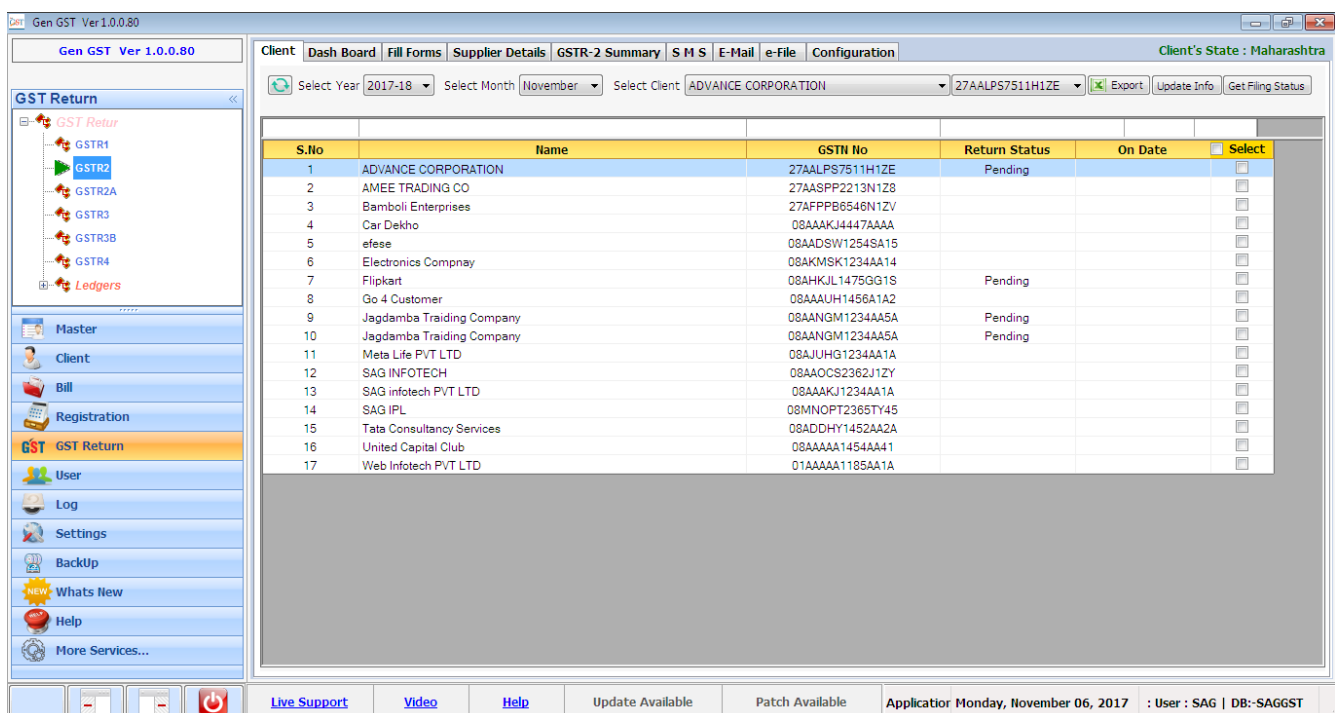


GST

SOFTWARE

GSTR-02

- Click on Returns and you will be reached at GST Return Page. This section shows sub menu list i.e. GSTR-01, GSTR-02, GSTR-03,GSTR-11, are presented.
- GSTR-2 contains details of all the purchases transactions of a registered dealer for a month. It will also include purchases on which reverse charge applies. The GSTR-2 filed by a registered dealer is used by the government to check with the sellers' GSTR-1 for buyer-seller reconciliation.
- Before Filling the GSTR-2 you have to generate the data from the GSTR-2A.
- Click on GSTR-02 a new page will be opened where Client, Dashboard, Fill Form, Supplier Details, Summary, SMS, Email tabs are Situated at the top of the Window. User has to First Select the client from Grid.



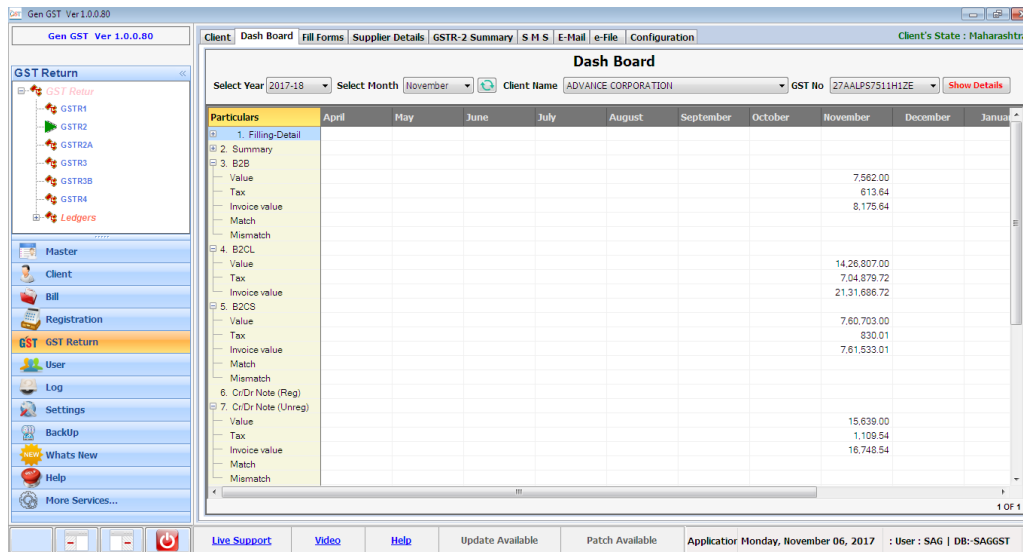
Client: **ADVANCE CORPORATION** | State: **Maharashtra**

Select Year: 2017-18 | Select Month: November | Select Client: ADVANCE CORPORATION | GSTIN: 27AALPS7511H1ZE

S.No	Name	GSTIN No	Return Status	On Date	Select
1	ADVANCE CORPORATION	27AALPS7511H1ZE	Pending		<input type="checkbox"/>
2	AMEE TRADING CO	27AASPP2213N1Z8			<input type="checkbox"/>
3	Bamboli Enterprises	27AFPPB6546N1ZV			<input type="checkbox"/>
4	Car Dekho	08AAAKJ4447AAA			<input type="checkbox"/>
5	efese	08AADSW1254SA15			<input type="checkbox"/>
6	Electronics Compnay	08AKMSK1234AA14			<input type="checkbox"/>
7	Flipkart	08AHKJL1475GG1S	Pending		<input type="checkbox"/>
8	Go 4 Customer	08AAAUH1456A1A2			<input type="checkbox"/>
9	Jagdamba Traiding Company	08AANGM1234AA5A	Pending		<input type="checkbox"/>
10	Jagdamba Traiding Company	08AANGM1234AA5A	Pending		<input type="checkbox"/>
11	Meta Life PVT LTD	08AJUHG1234AA1A			<input type="checkbox"/>
12	SAG INFOTECH	08AAOCS2362J1Z7			<input type="checkbox"/>
13	SAG infotech PVT LTD	08AAAKJ1234AA1A			<input type="checkbox"/>
14	SAG IPL	08MNOPT2365TY45			<input type="checkbox"/>
15	Tata Consultancy Services	08ADDHY1452AA2A			<input type="checkbox"/>
16	United Capital Club	08AAAAA1454AA41			<input type="checkbox"/>
17	Web Infotech PVT LTD	01AAAAA1185AA1A			<input type="checkbox"/>

