

Project Documentation



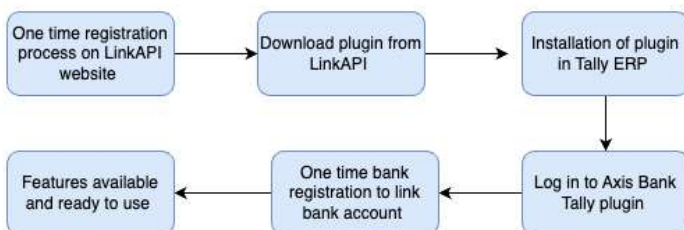
| | | | |
|----------------------|---------------------------------|------------------|-----------|
| Project Name: | Axis Bank Neo Connect for Tally | Doc Date: | 05/10/23 |
| Doc Name : | Product Manual | Version: | Ver. 1.3. |

Introduction

| | |
|------------------------------|---|
| Background | Neo Connect for Tally is a unique Tally add-on by Axis Bank to seamlessly integrate banking and the accounting experience. The plugin is compatible with the Tally ERP 9 and Tally Prime. |
| The Benefits offered | <ol style="list-style-type: none">1. View the real-time balance of Axis Bank Current Account2. Pay vendors directly from Tally3. Fetch real-time bank statements in the Tally ERP4. Auto bank reconciliation<ul style="list-style-type: none">• Payments initiated from Tally will be auto-reconciled• No manual entry is required in Statement Reconciliation5. Manage beneficiaries directly in Tally6. View real-time transaction status |
| Scope of the document | <ol style="list-style-type: none">1. Overview - Process, Features & Customer Support Model2. Pre-Requisites - System and Access3. Getting Started - Registration and Installation |

Section 1: Overview

A. Process -How Does the Plugin Work?



B. Neo Connect for Tally- Value Proposition

Connected Banking

View the Bank balance and fetch the bank statement in Tally

Easy Tracking

Get the real-time transaction updates for all the payments

Pay vendors

Initiate payments to all the vendors directly from Tally

Auto Bank Reconciliation

End-to-end automated reconciliation process

Security

Highest measures of security are implemented to ensure a safe ecosystem for transactions

C. Customer Support Model

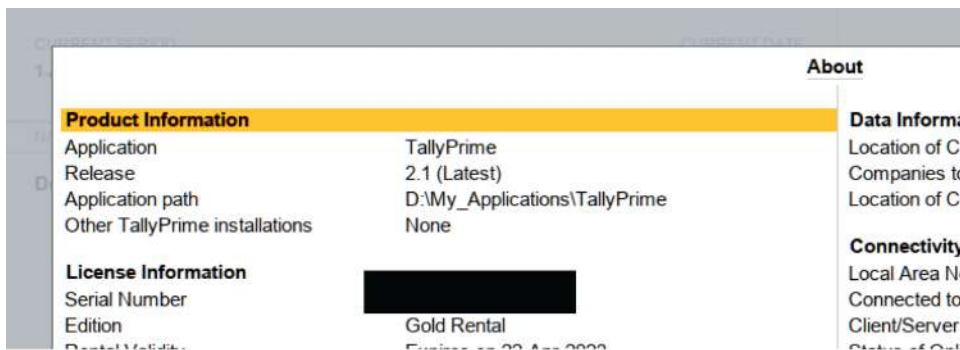
Product Support Details

| FPR | Email Address | Level |
|----------------------------------|----------------------------------|---------|
| Technical Support Representative | support.axisbank@linkapitech.com | Level 1 |
| Management | gaurang.d@linkapitech.com | Level 2 |
| Product Team | technology@linkapitech.com | Level 3 |

