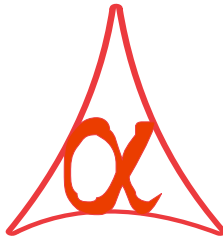




**POWER OF SIMPLICITY**

## Merging Ledgers without Data Loss-1.0



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Version: Alpha Automation Pvt. Ltd. / Merging Ledgers without Data Loss /1.0/ Sep-2016.

## Merging Ledgers without Data Loss-1.0

### Introduction:

The businesses use several accounts (ledgers) for expenses/sales accounts etc. however there times when the vouchers entered in one ledger are to be moved to other ledger.

It isn't currently possible to merge two separate ledger vouchers. If user want to change the ledger name of a voucher, he has to do it only through voucher entry screen in alter mode for individual vouchers. At the time of making balance sheet, user has to shift many vouchers from one head to another head on the call of auditors. With this module user can shift ledger vouchers of a ledger to another required ledger (of same group) individually or all by selecting them.

**Note:** Only Company Administrator can Merge Ledgers.

### **Important!**

As a best practice it is advisable to back up your company data

### **Installation**

1. Copy the TCP file in Tally.ERP9 Folder.
2. Gateway of Tally → F12→ Product & Features → F4 (Manage Local TDL) → Select Yes in Load TDL on Start up and give the file name of TCP File. After pressing the Enter Key will show TDL Status which should be Active.

### **System requirements:**

No additional hardware / software infrastructure is required for executing and operation this applications module

## Setup Guide

For Tally.ERP 9 Series A Release 3.1 and below

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

Set "Yes" to the options "Enable Merging of Ledgers ?"

Company: <b>Abc Company Ltd</b>			
<u>Accounting Features</u>			
<u>General</u>		<u>Invoicing</u>	
Integrate Accounts and Inventory	? <b>Yes</b>	Allow Invoicing	? <b>Yes</b>
Income/Expense Statement instead of P & L	? <b>No</b>	Enter Purchases in Invoice Format	? <b>Yes</b>
Allow Multi-Currency	? <b>Yes</b>	Use Debit/Credit Notes	? <b>Yes</b>
<u>Outstandings Management</u>		Use Invoice mode for Credit Notes	? <b>Yes</b>
Maintain Bill-wise Details (for Non-Trading A/cs also)	? <b>Yes</b>	Use Invoice mode for Debit Notes	? <b>Yes</b>
	? <b>Yes</b>	<u>Budgets &amp; Scenario Management</u>	
Activate Interest Calculation (use advanced parameters)	? <b>Yes</b>	Maintain Budgets and Controls	? <b>Yes</b>
	? <b>Yes</b>	Use Reversing Journals & Optional Vouchers	? <b>Yes</b>
<u>Cost/Profit Centres Management</u>		<u>Other Features</u>	
Maintain Payroll	? <b>Yes</b>	Enable Cheque Printing	? <b>Yes</b>
Maintain Cost Centres	? <b>Yes</b>	Set/Alter Cheque Printing Configuration	? <b>No</b>
Use Cost Centre for Job Costing	? <b>No</b>	Allow Zero valued entries	? <b>Yes</b>
More than ONE Payroll / Cost Category	? <b>Yes</b>	Maintain Multiple Mailing Details for Company & Ledgers	? <b>Yes</b>
Use Pre-defined Cost Centre Allocations during Entry	? <b>No</b>	Set/Alter Company Mailing Details	? <b>No</b>
Show Opening Balance for Revenue Items in Reports	? <b>No</b>	Enable Company Logo	? <b>No</b>
		Enable Merging Of Ledgers	? <b>Yes</b>

**Accept ?**

F1: Accounts    F2: Inventory    F3: Statutory    **Yes or No**

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 Merging of Ledgers ?"

Company: **Demo Company**

Add-On Features

Enable Merging Of Ledgers ? **Yes**

*Click on Shop button to buy Add-*

**F1: Accounts**   **F2: Inventory**   **F3: Statutory**

**Accept ?**  
**Yes or No**

**Detailed User Guide:**

1. Navigate through Display → Account Books → Ledger
  - a. Select a Ledger whose Vouchers are to merge in another Ledger
  - b. Select Vouchers by pressing “Space Bar” which are to be merge in another Ledger
  - c. Press Alt+F7 or “Merge Ledger” button.

