Accounting Reports

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Reports in Tally

- **Ledger Report**
  - **GOT>Display>AccountsBook >Select Ledger**
- **Trial Balance**
  - **GOT>Display>Trial Balance**
- **Financial Statement**
  - **GOT>Report:Balance Sheet**
  - **GOT>Report:Profit & Loss Account**

Reports Options

- <u>F</u>1: Detailed/Condensed
- F2: Period
- F3: Company
- F11: Features
- F12: Configure
- <u>F12</u>: Range
- Ctrl+F12: Value
- <u>C</u>: New Column
- <u>A</u>: Alter Column
- <u>D</u>: Del Column
- <u>N</u>: Auto Column

Scenario Management

- When we want to see the effect of our non - accounting voucher on profit and loss and balance sheet then we use after creating scenario we get a duplicate copy of our profit and loss and balance sheet.
- To Create Scenario
  - GOT>Account Info>Scenario>Create
- To add scenario in report: use New Column option

Tally : Reports

- http://www.tallyerp9help.com/Pages/Reports/Contents-Reports-TallyERP9.html