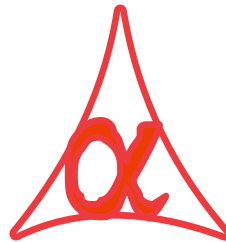




POWER OF SIMPLICITY

Sent Email Log Report – 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. / Sent Email Log Report/1.0/ Oct-2022

Sent Email Log Report – 1.0

Introduction

This add-on facilitates the user to get the log report of All E-Mail sent from the Tally Software. It provides all Major details Email Sent (Date, Time, Party Name, Subject, Sent Email, To Email with CC and BCC Name, Attachment Name, Body Message and Login User Name). It also provides Search Option to find any particular Email from Total List.

Benefits

- Helpful for administrator to keep the record of sent mail from tally.
- Only Authorized Persons can see This Report. Admin can configure Access of this Report based on User Group and User Level in Security Option.
- User can choose required fields to get displayed in Report using F12 Configure.
- User can delete Old History from this Report.

What's New?

- Compatible with Tally Prime

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

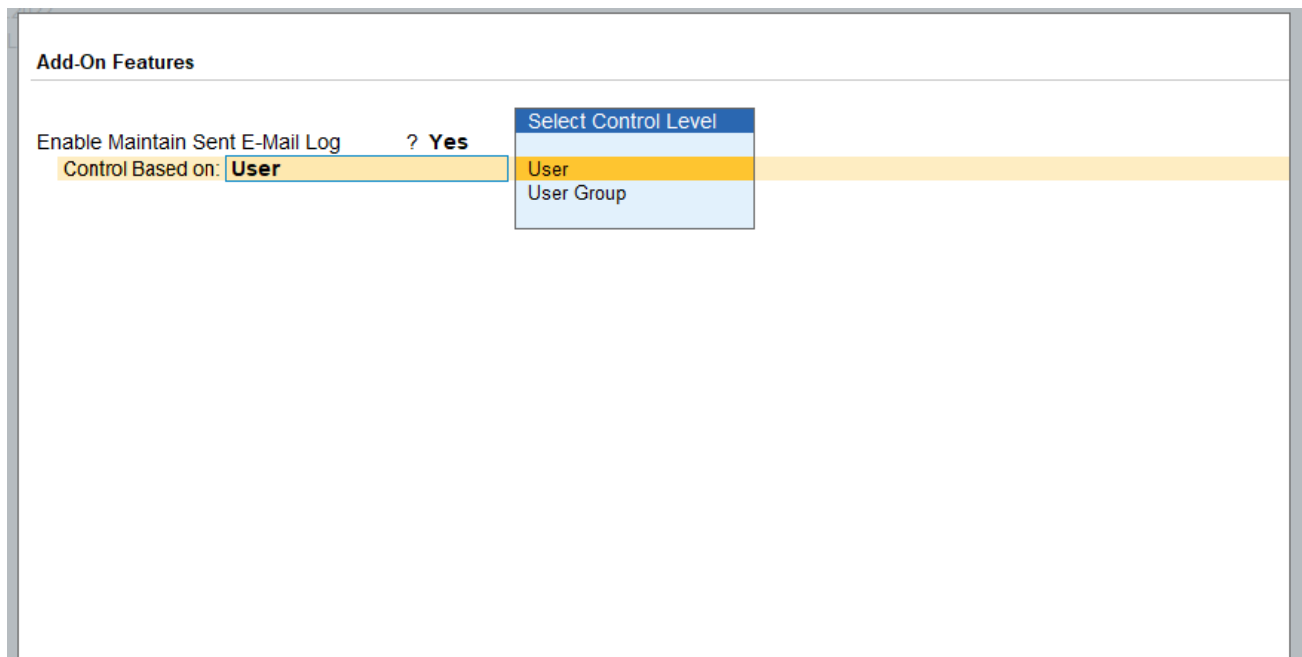
1. Activate the Add-on.

For TallyPrime 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 “**Enable Maintain Sent E-Mail Log?**”

Select option by user or by user group command. Once this feature is enabled user or user group can view sent email report.



Add-On Features	
Enable Maintain Sent E-Mail Log	? Yes
Control Based on:	User

Select Control Level

- User
- User Group

Detailed User Guide:

1. As user selected:

List of Users for Company						
Name: E System Solutions						
User Roles	Username	Password (if any)	Allow Browser Access	Allow Remote Access	Allow Local TDL Files	Allow E-Mail Log Report
Data Entry	user1	*	No	No	No	No
Sales Dept.	sales	*	No	No	Yes	No
Mgmt Dept.	user2	*	No	No	No	Yes

2. As user group selected :

- You can allow or disallow any of the user group to view sent email log report.

TallyPrime GOLD		MANAGE		G: Go To	
K: Company		Y: Data		Z: Exchange	
Security Levels E System Solution					
Name of security level	: Mgmt Dept.				
Use Basic Facilities of	: Mgmt Dept.				
Days allowed for Back Dated vouchers	: 0				
Cut-off date for Back Dated vouchers	:				
Allow to save report views for This Company	: Yes				
Allow to delete saved views for This Company	: Yes				
Set/Alter rules for Print Before Save (also applicable for Export/E-Mail/Upload)	: No				
Allow to override tax details	: No				
Exclude On Account from Bill Allocations	: No				
Exclude New Number from Item Allocations (for tracking/orders)	: No				
Allow company to connect	: Yes				
Use Tally.NET Authentication	: No				
Allow to View Sent E-Mail Log Report	? yes				
Disallow the following Facilities (others will be allowed)			Allow the following Facilities (to re-enable disallowed facilities)		

Note: only selected user or user group can view sent email log report.

