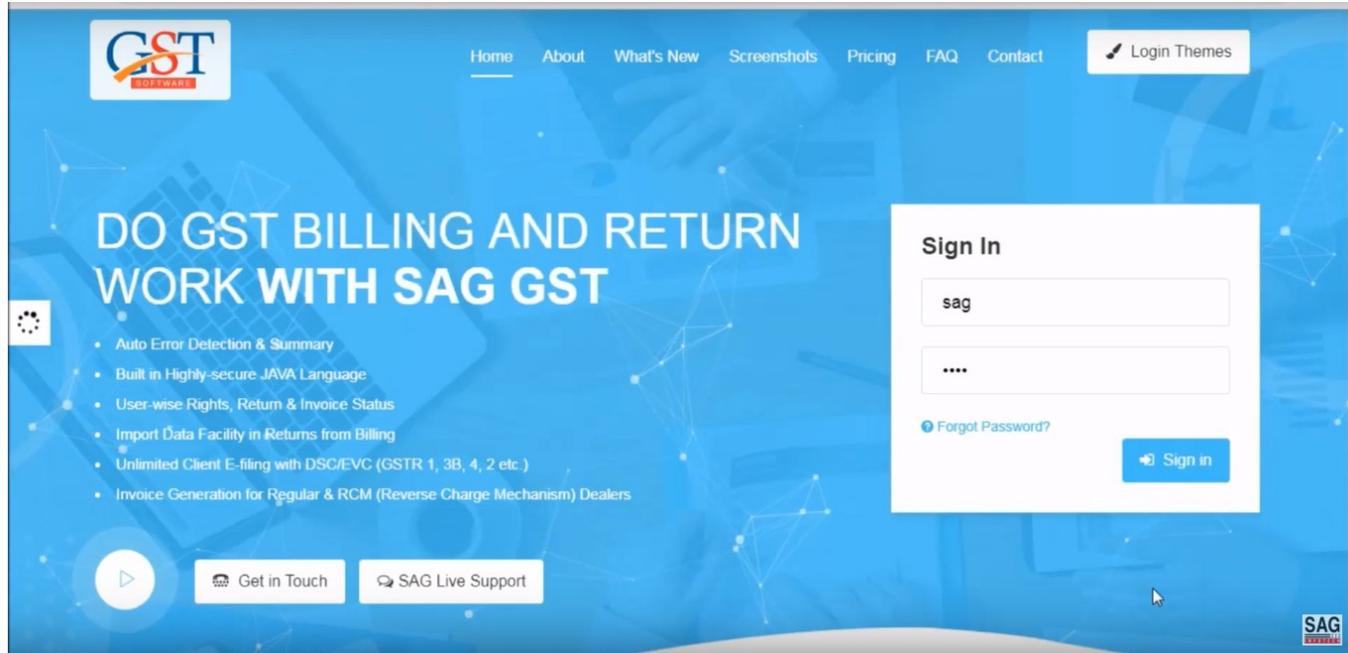




# Multiple Ledger Maintenance

# STEP 1



The screenshot shows the homepage of SAG GST Software. The header includes a navigation menu with links for Home, About, What's New, Screenshots, Pricing, FAQ, and Contact, along with a 'Login Themes' button. The main content area features a large heading 'DO GST BILLING AND RETURN WORK WITH SAG GST' and a list of features: Auto Error Detection & Summary, Built in Highly-secure JAVA Language, User-wise Rights, Return & Invoice Status, Import Data Facility in Returns from Billing, Unlimited Client E-filing with DSC/EVC (GSTR 1, 3B, 4, 2 etc.), and Invoice Generation for Regular & RCM (Reverse Charge Mechanism) Dealers. A 'Sign In' form is overlaid on the right, containing a username field with 'sag', a password field with masked characters, a 'Forgot Password?' link, and a 'Sign in' button. At the bottom, there are buttons for 'Get in Touch' and 'SAG Live Support', and a 'SAG SOFTWARE' logo in the bottom right corner.

First you have to sign-in to use ledger option

# STEP 2

The screenshot displays the SAG GEN GST software interface. On the left, a dark sidebar menu lists various options, with 'Ledger' expanded to show 'Electronic Cash Ledger', 'Electronic Credit Ledger', and 'Electronic Liability Ledger'. A mouse cursor is positioned over 'Electronic Cash Ledger'. The main area shows a dashboard with filters for Year (2018-2019), Period (All), and Month (Novembe). Below the filters, there are sections for 'Return Statement' and 'Bill Statement', each with 'Total Sale' and 'Total Purchase' values of 0.00. At the bottom, there are sections for 'Ledger Statement' and 'E Way Bill Statement'. The SAG GEN GST logo is visible in the bottom right corner.

