image.
2. Select Clip art option from Insert->Picture menu.
3. Click the picture category from which you want to insert the picture.
4. If you know what type of image you are looking for, type a descriptive word or two in the Search for Clips text box, and press Enter. Excel displays the images that most closely match your keywords.
5. When you find out the image that you want to use, click it.
6. Clicking on image will display a small toolbar, from that toolbar click the insert button.

This will insert a clipart in your worksheet.

WordArt

WordArt lets you add flair to your text itself. It provides a different look to your text as well worksheet. It is perfect for creating flashy headings and titles. To insert a word art in your worksheet do the following steps.

1. Click the place on the worksheet where you want the WordArt image to be placed.
2. Choose Insert, Picture, WordArt or click on  icon. This will open the WordArt Gallery dialog box.
3. Choose the desired format and press Ok button.
4. Then the figure given below will appear.
5. Write the desired text instead of Write your Text Here.
6. Select the desired Font and Font size.

7. Press Ok button.

Insert Objects

Excel provides you the facility to link or embed the objects of other software's in your worksheet and work on the linked or embedded objects as you are working on that software itself.

To embed an object you have to follow these steps.

1. Click in the document where you want to place the embedded object.
2. On the Insert menu, click Object, and then click the Create New tab.
3. In the Object type box, click the type of object you want to create.
4. To display the embedded object as an icon — for example, if others are going to view the worksheet online — select the Display as icon check box.

Note:

Only programs that are installed on your computer and that support linked and embedded objects appear in the Object type box. When you click Microsoft Word Document in the Object type box, an entire document is inserted into your worksheet. The document displays only one page at a time. To display a different page, double-click the Microsoft Word object, and then click a page down button.

Insert Chart

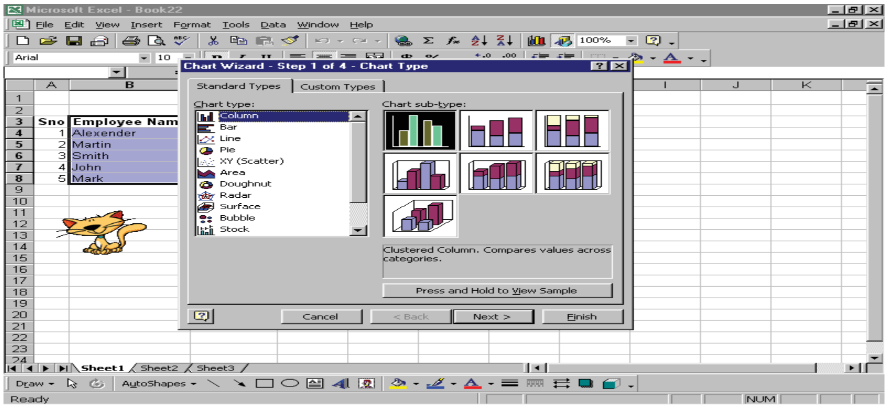
Pictures are more understandable than words. Charts are visually appealing and make it easy for users to see comparisons, patterns, and trends in data. For instance, rather than having to analyze several columns of worksheet numbers, you can see at a glance whether sales are falling or rising over quarterly periods, or how the actual sales compare to the projected sales.

You can create a chart on its own sheet or as an embedded object on a worksheet. You can also publish a chart on a Web page. To create a chart, you must first enter the data for the chart on the worksheet. Then select that data and use the Chart Wizard to step through the process of choosing the chart type and the various chart options.

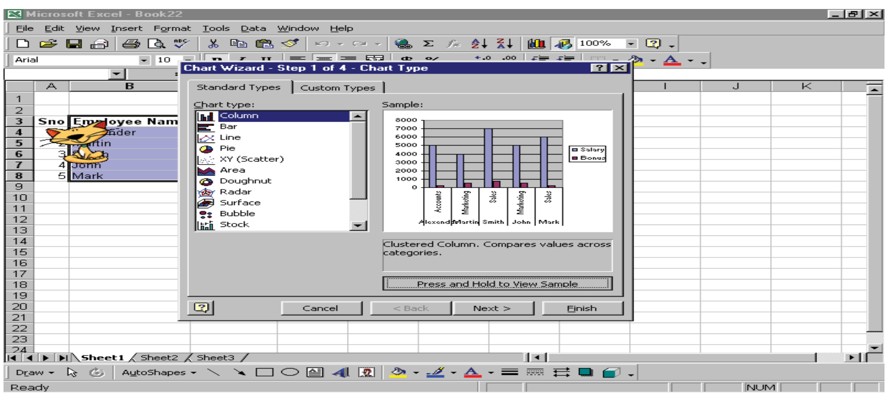
Using chart wizard

One of the easiest ways to generate a chart from data you enter in a worksheet is by using Chart wizard. Chart wizard is a simple process of making selections to produce a finished chart.

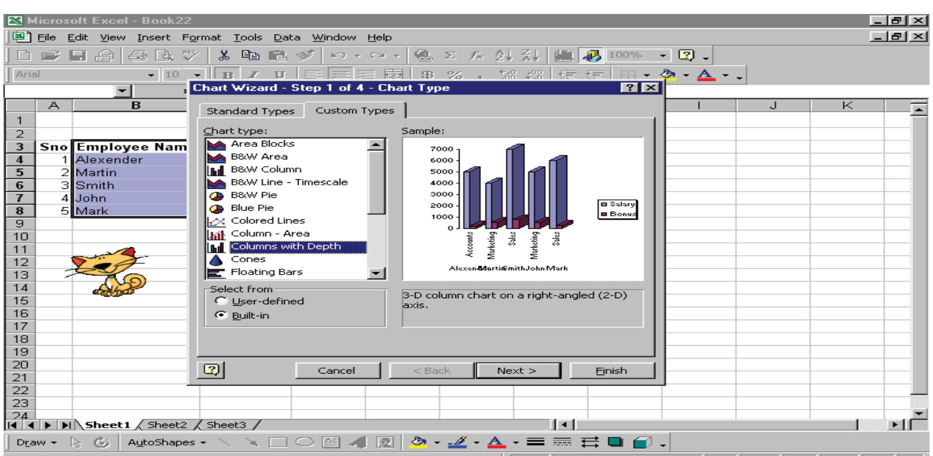
1. Select the range of data on which you want to make a chart.
2. Select the option chart from insert menu following dialog box will appear.



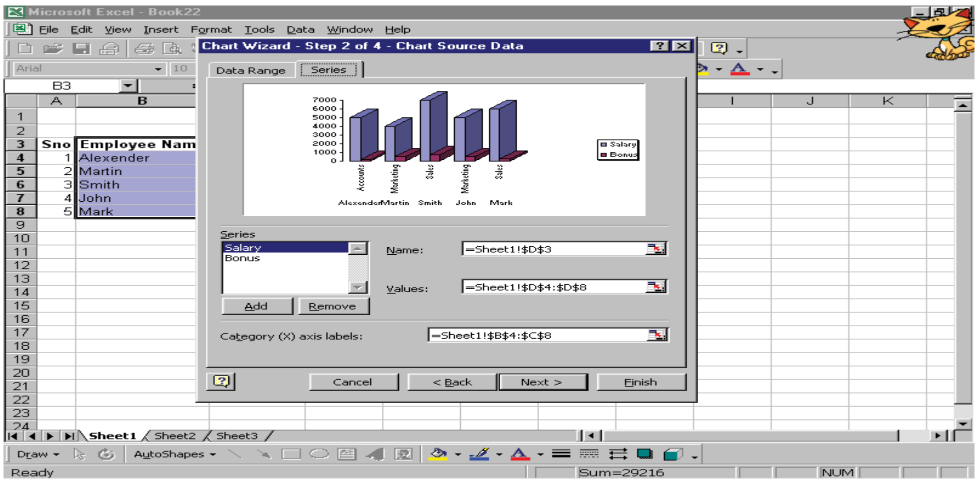
3. Select the type of chart you want.
4. Click on the Press and Hold to view Sample button to preview your chart.



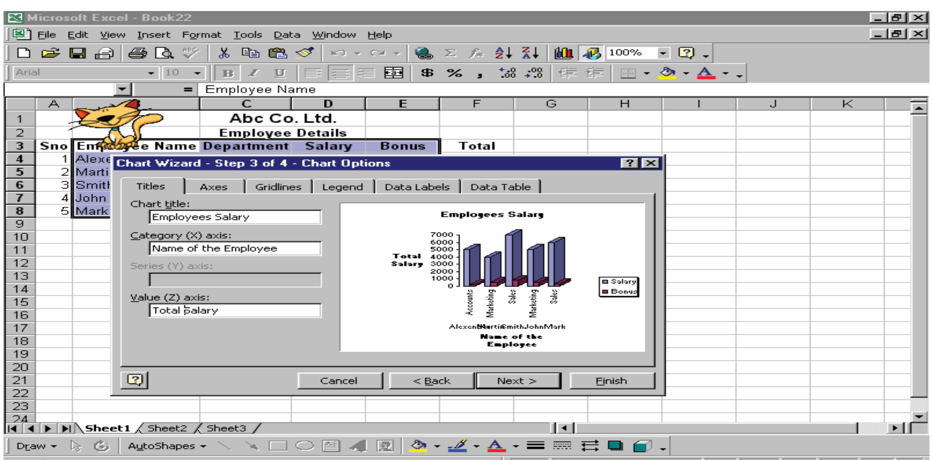
5. If the given charts are not of your choice then click on the Custom Type tab.



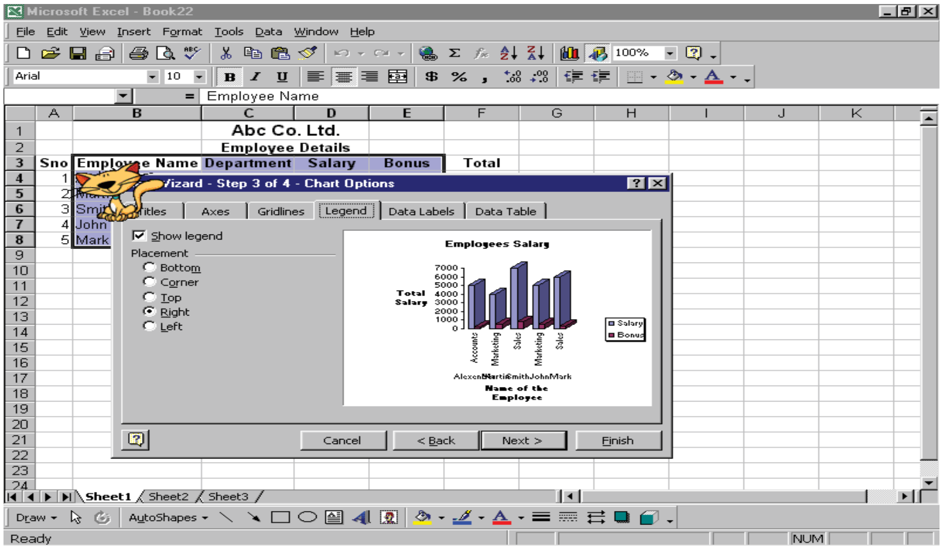
6. Select the graph type and Click on the Next button.
7. If you have forgotten to select the data range or you want to change the data range then you can select the data range from here by clicking the button next to Data range combo box.
8. Click on the Series tab. Following dialog box will appear.



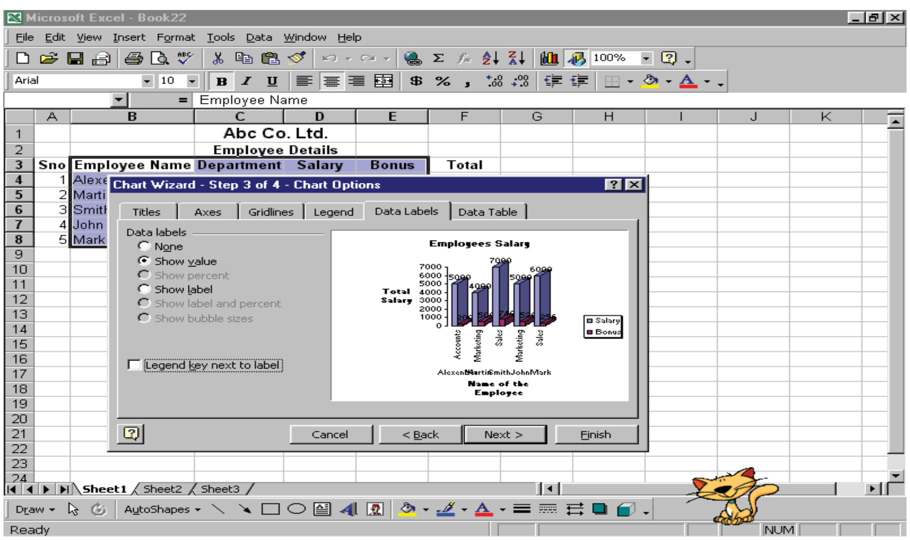
9. You can add or remove the series (Columns) from the series list box by clicking add or remove button.
10. Click on the Next button the option dialog box will appear on the screen.



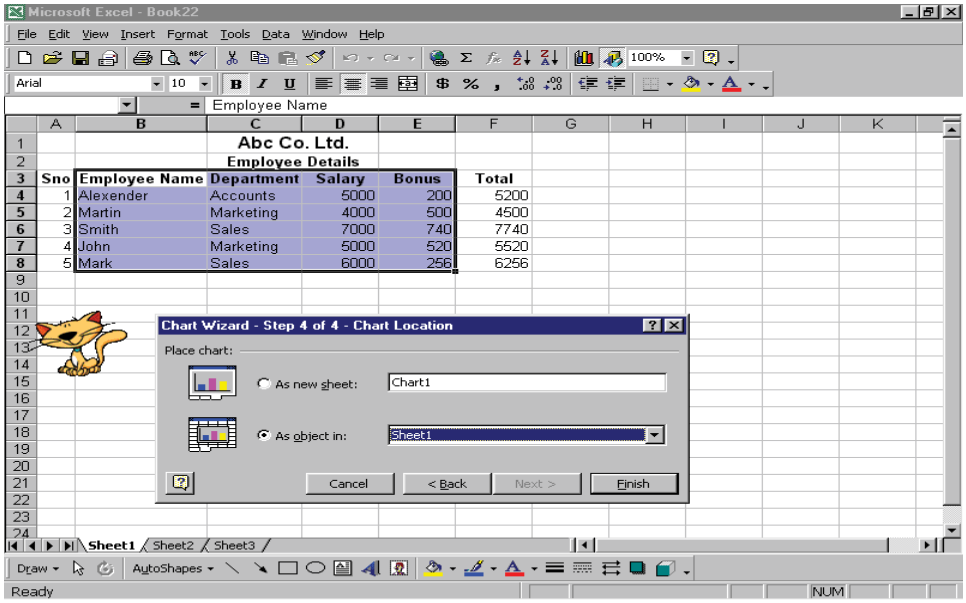
11. Fill up the entries as Heading of the chart, (x) axis category heading, (Z) axis values heading.
12. Click on the Legend tab



13. Legend dialog box will be displayed on the screen
14. Check mark the Show legend check box to show the legends
15. Select the Placement position.
16. Click on the Data Labels Tab.



17. Choose the type of labels you want to see in your graph.
18. Click on the Next button.



19. Select the destination of the Chart on new sheet or in the current sheet.
20. Select New Sheet and click on the Finish button.

Some future trends for spreadsheets

To a large extent, the future trends for the software industry are now available as part of "Office Suites" that package several programs like spreadsheet, word processor, drawing or presentation graphics and a database management program together and also offer a common interface. Group computing is another trend. As more companies create networks for their computers to share information, there is need to allow more than one person at a time to work on a file. Finally, it is always desired to make it easier for use of the software.

For the future, one can expect spreadsheets to offer more special features for the advanced user while simplifying frequently used tasks for beginning and advanced users alike.

Summary

A spreadsheet is a grid that organizes data into columns and rows. Spreadsheets make it easy to display information, and people can insert formulas to work with the data. People use spreadsheet programs to learn about different kinds of things, and to make decisions. It is basically an end user application package. It works very well with numbers and their complex calculations. Spreadsheet helps to prepare data in an organized, orderly and meaningful fashion. Spreadsheet finds its major contribution in creating reports, using formulas and performing calculations. It is best suited for scientific and statistical analysis. Spreadsheet can also be used to prepare Profit and Loss accounts, Balance sheet and other Tax statements.

After entering the data into the worksheet, calculations are performed with that data. This is done using formulas and functions, the true power of a spreadsheet program. Spreadsheets come with many built formulas, called functions that perform specialized calculations automatically. We can include these functions in our own formulas. Some functions are quite simple however, many functions are very complex.

Spreadsheets can also be applicable in presenting the graphics and managing the database. For the future, one can expect spreadsheets to offer more special features for the advanced user while simplifying frequently used tasks for beginners and advanced users alike.

Self-test Questions

1. What are the uses of electronic spreadsheet?
2. Describe the structure of MS-EXCEL spreadsheet.
3. Write a short note on inserting a chart.
4. Differentiate between a formula and a function.
5. Write the syntaxes of logical functions and explain giving examples.
6. What is the use of giving name to cells?
7. How data is imported in MS-EXCEL?

Suggested Readings

Marquis, Annette and Courter, Gini, "Microsoft Office 2000", 1st Ed., BPB Publications.

Norton, Peter, "Introduction to Computers", 2nd Ed., Tata McGraw Hill.

POWER OF SIMPLICITY

Tally.ERP 9

Series A Release 2.0(Beta) Release Notes

July 30, 2010

Version: Release Notes for Tally.ERP 9 Series A Release 2.0(Beta)/July 2010

Contents

Tally.ERP 9 Series A Release 1.6 - (27.01.2010)

Tally.ERP 9 Series A Release 1.3 - (7.07.2009)

Tally.ERP 9 Series A Release 2.0(Beta)

1. New Features

Access Information on the fly via SMS

- The availability of business information from anywhere without any dependency is a reality for business owners. Accessing information on the move enables the business owner in taking the right decision at right time, staying ahead of the competitors and contributing towards the positive growth.

  The business owner is enabled to access vital business information from anywhere even while staying away from the business for long hours. Using a mobile device, the business owner communicates with **simple English** (known as **Natural Language**) via **SMS** (**S**hort **M**essage **S**ervice) to the company connected to Tally.NET. The system extracts the required information and sends it back to the requestor's mobile device. All this happens in a flash while you are on the move.

Work Universally - The Complete Remote Solution

- Universal availability of information is a boon to the business and people involved in the day-to-day activities. Auditors, Consultants and manpower involved can now access, create or modify data and view reports from anywhere.

  The Complete Remote solution enables the authorized user(s) to **Create/Alter Masters and Transactions**, and view Reports without any barriers, intrusions or interference over the **Trusted Remote**, while people involved with the business are physically away from the business location. All this happens when the company remains connected to **Tally.NET.**

  Swift business, better revenues and a complete peace of mind!!!

Safeguard Data - Automated Backup & Recovery

- Configure your data backup and forget about it. Auto backup is a capability that automatically takes data back in the background without any disturbance or affecting your work. This capability needs to be enabled in the **Company Creation** or **Company Alteration** screen while creating or altering a company. The data backup is stored in the data folder of the respective company.

  E.g.: A company titled ABC & Co has a folder 10009 located in C:\Tally.ERP9\Data. On enabling **Auto Backup** feature the backup file **ABK.900** is created in **C:\Tally.EPR9\Data\10009.**

  To restore the auto backup taken press **Ctrl+Alt+K** from **Gateway of Tally**, the restore utility creates a new folder in the default data folder and restores the data.

  Install it.....configure it.....forget it.

Jobs & Recruitments - Recruit from Tally.ERP 9

- An enhancement to assess knowledge and recruit people is made available in the Control Centre. This facility allows the organisation or a user to publish the requirements, search for the right candidate and assess knowledge on Tally.ERP 9 by combining the required topics followed by recruiting the most suitable employee.

Assess knowledge levels of employees

- Test the knowledge levels of employees from the Control Centre by selecting the required topics, schedule a knowledge assessment session and perform an online evaluation for existing employees.

2. Enhancements

2.1 General

Tally.NET

Auto Reconnect - work without interruptions

- A built-in feature that is capable to detect network disruption/failure and automatically reconnect the company to Tally.NET. At a regular interval a request is sent to Tally.NET Server to check for connectivity. On detecting a network failure or disruption in internet services the system automatically reconnects the respective company to the Tally.NET environment.

Combine Opening Balances while Importing Data

- On importing data from another company containing the same ledgers or items, the ledger balances are combined based on the bill references. Similarly, the item balances are combined based on the batch number and godown location.

Licensing

The user interface in licensing is enhanced with the following changes:

Get Unlock Key by yourself

- Visit the **Self Support Page** on the **Tally Website** to obtain the **Unlock License key** by clicking the **Self Support** button provided in the **Unlock License form**.

Account Name - Unique Account Identification

- An optional field titled **Account Name** is provided in the **Activate License** form to enter the name of an account with which you want to be recognized. In this field you can provide the individual's name or the organisation's name as the case may be.

Automatic updation of License and TDL Configuration.

- Tally.ERP 9 has the capability to detect and update any licensing and TDL Configuration at regular intervals without manual intervention.

Multiple instances of the TallyAdmin tool

- You can now run multiple instances of the TallyAdmin tool.

Install multiple License Servers.

- You can now install and run multiple Tally License Servers on the same computer.

Licensing Resolutions revamped

- The licensing resolutions are revamped to make them simple and user friendly.

Synchronisation

Server Rule Deactivation - Prevent unauthorised changes

- A new control to deactivate the server rule is introduced. On enabling the option **Deactivate when client rule changes** the synchronisation server rejects any changes made to the **Client Rule.** It deactivates the **Server Rule** and halts synchronisation until the changes are approved at the synchronisation server.

  This feature disallows any unauthorised changes at the Client Rule before synchronisation.

Split data and continue Synchronisation

- On splitting the data of a company, the required synchronisation rules are split and included in the new company. You can start synchronising data from the newly created child companies without creating or altering the server/client rule.

2.2 Functional

Employee Profile report for Payroll

- A new report **Employee Profile** has been provided under the **Payroll Reports** under **Statements of Payroll.** This report provides the details of all the Employees from one single menu. The information can be extracted for individual Employees (**Single Employee**), **All Employees** or **Group of Employees**.

Separate Menu for Price List

- **Price List** feature has been enhanced and a separate **menu** is provided. Now the user can create Price List belonging to the **Stock Group** or **Stock Category**.

2.3 Auditors' Edition

Auto Save for Audit Details

- The **auto save** option has been provided for saving the **Audit Status** and **Audit Note** while auditing using the **Enter key** from **Tax Audit, Statutory Audit** and **Statutory Compliance** tools. This eliminates the need to press **Ctrl+A** to save **Audit Details** while auditing single Vouchers using the **Enter** Key.

Statutory Audit

Negative Cash Balance Report

- The report for **Daily Cash Balance** has been provided which highlights the **Negative Cash Balance** in **red colour** as an exception on daily basis. Exception report can be generated to filter the **Negative Cash Balance** from this report.

  The above report can be generated from **Audit & Compliance > Audit & Analysis > Verification of Balances > Current Assets > Cash-in-Hands.**

All Vouchers Sampling method

- In the **Statutory Audit** tool a new **Sampling Method** has been provided which will help the Auditor to **sample all the Vouchers** belonging to a **Group/Ledger** based on the application of the method.

  Once this Sampling Method has been applied, all the Vouchers belonging to the selected Group/Ledger will be sampled and available under the Sampled column for auditing.

New Exception status under Verification of Chart of Accounts

- A new exception status **Used in Non Accounting Transactions** has been provided under the Verification of **Chart of Accounts**. All the Ledgers which are not used in any transactions which affects the **Books of Accounts** will be displayed under this status.

Improved Pending Orders reports

- The **Pending Purchase and Sales Order Summary** reports are enhanced to display additional order information such as **Opening Value**, **Received/Delivered Value, Pending Value** and **Closing Value**.

2.4 Forthcoming TDL Enhancements for Tally.ERP Release 2.0

I. TDL Procedural Enhancements

- With every Release the TDL Procedural Capabilities are getting strengthened at a commendable pace. The latest along this path is the File Input Output Capability.

File Input/Output Capability

- The Read/Write exchange is supported across the various protocols like ftp and http as well. Inside a function the file contexts available are Source File and Target File. The data can be read from one file and can be written to another file simultaneously.

  It is now possible to perform Read/Write on a Text and Excel File without the dependency on any of the definitions. This gives complete control in the hands of the programmer to perform these operations. We have provided a comprehensive set of Actions and Functions to perform the various file operations.

  For a text file

  - Read Operation: Various functions for this support reading a specified no of characters, reading a line and moving the file pointer to a specific location
  - Write Operation: Various Actions for this support writing a specified no of characters, writing a line and moving the file pointer to a specific location.

  For a Excel File

  - Read Operation: Various functions for this support locating the Active Sheet, finding the sheet name from index and vice versa and reading data from a specified cell.
  - Write Operation: Various Actions for this support Adding a new sheet, making a sheet Active, Writing to a cell, writing an entire row or an entire column.

Function Parameter Changes

- The various changes at this level allow the user to pass optional no of parameters to a function for eg: If a function takes three parameters, it is now possible to pass only one or two parameters while calling the functions as it is possible to specify default values for those parameters inside the function declaration itself.

  Another capability allows the last parameter to be tokenized for eg: if a function takes three parameters and while calling we pass more than three parameters, after considering two parameters all the successive values separated by colon are taken as third parameter.

II.Variable Framework Enhancements

- In the prior releases we have experienced major changes to the Variable Framework in form of introduction to Compound Variables and List Variables. We are continuously enhancing and making changes to ensure consistency and uniformity across the TDL framework. The following enhancements have taken place in variable framework recently.

Persistence at Report Scope

- Earlier we supported persistence of the variable at System scope Only. This has been extended for Report Scope Variables as well. The actions supported for this allow saving of a list of variables to a specific file and then retrieving from the file across Tally sessions. The file format supported for this is a ".pvf"(Portable Variable Format) file.

Multiple Instances & Replicating Variables

- Till date it was not possible to declare two variables of same type. For eg: If we had a Compound Variable by the name Employee, we could declare a variable by the name Employee at various scopes i.e. at System/Report/Function. The only way to declare multiple variables of type Employee was to create a List Variable. In cases where we need to refer to more than one variable of type Employee by different names, the need to have multiple instances becomes mandatory. With the current enhancement it is now possible to declare, refer and operate on two or more variables Emp A and Emp B of same type Employee.

  Actions to copy the data from one variable to another is also supported.

Absolute Specification in Dotted Syntax

- The dotted syntax support for variables was limited to Relative specification i.e. it was possible to access the value of a variable starting from at the current scope only. This dotted syntax for variables has been enhanced to support absolute specification i.e. it is now possible to access variable values from parent scope as well. For eg: If we are at function B which is called from Report A, we can access a variable abc available at Report A using absolute specification.

III.Event Framework Enhancements

Timer Event Support

- This is a path breaking enhancement in Tally which will enable scheduled execution of any Action. This has been supported with the introduction of a System Event called Timer. We can have a set of timer events of specified durations and trigger an Action on the same. For eg: if we require Synchronisation to be triggered every one hour we can define a Timer event which triggers the action Sync. Actions for Starting and Stopping the timer have been provided.

IV. Enhancements for Remote Edit

There have been various enhancements at the TDL level to enable Remote Edit Capability in the product. The enhancements are listed as below:

Fetch Object Attribute Changes

- The attribute Fetch Object is supported at Report, Form, Field and Function level as well. The Object Name specification in the syntax allows expressions now. It is also possible to specify multiple Object Names separated by the Fetch Separator Character. A new function $$FetchSeperator is introduced to return this character.

Fetch Values Atribute Introduced

- The evaluation of External Methods of an Object requires Object Context to be available at the Client End. A new Attribute Fetch Values is provided at the Report level to specify the list of External Methods.

Multi Objects Attribute Introduced

- Whenever multiple Objects of the same collection is getting modified at the Client End, a new attribute called MultiObjects is introduced at the Report Level to enable the same.

Modifies Attribute Changes

- The Modifies attribute of the field is changed to accept a third parameter(optional) which is an expression. This allows the variable to be modified with the value of the expression rather than the field value.

V. Collection Level Enhancements

- We are already aware that we have the capability of declaring inline variables at the collection level using the Attributes Source Var, Compute Var and Filter Var. These are the context free structures available within the collection for various evaluations. For storing values in these, the various object contexts available are Source Objects, Target Objects etc. We have introduced one more attribute called Param Var in collection which is a context free structure available within the collection. The requestors Object context is available for the evaluation of its value. This is especially used in Remote Environment where the Requestor Context is not available within the collection at the Server side for gathering the Objects.

Tally.ERP 9 Series A Release 1.82 - (30.06.2010)

1. Enhancements

Print Before Save can be restricted using Security Control

- Restrict the **Print, E-Mail, Export and Upload** of a selected **Voucher Type** before they are saved. This new **Security Control** disallows a **Security Level** from printing, exporting, e-mailing and uploading a voucher before it is saved even in alteration mode. This feature can be enabled by setting the option **Set/Alter Rules** for **Print Before Save** which is available in the **Security Level** screen.

2. Issues Resolved

2.1 General Issues

Licensing

- The Client machine was unable to get license from the **License Server** when the computer serving the license was not connected to the Internet. This instance occurred while using the **Promo Rental License**.

  This issue has been resolved.

Performance

- Tally.ERP 9 was taking long time to respond while accessing the following reports:
  - Stock Voucher Report
  - Batch Voucher Report

  This issue has been resolved.

- Tally.ERP 9 was taking time to **Display Service Tax Bills** in **Party Receipt and Payment Vouchers**

  The performance of **Display of Service Tax Bills** has been optimised.

- Performance of **Service Tax Sales** and **Purchase Vouchers** has been optimised

Platform

- **Tally.ERP 9 Release 1.81** was crashing on Windows 98 and Windows ME operating systems.

  This issue has been resolved.

Tally.ERP 9 Series A Release 1.81 - (10.06.2010)

1. Enhancements

Service Tax Migration

- **Service Tax Migration** capability has been enhanced to handle more data migration issues.

  Note: *For Service Tax Migration Process refer* ***Service Tax Data Migration****.*

- A new configuration option **Print Service Tax Amount (in words)** has been provided in **F12: Invoice Printing Configuration**, to print **Service Tax Amount** in words in Service Invoice.

2. Issues Resolved

2.1 General Issues

Tally.NET

- On authorizing a **Tally.NET User** for a Company using the **Configure Users** option of the **Quick Setup** the existing company users were deleted. This happened only when a Tally.NET User was not authorized earlier.

  This issue has been resolved.

2.2 Functional Issues

Accounting Vouchers

- In **Delivery Note Configuration**, if the option **Complete Accounting Allocations in Order/ Delivery Note** was set to **No** and when a **Sales Invoice** was entered against the delivery note and tried to save the invoice, an error message **No Accounting Allocation for stock item** was getting displayed.

  This issue has been resolved.

Excise for Manufacturers

- **Excise Book Name** and **Serial Number** columns were being displayed even when the option **Show Excise Book and Serial No.** was set to **No** in **Stock Register Columnar Report**.

  This issue has been resolved.

Tax Deducted at Source

- **TDS Nature of Payment Details** screen was not being displayed, when expenses (ledger created under Purchase account) are accounted **with stock items** in **Journal Voucher**.

  This issue has been resolved.

Value Added Tax

- In an Invoice, if **seven stock items** were selected, the **additional tax/cess/surcharge** values were not being calculated properly. Also the values displayed in **Statutory Details** screen were incorrect.

  This issue has been resolved and accurate values are displayed in **Invoice** and **Statutory Details** screen.

  Note: The existing VAT entries with the above issue needs to be reaccepted.

Tally.ERP 9 Series A Release 1.8 - (19.05.2010)

1. New Features

New improved Licensing Experience

- The licensing mechanism has been revamped. It's made simple, faster and comes with an improved user experience which includes troubleshooting connectivity issues.

  Licensing enhancements are broadly categorized as follows:

User Experience

- License Reactivation is a single step process. The concept of unlocking the license file is eliminated.
- Multiple menus removed from License Activation and Reactivation
- Single form provided to activate Single Site and Promo Rental license.
- Multi Site Activation form available at the click of a button
- In case of multi-site reactivation, Tally.ERP 9 prompts for resolution on detecting the Site/ Account Administrator is attached to more than single site
- Force password change on logging in to any one of the following Tally.NET Services for the first time.

  - Surrender License
  - Update License
  - Remote Tally.NET
  - Control Centre
  - Support Centre
- Redirected to the appropriate form on attempting to activate a surrendered license or reactivate an un-activated serial number.

Troubleshooting

- **Connectivity issues:** Network problems detected while Activating or Reactivating the license are provided with detailed reasons and possible solutions.
- **Client in Educational Mode:** While establishing a connection with the license server, the system detects and lists the problems, if any, along with the possible solutions and actions.

New Service Tax

- The Service Tax feature in Tally.ERP 9 has been revamped to handle all the functional, accounting and statutory requirements of your business in an accurate and simplified manner.

  The **new/enhanced Service Tax features** are:

  1. Option to have common/Tax head specific tax ledger to account both Service Input Credit and Output Tax of all service categories.
  2. Option to create common Purchase (expenses)/ sales (Income) ledger to account purchase and sale of services of all categories.
  3. User can record Service Tax transactions in Journal or Purchase/Sales Voucher

4. Service Tax Billing (for professionals) through Receipt Voucher and print Receipt -Cum-Challan
5. Provides an option to record multiple services in a single voucher
6. Supports booking of service Bills Inclusive of Service Tax
7. Both service tax related and non- service tax related services can be accounted in single invoice (Works Contract)
8. Users can record Cash Purchases and Sales and print the invoice in the name of the party.
9. Manage Advance Receipts and adjust the advances towards the service bill
10. Users can Record purchase of services from (GTA) and calculate the service tax payable.
11. Provides option to record Import of services and calculate the service tax payable
12. Handle Exempt, Export, Pure Agent and Abatement services
13. Manage Advance Service Tax payments to Government and adjust the tax payable towards the advance
14. Support for Amount deducted as TDS on Services Received are considered as realised
15. Supports Service Tax Calculation in Sales / Purchase Orders
16. Users can adjust Service Consideration in Journal Vouchers
17. Adjust Full / Partial Service Tax input credit towards Service Tax payable and CENVAT credit towards service tax payable
18. Facility to Record Money Equivalent Transactions
19. Provision to account Service Tax Opening Balance
20. Supports Reversal of Service amount with Service Tax (before realisation)
21. Facility to generate G.A.R. 7 Challan

Service Tax related reports in Tally.ERP 9

1. **Service Tax Payables report** - Under this report 4 separate reports are provided
   - **Bill date wise:** Displays the details of Tax payable based on Bill Date for the period selected
   - **Receipt Date wise:** Displays the details of Tax payable based on Receipt Date for the period selected
   - **Tax on Service Received:** Displays the details of Tax payable on services received (**GTA**)
   - **Import of Services:** Displays the details of Tax payable on services Imported
2. **Input Credit Summary:** displays details of service Input credit for the period selected
3. **ST 3 Form:** Half Yearly return of Service Tax Charged and paid.

Service Tax Migration

The old Service Tax Data will be automatically migrated to the new Service Tax (Data Structure).

!!! Ensure to take Data Backup before installing the latest Release.

Tally Audit (Data Audit) for Masters & Vouchers

- Tally Audit feature is enhanced with new reports to display **Voucher Type wise** and **User Wise**, list of unaccepted Vouchers for Audit for a **Specific Period**.

  It provides a dashboard displaying statistics on number of vouchers created or altered and also allows drill down facility for audit/verification purposes.

  It also gives the changes that are made **TODAY** on one click. It is very helpful for the company owner or admin user, to see all the **Altered Vouchers** that are done by **ANY User** for **ANY Voucher Type** on that **particular day (system date)** irrespective of the date of the transaction.

Quick Setup for Tally.NET

- A new capability titled **Quick Setup for Tally.NET** is introduced which allows the user to configure and connect to Tally.NET from a single screen. The Quick Setup allows the user to perform the following tasks from a single screen
  - **Enable Security** prepares the company for connectivity with Tally.NET
  - **Connect Company** connects the company to Tally.NET
  - **Configure Users** to setup Tally.NET Users in order to access the company locally or remotely
  - **Configure Security Levels** to setup additional security levels for **Tally.NET Users** and Tally.NET Auditors
  - **Configure Connection** parameters such as Connection Timeout, Non HTTP ports and Proxy Server

  While retaining the previous Tally.NET configuration screens intact, this new feature is aimed at easing the configuration process and preventing the user from moving across different screens to configure **Tally.NET.**

Send information in PDF and Image (JPEG) Formats

- Tally.ERP 9 now supports the **Export/E-Mail** of reports in **JPEG (Image)** file and **PDF (Portable Document Format)** formats. This ensures that the documents are non-editable, independent of the platform being used and mailed to the recipients.
  - **Portable Data Format (pdf)** documents are independent of the application software, hardware and operating system. They are protected from alterations using passwords and viewed using the Adobe Acrobat reader or a compatible reader.
  - **Image (JPEG)** file generated supports the highest level of compression. This image file can be viewed using an image viewer and printed.

Index Printing for Multi Account Printing

- **Index Page** has been provided while printing **All Ledger Accounts/All Items** and **Group of Accounts/Group of Items** from **Multi Account Printing**.

  Now the user can print Index page to summarise page wise printing of **Ledger Accounts/ Items.** This feature serves as a Table of Contents(TOC) and helps identifying the required **Ledger Accounts/Items** without going through the entire Printouts.

2. Enhancements

2.1 General Enhancements

Control Centre

- On attempting to surrender the license from the **Control Centre, Tally.ERP 9** prompts the user with an appropriate message.

  This message will help the user to avoid a license compromise situation.

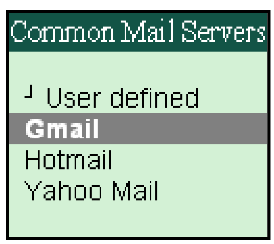
Data Issues

- On detecting errors while accessing or creating the data from the client. Tally.ERP 9 prompts the user with the following message: **Attempting to Read/Write**
  - **File: <Filename>**
  - **Error Code: <Error Code>/1**
  - **Position: <Error Position>**
  - **File Size: <Size of the file>**

  This enhancement avoids data corruption especially in the multi-user environment.

E-Mailing

- While emailing the reports related to single **Ledger** the respective **E-Mail ID** is prefilled in the **To Email Address** field.
- A list of commonly used email services such as **Gmail, Hotmail** and **Yahoo Mail** is provided. This list serves as a template and contains the SMTP server address and port, the authentication methodology used on a secured SMTP server and standard port for the selected email service provider.



- Tally.ERP 9 now supports mail servers that work with **SSL/TLS** on standard ports. This is provided to send emails using SMTP servers on **Standard SMTP port 25** which is SSL/TLS enabled for commonly used email services such as **Hotmail**.

Import/Export

- **Tally.ERP 9** can now be configured to omit errors while importing data through SOAP request. This configuration can be set by enabling the option **Ignore errors & continue during data import** available in **F12: Configure > General**. Earlier this option was available for the manual import using the option **Import of Data**, from this release it is extended to importing data through **SOAP** request.
- On detecting an existing file with the specified filename at export location, **Tally.EPR 9** displays the filename and prompts the user to overwrite the existing file.

New License Server for Multi User environment

- **Tally.ERP 9 License Server Version 4** is now incremented to **License Server Version 5**. **Tally.ERP 9 Release 1.8** will not be compatible with the earlier versions of license servers running on your systems or the previous releases of **Tally.ERP 9** will not be compatible with **License Server Version 5**.

  Hence, while installing **Tally.ERP 9 Release 1.8** is the **License Server Version 1.5** should also be installed in the **Multiuser** environment.

Printing & Rendering

- The user can configure Tally.ERP 9 to always display the **Info Panel.** This is done by enabling the option **Always Show Info Panel** which is available in **F12: Configure > General**.
- The information or messages in **Calculator Pane** appeared in a single and could be read clearly only when the calculator pane was enlarged. An enhancement is made to accommodate the information/messages appear in multiple lines with the calculator in normal mode thereby improving the readability.
- The keyword in screen title while **Printing/Exporting/E-Mailing /Uploading** were commonly displayed as **Report Generation.** This is now enhanced to display the relevant titles based on the action performed.

Rewrite/Backup/Restore/Split

- The **Backup** and the **Restore** is enhanced. It allows the user to backup or restore all the available companies in the current directory. This is achieved by introducing the keyword **All Items** in the **List of Companies** displayed.

Security Control

- A new security control titled **Quick Setup** is introduced. On selecting this option in combination with the required access control will enable or disable the user from utilizing all the available quick setups.

Support Centre

- Users can now search for TI's (Tally Integrators) using the **Preferred Partner** search option available in the Support Centre.
- The TallyAdmin tool facilitates the user to provide the **HTTP Connection Timeout** and the Absolute URL. This option is available in the TallyAdmin tool under the option **Configuration > Proxy Configuration**.
- On detecting a communication failure on the network a new dialogue box appears displaying the, Reason for failure, Possible Solution and actions that need to be performed by the user. This dialogue box is available during license activation, reactivation, surrender and update.

Synchronisation

- Detailed messages during **Import, Export and Synchronisation** of data are logged into the **tally.imp** file. This is achieved by enabling the option **Enable Detailed Log (tally.imp)** available under **General Configuration.**
- Tally.ERP 9 supports **NTLM authentication protocol**. You can now connect through **Proxy Servers** that require NTLM authentication.

Tally.NET

- In the **Tally.NET Features** screen the heading **Registration Details** is changed to **Connection Details**.

2.2 Functional Enhancements

Accounting Vouchers

- **Print Amount in Foreign Currency** option has been provided in **Printing Configuration** of **Payment Voucher** and **Receipt Voucher**, **Debit Note** and **Credit Note**.

  Now the user can print Total Amount in Multi-currency while printing above mentioned Vouchers/Note.

- In **Remote Access, Cheques Printing** facility has been provided at the **Client side**.

  Now cheques can be printed from Remote client also to ensure Payment convenience.

Accounting Reports

- In **Ratio Analysis**, for **Columnar reports**, the **column width** has been optimised to accommodate more columns in the report.
- While printing **Ledger Vouchers Report** and **Daybook**, an option **Show Voucher Numbers also** has been provided in **Printing Configuration** to enable or disable printing of **voucher numbers** in report.

  Now the User can disable the voucher numbers while printing Ledger accounts or daybook.

- In **Remote Access**, the feature **Set Exclude Group** has been provided under **Multi Account Printing** of **Ledger Accounts.**

  Now the user can print the report for the required ledgers during remote access.

