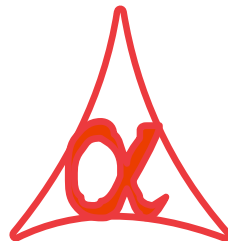




POWER OF SIMPLICITY

Import Employee Attendance Voucher
From Excel to Tally – 1.0



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Tally, Tally 9, Tally9, Tally.ERP, Tally.ERP 9, Shoper, Shoper 9, Shoper POS, Shoper HO, Shoper 9 POS, Shoper 9 HO, TallyDeveloper, Tally.Server 9, Tally Developer, Tally. Developer 9, Tally.NET, Tally Development Environment, TallyPrime, TallyPrimeDeveloper, TallyPrime Server, Tally Extender, Tally Integrator, Tally Integrated Network, Tally Service Partner, TallyAcademy & Power of Simplicity are either registered trademarks or trademarks of Tally Solutions Pvt. Ltd. in India and/or other countries. All other trademarks are properties of their respective owners.

Version: Alpha Automation Pvt. Ltd. /Import Employee Attendance Voucher from Excel to Tally/1.0/Aug-2023

Import Employee Attendance Voucher

From Excel to Tally- 1.0

Introduction

This add-on allows user to import Employee Attendance voucher from excel to tally. Standard Excel File template is given in which user has to fill the Employee Attendance Voucher details. User has to enter required details of attendance voucher in Excel File.

Benefits

- It saves the time of manual Entry individually.
- Very useful if Data is available in excel Format from any other software and the same to be entered in Tally.

What's New?

- Compatible with Tally Prime as well with Tally ERP

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.

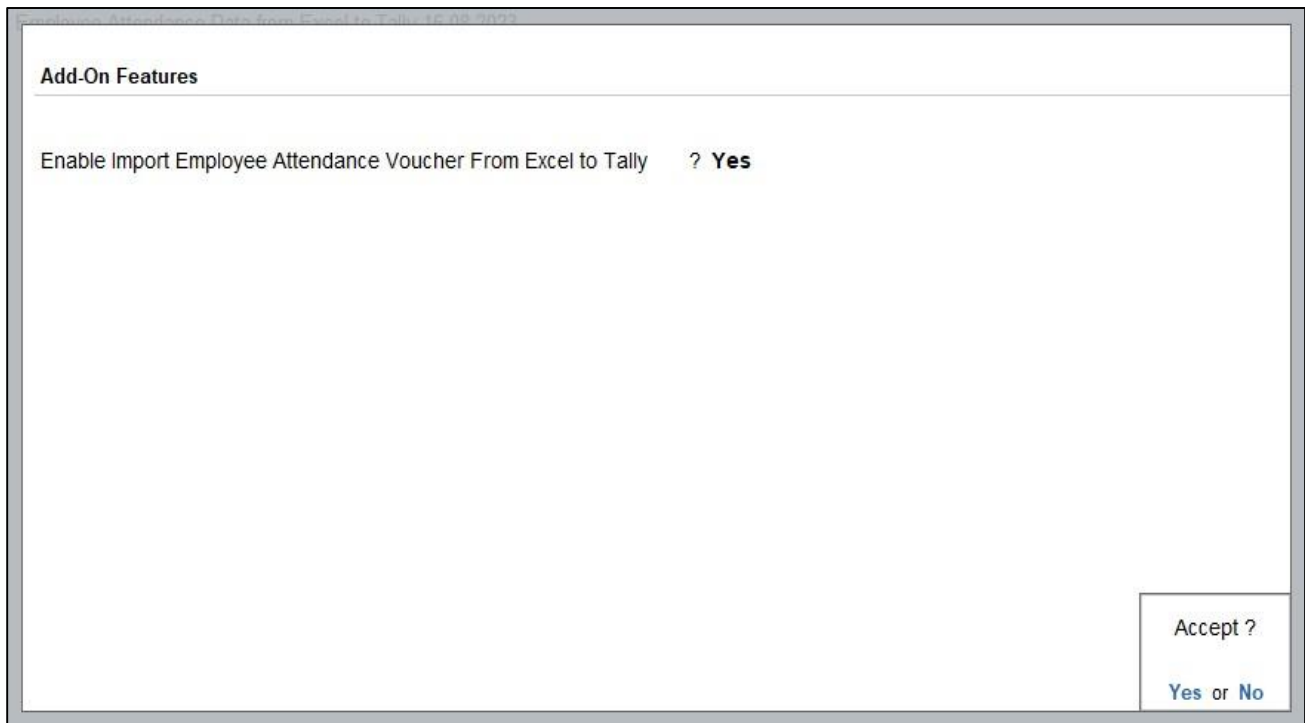
System requirements: No additional hardware / software infrastructure is required for executing and operation this applications module

