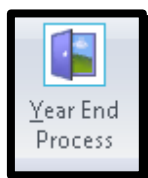


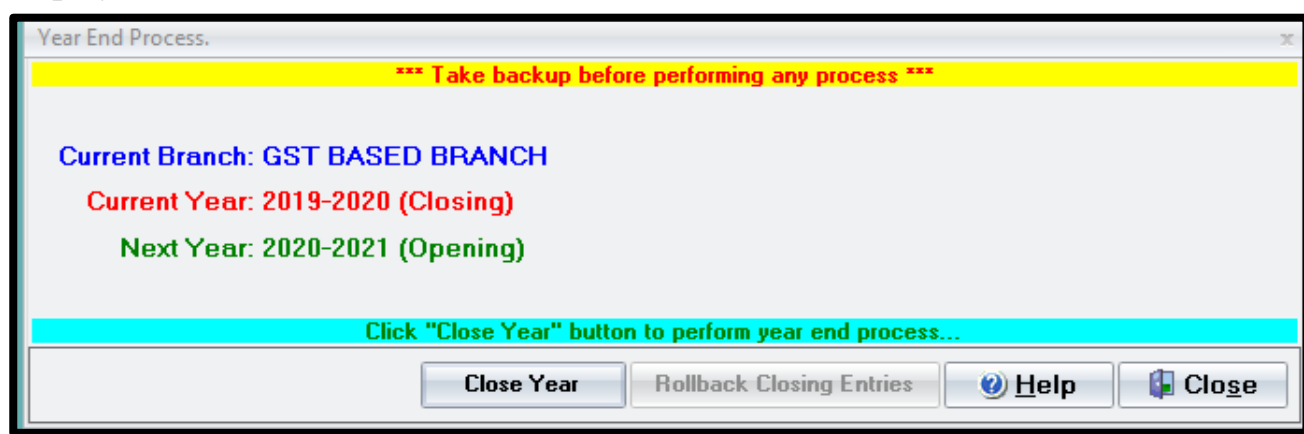


Year End Process(Alt + P)

Year End Process Module enables user to do Year ending Process for transfer of previous year closing balances to the next year as a opening balances in the application.



On clicking the  option or on pressing the shortcut(Alt+ P), a popup will be displayed to user as shown below:



User need to click on Close Year Button at year end to transfer closing balances to next year.

Help (Alt + H)

On clicking the Help (Alt + H) button, user will be redirected to help manual of Year End Process Tab.

Rollback Closing Entries

On clicking rollback closing entries the closing entries will be taken back.

Close (Alt + S)

On clicking the Close (Alt + S) button, Setting tab will get closed