- While printing **All Ledger Accounts** and **Group of Accounts** from **Multi Account Printing**, **Sorting Method** has been provided containing two methods:
  - **Default:** This option will print Ledgers in Alphabetical order.
  - **Group:** This option will print Ledgers in Alphabetical order under respective Groups (which are in turn alphabetically arranged).
- The Option **Show Group Name** has been provided in the **Print Configuration** for all **Ledger Vouchers Report**, to print the group name of the respective ledger.

  Now the user can print the ledger's group name in the vouchers Printout.

Excise for Dealers

- A new **Nature of Purchase - Manufacturer Depot** has been provided. This helps the users to
  - Record the purchases from manufacturer depot
  - Capture **Name, Address** and **Excise Registration** details of Manufacturer Depot in **Excise Sales Invoice** (on sale of goods purchased from Manufacturer depot).

- In **Select Excise Unit** screen of **Excise Stock Register**,
  - **Name of Tariff** option has been provided to select stock Item based on Tariff Classification.
  - **Alias** or **Part Numbers** (Part No.) specified in **Stock Item Master** will appear in **List of Excise Stock Items** for stock item selection in **Name of Item** field.
- The option to print **Company's** and **Supplier's Excise Details** (Excise Registration Number, Range, division and Commissionerate) in **Excise Purchase Order** has been provided. To capture Supplier's Excise Details, **Excise Registration Number**, **Range, Division, Commissionerate** fields are provided in Supplementary Details (Party Details) screen of Excise Purchase order.

  Note: *Company and Supplier excise details can be printed in purchase order, only from the **Purchase Order Voucher** which is identified as **excise voucher type** by enabling the option **Use for Excise.***

- When the Excise for Dealer Data migration is not complete, Tally.ERP 9 displays the Warning message **Excise for Dealer Migration did not complete successfully!** with additional details to check and correct the un-migrated data.
- **Ex-Bond** of **Imported Goods** (Customs Clearance) has been supported.

  In case of Imports, goods imported on receipt will be stored in Customs Bonded Warehouse. Imported goods will be released from the bonded warehouse only on the payment of Customs duty. In practice Importers withdraw the goods partially or wholly from the bonded warehouse as and when they require by paying the customs duty.

  Tally.ERP 9 supports to record the full /partial clearance of goods imported and pass on the CENVAT Credit.

- A new **Nature of Purchase - From Agent of Manufacturer** has been provided. This helps to record the purchases from the agent of a manufacturer, who issues a commercial invoice along with his manufacturers Rule 11 Excise invoice.
- A new report **Customs Clearance Register** has been provided from Excise for Dealer Statutory Reports. This reports displays the goods **Imported, Cleared** from customs warehouse and stock **Pending** for clearance. This report can be viewed for **One** or **All** the imported items.
- Conditional pass on of **Special AED of CVD** (special Additional Duty) amount has been supported in Dealer's Excise Sales Invoice. Passed on Duty details will be captured in **Excise Stock Register, Form RG 23D** and **Excise Purchase Bill Register** reports.

Excise for Manufacturers

- **Removal As Such** means removal of Raw materials and Capital Goods as it is (without using in the production process/conversion). In Tally.ERP 9, support for recording **Removal as Such** (removal of Inputs/ Capital goods on which CENVAT Credit availed) transactions has been provided in **Excise Sales** Voucher. To Record removal as such transactions a New **Type of Removal - Removal As Such** is provided.
- New **Excise Duty Classification - Other Cess** has been provided to account other cess levied in on goods manufactured in Paper/Cement/ Sugar/Rubber industries etc.
- Support for calculation of **NCCD** and **AED (PMT)** on **Assessable Value** has been provided.

- The option **Show Excise Book and Serial No.** has been provided in **Sales Register - Columnar Report Alteration** to configure the columnar report to display and print **Excise Book Name** and **Serial Number**.
- A new report **RG 23 Part I** has been provided. This report is a Quantitative account of inputs (RG 23A Part I)/ capital goods (RG 23C Part I)/ on which cenvat credit is availed.
  - **RG 23A Part I:** This report displays the details of **Receipt of Inputs, goods issued for manufacture of finished goods**, **goods issued for clearance as such** with **opening** and **Closing** stock for the **period** selected.
  - **RG 23C Part I:** This report displays the details of **Receipt of Capital Goods, goods issued for factory, goods issued for clearance as such** with **opening** and **Closing** stock for the **period** selected.

  Note: *The above report will be available only when the latest Statutory Master (Stat.900) Version is installed.*

Inventory Vouchers

- While printing **Stock Transfer Voucher**, the option **Destination Godown on Top of Voucher** has been provided in **Printing Configuration**.

  Now the pages consumed while printing Stock Transfer will be reduced.

Inventory Reports

- **F5:Batch** Button has been provided in **Godown Vouchers report** to Display the selected **Godown** and **Item** based **Batch Report**.

  Now the User can navigate to Batch Report for the selected godown and item from the Godown voucher report.

- **F4:Godown/Item** Button has been provided in **Godown Voucher Report** to Navigate to other **godown** for a particular **Item**, from the same report.

  Now the user can Navigate to other Godown along with the selected Item from Godown Voucher report.

- In **Stock Query report**, **Top Buyers/Sellers Button** has been provided to display the **Top buyers and sellers** for an item, based **On Value** or **On Quantity**.

  Also in **F12:Configuration** the options **Show using Alternative units, Show Tail units of compound units** and **Show description of item** are provided.

  Now the User can get report for Top Buyers/Sellers for a particular stock item based on Quantity or Value for better decision making purpose.

- In the **Stock Summary** report, the **non- transacted stock items** will now be displayed when the option **Show All Items (incl. zero balance)** is set to **Yes** in **F12:Configuration**.

  It will now display the stock items having transactions with Zero closing balance and non transacted.

- While generating **Purchase order Outstanding/Sales Order Outstanding,** all **Order Outstandings** were getting displayed irrespective of Period Specified.
  Now the report is displayed according to the **period** specified by the user.

Payroll

- The **ESI Eligibility Amount** option available in the **F11: Statutory & Taxation** screen has been removed and the ESI eligibility amount will be taken from the **Statutory Masters** file. Now the ESI eligibility amount is internally defined and hence the updated amount **(i.e. Rs. 15000) applicable from 1st May 2010** will be considered automatically for the ESI eligibility.
- A new menu **Employee Categories** has been provided under **Payroll Info** to create the required **Employee Categories** from Payroll itself. This will eliminate the need to go to **Accounts Info** to create the Categories needed for Payroll.
- While emailing the **Single Pay Slip** the **Configuration** options for customised view which are available during printing are provided to help the user E-Mail the Pay Slip in the required format.
- In the Employee Master the **Date of Leaving** option available in the alteration mode has been changed to **Date of Resignation / Retirement**.
- **Eight** new Blood Groups are added to the Blood Group list available in the Employee Master's **Blood Group** field. The new Blood Groups are **A1B Negative, A1B Positive, A1 Negative, A1 Positive, A2B Negative, A2B Positive, A2 Negative** and **A2 Positive**.
- The **Alt+D: Delete** button has been removed from the **Employee Salary Details** screen. Using this button from the **Salary Detail**s screen was deleting the **Employee Master** itself.

TDS

- Provision to view and generate consolidated **TDS payables (TDS outstanding report)** of all member companies of a Group Company is now available.
- **Deductee Type - Wise Nature of Payment** Report has been provided. This report gives the details of **TDS Outstanding** for deductee types (Company and Non Company) based on **Nature of Payments**.
- The option to record and deduct **TDS on sales commission** has been provided in **Credit Note** (Account invoice mode) voucher.

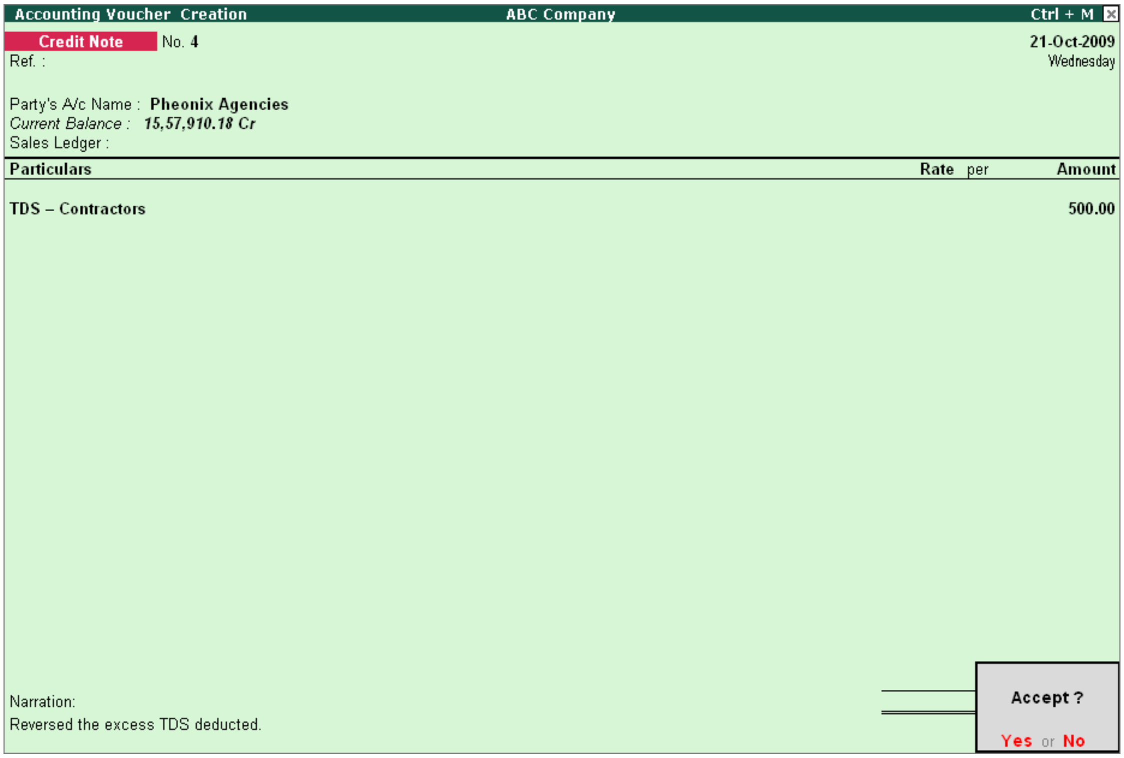
  Example: *ABC Company sells the goods to partners on a condition that, on each sale Rs. 100 will be paid as sales commission. To account sales commission separate expense entry is not booked in Journal but directly a credit note is raised in favour of the partner (to reduce party outstandings) and TDS is deducted on commission.*

- Support for **Reversal of excess TDS Deducted** has been provided in **Credit Note**.

  Note: *In case of Cancellation of transaction (s), the expenses and TDS deducted needs to be reversed. Such reversal of expenses and TDS is possible only when the cancellation of transaction is made before the payment of TDS to the Government.*

  Example: *ABC Company booked advertising expenses for Rs.75000 and deducted TDS on the same. Later they cancelled the services to the extent of Rs. 25000 (actual expense incurred is Rs.50,000). In this case both the expenses and TDS have to be reversed.*

  - Use **Credit Note** to **reverse** the **excess TDS Deducted**.



VAT/CST

- The functionality is enhanced to capture **VAT** on **Assessable value** and **Service Tax**.
- On selecting Current Assets and Current Liabilities in the ledger master, the option **- Use for Assessable Value Calculation** will be displayed. On enabling this field, the **Method of Apportion** can be selected as **Based on Quantity** or **Based on Value**. The value of entries made using these ledgers will be apportioned to the assessable value based on quantity or value of items invoiced.
- On printing the sales/purchase invoice recorded by selecting declaration forms, the form name - **C, C with E1/E2, F, I, H and J, number** and **date of issue/receipt** will be displayed in the printed format.
- On non-selection of **VAT/Tax** class the warning message - **VAT/Tax Classification not Selected** will be displayed in case of **Purchase, Sales, Credit Note** and **Debit Notes**. This message is displayed in invoice and voucher mode to facilitate selection of relevant **VAT/Tax** class while recording transactions.
- The **Party Details** screen is displayed on selecting the party ledger in voucher mode.

2.3 Auditors' Edition

Statutory Audit

- While comparing the Companies remotely (which are loaded and connected from same Tally.ERP 9) the **Tally.NET Connect Name** will also be displayed along with the regular **Company Name.**

Auditing

- The **Grand Total** for **Newly Joined** and **Resigned/Retired** under the **Head Count** section for the **Salary/Wages Payments** report has been provided to show number of Employees who have joined or resigned from the jobs during the selected **Audit Period.**

Data Analysis

- The facility to drill down to the **Voucher Level** has been provided while drilling down from any **Ledger** in the **Ledger-wise** (using **F5: Led-wise** button) report for **Verification of Vouchers.**
- The option to view the **Daily Cash Breakup** report has been provided from the **Verification of Balances** report. This will help to check the **Negative Cash Balance** on any given day.
- In the **Ledger** wise view for **Verification of Chart of Accounts** report an additional option (in **F12: Configure**) to filter the **Revenue Ledgers** or **Non Revenue Ledgers** has been provided.

Financial Statements

- The **movement of the Groups/Sub Groups/Ledgers** displayed under the **Gross Block** has been provided in the **Schedule-VI Balance Sheet**. This will allow to regroup the **Fixed Assets** under any Group like **Tangible Assets, Intangible Assets** etc.

2.4 TDL Enhancements

Invoking Actions on Event Occurrence-System & Printing Events Introduced

- Prior to this release the Events **Form Accept** and **Focus** were introduced. In this Release there has been major enhancements in the Event Framework as a whole. Under this framework specified Actions can be triggered on the occurrence of a particular Events. The Events are implicit which can be classified broadly into System Events and Object Specific Events. The System Events introduced are **System Start/End** and **Company Load/Close**. Object Specific Events introduced are **Before/After Print**.

Collection Enhancements

1. Using External PlugIns as a Data Source for Collections

- Tally now provides a TDL interface to obtain datasets in Collection from external Plug-Ins. These Plug-Ins are written as DLL's which can be used to fetch external data (ie either from Internet or from external Database etc). These DLL's should return a valid XML which can be easily mapped into TDL Collection. In other words, TDL program can provide simple string value and/or XML to the DLL function. The DLL gives XML data as an output. Collection takes this data and converts into objects and object methods which can be accessed in TDL like other objects.

DLL collection will be very useful in the following scenarios:

1. Display stock quotes from the internet
2. Get data from different formats like CSV, HTML
3. External device interfaces
4. Weighing scale interface
5. RFID Barcode scanner
6. Petrol Pump device interface
7. Foot fall count
8. External application interfaces
9. GAS distributor application
10. To get attendance details in Pay Roll through swipe

Etc Etc ..

2. Dynamic Table Support using Unique Attribute

- The Unique attribute of Collection definition is used to control the display of unique values in the table for a specified method based on values selected from the table previously in a field. The display of values is changed dynamically based on the field value. The unique attribute has been enhanced to add a new sub attribute in the syntax which is used to specify another field object method which also participates in controlling the uniqueness of values in the table.

3. Using Variable as a Data Source for Collections

- The collection attribute Data Source is enhanced to support 'Variable' as data source. Now variable values can be gathered as objects to the collection. When the Data Source is a Compound variable with multiple levels, the same is available in Collection as a complete object hierarchy.

Evaluating expressions by Changing the Object Context- $$ReqOwner Introduced

- Any expression in TDL is evaluated in context of Interface and Data Object existing at that instance. There are many context changing functions available in the platform. They change either the Interface Object context or Data Object context. In order to change a particular object context, functions like $$Owner, $ReqObj etc are used. In this release a new function called "ReqOwner" is introduced which is used to change the Interface(Requestor) Object context one level up the chain.

Variable Framework with Compound Variables Introduced

- Variables are context free light weight data structures which can store values. They assume an initial value at instantiation and can change during the program execution. The variable framework has been completely revamped to support Compound Variables. Prior to this release we came up with list variables where it was possible to store multiple values of the same datatype within a list. With the introduction of Compound Variables now it will be possible to store multiple values of different datatypes within the same structure. Each member of a compound Variable can either be a simple variable, a list variable or another compound variable. The nesting can extend upto any level. Compound variables are very useful in all cases where it is needed to store and manipulate multiple variables of different type as a unit.

Third Party Applications Using Tally Licensing Mechanism

- Third Party Applications can validate the Request Response Interaction with Tally using robust License Mechanism built in Tally with various approaches. The below approaches can be used by the Third Party Applications to retrieve & validate the License Information from Tally based on the level of Security desired.

License Info Retrieval using Open XML

The Third Party Applications will be able to send an XML Request to call platform function within Tally which is used to retrieve the required License Info from Tally. This is a less secured option as the license data will be available over an Open XML.

License Info Retrieval using Encoding Procedure built in a TCP

The Third Party Application will send a Validation String within the XML Request. At Tally's End, the validation string and the required License Info will be encoded using the procedures (Non Standard) built inside the TDL. The converted Strings will be sent back within the XML Response to the Third Party Applications which will decode the strings at their end.

License Info Retrieval using Encryption Functions provided within Tally

The Third Party Application will send a Validation String within the XML Request. At Tally's End, the validation string and the required License Info will be encrypted using the function **$$EncryptStr** provided within the platform. The encrypted Strings will be sent back within the XML response to the Third Party Application. The Third Party Application will be able to decrypt the Strings at their end using the **standard DLL** shipped by us for Decryption.

License Info Retrieval using Encryption Algorithms built using Third Party DLL's

The Third Party Application will send a Validation String within the XML Request. At Tally's End, the validation string and the required License Info will be encrypted using an **External DLL** which can have its own Encryption Routines. Tally uses the Function **CallDllFunction** to return the encrypted strings to Third party Application within XML Response. At Third Party Application End, decryption algorithms will be required which can again be provided inside the same DLL used for encryption.

3. Issues Resolved

3.1 General Issues

Export/Import

- Vouchers having the same Remote ID were overwritten while importing them into the same Company.

  This is can be controlled by enabling the option **Overwrite Vouchers during import** available in **F12: Configure > General**.

E-Mailing

- The **To E-Mail Address** was blank, when emailing the **Ledger** from **CST Forms Issuable** screen.

  This issue has been resolved.

Licensing

- The **E-Mail ID** and **Confirm E-Mail ID** fields of the **Activate License/Activate Site License** form were case sensitive.

  This issue has been resolved and fields are now case insensitive.

- While activating or reactivating Tally.ERP 9 single user license **Error code 01** was displayed on certain machines.

  This issue has been resolved.

- On the client machine, **Tally.ERP 9** was crashing when the **IP Address** of the server was provided in **IPv6** format.

  This issue has been resolved and Tally.ERP 9 prompts the user with an appropriate message.

- When the **Tally.ERP 9** license file was locked by the application the **Account TDLs** available on the server were not transferred to the client.

  This issue has been resolved.

- Changes made to the **Proxy Configurations** in **TallyAdmin** tool were not retained.

  This issue has been resolved.

Multi-lingual

- The **Amount in words** was incorrectly printed for an invoice generated in **Hindi** language.

  This issue has been resolved.

ODBC

- **MS Word 2003** and **MS Word 2007** were unable to filter the required groups from T**ally.ERP 9** using **ODBC** for mail merge or generating labels.

  This issue has been resolved.

- On detecting an internal error **Tally.ERP 9** was crashing and getting into an infinite loop for cleaning the system registry.

  This issue has been resolved.

Performance

- Data loading took longer duration than the normal stipulated time when a company has **Purchase/Receipt Note** transactions without the quantity or amount or both and the valuation method is set to **Last Purchase Cost**.

  This issue has been resolved.

- When the stock item batches were huge and the valuation method was set to Standard Costing data loading took longer duration than the normal stipulated time while checking the balances.

  This issue has been resolved.

Printing & Rendering

- **Tally.ERP 9** was crashing on enabling both the options **Split long names into multiple lines**, **Split long amts/numbers into multiple lines** and setting the print mode to **Quick Draft**.

  This issue has been resolved.

- **Tally.ERP 9** was crashing when the user selected to not to overwrite an exported report.

  This issue has been resolved.

- **Tally.ERP 9** was crashing on aborting the printing process and reducing the application screen.

  This issue has been resolved.

Rewrite/Backup/Restore/Split

- Deleted or inserted vouchers were shuffled when a forced rewrite was performed on data.

  This issue has been resolved and the forced rewrite will retain the vouchers in the order of creation.

Synchronisation

- While Synchronising data with multiple companies open using the same instance of Tally.ERP 9, the voucher type masters were successfully imported into the first company. However, while importing the vouchers into the subsequent companies an error message appeared disallowing the import. This was happening as Tally.ERP 9 was not creating the masters in subsequent companies.

  This issue has been resolved.

- **Tally.ERP 9** crashed on selecting the **Import Snapshot** option available in Synchronisation menu.

  This issue has been resolved.

3.2 Functional Issues

Accounting Masters

- If **Statements of Accounts** menu was displayed without any **Accounting features** enabled then **blank space** was getting appeared above the **Statistics** menu option.

  This issue has been resolved.

Accounting Vouchers

- In **Multi Voucher Printing, Sub-Titles** was not getting printed from **2nd Page** onwards.

  This issue has been resolved.

- In **Remote Access**, while printing accounting vouchers from display mode, if the **no of pages** exceeds 2 or more pages then the **print format** was not proper for all the vouchers.

  This issue has been resolved.

- In **Remote Access,** while printing **Debit/Credit Note, Purchase/Sales invoice, Purchase/Sales order, Receipt/Delivery note** in **Simple Format**, the option **Print sub totals after each line** in **F12: Print Config**, was not working.

  This issue has been resolved.

- In **Remote Access, Serial Number column** was not getting **printed** in **Debit/Credit Note, Purchase/ Sales, Purchase order/Sales order, Receipt Note /delivery note** from display mode in **Simple format /Invoice mode.**

  This issue has been resolved.

- When the name of default **Sales Voucher Type** is altered and Title is provided in **Default Print Title** field, then the same is not getting captured as **Title** while printing the **Sales Invoice**.

  This issue has been resolved.

- In **Accounts Only** company while passing **Sales/ Purchase Invoice** the option **Use Additional Description(s) for Item Name** was getting appeared instead of **Use Additional Description (s) for Ledger Name** in **F12 Invoice Configuration**.

  This issue has been resolved.

- While **Printing Sales Invoice/Voucher**, the **Vat % column** should not be displayed as **NIL**, if **VAT** is not applicable for the **stock item**.

  This issue has been resolved. Now the VAT % column is appearing as blank.

- When **Print Formal Receipt** is set as **Yes** in **Receipt Voucher Type** master and an entry is created and later the same is set to **No**, then for the already created entry, the formal receipt was not getting printed in Remote Access.

  This issue has been resolved.

- In **Remote Access**, while printing **Sales Invoice**, when the option **Print Date & Time** was enabled from Print Configuration, the same was not getting printed.

  This issue has been resolved.

- In all **Item Invoices**, when the **Discount rate** is entered with **Four decimals**, then the **Amount** was not getting calculated properly.

  This issue has been resolved.

- In **Remote Access,** the **Invoice mode of Credit note** was getting printed in **Voucher Format** instead of **Invoice Format**.

  This issue has been resolved.

- In **Remote Access,** when **POS Entry** was opened**, Bill Allocation** details was getting appeared.

  The same has been resolved.

- In **Remote Access,** in **Debit Note** printing configuration **Print Supplier's tax regn nos** was displayed instead of **Print Buyer's tax regn nos.**

  The issue has been resolved.

- In **Remote Access,** while printing **Payment** and **Receipt Vouchers**, **Narration** was not getting printed.

  This issue has been resolved.

- In **Remote Access**, if **Default Print title** was provided in **Sales voucher type,** then while **printing Optional Sales Invoice,** the **Title** was not appearing as **Proforma Invoice.**

  This issue has been resolved.

- In **Remote Access**, in all **Item Invoice, VAT/Tax classification** was not getting captured under **Accounting Allocations.**

  This issue has been resolved.

- In **Remote Access**, the **Reference** of **Purchase Order** was appearing in **Rejection Out** voucher.

  This issue has been resolved.

- In **Remote Access**, the **Ledger** and **Cost Centres** allocated for **Stock Items** were getting interchanged in **Purchase Voucher.**

  This issue has been resolved.

- In **Remote Access**, in **Purchase Voucher Format**, the **Inventory Details** were not getting displayed in **Detailed mode (Alt+F1).**

  This issue has been resolved.

- In **Remote Access**, while printing any **Item Invoice**, the **Serial Number** was not appearing though the option was enabled in F12 Configuration.

  This issue has been resolved.

- In **Remote Access**, if **Declaration** was entered in **Sales Voucher Type**, the same was not getting printed instead the **Default Declaration** was getting **printed**.

  This issue has been resolved.

- In **Remote Access**, in **Purchase Invoice** though **Print in Voucher Format** option was enabled in **Print Configuration**, it was printing the invoice in **normal format.**

  This issue has been resolved.

Accounting Reports

- While **filtering** the **Ledger Voucher Reports**, to fetch the selected details and No Voucher exist, if the same report was filtered again in the same screen using **Range:Alt+F12** then the **Type of Info** field was appeared as blank.

  This issue has been resolved.

BRS

- In Bank Reconciliation Statement, if the option **Show Forex Details** in **F12: Configuration** was enabled, the Forex details were not getting displayed for the vouchers.

  This issue has been resolved.

- While exporting **BRS** in **excel format**, the amount column **(Debit & Credit column)** was shifted towards left in place of **Bank date** column.

  This issue has been resolved.

Excise

- **Secondary Education Cess** details were not being displayed in **Statutory Details** of Local sales or **Interstate sales** recorded using **voucher class**.

  Note: *This issue was found only in case of excise ledgers created by using* ***Default Duty/Tax Type - Excise*** *(Excise feature was not enabled)*

  This issue has been resolved.

Excise for Manufacturers

- In an **Excise Sales Invoice** recorded using **Voucher Class** with **Excise duty ledgers, Additional VAT** was not being calculated properly. If the same voucher was opened in alteration mode and reallocated values using **R: Reallocate (Alt +R)**, the Additional VAT was calculating properly.

  This issue has been resolved.

Inventory Masters

- While displaying **Item Master** in **Display mode**, the **Group Name** was not appearing.

  This issue has been resolved.

Inventory Vouchers

- When any vouchers was **printed** in **simple format** and then if **POS Invoice** was printed from **display mode**, the POS Invoice was also getting printed in **simple format**.

  This issue has been resolved, now the POS entry is getting printed in POS format.

- While Passing a **stock journal voucher** for an item where **Batch details** were enabled and the **additional cost details** were provided then the additional cost details were not getting displayed in **voucher creation or alteration mode** but the same details were getting displayed in **print preview** screen.

  This issue has been resolved, Additional cost is appearing in the Voucher.

- If a **Sales Order** was entered and a **Delivery Note** was entered against the above sales order **next day** and if a **Sales Invoice** was entered against the above **Delivery Note** on the **same day** then in alteration mode of sales invoice, the **date of Delivery Note** was displaying the Sales Order Date in **Dispatch Details** screen.

  This issue has been resolved.

- In **Remote Access**, while printing **Stock Journal** the details of **Additional Cost** were not getting printed.

  This issue has been resolved.

- In **Remote Access, Package marks** and **Number of packages details** are not getting displayed in all **Item Invoices**.

  This issue has been resolved.

- While passing **Sales Order**, if the same **item** has been selected more than once and by selecting the option **Any** from the **List of Godowns** and the same was **tracked** with a **Delivery Note** or **Sales Invoice** then the **quantity** was getting doubled**.**

  This issue has been resolved.

- While tracking **Delivery Note** having **Income Ledger** with **VAT classification,** against **Sales Invoice**, then the **Amount** of income ledger was not getting captured.

  This issue has been resolved.

Inventory Reports

- When drill down from **Item Wise Godown** summary report to **Godown voucher report**, only **values** were getting displayed without **quantity** details.

  This issue has been resolved.

- If three invoices have been entered, where stock item one in first voucher and stock item two in second voucher is selected and both stock items are selected in third voucher. Then, while printing **Stock Items** from **Multi account printing > All Items**, if the option **Start fresh page for each Account** was set to **No** then **closing rates** and **values** were wrongly printed.

  This issue has been resolved.

- While printing **Stock Items** from **Multi account printing > Group of Items**, if the option **Start fresh page for each Account** was set to **No** then **closing rates** and **values** were not getting printed.

  This issue has been resolved.

- In the **Stock Journal Voucher,** if the same item has been selected under **Source (Consumption)** as well as under **Destination (Production)**, the **Consumption** values were not getting calculated properly in the **Batch Voucher report**.

  This issue has been resolved.

- While printing **Stock Items (All Items or Group of Items)** from **Multi-Account Printing**, **Consumption values** were not getting **printed.**

  This issue has been resolved.

- If a **Purchase invoice** was entered with **additional cost** then in the **Stock Query** report, under **Purchase Section**, the **Rate** was not considering the additional cost.

  This issue has been resolved.

- While navigating to **Stock Query report** from **Purchase/Sales Invoice** with **Voucher Class** for the **Second item**, the query details of the **First Item** selected was getting displayed.

  This issue has been resolved.

- In **Group Company**, if drill down from the **Godown Summary Report**, **Memory Access Violation** error message was getting displayed.

  This issue has been resolved.

Payroll

- The arrear calculation was in incorrect when the **Pay Head** was created with **Per Day Calculation Basis** as **User Defined month of 26 days.**

  This issue has been resolved.

- The **Alias** specified in the **Pay Head Creation/Alteration** screen were not appearing while viewing the Accounting reports like **Profit & Loss A/c** and **Trial Balance**.

  This issue has been resolved.

- The **Employer's Other Charges** (**PF Admin Charges@1.10%, EDLI Contribution@0.5% and EDLI Admin Charges@0.01%)** were getting calculated on **6500** even though the slab was not specified in the respective Pay Heads.

  This issue has been resolved.

- While **altering the Salary Details**, the cursor was taking long time to move from **Pay Head name** field to **Rate** field and vice versa.

  This issue has been resolved.

- While processing the **Employer Other Charges** using a **Journal Voucher**, the EDLI Admin charges amount for last Employee was getting rounded off with Debit value if the actual value was less than **50 Paise**. The Employee with such **Debit** values were not appear in the Computation sheet.

  This issue has been resolved and now the value for the last Employee will be follow the upward rounding off to nearest rupee and the Employee name will also appear in the Computation sheet.

- While altering any column in **Pay Sheet** (using **Alt+A** keys) only the values were changing, the column title was not getting changed.

  This issue has been resolved.

- The **Print Configuration** screen for **Payment Advice** taking a very long time to open.

  This issue has been resolved.

POS

- In **Remote Access**, if any **Invoice** was printed in **Simple Format** and then **POS Invoice** was printed, the same was also getting printed in simple format instead of POS Format.

  This issue has been resolved.

Tally Audit

- The audited **Cancelled Voucher** when **Deleted** was still retaining the status as cancelled instead of deleted.

  This issue has been resolved.

- **F7:Accept One** need to be pressed **Twice** to accept the **Cancelled Voucher** instead of **Once**.

  This issue has been resolved.

TCS

- When in a single invoice, multiple calculations are involved like TCS, VAT additional ledgers etc. it was not possible to record **TCS Entries** using **Voucher Class.**

  This issue has been resolved.

TDS

- While booking the expenses in **Journal Voucher** application was not allowing to select multiple references of **Advances** (made to party) to adjust against the bill.

  This issue has been resolved.

- **TDS** amount was **getting doubled**, when a TDS payment entry was recorded in payment voucher (with /without Voucher Class) using TDS Helper (Alt+S).

  This issue has been resolved.

- While booking the expenses in **Journal Voucher** for a party to whom **Deduct TDS in Same Voucher** was enabled (configured to YES); Application was not allowing to select **TDS Duty Ledger** in **TDS Details** screen.

  This issue has been resolved.

VAT/CST

- The excise duty entered in purchase invoice was not being captured as a part of assessable value in **Forms Issuable** report.

  This issue has been resolved.

- The TIN entered for Composite VAT enabled Company was not being captured in **VAT TIN** field of **Quick Setup - Value Added Tax** screen.

  This issue has been resolved.

- In **VAT Classification Vouchers** report, the amount was not being displayed in **Assessable Value** column for purchases recorded by selecting **Direct/Indirect Expenses** ledger predefined with **Inter-State Purchases** as the VAT/Tax Class.

  This issue has been resolved.

- The value of purchases recorded in journal voucher by selecting **Others** in **Used for** field was being displayed incorrectly in **VAT Classifications Vouchers** report.

  This issue has been resolved.

- In the invoice alteration mode, if the additional ledger selected earlier was changed to another ledger, the **Statutory Details** screen was not displaying the updated details.

  This issue has been resolved.

- In sales invoice recorded using voucher class predefined with sales, output VAT and additional tax, if the stock item rate which was initially provided was removed, the same was getting displayed in **Statutory Details** screen even after using reallocate button.

  This issue has been resolved.

- In the alteration mode of sales invoice recorded for zero valued entry, if the item rate was specified, the output additional tax was not being calculated automatically.

  This issue has been resolved.

- In the accounts invoice alteration screen, the declaration forms selected for inter-state sales/ purchase in creation mode was not being displayed when the cursor was moved to **Sales Ledger /Purchase Ledger** field.

  This issue has been resolved.

- In inter-state transactions, if party ledgers predefined with CST registration number were selected, the CST number was not being captured in **Forms Issuable** and **Forms Receivable Report**.

  This issue has been resolved.

3.3 Auditors' Edition

Statutory Audit

Auditing

- The **Specific Vouchers** sampling method was displaying wrong description for the **Sampling Method** while drilling down to the **Sampled Vouchers** from the **Total Column** from the **Statutory Audit Dashboard.**

  This issue has been resolved.

- The **Voucher Numbers** were not getting exported while exporting the **Ledger Vouchers** reports for the **Salary/Wages Payments** and **Forex Vouchers**.

  This issue has been resolved.

- While viewing the **Ledger Vouchers** report under the Auditing section, the option to filter the **Ledger Vouchers** belonging to any other **Audit Status** (**Show Vouchers of Audit Status**) was not working properly.

  This issue has been resolved.

- The **Audit Status** and **Audit Note** were not displayed in some specific scenarios for the **Ledger Vouchers** belonging to **Related Party Transactions** during the Remote Audit process.

  This issue has been resolved.

- During the Remote auditing process, the **Sampling Method** and the **description** was not displayed for the sampled Vouchers in the **Verification of Sampling Vouchers** screen.

  This issue has been resolved.

- The **Verification of Vouchers** was also including the **Non Accounting Vouchers** while displaying the **Total Voucher** count.

  The **Non Accounting Vouchers** are now not included while displaying the **Total Voucher** count on the Statutory Audit Dashboard.

Data Analysis

- The **TCS** transactions were not displayed under the **Statutory Payments** option without enabling **TDS** in the **F11: Statutory & Taxation** features.

  This issue has been resolved.

- While viewing the **Ledger Vouchers** report from the **Verification of Vouchers** report, the **Opening Balances** for the **Ledger** was not appearing during the Remote Audit process.

  This issue has been resolved.

- In **Verification of Balances** report the **Unadjusted Forex Gain or Loss** was not appearing.

  This issue has been resolved.

- In the **Pending Documents** reports the **Number of Pending Bills count** was shown incorrectly for the **Outstandings Receivables** and **Payables.**

  Now the total **Pending Bills count** and **On Account count** is shown separately for each party.

- The amounts for **Sales Bills to Make** and **Purchase Bills to Come** were not appearing in the **Verification of Balances** report.

  This issue has been resolved.

Financial Statements

- The alignment for the **Amounts** shown in the **Debit** and **Credit** columns was not correct while printing the **Schedule-VI Balance Sheet** and **Schedule-VI Profit & Loss A/c** statements in detailed format.

  This issue has been resolved.

Statutory Compliance

- The current Release 1.8 provides the Statutory Compliance features for **VAT/CST, TCS** and **FBT** alone.

Tax Audit

- Tally.ERP 9 was crashing when print was given for any of the **Clauses** from **Tax Audit Info** when there were more than 20 Vouchers (approx.) under the **respective Clause**.

  This issue has been resolved.

Cash Payments (Clause 17(h))

- The cash transactions involving **multi currency** were not appearing in the **Cash Payments** report.

  This issue has been resolved.

Tally.ERP 9 Series A Release 1.61 - (9.03.2010)

1. Enhancements

1.1 General Enhancements

Extend your Tally.NET subscription from Tally.ERP 9

- Tally.ERP 9 is enhanced with the capability to extend or renew **Tally.NET Subscription** from within the product. This feature allows extending **Tally.NET subscription** well ahead of the **validity period** for both **Single User** and **Multi-User** editions of **Tally.ERP 9**. Extension of Tally.NET subscription is done using the **TallyCurrency** or **Credit Card** while the payment is made using a secured gateway.

Keyword search filter with Reducing List/Table

- This feature allows the user to search a text from any part of the name which appears in the list/table. The List in the table keeps on reducing to display only those names which contains the search criteria.

  The user will be able to easily search and select the required details from the filtered list.

  The **Name based** search will display the information as shown below:

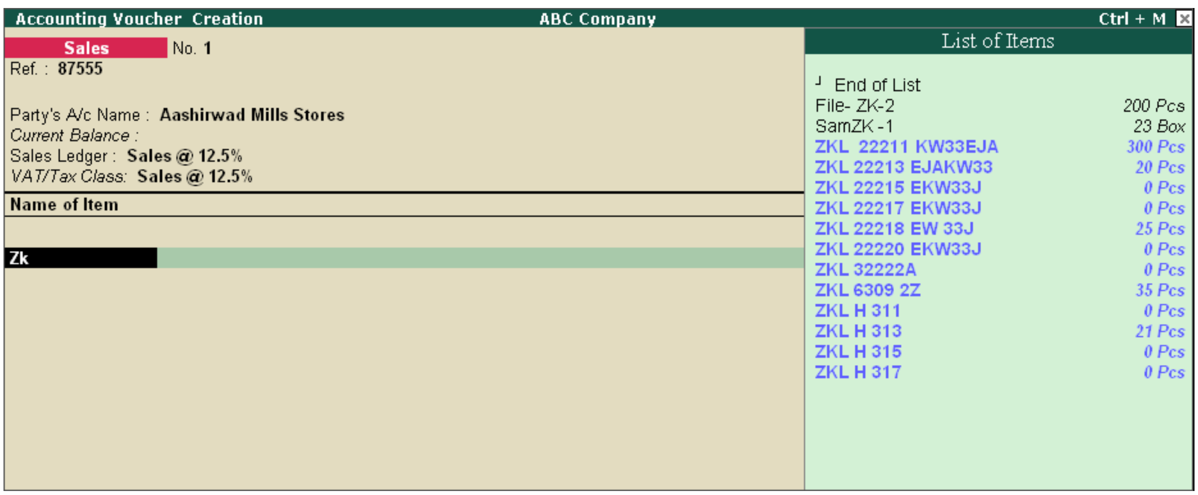


Figure 1.1 List reduced to items starting with search keyword or containing search keyword

The search can also be performed in a List/Table containing multiple columns by providing the the necessary search keyword. e.g. search for Items, based on the Quantity.

The **Quantity based** search (in the second column) to select the required item is as shown:

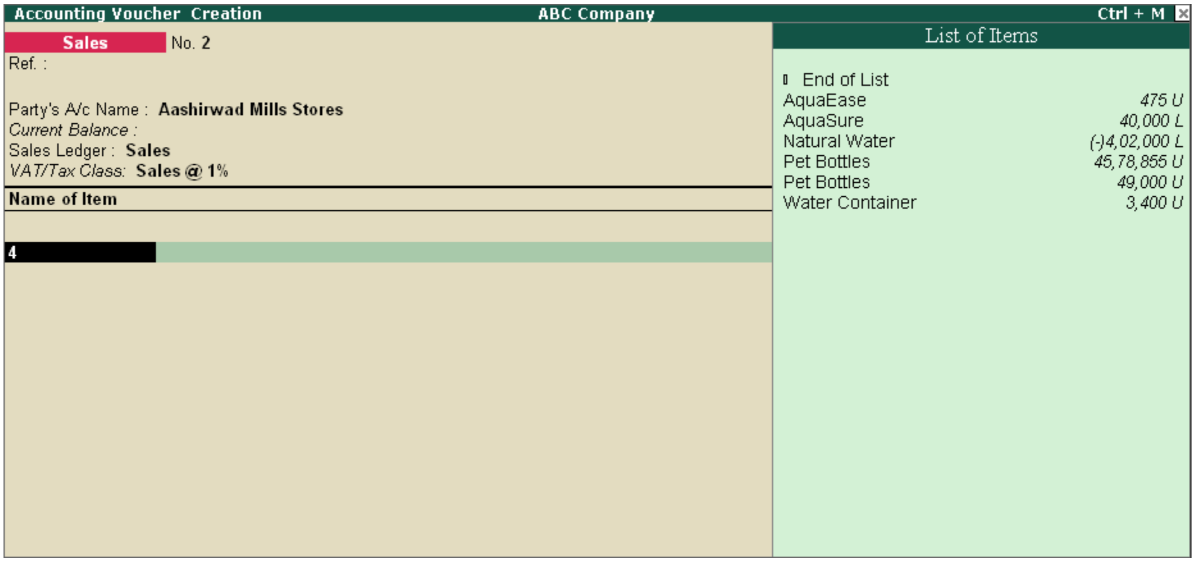


Figure 1.2 Multicolumn search (quantity based)

New Security Controls for Synchronisation

- Three new categories of **Security Controls** for Synchronisation have been added to the list of **Security Levels** in Tally.ERP 9.
  - **Client/Server Rule**: Based on the security level assigned, the user can **Create**/**Alter**/**Delete** the rules at **Client**/**Server**.
  - **Synchronisation**: Based on the security level assigned, the user can perform data synchronisation.
  - **Sync Reports:** Based on the security level assigned, the user can view Synchronisation Reports.

Printing & Rendering

- A new tab titled **Version** is introduced in the **Tally Properties** window. This tab provides additional information about tally.exe which is classified as shown below:
  - **Company:** displays the company which has developed the program file
  - **File Version:** displays the current file version
  - **Internal Name:** displays the internal file name
  - **Language:** displays the language presently used
  - **Product Name:** displays the name of the product
  - **Product Version:** displays the current version of the product

Note: *To view the **Tally Properties** right click on the **tally.exe** icon in the default Tally.ERP 9 folder.*

1.2 Functional Enhancements

TDS deduction @ 20% for parties without PAN details

- **Finance Act (2) of 2009**, makes PAN compulsory in case of TDS eligible payments, failing which tax shall be deducted at the higher rate - **20%** effective from **1st April 2010**. Provision to Deduct TDS @ **20% (w.e.f. 1-4-2010)** for deductees who have not produced PAN (to the Deductor) is now available.

