

Computerized Accounting System and E-filing of Tax Return

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Unit-1 Computerized Accounting Package

Semester: VI

Section: D, E & C+F&B.

Morning Shift,

And

Semester: VI (H&G)

DAY SHIFT.

Bank Reconciliation

Voucher Entry.

- 1) Wages paid ₹ 5,00 by cheque of SBI.
- 2) Receive Commission ₹ 5,000 by cheques of SBI.
- 3) Purchase furniture of ₹ 50,000 by cheque of SBI
- 4) Sold Machine of ₹ 25,000 by cheque of SBI
- 5) Cash withdraw from SBI Bank for ₹ 1000
- 6) Cash deposit to SBI of ₹ 5,000.
- 7) Cash transferred from SBI to UBI of ₹ 1000.

Step of BRS.

Gateway of Tally (GOT) → Display → Accounts Book → Cash/
Bank Book(s) → Select the Bank (SBI) → Enter → F5 (Reconcile)
→ Type Bank Date → Save.

Report.

GOT → Display → Accounts Book → Cash/Bank Books(s) →
Select the Bank (SBI) → Enter → Enter → F5 (Reconcile) →

No Record Found.

Voucher Entries.

- 1) Wages A/c Dr 500/500
 To SBI A/c
 (Being wage paid by cheque).
- 2) SBI A/c Dr 5,000/5,000
 To Commission Received A/c
 (Being commission received by cheque).
- 3) Furniture A/c Dr 50,000/50,000
 To SBI A/c
 (Being purchase of furniture by cheque.)
- 4) SBI A/c Dr 25,000/25,000
 To Machine A/c
 (Being Machine sold by cheque).
- 5) Cash A/c Dr 1,000/1,000
 To SBI A/c
 (Being Cash withdraw by cheque).
- 6) SBI A/c Dr 5,000/5,000
 To Cash A/c
 (Being Cash deposit by cheque to Bank.)
- 7) UBI A/c Dr 10,000/10,000
 To SBI A/c
 (Being Cash transferred from SBI to UBI.).