

Inventory Features in Tally (F2: Inventory)

Inventory Features in Tally ERP 9

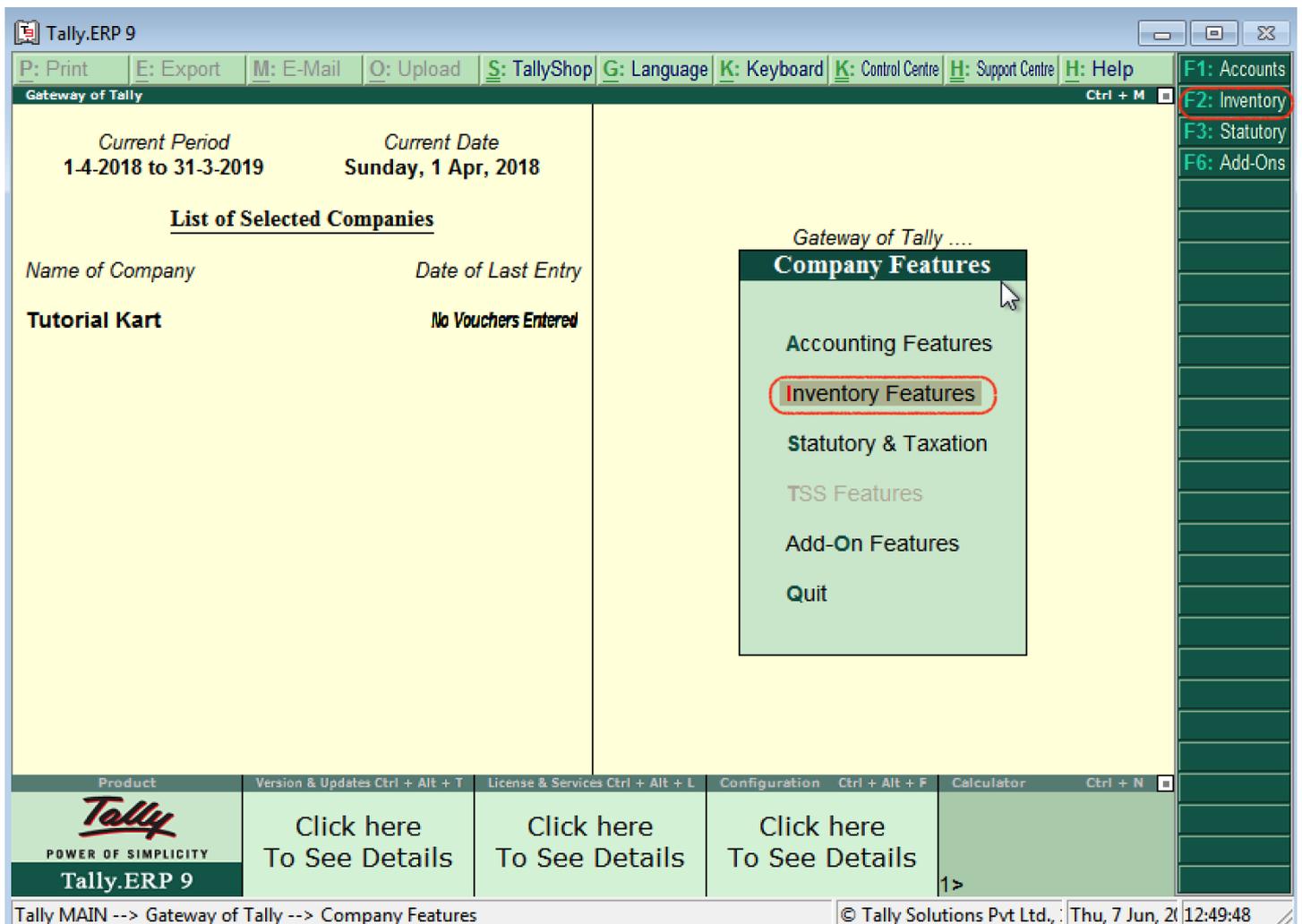
Inventory features in [Tally](#) consists configurations / functions related to inventory transactions and reports.