VAT

- In **Tax Ledger Setup** screen of **Quick Setup** displayed for:
  - Regular VAT enabled Company, the Type of Tax - **Cess on VAT** is introduced as a Method of Calculation for selecting the same in States where Cess is charged on sales and purchases.
  - Composite VAT enabled Company, the Type of Tax - **VAT Composition** will be displayed in **Type of Duty/Tax list** in the **Tax Ledger Setup**.
- In Voucher Type Setup section of Quick Setup, the options - **F8: Sales** and **F7: Activate Adjustment Flags in Journal** are provided for easy access and configuration.
- In Composite VAT enabled company, the option **Used in VAT Returns** will be displayed in ledger masters grouped under Indirect Expenses/Incomes to facilitate selection of VAT/Tax Class in the ledger creation/alteration mode.

Accounting Vouchers

- If company has been created where **Country details** is set as International, then while **printing Invoices** the **Buyer** is replaced by **Customer** wherever applicable.
- While printing **Invoices,** now the Item **Part No** is printed in a separate column by enabling the option **Print Part No** in F12 Print Configuration.

1.3 Auditors' Edition

Statutory Audit

Auditing

- An additional option **Show Bill wise details also** has been provided in the **Forex Vouchers report** under **Forex Transactions**. This will help the Auditor to view the complete information for the related Forex Vouchers.
- The **Related Party Transactions – Ledger Vouchers** report has been modified to display the **Bill Wise** and **On Account** transaction details for better clarity and to form the opinion.
- Under **Verification of Vouchers** when the options **Show Audit Status** and **Show Audit Note** are set to **No** (F12: Configuration). The **Enter** Key is inactivated in all the drill down reports.
- The **Forex Vouchers** report has been enhanced to display the **Vouchers** in detailed mode when more than one **Party** and more than one **Currency** are involved to show all parties and exchange rates used by default. The report also displays the **Grand Total** for all the Transactions.

- In the **Employee Vouchers** screen from **Salary / Wages Payments** report, **F2: Period** button has been provided to display the **Payroll Vouchers** for the selected **Employee**, for the selected period.
- Performance has been improved for all the reports available under **Verification of Vouchers** during the remote access.

Financial Statements

- While printing Schedule Summary of **Financial Statement** (Schedule-VI Balance Sheet and Profit & Loss A/c) the **Debit** & **Credit** amount column will be printed in single column.
- While printing the drill down reports from **Financial Statements** (Schedule-VI Balance Sheet & Schedule-VI Profit & Loss A/c) the **Company Name** will not be printed in the Amount column.

1.4 TDL Enhancements

Reducing Table Search Enhancement

- Prior to the **Reducing Table Search** Enhancement it was only possible to search the items in a table based on text which was matched from the starting characters of the item names and search was restricted to the first column of the table only.

  A new attribute **Table Search** has been introduced for a field which now allows the user to narrow down the table and select item based on search criteria. The search text is matched from any part of the item names and also applies to all columns of the table.

  Using the above capability we have been able to deliver the functionality of applying the above search technique to all the tables available in the default product. This will be of course based on the configuration settings selected by the user.

2. Issues Resolved

2.1 General Issues

Licensing

- On certain computers, **Tally.ERP 9 Silver** was crashing while unlocking the license file.
  This issue has been resolved.

- **Tally.ERP 9** was displaying the **Error Code 81** on activating the license using the license server.
  This issue has been resolved.

- While installing **Tally.ERP 9** on a **64 bit Operating System** the pop-up message was not appearing when the firewall was enabled.
  This issue has been resolved.

- On restarting the computer with **Windows 2008** Operating System, the **License Server** was not starting automatically even when the **Startup Type** is set to **Automatic**.
  This issue has been resolved.

Printing & Rendering

- **Tally.ERP 9** was crashing while printing an invoice in simple format with 5.5 inches height.
  This issue has been resolved.

- **Tally.ERP 9** continued to run in the background when closed by right clicking on **Taskbar** and using the **Close** option.
  This issue has been resolved.

- **Tally.ERP 9** was crashing while resizing the window while previewing or printing.
  This issue has been resolved.

Support Centre

- In the **Zoom In** content mode, select an interaction having an attachment from **Ticket Number** containing multiple interactions. The contents of the previous attachment were displayed on selecting another interaction from the same ticket number.
  This issue has been resolved.

Synchronisation

- On setting up synchronisation, the **Client** and **Server** rules exchanged all the **Voucher Type Masters** irrespective of the type of synchronisation.
  This issue has been resolved.

- **Tally.ERP 9** was crashing on synchronising vouchers which contain empty **VCHKEY**.
  This issue has been resolved.

- Only 200 vouchers were exchanged on performing **Snapshot Exchange** with **Sync Over Slow Connection** being disabled in the **Client Rule**.

  This issue has been resolved.

- On exporting and importing data in Tally.ERP 9 Series A Release 1.52 or earlier, duplicate vouchers were created, on synchronising the same data using Release 1.6 the duplicate vouchers were overwritten resulting in missing vouchers.

  This issue has been resolved.

- Data synchronised between multiple locations using an earlier release was modified in Tally.ERP 9 Series A Release 1.6. Tally.ERP 9 displayed an error message V**oucher Number 999 already exists** during synchronisation.

  This issue has been resolved.

- On Synchronising data, the relative position of cancelled vouchers was changed at the receiving end.

  This issue has been resolved.

- Performing an **Exchange Snapshot Online** of a company with large data causes **Tally.ERP 9** to display **Out of Memory** error.

  This issue has been resolved.

- The voucher positioning changes at the client and server on synchronising data of **Tally.ERP 9 Release 1.52** with **Release 1.6**.

  This issue has been resolved.

- On detecting similar **GUID's** at the **Client** and **Server** companies, **Tally.ERP 9** displays the message **Client and Server companies have same GUID. Cannot proceed with synchronisation** and halts the synchronisation process.

  Note: *Synchronisation between two companies which are copied and pasted is not supported.*

- **Tally.ERP 9** was crashing when the **Tally.imp** file was in read only mode during synchronisation.

  This issue has been resolved.

- While attempting to import the data from non-existent file, Tally.ERP 9 was not displaying any error message.

  This issue has been resolved and **Tally.ERP 9** now displays the message **File not Found**.

Note: *Ensure that you have completed the synchronisation process till date in the release installed on your respective computers before upgrading to Tally.ERP 9 Series A Release 1.61.*

2.2 Functional Issues

Accounting Vouchers

- While altering the Sales Invoice and selecting a Party for which Service Tax was enabled, on pressing the **F1: Inventory Buttons**, Tally.ERP 9 was displaying **Memory Access Violation** error message.

  This issue has been resolved.

- While making a **Payment Voucher**, when the option **Pre-Allocate Bills for Payment/ Receipt** was set as **No**, if the **Amount** is adjusted as **Against Ref** for some bills and remaining as **On Account** then in **alteration mode** of the same voucher, if **On account** amount was adjusted as **Against Ref** (for partial amount) and **On Account** was selected for the adjustment of remaining Amount then the same was not getting Pre-filled.

  This issue has been resolved.

Accounting Reports

- In **Remote Access**, While drill down from **Balance Sheet**, under **Current Assets**, **Sales Bills to Make** and under **Current Liabilities**, **Purchase Bills to Come** were not getting displayed.

  This issue has been resolved.

- From **List of Accounts**, on going to Respective Master List where no Master Exists, on pressing **Alt + C** to create master, It was directing to the **Payment voucher** screen instead of **Respective Master creation** screen.

  This issue has been resolved.

Excise for Manufacturers

- In Excise sales invoice, **Additional Description entered for the Stock Item** was printing in **No. & Kind of Pkgs** column when the **Specify No. and Kind of Packages** was enabled in **F12: Configuration**.

  This issue has been resolved.

Final Accounts

- In F11: Accounting Features, if the option **Income/Expense Statement instead of P & L** was activated, then the **Net Profit** in **Profit & Loss A/c** was not getting changed to **Excess of Income over Expenditure**.

  This issue has been resolved.

Inventory Masters

- In **Item master**, while creating an item under a Group the **last selected Group** was not getting **retained** and **Primary** was getting displayed in Group field by **default**.

  This issue has been resolved. Now last selected Group is getting Retained in Item Master creation screen.

- While creating a **stock item** if **Unit of measure** was not specified and total **opening balance** value was entered in **Amount** then the Item allocation to each **godown** were not getting **appropriated** properly.

  This issue has been resolved. Now the Opening Balance for the stock item given in Amount can be appropriated properly for each godown.

- While creating a **BOM** (**Bill of Materials**), in the **components** selection screen the **godowns** were displayed without **Quantity** in **List of Godown** screen.

  This issue has been resolved, now the Quantity in each godown is displayed in Lists of Godown screen.

Inventory Reports

- For an Item having **Costing Method** selected as **FIFO**, the **Consumption value** was getting displayed wrongly in **Stock Summary report**, when **Sales entry** was Passed.

  This issue has been resolved.

- In **Movement Analysis report**, when a **new column** or **auto column** is added for **Stock group analysis**, the first Column value was repeated when **F6: By Ledgers** was pressed.

  This issue has been resolved.

Payroll

- When the **Per Day Calculation Basis** was defined as **User Defined Calendar Type** for any Pay Head, the system was not allowing the user to change **Per Day Calculation Basis** to **As per Calendar Period**.

  This issue has been resolved.

- When Salary/PF/ESI **Payment Voucher** is processed for the Employees (who were converted from **Cost Centre** to **Employees**) the values were not calculating properly.

  This issue has been resolved.

- In **Pay Slip**, under attendance details **Attendance/Production Type** break up was not capturing the values when **Attendance** and **Overtime** were passed in a single **Attendance Voucher**.

  This issue has been resolved.

Quick Setup

- Application was allowing the **user** (of a company) **to alter the company features** (Excise for Manufacturer/Dealer, TDS and VAT) from **Quick Setup**, for whom the **full access to company features was disallowed** in the **Security control.**

  This Issue has been resolved.

Stock Valuation

- The **Closing stock Value** were not considering Debit Note amount, if **FIFO valuation** method has been selected in stock item master.

  This issue has been resolved.

VAT

- On creating a **VAT Commodity** with **HSN Code** and **VAT Commodity** code and selecting the same while creating stock item, the HSN code was being captured with commodity name.

  This issue has been resolved and the VAT Commodity code is being captured with name of commodity.

- On recording an entry in debit note for inter-state purchase returns with CST, the tax amount was being doubled and added to the assessable value in CST **Forms Issuable** report.

  This issue has been resolved.

- In debit note, the CST amount entered with inter-state purchase returns was getting added to the assessable value in Ledger-wise **Forms Issuable** report.

  This issue has been resolved.

- The composition tax ledger selected while recording purchases in item invoice was not being displayed in alteration mode.

  This issue has been resolved.

- On selecting ledgers grouped under **Indirect Incomes** with non-taxable VAT/Tax classifications (for e.g. Sales - Exempt) while invoicing sales transactions, the assessable value was not being captured in **VAT Classification Vouchers** screen of VAT Computation report.

  This issue has been resolved.

- On recording purchases in voucher mode or journal voucher by selecting the category as **Out of Scope**, the purchase value was not being captured in **GST Analysis** report of Singapore GST enabled Company.

  This issue has been resolved.

- On selecting two purchase ledgers with the same VAT/Tax class in purchase voucher mode, the assessable value of only the second ledger was being captured in VAT Classification Vouchers screen of VAT Computation report.

  This issue has been resolved.

2.3 Auditors' Edition

Statutory Audit

Auditing

- While drilling down from the **Total** columns for the **Related Party Transactions**, the option to display the **Alias Names** (specified in the **F12: Configuration**) was not working.

  This issue has been resolved.

- Drilling from the Total column of **Salary / Wages Payment Summary** was displaying the **Head Count** details even when this option was set to **No** in the **F12: Configurations**. Drilling down from **Salary / Wages Payment Summary** now displays the Employee wise Payment Summary.

  This issue has been resolved.

- The **Amount Range Sampling Method** was not working when for the parties for which **Forex transactions** were also passed.

  This issue has been resolved.

- The **Alt+F1** button to display detailed mode and **F4** button to filter a Group was not working in the **Sampling Configuration** screen.

  This issue has been resolved.

- While remotely auditing the **Micro, Small & Medium Enterprises** – Ledger Vouchers, and then drilling down from the **Audited** column was not displaying the Audited Vouchers.

  This issue has been resolved.

- During the remote access, the **F4: Change Voucher** button was not working in the **Forex Vouchers** screen.

  This issue has been resolved.

- While remotely auditing the **Micro, Small & Medium Enterprises** – Ledger Vouchers, the **Audit Status** and **Audit Note** were not getting displayed for the **On Account** transactions when drilled down from the **Total** column.

  This issue has been resolved.

- **Related Party Transactions - Amount** was not displaying in **Closing Balance** column for the Party ledger for which only opening balance was given and drill down was blank in both local & remote.

  This issue has been resolved.

- **MSME Audit - Ledger** Field was not displaying the respective ledger name and ledger information on pressing **Alt+I**. Also, entries pertaining to the ledger account were not filtering on drilling down from **Audited** column.

  This issue has been resolved.

- **Sampling Methods**: The description of **Sampling Method** was incorrectly displayed on selecting any other group in verification of Sampling Vouchers screen.

  This issue has been resolved.

- In **Verification of Vouchers** - **Ledger Vouchers** report the **F4: Ledger** button was not displaying the List of Ledgers for selection.

  This issue has been resolved and now when **F4: Ledger** is pressed the **List of Ledgers** is displayed.

Data Analysis

- In the **Verification of Chart of Accounts** report, the option **Show Ledgers of following Types** to filter **Revenue** or **Non Revenue** items in the **F12: Configuration** was not working properly.

  This issue has been resolved.

- In the **Verification of Stock items** report, the option to **Show the stock items exception wise** was not working.

  This issue has been resolved.

- The **Exception** Types filter in the **F12: Configuration** screen for the Ledger wise report for the **Verification of Chart of Accounts** was not working.

  This issue has been resolved.

- Drill down to **Ledger Vouchers** from the **Verification of Vouchers** report was not working when the **Previous Year's** data was in a different data folder.

  This issue has been resolved.

- The **Variance Amount** column was blank when one **Cost Category** is compared with another **Cost Category** in the **Analytical Procedures** report.

  This issue has been resolved.

- The **F4: Compare** button displays the **Cost Centre** and **Cost Category** parameters for comparison even when these features are not enabled for a company in the Company Features.

  This issue has been resolved.

- On remotely viewing the S**tatutory Payments** report by drilling down from **Tax Collected at Source**, press **Alt+F1:Detailed** mode and on pressing the enter key from the bill, Tally.ERP 9 was crashing.

  This issue has been resolved.

- In **Verification of Stock Items** the **F12: Configure**, Stock Item of type wise was not working.

  This issue has been resolved.

Financial Statements

- **Inventory** value for **Previous Year Company** was considering both **Stock Summary** value + **Stock-in-hand ledger** value, hence incorrect amount was displayed.

  This issue has been resolved.

- While accessing the **Schedule-VI Profit & Loss A/c** remotely, by pressing **Enter** on exception to Profit & Loss A/c **Previous Year Ungrouped (Primary)** an irrelevant message was displayed.

  This issue has been resolved.

- While displaying or printing the **Schedule Summary** from **Schedule-VI** reports the **Groups & Ledger** were not aligned properly.

  This issue has been resolved.

- While accessing the **Schedule-VI Balance Sheet** remotely, the **Previous Year's Stock in Hand** values where same as **Current Year's Stock in Hand** values in the detailed mode.

  This issue has been resolved and now the **Stock in Hand** shows the correct values for both years.

- The **Security Controls** for **Statutory Audit** and **Financial Statement**s were not working properly.

  This issue has been resolved.

- While moving the **Group Balances** in the **Schedule-VI Balance Sheet**, the Tally.ERP 9 was going into loop and closing in some specific scenarios. Example, if **Group A** was moved into **Group B** and then if **Group B** was moved into **Group A**, Tally.ERP 9 was getting into loop and closing.

  This issue has been resolved.

- The **Scale Factor** used for displaying the Amount values for the **Schedule-VI Profit & Loss A/c** statement was not getting displayed in the report.

  This issue has been resolved.

- Under **Schedule-VI Profit & Loss A/c**, **INCOME** and **EXPENDITURE** title was getting shrinked after any change done in the option **F12: Show Income as and Show Expenditure as**.

  This issue has been resolved.

- By **Grouping** or **Reclassifying** any **Ledger**/**Subgroup**/**Group** to **Suspense A/c** of Tally Group, the same was not appearing under **Suspense A/c**.

  This issue has been resolved.

- The **Previous Years** value for **Profit & Loss A/c** were not displayed properly while entering into the **Schedule-VI Profit & Loss A/c** from **Schedule VI Balance Sheet** and then go back to **Schedule-VI Balance Sheet**.

  This issue has been resolved.

- Change in **Period** from **Schedule-VI Balance Sheet** was not retained for the **Schedule-VI Profit & Loss A/c** if enter from **Balance Sheet**.

  This issue has been resolved.

- The Ledgers present only in the **Previous Year** and having different **Group Names** in both the years were not appearing in the **Schedule Summary** report for the **Schedule VI Profit & Loss A/c.**

  This issue has been resolved.

- While moving the Group Balances in the **Schedule-VI Profit & Loss A/c** Tally.ERP 9 was going into loop and closing in some specific scenarios. Example, if **Group A** was moved into **Group B** and then if **Group B** was moved into **Group A**, Tally.ERP 9 was getting into loop and closing.

  This issue has been resolved.

- When **Sundry Debtors** having the **Sales Bills to Make** was moved to some other Group, the **Sales Bills to Make** was displaying the balances of **Purchase Bills to Come** in the **Schedule-VI Profit & Loss A/c**.

  This issue has been resolved.

- The **Sales Bills to Make** was displaying the amount for the **Purchase Bills to Come** in the **Previous Year** column when regrouping/classification done by using **Advance Configuration** say **Sundry Debtors Ledger balance having Debit balance to Sundry Creditor and Credit balance to Not Applicable**.

  This issue has been resolved.

- In the **Alt+F9: Master Configuration** for the **Schedule-VI Balance Sheet** and **Schedule-VI Profit & Loss A/c**, the **Shift+Enter** explode was not working.

  This issue has been resolved.

- The regrouping/reclassification for the **previous years Balances** under **Ungrouped (Primary)** were not happening in the **Schedule-VI Balance Sheet** report.

  This issue has been resolved.

- For a Single Company with more than two years data, some of the values were displayed incorrectly in the **Schedule-VI Balance Sheet** when the **Period** was changed.

  This issue has been resolved.

- Under **Schedule-VI Profit & Loss A/c**, Previous Year **Company Name** was getting shrinked when the **Company Name** was too long.

  This issue has been resolved.

- During the remote access for **Schedule-VI Balance Sheet**, the **Difference in Opening Balances** and **Unadjusted Forex Gain or Loss** were not displayed for the **Previous Year Company.**

  This issue has been resolved.

- The **Ledger Balance (Balance Type)** was displaying for those ledgers also which were not regrouped/reclassified by the Auditor in the **Alt+F9: Master Configuration** screen for the **Schedule-VI Balance Sheet**.

  This issue has been resolved.

- During remote access, Tally.ERP 9 was crashing while creating a Group from the **Schedule VI Configurations** screen in the **Schedule-VI Balance Sheet** report.

  This issue has been resolved.

- The **Discontinued Ledger** was not displaying any Balances when **Shift+Enter** keys were used to explode the **Group** in the **Schedule VI-Balance Sheet**.

  This issue has been resolved.

- The regrouping/reclassification options to move a **Ledger**/**Subgroup**/**Group** to its **Parent Group** (in Default Tally) was not working from the **Schedule VI Balance Sheet** screen using **Ctrl+Enter - Schedule VI Configuration**.

  This issue has been resolved.

- In the **Alt+F9: Master Configuration** for the **Schedule-VI Balance Sheet** and **Schedule-VI Profit & Loss A/c**, the **Shift+Enter** keys were displaying only first level details.

  This issue has been resolved and now the **Shift+Enter** also display the Ledger level details.

- Under print configuration Screen, option **Print Balance sheet along with Schedules?** and **Print with Signature to** were not getting restored to **No**.

  This issue has been resolved.

- In **Schedule-VI Balance Sheet** the **Stock in Hand** ledger value was displayed even when option **Integrate Accounts with Inventory** was set to **Yes**.

  This issue has been resolved.

- During the remote access for **Schedule-VI Profit & Loss A/c**, the **Shift+Enter** keys were not displaying the values for **Previous Year Ledgers** even when the values exists.

  This issue has been resolved.

- During the remote access for **Schedule-VI Balance Sheet**, the Ledger movement done based on the **Ledger Balances** using the **Ctrl+Ente**r keys was not happening correctly.

  This issue has been resolved.

- In the **Schedule-VI Profit & Loss A/c**, the amount of **Balance in Discontinued Ledgers** was not considered for the **Total Amount**.

  This issue has been resolved.

- The drill down into the **Ungrouped Primary** for Previous Year was not working in the **Schedule-VI Profit & Loss A/c.**

  This issue has been resolved.

- The Balance in Discontinue Ledger was disappearing, when the Group having the same was moved in the **Schedule-VI Profit & Loss A/c.**

  This issue has been resolved.

Tax Audit

Value Added Tax (Clause 21)

- The **VAT Payable** amount was displayed incorrectly when the current month payment entry was passed during the same month itself. When the payment entry was passed in the subsequent month, the **Payable Amount** for the subsequent month was incorrect.

  This issue has been resolved.

Tally.ERP 9 Series A Release 1.6 - (27.01.2010)

1. New Features

New Data Sync for Distributed Business Environments

- Data synchronisation is now revamped with new capabilities and behavioural changes to make the process simple, fast and wide-ranging. The following new capabilities of Data Synchronisation will help the distributed Business Environment to get the required information on right time:
  - **Enhanced Performance:** 40% to 70% performance enhancement achieved.
  - **One Way Synchronisation:** Send or receive vouchers from the client / server
  - **Filter Voucher Types:** Specify the type of vouchers that you need to synchronise
  - **Sync After Save:** Synchronise selected Voucher Types on save
  - **Online Snapshot:** Improve data exchange without Export or Import
  - **Control Opening Balances:** Available for Ledgers and Item Masters
  - **Multi-level Synchronisation Support:** Supports complex hierarchy or Complicated Organisation structures

Statutory Audit Tool & Schedule VI reports for Auditors' Edition

- A new powerful tool is provided to the Auditors' for performing the **Statutory Audit**. This tool is aimed at providing all the necessary tools that an auditor would need to analyse the Books of Accounts, discover exceptions, highlight deviations and generate the required Financial Statements as per Schedule VI formats.

  This tool is divided into two parts:

  - Audit & Analysis - this is further divided into two sections:
    - Data Analysis
    - Auditing
  - Financial Statements

Data Analysis

This tool provides the flexibility to load and compare two years data (Audit Year & Previous Year) whether both the years are in same data or split data in different folders and hence makes it possible for the auditor to compare the Audit Year data with the Previous Year's data and check if there are any deviations. Investigate and highlight specific exceptions which will help the auditor to highlight the issues in the Books of Accounts if any. The tool provides a step by step approach starting from checking the Chart of Accounts, verifying the Group/ Ledger Balances, conducting various Analysis to find deviations, check the statutory Payments made etc. Data Analysis consists of the following tools:

- Verification of Chart of Accounts
- Verification of Stock Items
- Verification of Balances
- Analytical Procedures

- Pending Documents
- Statutory Payments

Auditing

This section aims at providing the capability to scrutinize and Vouch the available transactions. Flexibility has been provided to enter the audit comments on the entire data or sampled data or specific data like audit of Forex transactions, transactions involving Related Parties, Outstanding from MSME's and payments made as Salary/Wages.

The following recommended Sampling Methods have been provided for Auditing:

- Amount Range
- Benford Analysis
- Even numbered Vouchers
- Odd numbered Vouchers
- Specific Period
- Specified Vouchers

Financial Statements

The following Financial Statements can be generated as per the Schedule format specified in the Company's act:

- **Schedule VI Balance Sheet**
- **Schedule VI Profit & Loss A/c Statement**

New functionalities like Cut (Move), Paste (To), Undo etc. have been provided to classify/re-classify any default Tally Group/Ledger Balances to prepare/modify the above reports without effecting the Client's data.

Quick Setup (Wizard)

- **Quick Setup** is a new feature being introduced with Tally.ERP 9. This is a **Single Window Statutory Masters Configuration** screen which guides the user to configure all the statutory masters (Accounts/Inventory/Voucher Types) required for the effective use of a particular statutory module.

  Quick Setup can be used to configure the masters for the following Statutory Modules:

  - Excise for Dealers
  - Excise for Manufacturers
  - Tax Collected at Source (TCS)
  - Tax Deducted at Source (TDS)
  - Value Added Tax (VAT)

Stock Query

- A separate button **S: Stock Query** has been provided to display the **Stock Query Report** for an item during the **Voucher Creation/Alteration** screen. This report will help the user to check the Stock position and other information related to the specific **Item** while creating/ altering a **Voucher/Invoice/Order** or during selection of an Item.

Mass Emailing

- A new **Mass Emailing** facility has been provided to help the user for sending multiple Emails to the respective recipients on click of a button.
  - This facility will help the user to send the **Outstanding Statements/Reminder Letters** to the Parties, send **Confirmation of Accounts** to the Parties and send **Pay Slips** to all or selected **Employees**.
  - A separate Email Exception (**E-mail IDs**) report has been provided to view and correct the Email Address details that were not entered or incorrectly entered while creating the masters (**Ledgers/Employees**).

Batch Report

- **Item-Batchwise report** is provided. Now the user can view a report of the stock item for a particular batch. This shows the inward and outward movement for the selected Batch.

1.1 Other New Features

Multi Page Excise Invoice Printing

- Provision to print **Multi Page Excise Sales Invoice** is now available. This feature helps to print excise invoice, where you have multiple items and need to capture details such as
  - Supplier's Bill(s) Detail
  - Stock Units with Duties 'passed on' details
  - Name/Address & Tax Registration Numbers of Manufacturer, Supplier & Seller.
  - Stock unit's details such as - who is the manufacturer, from whom the stock items are purchased and to whom we are selling.

  To print multi page excise invoice, the option **Print Multi Page Excise Invoice** has been provided in **F12: Invoice Printing Configuration** of Excise Manufacturer/Dealer Sales Invoice.

Multi Page Purchase Invoice for Dealer Excise

- Provision to print **Multi Page Excise Purchase Invoice** is now available. To print multi page Excise Purchase Invoice, the option **Print Multi Page Excise Invoice** has been provided in **F12: Invoice Printing Configuration** of Excise Dealer Purchase Invoice.

Consolidated e-TDS returns for Group Company

- Provision to generate **Consolidated E-TDS** returns of **all member companies** of a **Group Company** is now available.

  Currently, Tally.ERP 9 supports to generate consolidated E-TDS returns for

  - **Form 26Q** & **Form 27Q**

2. Enhancements

2.1 General Enhancements

Control Centre

- Provision to enter multiple mobile numbers is provided in My Profile.

Data Synchronisation

- Start time, End time and appropriate messages are displayed in the calculator pane of the client and server while synchronising the data.
- An option to update Ledger/Item opening balances modified at the server has been provided.
- The calculator pane of the synchronisation server company displays the following information **Synchronising with XXXXXXXXXXXX** for rule **XXXXXXXXXXXXX**.
- On synchronizing data, a cancelled voucher now appears in the Voucher Numbering Sequence at the receiving end.

HTTP/ FTP

- All SOAP and HTTP POST request / responses are now logged in a log file called tallyhttp.log available in the application folder.

Licensing

- Tally.ERP 9 is now compatible with Windows 7 operating system. The installer by default gives the locations where application needs to be installed and can be re-configured based on the user's choice.
- On detecting an expired license or subscription Tally.ERP 9 will automatically disconnect from **Tally.NET** Servers.
- On activating or reactivating product upgrades when the Tally.NET subscription had expired, Tally.ERP 9 displays the following message **Tally.NET subscription expired on XX-XX-XXXX. Valid Tally.NET Subscription is required to use this latest release. Please visit www.tallysolutions.com to renew your subscription**.
- For better clarity, the user interface for **Configure Existing License** is enhanced.
- Detecting the firewall on the license server, the Tally.ERP 9 installer prompts an appropriate message, On choosing to unblock, the installer includes the TallyLicenseServer.exe/ TallyAdmin.exe in the list of exclusions.
- Installing product upgrades into the license folder when the Tally.NET Subscription had expired displays the following message **Valid License File Exist. Tally.NET subscription expired on XX-XX-XXXX. Valid Tally.NET Subscription is required to use this latest release. Please visit www.tallysolutions.com to renew your subscription**.
- In case the License Server Port has to be changed after installation, the user had to edit TallyLic.ini. An enhancement has been provided to capture the port number in TallyAdmin tool.

Performance

- The performance for all the remote reports for Auditors' Edition of Tally.ERP 9 has been optimised for faster remote Auditing experience.
- Performance has been enhanced drastically related to memory optimisation and increased speed for **Movement Analysis** in **stock group movement analysis report** when **F6: By Ledgers/ By Item** is selected.
- Performance has been improved for the **Order / Delivery Note /Receipt Note** tracking and **Voucher Entry Alteration**.

  Now the time taken while tracking the **Order/Bills for Large number of items is improved drastically.** Voucher Entry alteration of Sales Invoice is also Improved (When **Use Common Ledger A/C for Item Allocation** is set to **No** in **F12:Configuration**).

Excise for Dealers and Manufacturers

- **Dealer Excise (Sales/Purchase) Invoice** - Performance of stock item selection has been optimised.
- **Excise Stock Register** and **Excise Purchase Bill Register** – Performance of quitting the Excise Stock Register and Excise Purchase Bill Register reports has been improved.

Printing and Rendering

- You can now use the mouse to scroll through the **List of Selected Companies** displayed even though the list does not appears in a single screen.
- The **Sales Invoice** prints the manually provide Declaration during the remote access.

Support Centre

- In order to access the online help keywords to various **Support Centre** screens have been changed appropriately.
- The **Support Centre** is now integrated with **Shoper** and **Tally Developer**. This will enable the user to post issues/Queries from any Tally product and the queries are routed to their respective support desks.

Tally Admin tool

- Only one instance of **TallyAdmin** tool will be allowed to open at a time. In case the user desires to start another instance of the **TallyAdmin** tool the existing instance is reopened or highlighted.

2.2 Functional Enhancements

Accounting Masters

- **Set Exclude Groups** option has been provided for **Multi Account Printing (All Accounts)**. Now the User can Print the Ledger Accounts for Required Group.

Accounting Reports

- In **Multi Account printing** and **Ledger Vouchers Report Printing** an option **Start fresh page for Balancing** is provided.

  Now the User will be able to Print the Report on a fresh page based on the Balancing method selected.

Accounting Vouchers

- In **F12 Configuration** for transaction entry, an option '**Show Zero value Batches?'** is provided to allow zero valued batches to appear as active batches.

  Now the user is allowed to **view** the batches with zero quantity or **remove** the batches from the **List of Active Batches** with zero quantity while making the invoice, once the stock item of a particular batch has been fully utilized.

  In sales invoice under **F:12 configuration** when **Accept Supplementary details** is **No**, **Print default name** and **Address of party** is **Yes** and **Allow separate Buyer and Consignee Names** is **No** and on printing the invoice, in **invoice printing configuration** an option **print Complete Mailing details** is provided. On setting this option to yes, under Buyer field details like **Contact Person, Telephone No, Fax,** and **E mail ID** will appear.

Excise (Manufacturers/Dealers)

- In **F12: Invoice Printing Configuration** of **Excise Manufacturer/Dealer** Sales Invoice following new configuration option has been provided.
  - Print Excise Declaration: To print separate Excise Declaration in the excise sales invoice.
- The option **Set/Alter Excise Details** has been provided in **Ledger masters** grouped under **Branch/Divisions** to specify **Excise Details**.

Excise for Dealers

- In **Excise Dealer Sales Invoice** (print out), **RG 23D No.** column caption (where the sellers RG 23D No. details were being captured) has been renamed as **Seller RG 23D No.**

Excise for Manufacturers

- To update Service Tax Payment details, **Provide Details** option has been provided in **Service Tax Adjustment Journal entry**.
- **Excise Helper (L: Excise Helper)** has been provided in CENVAT Credit Adjustment **Journal Voucher** to
  - Auto compute the Excise Duty **Payable Amount** and CENVAT **Credit Available** for the period specified.
  - Adjust **Credit Available** partially/completely.

Inventory Reports

- The option in F12: Configuration '**Show Forex Transactions Only**' is provided in **Sales/ Purchase Order report** and **Sales/Purchase Bills pending report.** Now the User will be able to filter out only transactions passed using foreign currency.

Inventory Vouchers

- **Exporters' Details option** for **Sales Order** and **Importers' Details option** for **Purchase Order** are provided in **F12: Configuration**. Now the user can enter and print exporters'/ importers' details also while processing orders.
- The option **Print Serial No.?** for **Stock Items** is provided in **F12: Print Configuration (Stock Journal Print Setup)** while printing **Stock Journal voucher**. Now the user has the option to print stock item along with serial nos. while printing the Stock journal voucher.
- The option **Print Rate Column** is provided in **Print configuration** for **Stock journal, Manufacturing journal** and **Stock transfer voucher types,** if users do not wish to disclose the rate details.
- While **Printing** a **Stock Journal, Manufacturing journal** and **Stock transfer vouchers**, a new option **Method to use for Stock Item Name** is provided in **Printing Configuration**. Now the User can print the **Alias, Description, Part no. etc.,** for an item.

Payroll

- A new **Calculation Type** - **User Defined Calendar** is provided to calculate the salaries based on the user defined days in each month. This feature will provide the flexibility to have different working days in each month by considering the Saturdays, Sundays or any Holidays etc.

  The user can enter the **User Defined Calendar days** in the **Default Value to Fill** field in the **Attendance Autofill** screen.

- A new option **Exclude for ESI Eligibility** has been provided to **include** or **exclude** the selected Pay Head from ESI Gross Eligibility calculation. This option should be set to **Yes** for the **Earnings Pay Heads** which needs to be considered for **ESI Calculation** but not for **ESI Eligibility Gross.**
- The **Pay Sheet** will now display the Pay Heads based on the **Position Index** assigned in the Pay Head Master screen using **F10: Edit Sort** button option.
- In the **Multi Employee Alteration** screen, **F5: Skip Category** button has been provided. When this option is selected, the cursor will skip the **Category** field to save time while creating/altering multiple employees.

VAT

- New fields have been introduced to capture the **CST Number** of **Buyer** and **Consignee** in **Party Details** screen and the same will be printed in the invoice formats of purchase/sales provided for VAT, Excise for Dealer and Excise for Manufacturers.
- On recording zero rated sales and generating the print preview of the invoice, the **VAT%** column will display **'0'** or will be left blank.
- VAT Annexure can be printed by providing the page numbers using the **G: Page Nos.** button (Ctrl+G) and providing part name in **Range to Print** sub-screen.
- The option **Used in VAT Returns** will be displayed for ledgers grouped under Indirect Expenses/Incomes to facilitate selection of VAT/Tax Class in the ledger creation/alteration mode.
- The facility to apportion the value of additional ledgers to assessable value is provided for entries made using **composite VAT** classifications.

- In VAT Reports menu, the option - **VAT Commodity** is provided. In the **VAT Commodity** menu, the **Purchase** and **Sales** options will be displayed to view the classification wise breakup of Commodities for **Purchase** and **Sales**. This report can also be generated for Purchases/Sales using the **F4: Commodity Report** button displayed in **VAT Computation** screen.

2.3 Stat.900 Compliance

- The **Stat.900 Version 99** is compatible with **Tally.ERP 9 Series A Release 1.6**.

2.4 Auditors' Edition

Tax Audit

Tax Deducted at Source (Clause 27)

- While viewing the party wise **TDS Bills**, a separate button **F8: Show Ledger** has been provided to display the complete Ledger extract with the details of all **Ledger Vouchers.**

2.5 TDL Enhancements

In this release there have been enhancements at the User Defined Functions, Collections and Actions.

It is now possible to program the configurations for the Actions-Print/Upload/Export/Mail. This breakthrough capability has enabled us to deliver the mass mailing feature in our product.

The collection attribute Keep Source is enhanced to accept a new value i.e 'Keep Source: ().This is done with an aim to improve the performance. The Loop Collection capability has paved the way for displaying and operating on Multi Company Data along with ease of programming.

We are enriching the TDL language with more and more procedural capabilities by introducing $$LoopIndex and Looping construct FOR RANGE. There have been some changes in the Action NEW OBJECT as well.

With the introduction on the function SysInfo, it is now possible to retrieve all system related information consistently using a single function.

Programmable Configurations for Print/Export/Upload/Mail actions

- In Tally.ERP9, Actions **Print**, **Export**, **Mail and Upload** depend upon various parameters like *Printer Name*, *File Name*, *Email To*, *etc*. Prior to execution of these actions, the relevant parameters are captured in a Configuration Report.

  There are situations when multiple reports are being printed or mass mailing is being done in a sequence. Subsequent to each Print or Email Action, if a configuration report is popped up for user input, this interrupts the flow, thereby requiring a dedicated person to monitor the process which is time consuming too.

This has been addressed in the recent enhancement in Tally.ERP 9, where the configuration report can be suppressed by specifying a logical parameter. Also, the variables can be set prior to invoking the desired action.

User Defined Function-Enhancements

Looping Construct-For Range

- A new looping construct has been introduced inside User Defined Functions. It is now possible to execute a loop over a finite range of number/date values. i.e. if a loop has to be executed 50 times then the range of counter variable has to be specified from 1 to 50. For Date range it is possible to iterate over day, week, month or year.

New Function-$$LoopIndex

- In a programming language usually a loop is executed for a finite no of times using a counter variable.The nesting of loops can go upto infinity. There are scenarios where the current value of the loop variable may be required for intermediate computations. The new function $$LoopIndex is used to provide the iteration count of the current loop or the outer loops upto any level.

Action New Object-Changes

- The Action New Object inside User Defined Function takes Object Type and Object Identifier as parameters. In case Object Identifier is not specified a new object of the specified type is created. If the Object Identifier is specified and the object with this identifier does not exist in the database the Action Save Target will fail. To overcome this we have introduced an additional logical parameter "Force Create Flag" along with Object Identifier to allow automatic creation of a blank object of the type, if the identified object does not exist in the database.

Collection Attribute Value -Keep Source: ().

- The attribute KeepSource takes different values which is used to specify, the In memory source retention of the collection. The various specifications like .,..,Yes, No were used earlier for this. The source collection is retained along with the data object associated with the UI(User Interface) object in the current UI(User Interface) object hierarchy as per specification. The newly introduced specification "**().**" is used to keep the source collection with the parent UI object which is either Report, Menu or Function.

Collection Attribute-"Collection" Changes-Loop Collection

- We are aware that it is possible to gather the data from multiple collections in one collection using the attribute "Collection" of the Collection Definition. The resultant data in the collection is the union of all objects gathered from the list of data collections specified as comma separated list. The 'Collection' attribute of collection definition is enhanced to repeat and combine the same data collection dynamically based on the number and context of each object in another collection referred to as "Loop Collection"

New Function-SysInfo Introduced

- Prior to this release there were a few functions existing in the platform which were used to retrieve system related information. To name a few, MachineDate returns System Date, MachineTime returns System Time etc. There was a requirement to fetch few other information like Windows User Name, IP Address etc.

For consistency, a single function SysInfo has been introduced which accepts different parameters based on the requirement and subsequently return the desired result. The parameter is a keyword like ApplicationPath, CurrentPath, SystemDate etc

3. Issues Resolved

3.1 General Issues

Import Export

- Exporting the cost centre report was restricted to 250 columns in MS Excel.

  This restriction is now removed and the entire cost centre report is exported without any restrictions on the number of columns.

- When a SOAP request is sent to Tally.EPR 9 in the current format, it returns an XML response in the previous format.

  This issue has been resolved.

Licensing

- When License Server and Tally.ERP 9 are installed on the same system, the license server does not serve license to the local client in case the system does not have an IP Address.

  This issue has been resolved.

- A valid message is now displayed on detecting the incompatibility in the license file format which occurs on generating the offline license request file using the previous release of Tally.ERP 9 and processed using the current release of Tally.ERP 9.
- Tally.ERP 9 will not restart in client mode if the rental license activation had failed and the auto installation of the license server is successful.

  This issue has been resolved.

- Attempting to activate Tally.ERP 9 Silver license from the client machine. The following error message is displayed **You cannot activate Single User Serial through License Server. Please configure existing license for Single User and try again**.
- Offline activation of a promotional Tally.ERP 9 license displays an appropriate message as this is not allowed. The message displayed is **Could not Connect to Internet. Promotional Rental License Activation is not supported in Offline Mode.**
- Appropriate buttons in **TallyAdmin** toolbar button were not getting enabled based on the state.

  This issue has been resolved.

- During activation, Tally.ERP 9 back calculated the system date by one day lesser than the actual date. The system treated this as backdated activation and hampered the activation process.

  This issue has been resolved.

- The time zone of the system requesting license activation is not considered for validation. As a result activation request from other time zones were displayed the message **System Date is altered**.

  This issue has been resolved.

MAV/Crashing

- In a multi-user environment, when a user is passing the sales transaction and another user is trying to access the **Columnar Sales Register** for the same month, Tally.ERP 9 crashes. This issue has been resolved.

Printing and Rendering

- Manually provided declaration in the sales invoice is not printed from the client during remote access.

  This issue has been resolved.

Support Centre

- Tally.ERP 9 crashes on logging in to select the remote account in the **Zoom In Content** mode.

  This issue has been resolved.

- Open an issue in **Zoom In** mode and then click the attachment of an interaction with same ticket number causes Tally.ERP 9 to crash.

  This issue has been resolved.

- Tally.ERP 9 crashes on clicking the link to an attachment for a closed issue.

  This issue has been resolved.

- Open the **Support Centre** for a **Multi-Site** account, Group by Site, view in condensed mode and login remotely to a Single Site account, the site name appears 0.

  This issues has been resolved.

- Issues posted from a single site account were not tagged to the **Primary** Site ID.

  This issue has been resolved.

- On logging in remotely to the support centre, the same user would also login as a remote user and on logging out from the support centre, the remote user did not logout automatically. This issue has been resolved.
- Login remotely and select the local Account ID the site details were not refreshed.

  This issue has been resolved.

