POWER OF SIMPLICITY

Company Calendar & Task Manager

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Tally, Tally 9, Tally9, Tally.ERP, Tally.ERP 9, Shoper, Shoper 9, Shoper POS, Shoper HO, Shoper 9 POS, Shoper 9 HO, TallyDeveloper, Tally Developer, Tally. Developer 9, Tally.NET, Tally Development Environment, Tally Extender, Tally Integrator, Tally Integrated Network, Tally Service Partner, TallyAcademy & Power of Simplicity are either registered trademarks or trademarks of Tally Solutions Pvt. Ltd. in India and/or other countries. All other trademarks are properties of their respective owners. Version: Fliksoft Technologies Private Limited /Company Calendar and Task Manager/1.0/May 2013

Company Calendar & Task Manager

Introduction

Businesses use Tally.ERP 9 for most of their ERP needs and would like to also use for task management and reminders. It would be useful for the users to track the tasks, holidays, tax reminders, payment reminders.

By using this Calendar module you will be able to bring up the holidays, tasks and reminders assigned for the day in the choice of your language. Any year calendar can be viewed and updated using this calendar module. The tax calendar can also be prepared by defining the tax due date reminders. Admin will be able to view all the tasks assigned for the users in view mode only.

Important!

As a best practice it is advisable to take back up your company data before installing the Add-on

Setup Guide:

1. Activate the Add-on

For Tally.ERP 9 Series A version lower than Release 3.2

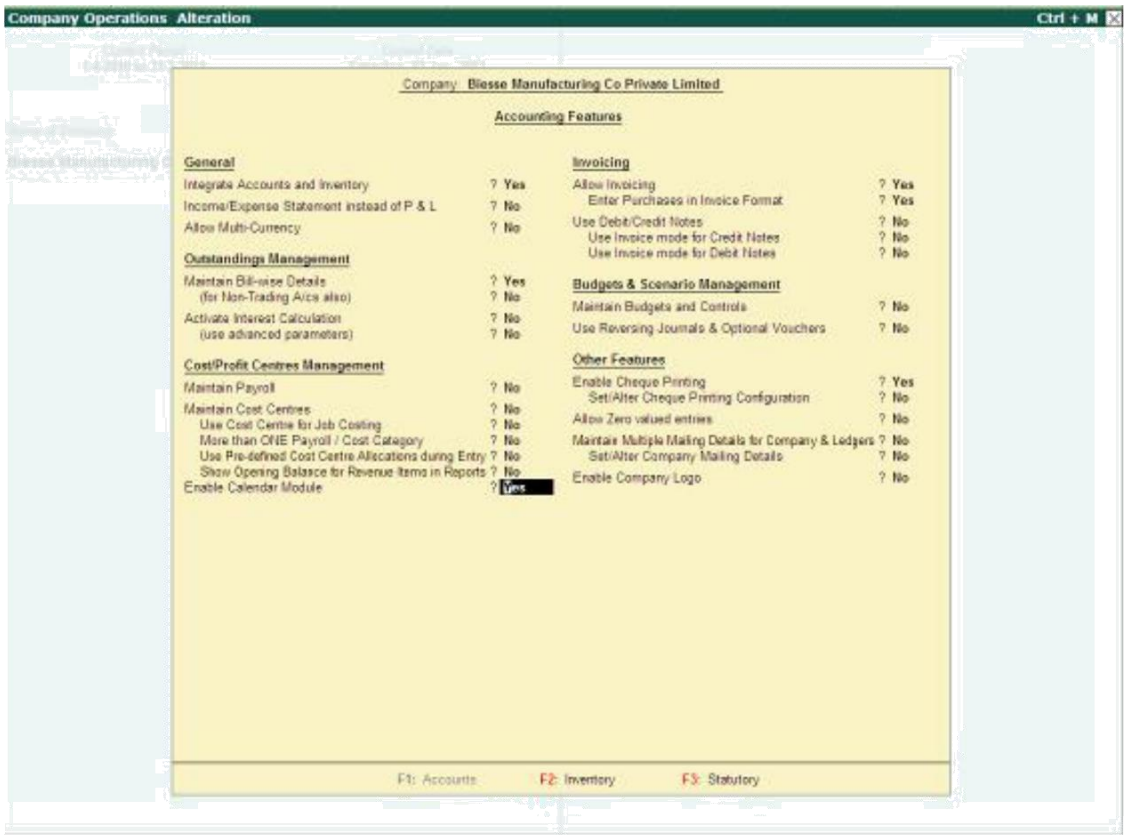
Go to **Gateway of Tally > F11: Features > Accounting Features**

