


rj School for Tally.ERP9

Business Requirement

- ❖ Schools will want to keep records of fees paid and pending by students according to the classes each student attends and produce official receipt on receipt of fees.
- ❖ Optionally, schools may want to track donations by its Donors.
- ❖ Schools would need to maintain records of fees received, expenses paid by each class/department as well as maintain full set of accounts for statutory purposes.

With rj School

Maintain student details

Student Alteration	
Category : Students Under : Primary Name : Ali Bin Mohammed Title : Mr. (Reg. No) : 100001	 <small>(.DATA\00002\SPics\100001.bmp)</small>

PARENT / GUARDIAN INFORMATION					
Title : Mr.	Name : Amjad Khan Mohammed	Phone : 03-12345678	Occupation : Businessman		
CONTACT INFORMATION					
Address : No.232, Jalan Titivangsa Sentul East	Postcode : 51222	Phone (House) : 03-12345678	City : Kuala Lumpur	HandPhone : 000-12345678	State : Wilayah Persekutuan
		Phone (Office) : 03-87654321		Email : 03-11223344	
GENERAL INFORMATION					
Gender : Male	Date of Birth : 1-Jan-1980	Birth Certificate No. : B-121-23238273	Occupation : Student		Passport No. : E12345678
	ExpiryDate : 31-Dec-2020	NRIC No. : 7654-2837232	Blood Group : AB Negative		

Maintain class and fee information

ADMISSION INFORMATION <small>As of Current Date: 1-Mar-2009</small>															
Class Code	Reg.by	On	Admn.Date	Cmpl.Date	Stg	Grd	Exm	Yr	Ssn.	Fees	Tot.Fee (Mth)	Rcd.Fee (Mth)	Pdg.Fee (Mth)	Status	Remarks
Form 1	TAN	31-Dec-2008	1-Jan-2009	31-Dec-2009					AM	150.00	450.00 (3)	450.00 (3)	0	OK	

Enter receipts and issue official receipts

Accounting Voucher Creation										JAYA GURU SCHOOL					Ctrl + M	
Receipt-Students No. 0001															1-May-2009 Friday	
Student's Name : Ali Bin Mohammed			Class Code		Fees		Pending		Mths		Pay for : Mths		Amount			
Account : Citibank			Form 1		150.00		150.00		1		1		150.00			
<i>Cur Bal: 300.00 Dr</i>																

Print official receipts

		JAYA GURU SCHOOL <i>(Where Creativity begins)</i> 1, BABINGTON AVENUE, 50100 KUALA LUMPUR TEL: (603) 12345678, FAX: (603) 87654321, Email: jayaguru@school.com	
REG NO: 100001	DATE : 1-May-2009	OFFICIAL RECEIPT NO : 0001	
RECEIVED FROM Ali Bin Mohammed			
THE TOTAL AMOUNT OF RM 150.00 (RM One Hundred Fifty Only)			
CLASS CODE : Form 1	Paid : 150.00	Pending : 150.00	(1 months) Due On : 1-May-2009
ISSUED BY :		HON. TREASURER	
THANK YOU FOR YOUR PROMPT PAYMENT			

Generate Pending reports

RJ Pending Collections		JAYA GURU SCHOOL				Ctrl + M	
		Category: Students JAYA GURU SCHOOL 1-May-2008 to 31-May-2009					
Class: Form 1, Students: 2	Admn. Date	Months	Leave	Fees	To Collect (Mth)	Collected (Mth)	Balance (Mth)
Ali Bin Mohammed				150.00	750.00	600.00	150.00
Form 1	1-Jan-2009	5		150.00	750.00 (5)	600.00 (4)	150.00 (1)
Rajkumar				150.00	750.00	450.00	300.00
Form 1	1-Jan-2009	5		150.00	750.00 (5)	450.00 (3)	300.00 (2)
TOTAL				300.00	1,500.00	1,050.00	450.00

