User Manual

Auto Posting of Bulk Sales Vouchers with Items on Value

Contact us:
KGN SOFT SOLUTIONS
3/59, First Floor, Main Bazar, Rs Road, Kamalapuram,
Kadapa District, Andhra Pradesh 516289.
Email: kgntdl@gmail.com, kgnsofts@gmail.com
Cell: 9063604900, 9849234327

Auto Posting of Bulk Sales Vouchers with Items on Value

Introduction:

This add-on is designed for **Accountants** and **Accounting professionals**. With this add-on, you can save time by automatically posting bulk B2C sales vouchers in Tally Prime. Let's see how this add-on works in Tally Prime.

Note: In your Tally Prime, the ledgers '**CGST**', '**SGST**', '**IGST**', and '**Round Off**' must be created before performing auto posting.

Features:

➤ Auto Posting of Bulk Sales Vouchers
➤ Selection of week holiday
➤ Flexible Date Frequency
➤ Combination of cash sales & credit sales
➤ Total vouchers to post

> ## Important Alert!
> Take Back up of your company Data before activing the Add-on.

Once you try/purchase this add-on, follow this step below to configure the add-on and use it.

Activate the Add-on for Tally Prime

Go to **Gateway of Tally → F1: Help → TDL & Add-on**
Click on F4: Manage Local TDLs

Load Selected TDL files on Start Up – Yes
Selected the TDL from the list and make it yes and save it

After loaded the Add-On You can able to see an additional feature in the **Gateway of Tally** that is **Accountants Menu.**

REPORTS

Balance Sheet
Profit & Loss A/c
Stock Summary
Ratio Analysis

Display More Reports
DashbOard
AccoUntants Menu

Quit
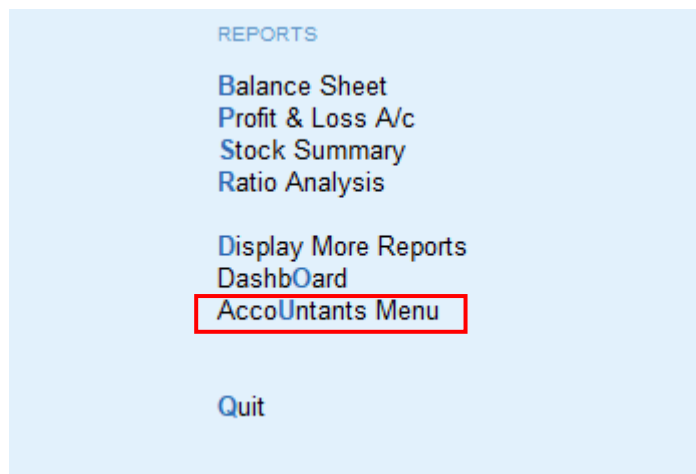
Before entering into the **Accountants Menu,** you can able to see an additional feature in the **Item creation** and **Item Alteration** that is **Sales Ledger** as show in the below figure.

Stock Item Alteration   **KGN Au**

Name   : Item @ 12% No Units   Part No.   :
(alias)   :

Under   : ♦ Primary   **Statutory Details**
Units   : ♦ Not Applicable   GST applicability   : ♦ Applicable
                                              HSN/SAC & Related Details
                                              HSN/SAC Details   : As per Company/Stock Group
Sales Ledger   : Sales @ 12%   Source of details   : Not Available
                                              HSN/SAC   :
                                              Description   :
                                              GST Rate & Related Details
                                              GST Rate Details   : Specify Details Here
                                              Taxability Type   : Taxable
                                              IGST Rate   :   12 %
                                              CGST Rate   :   6 %
                                              SGST/UTGST Rate   :   6 %

                                              Type of Supply   : Goods

                                              Set/Alter MRP details : No

                                              Rate of Duty (eg 5)   :

Note: This Ledgers are must be create first in your Tally Prime

**Note:** Enter the tax percentage based on the item. For example, if the item is exempted, select 'Exempt'; if it is a 5% item, apply 5% tax.