Set "Yes" to the options "**Enable Company Calendar & Task Manager"**

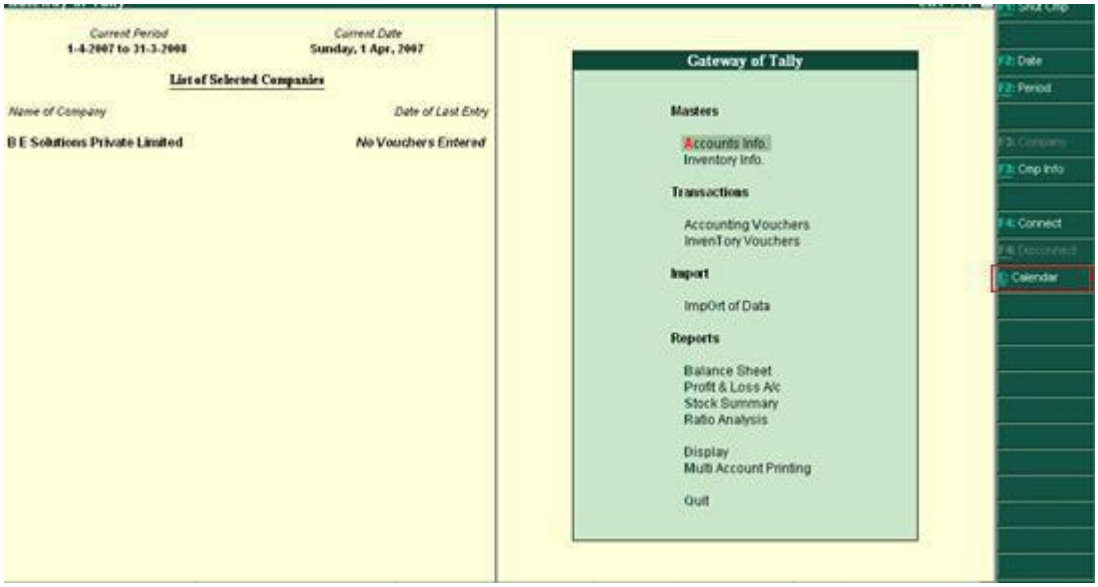
For Tally.ERP 9 Series A Release 3.2 and above

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

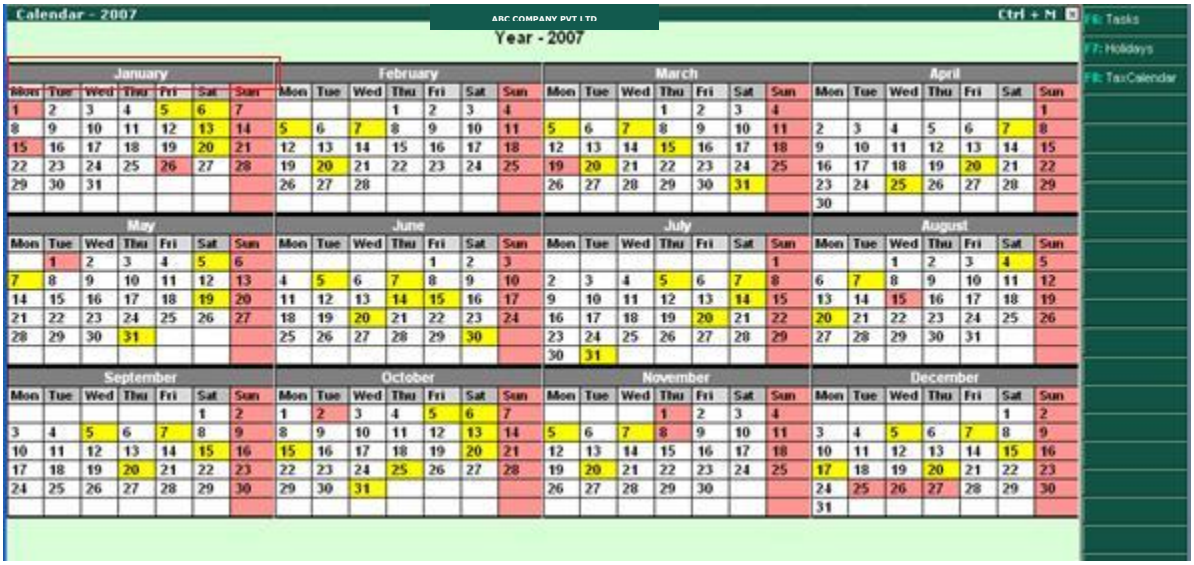
Set "Yes" to the options "**Enable Company Calendar & Task Manager"**



