

REMEDY⁺ 8 - Year Closing Procedure

Remedy + follows A/c. year system from 1st April to 31st March. There are some procedures before making transactions in a new A/c. year. **1.** The new A/c. year has to be opened. **2.** The previous year's Stock and A/c. balances are to be carried forward to the new accounting year.

Remedy + provides smooth methods to do all the steps without any technical assistance. The steps follow.

You must take a Data Backup before doing the year closing procedure

Year Closing	Tools → Year Closing Go to Tools menu and click on Year Closing. A message will appear saying – <i>“This process will close the current A/c Year and open next A/c Year. Click on “OK” Button. Then a message will appear which prompts “Next A/c Year successfully opened”</i>
Transfer A/c Balances	Tools → Transfer A/c Balances Go to Tools menu and click on Transfer A/c Balances. A message will appear saying – <i>“This process will transfer A/c balances to the next a/c year”</i> . Click on “OK” Button. On successful transfer a message will appear <i>“Process Completed”</i> .
Transfer Product Balances	Tools → Transfer Product Balance Go to Tools menu and click on Transfer Product Balances. Click on “All”. Then a message prompts the process – <i>“This will transfer current year's stock to the next year and will affect the next years Op. stock”</i> . Click Yes to proceed. After transfer <i>“Process Completed”</i> will appear.

After these three processes, close and reopen Remedy+. Now entries can be made to the new accounting year as usual.

Also we are proud to announce that the new version Remedy+i9 has been released with its unique features to enhance your business. Make a call and upgrade your *Remedy* soon for Rs. 2750/- only.

Thanking You,

Remedy+ Development Team
Generations Data Systems

We once again remind & insist you to take proper back-ups of data using any one of the different backup options in Remedy+. If you have a network then you can take node back-up easily. Kindly take node backups at least 3 or 4 times a day. Visit our website <http://www.remedyonline.in>.

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