Application: Monday, November 06, 2017 | User: SAG | DB: SAGGST

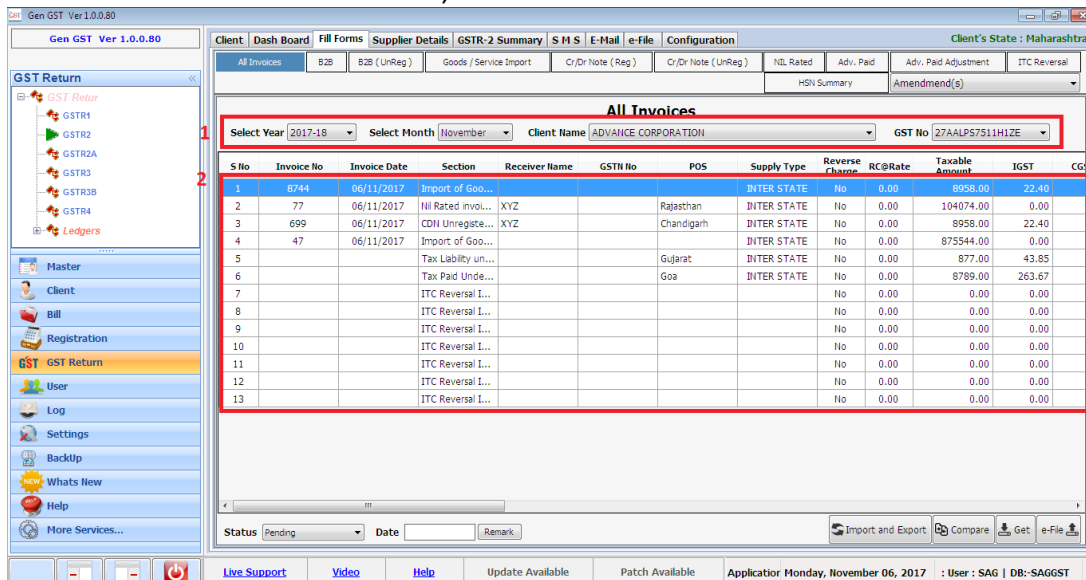
- Click on the **Dashboard** tab then Dashboard details will be opened, Where **Filling Detail**(Due date of filling, Extended Date Of filling, Date of filling), **Summary** (Value, Tax, Invoice value, Total Bill, match, Mismatch), **B2B**(Value, Tax, Invoice value, Total Bill, match, Mismatch), **CDN** invoices(Invoice value, Match, Mismatch, Taxable value, Total Bill, Total Tax), **Imp of services** bills(Invoice value, Match, Mismatch, Taxable value, Total Bill, Total Tax), **Import of goods** invoices(Invoice value, Match, Mismatch, Taxable value, Total Bill, Total Tax), **Nil rated** invoices(Invoice value, Match, Mismatch, Taxable value, Total Bill, Total Tax), **Tax Liability under reverse charge**(Invoice value, Match, Mismatch, Taxable value, Total Bill, Total Tax) details are stored month wise.



The screenshot shows the 'Dashboard' tab in the software. It displays a grid with columns for months (April to January) and rows for different categories. The 'Client Name' is 'ADVANCE CORPORATION' and the 'GST No' is '27AALP57511H1ZE'.

Particulars	April	May	June	July	August	September	October	November	December	January
1. Filling-Detail										
2. Summary										
3. B2B										
Value								7,562.00		
Tax								613.64		
Invoice value								8,175.64		
Match										
Mismatch										
4. B2CL										
Value								14,26,807.00		
Tax								7,04,879.72		
Invoice value								21,31,686.72		
5. B2CS										
Value								7,60,703.00		
Tax								830.01		
Invoice value								7,61,533.01		
Match										
Mismatch										
6. Cr/Dr Note (Reg)										
7. Cr/Dr Note (Unreg)										
Value								15,639.00		
Tax								1,108.54		
Invoice value								16,748.54		
Match										
Mismatch										

- Click on the **Fill Form** tab then a new page will be opened where **All invoices** tab is selected.
 - You can view all the details of the invoices year, month, client and GSTN wise.
 - On the basis of selection in the above field, you can view the details of all the related invoices. The invoice can be viewed, added or modified from here.

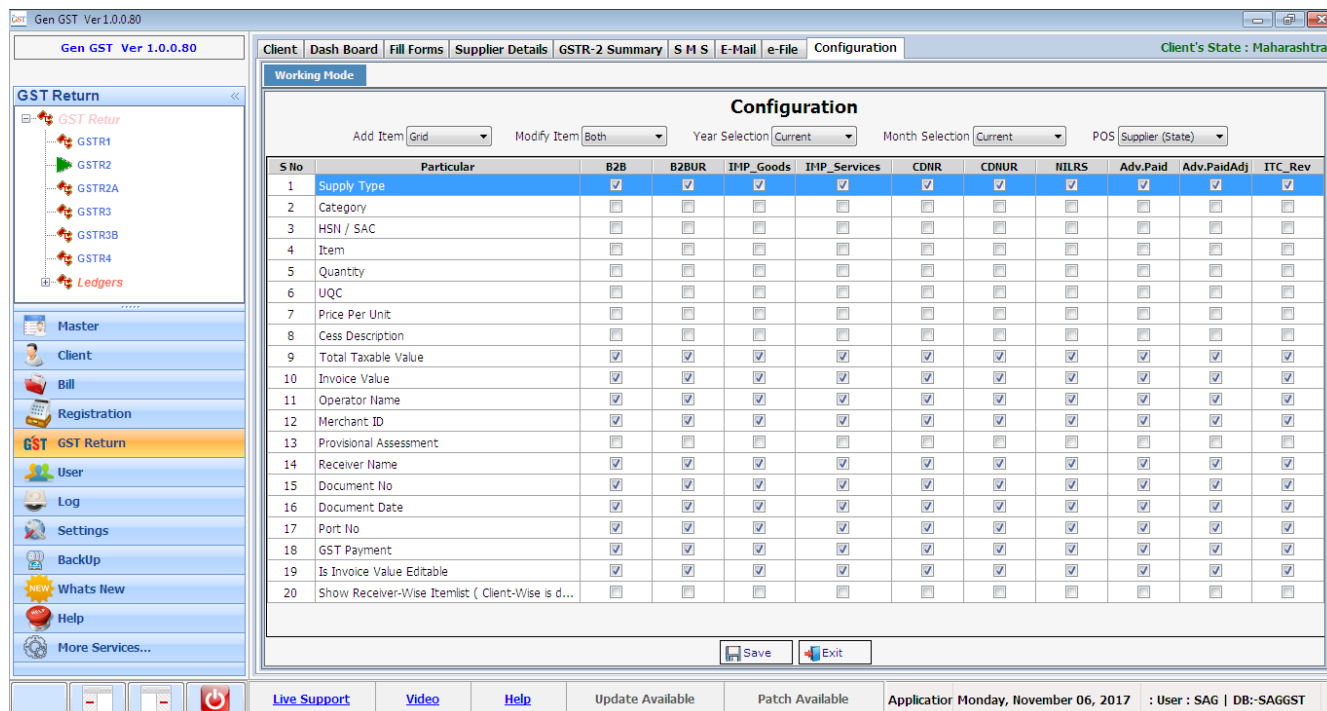


The screenshot shows the 'All Invoices' tab. It displays a table with columns for S No, Invoice No, Invoice Date, Section, Receiver Name, GSTIN No, POS, Supply Type, Reverse Charge, RC Rate, Taxable Amount, IGST, and CGST. The table is filtered for the year 2017-18, month November, and client ADVANCE CORPORATION.