Option of calendar in Tally.ERP 9 screen

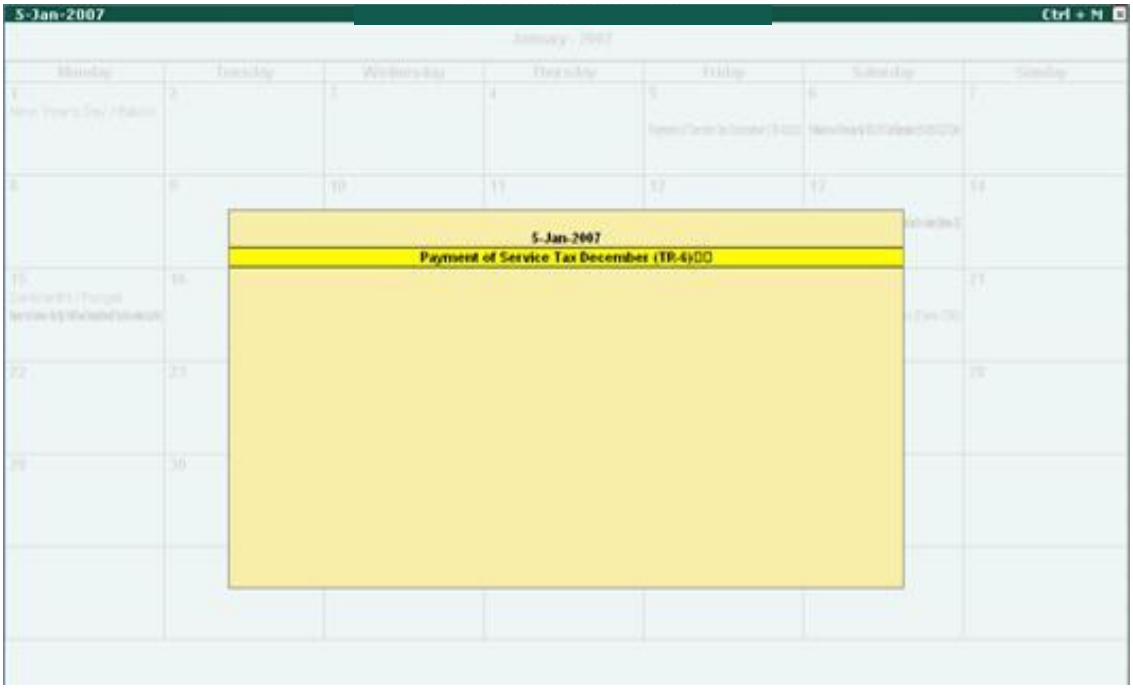


1. Double Click to bring up the Month calendar

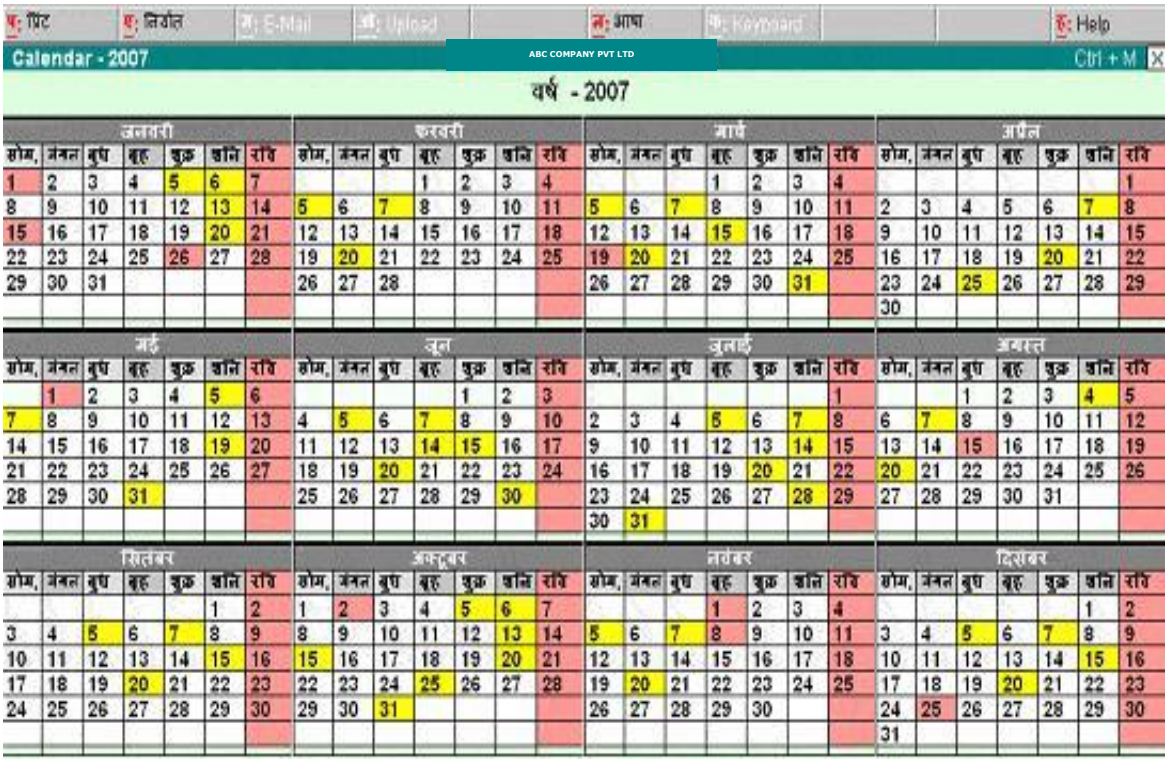


