

1. Explain the setup process for an employee in Tally ERP 9 for their payroll?

For smooth processing of employees' salaries, Tally ERP 9 gives the facility to create the required groups and classify them into different categories like—Employee category, Employee groups, and Employees.

Creating Employee group:

Under employee group creation screen-> Select Primary Cost Category as the Category

Name the employee's group as "Sales"

Select the group as "Primary" and then click on accept to finish with employee group creation

This is the way for Employee Group Selection.

Creating Employee Master:

Under employee master, we can incorporate the information about the employees like constitutional details, passport & Visa, Appointments Letters, etc.

2. What is the use of a statement of Inventory in Tally ERP 9?

The use of a statement of inventory is to view the information on Inventory based on Godowns. Tracking each and every single detail of items in the inventory, along with carrying on the stock and check the budget variations v/s forecasts, plans, statistics, etc. Inventory in Tally.ERP 9 works in the same way as its accounting part with regard to displaying, modifying, and printing reports.