After sign-in, click on Ledger option and select electronic cash ledger option.

# STEP 3

The screenshot displays the SAG GEN GST software interface. The top navigation bar includes 'Dashboard', 'Important dates', 'SAG Live Support', 'Help', 'New Update', and a user profile 'sag'. The sidebar menu on the left lists various modules: Master, Client, Bills, Registration, Return, Input Tax Credit, Transaction, Payment, DSC Registration, User, Template Setup, Ledger, E Way Bill, and IT Return. The 'Ledger' module is expanded, showing 'Electronic Cash Ledger', 'Electronic Credit Ledger', and 'Electronic Liability Ledger'. The 'Electronic Cash Ledger' tab is selected, and the 'Client' dropdown is set to '2017-2018'. The main data table is as follows:

S.No.	Client Name	GST No.	Branch Name	Status	Date	Remark
1	ABC LTD	08AGMPG0450A1ZZ		Proprietorship		
2	COMPOSITION	08ACIPS4159C1ZH		Proprietorship		
3	XYZ LTD	08AAOCS2362J1ZY		Private Limited Company		

At the bottom of the interface, there is a pagination bar showing 'No of Record(s) 3', 'Page Wise' dropdown, 'Columns' dropdown, and several icons for data manipulation. The SAG GEN GST logo is visible in the bottom right corner.

After clicking on an electronic cash ledger tab, now select the client and click on electronic cash ledger option.

# STEP 4

The screenshot displays the SAG GEN GST software interface. The top navigation bar includes 'Dashboard', 'Important dates', 'SAG Live Support', 'Help', 'New Update', and a user profile icon labeled 'sag'. The left sidebar contains a menu with categories: Master, Client, Bills, Registration, Return, Input Tax Credit, Transaction, Payment, DSC Registration, User, Template Setup, Ledger, E Way Bill, and IT Return. The 'Ledger' category is expanded, showing 'Electronic Cash Ledger', 'Electronic Credit Ledger', and 'Electronic Liability Ledger'. The main content area is titled 'Electronic Cash Ledger' and features a 'Year' dropdown menu set to '2017-2018'. A yellow button labeled 'Get Data From Portal' is positioned to the right of the dropdown. Below the button, a red message reads 'No Recorded Transaction for the selected period'. At the bottom left, the text 'Last Downloaded Date :' is visible. The SAG GEN GST logo is located in the bottom right corner.

After that click on get data from portal option, you can directly view the details that are entered in the portal.

# STEP 5

The screenshot displays the 'SAG GEN GST' interface for the 'Electronic Cash Ledger'. The top navigation bar includes 'Dashboard', 'Important dates', 'SAG Live Support', 'Help', 'New Update', and a user profile 'sag'. The left sidebar lists various menu items such as Master, Client, Bills, Registration, Return, Input Tax Credit, Transaction, Payment, DSC Registration, User, Template Setup, Ledger, E Way Bill, and IT Return. The main content area shows a table of transactions for the year 2017-2018, with filters for 'From' (01/07/2017) and 'To' (31/03/2018). The table has 19 rows of data, including opening and closing balances, amount deposited, and reverse charges. The bottom of the interface shows 'No of Record(s) 44', 'Page Wise' dropdown, 'Columns' button, and a 'Last Downloaded Date : 21/12/2018'.

S.No.	Date of Deposit/Debit	Time of Deposit	Reference No.	Tax Period(if Applicable)	Description	Transaction Type(Debit/Cr)	IGST
1				-	Opening Balance		
2	19/08/2017	17:14:03	5007633575	-	Amount deposited	Credit	11
3					Closing Balance		11
4	20/08/2017		DC0808170019378	072017	Other than reverse charge	Debit	11
5					Closing Balance		
6	20/08/2017		DC0808170019378	072017	Reverse charge	Debit	
7					Closing Balance		
8	13/09/2017	13:13:29	5007985636	-	Amount deposited	Credit	13
9					Closing Balance		13
10	13/09/2017		DC0809170007249	082017	Other than reverse charge	Debit	13
11					Closing Balance		
12	13/09/2017		DC0809170007249	082017	Reverse charge	Debit	
13					Closing Balance		
14	27/09/2017	12:47:33	5008209660	-	Amount deposited	Credit	
15					Closing Balance		
16	13/10/2017	12:01:43	5008465370	-	Amount deposited	Credit	11
17					Closing Balance		11
18	13/10/2017		DC0810170019013	092017	Other than reverse charge	Debit	11
19					Closing Balance		

You can view all the details date wise.