Split

- Tally.ERP 9 crashes on splitting data that contains a renamed default Cash ledger.

  This issue has been resolved.

- Splitting in Tally.ERP 9 stops if the data contains renamed default Voucher Type masters.

  This issue has been resolved.

Synchronisation

- Tally.imp file had inadequate information for data synchronized in **Educational** mode for vouchers with dates commencing from 2nd and ending on 31st of the month.

  This issue has been resolved.

- The Godown details do not get updated on the client when synchronising an altered Stock Journal with Voucher Class.

  This issue has been resolved.

- Synchronising an altered transaction between multiple servers clients creates duplicate vouchers.

  This issue has been resolved and will result in an enhancement where Tally.ERP 9 supports **Multi-level Synchronisation**.

- Synchronise data between the client and server company having identical ledger names with different opening balances, the ledger balance of the last updated company is updated at the client and server which resulted in erroneous balances in the Outstanding reports.

  This issue has been resolved.

- When the same item is selected within the Bills of Material and the voucher synchronised, Tally.ERP 9 crashes.

  This issue has been resolved.

Tally.NET

- While creating a company the **Statutory Compliance** for field is set to **None**, the **Tally.NET Features** options appears below **Quit** in **Company Features** menu.

  This issue has been resolved.

- When Tally.ERP 9 is connected to **Tally.NET** and detects an expired subscription, the information is not updated to Tally.NET servers.

  This issue has been resolved.

3.2 Functional Issues

Accounting Masters

- In **Voucher class** of Credit note, Debit note, Delivery note, Receipt note, Purchase, Purchase order, Sales and Sales Order **Voucher types master**, the **alignment** of '**Override using Item Default?**' field was **wrong,** when **VAT** was disabled**.**

  This issue has been resolved.

- While creating a **Duty Ledger** under Duties & Taxes group, the options available under **Method of Calculation** field were not refreshing when the option under Type of Duty/Tax field was changed from Excise and Duty Head to Others.

  This issue has been resolved.

Accounting Reports

- If the **transactions** has been entered with the option **Narration for each entry** (activated in Voucher type) along with the narration then if **Shift+Enter** was pressed in any **voucher report** to view the transaction in **exploded** mode, the **narration** for the first line item was getting displayed.
  This issue has been resolved, now the narration for each entry for all the Ledgers will get displayed in the Voucher.
- In **Remote Client**, the Cash book report title was wrongly displayed, while printing Cash Book from **Multiple Account Printing**, if Cash Book was selected, it was displaying **Cash Ledger Account** as **Report Titles** instead of **Cash Book**.

  This issue has been resolved.

- While drilled down from **Display > Account Books > Group Vouchers > Select a Group > F6: Monthly** and press **Alt+C** to compare between two financial year. The **Monthly Closing balance** was wrongly displayed in **Group monthly summary report.**

  This issue has been resolved.

- When drilled down to Group Vouchers menu from **Display > Account Books** and **select Primary,** Tally.ERP9 goes back to **Account Books Menu** screen.

  This issue has been resolved, now the **Primary** Group has been removed from the **List of Groups** as it is not required in **Group Voucher** menu.

- When a **ledger** was **exported** in **detailed mode** in **Excel format**, The **opening balance** of ledger was not shown under **proper heading.**

  This issue has been resolved.

- While generating **Extract of Sales/Purchase Register**, the option '**Entered/Altered By**' was not required.

  This issue has been resolved, now the above option has been removed from Extract of Sales/ Purchase Register.

- In **Ledger Voucher Reports**, the **C: Contact** button is not getting enabled for the Ledgers where **Maintain Balances Bill-by-Bill** option was **disabled.**

  This issue has been resolved. Now the **C: Contact** Button is enabled for Ledgers when Maintain Balances Bill-by-Bill is disabled and also for those Ledger Masters for which Contact Details can be entered.

- While **printing** the **Daybook** or any other report in **Dot Matrix mode**, when **narration** was lengthy then the alignment of **Debit Amount** is not proper**.** Also the **secondary Ledger** of a particular Voucher was getting printed from **Date Column**.

  This issue has been resolved.

Accounting Vouchers

- While tracking **Sales order** to Sales or **Delivery note** with the party name containing **Special characters** for ex. D'sons & Traders, then an **error message** was displayed in calculator panel.

  This issue has been resolved.

- When a **purchase entry** was entered in **voucher mode** with cost centers selected and when the same was printed after enabling the options '**Print in voucher format?**' and '**Print cost allocations in voucher format?**' in the **Purchase print configuration**, The **cost center details** were not getting printed.

  This issue has been resolved.

- If **Print State and PIN Code with Address** option was set to **Yes,** from Gateway of Tally > F12: Configure > Printing > General and while passing a sales entry if the option '**Accept Supplementary details**' was set as **No** and '**Print Default Name & Address of Party**' was set to **Yes,** in **F12: Configuration**, then **State and Pin code** of a party was not getting printed in **Sales Invoice**.

  This issue has been resolved.

- While printing **Material Consumption Summary** report, the '**Sorting Method**' option in **print configuration** was not required.

  This issue has been resolved, now the option has been removed from the print configuration of Material Consumption Summary.

- While **printing** a **Purchase voucher** and **Debit Note**, when the option '**Print in Simple Format** in **Printing Configuration** was set to **Yes,** the cursor was moving to the option **Print in Voucher Format.**

  This issue has been resolved. Now the cursor skips **Print in Voucher Format** field.

- The option **Print in Voucher Format** in **Debit Note Printing Configuration** was not working while printing **Debit Note voucher**.

  This issue has been resolved.

- While passing a **Sales/Purchase** Invoice, **Invoice number** was not getting captured in **Bill wise details** subform.

  This issue has been resolved. Now for **Sales Invoice**, **Invoice number** and for **Purchase Invoice**, **Reference number** is being captured in Bill wise details subform.

- While Creating or altering the **purchase invoice**, If the amount for **additional Cost ledger** was entered as **negative** value and the invoice was converted into voucher mode then the amount of **additional cost details** was appeared as **positive** value in **Item allocation subform**.

  This issue has been resolved.

- When a **purchase entry** was entered with **Godowns** enabled and with **additional cost of purchase** included, if the additional cost of purchase details was **changed** in alteration mode of voucher then the details was not getting **saved** after saving the voucher.

  This issue has been resolved.

- When the option **Print cost allocation in voucher format** was set to **No** in **Purchase Voucher Printing Configuration,** in entries like **Payment, Receipt, Journal, Debit note, Credit note** and **Purchase voucher**, the **cost centre details** were not displayed.

  This issue has been resolved.

- While printing **Payment, Receipt, Journal, Contra voucher**, the term **Ch. No.** was getting printed even when the cheque no. is left blank in **narration** field.

  This issue has been resolved, now the term Ch. No. is not getting printed when it is not provided in narration field.

Remote Display issues

- When a **Sales invoice** was passed and on changing the **Party ledger** on the **server side**, the **Remote Client** was still displaying same old party name.

  This issue has been resolved.

- In any of the **Vouchers, Alternate units** was not displayed.

  This issue has been resolved.

- In the **Sales Order Screen order number field was appearing as reference. In Purchase Voucher display** screen, the **Supplier invoice number** was appearing as **reference.**

  This issue has been resolved.

- **Narration** was not displayed when **Multiple lines** are present in narration field.

  This issue has been resolved.

- In **Rejections In** the **Reference number** field was appearing.

  This issue has been resolved.

- In Sales voucher, **MRP** was not displayed.

  This issue has been resolved.

- The **Mode of payment** field in **POS** Invoice were not captured.

  This issue has been resolved and now **Single payment mode** appears.

- If **POS** entry was printed from display it was printed as **Normal sales invoice.**

  This issue has been resolved and now it is printed in POS invoice format.

- In **Purchase** voucher, the **Supplier Invoice number** and **Date field** were not appearing in **Voucher mode.**

  This issue has been resolved.

- In **Debit note/Credit Note** the **Reference number** field was not captured in **voucher mode**.

  This issue has been resolved.

- In **POS** invoice entry, on pressing **F12, the Configuration** screen of **Normal Sales invoice** was appearing.

  This issue has been resolved.

- In **Excise sale** the **F12 printing configuration** was not having the **Excise related options**.

  This issue has been resolved.

- In the **Server** when **Tax invoice** was enabled and required declaration was set in the **Sales Voucher type**, the same was **printed** incorrectly at the **Remote Client.**

  This issue has been resolved.

- In **Remote Client**, while printing **Sales Order, Sales** and **Purchase Order**, the **VAT/ TIN** or **sales Tax No**., **Buyers Service Tax Number** were not captured.

  This issue has been resolved.

- In **Remote Client**, while printing **Receipt note** the **Buyer's Company's TIN / Sales Tax no.** were not captured.

  This issue has been resolved.

- In **Remote Client**, while printing **Sales Invoice** the **Batch details** were not captured.

  This issue has been resolved.

- In **Remote Client**, the **Manufacturing date** and **Expiry Dates** were not captured in the **Delivery note** display.

  This issue has been resolved.

- In **Remote Client**, while printing **Payment voucher /Journal Voucher**, the **Cost category and Cost Centre details** were not captured.

  This issue has been resolved.

- In **Sales** voucher when **print preview** is selected in **simple format** and when **VAT %** is set to **Yes,** The VAT % is appearing as **Nil** in **VAT column** and the **VAT Amount in Words** is also not appearing.

  This issue has been resolved.

- While printing **Sale Order**, the name of the **Debtor** was not captured from the **Second Page Onwards.**

  This issue has been resolved.

- In **Remote client** while printing **Credit Note / Debit note** voucher, the **Cost Centre, Bill Reference** and **Voucher Totals** were not **Printed.**

  This issue has been resolved.

- In **Remote Client**, **Alternative units details** were not printed in **Sales/ Purchase invoices**.

  This issue has been resolved

- While **Printing Sales/Purchases**, the **Party name** was not picked from the **Mailing Address** and the ledger name was printed instead of name mentioned in the Mailing address (in case both are different).

  This issue has been resolved.

- In **Remote Client**, while printing **Optional voucher**, **normal invoice** is **printed** instead of **Proforma invoice.**

  This issue has been resolved.

- In **Remote Client**, while printing **Sales order**, **Due on** column was appearing **blank.**

  This issue has been resolved.

- In **Remote Client**, while printing Invoice, the **Discount Column**, **Print Sub-totals for each line, VAT Percentage, Amount in words for VAT** were not appearing.

  This issue has been resolved.

- In **remote client** voucher the **Statutory details** are displayed in detailed mode

  This issue has been resolved.

Bank Reconciliation Report (BRS)

- **BRS (Bank Reconciliation Statement)** Report was hanging during **Navigating** Between each **voucher Lines**.

  This issue has been resolved.

- In **BRS (Bank Reconciliation Statement)**, if a Bank Account consist of entries in both **Base currency** and **Forex currency** then the entries with Base Currency were coming as **Blank lines** along with the Forex entries, when the option **Show Forex Transactions Only** was enabled in **F12:Configure**.

  This issue has been resolved, now the blank lines are getting removed in the Bank Reconciliation Statement.

Company Master

- While creating a Company, if **Bangladesh** was selected from the **List of Countries** for Statutory Compliance, the **currency Name** and **Symbol** were showing wrong values. It was showing the **Base Currency Symbol** as **Taka, Formal Name** as **Takas** and **Symbol for Decimal Portion** as **Poisha.**

  This issue has been resolved, now the **Base Currency Symbol** is showing as **Tk, Formal Name** as **Taka** and **Symbol for Decimal Portion** as **paisa.**

Excise for Manufacturers

- In **CENVAT Availing Debit Note** voucher **print out** –
  - **CENVAT Ledger** was printing in **Party Ledger** filed
  - **Education Cess** and **Secondary Education Cess** amount was printing as **Negative Value**

  This issue has been resolved.

- During **Remote access**, when the **Excise Sales Invoice** in **Voucher Display Mode** was printed application was printing **Commercial Invoice** instead of **Excise Invoice**.

  This Issue has been resolved.

- In **Excise Duty Allocation** screen of **CENVAT Adjustment Journal Entry**, application was consuming time to select the references of **Excise Duty Ledger**.

  This issue has been resolved.

- **Buyer Order No.** was being displayed in the **Invoice Print Preview** even when the option **Print Order Details** was disabled in **Invoice Printing Configuration**.

  This issue has been resolved.

- **Excise Serial Number** was being changed in **Excise Sales Invoice** when the **CST Form number** and **date** of issue of form was updated from **CST Form Receivable** report.

  This issue has been resolved.

- On exporting **Multi Item Daily Stock Register** in **Excel** format, application was exporting only the **First** and **Last** stock item of the report.

  This issue has been resolved.

- In **Excise Debit Note** voucher, **Excise duty** was not being calculated when the **Nature of Removal** selected was **Special Rate**.

  This issue has been resolved.

Final Accounts

- In **Remote Access**, While viewing the vertical **Profit and Loss account with Percentages**, the percentage details were shown as **negative** values.

  This issue has been resolved. Now appropriate values are getting displayed.

- In **Remote Access**, While viewing **monthly columnar report** for **Profit and Loss Account** the **sub group/sub total balances** for **Indirect Expenses Group** were showing incorrect values.

  This issue has been resolved.

- In the **List of Accounts**, after alteration of the Ledger Master, the **Cursor** was getting **moved** to the **parent group** instead of retaining the cursor on the same ledger.

  This issue has been resolved.

Godowns

- If **Inventory Values are affected** was activated in **expense ledger master** and while passing a payment voucher if the amount of expense ledger was entered without any **quantity** specified, then the same was not getting **appeared** in the **Godown Summary report.**

  This issue has been resolved.

- If a **physical stock voucher** was passed with an stock item where more than one **godown was** selected with **opening balances** in each godown and accepted. The **Outwards Quantity** column in **Godown Vouchers report** was showing **wrong** values.

  This issue has been resolved. Now the Outwards Quantity is getting calculated according to physical stock voucher entered.

- In Remote Access, When **Profit and Loss Account** was viewed in **Vertical mode** and if **valuation method** was changed to any other method like FIFO etc., apart from Default, using **F7: Valuation**, the **Gross Profit/Loss figures** were not changing.

  This issue has been resolved, now the Gross Profit/Loss figures are updating as per the valuation method selected.

Inventory Reports

- In Stock voucher report, If ALT+D was pressed on Sales Bills Pending/Purchase Bills Pending line item, Tally.ERP 9 was displaying Memory Access Violation error message.

  This issue has been resolved.

- When drilled down to **Stock voucher** screen from Stock Summary report and enable the option **Show Tail Units of Compound units** in **F12: Configuration**, the option was **not functioning.**

  This issue has been resolved.

- The **inward rate** was **not calculating** properly in **stock summary report**, If a **purchase transaction** was entered in **another currency** other than **base currency** and another purchase entry is entered in **base currency**.

  This issue has been resolved.

- **Sorting method Alphabetical (Increasing & Deceasing)** selected in **F12: Configuration** was not working in **Stock Voucher report** as **party names** were not showing in alphabetical order as expected.

  This issue has been resolved.

- **Remove Line, Restore Line** and **Restore All** buttons are not available in **Inventory Reorder Status** report.

  This issue has been resolved. Now Remove Line, Restore Line and Restore All buttons are enabled.

- In **Item master** if the options **Treat all Sales as New Manufacture** and **Treat all Purchases as Consumed** were set to **YES**, the **Stock summary report** and **Godown summary report** were showing incorrect values.

  This issue has been resolved.

- In **Sales/Purchase Bills Pending Report** the options **Show Bills Made but Goods not Received** and **Show Bills Received but Goods not received** in F12:Configuration, and in **Sales/Purchase Orders Outstanding Report**, the options **Show Goods delivered but Orders not Received** and **Show Goods received but Orders not sent** in F12:Configuration, are Set to **Yes** by default.

Inventory Vouchers

- While tracking the **Sales/Purchase Order** or **Delivery/Receipt Note** against **Sales or Purchase Invoice**, where one item without having units of Measure and second item with units of measure selected, the item without having units of measure was not appearing.

  This issue has been resolved.

- If **Tracking Number** was enabled and a **Purchase** or **Sales transaction** was passed by providing new Tracking number in **Supplementary details** sub screen, An **error message** was getting displayed in **calculator panel.**

  This issue has been resolved.

- While Tracking the **Purchase Order/Sales Order** with **Receipt Note/Delivery Note** or **Purchase Invoice/Sales Invoice** where the **Item value** and **Expense Ledger** are mentioned in **Foreign Currency**, then on **tracking** the Expense Ledger, the Value was getting displayed in **Base currency** instead of **Foreign Currency**.

  This issue has been resolved, now expense ledger is getting displayed in **foreign currency**.

- If a **Stock journal voucher** with **voucher class** was entered with one or more stock items and accepted and when the same voucher was **altered** to accept one more stock item and specify the **Quantity** then the **Rate** of the item was not getting appeared **automatically.**

  This issue has been resolved.

- While **tracking** a **Purchase/sales order** against **Receipt/Delivery Note** or against **Purchase/Sales invoice**, the **zero valued item** entered in **order** was not getting appeared.

  This issue has been resolved.

- When a **Zero Valued Delivery/Receipt note** was passed and **tracked** with **Sales/ Purchase invoice** and if the invoice was accepted using **Ctrl+End** then the **rate** and **value** was automatically **picked up** from the **last entered sales entry**.

  This issue has been resolved. Now the rate and value is retaining Blank value when Ctrl+End is pressed for the invoice.

- While passing a **stock journal** voucher, the **cursor** was moving to **rate field** when the **quantity** was not specified. The rate field was skipped only in case of stock items with batches.

  This issue has been resolved. Now the Rate field will be skipped for all the items when quantity is not specified.

- While passing a **Sales order/Purchase order** with **Foreign Currency**, with Service Tax enabled in **F11:Feature,** the **Bill Wise details** screen was popping up.

  This issue has been resolved.

Multi Currency

- While passing an invoice, if the item detail was entered in **foreign currency** and the **additional details** like expenses etc., was entered in **Base Currency** where one expense ledger was entered with positive value and another with Negative value resulting in zero affect, then the **Invoice total** was getting displayed in base currency instead of foreign currency.

  This issue has been resolved.

Payroll

- On Remote, the **Employee Pay Head Breakup** report was not displaying the values when **Alt+C** option was used to add another **Pay Head** to existing report.

  This issue has been resolved.

- When there are multiple **Sub Groups** created under the main **Attendance/Production Type**, the **Total Attendance** details were not printed in the **Pay Sheet**.

  This issue has been resolved.

- While passing the **Payment** entry for the **Provident Fund**, Tally.ERP 9 was displaying the **Out of Memory** error, if the number of Employees were more.

  This issue has been resolved.

- The **Pay Head Employee Breakup** report was displaying the **Unadjusted Gain/Loss**, **Opening Stock** and **Sales Bills to make** details when **F5: Led-wise** button was used to display the **Pay Head** wise information.

  This issue has been resolved.

- If the option **Cost Centres are applicable** is set to **No** for a Pay Head, then the respective Pay Head was not appearing in the **Pay Head Employee Breakup** report.

  This issue has been resolved.

- The **Pay Slip** was not retaining the selected period when **Page Up/Page Down** was pressed to check the Pay Slip for other **Employees**.

  This issue has been resolved.

- The **Payment Auto Fill** was not prefilling the values when the default **Payroll Voucher Type** was modified to create/alter a new Payroll Voucher.

  This issue has been resolved.

- When the **F2: Date** button was pressed in the **Attendance Voucher** screen after not saving the previously created **Attendance Voucher** using **Escape** button, the **Effective Date** field was also displayed along with the **Date** field.

  This issue has been resolved.

- The Employees who joined/resigned in the middle of the month were not appearing the Adjutancy Voucher even the necessary options are set to Yes in the **Payroll Configuration** screen.
- Drilling down to the **Employee Breakup of Pay Head** from the **Computation Report**, was making the following reports empty:
  - Trial Balance
  - Cash/Bank Books
  - Group Summary

  This issue has been resolved.

- The Professional Tax values were not getting calculated correctly when **Period** was used as **Calculation Period** instead of **Monthly**.

  This issue has been resolved.

- When the user was drilling down to the Voucher level, from the **Payroll Statutory Computation** report to alter the values, the Payroll Statutory Report was not getting refreshed.

  This issue has been resolved.

- While viewing the **Ledger Vouchers** report for **Pay Heads**, the Ledger name in the **Particulars** was displaying incorrect names.

  This issue has been resolved.

- If a particular **Pay Head's** calculation is defined on another **Pay Head & Attendance Type** and if the Attendance Voucher is not passed for the defined **Attendance Type** then payroll voucher was not getting processed.

  This issue has been resolved.

- While printing the **Payroll/ Payment Voucher** remotely, the **Employee Details** were not getting printed, even when the option **Show Employee Details** was set to **Yes**.

  This issue has been resolved.

- The **Accounting** buttons were appearing in the **Payroll - Payment Voucher Alteration** screen when navigated from **Payment Voucher.**

  This issue has been resolved.

- While passing the **Journal Voucher** for the computation of **Employer Other Charges**, if the **EDLI Contribution** is **Not Applicable**, then the **EDLI Admin Charges** were not getting calculated correctly.

  This issue has been resolved.

- While viewing the **Attendance Voucher** from the **Pay Sheet** or **Attendance Sheet**, the **Alt+Enter** button was not opening the Attendance Voucher in Display Mode.

  This issue has been resolved.

- The **E-mail ID** specified in the **Employee Master** was not picked up automatically while **E-mailing** the **Pay Slip** remotely to each employee one by one.

  This issue has been resolved.

- While passing the **Payroll** and **Attendance Vouchers** manually, it was not displaying the names of those **Employees** who **resigned/retired** in the middle of that month.

  This issue has been resolved.

- While drilling down from the **Pay Sheet** to **Employee Vouchers** screen, the **Current Total** and **Closing Balance** values were not displayed.

  This issue has been resolved.

Stock Valuation

- If same Item selected both in **Inward** and **Outward** in **Stock Journal Voucher**, **consumption** and **closing stock value** were showing wrongly in **FIFO Valuation method**.

  This issue has been resolved.

TDS

- On changing the TDS purchase voucher recorded in **accounting invoice mode** to **voucher mode**, purchase voucher was **not retaining** (storing) **TDS Tax Details**.

  This issue has been resolved.

- Application was not allowing to **accept** (save) **TDS entries** in **LAN** (Local Area Network) environment.

  This issue has been resolved.

- In **TDS Computation** report, excess tax deducted (TDS) amount was being displayed under **Balance Deductible** column with **Negative Sign**.

  This Issue has been resolved. To display the details of excess tax deducted, in TDS Computation report separate column **'Excess Deducted'** has been provided.

VAT

- On viewing the **VAT Classifications Vouchers** report for **Inter-State Purchase** and **Inter-State Sales** VAT/Tax classifications of **VAT Computation** screen, the value of sales, purchases, debit/credit notes were being displayed incorrectly.

  This issue has been resolved.

- In **Indirect Expenses** group, if the option - **Method to Allocate when used in Purchase Invoice** was set to **Appropriate by Value** and the additional ledger grouped under it was selected while invoicing inter-state purchases, the expense amount was being doubled and displayed in **VAT Computation**.

  This issue has been resolved.

- In **CST Forms Issuable** report, if the option - **Print Covering Letter** was set to **Yes** the voucher number was being captured in **Reference** column.

  This issue has been resolved and the **Supplier Invoice Number** or the **Reference Number** entered while invoicing is being captured in **Reference** column.

- On invoicing inter-state purchases with additional ledgers predefined for apportionment using Voucher Class, the expense amount was not being appropriated to assessable value.

  This issue has been resolved.

- On enabling **Use Common Ledger A/c for Item Allocation** in **F12: Configuration** while invoicing Inter-state Purchases with VAT/Tax class - **LP-3** and selecting CST ledger, the CST rate was not being displayed in the Invoice.

  This issue has been resolved.

- On selecting a zero valued item, the tax amount was being calculated and displayed in **Statutory Details** screen and Forms based on the VAT/Tax selected while invoicing.

  This issue has been resolved.

- In Gujarat VAT enabled company, if **Set/Modify Default Ledgers for Invoicing** was enabled in stock item master and Additional tax ledger predefined with respective Input additional tax classification was selected under **Default Accounting Allocations for Purchase Invoice**, Output Additional Tax @ 1% was being captured in VAT/Tax class column.

  This issue has been resolved.

- In the alteration mode of sales entry recorded by selecting zero rated and taxable item in a single invoice, if the quantity of taxable item was changed, the output VAT amount was not being computed accordingly.

  This issue has been resolved.

- On recording the inter-state sales made in Gujarat VAT enabled company by selecting two stock items – one taxable and the other exempt from additional tax, the output additional tax was being calculated even for the exempt stock item.

  This issue has been resolved.

- On recording inter-state purchases with CST, the tax value was being captured as a part of assessable value in VAT Computation and not in VAT Classification Vouchers report.

  This issue has been resolved.

- The columns in **Forms Receivable** and **Forms Issuable** report were not properly aligned.

  This issue has been resolved.

3.3 Auditors' Edition

Tax Audit

- If the Ledger was unmarked as **Related Party (Clause 18)** or was not considered for **Loans & Advances Paid** or **Received (Clause 24(a) & 24(b))** by altering the **F9: Master** screen, still the Ledger Vouchers count was displayed in the respective Columns in the Tax Audit Dashboard as per the **Audit Status** selected.

  This issue has been resolved.

Employee Deduction (Clause 16)

- During the Remote Auditing process, the changes made to the due dates in the **F11 > F5: Statutory Payments Due Dates** screen were not saved.

  This issue has been resolved.

- While drilling down from **Under Observation**, **Need Clarification**, **Clarified (To be re-audited)** and **Altered (To be re-audited)**, the display changes made from **F12: Configuration** screen were not retained these reports were exited.

  This issue has been resolved.

Payment to Specified Persons (Clause 18)

- In the **Payments to Specified Persons** report, when **F8: Show Audit Amount** button was used to display the audited Amount details, the report displayed **Disallowed** and **Allowed** as titles instead of **To be Reported** and **Not to be Reported** respectively.

  This issue has been resolved.

Tax Deducted at Source (Clause 27)

- When the **TDS Summary** report was exported into excel the options **Print as Annexure** set to **No**, then the output sheet name was displayed as **TNET TDS Clause 27.**

  This issue has been resolved and now the output sheet name will be **Sheet 1**.

Statutory Compliance

- When **TCS Payable** report was printed, it was displaying **TDS Outstanding** title.

  This issue has been resolved.

- While printing the **TCS Payable** report, **Range of Bills** was not showing **All Bills** option.

  This issue has been resolved.

Tally.ERP 9 Series A Release 1.52 - (26.10.2009)

1. Enhancements

1.1 General Enhancements

License Management

- The **License Server** version has now been incremented to version **4.0**. This has been done to accommodate changes related to error numbers 6244, 6246 etc., faced in the previous version of the license server. These errors were faced during Rental License activation / reactivation.

  ***Note**: **Tally.ERP 9 Release 1.52** will not be compatible with previous versions of **License Servers**.*

Restore / Backup

- While restoring **Tally.ERP 9** data backup containing multiple companies, the restore program compares the company numbers available in the data backup with the company numbers available on destination drive. Incase a company with the same number exists on the destination drive and data backup, the restore program prompts to overwrite the company on the destination drive with that available in the backup; opting not to overwrite, the restore program continues to copy files belonging to the remaining companies to the destination drive.

1.2 Functional Enhancements

Accounting Reports

- In **Ledger Vouchers report**, an additional button **C: Contact** has been provided to view the **Ledger Contact Details.**

Excise for Manufacturers

- **Excise Helper** (**L: Excise Helper**) has been provided in **Payment Voucher**, for the auto computation of **Excise Duty Payable** for the period specified.
- The option to record the **Advance Excise Duty Payments** in **Payment Voucher** has been provided. To adjust the advance duty paid, an additional flag - **Adjustment Towards Advance Duty Paid** has been provided in **Journal Voucher.**
- Support for the **Manufacture of Multiple Finished Goods and By-Products** has been provided in **Excise Stock Journal**.

Inventory Reports

- In all **Movement Analysis Reports**, the options **Show using Alterative Units** and **Show Tail units of Compound Units** have been provided in **F12:Configuration** to enable the user to view these reports in the **Alternate Units** and T**ail units of Compound Units.**
- On drilling down to order details screen in **Sales/Purchase Order Summary**, when **F7** toggle button is pressed to view **All Orders** or **Due Only** information, the same information (**All Orders** or **Due Only**) is getting displayed in the **Title** of the report to differentiate the two reports

- On drilling down to order details screen in **Sales/Purchase Order Summary**, the **F6:Age wise** button has been provided to display **Ageing Analysis** report
- In **Purchase/Sales Bills Pending Reports**, the options **Show Cleared Purchase Bills**, **Show Bills made but Goods not delivered**, **Show Cleared Sales Bills** and **Show Bills Recd. but Goods not Recd.** are provided in the **F12: Configuration**. These options will help the user to view the Pending bills along with Cleared Bills in Purchase and Sales bills pending report. And also user can view **Show Bills made but Goods not delivered** for **Sales Order** and **Show Bills Recd. but Goods not Recd.** for **Purchase Orders**.
- In **Purchase Order and Sales Order Books**, single **Order Amount** column is provided instead of separate **Debit** and **Credit** Columns.

1.3 TDL Enhancements

General

- **HTTPS** Client capability has been enhanced in Tally.ERP 9. **HTTPS** sites can be used for FTP upload, post request and gathering the data in a collection.
- **$$AccessObject** is introduced to evaluate the specified formula in the context of Interface object identified by the given definition type and access name.
- **$$FirstObj** and **$$LastObj** returns the values of specified method for first object and last object of the collection respectively.

Collection

- New data source types **Report** and **Parent Report** can be used in addition to **File XML** and **HTTP XML** while gathering data in a collection.
- While gathering data in a collection, **URL** for **HTTPS** site can also be specified in addition to HTTP.

User Defined Functions

- **Walk Collection** is enhanced to accept the collection name through an expression and the walk can be performed in reverse order.
- New looping constructs, **For Collection** and **For Token** are introduced. For Collection loops over the specified collection without setting the collection object as current object in context. For token walks through a string separated by the delimiter character.

  Note: *For detailed documentation on TDL Enhancements, refer* ***What's New in TDL*** *document available at the* ***Download Centre****.*

1.4 Auditors' Edition

Tax Audit

Tax Deducted at Source - Clause 27

- The title for the Expenses Analysis report provided in Clause 27 has been changed from **TDS Summary** to **Expenses Analysis** and the sub title has been changed to **Expenses Summary**. The **Opening Balance** Column which was not required in this report has been removed.
- While drilling down to the **TDS Bills** from the Payment section of **TDS Summary** report, the option **Show Challan details** has been provided as an additional Configuration. When this Configuration is set to Yes, the Auditor can view the **Challan Number, Cheque Date and Bank Name** details for the respective TDS Bills.

2. Issues Resolved

2.1 Functional Issues

Accounting Reports

- In **F12 configuration** of Columnar Ledger voucher report, when the option **Show Entered\Altered By** was set to **Yes**, the related information was not being displayed as expected.

  This issue has been resolved.

- The Option **Show Entered/Altered by** in **F12: Configuration** has been removed from the **Bank Reconciliation Statement**, **Cost Centre Reports** and **Extract Report** of **Sales Register** as it was not required for the above reports.

- In **POS Register** and **Group voucher report**, the details of vouchers **Entered/Altered by** was not being displayed even the option **Show Entered/Altered by** was activated in **F12: Configure.**

  This issue has been resolved.

- While generating **Extract** of **Sales Register** report, the button **F7: Show/Hide Profit** has been disabled as this option had no effect on the selected report.

Accounting Vouchers

- In **Single entry mode**, When a **Payment/Receipt/ Contra** voucher was saved without entering amount, a warning message **No Entries in Vouchers** was displayed. This resulted in the following issues:

  - When the **Payment / Receipt** was saved again after the message was displayed in voucher alteration mode, the **Ledger** and **Amount** was not being displayed.
  - When the **Contra Voucher** was saved again with bank in Accounts field and Cash in particular field then in voucher alteration mode, both the ledger were shown as **Credit balance**.
  - When the contra voucher was saved again with Cash in Accounts field and Bank in particulars field then in voucher alteration mode, the position of both the ledgers were getting **interchanged**.

  These issues have been resolved.

- In a multi user environment, if two users were passing the Sales Entry and the entry was accepted at the same time then Tally.ERP 9 was displaying a message as **Voucher Number 1 is already used New Number will be 2** and when the second user tried to save the voucher by pressing **Ctrl+A** from the narration field, the **Memory Access Violation** error message was displayed.

  This issue has been resolved.

- If **Cost Centre Vouchers** was filtered using **F12:Range** with Voucher having **Ledger Amount** with **Greater than** and **Lesser than** option selected, the output was shown as **blank**.

  This issue has been resolved.

- When **Manual voucher numbering** was selected in voucher type creation/alteration screen and while entering a voucher the cursor jumps to Date field even though the option **Skip Date field in Create Mode** is set to **Yes** in **F12:Configure**.

  This issue has been resolved.

Backup

- While taking backup on an external drive which contained an earlier **Tally.ERP 9** data backup along with other files/applications, the backup program erased all the contents available and then continued to backup Tally.ERP 9 data files.

  This issue has been resolved.

Crash/MAV

- Certain data issues specific to **Windows Vista / 2008** were resulting in **MsgWalk** errors**.**

  This data instability issue has now been resolved.

- Repeatedly pressing **Ctrl+A** in the **Payment Voucher** caused **Tally.ERP 9** to crash.

  This issue has been resolved.

- When specific words/lines were not commented using semi-colon in the **TDL** programs, **Tally.ERP 9** was crashing.

  This issue has been resolved.

Excise for Manufacturers

- When company data is **imported or synchronized**, the **Sub-Godowns** of **Excise Unit** having **Excise Registration Type** as **Not applicable** were not retaining the default settings.

  This issue has been resolved.

FBT

- While passing the **FBT payment** entry using the **FBT Helper**, application was displaying **Out of Memory** error.

  This issue has been resolved.

Inventory Reports

- In **Sales/Purchase order**, if the same item was selected **multiple times** then in **Sales or Purchase Order Summary report** the quantity of **last item** was being displayed in **Ordered Quantity** column and in the **Pending Quantity** column it was getting consolidated.

  This issue has been resolved.

Inventory Vouchers

- While altering **Stock Journal voucher**, when quantity, rate and amount values are present and if **quantity** field was made **blank** then the Value mentioned in **Rate** and **Amount** fields were getting retained.

  This issue has been resolved and now the Values are not getting retained.

- When a **Sales Invoice** is tracked against the Sales order having an item with name as **NO**, then the same was not getting tracked.

  This issue has been resolved.

- When **POS Invoice** with **inclusive VAT Class** is migrated from Tally 9 to Tally.ERP9 Release 1.5, application was displaying incorrect values in **Accounting details for** subscreen.

  This issue has been resolved.

License Management

- **Tally.ERP 9 License Server version 3.0** was crashing unexpectedly. This issue has been resolved with the new **License Server version 4.0.**
- When more than a single instance of **Tally.ERP 9** was using the same license file, **Tally.ERP 9** rental license was getting compromised.

  This issue has been resolved.

- Tally.ERP 9 was occasionally giving **Error Code 82** while re-activating using the offline method.

  This issue has been resolved.

- The older License Server was serving licenses to some subnets which was violating the licensing policy. This has been rectified in License Server 4.0 in accordance to the policy.

ODBC

- An error occurs while connecting to **Tally.ERP 9** through **ODBC** using **Java**.

  This issue has been resolved.

Payroll

- When the **Pay Head type** of **Bonus** pay head is changed from **Bonus** to **Not Applicable** the same is not being saved.

  This issue has been resolved.

- For a Company with large number of Ledgers and Employees, the Payroll Payment Vouchers were displaying **Out of Memory** error.

  This issue has been resolved.

- When the **Statutory Pay Type** is modified by the user, the **Calculation Period** was not being changed to **Months**.

  This issue has been resolved.

- The **Payment Advice Print Configuration** screen was not displaying the **Bank Ledger** if the Bank Ledger was created as a **Sub Group** under **Bank Accounts**.

  This issue has been resolved.

- **Show Employee Details** line was not displayed in F12: Print Configuration of **Payment Voucher**.

  This issue has been resolved.

- The Payroll **Payment Auto Fill** was computing and filling the values in the **Optional Vouchers** also.

  This issue has been resolved.

Tally.NET

- As **Direct IP Synchronization** is not a part of **Tally.NET** subscription, the same will continue to work even after the expiry of **Tally.NET** subscription.
- **Tally.ERP 9** crashes on shutting down more than one company which were opened locally using remote authentication.

  This issue has been resolved.

TDS

- While selecting the **TDS bill reference numbers in TDS payment entry**, application was displaying the error - **Error in TDL could not draw too high or too wide**.

  This issue has been resolved.

VAT

- In the **Voucher Type Class** screen of Payment, Receipt and Contra Voucher Types, the **VAT/ Tax Class** column was being displayed under **Specify Ledger for which this Class is created** section.

  This issue has been resolved.

- On selecting **zero valued** and **taxable** item in a **single invoice**, VAT was being calculated accurately in creation mode but incorrect values were displayed when the same entry was viewed in alteration mode.

  This issue has been resolved.

2.2 Auditors' Edition

Tax Audit

- The **Clarification List** report was not displaying the Payroll Vouchers with Audit Status as **Need Clarification** and **Clarified**.

  This issue has been resolved.

Clause 16

- The default **F12: Configurations** were not getting restored for the Payment Vouchers screen for **Bonus, PF, ESI Recoveries** report.

  This issue has been resolved.

- While drilling into Exceptions report for **Bonus, PF, ESI Recoveries**, the software was displaying **TDL Error**.

  This issue has been resolved.

Clause 27

- Enabling the **F1: Detailed** option from the **TDS Bills** screen was changing the horizontal scroll when all the **F12: Configuration** options were enabled.

  The **F1: Detailed** button is now disabled when all the **F12: Configuration options** are enabled.

- During **Remote** access the drill down into **TDS Bills** was displaying empty screen.

  This issue has been resolved.

Tally.ERP 9 Series A Release 1.51 - (21.09.2009)

1. Enhancements

1.1 General Enhancements

Licensing

- The facility to purchase Tally.ERP 9 **rental license** from within the product itself (when in Educational mode) has been provided.

e-Capabilities

- Certain website require connection via SSL. Tally.ERP 9 now supports **Upload** of data to these **(https)** sites.

1.2 Functional Enhancements

Accounting Reports

- In **F12: Configuration** of **Ledger Vouchers** report, an option **Show Entered /Altered By** has been provided to view the **List of modified Vouchers** along with the User Name of **Entered By** and **Altered By** (this option will appear only when **Tally Audit Feature** is enabled for the Company).

Accounting Vouchers

- When a **Debit/Credit Note** having **Cost Centre** (and without **Inventory Details)** was printed, the Cost Centre details could not be printed. Now an option **Print Cost Centre Details** has been provided in **F12: Print Configuration** to deliver this capability.

Excise for Dealers

- The option **Show Purchases of Excise stock for** is now provided in **F12: Configuration** of **Excise Purchase Bill Register**, to view details of **Purchase Bills:**
  - **All** Bills (**With pending stock & zero balance)**
  - **Cleared Bills (Zero Stock Balance** only)
  - **Pending Bills** only

Excise for Manufacturers

- **Export Details** section now appears in the **Supplementary Details** (Party details) screen of Manufacturer's Sales (Export) Invoice, when the option **Specify Export Shipping Details** is enabled in **F12: Configure (Invoice/Order Entry)**.

Final Account

- In **Display > Statements of Accounts > Statistics**, under **F12: Configuration**, a new option **Remove Voucher Types having no entries** has been provided to remove all the Voucher Types having no transactions from the report.

Inventory Vouchers

- The **Address field** has been **maximised** for better visibility in the **Rejection In / Rejection Out** vouchers.

POS

- In **Multi Voucher Printing**, **POS** entries can now be printed in the same format as it appears while printing the Invoice.

- Provision has been made to print **MRP** in **POS Invoice.**

1.3 Auditors' Edition

Tax Audit

Tax Deducted at Source - Clause 27

- An additional report **Expenses Analysis** is provided from the **TDS Summary** report. This report displays Ledger wise details for the **TDS Expenses** and **Non TDS Expenses.** This report will be useful for the Auditor to:
  - Verify that the total expenses are a sum of **TDS Expenses** and **Non TDS expenses.**
  - Whether TDS is deducted for all the applicable expenses or not.

2. Issues Resolved

2.1 Functional Issues

Accounting Reports

- In **Purchase Register** monthly report, when a particular Purchase **Voucher Type** was selected using **F4: Vch Type**, then instead of displaying the entries belonging to the selected **Voucher Type**, the entries of all other **Voucher Type** were also getting displayed.

  This issue has been resolved.

- In **Purchase Register**, when the option **Show inventory-wise extract** was enabled using **F12: Configuration**, then the **Item Rate** displayed did not include the **Additional cost of purchase**.

  This issue has been resolved.

- When we **filter** the **Day Book** using (**Alt+F12: Range**) to track transactions having **godown,** the same was not getting filtered.

  This issue has been resolved.

- **Select All (Ctrl+Space)** button can now be **toggled** between **Selected** and **Unselected** in all **Voucher** related reports.
- For **Bank Book**, by default, ledger vouchers reports was displayed in the **Condensed mode**. This issue has been resolved, and is now displayed in **Detailed** mode.
- In a Company, having data for more than one financial year, when the **Current Period** was set to **Previous year** in **Gateway of Tally**, the **Group Outstanding** report was incorrectly displaying the details for the **Current year**.

  This issue has been resolved.

Accounting Vouchers

- When **Item name** was altered in a **Sales/Purchase Invoice**, the **Memory Access Violation** error was displayed.
  The issue has been resolved.

Import/Export

- Tally.ERP 9 was failing to upload data under the following circumstances:
  - When the URL specified contained a Port Number
  - Upload request was sent to non root pages

  This issue has been resolved.

Excise for Manufacturers

- When multiple **MRP Stock Items** having different percentages of **abatement** are selected in purchase/sales voucher, Excise Duty was not getting calculated.

  This issue has been resolved.

Installer

- While installing Tally.ERP 9, TCP files belonging to Tally 7.2 and Tally 9 were not being automatically converted to a format compatible with Tally.ERP 9.

  This issue has been resolved.

Inventory Vouchers

- When an **Invoice** with **percentage** mentioned for any of the ledgers was altered, the percentage value was becoming blank.

  This issue has been resolved.

Licensing

- When Tally.ERP 9 was activated using **Offline mode**, the option **Work in Temporary License Mode** was not functioning.

