

# EVENTS IN RETROSPECT

| Day & Date   | Committee  | Program Name                  | Moderator / Speaker   | Attendance / Views |
|--|--|-------------------------------|---|--------------------|
| 15th April, 2024, Monday to 24th April 2024, Wednesday | Publication, Representation & Training Committee | Office Automation Course 2024 | CA Kunjesh Shah, CA Karan Shah, CA Umang Soni, CA Maitri Chheda & CA Henik Shah | 173+ participants  |

**Bank Statement**

- Two types of Transactions – Withdrawals and Deposits
- Withdrawals -> Payments; Deposits -> Receipts
- Withdrawal Entry

| Slr | Date   | Dr/Cr | Particulars | Debit | Credit | Ledger        |
|-----|--------|-------|-------------|-------|--------|---------------|
| 1   | 1/4/24 | Dr    | Suspense    | 1000  |        | Top Ledger    |
|     |        | Cr    | XYZ Bank    |       | 1000   | Bottom Ledger |

**3. Problem Statement**

- Customer Reminders: Sending reminders manually every week takes a lot of time and can lead to delays. These delays can slow down the collection of payments and negatively impact the company's financial health.
- Managerial Reports: Managers need clear and useful reports to effectively monitor payments. Making these reports by hand, especially data summaries like pivot tables, is hard work and often leads to mistakes.
- Ownership Oversight: Business owners need a simple, one-stop dashboard that shows them important financial numbers to help make quick decisions.

**4. Solution Outline Summary**

Our focus will be on automating:

- The pulling of data from accounting software.
- The creation of personalized reports from this data.
- The distribution of these reports to the right people.

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|------------------------------------|-----------------------------------|--|---------------------|--------------------|
| 27th April, 2024, to 7th May 2024, | Membership & Recreation Committee | International picnic to Azerbaijan and Georgia | NA                  | 34+ participants   |