1. Activate the Add-on.

For Tally Prime 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 “**Import Employee Attendance Voucher from Excel to Tally?**”



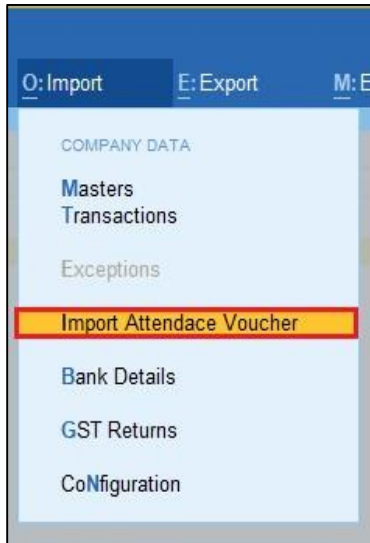
Add-On Features

Enable Import Employee Attendance Voucher From Excel to Tally ? Yes

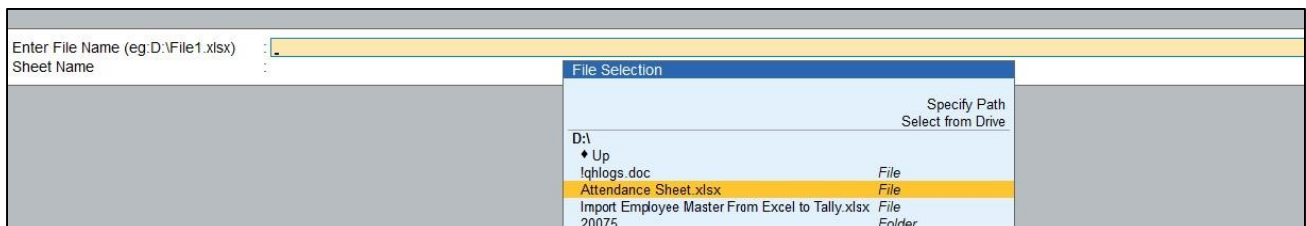
Accept ?
Yes or No

Detailed User Guide:

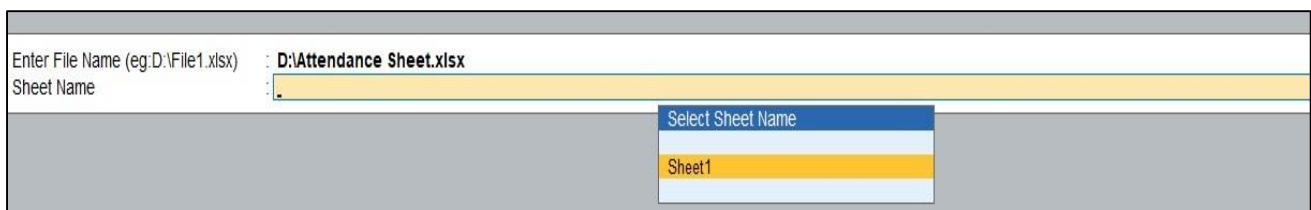
1. Navigate through Gateway of Tally → Import