  This issue has been resolved.

- Re-Activation using **TallyAdmin** tool was not happening in the **Offline mode**.

  This issue has been resolved.

- While activating Tally.ERP 9 in some scenarios, the installation was failing when Tally.ERP 9 detected a license service with the same name which had been installed earlier and had been stopped.

  This issue has been resolved.

Printing and Rendering

- When the option **Print after saving Voucher** is enabled in **Manufacturing Journal** and if the feature **Maintain Multiple Godowns** is not enabled in **F11: Features** (**Inventory Features**), then in the print preview **Quantity**, **Rate** & **Amount** fields were becoming blank.

  This issue has been resolved.

VAT/CST

- In a purchase/sales transaction recorded by enabling the option **Use Common Ledger A/c for Item Allocation** in **F12: Invoice Configuration** and selecting the required VAT/Tax class, if the entry date was changed before saving the invoice, the VAT/Tax class was not being stored.

  This issue has been resolved.

- On recording an invoice using the **Voucher Class** created for **CST**, the **CST** amount was not being calculated and displayed.

  This issue has been resolved.

- On disabling the Excise feature, the **Party TIN** was not being displayed in the **VAT Classification Vouchers** report.

  This issue has been resolved.

Voucher Types

- In **Accounts only** company, the cursor in **Purchase Voucher Type**, was not moving to **Voucher Class** field.

  This issue has been resolved.

2.2 TDL Issues

- Till Tally.ERP 9 Series A Release 1.5 all the default methods were filled in the voucher by the User Defined Function '**VoucherFill**'. But User Defined Fields (UDFs) were not handled by the **VoucherFill** Function. This is now supported.

2.3 Auditors' Edition

Tax Audit

Loans & Deposits Accepted (Clause 24(a)) and Loans & Deposits Repaid (Clause 24(b))

- The **Loans & Deposits Accepted and Repaid** using a **Bank OD Account** were not displayed in the default reports for **Clause 24(a)** & **Clause 24(b)**.

  This issue has been resolved.

Tax Deducted at Source - Clause 27

- The Audit report available for the Client was displaying the TDS report as **TDS Need Clarification Summary** and sub report was displaying **TDS Bills (Need Clarification)**. The name for this report has been changed to **Audit Vouchers** with sub report name as **Audit Name: Tax Deducted at Source**.

Tally.ERP 9 Series A Release 1.5 - (15.08.2009)

1. Major Enhancements

1.1 Functional and General Enhancements

Licensing

Rental Licensing introduced

- From this Release, Tally.ERP 9 Licence in **Rental mode** is supported. The License mechanism, license servers, activation, renewal & purchase processes have been enhanced to support the various operations that will be needed. In simple words, Tally.ERP 9 license will now be available on rent. At any time during or at the end of the rental period, the License can be extended or moved to perpetual (**Permanent License**) mode.

Running Balance display in Ledger Voucher Reports

- The option **Show Running Balance** in **F12: Configuration** has been provided to display the **Cumulative balances (Running Balance)** for **Ledger Voucher** reports only.

Cost Centre

- In **F11: Features (Accounting Feature)** a new option **Show Opening Balance for Revenue Items in Reports** has been provided to display the opening balance in **Cost Centre Report** for the cost centres which are allocated to the Ledgers, grouped under **Income and Expenses Group.**

Excise for Dealers

- **Dealer Excise Closing Stock** Report has been provided to support excise opening stock entry. Excise opening stock entry can be updated (in a split company) by exporting the **Dealer Excise Closing Stock** Report to XML file and by importing the same into Tally.ERP 9 as **Excise Opening Stock** Vouchers after splitting the Company Data.
- In **Excise Purchase Voucher** selection of same **Excise Stock Item multiple times** with different Quantity and Rate has been supported and in **Excise Stock Register**, **Excise Purchase Bill Register**, **Sales and Purchase Extract**, **Form RG 23D** and **Form 2** reports, details of **Total Quantity** purchased is displayed.

Excise for Manufacturers

- **RG 23A Part II**, **RG 23C Part II** and their respective **Annexure 10** and **Abstract reports** are provided.
  - **RG 23A part II:** This report displays the details of **Fresh Credit Allowed Amount**, **Total Credit Available**, **Credit Adjusted** with **Opening** and **Balance Credit of Principal Inputs** for the **Period** selected.
  - **RG 23C part II:** This report displays the details of **Fresh Credit Allowed Amount**, T**otal Credit Available**, C**redit Adjusted** with **Opening** and **Balance Credit** of **Capital Goods** for the **Period** selected.

- **Annexure 10:** It is a monthly return under Rule 7 of the Cenvat Credit Rules, 2001. This report displays the **Details of CENVAT credit** taken for the **Main Item in the Document**.

__Note:__ This annexure is omitted (w.e.f 1-10-2003) by M.F. (D.R.) Notification No.70/2003-C.E. (N.T.), dated 15-9-2003. But most of the assessees still submit their monthly returns in Annexure 10. On Customers requirement Annexure 10 is provided in Tally.ERP 9.

- **Abstract:** This report display the details of **Credit Availed on Inputs/capital goods/ inputs services**, **Credit Utilised for Payment of Duty on Goods/Services**, **Credit Utilised When the Goods are removed as such** with **Opening and Closing Balance of Credit**.

__Note:__ These reports will be available in Tally.ERP 9 Release 1.5 with Stat.900 version 89

- **Excise Details of Company** and **Customer** are now being printed in **Purchase Orders, Delivery Notes, Sales Orders and Receipt Notes**.
- In **Manufacturer's Statutory Report Menu** a New option **CENVAT Registers** is provided. In **CENVAT Registers Menu** following CENVAT Reports are listed.
  - Credit Summary (earlier displayed as CENVAT Credit Register)
  - Credit Availed (earlier displayed as CENVAT Credit Availed)
  - RG 23 Part II
  - Annexure - 10
  - Abstract

Knowledge Base

- Access to **Online Help** is enabled from **Tally.ERP 9** using **Alt + H**. Tally.ERP 9 now give you option to choose from Online and Local Help. This feature will enable users to access **Technical & Functional Articles, FAQ's, Trouble Shooting Methodologies** and **Case Studies** available online on the Tally Knowledge Base.

Payroll

Payslip Note

- The option to enter the **Payslip Note** is provided in **F12: Payroll Configuration** from **Gateway of Tally**. The user can enter a general note that will appear in the Payslip at the end instead of the **Authorised Signatory** details while printing OR E-mailing the Payslip.

  e.g. This is a Computer generated Payslip and does not require any signature.

Payslip Message

- The option to enter the **Payslip Message** is provided in **F12: Payroll Configuration** from **Gateway of Tally**. The user can enter the required message which will appear on all the Payslips for a particular occasion while printing or E-mailing the payslip.

  e.g. Wish you a Happy New Year!!!!.

Pay Sheet Report

- **Employee Filter** screen to filter the Employees based on **Payroll Category** or **Employee Group** has been provided before the **Pay Sheet** report. This will help in viewing the Paysheet faster by selecting the required **Group/Category** when the data size is very large.

Payment Advice Date

- The option to enter the user defined date is provided while printing the **Payment Advice** for **Salary Payment**. By default the actual date of printing the Payment Advice will be printed, which can be changed by the user.

Performance

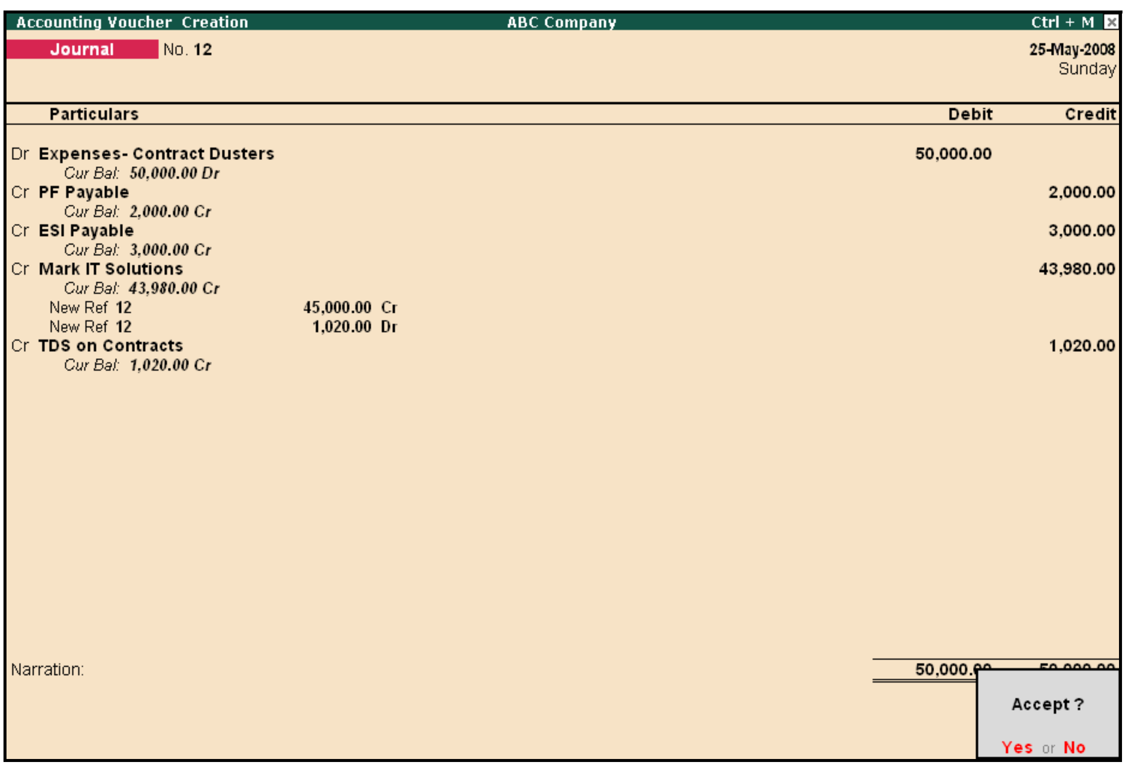
- A Considerable improvement is made in the speed while accessing the **Sales Register, Purchase Register,** specific voucher selection from **Day Book** report, specific voucher selection from **Statistics**, **Purchase** and **Sales Order Book** and other related specific & filter voucher collection reports.

  *For more information, refer the **Performance Fact Sheet** available at the **Download Center**.*

Tax Deducted at Source (TDS)

- **TDS** calculation on Contract or Sub-Contracts on **Net Amount** (payable to party after deducting expenses) is provided.

  Example: *ABC Company hired 10 Dusters on Contract of Rs.50000 per month. While making the payment to the contractor, ABC Company deducts Rs.5000 towards PF and ESI and makes the payment of Rs. 43980 after deducting TDS of Rs. 1020 (TDS is calculated on Rs. 45000).*



- **Track Migrate Vouchers** report displays **TDS Party-wise Total**, **Migrated and Un-migrated** vouchers details. On selecting a particular party from this report Tally.ERP 9 displays the Track TDS Vouchers report. Track TDS Vouchers report displays the TDS vouchers with reasons for non-migration.
- **TDS calculation** in **Purchase Voucher** (in Item Invoice mode) with **Voucher Class** is supported.
- In T**DS party ledger** the option **Use Advanced TDS Entries** will always be set to **Yes**, if any of the parameter in **Advanced TDS Entries screen** is **enabled** (set to **Yes**).

Tax Collected at Source (TCS)

- **TCS Entries** now can be recorded using **Voucher Class** when in a single invoice multiple calculations are involved like TCS, VAT additional ledgers etc.

Installer

Multi-Product License Server Installation

- The Installer is now enabled to install **Multi-Product License Server**. This feature enables the user to install a common License Server for **Tally.ERP 9 Series A Release 1.5**, **Tally.Developer 9 Release 1.0** and **Shoper 9 Series A Release 1.0** on a single computer.
- When the option **Do you want to use common License Server for more than one Tally Product** is selected, the License Server is installed in **C:\TallyLicenseServer** by default.

Silent Installation

- Large businesses that frequently install Tally.ERP 9 can now record the entire installation process in a script file and play the script file for installations later on. The installer uses the script file for subsequent installations and does not prompt the user for the required installation parameters; this process is called **Silent Installation**. The procedure to use Silent installation is as below:

  The syntax to **Record** the installation in a script file is given below:

  install /r /f1 "<path\filename>"

  Eg: install.exe /r /f1 "C:\Tally.ERP 9\recordscript.txt"

  To playback the recorded script, type the following command at the command prompt:

  install /s /f1 "<path\filename>"

  Eg: install.exe /s /f1 "C:\Tally.ERP 9\recordscript.txt"

For a detailed reading on silent installation refer to the topic **Silent Installation** of Tally.ERP 9 (Advanced User) in **Tally.ERP 9 Reference Manual** (Help file).

1.2 Auditors’ Edition

Tax Audit

- A new Report **Clarification List** has been provided from the Tax Audit dashboard. This report will display all the Vouchers with Audit Status as **Need Clarification** and **Clarified** in **one screen** irrespective of the **Clauses**. The Auditor can view the details of all the Vouchers that were sent to the Client for Clarification from one click of a button.

1.3 TDL Enhancements

General Enhancements

- A new attribute **Trigger Ex** is introduced at the field level which allows addition of values dynamically to table using TDL functions and expressions.
- The variable frame work is enhanced and the new variable type List variable is introduced.
- Command line parameters are now supported by Tally.ERP 9.
- Dynamic actions with the capability of specifying the Action Keyword and Parameters as Expressions.

Collection Enhancements and Function Enhancements

- Collection now supports of context free constructs **Source Var**, **Compute Var** and **Filter Var.**
- **$$TgtObject** function is now supported in collection. It allows to evaluate the expression in the context of target object while populating the collection and can be used in the attributes Compute, Aggr Compute and By.
- **$$ContextKeyword** function is introduced to get the title of current report or menu.

  Note: *For Detail documentation on TDL enhancements, refer* ***What's New in TDL*** *document available at the* ***Download Center****.*

2. Minor Enhancements

2.1 Functional Enhancements

Accounting Masters

- The **Font** used in Name field in Ledger Creation is changed from **Times New Roman** to **Arial** for better display of **Numerical**.

Accounting Reports

- While printing of **Confirmation of Accounts**, '**Show Contact Details**' option is provided in **F12: configuration** to print the same below the **Party Address detail**.

Excise for Manufacturers

- Now in Tally.ERP 9, **Tariff wise** - **Daily Stock Register, CENVAT Credit register** and **CENVAT Credit Availed** reports are provided.
- Provision to print period wise **Multi Item Daily Stock Register** is available.
- In **Excise Purchase Voucher**, Assessable Value alteration option is provided to record the purchases from **Importers**.

Export/Import

- Users can now specify the location where the exported files can be stored. A new field **Location of the Export Files** is provided in the **Data Configuration** screen, this allows the user to provide the default location where the exported reports/files can be stored. **The default export path for an individual report can be changed in the respective export configuration screen**.

Inventory Reports

- The **Discount column** will appear in **Sales Bills / Purchase Bills Pending report,** when in **F11: Inventory Features**, the option **Separate Discount column on Invoices** is set **Yes**.
- In purchase order summary and in sales order summary report **Order Ref No** column has been provided and in Purchase Order Book and Sales Order Book **Columnar report** has been introduced. Now the user can search the report based on the **Order number**.

Payroll

- The option to print the **Payroll Voucher** with details of **Employee wise** salary breakup has been provided.

POS

- When a **POS Invoice** containing one item, was altered by adding multiple items having different **VAT Ledger** selected, then an error message appeared '**No Accounting Allocation for second selected Item.** Now the user can alter the **POS Invoice** without getting the error message.
- **POS voucher type** has been removed from the **List of Voucher Types**, while printing **Multi-Vouchers** from **Multi Account Printing**.

Printing and Rendering

- The progress bar in the **Printing** screen now displays the **page numbers** while generating the preview or print.
- **Print Serial No.** option is provided in the Printing Configuration window for **Purchase order**, **Receipt note, Rejection Out, Purchase Invoice, Debit Note, Sale order, Delivery Note** and **Rejection In** vouchers.

Security Control

- **CST Reports** has been added to the **List of Reports** in **Security Control**. Users will now be able to provide access rights for **CST Reports**.

Support Centre

- Partner search has been enabled from Tally.ERP 9. While adding **New Issues**, the partner search feature enables the user to search for the partner based on the **Location** or **Name**.

Tax Deducted at Source (TDS)

- **Mailing Details** and **PAN No**. can be entered for the TDS Ledgers (treated as Party ledgers) grouped under **Fixed Assets, Current Assets, Unsecured Loans** etc.

VAT/CST

- In **Forms Issuable Report**, the option has been provided to print the report based on **Effective Date** or **Voucher Date** for the selected declaration form.

2.2 Auditors' Edition

Tax Audit

- The relevant sections for TDS deductions made at **Zero** rate or **Lower** rate are displayed in the **TDS Summary** screen for Auditors' reference.
- The option to **Export** the **Tax Audit Annexures** in the **HTML** format has been provided.
- While drilling down into the **Clarified (To be re-audited)** column on the **Tax Audit Dashboard**, the **Customers Clarification** will be displayed by default for all Clauses.
- The **Audit Status** captions for the **Payments to Specified Persons u/s 40A(2)(b) - Clause 18** has been change from **Allowed** & **Disallowed** to **Not to be Reported** & **To be Reported**.

  During Audit process, if **To be Reported** is selected as **Audit Status**, then the Voucher Amount will be reported in the **Annexure to Clause 18** and if **Not to be Reported** is selected, then the Voucher Amount will not be reported in **Clause 18**.

- The option to print the **Tax Audit Annexure**, **Form 3CD, Annexure I & Annexure II** in other Languages has been disabled, since these reports needs to be submitted only in **English**.

3. Issues Resolved

3.1 Functional Issues

Accounting Transactions

- While creating a sales voucher class, when two discount ledgers were selected under additional accounting entries where the **'Type of calculation**' is set to **'As user Defined Value'**. Now while altering sales invoice the **'Rate'** of second discount ledger was not getting displayed.

  This issue has been resolved.

Accounting Reports

- If a cash or bank payment is made against multiple expenses, the entire amount was getting displayed against the first expense ledger.

  This issue has been resolved. Now, **'as per details**' is displayed and the break-up of each ledger is also displayed.

- While printing Ledger Outstanding reports from Multi-Account Printing, if the option **Start fresh page for each account** was set to **No** then the party details of All Cleared Bills were also getting printed along with the outstanding party ledgers.

  This issue has been resolved.

- While printing **Reminder Letter** of **Ledger Outstanding reports** from **Multi-Account Printing**, if the option **Include Post-Dated Transaction** was set to **yes** by default, then on enabling the **Print Reminder Letter**, the **Company Ageing alteration** sub screen was not getting displayed.

  This issue has been resolved. Now the '**Company Ageing alteration**' sub screen is getting displayed as the option '**Include Post-Dated Transaction'** is set to **No** by default.

Accounting Vouchers

- For an item with **batches** the window that is present to enter New number for batches, during voucher entry is having the tag of '**bank name**' instead of '**New Number**'.

  This issue has been Resolved.

- When a receipt voucher was entered in a single entry mode by selecting cash as mode of payment and print Formal Receipt, then '**Cash**' was displayed instead of party name in the section "**Recd with thanks from:**"

  This issue has been resolved.

Budgets

- When a **Budget** was created using **Cost Centre** allocated to expense ledger and a Journal voucher was entered using cost centre, then under **cost centre summary** report, in **Budget column,** the value was shown under Credit column instead of Debit Column.

  This issue has been resolved.

Cost Centre

- Cost Centre details were not getting displayed in Ledger Voucher report, when **'Inventory values are affected**' is set to yes in expense ledgers.

  This issue has been resolved.

Email

- While emailing, the **Original** copy of a **Tax Invoice** is emailed as an attachment ignoring the **Duplicate** and **Triplicate** copies of the Tax Invoice.

  This issue has been resolved.

Excise for Manufacturers

- In **Daily Stock Register**, **Tariff-wise Stock Items list** was not displaying in the **Selected Excise Unit** screen.

  This issue has been resolved.

- In **VAT Computation** report **Company TIN Number** was getting displayed instead of **Party TIN Number** for the transactions recorded with **Excise** and **VAT**.

  This issue has been resolved.

- **Columnar Excise Vouchers Report** (drill down report from **Excise Computation**) was displaying incorrect details.

  This issue has been resolved.

Import/Export

- When a XML file has a single line of data with too many characters, Tally.ERP 9 was not importing the same.

  This issue has been resolved.

- When exporting the Vouchers in **HTML format** the **Voucher Date** was split into two lines.

  This issue has been resolved.

Inventory Reports

- If **'Inventory values are affected**' is set to Yes in the party ledger master and a Debit note was entered then the same was not getting affected in Stock Vouchers report.

  This issue has been resolved.

- While generating Budget variance statement from 'Sales/Purchase Order Summary report', Tally.ERP 9 was displaying **'Memory Access Violation**'.

  This issue has been resolved.

- When the option **Complete Accounting allocation in order/delivery note** under **F12: Configuration** was set to **No** then in **Delivery note columnar report**, the rate and quantity values were not getting displayed.

  This issue has been resolved.

- In the Sales/Purchase order pending report, the Name Style selected from F12: configuration, the '**Appearance of Stock Item Name'** was not getting affected as per the selected option.

  This issue has been resolved.

Inventory Vouchers

- While altering a **Rejections In** or **Rejections Out** voucher, if an item was selected with different **Units of Measurement** in place of existing item, then Tally.ERP 9 was displaying '**Memory Access Violation**'

  This issue has been resolved.

Masters

- The option provided in company creation, '**Disallow opening in Educational mode**' was not working, Since this option works only if the security feature is enabled, now this option has been provided after the **Security Control Option**.

Payroll

- The **Autofill** option was not calculating the values when the **Sub Employee Groups** were used instead of main **Employee Groups** for the calculation of **PF Admin Charges** using **Journal Voucher** and Salary, PF, PT & ESI (Salary, PF, PT & ESI) using **Payment Voucher**.

  This issue has been resolved and the calculation happens correctly when the Employee Sub Groups are used.

- When the Deduction Pay Heads were entered using as a separate Voucher (using a Voucher Class). The **Payment Voucher** was not considering the Deduction values calculated separately.

  This issue has been resolved.

- The sorting method in the Payment Advice was not working properly.

  This issue has been resolved and the **Payment Advice** can be sorted as per the **Bank Details** or **Employee Number**.

- The **Voucher Date** was not displayed as entered in the **Payment Auto Fill** process for the Payroll (Salary Payment, PF Challan, ESI Challan, PT Payment) transactions.

  This issue has been resolved and the Voucher date is displayed as entered during the Auto Fill process.

- The Employees joined in the middle of a month were not appearing the **Payroll Auto Fill** when the option **Show Deactivated Employees** was set to **No**.

  This issue has been resolved.

- The **Rounding off** was not happening correctly in the **Journal Voucher** using **Employer Other Charges Autofill** process for **PF Admin Charges** Calculation, even though **Normal Rounding** method was selected.

  This issue has been resolved and the Rounding off is happening correctly. The Rounded off amount is added or deducted from the last employee for each PF Admin charges, EDLI Contribution and EDLI Admin Charges.

- The Salary was not getting calculated correctly when the existing **Earnings Pay Heads** were replaced with new **Earnings Pay Heads** in the **Salary Details Master**.

  This issue has been resolved.

- The Pay Head computation was not working properly when the value of one Pay Head was divided by another Pay Head to obtain the final values.

  This issue has been resolved and now any Pay Head can be used as divide by to obtain correct values.

  e.g. the user can Divide the Pay Head value by Present Days and Multiply with sick days to get the per day deduction/payable value.

POS

- While passing **POS** invoice the first ledger from the list of ledgers appeared in the **Cash field**.

  This issue has been resolved.

Printing and Rendering

- When **sales vouchers** were printed from **Multi-Account Printing**, the name provided in '**Default print title**', in voucher type masters was not getting printed.

  This issue has been resolved, now the print title is printed by default.

- On printing **Multi-Part** (Columnar Purchase/Sales Register) reports and selecting a print range Tally.ERP 9 was displaying the **Syntax Error**.

  This issue has been resolved.

- Tally.ERP 9 now uses **large font size** in lower resolutions.

  The font size has been increased and is similar to that available in earlier versions of Tally.

- When more companies were loaded and the **List of Selected Companies** sections begins to scroll, In such a scenario when the user clicks **More....**, Tally.ERP 9 crashes.

  This issue has been resolved.

- Tally.ERP 9 crashes while generating the print preview of a **POS Invoice**.

  This issue has been resolved.

Tax Collected at Source (TCS)

- **TCS payments** made through **Bank** (grouped under **Bank OD** or **Bank OCC** account), such entries were not getting displayed in **TCS Challan Reconciliation Statement**.

  This issue has been resolved.

Tax Deducted at Source (TDS)

- **TDS** was not getting calculated when the language selected was other than **English**.

  This issue has been resolved.

- When the references selected in **TDS Payment** entry is more than **150,** Application was displaying the **Out of Memory** error.

  This issue has been resolved.

- In **TDS** Deduction entry if the **Education Cess** amount is less than **0.50** then Tally.ERP 9 was applying **Downward Rounding** and Cess amount was displayed as **Zero**.

  This Issue has been resolved. Education Cess amount less than 0.50 will be rounded upward and will never display **Zero** as Cess amount.

Security Controls

- Excise related reports were displayed even after selecting Excise Reports in from the List of Report in Security Controls.

  This issue has been resolved.

Synchronization

- In **Sales/Purchase Order** when **number of days** was entered instead of **date** in the field **Due on**, the **synchronization** process stops and displays a message as **Line Error: Order Date Remote ID**.

  This issue has been resolved.

VAT/CST

- The **Supplier Invoice number** entered in the Inter-state purchase entry was not being captured in the **Effective Date** field of **Forms Issuable** Report.

  This issue has been resolved.

- In cash transactions, the party details as entered in **Supplementary Details** screen were not being captured in the printed Purchase Invoice.

  This issue has been resolved.

3.2 Auditors' Edition

Tax Audit

- The **Audited By** details were not displayed when the **TDS Need Clarification Summary** was accessed by the Client remotely.

  This issue has been resolved and the **Audited By** details are displayed correctly.

- When the option to print the Anneuxre were set to **No** from the **TDS Need Clarification Summary** screen, Tally.ERP 9 was crashing.

  The option to print the Anneuxre is removed from the **TDS Need Clarification Summary** for Client.

- During the Remote access, while drilling down from **Deducted on Time - Expense summary** to **TDS Bills**, the **Other Status** is not displayed correctly.

  This issue has been resolved and now correct **Other Status** is displayed.

- The option to **copy Clause** information from one **Form 3CD** to another **Form 3CD** using **Alt+R** keys was not working.

  This issue has been resolved and not the individual Clauses can be copied.

- The **Overdue by days** displayed in the Other Status for TDS Bills for which Payment is pending was not displaying the correct value for the dues for the month of March.

  This issue has been resolved and the **Overdue by days displays** the value based on the date of Auditing.

- The **Due Date** and **Payment Status** was displayed incorrectly for the Altered Payment Vouchers under **Bonus, PF, ESI Recoveries** when viewed from **Payroll Re-audit Summary** report.

  This issue has been resolved.

- While E-mailing the Tax Audit Annexures to Form 3CD, Tally.ERP 9 was crashing.

  This issue has been resolved and the Annexures can be E-mailed now.

- The **Payment Status** and **Due Date** were not displayed for the **Under Observation, Need Clarification, Clarified (To be re-audited) and Altered (To be re-audited)** reports for **TCS** during the Remote Audit process.

  This issue has been resolved now and the **Payment Status** and **Due Dates** are displayed correctly.

- The count for the **FBT Vouchers** sent for **Clients Clarification** was not displayed in the Tax **Audit Information** screen under **Need Clarification** column.

  This issue has been resolved.

- The **Annexures to Form 3CD** were printed as continuous pages with the page numbers displayed in sequence (incremental order).

  This issue has been resolved and the pages numbers will not be printed for Tax Audit Annexures.

- The **F4: Ledger** button displays all the Ledgers when drilled down from the from **TDS Summary** report to **TDS Bills** instead of displaying only TDS related Ledgers.

  This issue has been resolved and now **F4: Ledger** displays only TDS related ledgers.

- The **TCS Payment Status** as shown in the **TCS Monthly Summary** screen (**All Vouchers**) and in the **TCS Payment Vouchers** screen (respective Voucher) was not matching.

  This issue has been resolved.

- The option to export the **Tax Audit Annexures (Annexures to Form 3CD)** was not working from the **Print Configuration** screen from **Tax Audit Dashboard**.

  This issue has been resolved and the **Annexures** can be exported from anywhere.

- While printing the Annexure for Service Tax and VAT payable under **Clause 21** from **Under Observation**, **Need Clarification**, **Clarified** and **Altered** reports, it was displaying the title for the respective reports.

  This issue has been resolved and now the printed **Annexure for Service Tax** and **VAT** displays the correct title.

- While exporting the **Annexure** for **Payroll Payments** under **Clause 16** and **21**, the output sheet was blank.

  This issue has been resolved and now the **Annexures for Payroll** are exported correctly.

- The total **Voucher Count** shown on the Tax Audit dashboard for the **Employer Contribution** under **Clause 21**, was different from the total Vouchers shown in the subsequent screen.

  This issue has been resolved and the Dashboard displays the filtered **Voucher Count**.

Statutory Compliance

- When the upward R**ounding Off** method is selected for **VAT** the **Statutory Compliance** tool was displaying the Vouchers with Rounded off VAT values (e.g. actual VAT value is Rs. 119.60 is rounded to Rs. 120) under **Possibly Incorrect (to be verified)** with **Wrong Tax Calculation** as the reason for non Compliance.

  This issue has been resolved and the Vouchers with **Rounded Off** value of **VAT** are now listed under **In Accordance**.

Tally.ERP 9 Series A Release 1.3 - (7.07.2009)

1. Major Enhancements

Excise for Dealers

- For **Excise Stock Register** and **Excise Purchase Bill Register**, the option **Sorting Method** is provided in **F12: Configuration**. Users can sort the reports based on **Invoice Date**, **Invoice Number** or **Party Name**.
- In the **Excise Sales Invoice Printing Configuration,** the option **Print Mfgr/Importer PLA RG 23D No.** is provided to print either the **Manufacturer's PLA Number** or the **Dealers RG 23D No.**
  - To print the **Manufacturer's PLA Number** set this option to **Yes**.
  - To print the **Dealers RG 23D No.** set this option to **NO.**

Excise for Manufacturers

- **Multi Stock Duty Alteration** is provided in Tally.ERP 9. This feature can be used by those companies, which have many stock items and don't want to define the Duty to each item when ever there is change in duty (because of budget or any other reason).
- **Excise Duty, Additional Tax and Cess on VAT** calculation are supported in **Sales Order, Purchase Order, Delivery Notes** and **Receipt Notes** vouchers.
- The option **Show Statutory Details** is provided in **Sales Order, Purchase Order, Delivery Notes** and **Receipt Notes** vouchers.
- **CENVAT Credit Register** is provided. This report displays **Opening Balance, Credit for the Month, Utilised** and **Closing Balance** of CENVAT Credit.

Inventory Vouchers

- Consolidation of same stock items having the same rates is possible in **Receipt**/**Delivery Notes** and **Purchase**/**Sales Invoice** by enabling the option **Consolidate Stock items with same rates** in **F12: Configuration**.

Licensing

- **Tally.ERP 9** now facilitates the user to work with a temporary license for a defined period from the date of activation. This feature has been enabled to avoid non-usage of Tally.ERP 9 due to the delay in receiving the **Unlock Key**. In the temporary license mode, the license is served from an encrypted license file for a period of **Seven days**. In case the user does not receive the **Unlock Key** within the stipulated period, the user may activate and work with a temporary license thrice additionally. This facility is also extended for license Reactivations.

Service Tax

- In **Service-Tax Invoice**, instead of Cess and Sec the duties are printed as **Education Cess** and **Secondary and Higher Education**.

Tax Collected at Source

- **TCS Challan Reconciliation** for new **TCS Forms** is supported.

Tax Deducted at Source

- When the TDS Data migration is not complete, Tally.ERP 9 displays the message **TDS Migration did not complete successfully!** with additional details to check and correct the un-migrated transactions.
- For **Accounts only** companies, TDS entries in **Debit/Credit** note in Accounting Invoice mode is provided.
- **TDS Challan Reconciliation** for new **TDS Forms** is supported.
- As per the requirement under **Double Taxation Avoidance Agreement (DTAA)**, a flat deduction of **TDS without surcharge and education cess** in case of payments to NRI's towards the services provided under section **195** is supported.

Value Added Tax

- In the ledgers grouped under **Direct/Indirect Expenses**, **Direct/Indirect Incomes**, **Purchase Accounts** and **Sales Accounts**, the fields **Use for Assessable Value Calculation** will be displayed. On enabling this field, the options **Apportion for** and **Method of Apportion** will be displayed. In the **Apportion for** field:
  - The option **VAT** will be displayed when only VAT feature is enabled.
  - **Excise & VAT** and **VAT** will be displayed on enabling both Excise and VAT features.
- In the party ledger master, a new field - **Set/Alter VAT Details** has been introduced. On enabling this option, facility has been provided to select the required **Type of Dealer** from the **Type of Dealer** list as per the statutory requirement of each state and enter the **TIN/ Sales Tax No**.
- In **VAT Commodity Creation** screen, a new field - **Commodity Code** has been introduced.
- In Single Stock Item master, the field **Commodity** has been introduced to select the VAT commodity code.
- In Multi Stock Item master, the **VAT Commodity** column has been provided to select the **Commodity Code**. On enabling Excise feature along with VAT, the columns **Tariff Classification** and **VAT Commodity** will be displayed to select the details.
- In multi stock item master, **S: Set Commodity button** (Ctrl+S) has been provided to auto-fill the VAT Commodity Code.
- In the **Inventory Info** menu, the commodity code or tariff classification can be created from:
  - **VAT Commodity** sub-menu for VAT enabled companies
  - **Tariff/VAT Commodity** sub-menu for companies in which both VAT and Excise feature/ excise rules for invoicing is enabled.
- In the Stock Item master of a company enabled only for VAT, the cursor will skip the **Tariff Classification** field and prompt for entering the **Rate of Duty** and selection of **Commodity** under **VAT Details** section.

- The field **Use for Assessable Value Calculation** has been introduced in the ledger grouped under **Duties & Taxes** with **Type of Duty/Tax** as **Others** for a VAT and VAT with Excise enabled company.

  On enabling this field, the options **Apportion for** and **Method of Apportion** will be displayed. The **Apportion for** field will be set to **VAT** and **Method of Apportion** to **Based on Value** by default.

1.1 Auditors' Edition

Tax Audit

Clause 18 - Payments made to Specified Persons u/s 40A(2)(b)

- The support for Clause 18 has been provided. The Auditor can mark a specific Ledgers as Related Party and the Payments made to them can be scrutinized to generate the related Anneuxre as per section 40A(2)(b).

Clause 27 - Tax Deducted at Source (TDS)

- The support for Clause 27 - Tax Deducted at Source has been provided. The Auditor can verify the details of all the TDS transactions and ascertain whether the Assessee has complied with the provisions related to TDS as per Chapter XVII-B. All the Transactions not complying to the Provisions of Chapter XVII-B will be reported in their respective Annexure as per Clause 27 of Form 3CD.

Form 3CD Printing

- The Auditor can enter the required information and print **Form 3CD** along with **Anneuxre I & II** from Auditors' Edition of Tally.ERP 9. The information entered for Annexure printing will be saved and available for future reference.
- The option to copy the 3CD related information within the Company or from one Company to another Company has been provided. The Auditor can copy entire Form 3CD or copy each Clause individually. This will help to reduce the time to compile and generate Form 3CD.

Under Observation - new Audit Status introduced

- A new Audit Status **Under Observation** is introduced. The Auditor can mark Vouchers as **Under Observation** to keep track of Vouchers which are already checked and final Audit status was not decided due to one of the following reasons:
  - Auditor is not sure of the Audit Status to be selected for the Voucher and decide later.
  - Auditor wants to show these Vouchers to the senior before a final call is taken.

Enhanced Tax Audit DashBoard

- The Tax Audit Dashboard has been revamped to display all the required Audit Status Types. The following new columns have been included:
  - **Under Observation** - displays the count for the Vouchers which are marked as **Under Observation.**
  - **Need Clarification** - displays the count for the Vouchers that are sent for Client's Clarification and are still pending.
  - **Clarified (To be re-audited)** - displays the count for the Vouchers which are clarified by Client.

- **Altered (To be re-audited)** - displays the count for the Vouchers which are altered by Client after the Audit is completed.

2. Minor Enhancements

2.1 Functional Enhancements

Accounting Reports

- The Narration explosion has been enhanced in Accounting reports like, Ledger Vouchers & Group Vouchers.
- While generating **Columnar** reports, under **Columnar Register Alteration** screen, the option **Show Item Value** is provided to show the value of items in a separate column.
- Performance of Voucher Registers like **Sales/Purchase Registers** has been improved by **5% to 20%** and in **Day book filter for Vouchers types** has been improved by **35% to 60%**.

Bank Reconciliation Statement

- In **BRS**, the **Bank date** column is provided in Printout for the Vouchers where the **Reconciled date** was above the **Current Period**.

Excise for Dealers

- To avoid duplication of **RG 23D Entry No** in Excise Purchase Voucher, a warning message **RG 23D Entry No has been used earlier** is provided in **Excise details** screen.

Excise for Manufacturers

- In the **Excise Exempt Sales Invoice** print out for the **Duty Amounts in Words** field, the duty amount will be printed as **Nil (Exempted Sales)**.
- **CENVAT Availing** flag is provided in **Debit Note Voucher** to record the CENVAT Availing Entry.

  Note**: The **Journal Vouchers** recorded to avail CENVAT credit in earlier **Release (1.2)** of Tally.ERP 9 need to be changed to **Debit Note.

- In **Excise Purchase** and **Journal** (CENVAT Adjustment) Voucher the option **Not Applicable** is removed from the list of **Nature of Purchase**
- In the **Excise Computation** report the Excise Sales Type - **Export** is included and **drill down** option is provided.

Inventory Masters

- In Logical Migration **Alt+Ctrl+M**, a new Module **All Masters** has been introduced to Migrate the **Item Masters** and **Voucher Class**.

Licensing

- On copying **tally_lck.lic** to the default folder of Tally.ERP 9 already in the licensed mode. On restarting Tally.ERP 9 the **Startup** screen appears, select **Work in Educational Mode**, the license details were displayed in the **Info Panel** and the **Licensing** menu displayed **Unlock License** and **Reset License** options.

Payroll

- An additional field to display the Employee **Date of Joining** is provided in Payslip.
- In the **Paysheet Configuration** an additional option **Appearance of Pay Head Types** is provided. The user can configure to view **Paysheet** for **Earnings Pay Heads** alone or **Deductions Pay Heads** alone or both.
- Additional options to display the **Bank Name** and **Branch Name** are provided to in the **Payment Advice Printing** screen. When these options are enabled, the Payment Advice will be printed with the **Bank Name** and **Branch Name** as entered in the respective **Employee Masters**.

Printing and Rendering

- The **Multi Account Printing** of **Stock Item** reports now contains similar **Printing** options provided in **Stock Summary Reports**.

Security Level

- You can disallow a user from viewing the **CST Reports**. In the **Security Levels** select **CST Reports** to prohibit a user from accessing the related **CST Reports**.

Tax Deducted at Source (TDS)

- The option **Use Common Table for TDS Helper** is provided in **F12: Configuration (Voucher Entry)** to remove the **filters** during TDS Deduction and Payment entries.
- In the **Party Bill-wise** details screen of the TDS expense booking entry, a **Note** has been provided. This note will concise the purpose of such bill allocation.
- Now in the TDS payment entry the TDS deducted date is shown with the bill details.
- In the **Provide Details** screen of the TDS payment voucher, a **Note** for the **Period Range** has been provided.
- In **F12 Configuration**, for the option **Range of Bills to show** a new Range of Bills – **All Bills** (along with Pending bills and Over due bills**)** is provided for all **TDS Outstanding** reports.
- **F4 Button** to select the **party ledger or Nature of payment** is provided in **TDS Outstanding Reports** for **Ledger and Nature of Payments**.

2.2 Auditors' Edition

Tax Audit

CTRL+A: Accept button provided

- **CTRL+A: Accept** is provided on all applicable screens in Tax Audit to save the **Audit Status**.
- The Anneuxre to Form 3CD which are generated from Tax Audit menu, in Tally.ERP 9 are renamed as per the **Clause No.** in **Form 3CD**.

2.3 Statutory Compliance

- **Tally.ERP 9 Release 1.3** is compatible with **Stat.900** (Statutory file) version **86**.

2.4 TDL Enhancements

General Enhancements

- **$$DateRange** function introduced to evaluate the value as **Due Date**.
- The **#**,**!** or ***** modifications to [System: MenuKeys], [System: Form Keys] and [System: UDF] are converted to warning and ignored.

Collection Enhancements

- While creating a **HTTP Collection**, the encoding format can be specified in the **Data Source** attribute. Data Source attribute now supports **HTTP XML** as file type in addition to **File XML**.

Functional Enhancements

- **$$TgtObject** function introduced in Functions.
- **SET VALUE** Behaviour is changed to take Value expression as optional.
- Functions now support changing of **Object Parameters** of itself like CurrentCompany, FromDate, ToDate etc. via changing the Parm variable within the function.

3. Issues Resolved

3.1 Functional Issues

Accounting Reports

- Incase a ledger name is repeated twice while passing an accounting voucher, then the amount of the first ledger name was displayed in **Ledger Outstandings Report** in detailed mode and the second one is ignored.

  This issue has been resolved.

- When opening balance amount was provided in debtor ledger the **On Account** amount was appearing as credit balance in ledger outstanding report instead of debit balance.

  This issue has been resolved.

- In **Group Company**, for specific Reports like **List of Ledgers** were generated and again **Final Reports** were generated, then the **values** of First Selected **Child Company** were displayed in **Final Reports** instead of **Group Company**.

  This issue has been resolved.

- In **Day Book**, the **Particulars** column was blank when a new Company was created after Installation. Only after saving the daybook configuration using F12, the **Particulars Column** was displayed.

  This issue has been resolved.

- In **Group Company**, while generating **Budget & Scenarios** through **Alt+C**: **New column**, the option **Type of Value to show** was not displayed.

  This issue has been resolved.

- **Rate of Exchange** under currency details was shown as blank, while creating **Columnar** report using **Alt+C** in **Final Reports**.

  This issue has been resolved.

