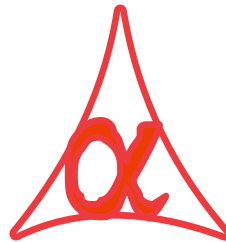




**POWER OF SIMPLICITY**

## Narration Control in Voucher Entry – 1.0



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Version: Alpha Automation Pvt. Ltd. / Narration Control in Voucher Entry /1.0/ Sep - 2023

## Narration Control in Voucher Entry– 1.0

### **Introduction**

This add on facilitates admin to control narration in voucher entry. Sometime users do not enter the Narration and accept the voucher entry. It makes difficult later to under this transaction. Admin can make Narration as Mandatory for each Voucher Entry and can also decide minimum Character to be entered in Narration.

### **Benefits**

- Admin can choose the Narration entry as Compulsory or Optional for each Voucher Type.

### **What's New?**

- Compatible with Tally Prime

#### **Important!**

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

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

### **Installation**

1. Copy the TCP file in TallyPrime Folder.
2. Gateway of Tally → F1 (Help)→ TDL & Add-on → F4 (Manage Local TDL) → Select Yes in Load TDL on Startup and give the file name of TCP File. After pressing the Enter Key will show TDL Status which should be as Loaded.

### **System requirements:**

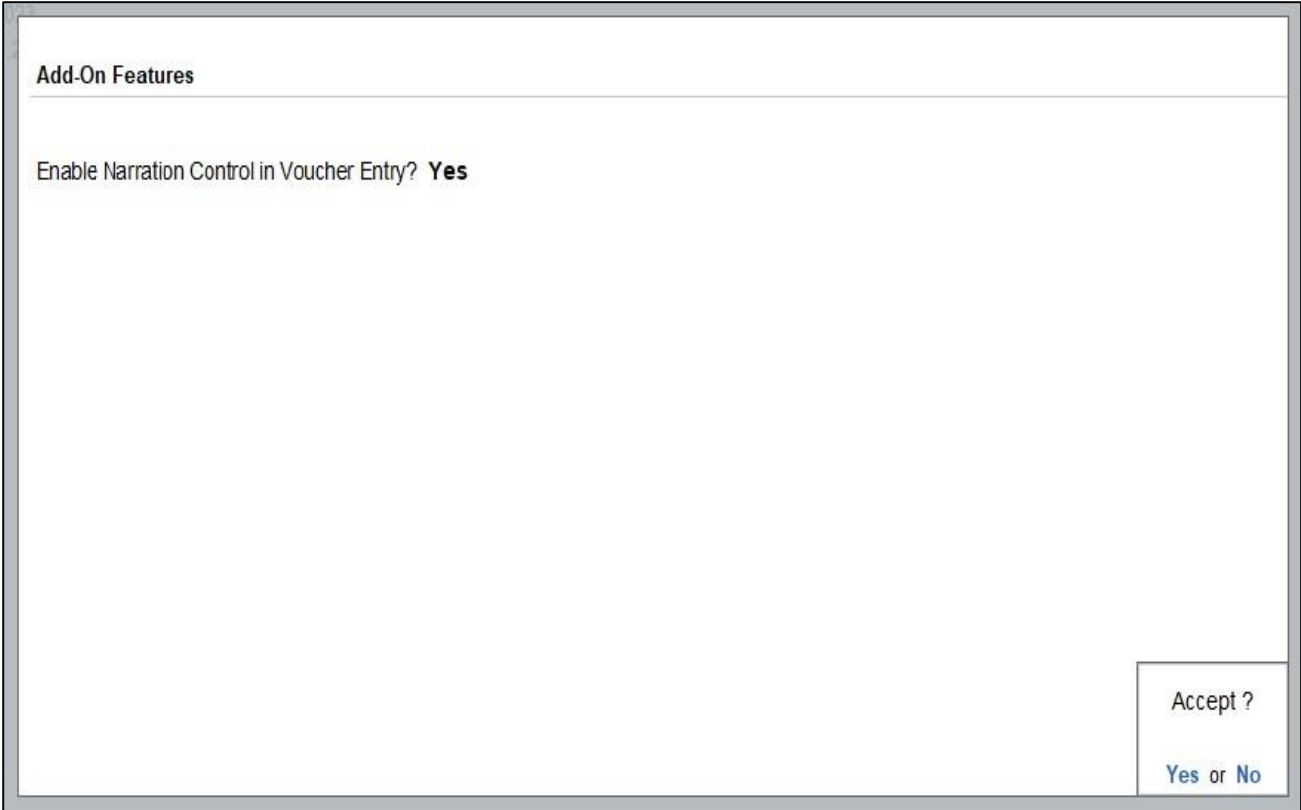
No additional hardware / software infrastructure is required for executing and operation this applications module.