2. Double click on the date to bring up the holidays, tasks and reminders assigned for the day.

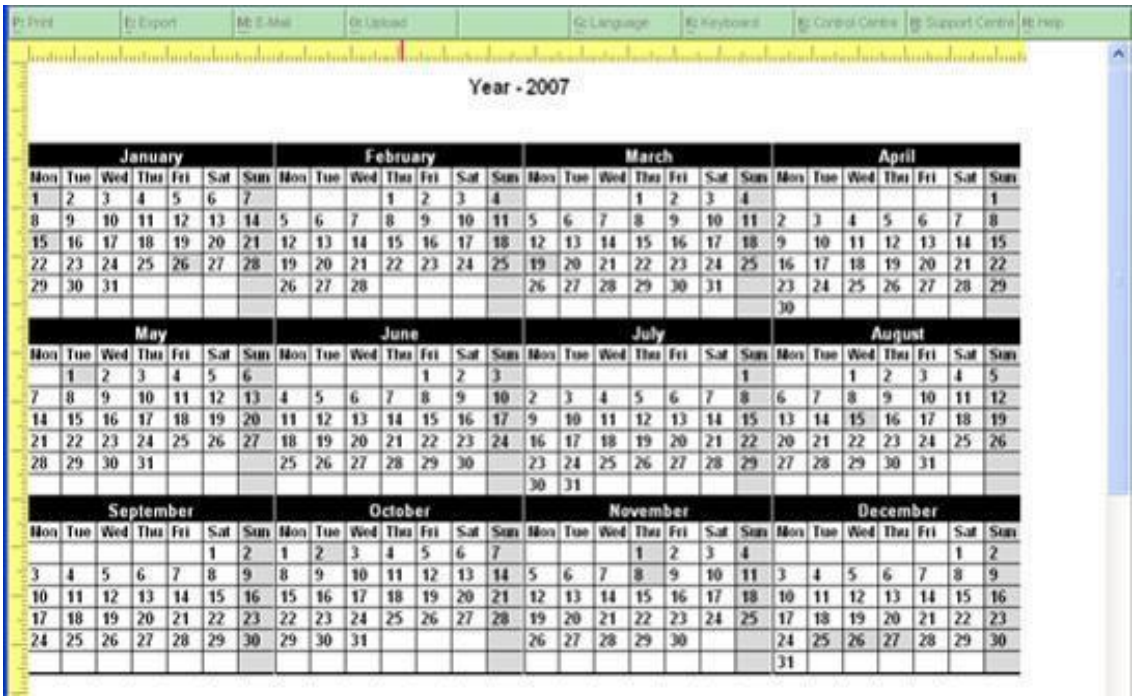
3. List of holidays, tasks and reminders assigned for the day