S No	Invoice No	Invoice Date	Section	Receiver Name	GSTIN No	POS	Supply Type	Reverse Charge	RC Rate	Taxable Amount	IGST	CGST
1	8744	06/11/2017	Import of Goo...				INTER STATE	No	0.00	8958.00	22.40	
2	77	06/11/2017	Nil Rated Invo...	XYZ		Rajasthan	INTER STATE	No	0.00	104074.00	0.00	
3	699	06/11/2017	CDN Unregiste...	XYZ		Chandigarh	INTER STATE	No	0.00	8958.00	22.40	
4	47	06/11/2017	Import of Goo...				INTER STATE	No	0.00	875544.00	0.00	
5			Tax Liability un...			Gujarat	INTER STATE	No	0.00	877.00	43.85	
6			Tax Paid Unde...			Goa	INTER STATE	No	0.00	8789.00	263.67	
7			ITC Reversal I...					No	0.00	0.00	0.00	
8			ITC Reversal I...					No	0.00	0.00	0.00	
9			ITC Reversal I...					No	0.00	0.00	0.00	
10			ITC Reversal I...					No	0.00	0.00	0.00	
11			ITC Reversal I...					No	0.00	0.00	0.00	
12			ITC Reversal I...					No	0.00	0.00	0.00	
13			ITC Reversal I...					No	0.00	0.00	0.00	

Points to be kept in mind while filling data in invoice:

- The length of Invoice no. can be of maximum 16 alpha-numeric characters, slash(/) and dash(-).
The Place of supply of receiver will be auto-populated as the state of receiver. User can change it manually.
The GSTN of the receiver will come auto-filled. It can also be changed from drop down menu.
 - The taxable value of the particular tax rate will be entered once. Ensure that the taxable value is not entered twice of the same rate.
 - We have given the Action menu at the footer of every invoice for your convenience.
- ### Configuration settings
- You can manually set the configuration settings for each invoice in a single screen for all the invoices.



Gen GST Ver 1.0.0.80

Client's State : Maharashtra

Working Mode

Configuration

Add Item: Grid | Modify Item: Both | Year Selection: Current | Month Selection: Current | POS: Supplier (State)

S No	Particular	B2B	B2BUR	IMP_Goods	IMP_Services	CDNR	CDHUR	NILRS	Adv.Paid	Adv.PaidAdj	ITC_Rev
1	Supply Type	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	Category	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	HSN / SAC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	Item	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	Quantity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	UQC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Price Per Unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Cess Description	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9	Total Taxable Value	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
10	Invoice Value	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
11	Operator Name	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12	Merchant ID	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
13	Provisional Assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	Receiver Name	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
15	Document No	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
16	Document Date	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
17	Port No	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
18	GST Payment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
19	Is Invoice Value Editable	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
20	Show Receiver-Wise Itemlist (Client-Wise is d...	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Save Exit

Live Support | Video | Help | Update Available | Patch Available | Application: Monday, November 06, 2017 | User: SAG | DB: SAGGST

B2B INVOICE

- **B2B Invoice-** This invoice covers sales from a registered seller to registered buyer. Click on add button to add an invoice.
- You can either edit, accept, delete or keep the invoices in pending state, which are added by the supplier.
 - Modify Invoices added by Supplier
 - Accept Invoices added by Supplier
 - Reject Invoices added by Supplier
 - Keep Pending Invoices added by Supplier
 - Add missing invoice details not added by Supplier

Note:

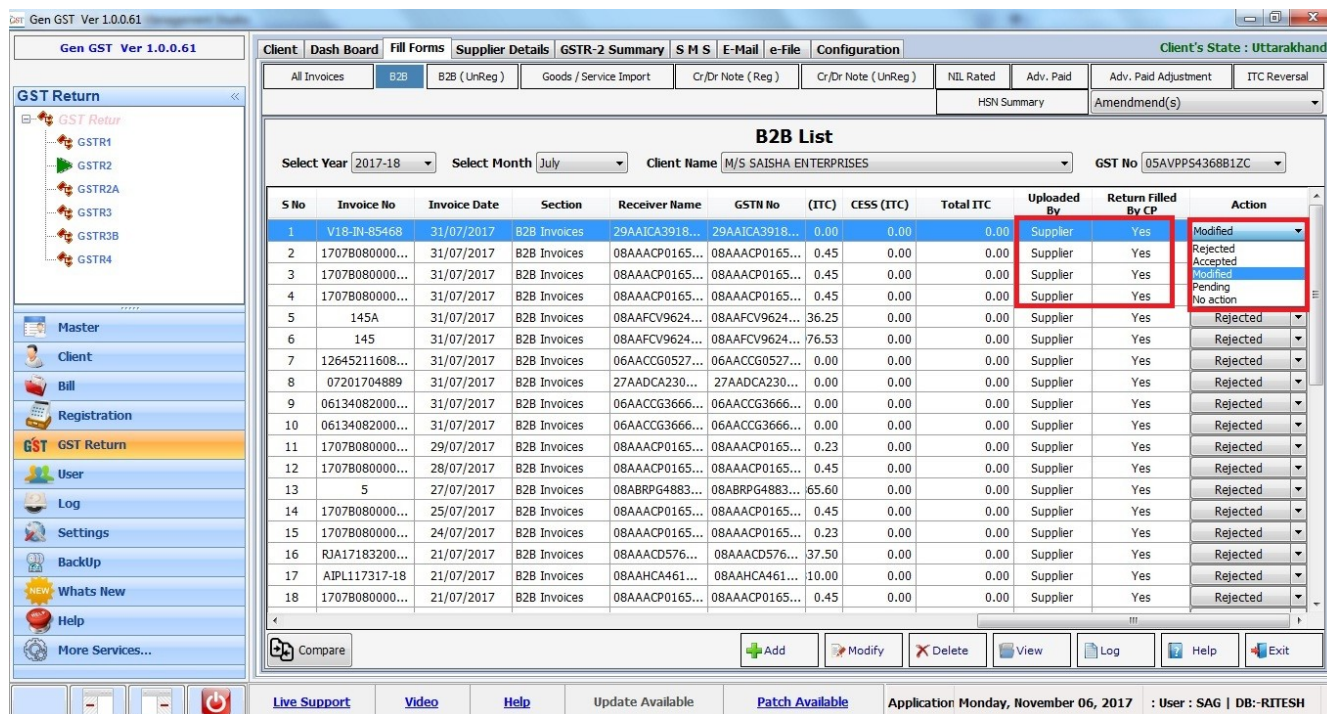
- There is no way to differentiate between invoices on which action can be taken. You need to manually select and check if action can be taken on the invoice.
- To undo the modifications done by you; you may Reject the modified invoice and Accept the same; however the invoices with status as 'Rejected' on submission would be part of Rejection log of Supplier.
- You can change status of the invoice from modify, accept, reject any number of times till submission. However, once the invoice has been modified and you wish to revert to original details, you need to first Reject the modified invoice. The status would now be changed to Rejected with original details. Same can be accepted now.

Modify Invoices added by Supplier:

- Click the GSTR-2 Tab than select the client from the grid and you will see a list of invoice items under the “B2B” tab.

