POWER OF SIMPLICITY

USER MANUAL

Multiple Vouchers from Single

Screen

InTelli
SoLuτions

Version: InTelli Solutions/Multiple Vouchers from Single Screen /1.5/ April 2018

<<Multiple Vouchers from Single Screen/1.5>>

Introduction

This add-on helps user to create multiple transactions with one time configuration.

Benefits

- Easy maintain of vouchers.
- Easy maintaining of creation of multiple vouchers in one go

What's New?

New in Release 1.5: -

- Compatible with release 6.4.
- Previous values will clear automatically for new entries.

<div style="border:1px solid">

Important!
Take back up of your company data before activating the Add-on.

</div>

Once you try / purchase an Add-on, follow the steps below to configure the Add-on and use it.

Setup Guide

1. Update your license by going to **Gateway of Tally → F12: Configuration → Licensing → Update License**

   (In case you are using multi-site account, you will need to configure Tally.ERP 9 to activate the Add-on for a particular site. Click here for the steps.)

2. Shut down and Restart Tally.ERP 9 and open your company.

3. Get Add-on help and open user manual.

   For Tally.ERP Series A versions lower than Release 5.0

   Go to **H: Help→Add-on Help** to open the user manual.

   For Tally.ERP Series A release 5.0 and above

4. Activate the Add-on.

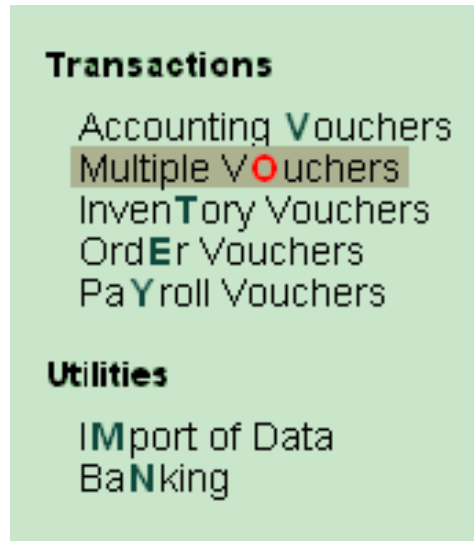   Go to Gateway of Tally > F11: Features > Accounting Features

Set "Yes" to the options "Enable Multiple Vouchers from Single Screen"

For Tally.ERP 9 version Series A, Release 3.2 and above

Go to Gateway of Tally > F11: Features > Add-on Features

Set "Yes" to the options "Enable Multiple Vouchers from Single Screen"

5. Go to Gateway Of Tally → Multiple Vouchers :-

Transactions

Accounting **V**ouchers
Multiple V**O**uchers
Inven**T**ory Vouchers
Ord**E**r Vouchers
Pa**Y**roll Vouchers

Utilities

I**M**port of Data
Ba**N**king

6. Select appropriate menu in submenu as: -
    a. **One Amount Entries**:- If amount of all entries will remains same.
    b. **Different Amount Entries**: -If Amount and Date is to be specified manually.

7. **One Amount Entries**: -

   a. Enter the details as follows: -

   b. Select Cash/Bank ledger

   c. Select the Expense ledger

   d. Enter Narration for Voucher.

   e. Enter total number of vouchers

   f. Enter starting date

   g. Select method of incrementing voucher date

   h. Enter amount of voucher

   i. The vouchers are saved and displayed as follows: -

Date	Particulars	Vch Type	Vch No.	Debit Amount	Credit Amount
1-4-2011	**Office Rent** *Office Rent Paid*	Payment	1	2,000.00	
1-5-2011	**Office Rent** *Office Rent Paid*	Payment	2	2,000.00	
1-6-2011	**Office Rent** *Office Rent Paid*	Payment	3	2,000.00	
1-7-2011	**Office Rent** *Office Rent Paid*	Payment	4	2,000.00	
1-8-2011	**Office Rent** *Office Rent Paid*	Payment	5	2,000.00	
1-9-2011	**Office Rent** *Office Rent Paid*	Payment	6	2,000.00	
1-10-2011	**Office Rent** *Office Rent Paid*	Payment	7	2,000.00	
1-11-2011	**Office Rent** *Office Rent Paid*	Payment	8	2,000.00	
1-12-2011	**Office Rent** *Office Rent Paid*	Payment	9	2,000.00	
1-1-2012	**Office Rent** *Office Rent Paid*	Payment	10	2,000.00	
1-2-2012	**Office Rent** *Office Rent Paid*	Payment	11	2,000.00	
1-3-2012	**Office Rent** *Office Rent Paid*	Payment	12	2,000.00	