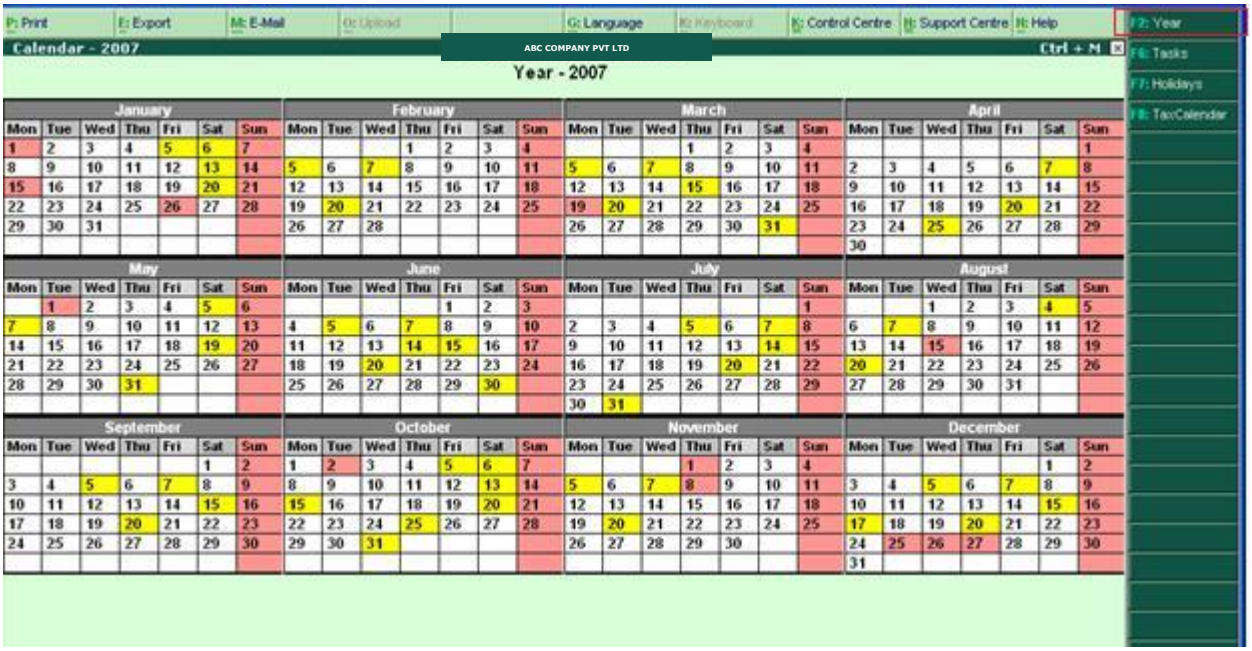
4. Calendar in the language of your choice