Accept, Reject, Modify, Pending Invoices by Supplier:

- Click the GSTR-2 link under Name column and you will see a list of invoice line items under the “B2B” tab.
- If Client data is Uploaded by Supplier and Return filled by CP is Yes Then client is able to take the action like Accept, Reject, Modify, Pending and the status is updated according to the action.



The screenshot displays the 'B2B List' window in the Gen GST software. The window title is 'Gen GST Ver 1.0.0.61' and the client's state is 'Uttarakhand'. The interface includes a navigation menu on the left with options like Master, Client, Bill, Registration, GST Return, User, Log, Settings, Backup, Whats New, Help, and More Services. The main area shows a table of invoices with columns for S No, Invoice No, Invoice Date, Section, Receiver Name, GSTIN No, (ITC), CESS (ITC), Total ITC, Uploaded By, Return Filled By CP, and Action. The 'Action' column contains dropdown menus with options like Modified, Rejected, Accepted, Pending, and No action. A red box highlights the 'Action' column for the first three rows of the table.

S No	Invoice No	Invoice Date	Section	Receiver Name	GSTIN No	(ITC)	CESS (ITC)	Total ITC	Uploaded By	Return Filled By CP	Action
1	V18-IN-85468	31/07/2017	B2B Invoices	29AAICA3918...	29AAICA3918...	0.00	0.00	0.00	Supplier	Yes	Modified
2	17078080000...	31/07/2017	B2B Invoices	08AAACP0165...	08AAACP0165...	0.45	0.00	0.00	Supplier	Yes	Rejected
3	17078080000...	31/07/2017	B2B Invoices	08AAACP0165...	08AAACP0165...	0.45	0.00	0.00	Supplier	Yes	Accepted
4	17078080000...	31/07/2017	B2B Invoices	08AAACP0165...	08AAACP0165...	0.45	0.00	0.00	Supplier	Yes	Modified
5	145A	31/07/2017	B2B Invoices	08AAFCV9624...	08AAFCV9624...	36.25	0.00	0.00	Supplier	Yes	Pending
6	145	31/07/2017	B2B Invoices	08AAFCV9624...	08AAFCV9624...	76.53	0.00	0.00	Supplier	Yes	No action
7	12645211608...	31/07/2017	B2B Invoices	06AACCG0527...	06AACCG0527...	0.00	0.00	0.00	Supplier	Yes	Rejected
8	07201704889	31/07/2017	B2B Invoices	27AADCA230...	27AADCA230...	0.00	0.00	0.00	Supplier	Yes	Rejected
9	06134082000...	31/07/2017	B2B Invoices	06AACCG3666...	06AACCG3666...	0.00	0.00	0.00	Supplier	Yes	Rejected
10	06134082000...	31/07/2017	B2B Invoices	06AACCG3666...	06AACCG3666...	0.00	0.00	0.00	Supplier	Yes	Rejected
11	17078080000...	29/07/2017	B2B Invoices	08AAACP0165...	08AAACP0165...	0.23	0.00	0.00	Supplier	Yes	Rejected
12	17078080000...	28/07/2017	B2B Invoices	08AAACP0165...	08AAACP0165...	0.45	0.00	0.00	Supplier	Yes	Rejected
13	5	27/07/2017	B2B Invoices	08ABRPG4883...	08ABRPG4883...	65.60	0.00	0.00	Supplier	Yes	Rejected
14	17078080000...	25/07/2017	B2B Invoices	08AAACP0165...	08AAACP0165...	0.45	0.00	0.00	Supplier	Yes	Rejected
15	17078080000...	24/07/2017	B2B Invoices	08AAACP0165...	08AAACP0165...	0.23	0.00	0.00	Supplier	Yes	Rejected
16	RJA17183200...	21/07/2017	B2B Invoices	08AAACD576...	08AAACD576...	37.50	0.00	0.00	Supplier	Yes	Rejected
17	A1PL117317-18	21/07/2017	B2B Invoices	08AAHCA461...	08AAHCA461...	10.00	0.00	0.00	Supplier	Yes	Rejected
18	17078080000...	21/07/2017	B2B Invoices	08AAACP0165...	08AAACP0165...	0.45	0.00	0.00	Supplier	Yes	Rejected

Not Applicable Invoices added by Supplier:

- Click the GSTR-2 link under Name column and you will see a list of invoice line items under the “B2B” tab.
- If Client data is Uploaded by Supplier and Return filled by CP is No, then client is not able to take the any action and Not Applicable is shown in Action column.

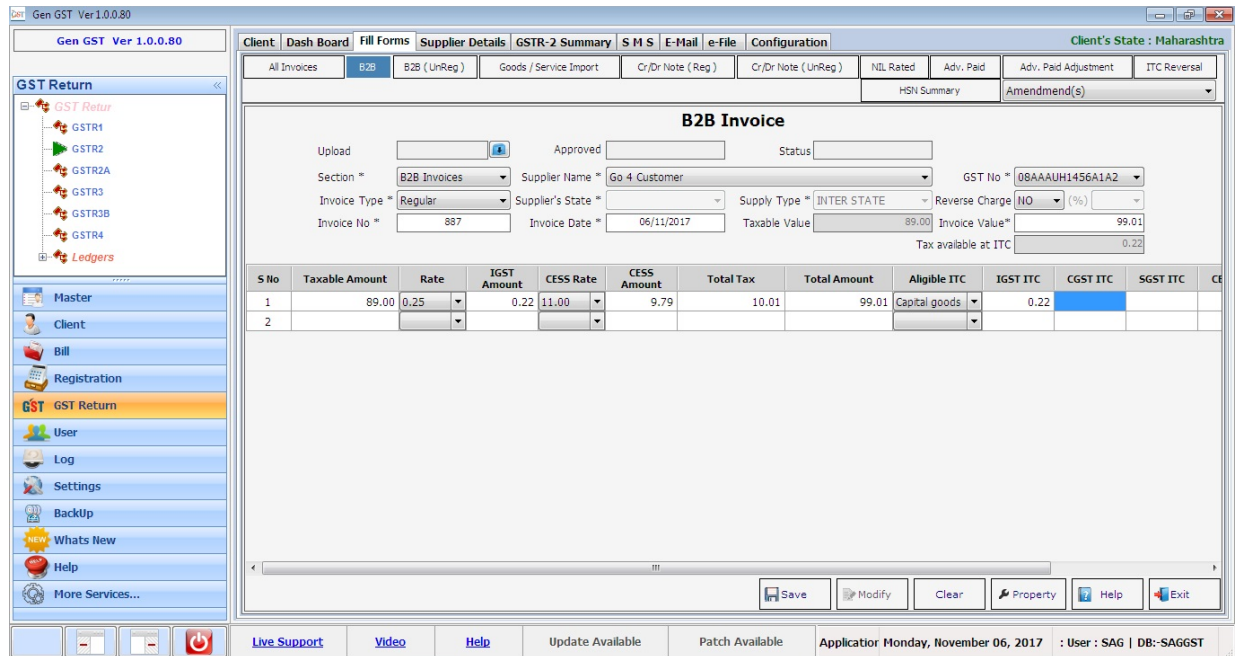
The screenshot displays the 'B2B List' window in the Gen GST software. The window title is 'Gen GST Ver 1.0.0.61'. The main menu includes 'Client', 'Dash Board', 'Fill Forms', 'Supplier Details', 'GSTR-2 Summary', 'S M S', 'E-Mail', 'e-File', and 'Configuration'. The 'Client's State' is set to 'Uttarakhand'. The 'B2B List' window has filters for 'Select Year' (2017-18), 'Select Month' (July), 'Client Name' (M/S SAISHA ENTERPRISES), and 'GST No' (05AVPP54368B12C). The table below shows a list of invoices, with row 26 highlighted in blue, indicating a 'Not Applicable' status.