## 1. Activate the Add-on.

*For TallyPrime Release 1.0*

Go to **Gateway of Tally** → **F1: Help** → **TDL & Add-On** → **F6: Add-On Features**. Alternatively, you may press **CTRL + ALT + T** from any menu to open TDL Management report and then press **F6: Add-On Features**

Set **“Yes”** to the option **"Enable Narration Voucher Entry Control?"**



Add-On Features

Enable Narration Control in Voucher Entry? **Yes**

Accept ?  
Yes or No

## Detailed User Guide:

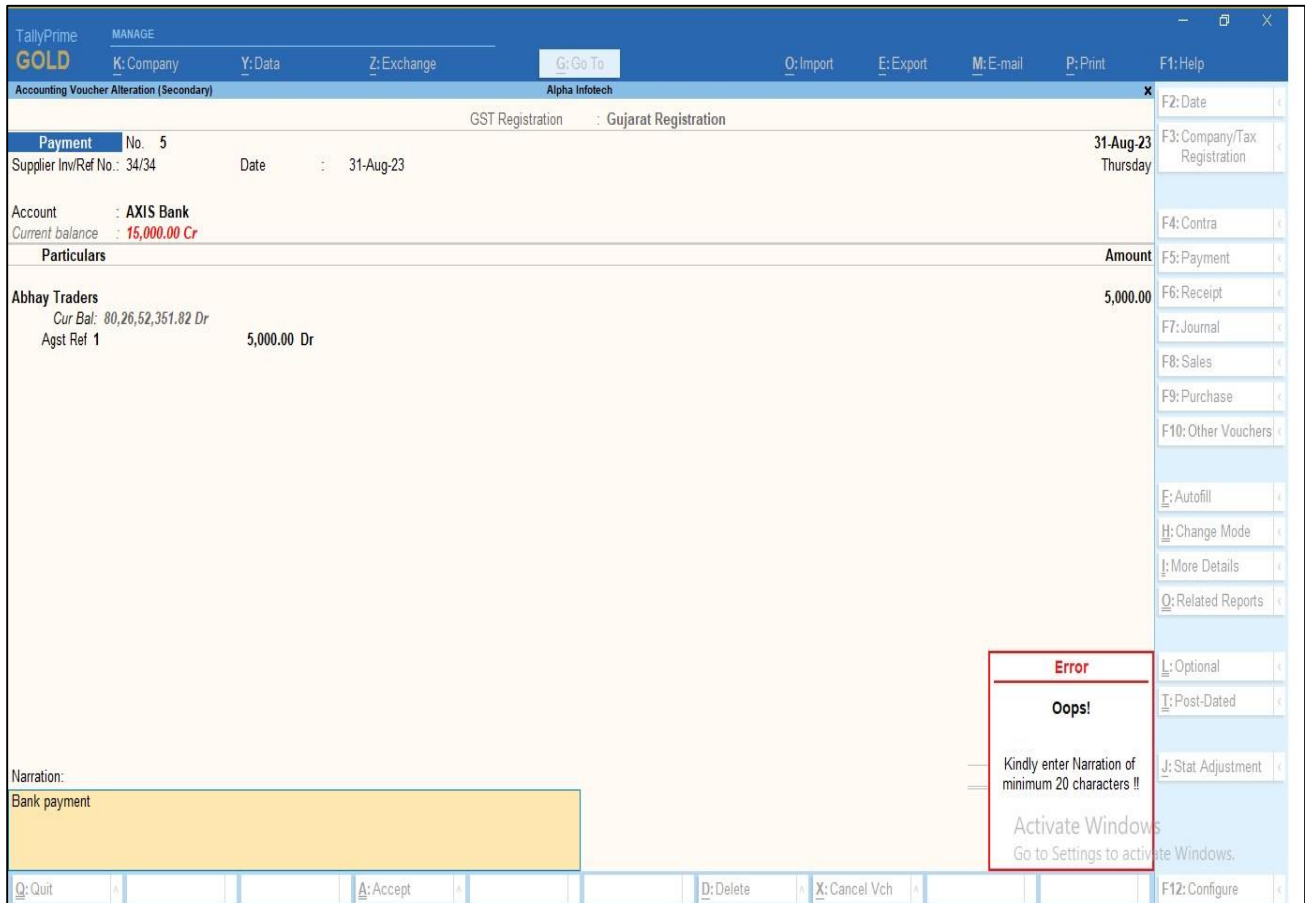
### 1. Navigate through Gateway of Tally → Alter → Voucher Type → Payment

- Enable narration control in voucher entry → give control as per your requirement and enter minimum character limit of narration as shown below.