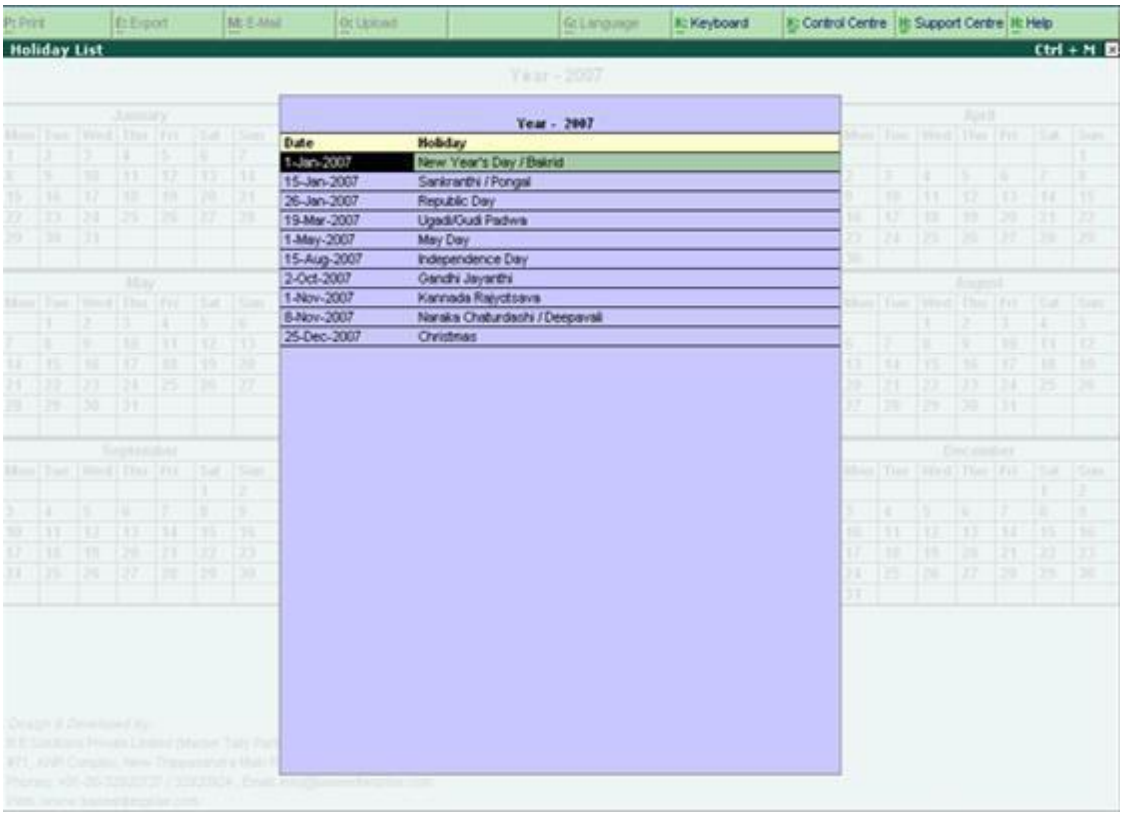
5. Print Preview of calendar



6. Click on Year button to change year



7. Input data for mentioning the date and description of holidays



8. Click on the Tax calendar bottom to define Tax due date reminders

9. Option to change the predefined due dates

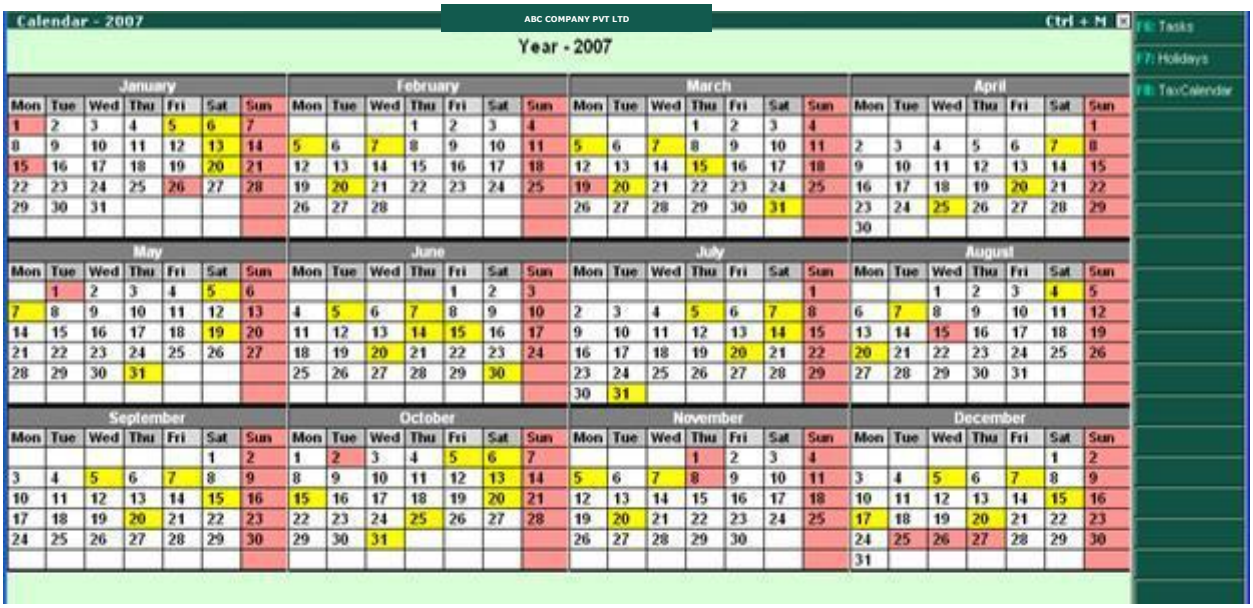
Tax Calendar

Year - 2007

Due on	Description
20-Jan-2007	Payment of VAT Returns (Form-100)
20-Feb-2007	Payment of VAT Returns (Form-100)
20-Mar-2007	Payment of VAT Returns (Form-100)
20-Apr-2007	Payment of VAT Returns (Form-100)
19-May-2007	Payment of VAT Returns (Form-100)
20-Jun-2007	Payment of VAT Returns (Form-100)
20-Jul-2007	Payment of VAT Returns (Form-100)
20-Aug-2007	Payment of VAT Returns (Form-100)
20-Sep-2007	Payment of VAT Returns (Form-100)
20-Oct-2007	Payment of VAT Returns (Form-100)
20-Nov-2007	Payment of VAT Returns (Form-100)
20-Dec-2007	Payment of VAT Returns (Form-100)
7-Apr-2007	Submission of Form for No TDS & TCS of March (15-H,15-G,27-C)
7-Apr-2007	Payment of TDS & TCS From 1st March to 30th March (ITNS-281)
25-Apr-2007	Filling of Half Yearly Service Tax Return From October to March (ST-3)
5-May-2007	Payment of Service Tax of April (TR-6)
7-May-2007	Submission of Form for No TDS & TCS of April (15-H,15-G,27-C)
7-May-2007	Payment of TDS & TCS From 1st April to 30th April (ITNS-281)
31-May-2007	Payment of TDS & TCS of 31st March (ITNS-281)
5-Jun-2007	Payment of Service Tax of May (TR-6)
7-Jun-2007	Submission of Form for No TDS & TCS of May (15-H,15-G,27-C)
7-Jun-2007	Payment of TDS & TCS From 1st May to 31st May (ITNS-281)
14-Jun-2007	Filling of Quarterly TDS Return of NRI for Quarter Ended on March (Form-27)
15-Jun-2007	Filling of Quaterly TDS /TCS Return for Quarter Ended on March (240,260,27EQ)
15-Jun-2007	Advance Tax for Companies-15% (ITNS-280)
30-Jun-2007	Filling of Annual TDS Return of Salary (Return-24)
30-Jun-2007	Filling of Annual TDS Return Except of Salary (Return-26)