S No	Invoice No	Invoice Date	Section	Receiver Name	GSTN No	(ITC)	CESS (ITC)	Total ITC	Uploaded By	Return Filled By CP	Action
19	AIPL113717-18	20/07/2017	B2B Invoices	08AAHCA461...	08AAHCA461...	25.00	0.00	0.00	Supplier	Yes	Rejected
20	1707B080000...	20/07/2017	B2B Invoices	08AAACP0165...	08AAACP0165...	0.00	0.00	0.00	Supplier	Yes	Rejected
21	1020	20/07/2017	B2B Invoices	08AAHCP3351...	08AAHCP3351...	80.00	0.00	0.00	Supplier	Yes	Rejected
22	1019	20/07/2017	B2B Invoices	08AAHCP3351...	08AAHCP3351...	80.00	0.00	0.00	Supplier	Yes	Rejected
23	1018	20/07/2017	B2B Invoices	08AAHCP3351...	08AAHCP3351...	17.23	0.00	0.00	Supplier	Yes	Modified
24	1017	20/07/2017	B2B Invoices	08AAHCP3351...	08AAHCP3351...	68.21	0.00	0.00	Supplier	Yes	Modified
25	1707B080000...	17/07/2017	B2B Invoices	08AAACP0165...	08AAACP0165...	1.35	0.00	0.00	Supplier	Yes	Modified
26	1	17/07/2017	B2B Invoices	08ABIPK8184...	08ABIPK8184...	61.96	0.00	0.00	Receiver	No	Not Applicable
27	1707B080000...	15/07/2017	B2B Invoices	08AAACP0165...	08AAACP0165...	0.23	0.00	0.00	Supplier	Yes	Modified
28	571067450	12/07/2017	B2B Invoices	06AAACM558...	06AAACM558...	0.00	0.00	0.00	Supplier	Yes	Modified
29	1707B080000...	11/07/2017	B2B Invoices	08AAACP0165...	08AAACP0165...	0.00	0.00	0.00	Supplier	Yes	Modified
30	TG/011/2017-...	05/07/2017	B2B Invoices	08AABCT3725...	08AABCT3725...	10.73	0.00	0.00	Receiver	Yes	Modified
31	INV001155	05/07/2017	B2B Invoices	29AACCH9352...	29AACCH9352...	0.00	0.00	0.00	Receiver	Yes	Modified
32	342268550	05/07/2017	B2B Invoices	08AAACH176...	08AAACH176...	61.92	0.00	0.00	Supplier	No	Not Applicable
33	342263903	05/07/2017	B2B Invoices	08AAACH176...	08AAACH176...	61.92	0.00	0.00	Supplier	No	Not Applicable
34	342218494	05/07/2017	B2B Invoices	08AAACH176...	08AAACH176...	06.26	0.00	0.00	Supplier	No	Not Applicable
35	341628703	04/07/2017	B2B Invoices	08AAACH176...	08AAACH176...	89.47	0.00	0.00	Supplier	No	Not Applicable
36	341628701	04/07/2017	B2B Invoices	08AAACH176...	08AAACH176...	98.25	0.00	0.00	Supplier	No	Not Applicable

Not Applicable Invoices added by Receiver:

- Click the GSTR-2 link under Name column and you will see a list of invoice line items under the “B2B” tab.
- If Client data is Uploaded by Receiver and Return filled by CP is No, then it is treated as New entry and Not Applicable is shown in Action column

- When user click on add button then a new page will be opened where the user will start with the creation of B2B invoice. User has to fill all the details like invoice no., date, receiver details etc..
- After that click on Save Button.



B2B UR

- **B2B UR-** It covers the sales from Unregistered seller to registered buyer.



- A new page will be opened where the user will start with the creation of B2B UR. Enter the required information and save the details.

B2B (Un-Registered) Invoice

Upload Approved Status

Section * Supplier Name *

Supplier's State * Invoice No * Invoice Date *

Supply Type * Taxable Value Invoice Value *

Tax available at ITC

S No	Taxable Amount	Rate	IGST Amount	CESS Rate	CESS Amount	Total Tax	Total Amount	Aligible ITC	IGST ITC	CGST ITC	SGST ITC	CE
1	8778.00	3.00	263.34	3.00	263.34	526.68	9304.68	Input servi...				
2	7878.00	5.00	393.90	5.00	393.90	787.80	8665.80	Capital goods				
3												

Buttons: Save, Modify, Clear, Property, Help, Exit

Footer: Live Support, Video, Help, Update Available, Patch Available, Applicator Monday, November 06, 2017 : User : SAG | DB: SAGGST

Goods/Service Import

- **Goods/Service Import-** Any kind of import of the input goods or the capital goods in previous month needs to be reported under this head. The imports are considered as an inter-state supply under Goods and Services Tax Law. Hence IGST tax liability will be determined on such basis.

Goods/Services Import List

Select Year Select Month Client Name GST No

S No	Invoice No	Invoice Date	Section	Receiver Name	GSTIN No	POS	Supply Type	Reverse Charge	RC@Rate	Taxable Amount	IGST	CG
1	8744	06/11/2017	Import of Goo...				INTER STATE	No	0.00	8958.00	22.40	
2	47	06/11/2017	Import of Goo...				INTER STATE	No	0.00	875544.00	0.00	

Buttons: Compare, Add, Modify, Delete, View, Log, Help, Exit

Annotation: Click On Add Button

Footer: Live Support, Video, Help, Update Available, Patch Available, Applicator Monday, November 06, 2017 : User : SAG | DB: SAGGST

- A new page will be opened where the user will start with the creation of Goods/Service Import. Enter the required information and save the details.

S No	Taxable Amount	Rate	IGST Amt	CESS Rate	CESS Amt	Total Tax	Total Amount	Aligible ITC	IGST ITC	CESS ITC	Total ITC
1	98645.00	3.00	2959.35	3.00	2959.35	5918.70	104563.70	Input serv...			
2	6597.00	5.00	329.85	17.00	1121.49	1451.34	8048.34	Capital goods			
3	35654.00	12.00	4278.48		64679.00	68957.48	104611.48	Ineligible			
4											

CR/DR NOTES(REG)

- A taxable person is required to report all the debit and credit notes with respect to the inward supply here. Any debit/credit note issued under the reverse charge mechanism will get auto-populated here from counter-party GSTR-1 and GSTR-5.
- Since debit/credit notes are a major change to an invoice, they have to be reported separately in the GST returns.

Modify Invoices added by Supplier:

- Click the GSTR-2 Tab than select the client from the grid and you will see a list of invoice items under the "B2B" tab.

Accept, Reject, Modify, Pending Invoices by Supplier:

- Click the GSTR-2 link under Name column and you will see a list of invoice line items under the "B2B" tab.
- If Client data is Uploaded by Supplier and Return filled by CP is Yes Then client is able to take the action like Accept, Reject, Modify, Pending and the status is updated according to the action.

Not Applicable Invoices added by Supplier:

- Click the GSTR-2 link under Name column and you will see a list of invoice line items under the “B2B” tab.
- If Client data is Uploaded by Supplier and Return filled by CP is No, then client is not able to take the any action and Not Applicable is shown in Action column.

