

We'll cover various scenarios including purchases, sales, and tax payments. Here's a step-by-step guide:

Scenario 1: Purchase Transaction (Intra-State)

1. Navigate to Purchase Voucher:
 - Go to "Accounting Vouchers" in the Gateway of Tally.
 - Select the "Purchase Voucher" option.
2. Enter Voucher Date:
 - Specify the date of the purchase transaction.
3. Select Supplier's Ledger:
 - Choose the ledger account of the supplier/vendor.
4. Select Purchase Ledger:
 - Choose the appropriate purchase ledger configured for intra-state purchases.
5. Specify Quantity and Rate:
 - Enter the quantity and rate of the purchased item.
6. GST Details:
 - Select CGST and SGST/UTGST tax ledgers.
 - Enter the tax amounts or let Tally Prime calculate them.
7. Save the Voucher:
 - Review and save the voucher.

Scenario 2: Sales Transaction (Intra-State)

1. Navigate to Sales Voucher:
 - Go to "Accounting Vouchers" in the Gateway of Tally.
 - Select the "Sales Voucher" option.
2. Enter Voucher Date:
 - Specify the date of the sales transaction.
3. Select Customer's Ledger:
 - Choose the ledger account of the customer.
4. Select Sales Ledger:
 - Choose the appropriate sales ledger configured for intra-state sales.
5. Specify Quantity and Rate:
 - Enter the quantity and rate of the sold item.
6. GST Details:
 - Select CGST and SGST/UTGST tax ledgers.
 - Enter the tax amounts or let Tally Prime calculate them.
7. Save the Voucher:
 - Review and save the voucher.

Scenario 3: Payment of GST Liability

1. Navigate to Payment Voucher:
 - Go to "Accounting Vouchers" in the Gateway of Tally.
 - Select the "Payment Voucher" option.
2. Enter Voucher Date:
 - Specify the date of the payment transaction.
3. Select GST Payable Ledger:
 - Choose the GST payable ledger.
4. Enter Payment Amount:
 - Enter the total amount payable for GST (CGST + SGST/UTGST).
5. Save the Voucher:
 - Review and save the voucher.

Key Points to Remember:

- Ensure accurate selection of tax ledgers and calculation of tax amounts.
- Verify the correctness of voucher entries before saving to avoid errors.
- Regularly reconcile GST transactions and payments to maintain compliance.

By following these steps, you can practice comprehensive GST entries in Tally Prime.