3. Login with user or any group user which you have given the rights to view log report.

Change User

Select Company : E System Solutions

Username : user2

Password :

4. After log in go to gateway of tally → display more reports → Sent Email Log Reports.

Gateway of Tally

Display More Reports

ACCOUNTING

Trial Balance
Day Book
Cash Flow
Funds Flow

Account Books
Statements of Accounts

INVENTORY

Inventory Books
StatEments of Inventory

STATUTORY

GST RepOrts

PAYROLL

Payroll Reports

EXCEPTION

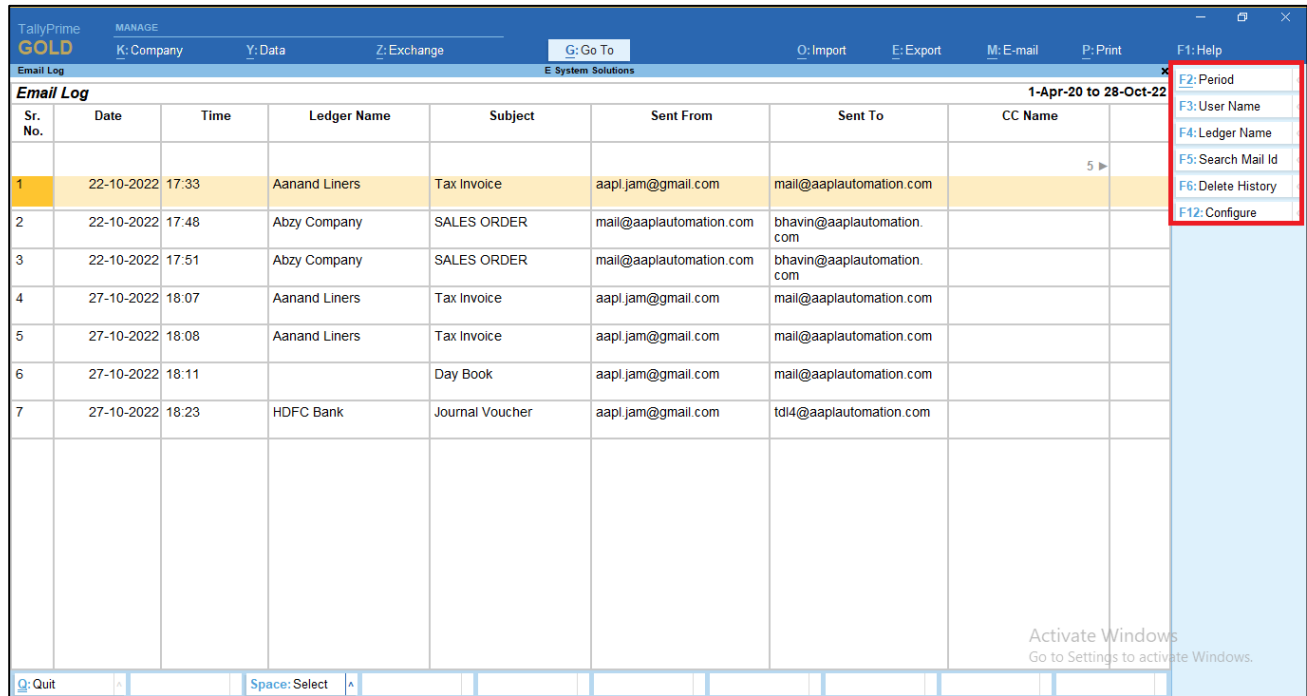
EXception Reports
Analysis & Verification
Sent E-mail Log Report

Quit

Activa
Go to S

5. A separate report is provided to display sent mail's log with all necessary details as shown below.

- User can search log report by user name, ledger name or directly through mail id with the buttons given right side.
- Delete mail log history with Delete history option (F6 Button) available on report also.



Sr. No.	Date	Time	Ledger Name	Subject	Sent From	Sent To	CC Name
1	22-10-2022	17:33	Aanand Liners	Tax Invoice	aapl.jam@gmail.com	mail@aaplautomation.com	5 ▶
2	22-10-2022	17:48	Abzy Company	SALES ORDER	mail@aaplautomation.com	bhavin@aaplautomation.com	
3	22-10-2022	17:51	Abzy Company	SALES ORDER	mail@aaplautomation.com	bhavin@aaplautomation.com	
4	27-10-2022	18:07	Aanand Liners	Tax Invoice	aapl.jam@gmail.com	mail@aaplautomation.com	
5	27-10-2022	18:08	Aanand Liners	Tax Invoice	aapl.jam@gmail.com	mail@aaplautomation.com	
6	27-10-2022	18:11		Day Book	aapl.jam@gmail.com	mail@aaplautomation.com	
7	27-10-2022	18:23	HDFC Bank	Journal Voucher	aapl.jam@gmail.com	td4@aaplautomation.com	

F2: Period
 F3: User Name
 F4: Ledger Name
 F5: Search Mail Id
 F6: Delete History
 F12: Configure

6. User can show / hide CC, BCC, Attachment Details, Body Text and Subject with F12: Configure button at right side.

Configuration

Show Subject ? **Yes**

Show CC Mail Id ? **Yes**

Show BCC Mail Id ? **Yes**

Show Attachemnt Type ? **Yes**

Show Body Text ? **Yes**

FAQ

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

This add-on will work only from Tally Prime Release 1.0 onwards.

How will I get support for this add-on?

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