                              Quantity   Rate per   Value
            Opening Balance   :

In That **Sales Ledger** feature, you can select suitable **GST Rate** ledger to the item in the list of ledgers.
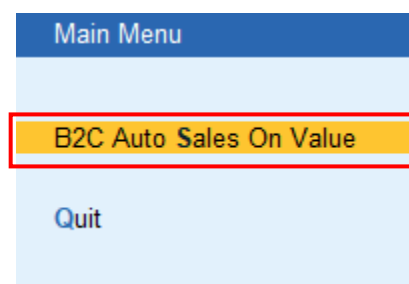
Now you can see the process of **Auto Posting of Bulk Sales Vouchers with Items on Value.**

Select the Accountants Menu from the Gateway of Tally

Gateway of Tally ⟶ Accountants Menu
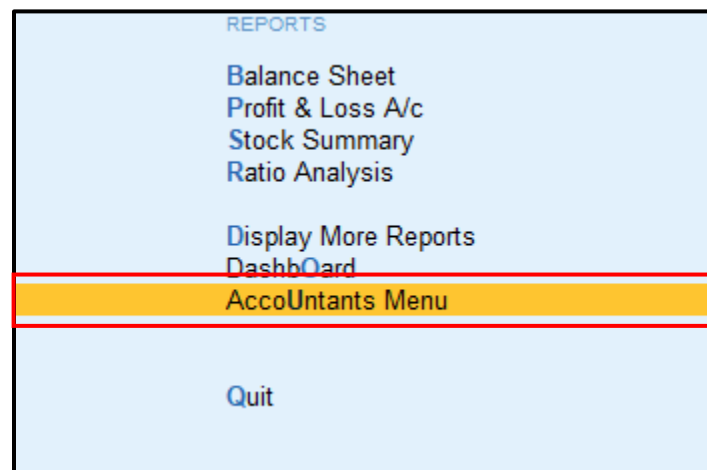
After selecting the **Accountants Menu,** The **Main Menu** was opened. In that Main Menu select **B2C Auto Sales on value**.

After selecting **B2C Auto Sales on value** a new window will display on your screen that is **Auto posting of sales on value** as show in the below figure.

After that, Start the process, Here enter the dates as show in the below figure **from Starting date to Ending date** the vouchers are Auto post.

After entering the dates, Here enters the percentage of sales like cash **sales 60%** and **credit sales 40%** based on your Company sales and the **total sales** are automatically filled by system**.**

The total sales are must **maintain 100%** to be continue the next step.

When the total sales are not equal to 100% an Error messages were shown as below figure so, maintain 100% sales .

After that, select those items wants to post in the vouchers**.**

Here we can select up to **5 items only**.

Here the amount was divided on the basis of **sales percent** (That you are given in the **Cash Sales** and **Credit Sales**) and the **GST percent** was also taken by system automatically as shown in the below figure.

KGN SOFT SOLUTIONS
KGN TDL Coding makes your work easy

TALLY CERTIFIED PARTNER
3 Star Sales & Implementation

Tally
POWER OF SIMPLICITY

Stock Item Name	Cash	Credit	Amount	Avlbl Value	GST %
Item @ 0% No Units	6,000,000.00	4,000,000.00	10,000,000.00	10,000.00	0.00 %
Item @ 12% No Units	150,000.00	100,000.00	250,000.00	120,000.00	12.00 %
Item @ 18% No Units	300,000.00	200,000.00	500,000.00	180,000.00	18.00 %
Item @ 28% No Units	450,000.00	300,000.00	750,000.00	280,000.00	28.00 %
♦ End of List					0.00 %

After that, if you want to post the vouchers everyday select the **YES** option.

	Yes / No		
Post Vouchers EveryDay :	No		
Select Week of Holiday :	Yes		

If you don't want post the vouchers everyday then select **"NO"** option. When you selected the **"NO"** option the system is ask to **select week of holiday**. Select the week of holiday in the list.

Post Vouchers EveryDay	:	No	Select Holiday
Select Week of Holiday	:	Sunday	Friday
Voucher Type	:		Monday
			Saturday
Date Frequency	:		Sunday
			Thursday
Total Vouchers to Post	:	0	Tuesday
			Wednesday
Narration	:	Being Cash Sales	

After that, select the voucher Type as **"SALES".**

Select Week of Holiday	:	Sunday	Select Sale Voucher Type
Voucher Type	:		Sales

KGN SOFT SOLUTIONS
KGN TDL Coding makes your work easy

TALLY CERTIFIED PARTNER
3 Star Sales & Implementation

Tally
POWER OF SIMPLICITY

After selecting the Voucher Type, Enter the date frequency which means, when to post the vouchers **"Daily, Day by Day or Weekly once.**

When you enter the **Date Frequency** the **Total Vouchers** to post was taken automatically by system based on the date frequency. After that, enter the narration**.**

Date Frequency	: 1
Total Vouchers to Post	: 30
Narration	: Being Cash Sales

Then press **ENTER KEY** to accept the form**.**

Accept ?