Inventory features in tally are furthered sub-divided into 7 functions, such as

1. General
2. Storage and Classification
3. Order processing
4. Invoicing
5. Purchase Management
6. Sales Management
7. Other features

How to start inventory features in Tally ERP 9

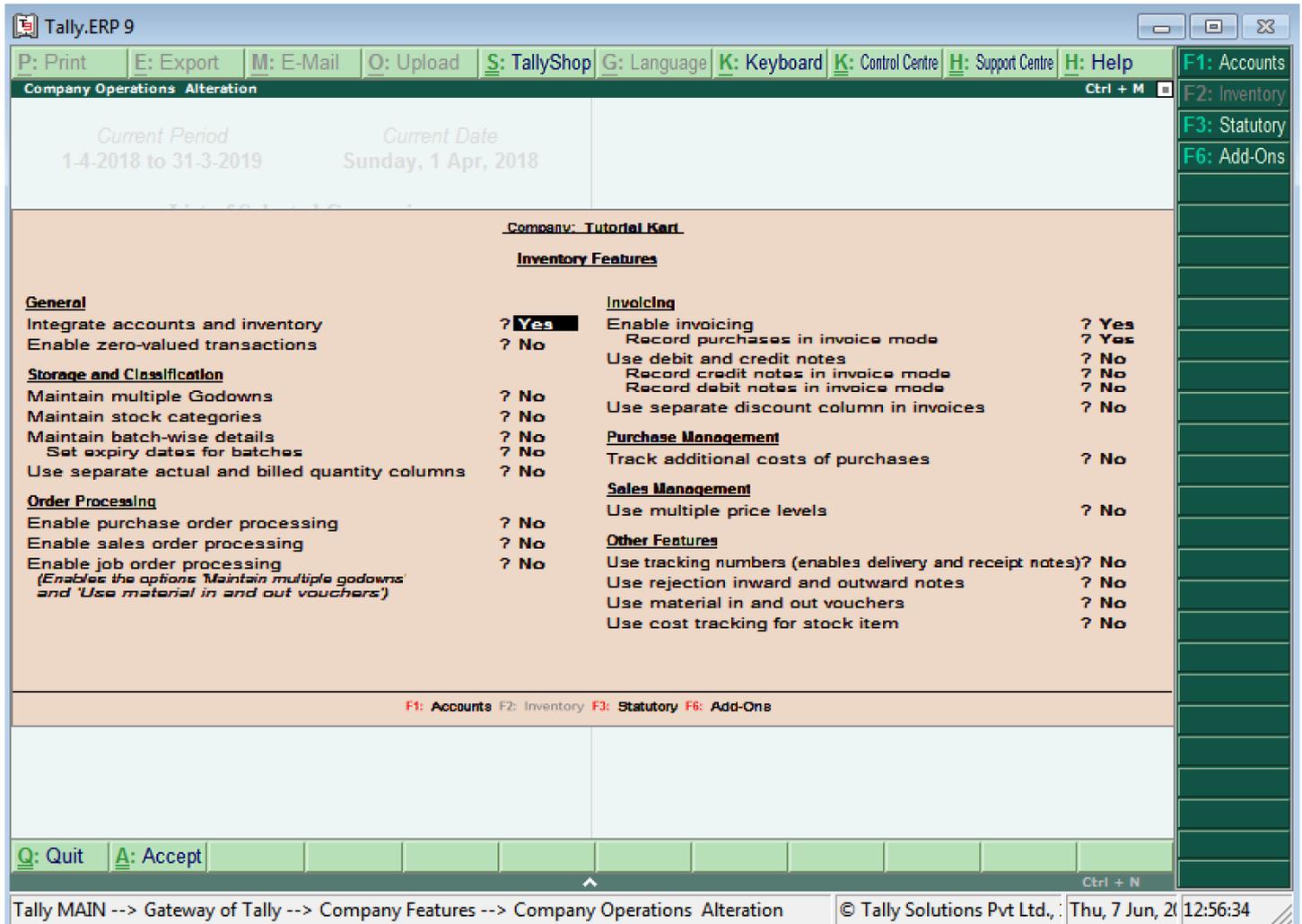
- Path: Tally Main → Gateway of Tally → F11: Features → Company Features → Inventory Features or click on F2: Inventory.