Section 2: Pre- Requisites For Installation

Minimum Software Requirements for Tally

a. Licensed version of Tally ERP



* Refer to the about section in Tally

b. Tally Versions - Tally ERP 9 6.6.3 & above and Tally Prime

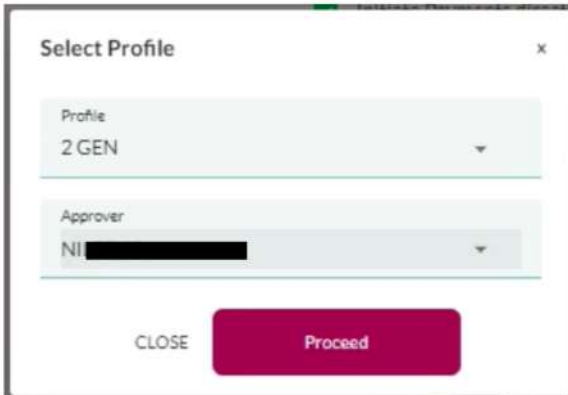


** Refer to the Gateway of Tally

Note: For upgrades or extending your TSS (Tally.Net) subscription please visit <https://tallysolutions.com/tally-upgrades/> or reach out to Tally Care or your preferred Tally Partner

Access to the Axis Current Account

1. The user must have access to the Approver/Authoriser account to approve the transactions



The screenshot shows a 'Select Profile' dialog box. It has two dropdown menus: 'Profile' with '2 GEN' selected and 'Approver' with 'NI' followed by a redacted name. At the bottom, there are two buttons: 'CLOSE' and 'Proceed'.

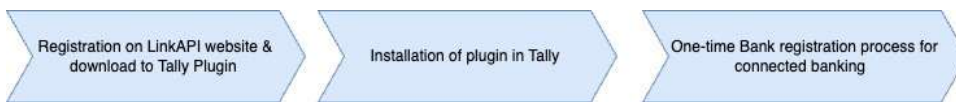
2. The access to the mobile number linked with the Axis Bank account for one-time passwords

Demo Requirements

1. 1-hour demo and installation slot
2. Access to the registered email address for setting the password

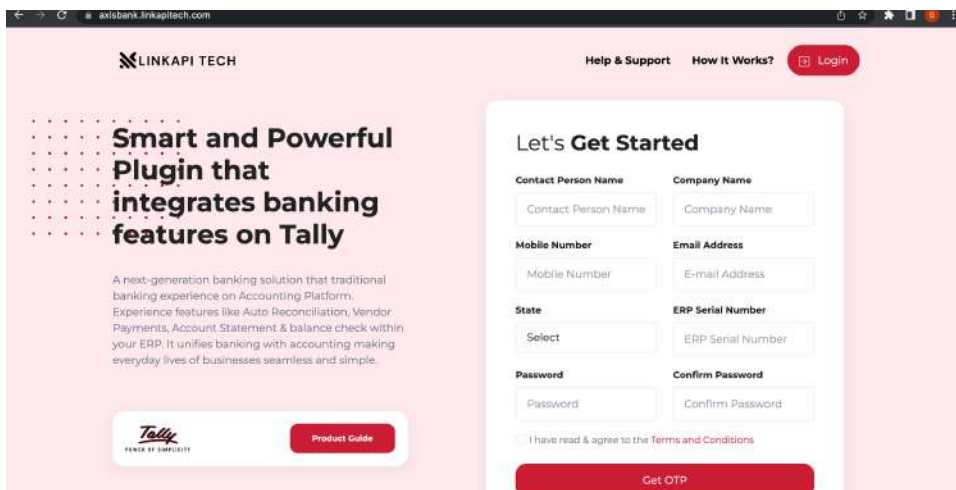
Section 3: Getting Started

Step 1: Registration



1. Go to the website "axisbank.linkapitech.com"

A registration page will be seen on the homepage of the website



The screenshot shows the 'Let's Get Started' registration page. It has a header with 'LINKAPI TECH', 'Help & Support', 'How It Works?', and a 'Login' button. The main content area has a 'Smart and Powerful Plugin that integrates banking features on Tally' headline and a registration form with fields for Contact Person Name, Company Name, Mobile Number, Email Address, State, ERP Serial Number, Password, and Confirm Password. A 'Get OTP' button is at the bottom.