Yes or No

After accepting the form wait for the posting of vouchers. After posting of vouchers one success message was shown on the screen.

Success !

Vouchers Created

Press any key to continue

Finally, all vouchers are posted press any key to continue.

Let's see the **Posted Vouchers** in the Tally Prime. Back to the **Gateway of Tally** ⟶ **Day Book** ⟶ **Change the date by press F2. (**Enter Mentioned Dates in Auto Posting Vouchers Form**)**

Note: After import, you will see some **Cash Bills and** some **Trade Debtor Bills**. These will be created automatically.

Day Book						KGN Auto Sales Demo				x
Day Book									1-Apr-19 to 1-May-25	

Date	Particulars	Vch Type	Vch No.	Debit Amount	Credit Amount
				Inwards Qty	Outwards Qty
15 ▲					
1-Apr-25	Cash	Sales	205	228,029.00	
1-Apr-25	Trade Debtors	Sales	236	148,516.00	
2-Apr-25	Cash	Sales	206	244,808.00	
2-Apr-25	Trade Debtors	Sales	237	168,464.00	
3-Apr-25	Cash	Sales	207	231,829.00	
3-Apr-25	Trade Debtors	Sales	238	151,818.00	
4-Apr-25	Cash	Sales	208	239,097.00	
4-Apr-25	Trade Debtors	Sales	239	162,629.00	
5-Apr-25	Cash	Sales	209	230,087.00	
5-Apr-25	Trade Debtors	Sales	240	146,880.00	
6-Apr-25	Cash	Sales	210	240,984.00	
6-Apr-25	Trade Debtors	Sales	241	164,994.00	
7-Apr-25	Cash	Sales	211	227,061.00	
7-Apr-25	Trade Debtors	Sales	242	153,409.00	
8-Apr-25	Cash	Sales	212	243,378.00	
8-Apr-25	Trade Debtors	Sales	243	164,268.00	
9-Apr-25	Cash	Sales	213	224,489.00	
9-Apr-25	Trade Debtors	Sales	244	147,451.00	
10-Apr-25	Cash	Sales	214	237,782.00	
10-Apr-25	Trade Debtors	Sales	245	158,710.00	
11-Apr-25	Cash	Sales	215	232,301.00	
11-Apr-25	Trade Debtors	Sales	246	151,853.00	
12-Apr-25	Cash	Sales	216	252,096.00	
12-Apr-25	Trade Debtors	Sales	247	163,996.00	
13-Apr-25	Cash	Sales	217	222,121.00	
13-Apr-25	Trade Debtors	Sales	248	155,220.00	
14-Apr-25	Cash	Sales	218	245,640.00	
14-Apr-25	Trade Debtors	Sales	249	164,631.00	
15-Apr-25	Cash	Sales	219	226,225.00	
15-Apr-25	Trade Debtors	Sales	250	147,290.00	
16-Apr-25	Cash	Sales	220	240,000.00	

In the above figure we can see all the **cash sales** & **credit sales** are posted in the sales vouchers Randomly.

Let's open a voucher to understand easily.

KGN SOFT SOLUTIONS
KGN TDL Coding makes your work easy

TALLY CERTIFIED PARTNER
3 Star Sales & Implementation

Tally
POWER OF SIMPLICITY

Sales	No. 207				3-Apr-25
					Thursday

Party A/c name   : Cash
Current balance   : 7,032,345.94 Dr

Name of Item	Quantity	Rate	per	Amount
Item @ 0% No Units				197,497.00
Item @ 12% No Units				4,631.00
Item @ 18% No Units				9,480.00
Item @ 28% No Units				14,030.00
				225,638.00
CGST				3,095.26
SGST				3,095.26
Round Off				0.48

Provide GST/e-Way Bill details   : No

Narration: 231,829.00
Being Cash Sales

Note: Like this Customer can Auto Post the bulk of sales vouchers easily and save his time with the help of this Add-On

============================ End of Add on ============================

Check your Requirement and try the Demo.

All the above our Listed Add-on as **Video Tutorial** also available in our **YouTube Channel**

KGN SOFT SOLUTIONS

Click on: www.youtube.com/@kgnsoftsolutions

Add-on Related Any Support Contact: **9063604900**. If You need any type of customization, contact us, we can customize your Requirements.