

Computerised Accounting Practical

Model # I001

Project No:

Title : **Voucher Entry - Cash Account**

Question

The various transactions relating to Anand Traders for the month of June 2017 is given below. Ascertain cash balance for the month using an accounting software.

01/06/2017 : Started business with cash ₹. 50000

02/06/2017 : Purchased office furniture ₹. 4500

05/06/2017 : Cash purchases ₹. 25000

12/06/2017 : Credit sales to Anand ₹. 43000

18/06/2017 : Salary to staff ₹. 12000

30/06/2017 : Received from Anand ₹. 17500

Procedure

Step-1 : Open GNUKhata Accounting Software (Application→ Office→ GNUKhata)

Step-2 : Create a Company in the Name 'Anand Traders' with necessary details.

Menu Bar→ Create Organisation

Step-3 : Analyse the transactions and create necessary Ledger Accounts

Master → Create Accounts

Step-4 : Enter the transactions through appropriate vouchers as listed below

Date	Transaction	Voucher Type	Debit Account	Debit Amount	Credit Account	Credit Amount
01/06/2017	Started Business with cash	Receipt	Cash	50000	Capital	50000
02/06/2017	Purchased Office Furnitruer	Payment	Furniture	4500	Cash	4500
05/06/2017	Cash Purchases	Purchase	Purchases	25000	Cash	25000

12/06/2017	Credit Sales to Anand	Sales	Anand	43000	Anand	43000
18/06/2017	Salary to Staff	Payment	Salary	12000	Cash	12000
30/06/2017	Received from Anand	Receipt	Cash	17500	Anand	17500

Step-5 : To View Cash Account Got to **Report** → **Ledger** → Select **Cash** and uncheck the option '**Monthly Ledger**', Set **From Date** as 01/06/2017 and **To Date** as 30/06/2017 and then click **View** Button

Output

Anand Traders (Profit Making)				Financial Year : 01-06-2017 to 31-05-2018			
Ledger Account : Cash				Period : 01-06-2017 to 30-06-2017			
Date	V. No.	Status	Type	Particulars	Debit	Credit	Balance
01-06-2017	1		Receipt	Capital	50000.00		50000.00(Dr)
02-06-2017	1		Payment	Furniture		4500.00	45500.00(Dr)
05-06-2017	1		Purchase	Purchases		25000.00	20500.00(Dr)
18-06-2017	2		Payment	Salaries		12000.00	8500.00(Dr)
30-06-2017	2		Receipt	Anand	17500.00		26000.00(Dr)
				Total of Transactions	67500.00	41500.00	
30-06-2017	-			Closing Balance C/F		26000.00	
				Grand Total	67500.00	67500.00	