List of Payment Vouchers — 1-Apr-2011 to 31-Mar-2012

8. **Different Amount entries**: - Select the ledger and enter Dates and amounts for the entries you want to enter: -

Multiple Vouchers

Cash / bank Ledger	: Canara Bank
Expense Ledger	: Office Rent
Narration	: Office Rent Paid

(Plz enter Date and Amounts of entries, leave date empty when finish)

Date	Amount

Export | M: E-Mail | O: Upload | S: Shop | G: Language | K: Keyboard | K: Control Centre | H: Support Cen

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Multiple Vouchers

Cash / bank Ledger	: Canara Bank
Expense Ledger	: Office Rent
Narration	: Office Rent Paid

(Plz enter Date and Amounts of entries, leave date empty when finish)

Date	Amount
1-Apr-2011	1,500.00
1-May-2011	1,800.00
1-Jun-2011	1,500.00
1-Jul-2011	1,800.00
1-Aug-2011	1,500.00
1-Sep-2011	2,600.00
2-Oct-2011	1,500.00
31-Oct-2011	700.00
1-Dec-2011	1,500.00

9. Make the date field empty, when finish and accept the form to come out of this report, it will create the vouchers according to the configuration.

```
                            Multiple Vouchers

Cash / bank Ledger                          : Canara Bank
Expense Ledger                              : Office Rent
Narration                                   : Office Rent Paid
(Plz enter Date and Amounts of entries, leave date empty when finish)
         Date              Amount
td                                  31-Dec-2010
   1-Apr-2011           1,500.00
   1-May-2011           1,800.00
   1-Jun-2011           1,500.00
   1-Jul-2011           1,800.00
   1-Aug-2011           1,500.00
   1-Sep-2011           2,600.00
   2-Oct-2011           1,500.00
  31-Oct-2011             700.00
   1-Dec-2011           1,500.00



                    Creating Provisional Vouchers□
                        Abc Company Ltd

                     □CreatingVouchers..□




          0%                50%                100%
```

10. It will automatically take care of Post Dated entries if any.

11. Owner can restrict some users from entering this configuration through Security control, so the user who are not allowed to enter the multiple voucher configuration will not be able to see the configuration screen: -

Security Levels	Abc Company Ltd
	List of Reports

Name of Security Level   : **Data Entry**

Use Basic Facilities of   : **Owner**

Days allowed for Back Dated vouchers   : **0**
Cut-off date for Back Dated vouchers   :

Set/Alter rules for Print Before Save   ? **No**
(also applicable for Export/E-Mail/Upload)

Allow to Connect Company   ? **No**
Use Tally.NET Authentication   ? **No**
Use Tally.NET Auditor Authentication   ? **No**

Disallow the following Facilities
(others will be allowed)

Full Access	Accounts Masters
Full Access	Balance Sheet
Full Access	Cash Flow
Full Access	Company Features
Full Access	Cost Centre Details
Full Access	Funds Flow
Full Access	Location-Wise Summary
Full Access	Group Monthly Summary
Full Access	Group Summary
Full Access	Inventory Masters
Full Access	Outstandings
Full Access	Profit & Loss A/c
Full Access	Stock Category Summary
Full Access	Stock Summary
Full Access	Trial Balance
Create/Alter	Back Dated Vouchers
Full Access	m

List of Reports:
Accounts Masters
Audit Programme
Batch Godown Summary
Batch Summary
CommodityWisePurchase
CommodityWiseSales
Company Features
ConnectCompany
Employee Vouchers
Excise Computation
FBT Compliance
Form 3CA
Form 3CB
Form3CD
Group Monthly Summary
Group Summary
Import Data
Inventory Masters
Ledger Monthly Summary
Ledger Summary
Location-Wise Summary
MCA Reports
Multiple Vouchers
Payment Advice
Payroll Masters
Receipts and Payments
Schedule Summary
Stock Category Summary
Stock Item Monthly Details
StockItem Outstandings
Stock Summary
TCS Compliance
Tracking Number Details
VAT Compliance
1 more ... ↓