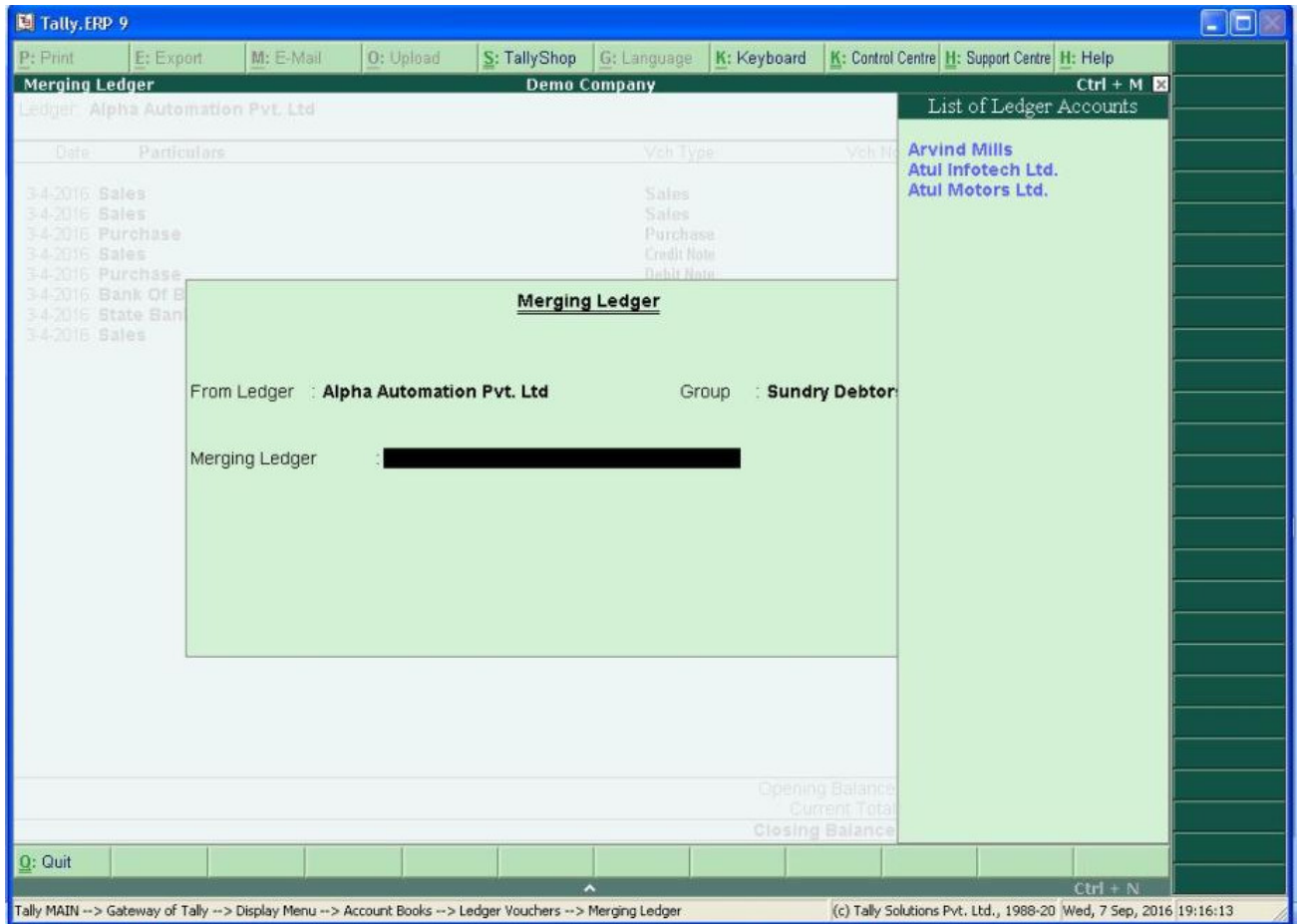
The screenshot displays the Tally.ERP 9 interface. At the top, the title bar reads 'Tally.ERP 9'. Below it is a menu bar with options: P: Print, E: Export, M: E-Mail, O: Upload, S: TallyShop, G: Language, K: Keyboard, K: Control Centre, H: Support Centre, H: Help. The main window title is 'Ledger Vouchers' for 'Demo Company' covering the period '1-Apr-2016 to 3-Apr-2016'. The ledger name is 'Alpha Automation Pvt. Ltd'. The report table has columns for Date, Particulars, Vch Type, Vch No., Debit, and Credit. The data includes several sales and purchase entries. At the bottom right, a summary table shows: Opening Balance: 1,000.00; Current Total: 1,28,272.82; and Closing Balance: 1,12,936.42. On the right side, a vertical menu contains various options, with 'F7: Merge Ledger' highlighted by a red rectangular box. The status bar at the bottom shows the navigation path: Tally MAIN --> Gateway of Tally --> Display Menu --> Account Books --> Ledger Vouchers, and the footer text: (c) Tally Solutions Pvt. Ltd., 1988-20 Wed, 7 Sep, 2016 19:09:57.