- In **Day Book** on exploding one of the entries using **Alt+F1**, the details of the respective entry were not displayed in print preview mode.

  This issue has been resolved.

Cost Centre

- In **Cost Centres** report, the shortcut key **Alt+R** used for Removing the Lines was not working for Category Summary, Ledger Break-up and Group Break-up Reports.

  This issue has been resolved.

- If the transactions has been entered with the option **Narration for each entry** (activated in Voucher type) along with the narration then in the **Cost Centre voucher report** the detailed mode was showing the First ledger name instead of **As per details**.

  This issue has been resolved.

Data Migration

- When Data was migrated from Tally 7.2 to Tally.ERP 9, the stock valuation method was getting changed from **FIFO Perpetua**l to **FIFO Annual**.

  This issue has been resolved where the FIFO Perpetual Valuation method is Retained after Migration.

Email

- While emailing, the **Original** copy of a **Tax Invoice** is emailed as an attachment ignoring the **Duplicate** and **Triplicate** copies of the **Tax Invoice**.

  This issue has been resolved.

Excise for Dealer

- In **Excise Invoice** and in all **Excise Reports** instead of **HSN Code**, name of the tariff classification was getting displayed.

  This issue has been resolved and now in all the excise reports and in Excise Invoice **HSN Code** will be displayed.

- When an **Excise Sales invoice** is recorded by selecting the **same item multiple times**, the **RG 23D** report was displaying only the details of the stock item selected in the first line.

  This issue has been resolved. Now the RG 23 d report displays the consolidated details of the stock item.

- In the **excise sales invoice print out** the **Buyer TIN Number** was getting printed as **Consignee TIN Number** even after it is removed from the despatch details.

  This issue has been resolved.

- When the **Voucher Class** is used in the **Excise Sales** or **Purchase** voucher **Excise Duty** was not getting calculated automatically

  This issue has been resolved.

- In the **Excise Sales invoice** print out
  - **Declaration** was overlapping the **amount in words** when the option **Print Trader Supplier Info** is enabled in **Invoice printing configuration**.
  - The **Vertical lines** were not printing completely when the option **Print Details of Despatch** is enabled in Invoice printing configuration

  These issues have been resolved.

- When the option **Print Trader Supplier Info** is disabled in F12: Invoice Printing Configuration, the footer **Subject to Jurisdiction** and **This is a Computer Generated Invoice** were overlapping in **Excise (Dealer or Manufacture) Sales invoice** print out.

  This issue has been resolved.

- After the migration of company data (multiple years of data) in Tally.ERP 9, Excise Purchase Bill Register was showing the Grand Total amount of Total Duty and Total Cess columns of receipt side in Negative.

  This issue has been resolved.

Excise for Manufacturers

- In **Excise Invoice** and in all **Excise Reports** instead of **HSN Code**, name of the tariff classification was getting displayed.

  This issue has been resolved. Now in **Daily Stock Register** Tariff Classification **Name** with **HSN Code** is displayed. In other Excise Reports and Invoice, the **HSN Code** is displayed.

- While making **CENVAT Adjustment** entry in **Journal Voucher** on selecting **Excise Unit** cursor was moving back to the Excise Adjustments selection field.

  This issue has been resolved.

- In **Excise Purchase** voucher **VAT** was not calculating properly when the **CENVAT** type of duty ledgers is selected.

  This issue has been resolved.

- The **Notification Number** mentioned for the **Nature of Removal – Exempt** in the excise sales invoice was not getting printing in the excise sales invoice print out.

  This issue has been resolved.

- When a **CENVAT Adjustment entry** is recorded in **Journal Voucher** without using **Voucher Class**; application was not retaining the duty values for CENVAT ledgers and Service Tax Input ledgers in the alteration mode.

  This issue has been resolved.

- **Generating Print Preview/ Printing** of **Excise Voucher report** (drill down report from Excise Computation) was not possible.

  This issue has been resolved.

- In the **Daily Stock Register** the **Excise Unit Name** was not displayed when the **Alias** is used for the Excise Unit Godown.

  This issue has been resolved.

- When the option **Use for Assessable Value Calculation** is enabled in the Ledger master (grouped under **Indirect Expenses/Income and Direct Expenses/Income**) the value given against the ledger in the Purchase or the sales invoice was considered for Assessable value calculation to compute both **Excise duty** and **VAT**.

  This issue has been resolved and now **Duty/Tax Type** - **Excise & VAT** and **VAT** have been provided to apportion the value based on the Duty/Tax Type selected to compute Excise duty and VAT.

Godowns

- When the **Appropriate by Qty** method was selected to appropriate the purchase ledgers then, only the Basic rate of purchase was shown without including the **Additional cost of purchases** in a particular location in **Godown** summary.

  This issue has been resolved.

Import/Export

- In the **Day Book** press **Alt+R** to hide a transaction and **Export** the data to **Excel** or a newly created company in Tally.ERP 9. You will notice that the hidden transaction was also exported.

  This issue has been resolved.

- When **XML** data with duplicate **<NAME>** tags was imported to a company and on subsequent loading of the same company **Tally.ERP 9** was crashing.

  This issue has been resolved.

Inventory Reports

- On passing a **Rejection Note** against the **Receipt Note** which was passed against the **Purchase Order**, the **Purchase Order** outstanding report was blank.

  This has been now resolved and the Purchase order outstanding report shows the Rejected items.

- When an **Invoice/Voucher** is raised with an item having no **Units of Measurement**, the same was not appearing in the **Movement Analysis** report.

  This issue has been resolved.

- In **Job Work Analysis** report incorrect **Job Consumption** values were displayed in the detailed mode.

  This issue has been resolved.

Inventory Vouchers

- After passing a **Receipt/Delivery Note** with multiple items and **Rejection In/Out** for any of the stock item with full quantity is entered, the **Tracking Number** for such item was appearing in **Purchase**/**Sale Invoice**.

  This issue has been resolved.

- When a **Delivery/Receipt Note** is passed containing multiple items and on creating **Sales/ Purchase Invoice** partially for few items and subsequently passing another invoice for the remaining items, then all the items entered in the **Delivery/Receipt Note** are prefilled.

  This issue has been resolved.

- While passing the **Purchase**/**Sales Invoice** against Multiple **Receipt**/**Delivery Note** or **Purchase**/**Sales Order** where same expense ledger is used, then the expense ledger amount was not consolidated.

  This issue has been resolved.

Licensing

- On activating Tally.ERP 9 with an invalid **License Path**, an error message **Encrypted License File is either corrupted or not found** was displayed.

  This issue has been resolved.

- The **Tally.ERP 9** license file was either deleted or removed when the system date is lesser than the date of the Activation Server. This was occurring due to the change in time zone.

  This issue has been resolved.

Payroll

- Incorrect **Closing Balances** were displayed in columnar report for **Employee Monthly Summary** while drilling down from **Employee Pay Head Breakup**.

  This issue has been resolved.

- In the **Employee Pay Head Breakup** report the option to display the **Alias Names** for **Employee** was not working.

  This issue has been resolved.

- While processing the **Employer Other Charge**s using **Journal Auto Fill,** Tally.ERP 9 was giving **Out Of Memory** error when the **Accounting Master**s were more than **20,000**.

  This issue has been resolved.

Printing and Rendering

- While printing an **Invoice** from a remote location using Pre-Printed stationery, the invoice format was also printed.

  This issue has been resolved.

- When an **Invoice** with more than **15** items was printed the page breaks did not occur at the end of the page.

  This issue has been resolved.

- The manual declaration provided in the voucher was not printed in an **Invoice** while remotely accessing the data.

  This issue has been resolved.

Tax Deducted at Source (TDS)

- When the Expenses are booked in one month (April) and TDS towards such expenses are deducted in another month (May), in the **TDS Computation** report, TDS deducted amount was getting displayed for the month (April) in which the expenses are booked

  This issue has been resolved and now in the TDS computation report the TDS deducted amount will be displayed according to the month in which it is deducted.

Synchronization

- The **Due On Date** does not get updated when the **Sales Order**/**Purchase Order** voucher date is changed, thereby halting the **Synchronization** process.

  This issue has been resolved.

Tally.NET

- When **Use absolute URL for HTTP Actions** was set to **No**, **Tally.ERP 9** displayed a message **Unable to Reach Tally.NET Server**.

  This issue has been resolved.

VAT/CST

- In the alteration mode of purchase voucher and debit note, if additional expense ledger enabled for apportionment was selected before/after CST ledger, the expense amount was not being appropriated.

  This issue has been resolved.

- On using the **R: Remove Line** button in **Forms Receivables** and **Forms Payables** report, the details were not being hidden.

  This issue has been resolved.

- On selecting the same stock item for different taxable VAT/Tax classifications in a single invoice, the additional tax/Cess amount was being calculated only for the first stock item as per the classification selected.

  This issue has been resolved.

- On recording an entry in a regular as well as excise enabled debit note by selecting **Inter-State Purchases** as the **VAT/Tax class** with excise duty, education cess, secondary education cess and CST ledgers, the value of secondary education cess was not being displayed in Statutory Details screen.

  This issue has been resolved.

- In the alteration mode of an excise sales invoice, on changing the rate or quantity and clicking on the **R: Reallocate** button, the value of excise duty was not being displayed in the **Statutory Details** screen.

  This issue has been resolved.

- In a sales invoice recorded on April 1, 2009, on selecting the output additional tax ledger pre-defined with the VAT/Tax class - **Output Additional Tax @ 0.5%** and enabling the Common ledger allocation configuration, the additional tax was calculated even though the classification is applicable only from June 1, 2009.

  This issue has been resolved.

- The serial number was not being displayed in the **VAT Analysis** report of United Kingdom VAT.

  This issue has been resolved.

- In an invoice, if the number of stock items and value of additional ledgers apportioned to the assessable value were more, the calculation was going beyond the **Statutory Details** screen and the cursor was returning to the invoice by skipping the remaining part of the calculation.

  This issue has been resolved and the complete calculation details will be displayed in the **Statutory Details** screen.

- On migrating a **Singapore VAT** enabled company data from Tally.ERP 9 Release 1.1 to Tally.ERP 9 Release 1.2, **GST Account Type** was not getting stored for the ledgers created under **Duties and Taxes**.

  This issue has been resolved.

- The VAT/Tax class selected while invoicing in the **Accounts Invoice** mode was not being stored when it was different from the classification pre-defined in the ledger master.

  This issue has been resolved.

3.2 Auditors' Edition

Tax Audit

- The **FBT Recovery Amount** was appearing in the **Reimbursement Amount** column in the **FBT Annexure II**.

  This issue has been resolved and now the **FBT Recovery Amount** appears under **Deductions** Column in the **Anneuxre II**.

- While printing the non-Anneuxre reports for **TCS Bills** and **Service Tax Input Credit Form** & **Service Tax Payable,** the **To** date specified in the respective reports is not considered and all the data irrespective of To date specified is printed.

  This issue has been resolved and now the above reports are printed based on the period specified.

- During the Remote Audit, the Vouchers with Aggregate values less than the limit specified in the **F11: Audit Features** under **Tax Audit Rules** were also displayed for Audit under **Amounts Inadmissible u/s 40A(3)**.

  This issue has been resolved now the Vouchers with aggregate amount more than specified in the **Tax Audit Rules** only appear for Audit.

- The **FBT Anneuxre** when printed from the **FBT Payment Vouchers** report was displaying the values for the respective Quarter only instead of the complete Financial Year.

  This issue is resolved and now the **FBT Anneuxre** can be printed from any report in **Fringe Benefit Tax**.

- During the Remote Audit, the **Value of Fringe Benefit** is not displayed in the **FBT Ledger Vouchers** report.

  This issue has been resolved and the **FBT Ledger Vouchers** reports shows the **Value of Fringe Benefit**.

3.3 TDL Issues

- User defined methods in TDL can get cached and cause refresh issue during editing of objects.

  This issue has been resolved.

- **SVUserName** variable was loosing its value after company Login.

  This issue has been resolved.

- **Modify Object** failing to access variables from function when function is called from On: Form Accept event.

  This issue has been resolved.

Tally.ERP 9 Series A Release 1.2 - (5.06.2009)

1. Major Enhancements

Accounting Reports

- In Ledger Voucher's Report, The **Cost Centre** details were not shown for Ledgers other than the selected one.

  Now, the **Cost Centre** details are shown for all the **Ledgers** in the **Detailed** mode.

Data Configuration

- From Tally.ERP 9 Release 1.2 you can specify multiple paths for the Data directories. The alternate paths can be specified from **Gateway of Tally** > **F12:Configure > Data Configuration**, to deactivate the required path you can comment it with a **#**. In case the paths specified are not commented, by default Tally.ERP 9 takes the first active path mentioned.

  The **Companies to preload on Tally Startup** allows the user to select a company or list of companies from the specified path to load on startup.

  Example: In the **Companies to preload on Tally Startup** field enter **C:\Tally.ERP9\Data\10044**, where **10044** is the company number.

Excise for Dealers

- In Dealer Excise Invoice Printing Configuration following **Four** invoice configuration options are provided
  - **Print Mfgr / Importer Name and Address**: Enable this option to pint Manufacturer or Importer name and address.
  - **Print Purchase Excise Duty Details**: This option prints the supplier duty details.
  - **Print Mfgr / Importer Excise Duty Details**: This option prints the manufacturers or importers duty Details.
  - **Print Passed on Duty Assessable Value:** Enable this option to print assessable value of the duty passed on. In case where the user does not want to disclose the assessable value of the Duty passed on, then this option can be set to **NO.**

Excise for Manufacturers

- **CENVAT Availing** flag is provided in **Journal Voucher** to record the **CENVAT Availing** entry.
- In **Sales Voucher**, the option **Special Rate** is provided under **Type of Removal** to record the Excise Sales at special rates.
- In **Excise Purchase Voucher** an option is provided to **Alter** the **Assessable value** to record the purchases from **First Stage** and **Second Stage Dealers**.

Licensing Configuration

- Multiple instances of Tally.ERP 9 Silver using single License file. Tally Installer now allows the user to provide the path of the license file for Single User installation. It enables you to run multiple instances of Tally.ERP 9 Silver by using a single license file located on the same computer. This facility has been provided in order to avoid copying the license file to different Tally.ERP 9 folders which leads to Copyright Violation and results in license invalidation.

  A new parameter LicensePath is added to the Tally.INI file. For subsequent installations on the same system, you can mention the LicensePath using this parameter.

Tax Deducted at Source

- **TDS** entry with **Inventory** in **Journal Voucher** and **Purchase Invoice** is provided.
- **TDS** option is enabled for the **Ledgers** grouped under **Duties & Taxes** and with the **Type of Duty/Tax other than 'TDS'**. This will allow the user to calculate the TDS on those taxes on which TDS needs to be deducted.
- **TDS Not Deducted** report is provided. This Report displays party wise TDS not deducted details.
- **TDS** option is enabled for the Ledgers grouped under **Direct Incomes**, **Indirect Incomes** and **Current Liabilities.**
- **TDS Computation – Party wise** report is provided.

Voucher Types

- The Decimal portion under percentage field in **Voucher Class** is increased from three to four decimal places in order to give more accuracy for inclusive of Tax calculation during Voucher entry.

2. Minor Enhancements

2.1 Functional Enhancements

Accounting Reports

- The **Budget Variance** button is not required in **Voucher Monthly Register**, thus **Alt+B: Budget Variance** option has been removed from the **Voucher Monthly Register**, when drilled down from the Statistics.
- The Full screen has been enabled for all Accounting and Inventory Masters by minimising the Calculator pane.

Cost Centre

- In Voucher Entry, **Show Employee Details in Auto Cost List?** option is provided in **F12: Configuration**, so that user can select the option whether employee details should display in **Auto Cost List** table or not.

Excise for Dealers

- Bottom tool bar buttons **Alt+R (Remove Line), Alt+U (Restore Line), Ctrl+U (Restore All), Space (Select)** and **Ctrl+Space (Select All)** are provided for all the **Excise Reports**.
- In **Dealer Excise Purchase Invoice Printing Configuration** (F12: Purchase Printing Configuration) following **Two** invoice configuration options is provided to print the Excise Invoice with Duty Details
  - Print **Purchase Excise Duty** Details
  - Print **Mfgr/ Importer Name** and **Address**

Migration

- The **Logical Migration** number has been incremented to **2.0**. This indicate that **Data** once migrated to T**ally.ERP 9 Series A Release 1.2** cannot be rolled back / used in the previous version of **Tally.ERP 9**.
- **Migration Tool** was not working on the machines which had **IPv6** enabled. IPv6 support has been provided for the Migration Tool.

Payroll

- A new **Group Misc. Expenses (ASSET)** under **Earnings for Employees** is available for selection while creating the Pay Heads. This is will allow to account for the Pre-operative expenses.
- In **Pay Head Master** an additional option is provided to configure the calculation of **EDLI Admin Charges** based on the specified formula or minimum Rs. 2 per employee.
- In the Pay Sheet Configuration sub screen **Show Total Column** field has been changed to **Show Nett Amount Column**.

Support Centre

- You can zoom on the **Issue** and **Reply** by double clicking on the **Listing** and **Interaction** pane respectively.

Tally.NET

- A new configuration **Use Absolute URL for HTTP Actions** is introduced in **F12: Advanced Configuration**, the user can enable this option to perform Licensing or Synchronisation operations when using proxy servers which require complete URL for communication.

Tax Audit

- A separate title (**List of FBT Ledgers**) has been provided to the **FBT ledger Display** report. This report lists down all the FBT masters created.

Tax Deducted at Source (TDS)

- **TDS** option is enabled for the **Ledgers** grouped under **Fixed Assets, Current Assets** and **Investments.**
- The option **Use Common Table for TDS Helper** is provided in **Advanced Configuration (Ctrl+Alt+F12)** from **Gateway of Tally** to remove the **filters** during TDS Deduction and Payment Entries.
- **Alt + R** option (to hide the transactions) is provided in **TDS Computation – Party wise** and **Expense wise** reports.
- **End of List** option is provided in the list of **Method of Adjustment** in **TDS Payment Voucher**.

VAT/CST

- In a cash transaction, an option has been provided to select the party ledger using **Party List** button (**Alt+M** key combination) in the **Supplementary Details** screen to capture the TIN and address details from the party master.
- In the purchase/sales invoice, the option **Show Statutory Details** has been set to **No** by default.
- The usage of common purchase ledger to account for a transaction involving different purchase classifications has been supported.
- Facility has been provided to select the **Tariff Classification** in the creation/alteration screen of **Multi Stock Item Master**.

2.2 TDL Enhancements

Collection Enhancements

- *The Attribute-Child Of to support Voucher Type*

  Child Of attribute is enhanced further to support Voucher Type. Now with this enhancement a Collection of Vouchers of particular Voucher Type can be constructed which will improve the performance. Prior to this release, the same can be achieved by applying Filters to the Collection.

3. Issues Resolved

Accounting Reports

- **Alias Only / Alias (Name) / Name (Alias)** options is now working in the following reports
  - Display >Daybook
  - Display > Account Books > Group Vouchers
  - Display > Account Books > Sales Register > Voucher register
  - Display > Account Books > Purchase Register > Voucher register
  - Display > Account Books > Journal Register > Journal Register
  - Display > Account Books > Journal Register > Debit note Register
  - Display > Account Books > Journal Register > Credit note Register
  - Display > Inventory books > Physical Stock Register > Voucher Register
- In **Sales Register Columnar** report, the closing balance values were shown wrongly, when previous period is specified.

  This issue has been resolved.

- While printing **Confirmation of Accounts** for Sundry Debtors, if we have debit balance in left-hand-side, the total amount was showing blank values.

  This issue has been resolved.

Accounting Vouchers

- When multiple ledgers were debited in one payment transaction, the same details were not getting displayed in **Day Book** (Detailed Format).

  This issue has been resolved.

- In Tally.ERP 9 while printing a Sales Invoice, passed using **Voucher Class Inclusive of VAT**, with the option **Print VAT Analysis of Items** enabled in **F12: Invoice Printing Configuration**, the print preview of the invoice was getting hung.

  This issue has been resolved.

- When a Voucher Class is created with the option **Remove if Zero?** set to **Yes** and **Print after saving the voucher** enabled for the Voucher Type, while printing such invoice in simple format, the ledgers having nil values were also printed.

  This issue has been resolved. Now, only the ledgers having non-zero values are printed.

- When we display **POS** voucher type in Day Book, there was a repetition of 1st ledger name, If you select any one of the options **Alias (Name) / Alias only / name (Alias)** in **F12: Configuration**, Under **Appearance of names**.

  This issue has been resolved.

- In **Remote Client environment**, an extra Date field was appearing in Purchase Order, Sales Order, Receipt note, Delivery note, Rejection out, Rejection In, Purchase, Sales, Debit note and Credit note.

  This issue has been resolved.

- In Tally.ERP 9 while passing the purchase invoice when we select the expenses ledger created under Indirect expenses with Service Tax and TDS enabled, the cursor was not moving to rate column.

  This issue has been resolved.

- In **F12: Configuration** for Accounts only company, if we activate the option **Use Additional Descriptions(s) for Ledger Name**, then while passing Accounting invoice, the **Descriptions for Item** window was displayed instead of **Description for Ledger Name.**

  This issue has been resolved.

Account TDL

- When **Allow Local TDL** is set to **No** in the **TDL Configuration Management** and on updating the License, local TDLs were loaded.

  This issue has been resolved.

Cost Centre

- In **Cost Category Summary** Report, when a new column is inserted using **Alt+C** the closing balance was showing both revenue and non-revenue items.

  This issue has been resolved and now the closing balance will be displayed for Non-Revenue items only in columnar reports.

- In **Remote Client environment**, the opening balance values were not captured in the Print Preview of **Cost centre Monthly Vouchers report** and All **(CR)** credit prefix were shown as **(DR)** debit prefix before the Ledger Name.

  This issue has been resolved.

Filter

- When we generate Stock Transfer and Physical Stock Register from Multi Account Printing and if we activate the option **Show Columnar Register** in print configuration, the report was not capturing Manufacturing Journal vouchers and also details in Particulars was shown as blank.

  This issue has been resolved.

Data Backup & Restore

- Backup or Restore was not working for data whose Company Name consisted of special characters such as brackets or quotes.

Excise

- When the duty values are manually entered for the Excise Duty ledgers, those values were not getting reflected in the statutory details (when the Excise Feature was not enabled in Statutory & Taxation features).

  This issue has been resolved

Excise for Dealer

- In **Dealer Excise Sales Invoice**, **SED on CVD** amount is getting doubled in Amount of Duty in words.

  This issue has been resolved.

Excise for manufacturers

- In **Excise Manufacturer Invoice** and **Excise Dealer Invoice** for the Authenticated By & Authorised Signatory company mailing name was printing instead of **Excise Unit Mailing Name**.

  This issue has been resolved.

- **Company Phone Number** was not printing in **Excise Manufacturer Invoice**.

  This issue has been resolved.

- While splitting the company data in which Excise feature is enabled with the **Registration Type Manufacturer**, application was displaying an error message **Serial number 3 already exists.**

  This issue has been resolved.

- In the Manufacturer's Excise invoice **Additional Description** entered for the **Stock Item** was overlapping when the options **Marks and Nos./Container No**. and **Specify No**. **and Kind of Packages** are enabled in **F12: Configuration**.

  This issue has been resolved.

- **Excise Duty changes** in the stock item were affecting the **previous recorded vouchers**.

  This issue has been resolved.

Installation

- When you install and start Tally.ERP 9 on Windows 98 Operating System, all the screens of Tally.ERP 9 were appearing in Black colour.

  This issue has been resolved.

Interest Calculation

- In Interest Payable and Receivable report, the shortcut key Alt+R used for Removing the Lines was not working.

  This issue has been resolved.

Inventory Reports

- In **Remote Client environment**, the **Batch Numbers** were not displayed in **Stock Ageing Analysis** report.

  This issue has been resolved.

- If a Sales Invoice is passed against the Sales Order with the **Godown** as **Any** in **Sales Order Item Allocations**, Tally.ERP 9 was crashing in **Stock Summary** Report displaying Memory Access Violation.

  This issue has been resolved.

- In **Sales Order** and Purchase **Order Summary**, the shortcut key Alt+R used for Removing the Lines was not working.

  This issue has been resolved.

- When we change period in Job Work Analysis report, **Out of Memory** error message was displayed.

  This issue has been resolved.

Inventory Vouchers

- Sequence of Tax Ledgers are getting interchanged in **Sales/Purchase** invoice while tracking of **Delivery Note/Receipt Note** or **Sales Order/Purchase order**.

  This issue has been resolved.

Payroll

- When the **Payroll Voucher** is passed for the same period which contains the **User Defined Pay Heads** for recalculation (e.g. arrears calculation), the P**rofessional Tax** values were becoming negative.

  This issue has been resolved.

- When **Provident Fund Gross** contains **Pay Heads** with **User Defined** values, the **Provident Fund** value was not getting calculated.

  This issue has been resolved.

- When **Payroll Voucher** is passed using a **Voucher Class** and single Employee is selected in the **Payroll Auto Fill** sub screen, the **Payroll Voucher** is processed for all the Employees.

  This issue has been resolved.

- Instead of displaying the Name specified in **Name to appear in Payslip** field, the Payslip was showing the name as entered under **Name** field in the **Pay Head Master**.

  This issue has been resolved.

- When **Payroll Statutory** features are not enabled the **Auto Fill** feature in the **Payment Voucher** was displaying incorrect **Salary Payable** amount.

  This issue has been resolved.

- The **Pay Sheet** values were not matching with the **Payslip** values.

  This issue has been resolved and now **Pay Sheet** shows the same values as **Payslip**.

POS

- Once we enabled the option **Print item name in one line** to **YES** in **POS F12 Printing Configuration** screen, this option was getting disabled after taking print and quitting Tally.ERP9.

  This issue has been resolved.

Printing

- While printing multiple vouchers the Narration and Bill Wise details for all vouchers printed does not appear when **Print Narration** and **Print Narration for each entry** is set to **Yes** in **F12: Configuration**.

  This issue has been resolved.

- While printing multiple ledgers **Include Opening Balances** and **Start Fresh Page** is set to **No** in **Printing Ledgers** screen, the **Opening Balances** for all the ledger accounts is printed.

  This issue has been resolved.

- While printing the **Day Book** in detailed mode the alignment of the **Particulars** column appears incorrect.

  This issue has been resolved.

- While printing the **Outstanding Ledger Report** with **Post Dated** transactions or **Reminder Letter** with a single ageing analysis parameter Tally.ERP 9 crashes.

  This issue has been resolved.

- In Tally.ERP 9, when the Exporter's option **Specify No.** and **Kind of Packages** are enabled in **F12: Configuration** along with the **Description for Stock Items**, the alignment of those details in Print Preview and Sales Invoice Printout were not proper.

  This issue has been resolved.

- All reports were printed in normal font size when **Condensed** mode was selected on a **Dot Matrix printer**.

  This issue has been resolved.

- When **Show Bill Wise Details** and **Show Narration** is set to **Yes**, the data crashes on printing a Multi Column Cash/Bank book.

  This issue has been resolved.

Security Control

- When a new company is created with the same name of an existing company that is loaded then the new company will not be selected by default.

  This issue has been resolved.

Support Centre

- The buttons **F3: Group By**, **F4: Threadview** and **F10: Pagesize** are disabled when the issue list is empty.

  This issue has been resolved.

- When you add a reply to an issue without description in **Zoom Content** or **Ticket Interaction** mode, the **Support Centre** displayed the **Description** of the previous interaction.

  This issue has been resolved.

- In the default **View** mode the interaction history for an issue is displayed when you Group by **Status/Site.**

  This issue has been resolved.

Synchronization

- When **Expiry/Mfg** dates are enabled after making few voucher entries, **Import / Synchronization** was failing to import earlier entered vouchers due to new configuration.

  This issue has been resolved.

- **Opening Balances of Masters** without Vouchers were not included in **Export Snapshot.xml** generated from the server.

  This issue has been resolved.

- When manual numbering is enabled for excise vouchers; Tally was unable to import/ synchronize these vouchers.

  This issue has been resolved.

Tally Admin Tool

- While converting the .tcp files using the **Tally Admin** on Windows 98 operating system, the **Tally Admin** tool crashes.

  This issue has been resolved.

Tally.NET

- The **Disconnect** button is not getting disabled when there is a breakage in Internet Connectivity or when the company is disconnected using the **Alt + F4** button.

  This issue has been resolved.

Tax Audit

- The report name was not displayed when viewing the **Exceptions** report from the **VAT Payments Details (Disallowed Vouchers)** screen.

  This issue has been resolved.

- **TCS Payments (Disallowed Vouchers)** report was not displaying any vouchers even though **TCS Payable Summary** displays the **Disallowed Vouchers**.

  This issue has been resolved.

Tax Deducted at Source (TDS)

- **TDS Ledger Outstanding** report was displaying VAT duty ledgers outstanding details also.

  This issue has been resolved.

- **Journal Register – Columnar** was displaying **Expense-wise** details instead of **Party-wise**.

  This issue has been resolved.

- **TDS** was not getting calculated for the **VAT Amount,** for the expenses with VAT recorded in **Journal or Purchase Voucher**.

  This issue has been resolved.

- When the TDS option was not enabled in Statutory and Taxation Features, application was displaying **List of TDS Nature of Payments** for **Expenses ledgers.**

  This issue has been resolved.

- The Adjustment entry passed through journal voucher by selecting the **TDS duty ledger** was not storing the credit amount against the **Duty Ledger** in the **alteration mode**

  This issue has been resolved.

- In the alteration mode, the ledgers created under **Duties & Taxes** with the T**ype of Duty/ Tax** is other than **TDS** and where the **TDS** option is enabled, application was not allowing to save the ledger alteration unless the TDS option is disabled. Otherwise first disable the TDS option and again enable.

  This issue has been resolved.

VAT/CST

- In the alteration mode of **Sales Invoice**, when a new **Stock Item** was added, the user was not being allowed to select the **VAT/Tax classification**. Also the **VAT** and **Additional Tax** was not recalculated after considering the **Assessable Value** of new **Stock Item**.

  This issue has been resolved.

- The value of **VAT** and **Additional Tax** on purchase and sales entries was not being automatically calculated when voucher class was used in an accounting invoice.

  This issue has been resolved.

- In case of entries made with excise and additional ledgers by selecting party ledger grouped under **Branch/Division** using **Consignment/Branch Transfer Inwards/Outwards** as **VAT/Tax Class**, the excise ledger details were not being displayed in the **Statutory Details** screen.

  This issue has been resolved.

- In the **Item Invoice** mode of an inter-state purchase entry, the value entered for the expense ledger which is not enabled for apportionment was being captured in **Forms Issuable** report.

  This issue has been resolved.

- On selecting the **CST** ledger in the accounting Invoice mode of an inter-state purchase entry, the CST amount was not being calculated and displayed.

  This issue has been resolved.

- In **Statutory Details** screen of VAT/CST entries, when expense amount entered was lower/ higher than the actual expense value specified in the invoice, the warning message was not being displayed.

  This issue has been resolved.

- The assessable value of an inter-state sales entry made in accounting invoice mode was not being captured in **VAT Computation** report when the option **Calculate Tax on current Sub-total** was disabled in the **F12: Sales Invoice Configuration**.

  This issue has been resolved.

- On selecting the voucher class in a sales invoice, the output VAT and additional tax amount was not being calculated and displayed.

  This issue has been resolved.

TDL issue resolved

- Now Objects of the **Summary Collection** can be exposed to **Tally ODBC Interface** through Collection attribute '**Is ODBC Table**'.

Tally.ERP 9 Series A Release 1.1 - (2.04.2009)

1. New Features

Some of the New features in this release include,

- E-TDS
- Windows 98/ME/NT compatible Tally.ERP 9

E-TDS

- Tally.ERP 9 provides **E-TDS** capability to its users. By using e-TDS feature, the user can export the eTDS Forms from Tally.ERP 9 in the formats as prescribed by NSDL.

Windows 98/ME/NT compatible Tally.ERP 9

- Support for **Windows 98 / ME / NT** is now provided in Tally.ERP 9 Release 1.1.

2. Major Enhancements

Some of the major functionality changes in Tally.ERP 9 include,

- VAT/CST
- Performance

VAT/CST

The following enhancements are made in the VAT/CST feature of Tally.ERP 9

- The option to **appropriate** the additional ledgers grouped under purchase/sales accounts based either on **quantity/value** has been provided. The appropriation can be viewed in the **Statutory Details** screen on enabling the option **Show Statutory Details** to **Yes** while invoicing.
- The option to **appropriate** additional ledgers to the **assessable value** of each item selected while invoicing has been provided for CST. The value will be **appropriated item-wise**, based on **quantity/value** as per the method of allocation set in the additional ledger master. The appropriation can be viewed in the **Statutory Details** screen on enabling the option **Show Statutory Details** to **Yes** while invoicing.

Performance

- The **performance** of **Excise Sales Invoice, Excise Stock Register** and **Excise Purchase Bill Register** is optimised.

3. Minor Enhancements

Control Centre

- While creating a Tally.NET user for a Multi Site Account ensure that the field **Tally.NET User** is set to **Yes** and the required **Site** is selected. **Tally.ERP 9** will prompt a message that the **Tally.NET flag** is not set, the required **Site** is not selected and the **Form** will not be submitted.

Excise for Manufacturers

- The option **Print Additional Description(s) for Stock Item Name** is provided in **Excise Sales Invoice Printing Configurations** to print the Additional description(s) of stock items in the Excise Sales Invoice.
- The details of **Marks & Nos/Container No** and **No. and Kind of Packages** details can be captured in the Excise Sales Invoice.

Payroll

- In the **Employee Pay Head Breakup** report the option to select **Not Applicable** is removed from the List of Pay Heads. Only valid **Pay Heads** are available for selection under the List of Pay Heads.

4. Issues resolved

Accounting Reports

- In **Stock Journal Register Columnar Report**, the **Quantity Column** was showing blank.
  This issue has been resolved.
- While entering **Delivery Note/ Receipt Note** voucher, after providing the item details, the cursor was moving from amount column to **Party Bill-wise Detail** screen.
  This issue has been resolved.
- In **Multi-Account printing -Outstanding** report, extra closing balance blank lines were being printed for each account.
  This issue has been resolved.
- In **Statistics** report, if **Sorting** is done by parent voucher type, the **cancelled voucher info** was not appearing.
  This issue has been resolved.
- In **Item Movement Analysis Report**, when **new column** was added with any other item, it was repeating the values of first item to other items.
  This issue has been resolved.
- In **Columnar Report of ledger** having inventory transactions, the **Quantity column** was blank.
  This issue has been resolved.
- When purchase/sales is raised in **Voucher** format, **TIN/Sales Tax No**. was not appearing in purchase/sales register columnar report.
  This issue has been resolved.
- In **Ratio Analysis Report**, on drilling down to **Ledger Payment Performance Report** and when the **closing balance** is **zero** then **Zero** was not displayed in ledger payment performance **formula** in **remote company.**
  This issue has been resolved.
- When **Purchase Register or Sales Register** is selected through **F10: Accounting Reports** from **Interest Receivable or Interest Payable Report**, the **closing balance** were being displayed **blank**.
  This issue has been resolved.
- When the **Cash/Bank Book** was printed through **Multi Account Printing**, the narrations for each entry was not printing.
  This issue has been resolved.
- When the Billwise reference is **On Account**, the same was not displayed when **Show Billwise Details** also in **F12 configuration** was enabled from Day Book.

This issue has been resolved.

- **Particulars** title was not appearing in **Group Outstanding** Report.

  This issue has been resolved.

- During **Excel Export of Trial Balance** with **Budget Variance** was not aligned properly in **Excel**.

  This issue has been resolved.

- In **Day Book**, during viewing of particular inventory voucher type by pressing **F4** and changing the view mode to **columnar** by pressing **F5**, **quantity column** was blank.

  This issue has been resolved.

- In **Remote company**, on drilling down from the deleted Audited voucher, the display screen of voucher was appearing.

  This issue has been fixed and now drilling down from deleted Audited voucher is not possible.

Accounting Vouchers

- When the option **Follow Excise Rules for Invoicing** is enabled in F11:Features (Statutory & Taxation), The option **Use excise format** in **F12 (Voucher Configuration)** was not appearing.

  This issue has been resolved.

- When data of **Tally 9 (Build 90)** was opened in **Tally.ERP 9** which has purchase entries with Ledgers which are configured with **appropriation by Quantity or value**, the display sequence of Ledgers in invoice were interchanging.

  This issue has been resolved.

- During Sales Entry in **Accounts Invoice mode** with Voucher class having **output CST**, the same is not calculated.

  This issue has been resolved

Control Centre

- **Site Administrator** should not be allowed to change **General Configuration** and **TDL Configuration** of other sites.

  This issue has been resolved. Now the Site Administrator cannot administer other sites.

- When a user is linked to an Account and the ID is unlinked from another Account by pressing Alt + D (Delete/Unlink), the **Alt + D button** remains enabled even after the user is unlinked from the required account.

  This issue has been resolved. The Alt + D button will be disabled once the ID is unlinked.

- The **Alt + F1 (Detailed/Condensed)** button displays Site profile. As Single Site does not have any site, this button should be disabled.

  This issue has been resolved. Now **Alt + F1 (Detailed/Condensed)** button has been disabled for Single Site Accounts.

Excise for Manufacturers

- The **Declaration** details provided in the **Voucher Type** was not appearing in the **Manufacturer's Excise Sales Invoice**.

  This issue has been resolved.

- When in an purchase entry **two Stock Items** with **different excise rates** are accounted, the **Excise Duty value** was getting **apportioned** to the stock items **based on the value of the Item**.

  This issue has been resolved and now the duty value will get added to the respective item cost.

Excise for Traders

- In case of Purchase - Imports, **Education Cess on CVD** and **Secondary education Cess on CVD** was getting calculated by considering the **Special AED of CVD**.

  This issue has been resolved.

Inventory Reports

- In Remote Client, **Multi Account Printing for Stock item**, opening balance was not displayed if method of balancing was set as monthly from the second month onwards.

  This issue has been resolved.

- In **Movement Analysis > Stock Group** by **Ledger Report**, during creation of new columnar with other stock group, it is repeating the values of primary group for other stock groups.

  This is has been resolved and now the value is coming correctly for the respective stock groups.

Job Costing

- When two or more expenses are raised for same Cost Center or Job/project, on drilling down from **Breakup of Job/Project** report for a single expense ledger, the **Job / Project Monthly summary** report was displaying the **consolidated amount** of all the **expenses ledgers**.

  This issue has been resolved.

Licensing

- **Tally.ERP 9** was allowing the same user to use the application from multiple logins in **Terminal Server** and **Terminal Client** scenario for **Single User** license.

  This issue has been resolved.

- On **installing** and **activating** the **License Server**, the **Tally.ERP 9 License** was not served to the required **client machine**. The License would be served to the client machine on restarting the License Server only.

  This issue has been resolved.

- In the **Unlock license file exist mode**, **Reset License** shows a form to capture the **Serial Number**. There is no validation happening for the **Serial Number** provided and the Unlock license file was getting deleted.

  This issue has been resolved.

- When **resolution** option appears in **Licensing**, the requests carries **wrong values** if **second option** is selected and ignored and then select **first option**.

  This issue has been resolved.

- The **Reset License option** was prompting for **authentication** (username and password).

  This issue has been resolved.

- **TallyAdmin tool** was crashing when '**Esc**' key is pressed in the **Activate License / Activate Site License** form.

  This issue has been resolved.

- **Tally.ERP 9 startup** was taking extra time. Based on the analysis, license operation was taking 35% of the total startup time.

  This issue has been resolved.

Payroll

- The detailed view of **Payslip** was not displaying the **Unit of Measure** for the **Attendance Details** section for the **Remote user**.

  This issue has been resolved.

- The **Employee Vouchers** report was not displaying the **Pay Head** name under **Particulars** field.

  This issue has been resolved.

Printing

- In **cheque printing** the **Amount in figures** was not aligned properly.

  This issue has been resolved and now the amount is getting printed in the amount box appropriately.

Support Centre

- When the user clicks on the **Show Attachment** link, the attached document is blank.

  This issue has been resolved.

- On replying to a **Closed issue**, the **issue Status** for the **parent issue** is displayed as **Closed**.

  This issue has been resolved. Now, when a Closed issue is **Replied**, the status for all the issues linked to the ticket number will change to **Pending**.

- In the **Support Centre** when the **period** is set without providing any **value** in the **Default Period field** and providing the required **dates** in the **From** and **To** fields and when the Support Centre is re-accessed the end date is displayed as **31st March**.

  This issue has been resolved.

- **Support centre** interface changes if the **Issue Listing** has only one **Pending issue** and the same is **Closed** from **Zoom in Content view**.

  This issue has been resolved.

- In case the **Support Centre** has only **one issue Pending** and the same is viewed in **Zoom in Content mode** and then **Closed**, on pressing **Esc** the Support Centre is closed and returns to **Gateway of Tally**.

  This issue has been resolved.

Tax Audit

- Drilling down from the **To be Reaudited column** for **Service Tax** was not displaying the altered **Payment Vouchers**, even though the **Tax Audit Dashboard** showed Altered Vouchers count.

  This issue has been resolved.

- The **Service Tax Annexure** was showing incorrect value for the Disallowed **Payment Vouchers** with multiple references.

  This issue has been resolved.

- The column 4 in the **Annexure for Loans & Deposits Accepted Clause 24(A)** was blank when printed remotely.

  This issue has been resolved

TDS

- The **PAN Not Available** report was not displaying details properly when the party details were more in number.

  This issue has been resolved.

VAT/CST

- In case of **data migrated** from **Tally 9 release 2 and 3** to **Tally.ERP 9**, the taxable sales entry was not retaining the **VAT/Tax class** selected for additional ledgers grouped under sales account and the **Value** of output additional tax ledger was not being displayed.

  This issue has been resolved.

Voucher Reports

- **Alias** was not appearing in **Voucher Reports**

  This Issue has ben resolved

Tally.ERP 9 Series A Release 1.0 - (12.03.2009)

We are glad to announce the launch of **Tally.ERP 9**, to take simplicity, flexibility, robustness, versatility to greater heights. The new ERP product inherently supports the ability to operate the Enterprise Business from anywhere. That is, the owner(s), or any other authorised person, will be able to work on their information even without direct physical access to the systems. Effectively, we have extended the capability of Tally.ERP 9 beyond the physical boundary of the installation as required by Medium & Large Enterprises.