12. Also, user is able to print/export/upload/email the configuration screen.

Multiple Vouchers

Cash / bank Ledger	: **Cash**
Expense Ledger	: **Bonus Paid**
Narration	: **Beinh Bonus Pais**

(Plz enter Date and Amounts of entries, leave date empty when finish)

Date	Amount
1-Apr-2011	1,500.00
1-May-2011	1,800.00
1-Jun-2011	1,500.00
1-Jul-2011	1,800.00
1-Aug-2011	1,500.00

FAQs

Which version/releases of Tally.ERP 9 does the add-on support?

This add-on will work only from Tally.ERP 9 Series A, release 3.0 to Tally.ERP 9 Series A, 6.4.

How will I get support for this add-on?

For any functional support requirements please do write to us on intallysolutions@gmail.com or call us at +91-9813501438, +91-9991428000. Alternatively, you can send a support query from Support Centre (Ctrl + H).

If I need some enhancement / changes to be incorporated for the add-on, whom should I contact?

Please to write to us on intallysolutions@gmail.com with your additional requirements and we will revert to you in 24 business hours.

Will new features added be available to us?

We offer one year availability of all support and new features free of cost. After one year, nominal subscription cost will be applicable to you to continue to get free support and updates.

What will happen after one year?

20% of the then MRP will be charged for one year of email support and versions (minor & major).

I am using a multisite. Can I use the same Add-on for all the sites?

No, one Add-on will work only for 1 site. You need to purchaseagain if you want to use the same Add-on for more sites.

How do I configure the add-ons?

If you are a Tally.ERP 9 Multi site user, add the Add-on to the required site as follows:

  a. Press Ctrl + K or Click on Control Centre and log into your account
  b. Go to **Licensing & Configuration → TDL Management → F8: TDL Config List → Select the site's default TDL**
  c. Under '**Specify Account TDLs for loading**', select the Add-on Name and accept the screen.

d. Update your license by going to **Gateway of Tally → F12: Configuration → Licensing → Update License**

Note: To know or change the site's default TDL configuration, go to **Licensing & Configuration → License Management → F6: Show Config** and look at the TDL Configuration column.)

If you face problems in configuring the add-on, click on this link to know more.
http://www.tallysolutions.com/website/html/solutions/how-to-configure.php

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I have upgraded to a new Tally.ERP 9 Release. What will happen?

Normally, the add-on will work fine without any glitches. If you face problems with the Add-on, you can contact us for support.

Product and Features Page shows errors with the Add-on. What do I do?

Check first if the error is because of the Add-on or because of clashes between 2 TDLs (An add-on is also a TDL). In case of clashes, disable one or more TDLs and check which TDL has error. If the Add-on has a problem, you can report it to us.

My Tally went into educational mode after installing the add-on. What do I do?

Go into **Control Centre→Licensing & Configuration → TDL Management → F8: TDL Config List → Select the site's TDL configuration which has the Add-on** and remove the Add-on from the list. Update the license.

How do I find out if a new release of the Add-on is available?

Go to **Control Centre→Licensing & Configuration → TDL Management** and check under version available Column.

How do I update to the latest release?

Go to **Control Centre→Licensing & Configuration → TDL Management** and check under version available Column. If the version number shown under '**Version Available**' column is higher than the version number shown in Name of the Add-on, select the Add-on and press F4 or click on **F4: Download** to download the new version. Update the license and restart Tally after download.

How do I cross upgrade the Add-on from Silver to Gold Edition?

Go to **Control Centre→Licensing & Configuration → TDL Management,** select the Add-on and press F6 or click on F6: Change Edition. Update the license and restart Tally after download.

My Subscription for the Add-on has expired. How do I renew my subscription?

Go to **Control Centre→Licensing & Configuration → TDL Management** and check under Subscription Expiry column. If the subscription is about to expire or expired, select the Add-on, Press F5 or click on **F5: Renew** and fill in the required details to renew your subscription. Update the license and restart Tally after download.

Will this add-on work in remote session?

Yes, this add-on will work remotely.