| General  |                  | Printing  |                                 | Name of Class   |              |       |      |
|--|------------------|---|---------------------------------|---|--------------|-------|------|
| Select type of voucher   | : <b>Payment</b> | Print voucher after saving                                    | : <b>No</b>                     | <table border="1"> <thead> <tr> <th>Control Type</th> </tr> </thead> <tbody> <tr> <td>Block</td> </tr> <tr> <td>Warn</td> </tr> </tbody> </table> | Control Type | Block | Warn |
| Control Type   |                  |   |                                 |   |              |       |      |
| Block  |                  |   |                                 |   |              |       |      |
| Warn   |                  |   |                                 |   |              |       |      |
| Abbreviation   | : Pymt           | Enable Narration Control in Voucher Entry                     | : <b>Yes</b>                    |   |              |       |      |
| Activate this Voucher Type   | : <b>Yes</b>     | Select type of Control  | : <input type="text" value=""/> |   |              |       |      |
| Method of Voucher Numbering  | : <b>Manual</b>  | Minimum Characters in Narration                               | : <b>20</b>                     |   |              |       |      |
| Prevent creating duplicate Voucher Nos.  | : <b>No</b>      |   |                                 |   |              |       |      |
| Show unused vch nos. in transactions for Retain Original Voucher No. behaviour | : <b>No</b>      |   |                                 |   |              |       |      |
| Use effective dates for vouchers   | : <b>No</b>      |   |                                 |   |              |       |      |
| Allow zero-valued transactions   | : <b>No</b>      |   |                                 |   |              |       |      |
| Make this voucher type as 'Optional' by default                                | : <b>No</b>      |   |                                 |   |              |       |      |
| Allow narration in voucher   | : <b>Yes</b>     |   |                                 |   |              |       |      |
| Provide narrations for each ledger in voucher                                  | : <b>No</b>      |   |                                 |   |              |       |      |
| Track Additional Costs for Purchases   | : <b>No</b>      |   |                                 |   |              |       |      |
| Enable default accounting allocations  | : <b>No</b>      |   |                                 |   |              |       |      |
|  |                  | Statutory Details   |                                 |   |              |       |      |
|  |                  | Default GST Registration                                      | : <b>Any</b>                    |   |              |       |      |
|  |                  | Use common voucher numbering series for all GST Registrations | : <b>Yes</b>                    |   |              |       |      |

## 2. Block Narration entry :

- Create payment voucher → save the voucher without narration or enter less than 20 character → User will not be able to proceed with the transaction. An error message will appear as below.



The screenshot shows the TallyPrime Accounting Voucher Alteration (Secondary) window for Alpha Infotech. The voucher is a Payment Voucher No. 5 dated 31-Aug-23. The account is AXIS Bank with a current balance of 15,000.00 Cr. The particular is Abhay Traders with a debit of 5,000.00. The narration field contains the text "Bank payment". An error message box is displayed over the narration field, stating "Error: Oops! Kindly enter Narration of minimum 20 characters !!". The error message also includes a prompt to "Activate Windows" and "Go to Settings to activate Windows." The window includes a menu bar with options like K: Company, Y: Data, Z: Exchange, G: Go To, O: Import, E: Export, M: E-mail, P: Print, and F1: Help. A right-hand pane shows function keys F2 through F12.