Accept, Reject, Modify, Pending Invoices by Receiver:

- Click the GSTR-2 link under Name column and you will see a list of invoice line items under the “B2B” tab.
- If Client data is Uploaded by Receiver and Return filled by CP is Yes, then client is able to take the action like Accept, Reject, Modify, Pending and the status is updated according to the action.

Not Applicable Invoices added by Receiver:

- Click the GSTR-2 link under Name column and you will see a list of invoice line items under the “B2B” tab.
- If Client data is Uploaded by Receiver and Return filled by CP is No, then it is treated as New entry and Not Applicable is shown in Action column.

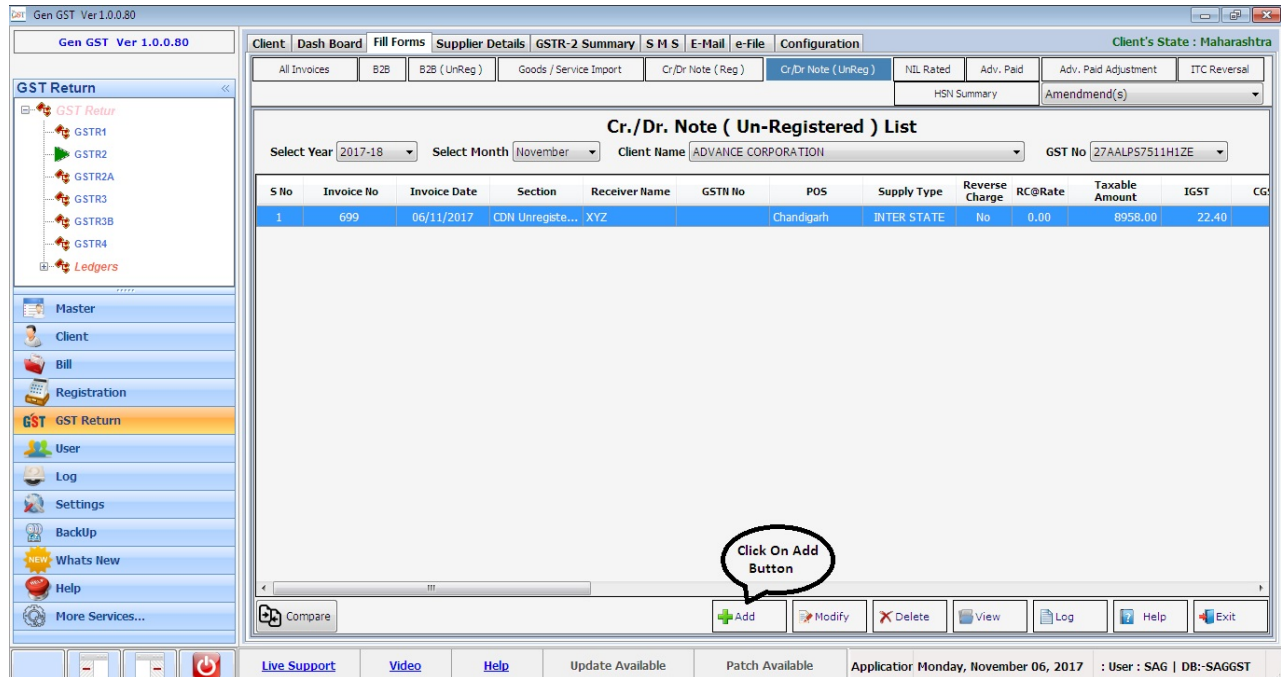
To add a new entry click on add button.

- A new page will be opened where the user will start with the creation of Cr/Dr Note(Reg).

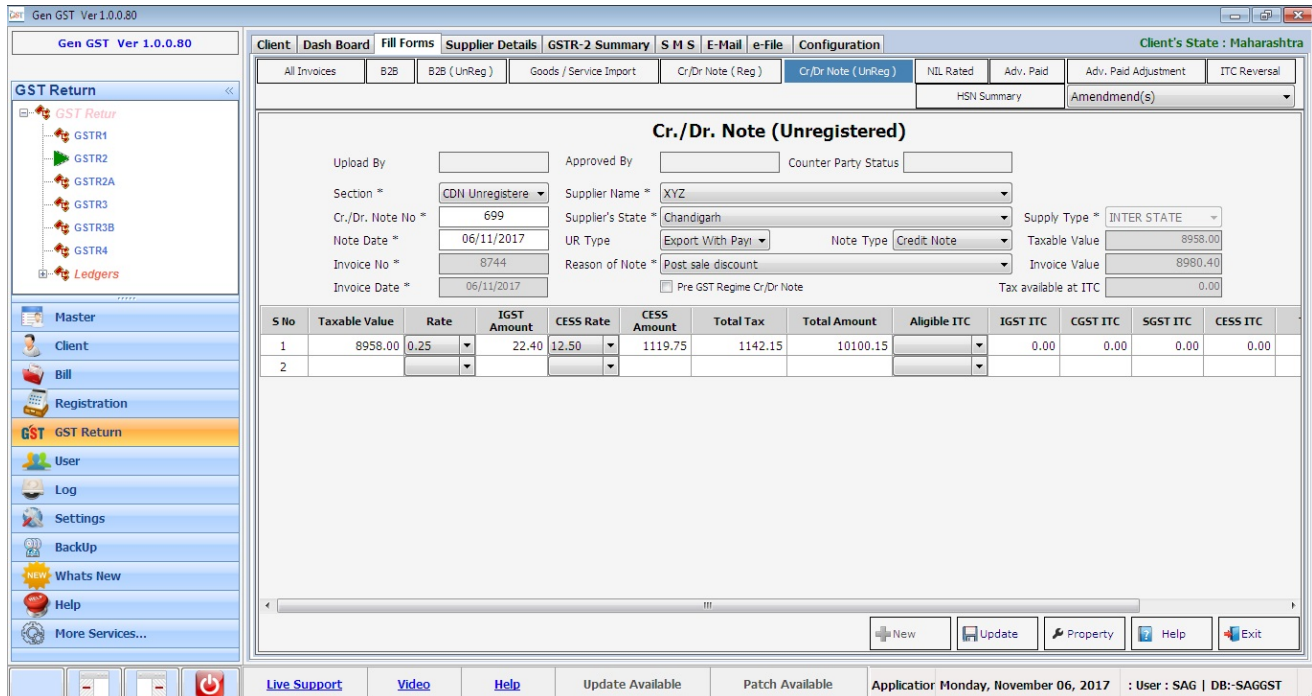
- You can also search the invoice modified through our search option facility. Click the search button as indicated in the above screen shot. You will be redirected to search page where you have to enter the details of the invoice to be modified. If the invoice is available in the software, it will be shown in the grid, select the same and proceed further. The details of the invoice will be automatically filled in the Cr/Dr Notes tab.

CR/DR NOTES(Un REG)

- Cr/Dr Note(Un Reg)



- A new page will be opened where the user will start with the creation of Cr/Dr Note (Un-Reg). Fill all the required details. The same search facility is available in this case also.



NIL RATED SUPPLY

- **Nil rated Supply**-Invoices where the Goods or Services on sale fall under Nil Rate of Tax. There are certain commodities & services in this category on which you do not need to pay GST.
- A new page will be opened where the user will start with the Nil Rated supply. User has to fill all the details.