Note: The dates mentioned as reminders by B E Solutions are based on data collected from various sources and it is for information purpose only.B E Solutions is not responsible or liable for any changes taking place for the events mentioned in this calendar.

10. Assigning of Tasks

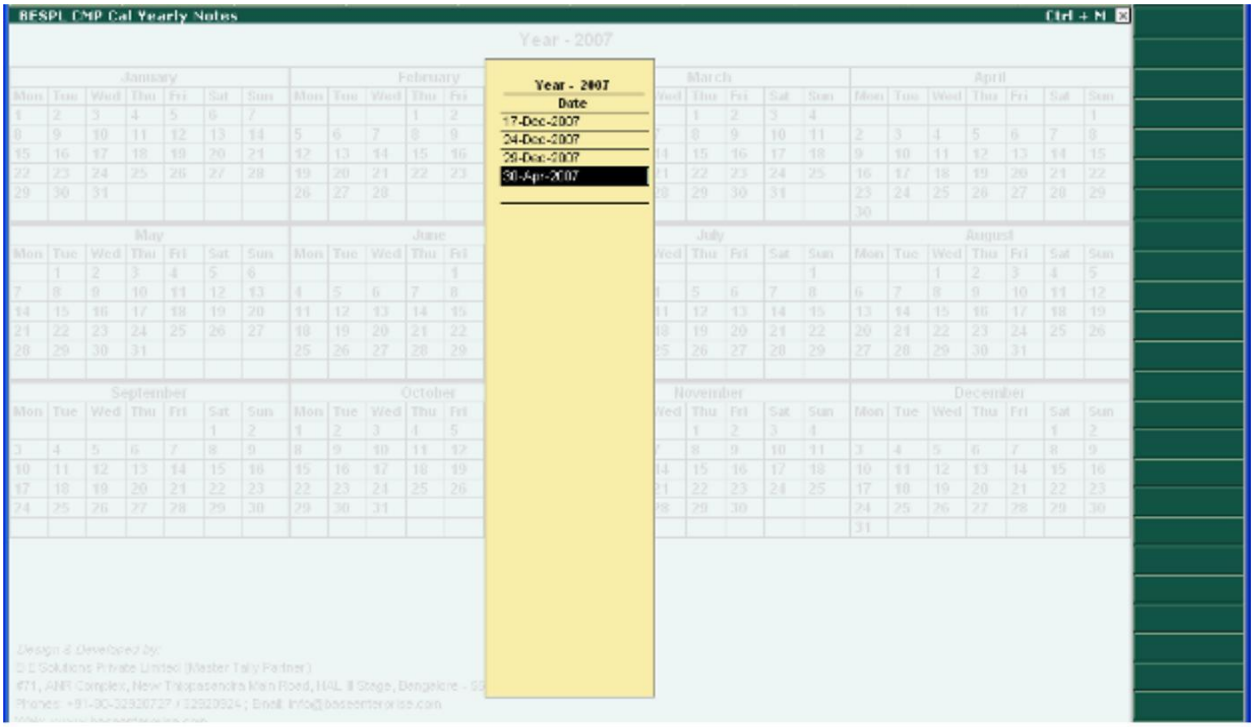


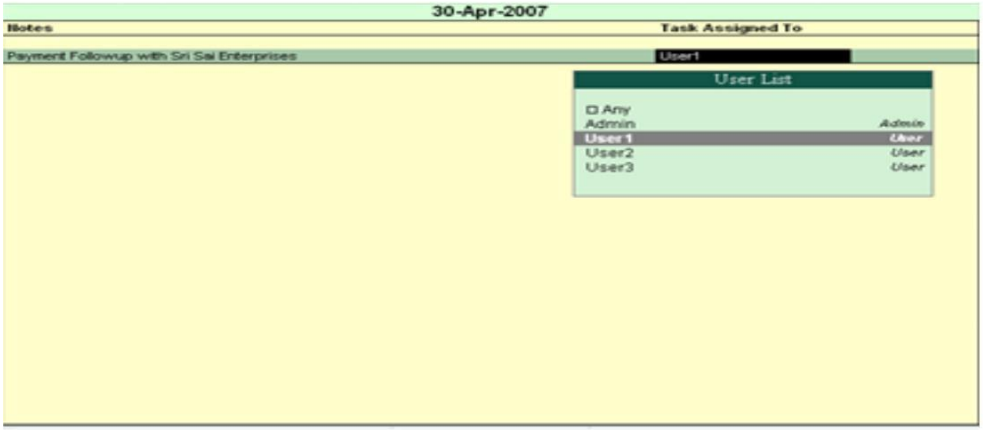
Calendar - 2007

ABC COMPANY PVT LTD

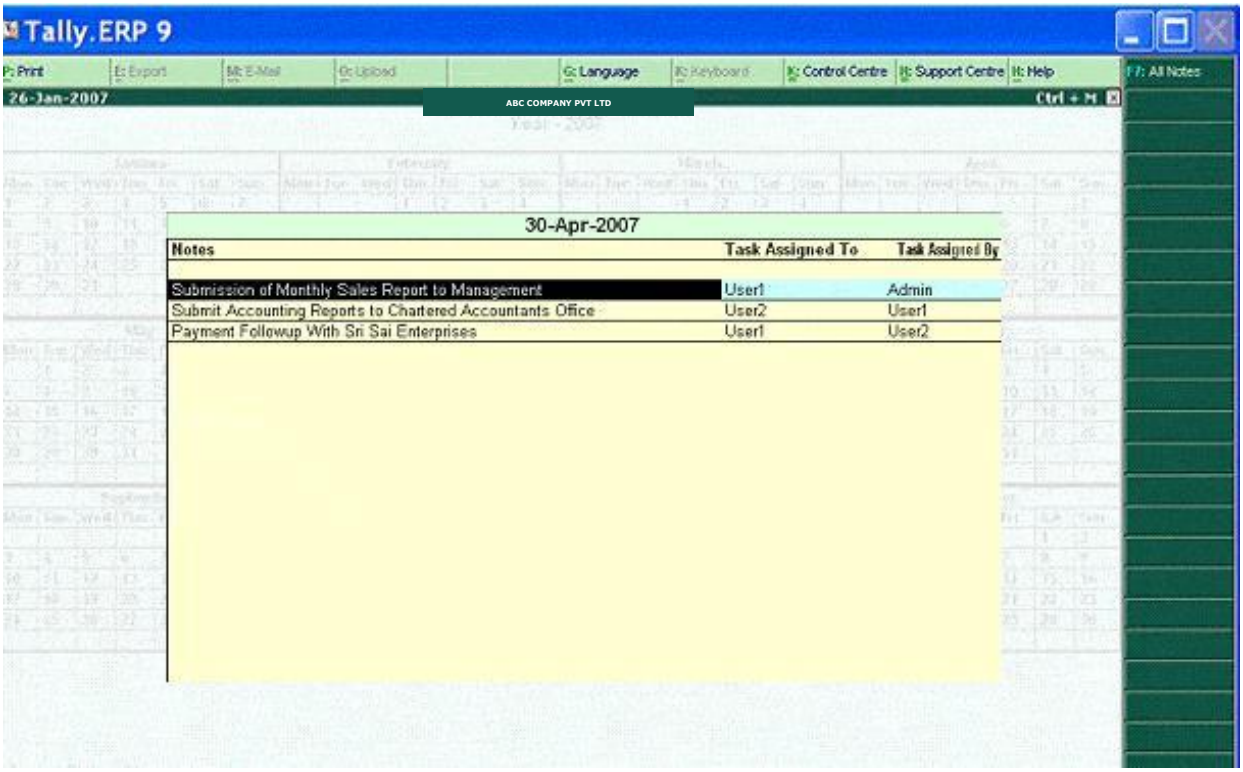
Year - 2007

11. Assigning of reminders to date wise and user wise





12. Viewing of Tasks assigned to and assigned by though the admin ID.



FAQ

Which version/releases of Tally.ERP 9 does the add-on support? This add-on will work only with Tally.ERP 9 Series A, release 3.0 onwards.

How will I get support for this add-on?

For any functional support requirements please do write to us on support@fliksoft.com sales@fliksoft.com or call us at +91-73-49-146513

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

Please share detailed write-up & screen shots (if any) of your additional requirements over email and we will revert to you within next 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 MRP will be charged in case free support and updates will be required by you.

How to configure the add-ons?

Contact your Tally Partner or Tally Service Partner. Alternatively, visit our website http://www.tallysolutions.com/website/html/solutions/how-to-configure.php where you can find documents on how to configure add-ons.