2. It will allow user to select excel file from the system. As shown below:



3. After selecting the file user can enter sheet name also as shown below:



4. After selection, It will display all the Attendance voucher details list as shown below:

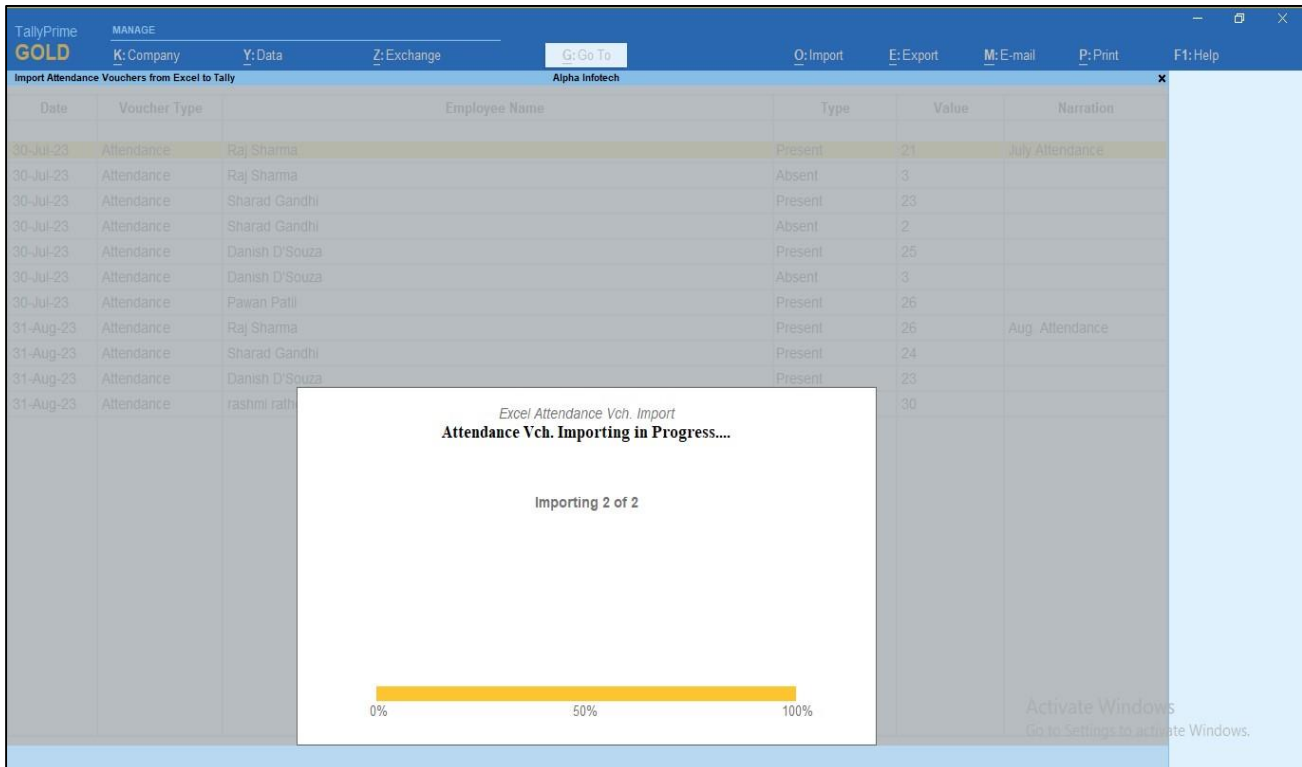
TallyPrime MANAGE					
K: Company		Y: Data	Z: Exchange	G: Go To	O: Import E: Export M: E-mail P: Print F1: Help
Import Attendance Vouchers from Excel to Tally Alpha Infotech					
Date	Voucher Type	Employee Name	Type	Value	Narration
30-Jul-23	Attendance	Raj Sharma	Present	21	July Attendance
30-Jul-23	Attendance	Raj Sharma	Absent	3	
30-Jul-23	Attendance	Sharad Gandhi	Present	23	
30-Jul-23	Attendance	Sharad Gandhi	Absent	2	
30-Jul-23	Attendance	Danish D'Souza	Present	25	
30-Jul-23	Attendance	Danish D'Souza	Absent	3	
30-Jul-23	Attendance	Pawan Patil	Present	26	
31-Aug-23	Attendance	Raj Sharma	Present	26	Aug. Attendance
31-Aug-23	Attendance	Sharad Gandhi	Present	24	
31-Aug-23	Attendance	Danish D'Souza	Present	23	
31-Aug-23	Attendance	rashmi rathod	Present	30	

5. By Pressing button Import attendance voucher details (F3) it will ask user to import Attendance voucher ?

Import Attendance Vouchers ?