2. Enter the details. Click on the "Get OTP" button and put OTP successfully

Let's **Get Started**

Contact Person Name [REDACTED] Company Name [REDACTED]

Mobile Number [REDACTED] Email Address [REDACTED]

State: Delhi ERP Serial Number: 123456789

Password [REDACTED] Confirm Password [REDACTED]

I have read & agree to the Terms and Conditions

Get OTP

Let's **Get Started**

Contact Person Name [REDACTED] Company Name [REDACTED]

Mobile Number [REDACTED] Email Address [REDACTED]

State: Delhi ERP Serial Number: 123456789

Password [REDACTED] Confirm Password [REDACTED]

OTP: 925678

OTP successfully sent to [REDACTED]@linkapi.com

I have read & agree to the Terms and Conditions

Register Now

3. Enter the details. And click on the "register now" button

Let's **Get Started**

Contact Person Name [REDACTED] Company Name [REDACTED]

Link API [REDACTED] Link API tech [REDACTED]

Mobile Number [REDACTED] Email Address [REDACTED]

State: Delhi ERP Serial Number: 123456789

Password [REDACTED] Confirm Password [REDACTED]

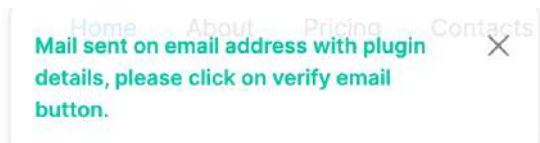
OTP: 925678

OTP successfully sent to [REDACTED]@linkapi.com

I have read & agree to the Terms and Conditions

Register Now

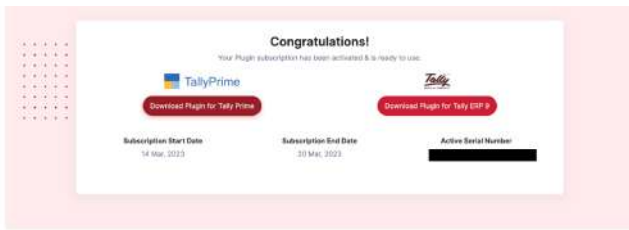
4. On Successful registration, a verification email will be sent on the LinkAPI registered email address



Step 2: Downloading the plugin

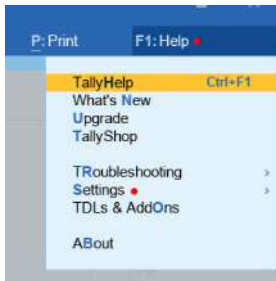
1. The customer can login into the portal and download the plugin directly into his system



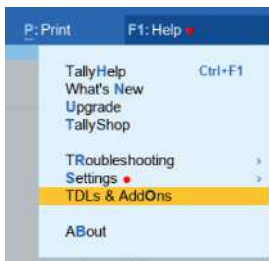


Step 3: Plugin Installation

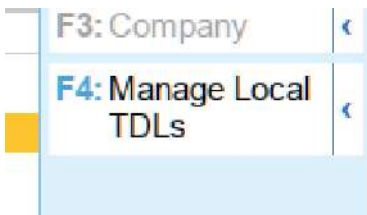
1. Click on F1: Help



2. Go to TDL and Add ons



3. Click on Manage Local TDL

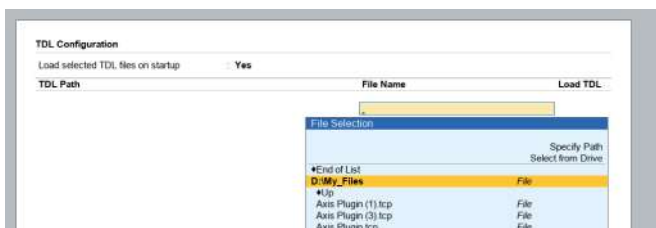


4. Click on Yes for TDL startup

TDL Configuration

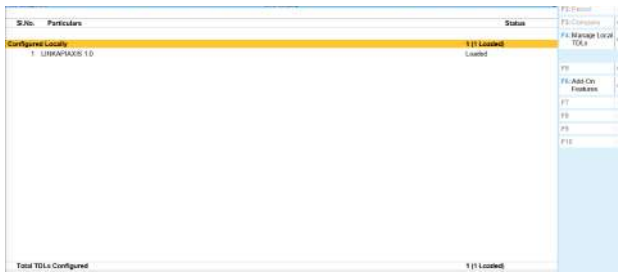
Load selected TDL files on startup : Yes