Gen GST Ver 1.0.0.80

Client | Dash Board | Fill Forms | Supplier Details | **GSTR-2 Summary** | S M S | E-Mail | e-file | Configuration

Client's State : Maharashtra

All Invoices | B2B | B2B (UnReg) | Goods / Service Import | Cr/Dr Note (Reg) | Cr/Dr Note (UnReg) | **NIL Rated** | Adv. Paid | Adv. Paid Adjustment | ITC Reversal

HSN Summary | Amendmend(s)

NIL Rated | Invoice Wise | **As Per Return** | Import Detailed

NIL Rated Supply (Summary)

Upload: Approved: Status: 5560.00

	Composition Dealer	NIL Rated Amount	Exempted Amount	Non GST Supplies Amount
A. Inter-State supplies	857.00	965.00	237.00	364.00
B. Intra- State supplies	99.00	326.00	356.00	2356.00
Total	956.00	1291.00	593.00	2720.00

+ New | Modify | Clear | Property | Help | Exit

Live Support | Video | Help | Update Available | Patch Available | Applicator Monday, November 06, 2017 | User : SAG | DB: SAGGST

Invoice Wise:

Gen GST Ver 1.0.0.80

Client | Dash Board | Fill Forms | Supplier Details | **GSTR-2 Summary** | S M S | E-Mail | e-file | Configuration

Client's State : Maharashtra

All Invoices | B2B | B2B (UnReg) | Goods / Service Import | Cr/Dr Note (Reg) | Cr/Dr Note (UnReg) | **NIL Rated** | Adv. Paid | Adv. Paid Adjustment | ITC Reversal

HSN Summary | Amendmend(s)

NIL Rated | **Invoice Wise** | As Per Return | Import Detailed

NIL Rated Supply (Detail)

Upload By: Approved By: Counter Party Status:

Section: Nil Rated invoices

Receiver Name: XYZ

Supplier's State: Rajasthan

Supply Type: INTER STATE

Invoice No: 77 Invoice Date: 06/11/2017 Invoice Value: 104074.00

S No	Total Amount	Nature Type	
1	97587.00	Exempted Amount	Delete
2	6487.00	Composition Dealer	Delete
3			

Show Details | + New | Update | Property | Help | Exit

Live Support | Video | Help | Update Available | Patch Available | Applicator Monday, November 06, 2017 | User : SAG | DB: SAGGST

ADVANCE PAID

- **Advance paid-** When a customer makes an advance payment to the supplier for procuring goods and services, GST is liable to be paid on such an advance payment. This is the advance amount remitted by a customer prior to a transaction.

Advance Paid (Summary)

Select Year: 2017-18 | Select Month: November | Client Name: ADVANCE CORPORATION | GST No: 27AALP57511H1ZE

S No	State Name	Supply Type	Amount Receive	Rate	IGST Amt	CGST Amt	SGST Amt	CESS Amt	Total Tax	Total Amount
1	Gujarat	INTER STATE	877.00	5.00	43.85	0.00	0.00	122.00	165.85	1042.85
2										

Invoice Wise:-

Advance Receipts (Detail)

Upload By: [] | Approved By: [] | Counter Party Status: []

Section *: Tax Liability under | Receiver Name *: ASM

Document Date *: 06/11/2017 | Document No *: 7588 | POS *: Punjab | Supply Type *: INTER STATE

Advance Amount: 23022.00 | Advance Amount: 26705.52

S No	Amount Receive	Rate	IGST Amt	CESS Rate	CESS Amt	Total Tax	Total Amount
1	8778.00	5.00	438.90	11.00	965.58	1404.48	10182.48
2	8787.00	5.00	439.35	11.00	966.57	1405.92	10192.92
3	5457.00	5.00	272.85	11.00	600.27	873.12	6330.12
4							

ADVANCE PAID ADJUSTMENT

- **Advance Paid Adj-**
Click on Entry Mode button. A new page will be opened where the user will start with the Advance Receipt. User has to fill all the details which are mandatory.

S No	State Name	Supply Type	Amount Receive	Rate	IGST Amt	CGST Amt	SGST Amt	CESS Amt	Total Tax	Total Amount
1	Goa	INTER STATE	8789.00	3.00	263.67	0.00	0.00	588.00	851.67	9640.67
2										

ITC Reversal

- **ITC Reversal-** All input credit which were due as a reason of non-filing of the return from the supplier fall under this head. All the input tax credit taken earlier will also get auto-populated upon choosing the invoice number.

Description for ITC Reversal	Output Liability	Integrated Tax	Central Tax	State/UT Tax	CESS	Total
A ITC Available (Whether in Full OR Part)						
(a) Amount in terms of rule 37 (2)	To be Added	8957.00	9658.00	965.00	698.00	20278.00
(b) Amount in terms of rule 42 (1) (m)	To be Added	666558.00	559.00	9898.00	488.00	677503.00
(c) Amount in terms of rule 43(1) (h)	To be Added	988.00	969.00	369.00	5574.00	7900.00
(d) Amount in terms of rule 42 (2)(a)	To be Added	0.00	0.00	0.00	0.00	0.00
(e) Amount in terms of rule 42(2)(b)	To be Added	0.00	0.00	0.00	0.00	0.00
(f) On account of amount paid subsequent to reversal of ITC	To be Added	0.00	0.00	0.00	0.00	0.00
(g) Any other liability (Specify)	To be Added	0.00	0.00	0.00	0.00	0.00
Total		676503.00	11186.00	11232.00	6760.00	705681.00

HSN/SAC SUMMARY

- **HSN/SAC Summary-** Service of sales by HSN(Goods) and SAC(Services).
- A new page will be opened where the user will start with the HSN/SAC Summary. The user has to fill all the details which are mandatory.

HSN/SAC Summary

Select Year: 2017-18 | Select Month: November | Client Name: ADVANCE CORPORATION | GST No: 27AALPS7511H1ZE

Category: SERVICES | Description: struct | HSN/ SAC: 995451

Quantity	UQC	Taxable Value
89.000	OTHERS	57879.00
		IGST Amount: 6497.00
		CGST Amount: 4979.00
		SGST Amount: 4567.00
		CESS Amount: 4679.00
		Total Tax: 20722.00
		Total Value: 78601.00

Buttons: Save, Modify, Property, Help, Exit

Footer: Live Support, Video, Help, Update Available, Patch Available, Applicator Monday, November 06, 2017 : User : SAG | DB: SAGGST

- We also provide **Entry Mode** facility for the user convenience, in which user is able to do Multiple entry for the HSN/SAC Summary.

HSN/SAC Summary

Select Year: 2017-18 | Select Month: November | Client Name: ADVANCE CORPORATION | GST No: 27AALPS7511H1ZE

