

List of T-CAAT Pro Functions with Tool Tips/Brief Descriptions

No.	Panel	Menu	Function	Tool Tips/Brief Descriptions	Type
1	Open		Tally	Opens Tally software for performing T-CAAT functions.	F
3	Profile Info		General	Displays General & Statutory information such as: Company Info, Tally Features enabled, Security Features, System Info & License Info; Statutory, GST and other Compliance Info with option to display specific fields as specified by user.	F
4	Profile Info		Master	Displays master info from Tally for accounting, inventory, cost centre, compliances, payroll & GST with option to display specific fields as specified by user.	F
5	Profile Info		Company	Add or edit information about Company to be used for printing.	F
7	Transactions		Daybook	Displays Daybook transactions for all/ specific ledgers as per conditions with option to save as XML/Read XML of daybook and extract month-wise summary.	F
8	Transactions		Bill-wise	Displays Bill-wise transactions for all/ specific ledgers as per conditions and/ or month-wise.	F
9	Transactions		Ledger-wise	Displays voucher transactions for all/ specific ledgers as per conditions and/ or month-wise. Enables extract from Tally to MS Excel all the transaction details for specified period with grand total, corresponding ledger names displayed in multiple columns.	F
10	Transactions		Cash&Bank	Displays Cash or Bank or Cash & Bank transactions as selected for active/selected period.	F
12	Trial Balance		Closing Bal	Displays ledger-wise closing Trial Balance, with Parent, Primary Group, This Year Balance, Previous Year Balance, etc.	F
13	Trial Balance		Group-wise	Displays group-wise Trial Balance.	F
14	Trial Balance		Ledger-wise	Displays ledger-wise Trial Balance.	F
15	Trial Balance		Ledgers&Groups	Displays Trial Balance (for Active Fin. Year or Custom Period), summary of transactions as per ledger with related groups with options to select OB, CB, Transactions, etc and option to save as XML and read saved XML TB file as Excel.	F
16	Trial Balance		Period-wise	Displays group/ ledger wise Trial Balance (for Active Fin. Year or Custom Period) with options for breakup for yearly, half-yearly, quarterly and monthly.	F

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17	Trial Balance		Consolidate	Displays Trial balance (for Active Fin. Year or Custom Period) for selected companies with ledgers, groups, ledgers & groups (Opening Balances, Transactions, Closing balances) with option to append or consolidate.	F
19	Inventory		Transactions	Displays inventory related transactions for all/ specific ledgers as per conditions and/ or month-wise.	F
20	Inventory		Stock Summary	Displays item/ group-wise Stock Summary based on selected options.	F
22	Inventory	Stock Items	Item Configuration	Displays item-wise stock information from the Inventory Master.	F
23	Inventory	Stock Items	Inventory Balances	Displays group-wise Pricing Configuration & Inventory Balances from the Inventory Master.	F
24	Inventory	Stock Items	Category Analysis	Displays category-wise Inventory Analysis from the Inventory Master.	F
25	Inventory	Stock Items	Group Summary	Displays group-wise information of inventory from the Inventory Master.	F
26	Inventory	Stock Items	Stock Item Details	Displays item-wise list of inventory items from Inventory Master with HSN/GST details as applicable.	F
27	Inventory	Stock Items	Stock Item List	Displays item-wise list of inventory items from Inventory Master.	F
28	Inventory	Stock Items	Stock Group Details	Displays item-wise list of inventory items as per Stock Groups from Inventory Master with HSN/GST details as applicable.	F
29	Inventory		Godowns	Displays list of godowns from the Inventory Master.	F
31	Cost Centre		Transactions	Displays cost centre related transactions from the daybook.	F
33	Cost Centre	Breakup	Cost Centre	Displays Cost Centre Break-up summary from the Cost Centre Master.	F
34	Cost Centre	Breakup	Ledger Cost	Displays Ledger Cost Break-up summary from the Cost Centre Master.	F
35	Cost Centre	Breakup	Category Summary	Displays the Cost Category Summary Breakup report from the Cost Centre Master.	F
36	Cost Centre		Category	Displays the Cost Category report from the Cost Centre Master.	F
38	Sales Registers		Vouchers	Displays Sales vouchers in detailed or summary format.	F
39	Sales Registers		Ledgers	Displays Sales Ledgers for selected ledgers as per ledger format in single or separate worksheets.	F
40	Sales Registers		Extract	Displays extract of Sales vouchers in detailed or summary format.	F
41	Sales Registers		Columnar	Displays Sales Register in columnar format with the selected options.	F
43	Purchase Registers		Vouchers	Displays Purchase vouchers in detailed or summary format.	F
44	Purchase Registers		Ledgers	Displays Purchase Ledgers for selected ledgers as per ledger format in single/separate worksheets.	F
45	Purchase Registers		Extract	Displays extract of Purchase vouchers in detailed or summary format.	F

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46	Purchase Registers		Columnar	Displays Purchase Register in columnar format with the selected options.	F
48	Journal Registers		Vouchers	Displays Journal vouchers in detailed or summary format.	F
49	Journal Registers		Extract	Displays extract of Journal vouchers in detailed or summary format.	F
50	Journal Registers		Columnar	Displays Journal in columnar format with the selected options.	F
51	Tools		Search & Run	Shortcut for search and run specific function.	F