5. Select the file path and load

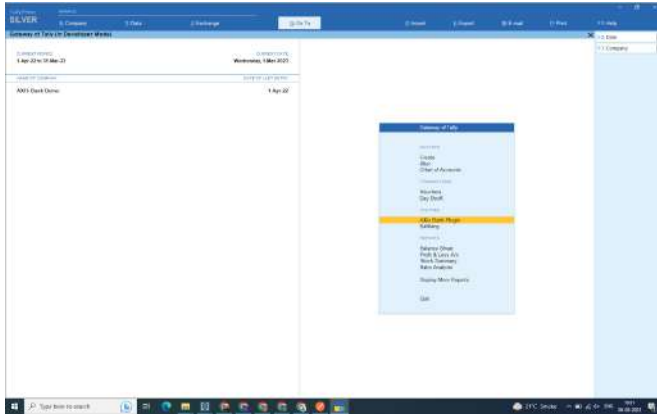


6. The TCP is now loaded successfully





7.The plugin will now be visible on the Gateway of Tally

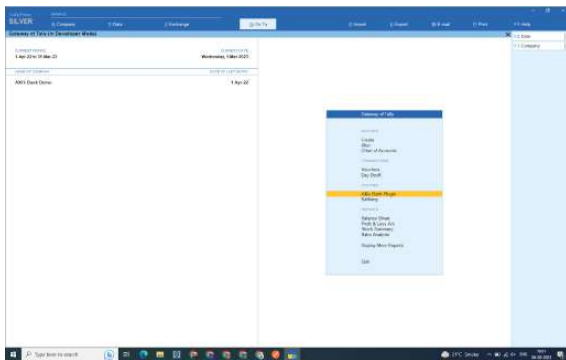


Section 4: Connected Banking

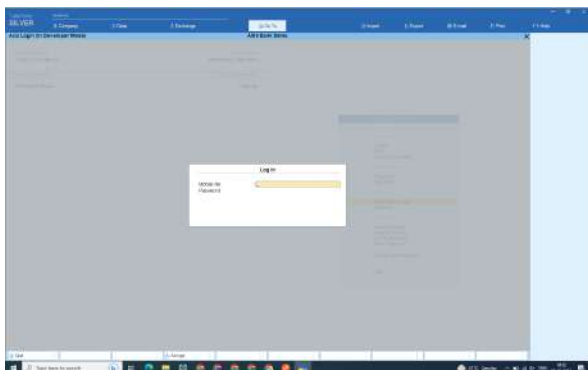
1. Login

The users have to use their registered mobile number and password to login into their Tally Axis Plugin

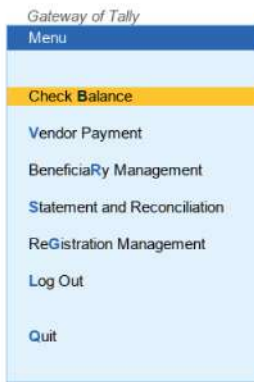
1. Click on the Axis Tally plugin



2. Enter the registered mobile number and the password (Use the mobile number and password registered at the LinkAPI Registration portal)



3. After a successful login, the customer will be able to see the following menu screen

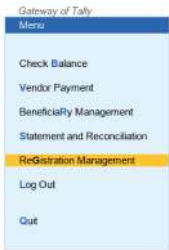


Note: The menu will be only visible after successfully completing the one-time registration (Steps presented in the following section)

2. One time Bank Registration

This feature allows the users to link the Axis Current account with the Tally ERP

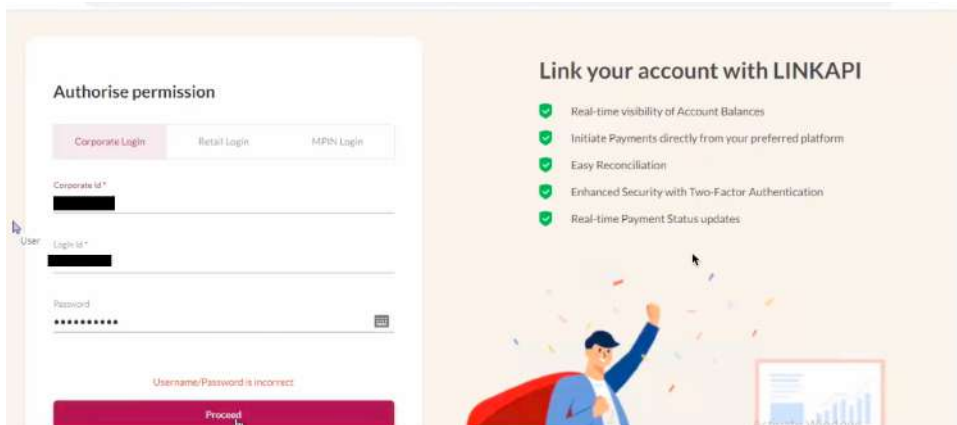
1. Click on the Registration Management menu option