1. New Features in Tally.ERP 9

Some of the new features in Tally.ERP 9 include,

- Remote Access
- Tally.NET (to be read as TallyNET)
- Simplified Installation process
- New Licensing Mechanism
- Control Centre
- Support Centre
- Enhanced Look & Feel
- Enhanced Payroll Compliance
- Excise for Manufacturers
- Auditors' Edition of Tally.ERP 9 (Auditing Capabilities for Auditors')

1.1 Remote Access

Tally.ERP 9 provides remote capabilities to its users to access data from anywhere. Using **Tally.NET** features, the user can create remote users (ids), authorize & authenticate them to access company remotely. Currently, the remote connectivity allows the user to view/display the required information on his system instantly.

The process for remote access is as follows:

- Start **Tally.ERP 9**, load the required company and connect to **Tally.NET**
- Enter the remote user ID at the remote login location to access company data from Tally.ERP 9 **Licensed** / **Educational**.

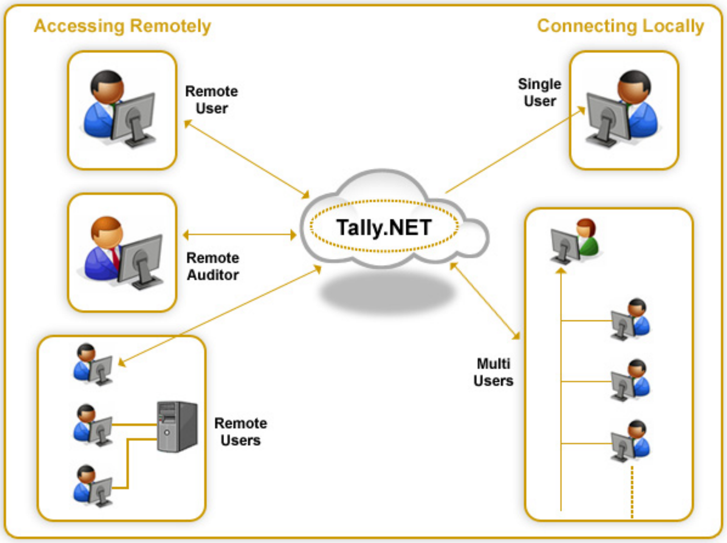


Fig.1 Remote Access process

Requirements for Remote Connectivity:

At the Customer's Location:

- A valid Internet connection
- A valid Tally.ERP 9 License with a Tally.NET subscription
- Create and authorise remote users for a Company that has to be accessed remotely
- Load & Connect the Company to Tally.NET for remote access

Notes: *For the company to be accessed by the Remote User the computer has to be kept on and Tally.ERP 9 with company loaded.*

At the Remote Location:

- A valid Internet connection
- Tally.ERP 9 (**Licensed/Education**)
- A valid remote User ID and Password

Benefits of Remote Access:

- Provides anytime, anywhere access to required information
- Allows you to access Reports & Statements on the move to keep yourself updated with the latest Business happenings.
- Enhances response time to customers (For e.g., Sales staff can access Customer's Outstanding Statement for immediate reference / discussion)
- Easy access to financial information for faster & timely decision making.

Data Security:

- The Remote connectivity is initiated with a secured Handshake between two computers using Tally.NET environment.
- Customer can allow / disallow access to the Company Data for remote users at any point of time.
- Data resides on the Customer's Computer only.
- Encrypted Data is transferred between two computers on request.
- The customer can assign Security controls to remote users depending upon what access to be given.
- For the Remote user(s) Back up / Restore options will not be available in the remote location.

Remote TDL's

During Remote Access, the additional TDL's running at the customer's place will also be available to the Remote User at the remote Location.

The user experience remains the same either working locally on **Customer's Computer** or from a **Remote Location**. It is recommended to use Broadband connections to enjoy the best Remote experience.

1.2 Tally.NET

Tally.NET is an enabling environment which works behind the scenes to facilitate various Internet based services in Tally.ERP 9. Each Tally.ERP 9 is enabled for Tally.NET Services by default. Tally.NET provides the following services/capabilities in this release of Tally.ERP 9:

Tally.NET Features

- Create and maintain Remote Users
- Remote Access
- Control Centre
- Support Centre
- Synchronization of data (via Tally.NET)
- Product updates & upgrades

The following services will be available in the forthcoming releases:

- Online help capability in the form of reference Manuals, Articles and FAQ's
- Access information from Tally.ERP 9 via SMS from mobile
- Employer Recruitment Test

1.3 Simplified Installation Process

Tally.ERP 9 comes with a new enhanced installer, which allows the user to configure different settings from a single screen, as per requirements.

New Tally.ERP 9 Installer

The new installer allows the user to install **Tally.ERP 9** application as well as **License Server**, however you may choose to install either of them one after the other.

Using the new Installer, the user can install **Tally.ERP 9** and **License Server** separately on different Computers/folders or same folder.

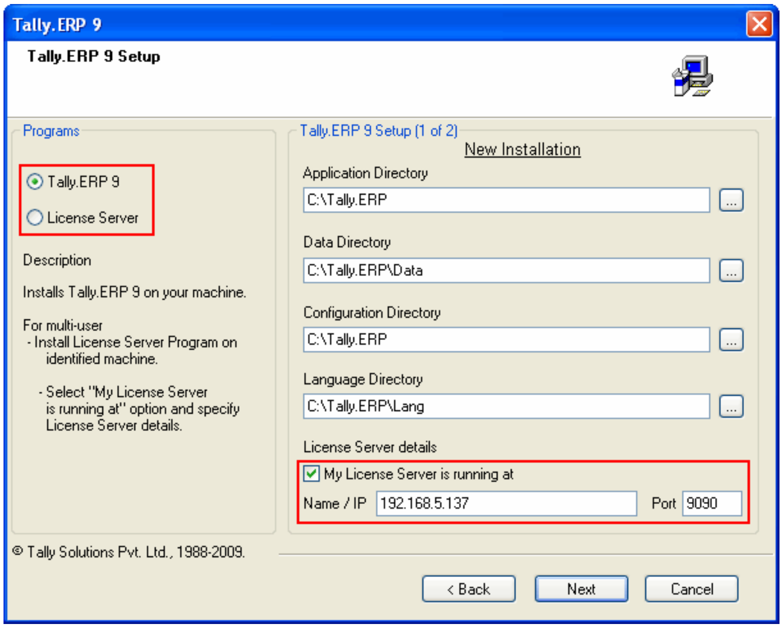


Fig.2 Tally.ERP 9 Installation screen

- While installing **Tally.ERP 9**, the user can specify the path for **Application, Data, Configuration** and **Language** files to be stored.
- While Installing **Tally.ERP 9** on the Client machine in a multiuser environment, the user is required to provide the **Computer Name** / **IP Address** and **Port Number** of the computer, where the License Server is installed & running.

Uninstaller:

The Uninstaller wizard similar to the Installer, also provides flexibility to uninstall either **Tally.ERP 9** application or **License Server** separately or both together. If only License Server is uninstalled, then Tally.ERP 9 will switch to Education mode on the Client Computer.

Tally Admin Tool

The **TallyAdmin** tool is a new component that has been introduced with **Tally.ERP 9** which enables the user to perform the following activities without starting **Tally.ERP 9**

- Initiate **License Service** operations.
- Display the active **Tally.ERP 9 License Servers** in a LAN.
- Administer Site License for different products from Tally.ERP 9.
- Check network connections between the computers designated as **Client** and **Server**.
- Convert **TCP** and **TSF** files of Tally 9 to the format compatible with Tally.ERP 9.

The Tally Admin Tool is available in the Tally.ERP 9 application folder, on installation.

Introduction to TDL Server DLL Component

Tally.ERP 9 onwards, a new component TDLServer.DLL has been introduced, which gets copied to the folder in which Tally.ERP 9 has been installed. All the default TDL files of Tally have been integrated in this component. On invoking Tally.ERP 9, these TDL's will be loaded. The user TDL's will be subsequently loaded as usual from Tally.ini.

The componentization will result in a more robust application. The benefits of this componentization are as follows –

- In case of any updates/ changes in TDL, only TDLServer.dll file needs to be downloaded and not the entire Tally application which enables faster downloads.
- This will help in dynamic loading and unloading of TDL Files while Tally application is running
- Forthcoming Tally Developer will be directly using this component, thus eliminating the need for a separate DefTDL.dat file.

Unified File Format for Tally.ERP 9

The Tally.ERP 9 application folder contains files other than the data files. These are referred to as secondary files. From this release onwards the file format of all the secondary files have been standardized.

TCP Files

All the TDL files which were compiled for previous versions of Tally as **.tcp** have to be converted to a new format. Mentioned below are the ways in which this can be done.

> ***Notes:*** *The TDL files in* ***txt*** *format does not require this conversion.*

Conversion of Tally 7.2 tcp files to Tally.ERP 9 Format

Tally7.2 tcp files can be migrated to Tally.ERP 9 format using the **Tally72Migration** tool available in the Tally.ERP 9 folder. Migration process is the same as earlier.

Conversion of Tally 9 tcp files to Tally.ERP 9 Format

- **Automatic Conversion Process:** When Tally.ERP 9 is installed in the existing Tally 9 folder then all the files with **.tcp** extension included in the "tally.ini" file are automatically converted to the Tally.ERP 9 compatible format. The original ".tcp" file is renamed as "<filename>.tcp.BAK". The name of the file which is converted to new format is same as the original filename. The original TCP file is retained as a backup file.
- **Manual Conversion Process:** To manually convert the files in the new format use the **Conversion** tab of **Tally Admin Tool**.

It is mandatory to specify the **File Type**. The file Type can be TSF or TCP.

- **TSF**: Converts tally configuration file from old format to new format e.g. tallysav.tsf to tallycfg.tsf
- **TCP**: Converts TCP file from old format to new format.

In the **Source File** box specify the name of file to be converted.

In **Destination File** box provide the name for the converted file.

> ***Note:*** *Start Tally.ERP 9 and check the status of your TDL file. [Go to* ***Gateway of Tally,*** *click* ***F12: Configuration*** *>* ***TDL Configuration****] If the status is Active, then the tdl is compatible to Tally.ERP 9*

format. If the status is Error, then scroll down to the line and press enter to know the details. Then make the TDL syntactically compatible as per the Tally.ERP 9 standards.

Configuration File

Manually the file "**Tallysav.tsf**" can be converted to the new standardized format by selecting "**TSF**" as the file type in the **Conversion** tab of Tally Admin Tool. Ensure that the destination file name is "**Tallycfg.tsf**"

1.4 Licensing in Tally.ERP 9

Tally.ERP 9 launches a new Licensing mechanism which is simple, user-friendly and addresses all the licensing activities from a single screen for users across segments of business. Besides, allowing activation of **Single User (Silver)** and **Multi User (Gold)** license, it also extends the feature to **Multi-Site Licensing**.

The salient features of Licensing are:

- License Activation is simple and easy two step process.
- Introducing the concept of an **Account** for better management & administration of Licenses through the **Control Centre**.
- Provide your **Account ID** and **Password** to reactivate license
- The flexibility and compatibility to centrally manage multiple licenses across locations in a secured environment
- Removes all licensing data from your computer for a particular instance of license.

Site Licensing

A new concept of **Site Licensing** is introduced from Tally.ERP 9. A site refers to activation of Tally.ERP 9 Single or Multi User license. The site licensing is broadly classified into two categories namely **Single Site** and **Multi-Site**.

- **Single Site:** A single instance of **Tally.ERP 9 Silver** or **Gold** license is active at a time under an **Account**.
- **Multi Site:** Is more than one active **Tally.ERP 9 Silver** or **Gold** licenses on **different machines** under a **single account** comprising of **same** or **different Serial numbers**.

Advantages:

- Centrally configure Sites / License across locations.
- An Account is created using your E-Mail ID provided in the activation form.
- All the serial numbers are assigned to the Account.
- User can split an Account or merge two or more Accounts.
- The Account information is accessible using the Account ID and Password.

Licensing Mechanism

- Provide the required details and your E-Mail ID in the activation form.
- On processing the request an encrypted (not in readable format) license file is generated and needs to be decrypted using a set of character and numbers called key.

1.5 Control Centre

Control Centre is a new feature being introduced with Tally.ERP 9. This utilises Tally.NET as an interface between the end user and Tally.ERP 9 installed at different locations. With the help of Control Centre, you will able to:

- Create users with predefined Security levels
- Centrally Configure & manage your Tally.ERP 9
- Surrender, Confirm or Reject activation of a Site
- Maintain Account related information

Following are brief descriptions of the features of the Control Center:

Create users with predefined Security levels

Using the Control Centre feature, the Account Administrator can create users and map them to a predefined security level and authorise them to access a Site/Location linked to that Account. Further, the system administrator can also create Remote users (Tally.NET Users & Tally.NET Auditors) and allow / disallow them to remotely access the data.

The predefined security levels in Tally.ERP 9 are:

- **Owner** - This security level refers to the ownership for the complete Account. The Owner can create **Standard Users** or **Owners** with required permissions.
- **Standard User** - Created by the Owner with required permissions.

Centrally Configure and manage your Tally.ERP 9

The Control Centre provides the flexibility to create (or change) the master configurations set for an Account and apply them to one or more sites (all sites) belonging to that Account.

The following master configurations set can be made from the Control Centre:

- Add/Modify the Tally.ini parameters
- Assign TDL's to a site or all the sites under an Account
- Permit or Deny changes to the local configurations

The master configurations set created, is applied initially to the Account centrally, which is then inherited by the site(s) on updation of license, based on the site level permissions defined by the Account Administrator.

Surrender, Confirm or Reject activation of a Site

The Account Administrator is authorised to surrender, confirm a site license or Reject the request received on activation from another site.

Maintain Account related information

Allows you to maintain information about the organisation. Based on the requirements, the Account Administrator can merge multiple accounts into one or split an account into multiple accounts for easy and better management.

1.6 Support Centre

Tally.ERP 9 provides a new capability known as **Support Centre**, wherein a user can directly post his support queries on the functional and technical aspects of the Product. Using Support Centre feature, the user can view all the support queries reported via Support Centre and also through other modes viz., Email, Calls, etc.

The Support Centre feature facilitates viewing queries for an activated license along with the Status i.e., Closed / Pending and Ticket Summary. The report is viewed based on Date, Status and Location.

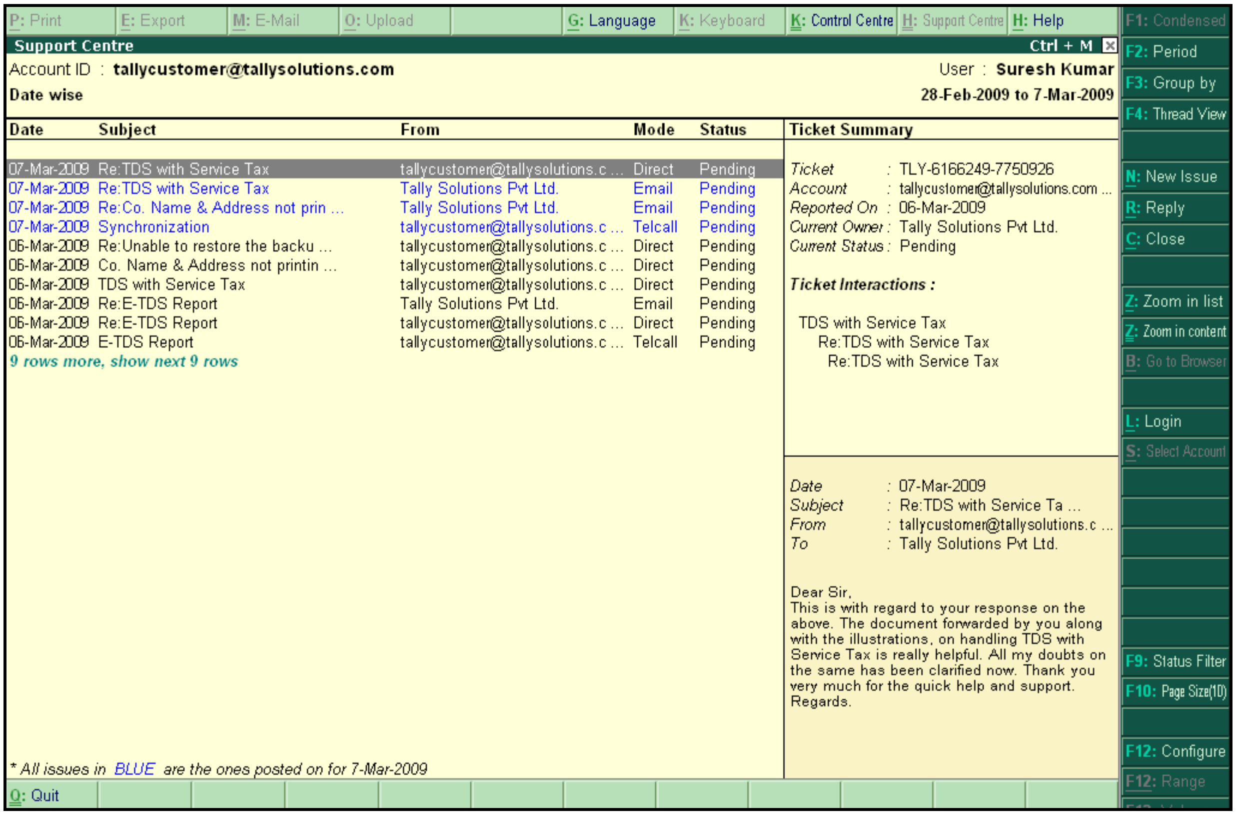


Fig.3 Support Centre Interface

Faster reach for help and support

The Support Centre makes it easy and convenient to reach out Tally Support, including the Tally Service Partner, for any product help and support, by a click of a button from within the product.

Access solutions to your problems any time

This feature facilitates instant reference to the solutions provided for your queries at any point of time.

Avoid repeated explanations

Availability of information on the issues, interactions and resolutions, to the entire Tally Support Team, including the Tally Service Partners largely reduces the possibilities of repeated explanations on the issues/support queries and thereby ensures quality help and support.

Track your issues on real-time basis

Support Centre enables you to track the status of your queries including the full chain of interactions irrespective of the mode of communication. If you have posted a query from the Support Centre within Tally. ERP 9 and then interacted over the phone, you will be able to see both the interactions.

Access issues of any Location/Site

In case of Multi-site License, you can view the details of issues of any location /site from any of your Location(s).

Reach out to your nearest Partner instantly

You can search for a service partner and post your queries instantly.

Access your Support Centre remotely from any Tally.ERP 9

As an authorized Tally.NET user, Support Centre feature can be accessed remotely from any Tally.ERP 9 (active or in Educational mode) from anywhere. Support Centre also allows you to Select the required account from the list of User Accounts in case your ID (user name) is linked to multiple accounts.

1.7 Configure Tally.ERP 9 from Tally.ERP 9

The user can make all the necessary changes to the product configuration from Tally.ERP 9 itself by going to **Data Configuration**, **TDL Configuration**, **Advanced Configuration** and **Licensing** options available under **F12:Configurations** from **Gateway of Tally.** This provides a flexible option for the user to make changes in the Tally.ini file (Configuration file) and apply them from the application itself.

- Data Configuration - To specify the default Companies that should load during start up and path for the data files, language files, Confide files.
- TDL Configuration - Displays the additional TDL's (Local TDL's, Account TDL's, and Remote TDL's) and the user can specify the Local TDL's that need to be loaded. The TDL's specified will be loaded dynamically (without restarting Tally.ERP 9).
- Advanced Configuration - To configure Tally.ERP 9 as Server/Client/none, as ODBC Server and the port configured for ODBC or Data Sync.
- Licensing - To configure the License path in a Multiuser environment.

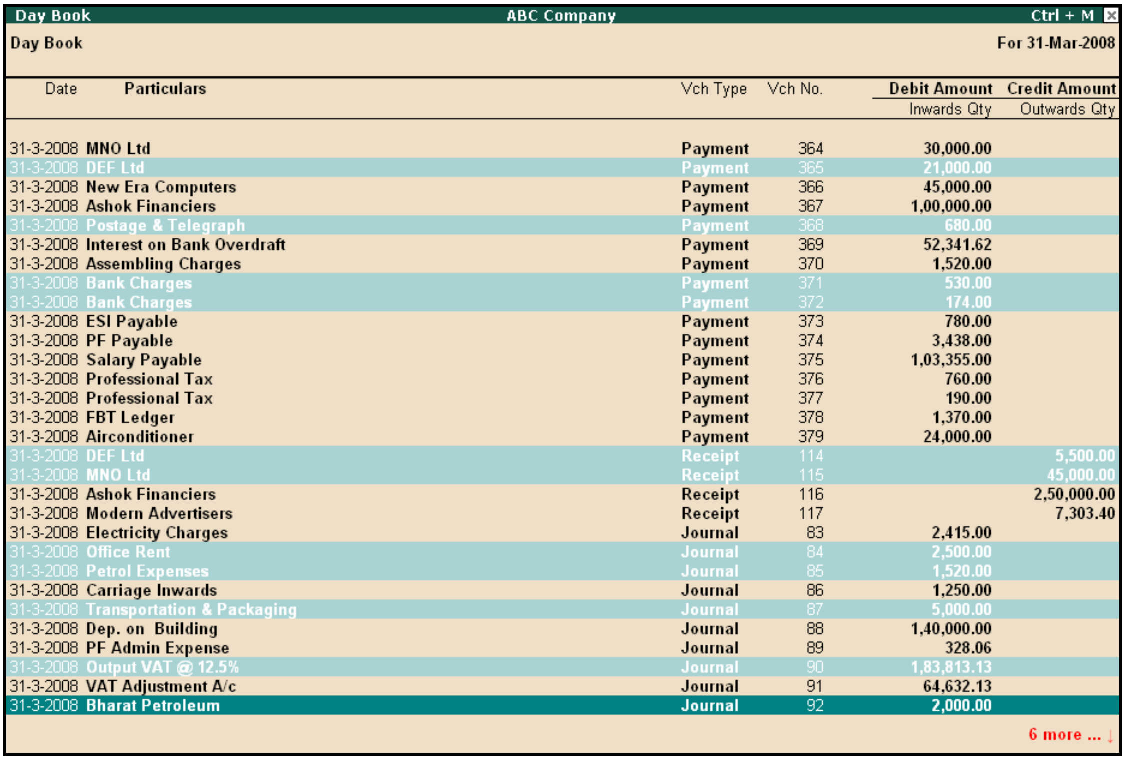
1.8 New Look & Feel

Resizing Screens

The user can resize the Tally.ERP 9 screen/window. The resize parameters such as height and width are defined in the Tally.ini file. The user can compare identical reports of different companies by changing the screen size for the two instances of Tally.ERP 9.

Multiple Selection capabilities

The user can now select multiple lines in a Report at single instance. On selecting multiple lines, the user can delete or hide line(s) based on the requirement of the report.



Day Book | ABC Company | Ctrl + M

Day Book | For 31-Mar-2008

Date	Particulars	Vch Type	Vch No.	Debit Amount Inwards Qty	Credit Amount Outwards Qty
31-3-2008	MNO Ltd	Payment	364	30,000.00	
31-3-2008	DEF Ltd	Payment	365	21,000.00	
31-3-2008	New Era Computers	Payment	366	45,000.00	
31-3-2008	Ashok Financiers	Payment	367	1,00,000.00	
31-3-2008	Postage & Telegraph	Payment	368	680.00	
31-3-2008	Interest on Bank Overdraft	Payment	369	52,341.62	
31-3-2008	Assembling Charges	Payment	370	1,520.00	
31-3-2008	Bank Charges	Payment	371	530.00	
31-3-2008	Bank Charges	Payment	372	174.00	
31-3-2008	ESI Payable	Payment	373	780.00	
31-3-2008	PF Payable	Payment	374	3,438.00	
31-3-2008	Salary Payable	Payment	375	1,03,355.00	
31-3-2008	Professional Tax	Payment	376	760.00	
31-3-2008	Professional Tax	Payment	377	190.00	
31-3-2008	FBT Ledger	Payment	378	1,370.00	
31-3-2008	Airconditioner	Payment	379	24,000.00	
31-3-2008	DEF Ltd	Receipt	114		5,500.00
31-3-2008	MNO Ltd	Receipt	115		45,000.00
31-3-2008	Ashok Financiers	Receipt	116		2,50,000.00
31-3-2008	Modern Advertisers	Receipt	117		7,303.40
31-3-2008	Electricity Charges	Journal	83	2,415.00	
31-3-2008	Office Rent	Journal	84	2,500.00	
31-3-2008	Petrol Expenses	Journal	85	1,520.00	
31-3-2008	Carriage Inwards	Journal	86	1,250.00	
31-3-2008	Transportation & Packaging	Journal	87	5,000.00	
31-3-2008	Dep. on Building	Journal	88	1,40,000.00	
31-3-2008	PF Admin Expense	Journal	89	328.06	
31-3-2008	Output VAT @ 12.5%	Journal	90	1,83,813.13	
31-3-2008	VAT Adjustment A/c	Journal	91	64,632.13	
31-3-2008	Bharat Petroleum	Journal	92	2,000.00	

6 more ... ↓

Fig.4 Multiple Selection Capability

Bottom Button Toolbar

Another new component that has been introduced in a set of buttons located at the bottom part of every report and Data Entry screen. Click on the button or press the relevant keys to perform the required task.

Information panel

A new component titled **Information Panel** or **Info Panel** has been introduced which is located in the bottom part of the Tally.ERP 9 screen. The Info Panel has five blocks namely **Product**, **Version**, **Edition**, **Configuration** and **Calculator**. The user can click on any one of these blocks to view the detailed information.

Product

Displays the logo and product name. The user can click on this section to go to Tally Solutions website to view the latest happenings.

Version

This part of the Info Panel displays the Release, Build, Date on which the recent License Update is done. In case Tally.ERP 9 is not updated with the recent Release/Build, the info panel will take you to the Download Center get the latest update. The user can also click on **as on Date** to update the License. It also displays the information on the Type of License (Silver/Gold/Auditors' Edition).

License

Displays the Serial Number, Site ID, Account ID and Tally.NET subscription details.

Configuration

Displays the Stat and Client Server Information. Stat Information will take the user to the Download center to download the Latest Stat file. The Client Server Information will allow the user to reconfigure the settings. The Additional TDL's loaded will also be shown in this section.

During Voucher Entry or while viewing reports the information panel is hidden to provide additional working space. However, you can click on the directional arrows to restore the information panel as and when required.

Calculator

Displays the Connection status while connecting to Tally.NET, during Data Sync, and Remote connectivity. This can also be used as Calculator.

1.9 Enhanced Payroll Compliance

Payroll in Tally.ERP 9 is now **simplified & enhanced** to handle all the functional, accounting and statutory requirements of your business. The following Statutory features and processes have been incorporated for faster, better and accurate payroll processing.

Payroll Statutory Features

The following statutory features have been incorporated in Tally.ERP 9:

Employees Provident Fund (EPF)

- Provides automated computation and deduction/contribution of Employees & Employer's Contribution towards Provident Fund.
- Provides a predefined PF process to expedite voucher entry and accurate processing of contributions.
- Generates the following **Monthly / Annual** statutory Challans & Reports:
  - **Form 12A**: Statement of PF Contribution during a particular month
  - **Form 5**: Details of the Employees joining during a particular month
  - **Form 10**: Details of the Employees leaving during a particular month
  - **PF Combined Challan**: Monthly Challan form to be submitted to the bank while paying the PF amount
  - **PF Monthly Statement**
  - **Form 3A**: Employee wise Annual Payment details
  - **Form 6A**: Annual Statement of PF contribution
- Facilitates automated computation and payment of following administrative charges with the help of predefined processes.
  - **PF Administration Charges @ 1.10%**
  - **Employees' Deposit-Linked Insurance Scheme (EDLI) @ 0.5%**
  - **EDLI Administration Charges @ 0.01%**
  - **Other Admin Charges** (inspection charges, interest paid etc.)

Employees State Insurance (ESI)

- Provides automated computation and deduction/contribution of Employees & Employer's Contribution towards Employees State Insurance
- Provides predefined ESI process to expedite voucher entry and accurate processing of contributions
- Generates the following Monthly / Half Yearly statutory Challans & Reports:
  - **ESI Monthly Statement**
  - **ESI Monthly Payment Challan**: Challan form to be submitted to the bank while paying the paying the ESI amount.
  - **Form 3**: Monthly Declaration form
  - **Form 5**: Half Yearly Return of ESI Contributions
  - **Form 6**: Half Yearly Employee Register

Professional Tax (PT)

- Provides automated computation and deduction of Professional Tax based on user-defined Slab rates
- Provides predefined PT payment process to expedite voucher entry and accurate payment of Professional Tax
- Generates following PT Reports:
  - **PT Computation Report**: Print reports with Slab-wise details of Professional Tax by the Employer
  - **PT Statement**: Print monthly reports with Employee wise details of Professional Tax

Payroll Processes

The following pre-defined payroll processes have been provided to automate different functions in Payroll:

- **Salary Process** – Automates the Computation of Salary
- **PF Process** – Automates the Computation of Employer PF Contribution
- **ESI Process** – Automates the Computation of Employer ESI Contribution
- **Salary Payment** – Automates the Payment of Salary
- **PF Challan** – Automates the Payment of PF
- **ESI Challan** – Automates the Payment of ESI
- **Professional Tax Payment** – Automates the Payment of PT

1.10 Excise for Manufacturers

Tally.ERP 9 provides a complete solution for Excise related Business requirements for versatile industries. Salient features of Excise in Tally.ERP 9 are:

- The new Excise module allows you to maintain the required **Central Excise** records for multiple excise units of **Traders /Manufactures** in a single company.

- Excise module handles **Ad valorem, Ad Quantum, MRP** based **Valuation Method** for **Excise Duty** calculation, and also **Expenses / Income** can be apportioned for calculation of assessable value either by Value or by Quantity. Additional Expenses / Income can be apportioned for calculation of assessable value, both by **Value** or by **Quantity**.
- The user can maintain a **Single Excise invoice book** for all purposes of removals as per the requirement of **Rule 11** and an option is provided to maintain the multiple Excise invoice book for a given Excise unit, the Serial number of Excise book will be generated as running series & with a check for duplicate numbers.
- The **Excise Duty types** & it's **Calculation Method** are Pre-defined for error free calculation.
- Items can be classified as per tariff (**CETSH/HSN**) number, and to support error free calculation duty types and calculation methods can be pre-defined with options provided to manage excise duty for **Exempt** and **Special Rates**.
- An option is provided to avail CEVAT Credit during purchase entry or avail partial/full credit in a separate entry. Input Service Tax can also be taken as input credit towards Excise duty payable.

Excise Manufacturing Reports in Tally.ERP 9

- **Personal Ledger Account (P.L.A.)**: This is to be submitted on a monthly basis with the details of Excise duty payments and payable.
- **ER1:** Monthly return for production and removal of Goods and other relevant particulars
- G.A.R.-7: Proforma for Central Excise duty payments
- **CENVAT** Credit on / Capital Goods Availed / Utilized Account: Details of CENVAT Credit availed and utilized for capital goods.
- Record of CENVAT Credit Allowable on Capital Goods (**RG23 C Part II)**
- Quantitative Account of Capital Goods on which CENVAT Credit Availed (**RG23 C**)
- **CENVAT** Credit on Inputs availed / Utilised Account
- Records of CENVAT Credit Allowable on Inputs (**RG23 A PartII**)
- Quantitative Account of Inputs on which CENVAT Credit Availed (**RG23 A**)
- **Rule 11** Invoice: The Excise invoice can be generated as per Rule 11 requirements.
- Daily Stock Account (**RG 1 Register**): Provides **RG1** Register as prescribed the excise dept. for daily entry of production and removals.
- **Statutory Sales Register**: provides complete details of Excise sales of finished goods.

1.11 Auditors' Edition of Tally.ERP 9

Tally.ERP 9 offers a special Gold Auditors' Edition, which provides Audit and Compliance capabilities exclusively for Chartered Accountants. The current release provides the following tools:

- Tax Audit
- Statutory Compliance

Using Tally.ERP 9, Chartered Accountants can provide Audit and Compliance services to their clients in the following scenarios:

Audit at CA's office by accessing local data

The Auditors' Edition includes the Audit/Compliance capabilities as a default feature without any dependency on Tally.NET for Authentication. When the Client's data is locally available at CA's office, the Auditor can perform the Audit or Verification as the **Tax Audit** and **Statutory Compliance** features are available by default.

Audit at Client's place by accessing local data

When the Auditor wants to use the Auditors' License from Clients Office to provide the Audit or Compliance Service, the Internet Connection and Tally.NET subscription is required. The Client should have authorized the Chartered Accountant as Tally.NET Auditor for the Company. In this scenario, Tally.NET is used to Authenticate the Auditor and fetch the Auditors' License on the Client's Tally.ERP 9. The Auditor can then open the Company and perform Audit or Verification in the same way as it is done in the Auditor's office with Local data using the Auditor's License.

In this scenario, the Auditor should have a valid Tally.NET subscription to perform Audit.

Audit Remotely by accessing Client's data from anywhere

When the Auditor wants to access the Client's Data Remotely and provide Audit and Compliance services from his office (or from any other remote location), the internet connection and valid Tally.NET subscription is a must for both Auditor and Client. The Client should have authorized the Chartered Accountant as Tally.NET Auditor and Connect the Company to Tally.NET at the time of Audit/Verification process. The Auditor will **Login as Remote User** and provide the Auditor's **Username** and **Password** to view the Companies that are available for Audit (Connected) belonging to various Client's based on the Access provided. The Auditor can open the required Company to perform the Audit/Verification and save the **Audit/Verification** Notes.

The user experience essentially remains the same in all the three scenarios.

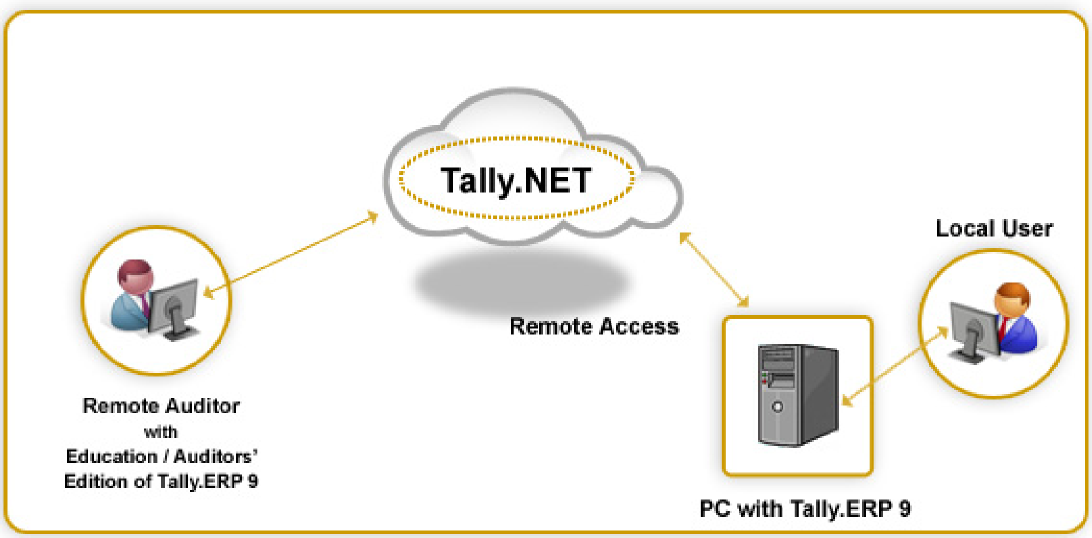


Fig.5 Remote User Services-Auditor

Tax Audit

The Tax Audit feature in Tally.ERP 9 enables the auditor to compile information in comparatively less time with required accuracy to form his opinion and print Annexures as required for Tax Audit under **Section 44AB**. The following Clauses are available with respect to Form 3CD:

1. Bonus PF, ESI Recoveries (**Clause 16)**
2. Amounts inadmissible u/s 40A(3)(**Clause 17(h)**)
3. Payments u/s 43B (**Clause 21**)
    - Employer's Contribution
    - Tax Collected at Source
    - Service Tax
    - Value Added Tax
4. Loans / Deposits Accepted (**Clause 24(a)**)
5. Loans / Deposits Repaid (**Clause 24(b)**)
6. Fringe Benefits Tax (**Annexure II**)

Statutory Compliance

Statutory Compliance is a comprehensive tool available with Auditors' Edition to provide Compliance services for the following Direct and Indirect Tax modules available in Tally.ERP 9.

- **Value Added Tax (VAT)**
- **Service Tax**
- **Fringe Benefit Tax (FBT)**
- **Tax Collected at Source (TCS)**

The salient features for Statutory and Compliances are:

- Taxation based in-built rules to classify the Masters and Vouchers as Possibly Incorrect (not created as per the recommended setup for each Taxation)
- Reasons for Possibly Incorrect Masters and Vouchers
- Auditor can concentrate only on Possibly Incorrect and save time
- No need for 100% verification of Masters and Vouchers (for other than Possibly Incorrect)
- Taxation based Payable & Paid information
- Taxation based Due Dates
- Random verification of In Accordance Masters and Vouchers
- Provision to raise Clarification on Master and Vouchers from Clients
- Provides facility to record Verification Remarks using Verification Note

2. Major Enhancements

Some of the major functionality changes in Tally.ERP 9 include,

- TDS Compliance

- Data Synchronization
- Size and Performance
- FBT

2.1 Tax Deducted at Source (TDS)

The TDS feature in Tally.ERP 9 has been revamped to handle all the functional, accounting and statutory requirements of your business in an accurate and simplified manner. The new/enhanced TDS features are:

- Option provided to the user to deduct the TDS at the time booking the Expense itself.
- The user can deduct the TDS in a single Voucher at the end of the month for all TDS related Expenses/ Advance Payments booked during a particular month.
- Provides an option to have a single Expense Ledger for multiple Nature of Payments. This will reduce the need to create Nature of Payments wise separate Ledgers.
- The user can have a single TDS Duty Ledger for multiple Nature of Payments. This will reduce the need to create multiple Duty Ledgers.
- Both TDS related and non-TDS related Expenses can be booked in a single Voucher. You can also deduct the TDS at the time of Voucher entry or later.
- Handling TDS for **Non-Residents (Sec.195)** Payments
- Tally.ERP 9 handles TDS deductions where payment to the contractor or the sub-contractor exceeds Rs.20, 000 in a single payment or Rs. 50,000 in aggregate during a financial year as prescribed under section **194C**
- **Surcharge Retrospective Calculation** – Once the Surcharge Exemption Limit exceeds for a particular Nature of Payment for a Particular Vendor, the Surcharge will be calculated for the previous payments also.
- Facility to **Print (Hard Copy)** and **Export Form 26, 26Q** & related **Annexures**, Form **27, 27Q** & related **Annexures** and **Form 16A**
- Provides the option to configure the **Lower / Zero rate**, **Ignore IT / Surcharge Exemption Limit** in the Party Creation screen. This will facilitate faster data entry as the user need not remember the party TDS details at the time of Voucher entry.

TDS related Reports in Tally.ERP 9:

- **TDS Computation Report** - This report will help the user to manage the TDS deductions.
- **TDS Challan (ITNS 281)** printing – Monthly challan based on the TDS sections.
- **TDS Outstanding Reports** – Displays the details of the TDS Outstanding for the selected period. This can be filtered based on:

1. TDS Payable
2. Nature of Payment wise
3. Party wise

- **TDS Exception Reports** – This report will display the details of the vendor which are not having the required details for **e-TDS** filing (There are certain pre-defined fields to captured and validated before e-TDS filing). e.g. TDS parties not having PAN details.
- **Form 16A** – TDS Certificate to be provided to the vendors either at the time of Payment or at the end the year (Annually).
- **Form 26** & **Annexure** – Annual returns of TDS deducted and paid.

- **Form 26Q** & **Annexure** – Quarterly returns of TDS deducted and paid.
- **Form 27** & **Annexure** - Annual returns for **Non-Residents** for TDS deducted and paid.
- **Form 27Q** & **Annexure** - Quarterly returns for **Non-Residents** for TDS deducted and paid.
- **e-TDS** – Generates the required file for filing the TDS returns electronically.
- **Form 27A** – Covering Letter for **e-TDS** returns.

2.2 Data Synchronization Changes

Using Direct – Client and Server Capability

Direct- Client and Server capability for Synchronization through a private network will be incorporated as a default feature of Tally.ERP 9 Series A release 1.0 onwards.

Using Tally.NET Server

The process of Data Synchronization using TallyLink Server has been changed in Tally.ERP 9. Going forward Synchronization will be available as a service through the Tally.NET Framework. The user will be able to use **Tally.ERP 9 Silver (SU)** at both the ends to Synchronize data.

To use this service the Tally Server Company has to be Connected to Tally.NET server at the time of Synchronization.

Note: *Tally.NET Server (TNS) will be used for Synchronization instead of TRB Server.*

In **Sync Configuration**, under TallyLink Configuration, the options "**Use Tally Link**" & "**Connect to Tally Link Server**" have been removed.

2.3 Size and Performance changes

Automatic caching based on system memory

Report generation involving large amount of data was always impeded by the problem of high memory usage. In Tally.ERP 9, a new feature has been introduced to overcome this hurdle. The application now uses an automatic caching based on the memory of the system it is running on. This results in the usage of lesser memory even with higher data volumes.

Reports which were running out of memory or consuming a large amount of virtual memory on a 2GB system, will now respond even on a 1GB system. This can be observed by generating a report, say a day book containing 50,000 to 100,000 vouchers on a 512MB machine using the last major release as well as this release.

Faster Data Entry

The data entry speed has been considerably increased in scenarios where there are a large number of 'Tracking numbers' and 'list of pending orders'. In other words, the time taken to make a single entry has been reduced due to the faster retrieval and display of tables for selection of tracking numbers and pending orders.

Application size reduction by three-fourth

A faster, powerful and a SMALLER Tally.ERP 9 application! The application has been redesigned to drastically reduce its size. The "exe" file of the application has been reduced to approximately three-fourth the size of earlier versions. To be more precise, it has been reduced from 10.7 MB to 1.96 MB. This will result in faster installation, loading, and opening of the application, thereby enhancing the overall user experience.

DATA SIZE Reduction

The data size for Tally.ERP 9 has been effectively reduced to 40%. This will help in enhancing the overall performance of the application.

> ***Note:*** *Data rewrite is mandatory in this release.*

Performance

- **GST Analysis Report** - Performance of GST Analysis Report (Singapore) for a specific period has improved compared to Tally 7.2 and Tally 9 (earlier releases)
- **Bank Reconciliation Statement**- Performance of Bank Reconciliation statement for a specific period has improved compared to earlier releases of Tally 9.
- **Memory** and **performance** is Optimized for long reports like daybook based on vouchers.