Date	Particulars	Vch Type	Vch No.	Debit	Credit
3-4-2016	Sales	Sales	1	1,24,762.82	
3-4-2016	Sales	Sales	2	510.00	
3-4-2016	Purchase	Purchase	1		110.00
3-4-2016	Sales	Credit Note	1		13,226.40
3-4-2016	Purchase	Debit Note	1	1,000.00	
3-4-2016	Bank Of Baroda	Payment	1	1,000.00	
3-4-2016	State Bank Of India	Receipt	1		1,000.00
3-4-2016	Sales	Journal	1	1,000.00	

Opening Balance :		1,000.00
Current Total :	1,28,272.82	14,336.40
<b>Closing Balance :</b>	<b>1,12,936.42</b>	

2. New Form will appear.

Select Merging Ledger. (Only Same Group Ledger Will Pop Up)



3. Accept the Form.

Tally.ERP 9

P: Print E: Export M: E-Mail O: Upload S: TallyShop G: Language K: Keyboard K: Control Centre H: Support Centre H: Help

**Merging Ledger** Demo Company Ctrl + M

Ledger: Alpha Automation Pvt. Ltd 1-Apr-2016 to 3-Apr-2016

Date	Particulars	Vch Type	Vch No.	Debit	Credit
3-4-2016	Sales	Sales	1	1,24,762.82	
3-4-2016	Sales	Sales	2	510.00	
3-4-2016	Purchase	Purchase	1		110.00
3-4-2016	Sales	Credit Note	1		13,226.40
3-4-2016	Purchase	Debit Note	1	1,000.00	
3-4-2016	Bank Of B			0.00	
3-4-2016	State Ban				1,000.00
3-4-2016	Sales			0.00	

**Merging Ledger**

From Ledger : **Alpha Automation Pvt. Ltd**      Group : **Sundry Debtors**

Merging Ledger : **Arvind Mills**

Accept ?  
Yes or No

Opening Balance : 1,000.00  
 Current Total : 1,28,272.82      14,336.40  
 Closing Balance : 1,12,936.42

Q: Quit Ctrl + N

Tally MAIN --> Gateway of Tally --> Display Menu --> Account Books --> Ledger Vouchers --> Merging Ledger (c) Tally Solutions Pvt. Ltd., 1988-20 Wed, 7 Sep, 2016 19:21:42



4. After Accepting the Form all the selected Vouchers are merged in Merging Ledger as Below.

Tally.ERP 9					
Ledger Vouchers Demo Company 1-Apr-2016 to 3-Apr-2016					
Date	Particulars	Vch Type	Vch No.	Debit	Credit
3-4-2016	Sales	Sales	1	1,24,762.82	
3-4-2016	Sales	Sales	2	510.00	
3-4-2016	Purchase	Purchase	1		110.00
3-4-2016	Sales	Credit Note	1		13,226.40
3-4-2016	Purchase	Debit Note	1	1,000.00	
3-4-2016	Bank Of Baroda	Payment	1	1,000.00	
3-4-2016	State Bank Of India	Receipt	1		1,000.00
3-4-2016	Sales	Journal	1	1,000.00	
				Opening Balance :	
				Current Total :	1,28,272.82 14,336.40
				<b>Closing Balance :</b>	<b>1,13,936.42</b>

# 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 [tddl@aaplautomation.com](mailto:tddl@aaplautomation.com) or call us at +91-288-2660530/31 or +91-9099908115/ 9825098442.

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

Please to write to us on [tddl@aaplautomation.com](mailto:tddl@aaplautomation.com) with your additional requirements and we will revert to you in 24 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?**

There is no fixed annual charge to be payable mandatory. However if any changes are required in our Add-On to make compatible with New Release of Tally.ERP9 then the modification Charges will be applied.

## **I am using a multi site. Can I use the same Add-on for all the sites?**

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

## **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 **Gateway of Tally** → **Press F12** → **Select Product and Features** -> **Press F4** and remove the Add-on from the list and Restart Tally.