Buttons: Merge Same HSN, Single, Multiple, Entry Mode

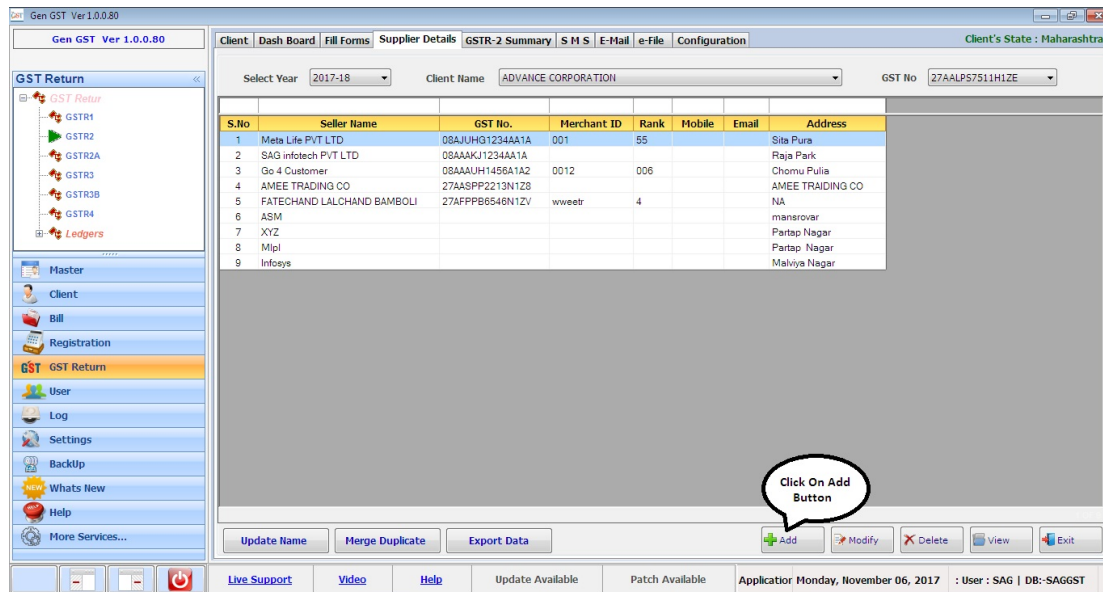
S No	Category	Description	HSN/SAC	Edit HSN/SAC	Edit Description	Quantity	UQC	Taxable Amount	IGST Amount	CGST Amount	CESS Amount	A
1	SERVI...	struct	995451			89.000	OTHERS	57879.00	6497.00	4567.00		
2	SERVI...	struct	995451			855.000	OTHERS	88795.00	54654.00	6556.00		
3												

Buttons: Save, Modify, Property, Help, Exit

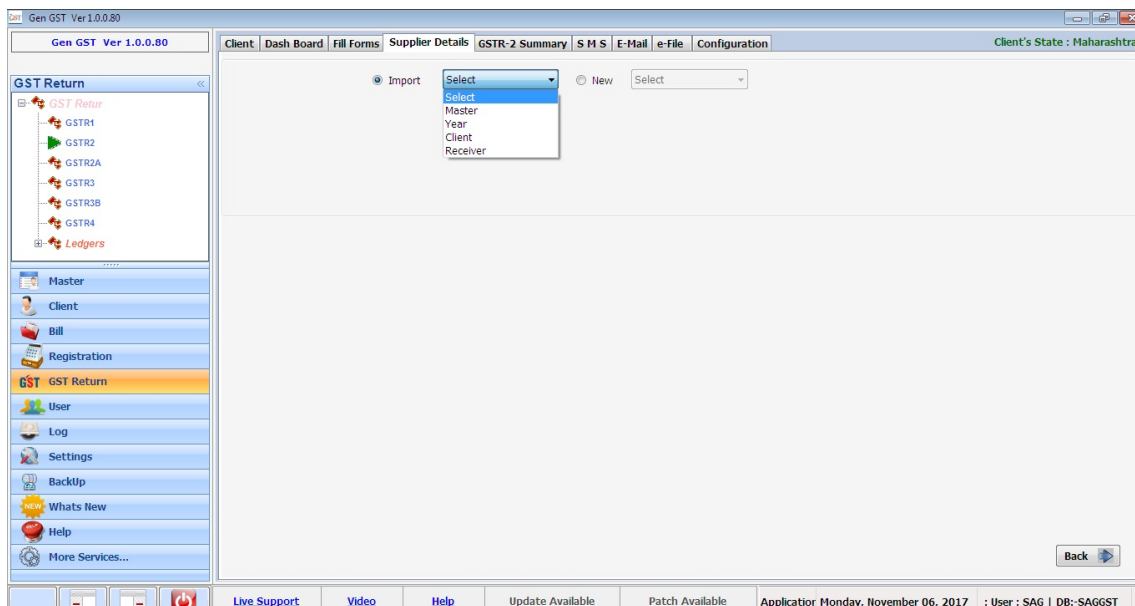
Footer: Live Support, Video, Help, Update Available, Patch Available, Applicator Monday, November 06, 2017 : User : SAG | DB: SAGGST

SUPPLIER DETAILS

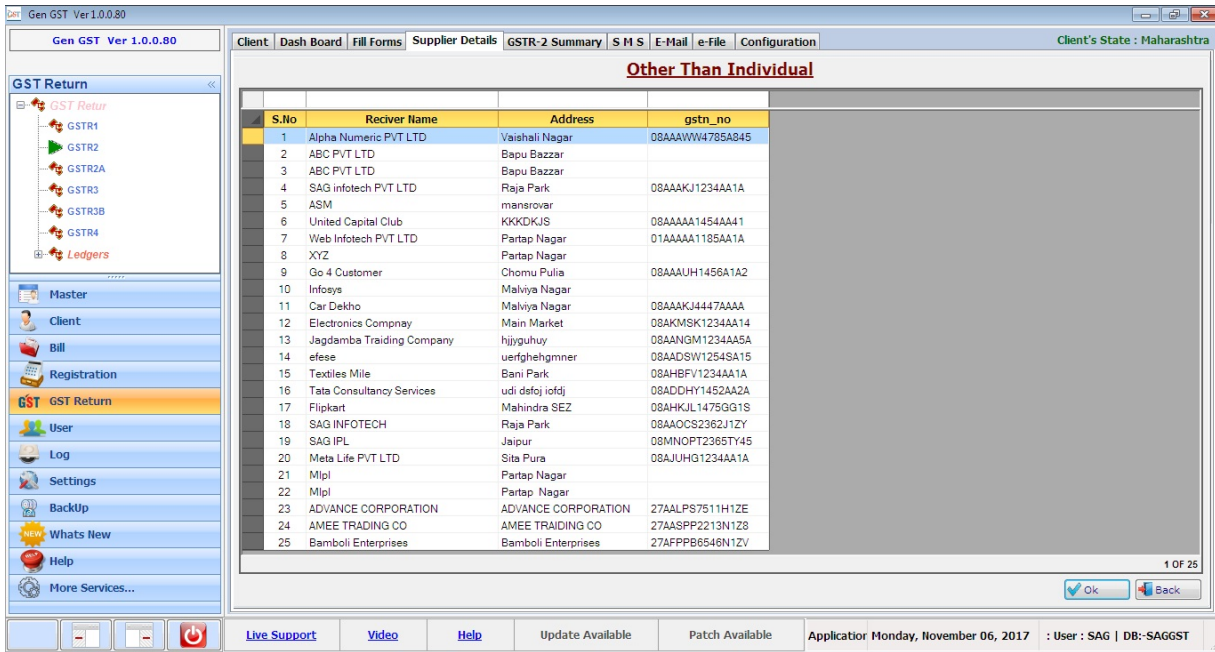
- Click on the **Supplier Details** tab then a new page will be opened where Supplier Details are shown.
- Click on Add Button.



- A new page will be opened where we have provided two options for the user convenience i.e. new and import.
- If user selects the import Radio button then he/she is able to import the details of the Supplier, There's a drop down list is presented for the user convenience, Where user can select the Location i.e. Master, Year, Client, Seller, for importing the data.



- After Selecting any Type from the drop down menu a new window will be opened from where user can select the supplier Details from the list.



- Otherwise select the new Radio button, then Drop down is activated from where Receiver can select the type (Short, Description). which he/she want to insert in new record, then a new window will be opened, Where user has to fill all the details which are required, After filling the same, save the details and proceed further.