# STEP 6

**SAG GEN GST** Dashboard Important dates SAG Live Support Help New Update sag

Electronic Cash Ledger

Year 2017-2018 From 01/07/2017 To 31/03/2018 Search Get Data From Portal

Sl. No.	Tax Period(if Applicable)	Description	Transaction Type(Debit/Credit)	IGST	CGST	SGST	CESS	Total
	-	Opening Balance		0.00	0.00	0.00	0.00	0.00
3575	-	Amount deposited	Credit	1152434.00	75470.00	75470.00	0.00	1303374.00
		Closing Balance		1152434.00	75470.00	75470.00	0.00	1303374.00
019378	072017	Other than reverse charge	Debit	1152434.00	57605.00	57605.00	0.00	1267644.00
		Closing Balance		0.00	17865.00	17865.00	0.00	35730.00
019378	072017	Reverse charge	Debit	0.00	17865.00	17865.00	0.00	35730.00
		Closing Balance		0.00	0.00	0.00	0.00	0.00
5636	-	Amount deposited	Credit	1347091.00	83026.00	83026.00	0.00	1513143.00
		Closing Balance		1347091.00	83026.00	83026.00	0.00	1513143.00
0007249	082017	Other than reverse charge	Debit	1347091.00	81122.00	81122.00	0.00	1509335.00
		Closing Balance		0.00	1904.00	1904.00	0.00	3808.00
0007249	082017	Reverse charge	Debit	0.00	1904.00	1904.00	0.00	3808.00
		Closing Balance		0.00	0.00	0.00	0.00	0.00
9660	-	Amount deposited	Credit	5000.00	0.00	0.00	0.00	5000.00
		Closing Balance		5000.00	0.00	0.00	0.00	5000.00
5370	-	Amount deposited	Credit	1112809.00	47067.00	47067.00	0.00	1206943.00
		Closing Balance		1112809.00	47067.00	47067.00	0.00	1211943.00
019013	092017	Other than reverse charge	Debit	1112809.00	42567.00	42567.00	0.00	1202943.00
		Closing Balance		0.00	4500.00	4500.00	0.00	9000.00

No of Record(s) 44 Page Wise Columns Page Wise Export

Last Downloaded Date : 21/12/2018 SAG GEN GST

Below there is an option which you can use to export the details page wise in excel or you can export as a PDF

# STEP 7

**SAG GEN GST** Dashboard Important dates SAG Live Support Help New Update sag

Electronic Cash Ledger

Year: 2017-2018 From: 01/07/2017 To: 31/03/2018 Search Get Data From Portal

e No.	Tax Period(if Applicable)	Description	Transaction Type(Debit/Credit)	IGST	CGST	SGST	CS
	-	Opening Balance		0.00	0.00	0.00	
3575	-	Amount deposited	Credit	1152434.00	75470.00	75470.00	
		Closing Balance		1152434.00	75470.00	75470.00	
0019378	072017	Other than reverse charge	Debit	1152434.00	57605.00	57605.00	
		Closing Balance		0.00	17865.00	17865.00	
0019378	072017	Reverse charge	Debit	0.00	17865.00	17865.00	
		Closing Balance		0.00	0.00	0.00	
3636	-	Amount deposited	Credit	1347091.00	83026.00	83026.00	
		Closing Balance		1347091.00	83026.00	83026.00	
0007249	082017	Other than reverse charge	Debit	1347091.00	81122.00	81122.00	
		Closing Balance		0.00	1904.00	1904.00	
0007249	082017	Reverse charge	Debit	0.00	1904.00	1904.00	
		Closing Balance		0.00	0.00	0.00	
3660	-	Amount deposited	Credit	5000.00	0.00	0.00	
		Closing Balance		5000.00	0.00	0.00	
5370	-	Amount deposited	Credit	1112809.00	47067.00	47067.00	
		Closing Balance		1117809.00	47067.00	47067.00	
0019013	092017	Other than reverse charge	Debit	1117809.00	42567.00	42567.00	
		Closing Balance		0.00	4500.00	4500.00	

No of Record(s) 44 Page Wise Columns

Last Downloaded Date : 21/12/2018

**SAG GEN GST**

Next click on 'Electronic Credit Ledger' option.