2.4 Fringe Benefits Tax

The following enhancements are made in the Fringe Benefits Tax feature of Tally.ERP 9:

- FBT Annual Returns in Form ITR 8 along with FB I schedule displaying the details of computation of Fringe Benefits & Fringe Benefits Tax is available
- **Exemption Amount** field is provided for **FBT transactions** to capture exemption amount and to accurately calculate the FBT on the assessable value.
- **F12: Configuration** option in **FBT Computation** allows you to view FBT, Surcharge, Education Cess and Secondary Education Cess details in Separate columns, by enabling **Show Tax Details**.

3. TDL Enhancements for Tally.ERP 9

In Tally.ERP 9, major changes have been provided by the platform to enhance the TDL capabilities which helps the programmer to develop and deploy quick and efficient solutions with ease. Major improvements have taken place in terms of language usage standardisation and performance improvements.

Breakthrough enhancements at the Collection level to provide capabilities of Remoting and Advanced Reporting. Collection is now a complete Data Processing Artefact in TDL.

Let us now have an overview of the major enhancements that have taken place in the areas mentioned below. A detailed documentation for each of these enhancements is available in our document "TDL Enhancements for Tally.ERP 9". This document along with corresponding Sample TDL's can be downloaded from our website.

For detailed documentation refer to TDL Enhancements for Tally.ERP 9.

3.1 Attributes and Modifier Enhancements

Based on user requirements and analysis many new attributes have been introduced. These have impacted the programmer in a way that has reduced their deployment time to cater to functional requirements. Some of the new usage have improved the performance drastically.

The behaviour and syntax of many attributes and modifiers have been changed to maintain consistency and ease of code. The sequence of evaluation of attributes and modifiers have been standardised.

Mentioned below is the complete set of new Attributes and Modifiers

- Report Attribute – Full Screen
- Key attributes – Scope
- Part attribute – Retain Focus
- Field attributes - Tool Tip, Set By Condition
- Collection Attribute – Subtitle
- New Modifier- Switch

Mentioned below is the list of existing attributes and modifiers for which the behaviour has been changed

- Attribute Set As and Info – When both are specified, Info takes Precedence
- Enhanced syntax of Local - Now can be nested
- Format Attribute
- Attribute Sync
- The sequence of evaluation of Attributes and Modifiers
- Modifier-Use
- Standardization of Modifiers Add/Delete/Replace across definitions

3.2 Enhanced Special Symbols

New special symbols have been introduced to take care of Multiline commenting(/*   */), reinitializing definitions(*). The existing system formulas can now be modified for optimized performance using the extended behaviour of '#'

3.3 New Method Formula Syntax with Relative Object Specification

The $ operator has been enhanced with a new capabilities. This allows direct access to any object method including its sub-collections to any level with a dotted notation framework. Using the new capability, there is no need to repeat a line over a sub-collection to access it. The values from any object anywhere can be accessed without making the object as the current object in context.

3.4 Enhancements-Object Association & Object Access via Interface Object

In TDL, Interface Object exists in context of any data object. Every Interface object needs to be associated with some data object. In the absence of any explicit object association, Interface object will get associated with Anonymous object. TDL programmer can explicitly associate Interface objects like Report, Part, Line and Field with data object. There have been changes either in the form of syntax improvements or with the introduction of new attributes like "Object Ex" at the part level.

From this release onwards, data objects in associated with Interface objects can be accessed using the new Interface object access syntax. Now it is possible to identify an Interface object using Access Name and then use the enhanced method formula syntax to access the Data Object associated with it.

Data object which is associated to Interface Object can be accessed with the following 2 step procedure.

1. Identifying Part and Line Interface object with 'Access Name'
2. Value/Collection Extraction

3.5 Bracket Support in Language Syntax

Prior to this release, the usage of TDL language token bracket ('(' and ')') was restricted as mathematical operator only. From this release onwards brackets can be used in the following scenarios.

1. During the function call to enclose the function parameter.
2. In the language syntax for nesting formulas.
3. As a Mathematical Operator

3.6 Action Enhancements

Key action is enhanced to perform various operations on multiple lines. Multiline selection capability is possible with the help of two attributes Scope(Key definition) and Selectable (Part and Line definition).

Some New and Changed Actions are mentioned below:

New Actions

- Modify Object
- Set Object Values
- Browse URL
- HTTP Post

Enhanced Actions

- Print
- Mail
- Export
- Upload

3.7 User Defined Functions in TDL

This is one of the breakthrough changes which has taken place at the platform level. We all know that TDL is a definition language which provides capability for rapid development. But now TDL is procedural as well. With the introduction of Functions/Procedures as a part of Tally.ERP 9 family the TDL capabilities have reached a new dimension.

This will help the application programmers to develop their own functions for achieving business functionality. Their will be a decrease in platform dependency for particular business function. The resultant would be faster development cycles for business modules.

For detailed documentation, refer to User Defined Functions for Tally.ERP 9.

3.8 Collection Enhancements

Collection, the data processing artefact of TDL provides extensive capabilities to gather data not only from Tally database but also from external sources using ODBC, DLLs, and HTTP and so on. A set of new capabilities have been added to Collection which provides far more flexibility and power in the hands of the TDL programmer. This will allow writing significantly complex reports with ease and still delivering enhanced performance with high volume of data.

The following are the capabilities which have been achieved using new collection enhancements.

Aggregation & Summarization

A major technological advancement in this release of Tally.ERP 9 is "Data Roll up in TDL Collection – GROUP BY". This will now facilitate the creation of large summary tables of aggregations in a single shot using the new attributes of the Collection description. This allows us to Walk down the object hierarchies and gathers values and summarizes them in one scan. Overall it reduces the TDL code complexity, resource requirement and increases performance drastically in case of reports generated using this new capability.

Collection re-use, extraction and chaining

A collection can extract information from other collections including its sub-objects with the choice of method(s), filter(s) and sort-order. Source Collection within a collection, collection(s) can be chained. In other words, Summary Collection can be used as Source Collection for some other Collection and so on.

Indexed or Searchable Collection on TDL defined keys

The capabilities discussed above extend the data gathering capabilities of TDL. However business reporting in general and in Tally uses hierarchical presentation or columnar presentation rather than simple table representation. If Report is having two or more dimensions like Ledger and Cost Centre and so on, a simple repeat on the summarized collection will not suffice. In order to improve performance indexing capability has been introduced which will work with a key combination.

Usage as Tables

TDL allows to display the values obtained from the collection as a pop-up table. Earlier the values of voucher and the ODBC data can't be displayed as a collection. Now all limitations pertaining to usage of Collections as Tables have been completely eliminated. Any collection which can be created in TDL can be displayed as a table now. Collection with aggregation and XML Collections can also be used as Tables.

Integration Capabilities using HTTP XML Collection

Collection capability has been enhanced to gather live data from HTTP/web-service delivering XML. The entire XML is automatically now converted to TDL objects and is available natively in TDL reports as $ based methods. Reports can be shown live from an HTTP server. The attributes in collection for gathering XML based data from a remote server over HTTP are RemoteURL, RemoteRequest, XMLObjectPath, and XMLObject.

Dynamic Object support for HTTP-XML Information Interchange

When a collection is used for editing (alter/create), objects are dynamically added to the collection when a new line is repeated over the same. The type of object which is added depends on the specification in the TYPE attribute. In case the TYPE attribute is not specified it defaults to adding a standard empty object.

However the following holds true for a COLLECTION keeping in mind the latest enhancements

- It can be made up of multiple types of objects (say Ledgers and Groups)
- It can have TDL defined objects which are retrieved from XML file.They are specified using XML Object.
- It can have aggregated objects

Depending solely on the TYPE attribute for deciding the object type is a constraint with respect to the above facts. This is now being removed with the introduction of a new attribute which will independently govern the type of object to be added to the collection on-the-fly. A new attribute NEW OBJECT is now supported for collection

Collection Capabilities for Remoting

Enabling access to your organizational data in an 'any-time, any-where' and yet being truly usable is what Tally.ERP 9 delivers. With Tally.NET enabled remote access, it will be possible for any authorized user to access Tally.ERP 9 from anywhere.

Major Enhancements have taken place at the collection level to achieve remoting capabilities. The attributes Fetch, Compute and AggrCompute provided at the collection level and FetchObject and FetchCollection at the report level significantly help in above functionality.

For detailed documentation, refer to Writing Remote Compliant TDL for Tally.ERP 9.

4. Minor Enhancements

Accounting Masters

- In the **Group Creation /Alteration** screen, the option **No Appropriation** has been removed as it had the same behaviour of Not Applicable.
- On disabling **TDS / TCS**, in the Ledger Alteration, Tally.ERP does allow the manual selection of State.
- The field **Rounding Method** is provided in **Ledger masters** grouped under **Duties & Taxes**, **Direct Expenses**, **Indirect Expenses**, **Direct Income**, **Indirect Income**, **Current Asset**, **Current Liability**, **Sales Accounts**, **Purchase Accounts** and **Primary Group** in Purchase/ Sales Invoice mode only.

Accounting Reports

- **F8: Other Report** option is disabled in Statistics and Group Payment Performance under Group Summary.

Accounting Vouchers

- In sales invoice, the **Company's/Buyer's Tax Registration numbers** will be printed in the order given below:
    1. Company's VAT TIN
    2. Company's CST No.
    3. Company's Service Tax No.
    4. Buyer's VAT TIN/Sales Tax No.
    5. Buyer's Service Tax No.

- The Option '**Show Ledger Current Balances**' in **F12: Voucher Configuration** is now applicable for Ledgers in Invoice Format. If this field is set to **NO**, the Current Balance of ledgers will not be displayed in the invoices.
- A Purchase order entered in a company with **GST Registration number** can be exported using **Excel (Spreadsheet)** or **HTML** format.
- Application supports the printing of **Inventory Details** for **Debit Note**, **Credit Note**, **Payment**, **Receipt** and **Journal** entered in voucher mode, by enabling the option Print Inventory Details in **F12**: **Print Configuration**.
- A Facility to **print** the **serial number for each item** in the **Sales Invoice** has been provided.
- An option has been provided to print the **system date and time** in all the reports including the Invoice.

Company Master

- Enhanced **Company Creation Master** with user friendly interface is provided.
- The **F12 Configuration** options are modified for all the masters. The **F12: Configuration** screen will now display only relevant configurations depending upon the selected Master/ Voucher/Feature.

- A new option **Disallow Opening in Educational Mode** is provided in the **Company Creation/Alteration** mode as an additional scattier control measure to prevent the users from opening the particular Company in Educational Tally.ERP 9. This will appear only if the Security Control feature is enabled.
- This feature will help to ensure that the unauthorised users does not open and view/alter/ delete the Company data from Educational version of Tally.ERP 9. The users will be restricted to open the data without the Account TDL's being loaded (which may have certain restrictions) in Educational Mode.

Cost Categories/Cost Centres

- **Cost Centres** will appear along with **Cost Centre Class** in all Vouchers.

CST

- In **CST Forms Issueable / Receivable** report, **F12: Configure** option is provided to sort details of Party in an alphabetical order.

Email

- **SSL Interfaces** are provided to enable the user to **E-mail** the required information from Tally.ERP 9 to **external Mail servers**. e.g. now you can use Gmail service to send e-mail through Tally.ERP 9.

Excise for Dealers

- In Excise Sales Invoice, Supplier Details for Stock item displays **Rate of Basic Excise Duty** and **Excise Duty Per Unit** along with **supplier details and quantity purchased** in the **List of Purchases** table.
- A separate column has been provided to display the **Special Additional Duty** in the printed format of **Excise Purchase Invoice**.
- In **Gujarat Excise Sales invoice**, a separate column has been added to display the **HSN Code**.
- In an **Excise Purchase Invoice**, an option has been provided to create a ledger under **Manufacturer/Importer Details** section in **Supplementary Details** screen.
- Configuration **Use Excise Format** in **F12: Configuration** is displayed only on enabling the option **Allow Excise rules for Invoicing** in **F11: Features**.

Fringe Benefits Tax

- Verification Details is provided in the FBT Print Configuration screen for FBT Returns to capture the **Designation**, **Date** and **Place** details.

Final Accounts

- If the option **Income/Expense Statement instead of P & L** is enabled in **F11: Accounting Features**, then in Income and Expenses A/c report, **F12: Configure** displays **Show Vertical Income & Expense Stmt.** instead of Show Vertical Profit & Loss.
- In **Statistics** report, a facility has been provided to sort the voucher types using the **configuration Sort by Parent Voucher Type**.

Installation

- The language support for **Bahasa Indonesia** and **Bahasa Melayu** has been provided for Windows 98 & Windows NT operating system also.

Inventory Masters

- In the **Stock Group** and **Stock Item** creation and alteration screen, a **minimum width of 30 characters** is provided to ensure visibility of names entered.

Inventory Vouchers

- The option "**Show using Alternate Units**" is provided in **F12: configure** of Stock Vouchers screen to display the alternate unit details for stock items.

Job Costing

- In Material Consumption Stock Summary report, **Alt+C** – New column will now display the details of all the **Godowns**, related to a particular Job/Project instead of other Job/Project (Cost Centre) details.

Licensing

- A **Confirmation message** is displayed when the user opts to surrender the licensed version of Tally.ERP 9.
- In the **process of activating license**, an hourglass will be displayed as an indicator to show the progress of activation.

Multi-currency

- **Bank Reconciliation** displays the accurate Closing Balance of Transacted Currency as per Company Books and Actual Balance, when "**Show Forex Transactions only**" is activated in **F12: Configure**.

Payroll & Statutory

- The **Payslip** when emailed in **HTML format** contains the Company Name and Address.
- In the **Pay Head Master**, an option has been provided to **round off the Gratuity amount**.
- The Option '**Show Zero Value Payslips Also**' is provided in **Multi Payslip Printing** to print the Blank Payslips.
- In **Paysheet**, the **Grand Total of Attendance** is displayed and the user can drill down to Attendance Voucher from Attendance details.
- **Position Index** for Reports of the **Employee** is set **as Default** Sorting Method for all the Payroll Reports, in addition Alphabetical (increasing) and Alphabetical (decreasing) options are added to the Sorting Methods list of Pay Sheet Configuration.
- Tally.ERP 9 now allows the user to group the (**Income Tax**) **TDS Pay Head** under **Duties & Taxes** and **Salary Payable** Pay Head under **Provisions**
- The option **Show new joinees only** has been renamed as **Show zero valued Employees** also in **F12**: **Configuration** of Gratuity Report.
- In **Pay sheet** report the option "**Display Attendance/Production Types in Tail Units?**" is provided under **F12: Configure**.

- New Pay Head Type **Bonus** has been provided in the Pay Head masters creation.
- In **International Version** of **Tally Gratuity Report** Option has been provided in Payroll Reports Menu.
- The **Payroll Info.** menu order has been changed as shown below:
  - Employee Groups
  - Employees
  - Units (Work)
  - Attendance/Production Types
  - Pay Heads
  - Salary Details
  - Voucher Types
- The shortcut key for Payroll Reports (payroll statutory reports) under Statutory Reports has been changed from **A** to **P**.
- The option **Payroll Configuration** will be available by default in the **F12: Configurations** screen, whether the Company is selected or not.
- Professional Tax Pay Head can now be created with **Calculation Period** as both **Month** and **Period**. This will support the Professional Tax Computation either monthly or Periodically(**Half Yearly**) as required by some of the states (e.g. Tamil Nadu).

POS

- **Party Details** can now be entered and Printed in the **POS Invoice**.

Printing

- The Option "**Print Narration for Each Entry**" is provided in **F12: Invoice printing Configuration** to print narration for each entry in **Purchase or Sales voucher**.
- The Option "**Print Narration**" is provided in **F12: Configure** (Physical Stock Printing Setup) to print Narration in Physical Stock Voucher. The same facility is provided to print Stock Journal Voucher.
- Print Configuration is provided for **Rejections In** and **Rejections Out** Voucher Types.
- The **Title** provided in **Print configuration** screen of Payment/Receipt/ Journal/Debit Note/ Credit Note voucher is changed from **Printing Setup** to **Printing Configuration**.

Reports

- **Alt + Enter** key has been provided for Remote as well as Local users, to facilitate to drill down to voucher level in **Display** mode
- **Ctrl + Enter** key has been provided for Remote as well as Local users, to facilitate to drill down to voucher level in **Alteration** mode

Security Control

- A warning message "**Forgetting your password will render your data unusable!!**" will be displayed when the user is setting or changing the Admin User Name and/or Password in Company Creation/alteration screen.

Service Tax

- In **Sales Register columnar** report, a separate column has been provided for displaying the **Service Tax Registration number**.
- In **Service Tax Payables** report, **F4: Category button** has been added to filter the services provided, based on the service category.
- According to the new notification the "**Focal Bank Details**" has been withdrawn from Company F11: Statutory and Taxation under Company Service Tax Details.
- Options have been provided to **Display/Alter the Exemption Notification Number** in item invoice.
- In service tax payment voucher, **cheques/Draft/Pay order No** and **Bank Name** fields are provided under '**Payment Details**' sub screen in '**Provide details**' field.
- Option to enter **Challan No.** and **Challan Date** is provided under Payment Details in Service Tax GAR 7 Payment Voucher, which will get printed in **ST3 Form**.
- **Cost centre allocation** has been provided for **Service Tax ledgers** created under Duties and Taxes while recording Sales Vouchers.
- The Service Tax Invoice captures **Company's PAN Number** after **Buyer's Service Tax Number.**

VAT

- In the voucher class screen of sales voucher type, the Calculation Methods **Additional Tax and Cess on VAT** can be selected only if the VAT Classification is selected in the respective sales ledger.
- When a Company opts for **Composition to Regular VAT** and tries to pass a purchase entry during composition period, in Purchase Accounting Allocation Screen **VAT/TAX Class** displays **Composition VAT Classifications** for selection.
- When a **MRP Stock Items Invoice** is printed with **VAT Analysis**, total MRP Assessable Value is displayed as Net Value under VAT analysis
- **Payment Details** are now supported for Haryana VAT Forms and CST Form.
- **Payment Details** are now supported for Himachal Pradesh VAT Forms and CST Form.

5. Issues Resolved

Accounting Masters

- **Opening Balance Bill Details** in the ledger master are neither being updated nor erased when the Opening Balance is altered in the ledger.

  This issue has been resolved.

Accounting Reports

- On selecting **Budget Variance** and then selecting any particular month in **Stock Item Monthly Summary**, the error message Memory Access violation is being displayed.

  This issue has been resolved.

- In **Purchase/Sales Voucher Register** report, where the sort option is selected as **Amount-wise (Decreasing)** and **Amount-wise (Increasing)**, the amount as per the selected method is not being displayed.

  This issue has been resolved.

- In case of a journal entry consisting of a sundry creditor ledger, the **Day Book Extract** report of Journal voucher is not displaying **Sundry Creditors** under **Current Liabilities**.

  This issue has been resolved.

- The **Post Dated vouchers** report displays regular vouchers along with post dated vouchers when the report period was changed.

  This issue has been resolved.

- **Date range** is not refreshing while viewing **Outstanding Report** from the Ledger Report.

  This Issue has been resolved.

- A **credit note** entry made in **voucher mode**, is displaying the invoice format without Party name when printed from Multi Voucher Printing option. The same entry when made in invoice mode, displays the invoice format with party name when printed from Multi Voucher Printing.

  This issue has been resolved. The credit note entry made both in voucher and invoice mode, when printed from Multi Voucher Printing option is displaying the Party name.

- In case of **multi year data**, date range provided for previous year in ledger outstanding report from respective Ledger account is not being displayed as per the specified date range.

  This issue has been resolved.

- On pressing **Enter** on the **exploded line of Group Vouchers**; it would display Forex Gain / Loss Statement as the report heading.

  This issue is resolved and it does not allow to drill down.

- In the **Outstanding Ledger Report,** when **Show Bills of following type** is set to **Debit Bills** in **F12: Configure**, both credit and debit bills are displayed in the report.

  This issue has been resolved and only Debit Bill are displayed when Show Bills of following type is set to Debit Bills in F12: Configure.

Accounting Vouchers

- In sales invoice, if one **VAT ledger** is selected and then changed to another VAT ledger before saving the entry, the percentage and amount are not being refreshed.

  This issue has been resolved and the VAT Percentage and amount are now being calculated on the basis of the reselected VAT ledger.

- A **voucher class** consisting of **multiple excise duty ledgers** with Type of Calculation based **On Item Rate** calculates the amount of duty on the item for all excise ledgers included in the voucher class and displays it in the Excise Sales Invoice.

  This issue has been resolved. The calculation of excise duty on an item is now being displayed only for the relevant excise ledger.

- On activating **Use Additional Description(s) for Ledger Name** in Invoice Configuration, the Description of Ledger screen is not being displayed for **Accounts only** companies.

  This issue has been resolved. The Description of Ledger screen is now being displayed even for Accounts only companies.

- When the same **Bank Ledger** is selected for both **Cheque** and **Card Payment** fields in **POS Invoice entry**, the amount displayed in both the fields was the same, when opened in alteration mode.

  This issue has been resolved.

- On **changing the invoice date** in a Sales Invoice entered with voucher class having discount ledger and method of calculation set to **As User Defined Value**, in the alteration mode, the percentage entered is not being displayed.

  This issue has been resolved.

- In a **Sales / Purchase Invoice** containing two different **VAT sales/ purchase ledger**, the sales/purchase figure of an item is modified either by changing the rate, quantity or the sales/ purchase amount directly. After this modification, the sales/purchase value is not being picked up automatically in the "Assessable Value" field.

  This issue has been resolved.

- When a **single excise stock item** is accounted in a sales voucher with the **Voucher Class** containing **Multiple Excise Ledgers with different Rates** (Grouped under Duties & Taxes) and Type of calculation as Tax based on Item Rate, the Excise amount is being calculated for all the Excise Ledgers.

  This issue has been resolved.

- When a voucher is recorded with the selection of **Voucher class** having Excise duty ledgers set to **calculate the Excise on Current Sub Total** and the option **Calculate Tax on current Sub-Total** is activated in **F12: Configure**, the Excise amount is calculated based on the Current Subtotal. But, if the same voucher is altered by deactivating the option **Calculate Tax on current Sub-Total**, the Excise amount is calculated based on the Item Rate and not on the current sub-total.

  This issue has been Resolved and now the excise amount is calculated correctly.

- On creating a POS invoice with different amounts entered in the **Credit/Debit Card Payment** and **Cheque** fields with the same bank ledger in the voucher creation mode and then on opening this invoice in the alteration mode, the same amount is being displayed in both fields. Apart from that, the entries are not being saved in the alteration mode.

  This issue has been resolved and the values entered in the above mentioned fields are being retained with the flexibility to save the changes made to the invoice.

- While altering a Sales Invoice, the **VAT/TAX Class** does not appear for the second and subsequent items.

  This issue has been resolved and the VAT/TAX class is now displayed for any number of items added to the sales invoice in the alteration mode.

- When the option **Maintain Bill wise Details** is not enabled under **F11: Accounting Features**, a Ledger created under Sundry Debtors or Sundry Creditors Group with Opening Balance allows the mentioning of Bill-wise Break-up for the amount.

  This issue has been fixed.

Audit Features

- A voucher accepted during Audit and then deleted displays particulars as **DELETED – Audit Voucher** in **Audit Listing**. On pressing **Enter** to view such a voucher, Ledger Forex Gain/ Loss report is being displayed.

  This issue has been resolved.

Budgets and Credit limits

- The function **Sales Voucher Registers with Extract** of all vouchers, crashes when Budget Variance is selected.

  This issue has been resolved and the Budget variance button has been removed from the Sales Register, Purchase Register, Journal Register under Accounts Books, Bill Outstanding Reports of Sundry Debtors and Creditors, Stock Items, Stock Transfers, Physical Stock Register under Inventory Books and Memorandum Vouchers under Exception Reports, as it is not required.

Cost Categories

- The **Cash Book** is displaying cost centre details only when printed from **Multi Column Cash/ Bank** and not from Account Books of Multi Account Printing menu.

  This issue has been resolved.

Crash/MAV

- While **Filtering** the Stock Items with Stock Groups from Sales Register, the application crashes with the error message "**Memory Access Violation**".

  This issue has been resolved.

- While Printing any report if the Key combination **Alt+U** is pressed instead of **Alt+I** to select the print preview option in the Print Configuration screen, the application crashes with the error message -"**Memory Access Violation**".

  This issue has been resolved.

Data/TCP Migration

- On migrating data from **Tally 7.2 to Tally 9**, the order reference number entered in supplementary details of some of the sales invoices are getting changed.

  This issue has been resolved and the order reference number entered in every sales invoice is now being retained even after migrating data from Tally 7.2 to Tally.ERP 9.

Excise for Dealers

- When multiple Purchases pertaining to a single Item are adjusted in a **Excise Sales Invoice**, the values of such entries are capturing only the first item in the Excise Stock Register/ Excise Purchase Bill Register.

  This issue has been resolved.

- In the detailed format of **Excise Stock Register** and Purchase Bill Register report, the address of the party is not being displayed in the Name and Address of the Party column only for the first entry.

  This Issue has been resolved and the address of the party is now being displayed for all entries in the detailed format of Excise Stock Register and Purchase Bill Register.

- **Excise Opening Stock** Entry details do not appear in the **Excise Stock Register** and when the sales invoice raised against the opening stock is printed, **Excise Pass on Duty Values** and **Excise Purchase Section Duty Values** do not appear in the **printed Sales invoice**.

  This issues have been Resolved

Export/Import

- When **Stock Items** with **Part Numbers** are exported using **Excel (spreadsheet)** format, the Part Numbers are displayed with a negative sign in the Excel sheet.

  This issue has been resolved and the part numbers of the stock items are now being displayed correctly in the Excel sheet.

- On exporting any of the Ledger vouchers from Tally to **Excel Spread Sheet,** the Debit/Credit Balances are interchanged (Debit balance is shown as credit and the credit balance is shown as debit) in Excel.

  This issue has been resolved.

- When Vouchers without **Effective Date** are imported in **SDF format**, the application displays the error message crashes with error message **Memory Access Violation**.

  This issue has been resolved and vouchers can now be imported even when the effective date is not mentioned in the voucher.

- When Ledgers are exported in **ASCII format** from **Multi Account Printing** as Group of Accounts by enabling the option **Start fresh page for each Account** in **Print Configuration** screen, the exported text file displays the group ledger which was debited even in the Credit field.

  This issue has been resolved.

- When the **Bank Reconciliation Statement** is exported using **Excel Format**, the details are not being displayed in the appropriate columns and the **Balance as per Bank and Company Books** is being displayed twice.

  This issue has been resolved.

- **Compound Units** are not getting exported to **Excel**.

  This issue has been resolved and compound units can now be exported to excel as text and not as a number.

Final Accounts

- The column heading separator lines do not appear when a new column is inserted in the **Profit and Loss Account**.

  This issue has been resolved and the **column heading separator lines** appear in the Profit and Loss Account.

Fringe Benefit Tax

- **FBT Challan Reconciliation** displays even the **Reconciled Vouchers**, when the option **Show Reconciled vouchers** is not activated in **F12: Configure**.

  This issue has been resolved.

- When a FBT Payment entry is passed without using the FBT helper, the application allows the entry in the **To** field, a date prior to the date mentioned in the **From** field in the FBT Payment Details screen.

  This issue has been resolved.

- On entering only the month in **FBT Filters**, the first day of the month was being displayed as date in both **From Date** and **To Date** fields.

  This issue has now been resolved.

- The **Additional Education Cess @ 1%** applicable only from April 2008, is being calculated and displayed in the FBT Computation report generated for the period 2006-07.

  This issue has been resolved and now the **Additional Education Cess @ 1%** is not considered in the **FBT Computation** report of the previous year.

- While generating the **FBT Computation** report for a financial year, the application hangs if the volume of data is high.

  This issue has been resolved and the **FBT Computation** report now displays the details like any other report regardless of data size.

- In the **FBT Computation** Report, Tax is being calculated even on the **Credit Value of Expenditure** and as a result the Grand Total of Net expenditure amount is being displayed with a negative sign.

  This issue has been resolved.

- **FBT Ledger** created in **FBT Filters sub screen** is not displayed in the List of FBT Ledgers for selection.

  This issue has been resolved.

- The **FBT Payment** entry marked as optional is affecting the **FBT Computation report** as it was being considered as a regular payment entry.

  This issue has now been resolved.

- The value calculated by using **FBT Filters** in Payment voucher was more than the amount displayed in **FBT Computation** report. On restoring the data backup of company **enabled for FBT**, the **Company FBT Assessee Details** were missing in both Statutory & Taxation Features and FBT Challan. On activating the FBT feature, the amount displayed in FBT Challan is more than the amount displayed in the FBT Computation report.

  This issue has been resolved. The value displayed in FBT Computation report is captured in FBT Payment voucher on using the auto fill option and the Company FBT Assessee Details are also retained even after restoring the data.

- **FBT Computation** amount is not matching with the **FBT payment** amount during FBT Payment Entry. It shows a difference of **Rs.1/-**. This happens due to rounding off.

  This issue has been resolved.

- **FBT Computation** report captures and prints the period including the post dated voucher date, when the post dated entry is passed using the ledgers for which FBT option is not enabled.

  This issue has been resolved.

Inventory Masters

- After deleting the components/items used in **Bill of Material (BOM)**, the application has to be reloaded or the item has to be renamed.

  This issue has been resolved, and the Components/items can now be deleted without reloading the application or renaming the item.

- When **Use expiry dates** option is changed from **Yes** to **No** and again to **Yes,** the tag name of **Allow use of expired batches** does not appear.

  This issues has been resolved and **Allow use of expired batches** is now displayed when **Use expiry dates** is changed.

- In the **Stock Ageing Analysis** report **Company Name and Address** is not getting printed from the second page onwards.

  This issue has been resolved

Inventory Vouchers

- The **voucher number of Sales Order** is getting reflected in **Delivery Note**. Hence, the voucher number subsequent to that of sales order is being displayed as the reference number in delivery note.

  This issue has been resolved.

- On printing a sales invoice in simple format with tracking details for more than one Delivery Note, only one delivery note number was being captured and printed.

  This issue has been resolved. Multiple delivery note numbers are now being printed in a single sales invoice.

- In the **stock item allocation** screen of sales order, when **Any** was selected under **godown** for a particular stock item, a warning message **Negative Stock!** is displayed even though there is a closing balance of that item in other godowns.

  This issue has been resolved. On selecting **Any** as godown, the warning message **Negative Stock!** is not displayed if there is closing balance of stock items in other godowns.

- The **reference number** entered in **sales invoice** is not being captured in the **Bill-wise details** screen, if the method of voucher numbering is set to **None** in the sales voucher type alteration screen.

  This issue has been resolved.

- In a **Manufacturing Journal**, for a Stock Item with **Component List details (BOM)** if the **amount** is entered for the Component item without defining the rate, then **Rate** of the **Component** item is not being calculated automatically (Left blank) based on the quantity and amount.

  This issue has been resolved and Rate is calculated based on the Quantity and amount specified.

- When a Stock item, allocated with the amount of **Expenses on purchase** is transferred from one godown to another using Stock Journal, the Rate displayed for the item in Destination Column does not include the expenses on purchase.

  This issue has been resolved.

- When a **Sales Invoice** is printed in **simple format**, **Delivery Note date** is not being printed, even when the details are entered in the invoice dispatch details.

  This issue has been resolved and the Delivery Note date is printed in the sales invoice.

- In a sales invoice, if a reference is provided and if "**Use defaults for bill allocation**" is set to **No** then reference is captured in Bill wise window. If reference is not provided then the voucher number is captured.

  This issue has been resolved.

- The Tracking number used in '**Rejection In**' is not being displayed in **Item Allocation screen of Credit note (As Voucher mode)**.

  This issue has been resolved.

- For a Company in which **VAT** and **Use different Actual & Billed Quantity** features are enabled, "**Calculate MRP on billed quantity**" option is not being saved in **F12: Invoice / Orders Entry configuration** once you quit the application and reopen it.

  This issue has been resolved.

- On making a sales entry by selecting **multiple godowns** in the Inventory allocation screen, a warning message showing wrong negative stock is displayed.

  This issue has been resolved and the warning message displays the correct negative stock value.

- After enabling "**Use Common Table for stock items**" using **CTRL+ALT+F12** from **Gateway of Tally**, quantity was being displayed in "**List of items**" in the following voucher types:
  - **Stock journal**
  - **Rejection in**
  - **Rejection out**
  - **Physical Stock**

  This issue has been resolved and the List of Items is not displayed in the above Voucher types when the option **Use Common table for stock items** is enabled.

- On taking a printout of the Rejection In voucher, it prints the heading as **Rejection In number** instead of **Order No**.

  This issue has been resolved.

Inventory Reports

- On viewing the stock summary report through **F9: Inventory Reports** from the Ledger Report screen, the closing stock value is displayed as NIL.

  This issue has been resolved.

Job Costing

- In the Job Work Analysis report, the Consumption does not consider the Cost of Sales.

  This issue has been resolved.

Licensing

- **Multi-Account Printing** menu is not being refreshed when the license is activated or surrendered. It takes effect only when the application is restarted.

  This issue has been resolved.

Multi-currency

- In the **Bank Ledger Voucher** report, if a voucher is altered by drilling down from the report, the Opening and Closing Balances of Ledger Voucher report are displayed in the base currency instead of the Foreign currency, if '**Show Forex details also**' and '**Show Forex Transactions only**' are enabled in **F12: Configure**.

  This issue has been resolved and on altering a voucher containing foreign currency, opening and closing balances appear in foreign currency only.

- On **reconciling a bank account** containing **foreign currency transaction**, the Balance is different as per Company Books.

  This issue is resolved and now it displays the correct reconciled values.

- On viewing any ledger account with the **Show Forex Transactions** option set to "**Yes**", it displays the transacted values in foreign currency but opening and closing balances are displayed in the base currency.

  This has been resolved and it now displays the opening and closing balance in foreign currency.

ODBC/Export/Import

- A **Purchase Invoice** consisting details of **Company's Address** and **E-Mail ID**, when exported in **HTML format** displays the error message '**Part:EXPINV Purchaser**'.

  This issue has been resolved. The Purchase Invoice is now being exported in HTML format along with the Company's address & Email-ID.

- When **Sales Register** is exported in **HTML** or **Excel (Spreadsheet)** format or printed by enabling **Show Columnar Register** with **Type of Column as All Items (in one col.)** the report was being exported/printed in multiple columns.

  This issue has been resolved.

- On exporting Employee masters in **XML format** from **List of Accounts**, all the accounts and payroll masters were also being exported along with employee masters.

  This issue has been resolved.

Optional & Scenario management

- In the **Post Dated Voucher** Report, optional voucher is also being displayed.

  This issue has been resolved.

Payroll & Statutory

- Drill down in **Expat Reports**, displays the repeated information.

  This issue has been resolved and the option to drill down from Expat Reports has been removed.

- The option to drill down from **Attendance Sheet** to **Attendance voucher** is not functioning.

  This issue has been resolved.

- The **Payment Advice** is displaying the monthly instalment of loan amount recovered from employee's salary, even though it is not included in payment voucher.

  This issue has been resolved.

- In the **Pay Head** creation screen, if the pay head name is entered and then altered, the changed name is not being displayed in the field **Name to appear** in Payslip.

  This issue has now been resolved.

- When the **positive attendance type** is used in the Pay Head, **Payroll was not being calculated for employees who resign before/prior to the date** for which the **attendance voucher** was recorded.

  This issue has been resolved.

- When Payslips are printed through **Multi Payslip Printing** by enabling the option **Remove Zero Entries**, the application still **prints blank payslips** for deactivated/zero entry employees.

  This Issue has been resolved and now only the payslips with the entries are printed, when the option **Remove Zero Entries** is enabled in **Multi Payslip Printing**.

- When you **drill down** from the **attendance value** of the employee in Attendance sheet, Voucher Details are not being displayed in the Attendance Voucher

  This issue has been resolved.

- When the **Employee Voucher** Report is printed, the **title of the report** is getting printed as **Cost Centre** instead of **Employee**.

  This issue has been resolved.

- **Print Configuration** Screen of Multi Payslip Printing is not aligned properly.

  The alignment has now been rectified.

POS

- After recording a POS transaction, the Sales Invoice Printing configuration screen title, is being displayed as '**POS Invoice Printing Configuration**' instead of "**Invoice Printing Configuration**".

  This issue has been resolved.

- In the alteration mode, **List of Ledgers Accounts** is not being displayed, when the cursor is in the Credit/Debit Card payment field in a POS Voucher with a Class.

  This issue has been resolved.

- When the **Rate of Expense** is altered in a **POS voucher with class** in the alteration Mode, the **Amount** is not being calculated properly.

  This issue has been resolved.

- In the alteration mode, when the **Sales Ledger** is changed in a **POS invoice**, the **VAT/Tax Class** is not being refreshed as applicable to the changed sales ledger. In addition to this, on changing the VAT Ledger the VAT Percentage is Not being changed.

  This issue has been resolved.

- The application malfunctions when a POS Invoice with a Class (voucher Class is created with '**Type of Calculation**' set to "**As Total Amount Rounding**" under **Additional Accounting Entries**) is altered.

  This issue has been resolved.

- On creating a **POS Invoice** in multi-payment mode with the same bank ledger selected for **Credit /Debit Card Payment** and **Cheque** fields with different values, and then opening it in the alteration mode, the amount is repeated in the **Credit/Debit Card Payment** and **Cheque** fields.

  This issue is resolved and amount name does not get repeated.

Printing

- Documents are not printed correctly on **HP 1005**, **3050** & **2600 N**, **Samsung ML-4600 Printer** and **Canon LBP 1120** printers.

  This issue has been resolved.

- The report title of a **Credit Note** is being displayed as **Cash Voucher**, when printed from Multi Voucher Printing option of Multi Account Printing menu.

  This issue has been resolved and the report titles now display the names of the respective vouchers selected in the Printing Vouchers screen.

- In **Day Book – Sales Register**, if the **Sorting Method** was set to **Alphabetical (Decreasing/Increasing)**, the vouchers were displayed in the order set, but the same was not being reflected in printed format.

  This issue has been resolved.

- When the **invoice title** is not defined either in the **Sales Voucher Type** or in the **F12: Invoice Print Configuration**, Sales Invoice is printed without title.

  This issue has been resolved and now "**Invoice**" is set as **Default Title**, when the title is not defined in the Voucher Type or in the F12: Invoice Printing Configuration.

- In **Multi Account Printing**, if the ledger is printed as **Group of Account** with **Debit/Credit entries only**, by setting the option **Start fresh page for each Account** to **No**, a blank report is being displayed.

  This issue has been resolved.

- Changes made to **Print Configuration** settings for **Debit Note** are not affecting the print.

  This issue has been resolved.

- While **printing a cheque with a ledger** grouped under **secured/unsecured loans** in the payment voucher, the Ledger name does not get printed on the cheque.

  This issue has been resolved.

- When a credit note is printed by enabling the option '**Print Quantity Column**' in Print configuration, the **Quantity Column** was not getting printed in the credit note.

  This issue has been resolved.

- While printing the **Confirmation of Accounts** for Sundry Creditors, the purchase Voucher number is getting printed instead of purchase reference details.

  This issue has been resolved.

- While printing the **Group of Accounts** from **Multi Account Printing** with the option **Start fresh page for each Account** set to **No,** the references and inventory details are not printed, even if the options **Show Bill wise Details also** & **Show Inventory Details also** are set to **Yes.**

  This issue has been resolved.

- Heading in the Print Preview of **Rejection In** voucher type is displayed as **Order No** instead of **Rejection In No**.

  This issue has been resolved.

- While printing the **Rejection In/Rejection Out** vouchers, the **Batch Number, Manufacturing Date** and **Expiry Date** is not being printed.

  This issue has been resolved.

- While printing multiple vouchers using **Multi Account Printing**, from page three onwards, the vouchers are carried over to the next page.

  This issue has been resolved.

- When we are printing from **Multi Account Printing** > **Account Books** > **Ledger** > **All Accounts** or **Group of Accounts** and set **Yes** to **Start fresh page for each Account** in the Page Details section, **Page: 1 of 1 is displayed** even though number of Ledgers to print are more than one.

  This issue has been resolved.

- When the Page Range is set to **Odd/Even** or **Front /Back**, user should be able to navigate between the pages. Currently, only 'Home' and 'End' buttons work i.e. user can go only to first page or last page. Page-up, Page-down, and arrow keys are not working in the Print Preview mode.
- This issue has been resolved.

Rewrite/Backup/Restore/Split

- On successfully **taking a backup** on a **removable device** it is found that all the files in the removable files drive are deleted.

  This issue is now resolved and on successfully taking backup on the removable drive, the Tally backup file gets added to the device.

Service Tax

- In the process of **Splitting the company data** of two financial years (2006-2008), wherein **Service Tax sale** and **receipt records** are in One financial Year (2006-2007) and The **Service Tax payment** records are in another financial year (2007-2008), Service Tax paid is displayed as Input Credit in the new company split from 1-4-2007.

  This issue has been resolved.

- The **Service Tax amount** is not being captured in the **Bill wise Details** screen while passing a Journal Voucher.

  This issue has been resolved and the Service Tax Amount is captured in the bill-wise details screen.

Synchronization

- When the user tries to synchronize the data containing the **'<' or '>'** symbol specified either in narration or ledger or stock item name field or in any other field, the application displays the **XML tag (< or >)** in the **calculator panel** without terminating the Synchronization process.

  This issue has been resolved.

Tax Collected at Source

- When a TCS payment entry is recorded using TCS Helper with the option **Show Bill wise details** in **F12: Configure** enabled, Bill-wise details for **TCS Tax Ledger** displays **TDS Details for** instead of **TCS Details for.**

  This issue has been resolved.

- In the alteration screen of **sales invoice**, on **changing the sale value**, the **TCS surcharge amount** is not being changed as per the new gross value.

  This issue has been resolved.

- When **TCS (Tax) Ledger** is included in a **Sales Invoice** in **alteration mode**, the TCS amount is not being calculated.

  This issue has been resolved.

TDL issues

- **Rate type** is not working in **Batch wise details** during Stock item creation, but is working in the alteration mode.

  This issue has been resolved and Support for using Rate type in batch-wise details in Creation mode has now been provided.

VAT

- In a sales invoice of a company with **Accounts Only** feature, the **Output VAT amount** of transaction involving two different **VAT rates** is calculated on the current sub-totals and not the assessable value.

  This issue has been resolved and now the output VAT amount is being calculated on the **assessable value** of respective sales ledgers.

- On switching from a company with **Accounts with Inventory** feature to a company with **Accounts only** feature, when a **Sales** transaction using an **Accounting Invoice** with multiple VAT rates is entered, the **Output VAT** for the second VAT classification appears incorrectly and an incorrect value is displayed in the Computation statement.

  This issue has been resolved and the **Output VAT** values are being displayed correctly.