Yes or No

6. If user set “Yes” to option ?” it will start importing Attendance voucher as shown below :



The screenshot shows the TallyPrime interface with the 'Import Attendance Vouchers from Excel to Tally' window open. The window title is 'Alpha Infotech'. The table below shows the data being imported:

Date	Voucher Type	Employee Name	Type	Value	Narration
30-Jul-23	Attendance	Raj Sharma	Present	21	July Attendance
30-Jul-23	Attendance	Raj Sharma	Absent	3	
30-Jul-23	Attendance	Sharad Gandhi	Present	23	
30-Jul-23	Attendance	Sharad Gandhi	Absent	2	
30-Jul-23	Attendance	Danish D'Souza	Present	25	
30-Jul-23	Attendance	Danish D'Souza	Absent	3	
30-Jul-23	Attendance	Pawan Patil	Present	26	
31-Aug-23	Attendance	Raj Sharma	Present	26	Aug Attendance
31-Aug-23	Attendance	Sharad Gandhi	Present	24	
31-Aug-23	Attendance	Danish D'Souza	Present	23	
31-Aug-23	Attendance	rashmi rathi		30	

Below the table, a progress bar indicates the import status. The text 'Excel Attendance Vch. Import' and 'Attendance Vch. Importing in Progress....' is displayed. The progress bar shows 'Importing 2 of 2' and a progress percentage of 100%.

7. After import process complete it will display message that Attendance voucher are imported as shown below:

TallyPrime GOLD					
MANAGE					
K: Company		Y: Data	Z: Exchange	G: Go To	O: Import E: Export M: E-mail P: Print F1: Help
Import Attendance Vouchers from Excel to Tally Alpha Infotech					
Date	Voucher Type	Employee Name	Type	Value	Narration
30-Jul-23	Attendance	Raj Sharma	Present	21	July Attendance
30-Jul-23	Attendance	Raj Sharma	Absent	3	
30-Jul-23	Attendance	Sharad Gandhi	Present	23	
30-Jul-23	Attendance	Sharad Gandhi	Absent	2	
30-Jul-23	Attendance	Danish D'Souza	Present	25	
30-Jul-23	Attendance	Danish D'Souza	Absent	3	
30-Jul-23	Attendance	Pawan Patil	Present	26	
31-Aug-23	Attendance	Raj Sharma	Present	26	Aug. Attendance
31-Aug-23	Attendance	Sharad Gandhi	Present	24	
31-Aug-23	Attendance	Danish D'Souza	Present	23	
31-Aug-23	Attendance	rashmi rathod	Present	30	

Status
 Total Attendance Vch.: 2
 Total Imported Attendance Vch.: 1
 Activate Windows
 Press any key to continue

8. Displaying imported Attendance voucher as show below :

TallyPrime
GOLD

MANAGE
K: Company Y: Data Z: Exchange G: Go To O: Import E: Export M: E-mail P: Print F1: Help

Attendance Voucher Alteration (Secondary) Alpha Infotech

Attendance No. 1 GST Registration Gujarat Registration 30-Jul-23 Sunday

Employee Name	Employee Number	Attendance/Production Type	Value	Unit
Raj Sharma	E101	Present	Cur Bal: 282 Days	21 Days
Raj Sharma	E101	Absent	Cur Bal: 18 Days	3 Days
Sharad Gandhi	E102	Present	Cur Bal: 282 Days	23 Days
Sharad Gandhi	E102	Absent	Cur Bal: 12 Days	2 Days
Danish D'Souza	E103	Present	Cur Bal: 288 Days	25 Days
Danish D'Souza	E103	Absent	Cur Bal: 18 Days	3 Days
Pawan Patil	E104	Present	Cur Bal: 216 Days	26 Days

