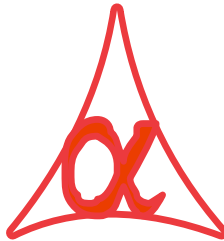




POWER OF SIMPLICITY

Auto E-Mailing after Voucher Entry -1.0



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Version: Alpha Automation Pvt. Ltd. / Auto E-Mailing After Voucher Entry /1.0/ Feb-2020.

Auto E-Mailing After Voucher Entry -1.0

Introduction:

This Add-on facilitates user to automatically Email Sales Order, Sales Invoice, Purchase Order, Purchase Invoice, Receipt Voucher and Payment Voucher to Party immediately after saving these transactions.

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 "Auto E-Mailing after Voucher Entry ?"

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

Accept ?
Yes or No

F1: Accounts F2: Inventory F3: Statutory

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 "Auto E-Mailing after Voucher Entry ?"

Company: ABC Company Ltd

Add-On Features

Auto E-Mailing after Voucher Entry ? Yes

Click on Shop button to buy Add-

F1: Accounts F2: Inventory F3: Statutory

Accept ?
Yes or No

Go to **Gateway of Tally** → **Accounts Info.** → **Voucher Types** → **Alter** → **Sales / Receipts / Purchase / Payment / Sales Order / Purchase Order**

Set “Yes” to the options “Auto E-Mailing after Voucher Entry ?”

Tally.ERP 9:10000

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

Voucher Type Alteration **Abc Company Ltd** **Ctrl + M** ✕

Name : **Sales**
 (alias) :

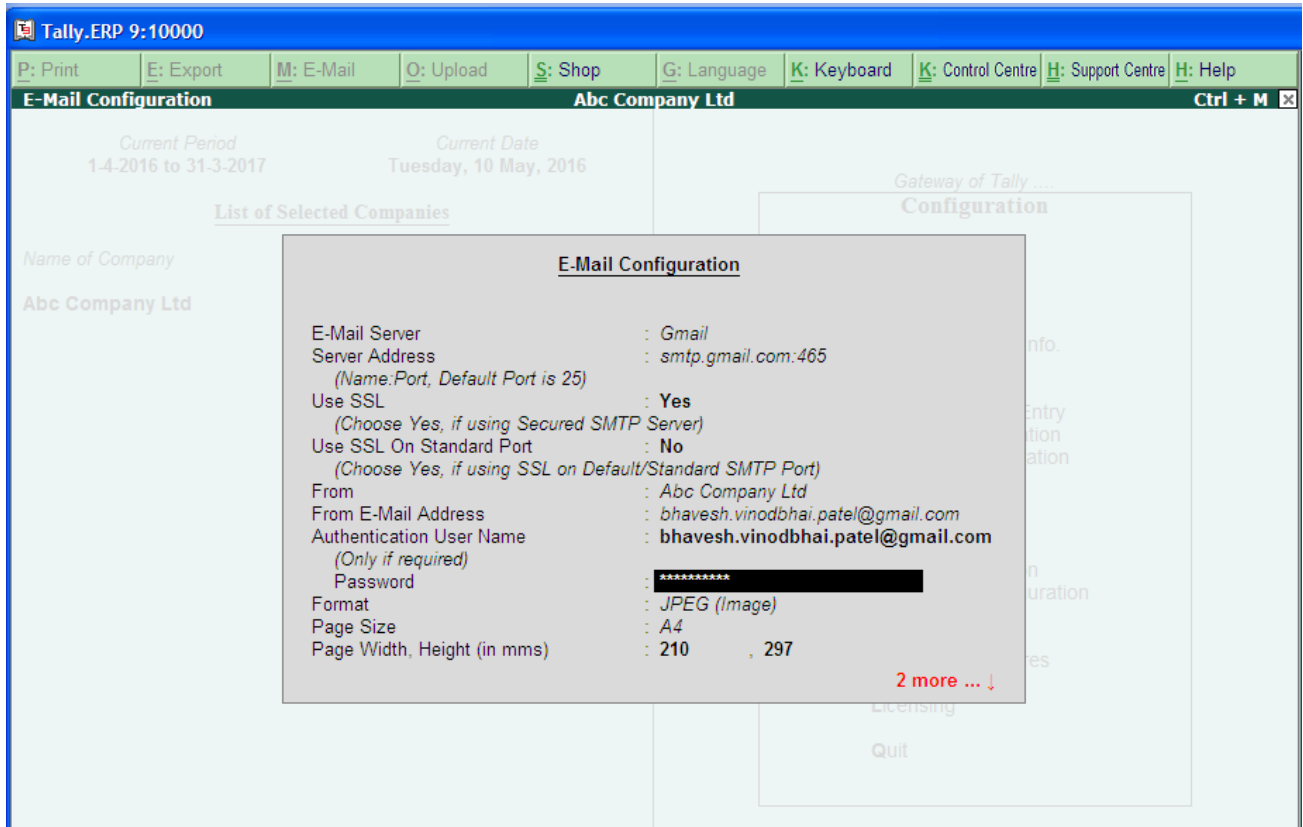
<u>General</u>		<u>Printing</u>	<u>Name of Class</u>
Type of Voucher : Sales		Print after saving Voucher ? No	Vat 4%
Abbr. : Sale		Auto E-Mailing after Voucher Entry ? Yes	
Method of Voucher Numbering ? Automatic		Use for POS Invoicing ? No	
Use Advance Configuration ? No		Default Print Title : TAX INVOICE	
Use EFFECTIVE Dates for Vouchers ? No		Default Jurisdiction :	
Make 'Optional' as default ? No		Is Tax Invoice ? No	
Use Common Narration ? Yes		Print with Book No. ? No	
Narrations for each entry ? No		<u>Declaration :</u>	
Use for Excise ? No		(1) Subject to Jamnagar Jurisdiction	