# STEP 8

The screenshot displays the SAG GEN GST software interface. The top navigation bar includes 'Dashboard', 'Important dates', 'SAG Live Support', 'Help', 'New Update', and a user profile icon labeled 'sag'. The left sidebar contains a menu with options: Master, Client, Bills, Registration, Return, Input Tax Credit, Transaction, Payment, DSC Registration, User, Template Setup, Ledger (with sub-options: Electronic Cash Ledger, Electronic Credit Ledger, Electronic Liability Ledger), E Way Bill, and IT Return. The main content area shows the 'Client' section with a dropdown menu for 'Year' set to '2017-2018'. Below this is a table with the following data:

S.No.	Client Name	GST No.	Branch Name	Status	Date	Remark
1	ABC LTD	08AGMPG0450A1ZZ		Proprietorship		
2	COMPOSITION	08ACIPS4159C1ZH		Proprietorship		
3	XYZ LTD	08AAOCS2362J1ZY		Private Limited Company		

At the bottom of the interface, there is a status bar showing 'No of Record(s) 3', 'Page Wise' dropdown, 'Columns' dropdown, and several icons. The SAG GEN GST logo is visible in the bottom right corner.

After that select the year or a client and click on electronic credit ledger option.

# STEP 9

The screenshot displays the SAG GEN GST software interface. On the left is a dark sidebar menu with various options: Master, Client, Bills, Registration, Return, Input Tax Credit, Transaction, Payment, DSC Registration, User, Template Setup, Ledger (with sub-options: Electronic Cash Ledger, Electronic Credit Ledger, Electronic Liability Ledger), E Way Bill, and IT Return. The main content area is titled 'Electronic Credit Ledger' and features a dropdown menu for 'Year' set to '2017-2018'. A yellow button labeled 'Get Data from Portal' is highlighted with a mouse cursor. Below this, a red message reads 'No Recorded Transaction for the selected period'. The top navigation bar includes 'Dashboard', 'Important dates', 'SAG Live Support', 'Help', 'New Update', and a user profile icon labeled 'sag'. The bottom right corner shows the 'SAG GEN GST' logo.

After clicking on electronic credit ledger option, click on get data from portal option.

# STEP 10

The screenshot displays the 'SAG GEN GST' Electronic Credit Ledger. The interface includes a search bar, filters for Year (2017-2018), From (01/07/2017), and To (31/03/2018) dates, and a 'Get Data From Portal' button. The table below shows transaction details with columns for e No., Tax Period, Description, Transaction Type, IGST, CGST, SGST, CESS, and Total. The table is sorted by Total in descending order. At the bottom, there are options for 'Page Wise' and 'Columns', and a 'Page Wise Export' button.

e No.	Tax Period(if Applicable)	Description	Transaction Type(Debit/Credit)	IGST	CGST	SGST	CESS	Total
	-	Opening Balance		0.00	0.00	0.00	0.00	0.00
471532	072017	ITC accrued through - Inputs	Credit	103255.00	57275.00	57275.00	0.00	217805.00
		Closing Balance		103255.00	57275.00	57275.00	0.00	217805.00
864060	082017	ITC accrued through - Inputs	Credit	28113.00	18439.00	18439.00	0.00	64991.00
		Closing Balance		131368.00	75714.00	75714.00	0.00	282796.00
41656R	072017	Transitional Cenvat Credit/ VAT ...	Credit	0.00	427112.00	414437.00	0.00	841549.00
		Closing Balance		131368.00	502826.00	490151.00	0.00	1124345.00
30845S	092017	ITC accrued through - Inputs	Credit	14709.00	18544.00	18544.00	0.00	51797.00
		Closing Balance		146077.00	521370.00	508695.00	0.00	1176142.00
11038N	102017	ITC accrued through - Inputs	Credit	21863.00	32472.00	32472.00	0.00	86807.00
		Closing Balance		167940.00	553842.00	541167.00	0.00	1262949.00
57104H	112017	ITC accrued through - Inputs	Credit	14719.00	22139.00	22139.00	0.00	58997.00
		Closing Balance		182659.00	575981.00	563306.00	0.00	1321946.00
52071L	122017	ITC accrued through - Inputs	Credit	16064.00	17026.00	17026.00	0.00	50116.00
		Closing Balance		198723.00	593007.00	580332.00	0.00	1372062.00
15	122017	Reversal of GSTR3B	Debit	16064.00	17026.00	17026.00	0.00	50116.00
		Closing Balance		182659.00	575981.00	563306.00	0.00	1321946.00
53063H	122017	ITC accrued through - Inputs	Credit	16064.00	17026.00	17026.00	0.00	50116.00
		Closing Balance		198723.00	593007.00	580332.00	0.00	1372062.00