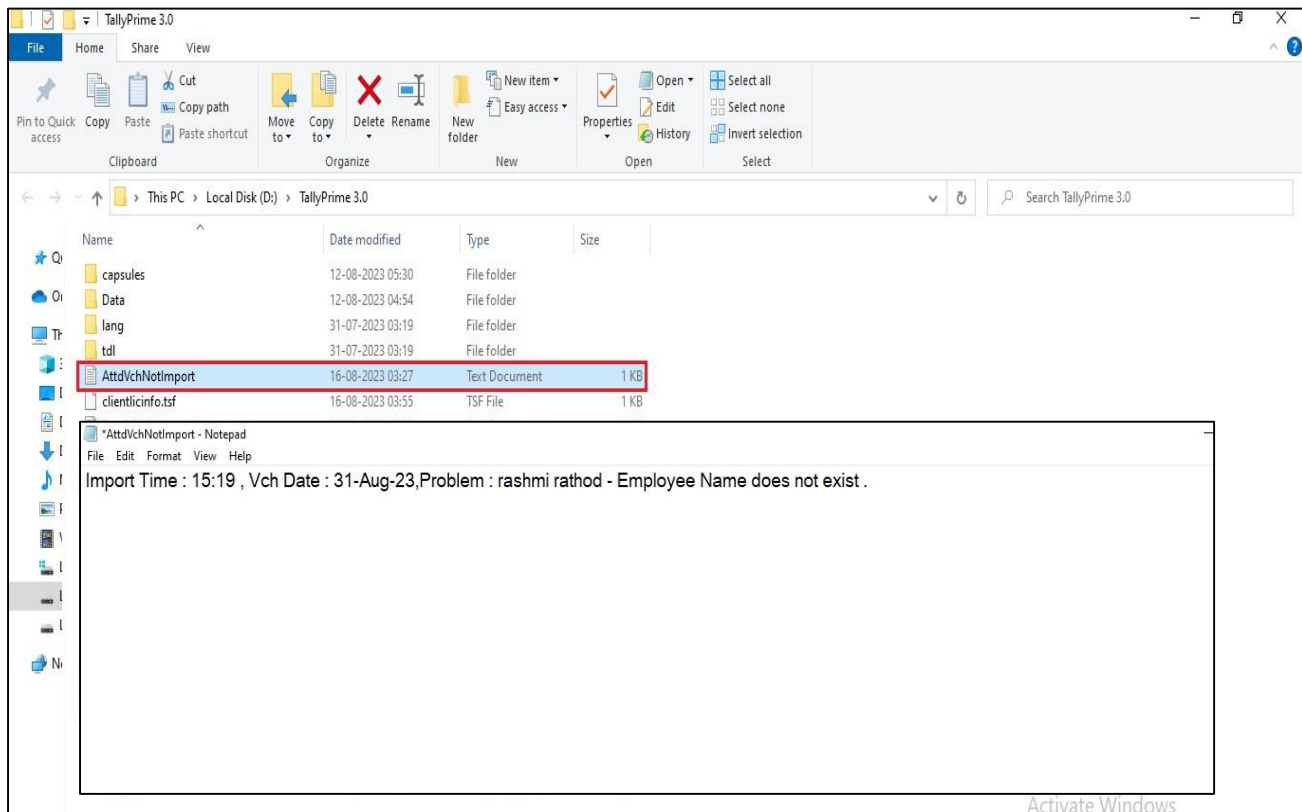
Narration:
July Attendance

F2: Date F3: Company/Tax Registration F4: Contra F5: Payment F6: Receipt F7: Journal F8: Sales F9: Purchase F10: Other Vouchers F11: Autofill H: Change Mode J: More Details Q: Related Reports L: Optional T: Post-Dated F12: Configure

Q: Quit A: Accept D: Delete X: Cancel Vch

Activate Windows
Go to Settings to activate Windows.

- 9. Log File will generates in tally export location as **AttdVchNotImport** it contains details like Import Time, Vch Date, and Problem for not importing voucher as shown below.**



FAQ

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

This add-on will work with Tally Prime Release 1.0 onwards and Tally ERP Release 6.0 onwards.

How will I get support for this add-on?

For any functional support requirements please do write to us on mail@aaplautomation.com or call us at +91-288-2713956/57/58, +91-9023726215/16/17, 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 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.