1 more ... ↓

Accept ?
Yes or **No**

Go to Gateway of Tally --> Press F12 for Configuration. Select E-Mailing Key in the required Configurations settings of the outgoing mail server and save

Note: These settings are to be taken from your email service provider.



Detailed User Guide:

- 1) Enter Any Sales Voucher. Set Option “Yes” to “Send E-Mail :” as shown below & Save Voucher.

Accounting Voucher Creation		Abc Company Ltd		Ctrl + M
Sales	No. 2	Voucher Class : Not Applicable		10-May-2016 Tuesday
Ref. :				
Party's A/c Name : Abcd				
Current Balance : 13,500.00 Dr				
Sales Ledger : Sales @ 4%				
VAT/Tax Class : Sales @ 4%				
Name of Item	Quantity	Rate per	Disc. %	Amount
Anchor Socks	10.000 Nos	100.00 Nos		1,000.00
VAT 4%			4 %	40.00
Addl Out Put Vat @1%			1 %	10.00
Form 402 Details : No				
Show Statutory Details ? No				
Narration: 10.000 Nos				
Send E-Mail : Yes				Accept ? Yes or No
Q: Quit	A: Accept	D: Delete	X: Cancel	

2) After Accepting/Saving the Voucher, E-Mail window will Open as below.

To E-Mail Address will automatically pick up from Party Ledger.

Select “Yes” to Option “Mail?”. Now, Sales Invoice will be automatically E-Mail to the Party.

Voucher E-Mail **Abc Company Ltd** **Ctrl + M**

Sales No. 2 Voucher Class : Not Applicable 10-May-2016
 Ref. : Tuesday

Party's A/c Name : Abcd
 Current Balance : 13,500.00 Dr
 Sales Ledger : Sales @ 4%
 VAT/Tax Class : Sales @ 4%

Name of Item	Voucher E-Mail		er Disc %	Amount
Anchor Socks				1,000.00
VAT 4%				40.00
Addl Out Put Vat @1%				

Mail ?
 Yes or No

Form 402 Details

Show Statutory Details ? No
 Narration: 10,000 Nos 1,040.00

Send E-Mail : Yes

Q: Quit

3) Same way Purchase Invoice, Sale Order, Purchase Order, Receipt Voucher and Payment Voucher will be mailed automatically to Party immediately after saving Voucher.

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 5.1 onwards.

How will I get support for this add-on?

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

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

Please to write to us on 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 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.