Now, you can check your details year wise and export detail in excel or pdf by clicking below page wise and export as a pdf option

# STEP 11

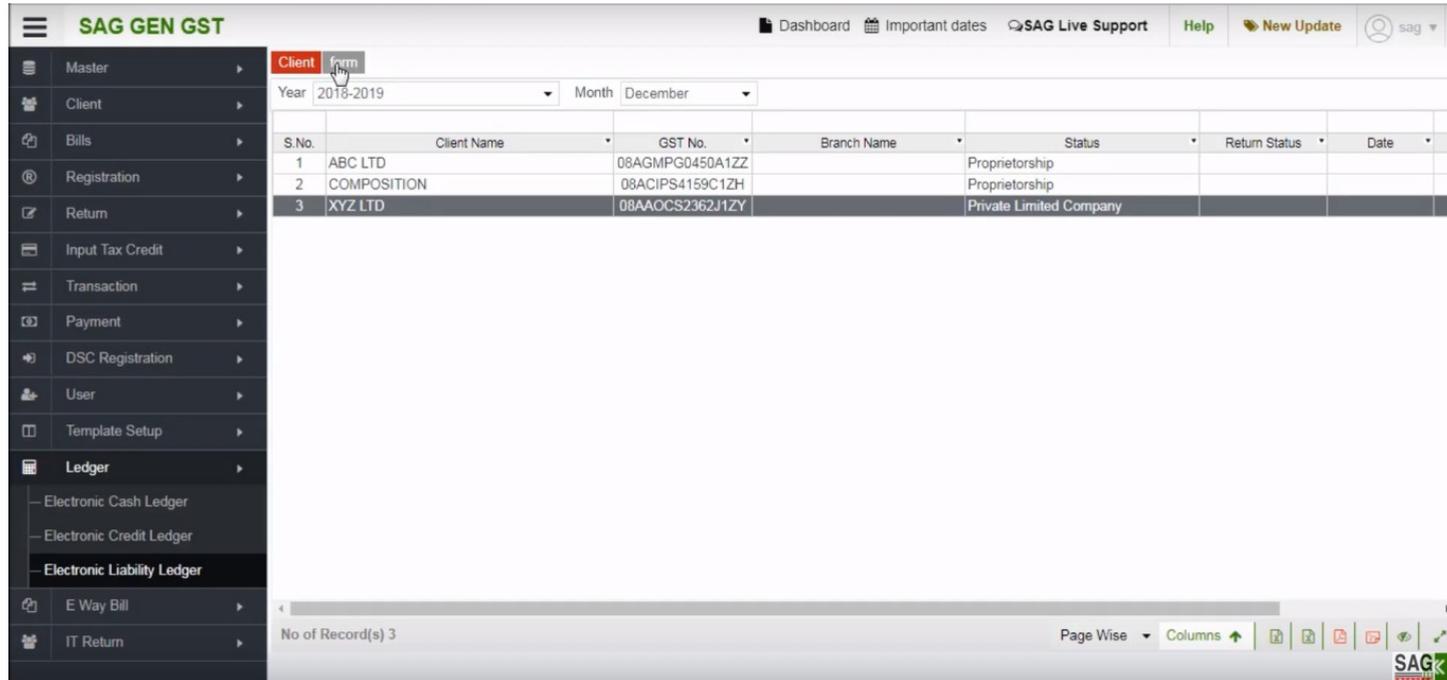
The screenshot displays the SAG GEN GST software interface. The top navigation bar includes 'Dashboard', 'Important dates', 'SAG Live Support', 'Help', 'New Update', and a user profile 'sag'. The sidebar menu on the left lists various options: Master, Client, Bills, Registration, Return, Input Tax Credit, Transaction, Payment, DSC Registration, User, Template Setup, Ledger, E Way Bill, and IT Return. The 'Ledger' section is expanded, and 'Electronic Liability Ledger' is selected. The main area shows the 'Electronic Credit Ledger' screen with a search bar and a data table.

