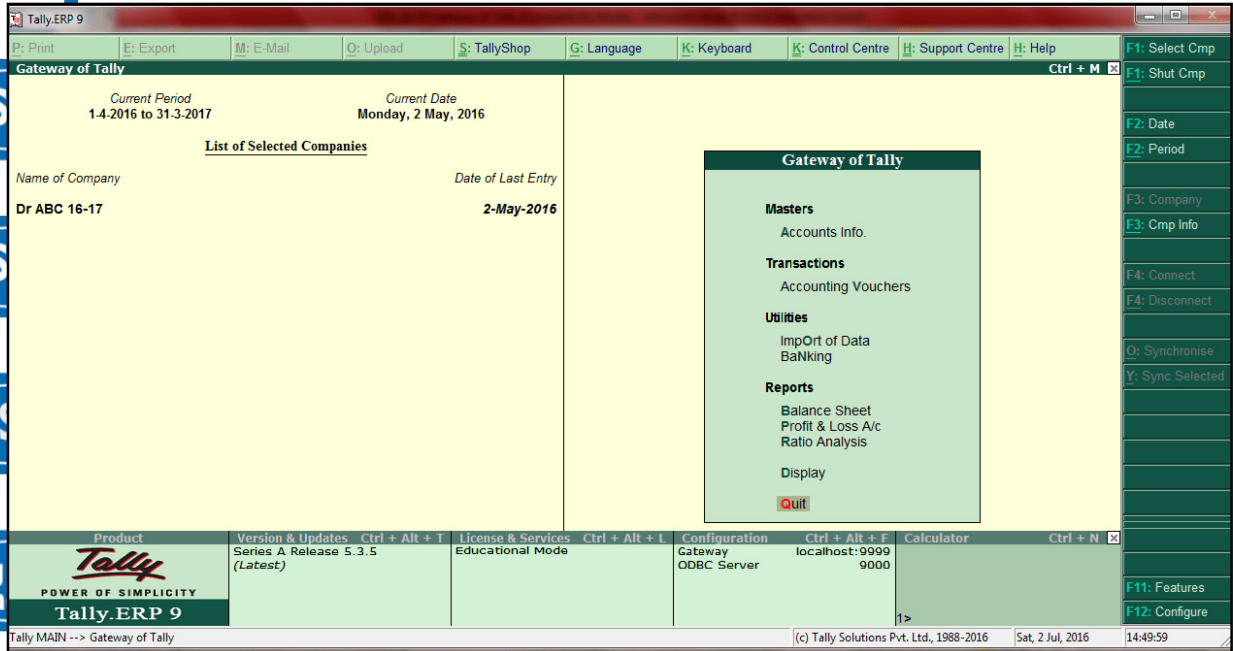


Company Features and Configuration



In Tally ERP 9, Company Features and Configuration are crucial for customizing the software to meet the specific needs of a business.

Company Features in Tally ERP 9

Company Features in Tally ERP 9 allow you to enable or disable specific functionalities for the company you are working with. These features are categorized under various sections based on their functionality.

Accessing Company Features

1. Gateway of Tally:
 - Open Tally ERP 9 and load the company you want to work with.
2. F11: Features:
 - Press F11 to open the Company Features menu.
 - Alternatively, go to Features from the Gateway of Tally.

Categories of Company Features

Accounting Features:

Banking Insurance

Central Govt. Service

State Govt. Services

LAW Entrance

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Railways & Metro Services

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- Enable or disable features related to accounting and finance.
- Options include:
 - Maintain Accounts Only: Select if you do not want to maintain inventory.
 - Bill-wise Details: Track receivables and payables bill by bill.
 - Cost Centers and Profit Centers: Allocate expenses and incomes to various departments or projects.
 - Interest Calculation: Automatically calculate interest on outstanding balances.

Inventory Features:

- Manage inventory-related settings.
- Options include:
 - Integrate Accounts and Inventory: Maintain integrated accounts and inventory records.
 - Stock Categories: Categorize stock items.
 - Multiple Godowns: Manage multiple storage locations.
 - Batch-wise Details: Track stock items batch-wise.

Statutory & Taxation:

- Enable features for managing statutory compliance and taxation.
- Options include:
 - Enable Value Added Tax (VAT): Maintain VAT records.
 - Enable Goods and Services Tax (GST): Maintain GST records.
 - TDS (Tax Deducted at Source): Manage TDS transactions.
 - TCS (Tax Collected at Source): Manage TCS transactions.

Payroll Features:

- Manage employee payroll and related functions.
- Options include:
 - Enable Payroll: Maintain payroll records.
 - Employee Categories: Classify employees.
 - Attendance/Production Types: Track employee attendance and production.

Configuration in Tally ERP 9

Configuration in Tally ERP 9 allows you to set up various parameters and preferences that control the behavior of the software. Configuration settings are generally more detailed and technical compared to company features.



Accessing Configuration

1. Gateway of Tally:
 - Open Tally ERP 9 and load the company you want to configure.
2. F12: Configuration:
 - Press F12 to open the Configuration menu.
 - Alternatively, go to Configuration from the Gateway of Tally.

Categories of Configuration

1. General Configuration:
 - Set up basic preferences for the software.
 - Options include:
 - Country Details: Select the country and base currency.
 - Style of Names: Define how names are displayed.
 - Date Format: Set the date format.
2. Voucher Entry Configuration:
 - Customize how vouchers are entered and displayed.
 - Options include:
 - Skip Date field in Voucher Creation/Alteration: Automate date entry.
 - Use Single Entry mode for Pymt/Rcpt/Contra: Simplify voucher entry.
 - Pre-allocate Bills for Payment/Receipt: Link bills during voucher entry.
3. Printing Configuration:
 - Set preferences for printing reports and vouchers.
 - Options include:
 - Print Date and Time of Report: Include date and time on printed reports.
 - Print Company Logo: Add the company logo to printouts.
 - Print Formal Receipt: Customize receipt printing.
4. Inventory Configuration:
 - Manage inventory settings in detail.
 - Options include:
 - Allow Zero Valued Entries: Permit zero-valued stock entries.
 - Allow Negative Stock: Enable or disable negative stock balances.

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○ Track Additional Costs of Purchase: Include additional costs in inventory valuation.

5. Email Configuration:

- Set up email settings to send reports and documents.
- Options include:
 - SMTP Server: Define the email server details.
 - Authentication: Set up email authentication.
 - Default Recipient: Specify default email recipients.



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