

EcomToTally

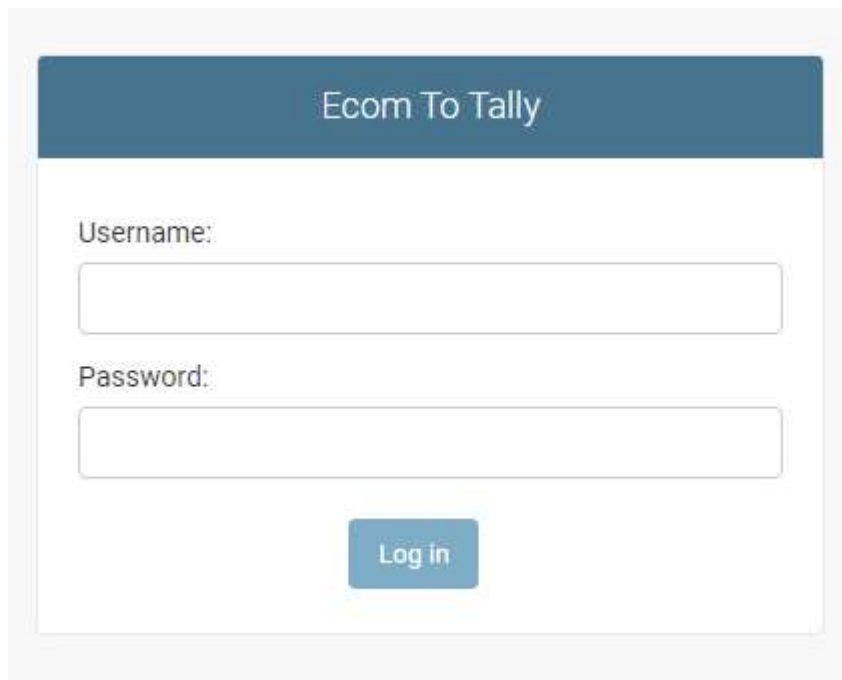
This document will guide on how to create account details in Ecomtotally for successful and error free import for marketplaces data in Tally.

Account setup need to be done only **ONCE** and please enter all the details very carefully and ensure that there are no spelling errors.

Lets get started

Go to ecomtotally.in/main

Login with login credentials provided to you



Once you login you'll the screen similar to this



Click on + Add in Account Details

Add account details

Company

Company:

1. Select your co. name

Marketplace

Marketplace:

2. Select marketplace
Amazon/Flipkart

Tally Accounts

Market account:

Sales account:

3. Tally account Details

Please refer next page for details

CGST account:

SGST account:

IGST account:

Cess account:

Shipping SS account:

Shipping FBM account:

Giftwrap account:

Item discount:

Shipping discount:

Giftwrap discount:

VOUCHER TYPES

VOUCHER PREFIX

VOUCHI

4. Voucher types

Please refer next page for details

+ Add another Voucher type

3. Tally account Details

| Suggested Account Configuration in Tally | | | | | |
|--|-------------------|----------------|-------------|----------------|--|
| Title | Account Name | Group | Type of Tax | Tax Type | Comments |
| Market Account | Amazon | Sundry Debtors | | | |
| Sales Account | Amazon Sales | Sales | | | No Separate account for different tax rates required |
| CGST Account | CGST | Duties & Taxes | GST | Cental Tax | |
| SGST Account | SGST | Duties & Taxes | GST | State Tax | |
| IGST Account | IGST | Duties & Taxes | GST | Integrated Tax | |
| Cess Account | Cess | Duties & Taxes | GST | Cess | |
| Shipping SS Account | Shipping | Sales | | | |
| Shipping FBM Account | Shipping FBA | Sales | | | |
| Giftwrap Account | Giftwrap Amazon | Sales | | | |
| Item Discount | Item Discount | Sales | | | |
| Shipping Discount | Ship Discount | Sales | | | |
| Giftwrap Discount | Giftwrap Discount | Sales | | | |

4. Voucher Types

We will need to create different voucher types for different Invoice number sequences like FBA, EasyShip etc..

Method of creating voucher type in Tally
Account Info -> Voucher Types -> Create

| | | |
|---|--|----------------------|
| Name : Amazon FBA Sales | | |
| (alias) : | | |
| General | Printing | Name of Class |
| Select type of voucher : Sales | Print voucher after saving ? No | |
| Abbreviation : AZFBA Sale | | |
| Method of voucher numbering ? Manual | Use for POS invoicing ? No | |
| Prevent duplicates ? No | Default title to print : | |
| Use effective dates for vouchers ? No | Default bank : Not Applicable | |
| Make this voucher type as 'Optional' by default ? No | Default jurisdiction : | |
| Allow narration in voucher ? Yes | Set/alter declaration ? No | |
| Provide narrations for each ledger in voucher ? No | | |
| Enable default accounting allocations ? Yes | | |
| Set/Alter Default Accounting Entries ? No | | |

Similarly Create voucher types for all the different invoice number sequence. If you are doing only FBA there will be only one sales voucher type, if only Easy Ship then only one sales voucher type, if both Easy Ship and FBA then create sales voucher type for both if multi location FBA then create separate sales voucher type for each location..

4. Voucher Types (contd...)

| | | |
|---|--|----------------------|
| Name : Amazon EasyShip CrNotes | | |
| (alias) : | | |
| General | Printing | Name of Class |
| Select type of voucher : Credit Note | Print voucher after saving ? No | |
| Abbreviation : C/Note | Default jurisdiction : | |
| Method of voucher numbering ? Manual | | |
| Prevent duplicates ? No | Default title to print : | |
| Use effective dates for vouchers ? No | | |
| Make this voucher type as 'Optional' by default ? No | | |
| Allow narration in voucher ? Yes | | |
| Provide narrations for each ledger in voucher ? No | | |
| Enable default accounting allocations ? No | | |
| Set/Alter Default Accounting Entries ? No | | |

Similarly Create voucher types for all the different sales return, there will be as many sales return voucher types as many sales voucher types.

Once voucher types are created in Tally enter this details in ecomtotally

| VOUCHER TYPES | | | |
|----------------------------|----------------------|---|--|
| VOUCHER PREFIX | VOUCHER NAME | GODOWN NAME | DELETE? |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | |
| + Add another Voucher type | | | |
| | | <input type="button" value="Save and add another"/> | <input type="button" value="Save and continue editing"/> |
| | | <input type="button" value="SAVE"/> | |

Voucher Prefix:

This information is available from the file that gets downloaded from the marketplace in Amazon MTR File see in column Invoice Number. For EasyShip invoice numbers may start with IN-123. For this enter voucher prefix as IN-

Voucher Name:

This is the name of the voucher that you gave while creating voucher types in tally.

Godown Name:

If you're maintaining FBA inventory mention the FBA godown name here else type Main Location for every voucher type.

Also, Create alias for each stock item with the SKU as per listing in the marketplace. You can have multiple alias for the same item. So if you've given different SKU in different marketplaces that will not create any problem.

Above steps are need to be done only ONCE and there should not be any spelling error else file will not get imported unless that error is fixed.

If you need any assistance feel free to contact us on 9870090909. Will be happy to help you.