e No.	Tax Period(if Applicable)	Description	Transaction Type(Debit/Cr...	IGST	CGST	SGST	CE
		Opening Balance		0.00	0.00	0.00	
471532	072017	ITC accrued through - Inputs	Credit	103255.00	57275.00	57275.00	
		Closing Balance		103255.00	57275.00	57275.00	
86406O	082017	ITC accrued through - Inputs	Credit	28113.00	18439.00	18439.00	
		Closing Balance		131368.00	75714.00	75714.00	
41656R	072017	Transitional Cervat Credit/ VAT...	Credit	0.00	427112.00	414437.00	
		Closing Balance		131368.00	502826.00	490151.00	
30845S	092017	ITC accrued through - Inputs	Credit	14709.00	18544.00	18544.00	
		Closing Balance		146077.00	521370.00	508695.00	
11038N	102017	ITC accrued through - Inputs	Credit	21863.00	32472.00	32472.00	
		Closing Balance		167940.00	553842.00	541167.00	
57104H	112017	ITC accrued through - Inputs	Credit	14719.00	22139.00	22139.00	
		Closing Balance		182659.00	575981.00	563306.00	
52071L	122017	ITC accrued through - Inputs	Credit	16064.00	17026.00	17026.00	
		Closing Balance		198723.00	593007.00	580332.00	
15	122017	Reversal of GSTR3B	Debit	16064.00	17026.00	17026.00	
		Closing Balance		182659.00	575981.00	563306.00	
53063H	122017	ITC accrued through - Inputs	Credit	16064.00	17026.00	17026.00	
		Closing Balance		198723.00	593007.00	580332.00	

Page Wise Columns [Icons] Last Downloaded Date : 21/12/2018 SAG

Next click on 'Electronic Liability Ledger' option.

# STEP 12



The screenshot shows the SAG GEN GST software interface. The top navigation bar includes 'Client' and 'Form' options, both of which are highlighted. Below the navigation bar, there are filters for 'Year' (2018-2019) and 'Month' (December). The main content area displays a table with the following data:

S.No.	Client Name	GST No.	Branch Name	Status	Return Status	Date
1	ABC LTD	08AGMPGD450A1ZZ		Proprietorship		
2	COMPOSITION	08ACIPS4159C1ZH		Proprietorship		
3	XYZ LTD	08AAOCS2362J1ZY		Private Limited Company		

At the bottom of the interface, there is a status bar showing 'No of Record(s) 3', 'Page Wise' dropdown, 'Columns' dropdown, and a toolbar with various icons. The SAG GEN GST logo is visible in the bottom right corner.

After that select the client and click on 'form' option.

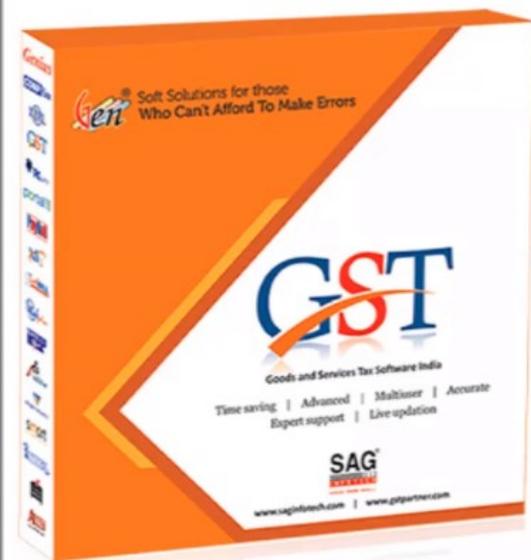
# STEP 13

The screenshot shows the SAG GEN GST web application interface. The top navigation bar includes 'Dashboard', 'Important dates', 'SAG Live Support', 'Help', 'New Update', and a user profile 'sag'. The left sidebar contains a menu with categories: Master, Client, Bills, Registration, Return, Input Tax Credit, Transaction, Payment, DSC Registration, User, Template Setup, Ledger (with sub-items: Electronic Cash Ledger, Electronic Credit Ledger, and Electronic Liability Ledger), E Way Bill, and IT Return. The main content area is titled 'Electronic Liability Ledger' and features filters for Year (2018-2019), Month (December), Clients (XYZ LTD), and GST No. (08AAOCS2362J1ZY). Below the filters is a table with columns: S.No., Date of Deposit/Debit, Time of Deposit, Reference No., Tax Period(if Applicable), Description, Transaction Type(Debit/Credit), and IGST. The table currently displays 'No of Record(s) 0'. At the bottom right, there is a 'Download' button and a 'SAG GEN GST' logo.

G

the details

# GEN GST SOFTWARE



- Gen GST Hosts Complete GSTR Forms i.e. 7, 8, 1, 3B, 4
- GST Annual & Audit Return Filing Forms
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