Student summaries

RJ Student Summary		JAYA GURU SCHOOL				Ctrl + M	
		Category: Students JAYA GURU SCHOOL 1-May-2008 to 1-May-2009					
Particulars	Transactions		Closing Balance				
	Debit	Credit					
Ali Bin Mohammed		600.00	600.00 Cr				
Rajkumar		450.00	450.00 Cr				

Student registers/ledgers

RJ Student Register		JAYA GURU SCHOOL				Ctrl + M	
Cost Centre : Ali Bin Mohammed						1-May-2008 to 1-May-2009	
Date	Particulars	Vch Type	Vch No.	Debit	Credit		
1-1-2009	Student Fees	Receipt.Students	1		150.00		
1-3-2009	Student Fees	Receipt.Students	2		300.00		
1-5-2009	Student Fees	Receipt.Students	0001		150.00		

Top donors

RJ TopDonors		JAYA GURU SCHOOL				Ctrl + M	
		Category: Donors JAYA GURU SCHOOL 1-Jan-2009 to 1-May-2009					
Top 3 Donors	Transactions		Closing Balance				
	Debit	Credit					
Dato Siva		90,000.00	90,000.00 Cr				
Dato Rahim		70,000.00	70,000.00 Cr				
Dato Michael Hang Lee		50,000.00	50,000.00 Cr				

Analyse by cost centres

Cost Centre: Primary School	Total	1-Jan-2009 to 31-Jan-2009	1-Feb-2009 to 28-Feb-2009	1-Mar-2009 to 31-Mar-2009	1-Apr-2009 to 30-Apr-2009	1-May-2009 to 31-May-2009
Direct Incomes	241050.00 Cr	150.00 Cr		300.00 Cr		240600.00 Cr
Donations	240000.00 Cr					240000.00 Cr
Student Fees	1050.00 Cr	150.00 Cr		300.00 Cr		600.00 Cr
Direct Expenses	40000.00 Dr	8500.00 Dr	6900.00 Dr	8200.00 Dr	8200.00 Dr	8200.00 Dr
Miscellaneous Expenses	6000.00 Dr	1500.00 Dr	900.00 Dr	1200.00 Dr	1200.00 Dr	1200.00 Dr
Salary-Staff	10000.00 Dr	2000.00 Dr	2000.00 Dr	2000.00 Dr	2000.00 Dr	2000.00 Dr
Salary-Teachers	24000.00 Dr	5000.00 Dr	4000.00 Dr	5000.00 Dr	5000.00 Dr	5000.00 Dr
Grand Total	201050.00 Cr	8350.00 Dr	6900.00 Dr	7900.00 Dr	8200.00 Dr	232400.00 Cr

Generate financial reports

PROFIT & LOSS		BALANCE SHEET		CASH FLOW	
1-Jan-2009 to 31-May-		as at 31-May-2009			
Particulars		Particulars		Inflow of Cash :	
Direct Incomes	241050.00	Fixed Assets	133,000.00	Direct Incomes	241050.00
Donations	240000.00	Current Assets	201,050.00	Donations	240000.00
Student Fees	1050.00	Bank Accounts	201,050.00	Student Fees	1050.00
Cost of Sales :	40000.00	Current Liabilities	13,000.00	Total	241050.00
Direct Expenses	40000.00	Creditors	13,000.00	Outflow of Cash :	
Miscellaneous Expenses	6000.00	Net Current Assets	188,050.00	Direct Expenses	40000.00
Salary-Staff	10000.00	Total	321,050.00	Miscellaneous Expenses	6000.00
Salary-Teachers	24000.00	Financed by :		Salary-Staff	10000.00
Gross Profit :	201050.00	Capital Account	120,000.00	Salary-Teachers	24000.00
Nett Profit :	201050.00	Profit & Loss A/c	201,050.00	Total	40000.00
		Opening Balance		Nett Inflow	201050.00
		Current Period	201,050.00		
		Total	321,050.00		