

Sales Order

Ex.1 Sales order

Go to gateway of Tally
 Go to Accounting voucher
 To press Alt+F5 Button
 To display order voucher creation
 Go to sales order To fill the order no
 Go to party A/c Name :To fill the Sundry debtor
 To fill the order no
 Go to sales ledger : To select the sales ledger
 To select the item
 To Fill the quantity
 To fill the Amount
 To Accept

Ex.1

Delevery note (Alt+f8)

Go to Gateway of Tally

Go to Accounting voucher
 To press Alt+F8 button
 To display Delvry note
 To fill the Reference no
 Go to party A/c Name:To select the sundary debtor
 To display oder list
 To select the order no
 Go to sales ledger :To select the sales order
 To select the Item
 To select the quantity
 To select the rate
 To select the Amount
 To Accept

ex.2

Order Voucher Creation			
Sales Order No. 1			
Party's A/c Name : Bajrang Complex		Order No. : 1	
Current Balance :			
Sales Ledger : Sales Order			
Name of Item	Quantity	Rate per	Amount
Mouse	100 pcs	250.00 pcs	25,000.00
End of List			
Narration:			100 pcs 25,000.00

Discuss Coaching

Tally

Class-16

P: Print	E: Export	M: E-Mail	O: Upload	S: Shop	G: Language	K: Keyboard	K: Control Centre	H: Support Centre	H: Help												
Inventory Voucher Creation																					
Ice																					
Delivery Note No. 1 Ref. : 1 1-Apr-2016 Friday Party's A/c Name : Bajrang Complex Current Balance : Sales Ledger : Sales Order																					
<table border="1"> <thead> <tr> <th>Name of Item</th> <th>Quantity</th> <th>Rate per</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>Mouse</td> <td>100 pcs</td> <td>250.00 pcs</td> <td>25,000.00</td> </tr> <tr> <td colspan="4">J End of List</td> </tr> </tbody> </table>										Name of Item	Quantity	Rate per	Amount	Mouse	100 pcs	250.00 pcs	25,000.00	J End of List			
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sales order को Reject करना है हम Gateway of Tally में जाकर Accounting voucher में जाकर Sales order को Reject करना है तो हम Ctrl+F6 button को दबाकर हम sales order को हम Reject करेंगे। यदि sale order को Reject करना है तो हम Alt+F6 button को दबाकर हम sale order को हम Reject कर लेंगे।

Rejection in (ctrl+f6):

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Inventory Voucher Creation																	
Ice																	
Rejections In No. 1 1-Apr-2016 Friday																	
Bajrang Complex Ledger Account					Bajrang Complex Customer's Name and Address												
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Sale invoice(f8)

Tally.ERP 9

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

Accounting Voucher Alteration Sale Ctrl + M

Credit Note No. 1 1-Apr-2021 Thursday

Original invoice no.: Date : 1-Apr-2021

Party A/c name : A
Current balance : 4,000.00 Dr
Sales ledger : Sale Return

Name of Item	Quantity	Rate per	Amount
Keyboard	3 pcs	2,000.00 pcs	6,000.00
Narration:			3 pcs 6,000.00

Q: Quit A: Accept D: Delete X: Cancel Ctrl + N

Tally MAIN --> Gateway of Tally --> Accounting Voucher Alteration (c) Tally Solutions Pvt. Ltd., 1988-2017 Tue, 21 Dec, 2021 13:08:20

Ctrl+f8(credit note) Receipt voucher(f6)

Tally.ERP 9

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

Accounting Voucher Alteration Sale Ctrl + M

Receipt No. 1 1-Apr-2021 Thursday

Particulars	Debit	Credit
Cr A		4,000.00
Cur Bal: 0.00 Cr		
Agst Ref 1 4,000.00 Cr		
Dr Cash	4,000.00	
Cur Bal: 4,000.00 Dr		
Narration:		4,000.00 4,000.00

Q: Quit A: Accept D: Delete X: Cancel Ctrl + N

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GOOD LUCK!

YOUR SUCCESS LIES OUR HAPPINESS

REGARDS

DISCUSS COACHING