The screenshot shows the Tally.ERP 9 Gateway of Tally interface. The top menu bar includes options like Print, Export, E-Mail, Upload, TallyShop, Language, Keyboard, Control Centre, Support Centre, and Help. The main area displays the current period (1.4.2018 to 31.3.2019) and current date (Sunday, 1 Apr, 2018). A table titled 'List of Selected Companies' shows 'Tutorial Kart' with 'No Vouchers Entered'. A 'Company Features' menu is open, listing Accounting Features, Inventory Features (highlighted with a red circle), Statutory & Taxation, TSS Features, Add-On Features, and Quit. The right sidebar shows function keys F1 through F6, with F2: Inventory also highlighted. The bottom status bar shows the current path: Tally MAIN --> Gateway of Tally --> Company Features.

How to enable inventory features in Tally ERP 9

By using inventory features, you enable or disable the options for day to day business transactions. The following screen displays after executing the inventory features.



On company alteration screen, update the following details

General

- Integrate accounts and inventory: Choose this option as Yes to include stock or inventory balances in inventory records.
- Enable zero value transactions: Choose this options as Yes to allow the zero value transactions.

Storage and classification

- Maintain multiple godowns: Enable this option if you have more than one storage location and godowns for storing the materials.
- Maintain stock categories: Enable this to define or maintain stock categories
- Maintain batch wise details: Enable this option to maintain batch wise details for stock items
 - Set expiry dates for batches : Enable this option for maintaining expire dates for batches
- Use separate actual and billed quantity columns

Order Processing

- Enable purchase order processing : Enable this option to define purchase orders

- Enable sales order processing: Enable this option to define sales orders
- Enable job order processing: Enable this option to define job orders.

Invoicing

- Enable Invoicing:
 - Record purchases in invoice mode
- Use debit and credit notes
 - Record credit notes in invoice mode
 - Record debit notes in invoice mode
- Use separate discount column in invoices

Purchase Management

- Track additional costs of purchases

Sales management

- Use multiple price levels

Other Features

- Use tracking numbers (enables delivery and receipt notes)
- Use rejection inward and outward notes
- Use material in and out vouchers
- Use cost tracking for stock item

After enabled or disabled the features, choose **A: Accept** or press **ctrl+ A** to save the details.

Learn Tally

↳ [Tally Tutorial](#)

↳ [What is Tally](#)

Tally Basics

↳ [Tally - Download & Install Tally.ERP 9](#)

↳ [Tally - How to Start Tally.ERP 9](#)

↳ [Tally - Screen Components](#)

↳ [Tally - F12: Configurations](#)

↳ [Tally - Accounting Features](#)

↳ [Tally - Inventory Features](#)

↳ [Tally - Statutory & Taxation](#)

Creating Accounting Masters

↳ Tally - Create Company

↳ Tally - Alter/ Delete / Shut Company

↳ Tally - Groups

↳ Tally - Create Groups

↳ Tally - Create Single Ledger

↳ Tally - Create Multiple Ledger

↳ Tally - Create Single Cost Center

Creating Inventory Masters

↳ Tally - What is Stock group

↳ Tally - Create single stock group

↳ Tally - Create multiple stock groups

↳ Tally - Stock Categories

↳ Tally - Create Godowns /Locations

↳ Tally - Create Unit of Measures

↳ Tally - Create Stock items

GST In Tally

↳ Tally - Enable GST in Tally.ERP 9

Payroll in Tally

↳ Tally - Payroll Configurations

↳ Tally - Enable Payroll

↳ Tally - Enable Payroll Statutory

↳ Tally - Define employee category

↳ Tally - Define employee Groups

↳ Tally - Create Employees Master Data

↳ Tally - Create Simple Payroll Units

↳ Tally - Create Compound Payroll Units