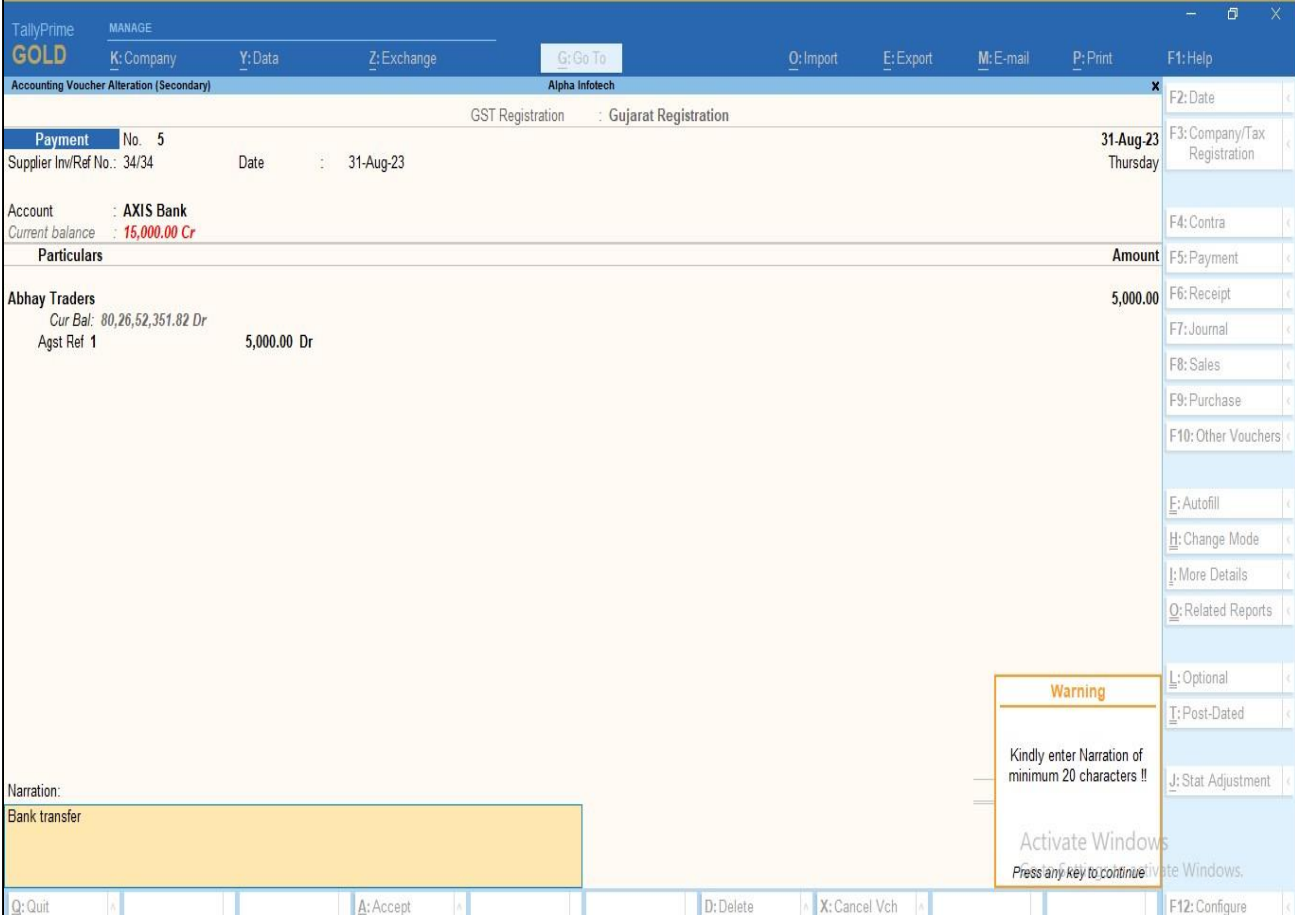
| Particulars                 | Amount      |
|-----------------------------|-------------|
| Abhay Traders               | 5,000.00    |
| Cur Bal: 80,26,52,351.82 Dr |             |
| Agst Ref 1                  | 5,000.00 Dr |

Narration:  
Bank payment

**Error**  
**Oops!**  
Kindly enter Narration of minimum 20 characters !!  
Activate Windows  
Go to Settings to activate Windows.

### 3. Warn narration entry:

- Create payment voucher → save the voucher without narration or enter less than 20 character → User can save the transaction but a warning message will appear as shown below.



The screenshot shows the TallyPrime Accounting Voucher Alteration (Secondary) window for Alpha Infotech. The voucher is a Payment Voucher No. 5 dated 31-Aug-23. The account is AXIS Bank with a current balance of 15,000.00 Cr. The particular is Abhay Traders with an amount of 5,000.00 Dr. The narration is "Bank transfer". A warning message is displayed, stating "Warning: Kindly enter Narration of minimum 20 characters !!".

| Particulars                 | Amount      |
|-----------------------------|-------------|
| Abhay Traders               | 5,000.00    |
| Cur Bal: 80,26,52,351.82 Dr |             |
| Agst Ref 1                  | 5,000.00 Dr |

Narration:  
Bank transfer

**Warning**  
Kindly enter Narration of minimum 20 characters !!

Activate Windows  
Press any key to continue

## FAQ

### **Which version/release of TallyPrime does the add-on support?**

This add-on will work only from TallyPrime Release 1.0 onwards.

### **How will I get support for this add-on?**

For any functional support requirements please do write to us on [mail@aaplautomation.com](mailto:mail@aaplautomation.com) or call us at +91-288-2713956/57/58, +91-9023726215/16/17/18, 9099908115, 9825036442.

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

Please to write to us on [mail@aaplautomation.com](mailto:mail@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 TallyPrime 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.

### **TDL Management screen shows errors with the Add-on. What do I do?**

Check whether 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 the 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 F1 (Help)** → **TDL & Add-on** → **Press F4** and remove the Add-on from the list and Restart Tally.