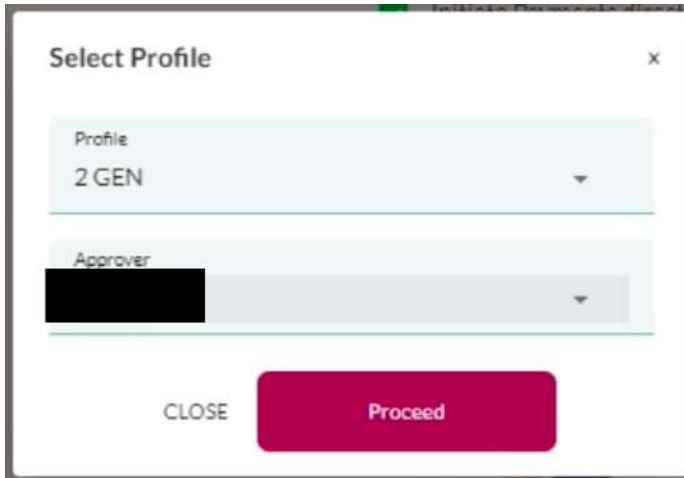
2. The instructions for the linking of the Axis plugin will be displayed on screen



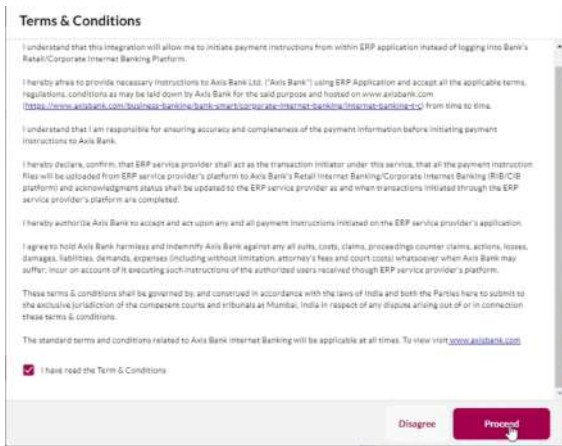
3. The first time user will be redirected to the Axis Bank website



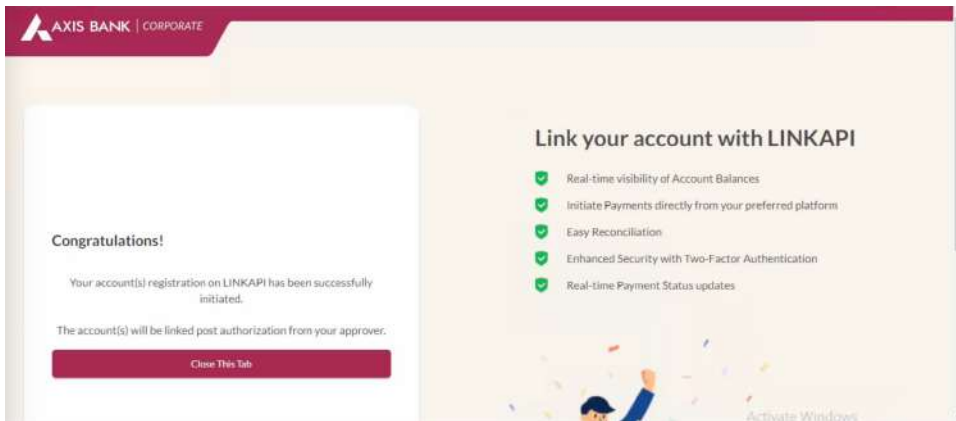
4.The user can login into CIB Account using his Corporate ID, User ID and password to initiate the linking request and select the approver to which the linking request will be sent



5.The user accepts the Terms & Conditions and proceed



6.A success message will be displayed to the user that the account registration request has been successfully initiated.



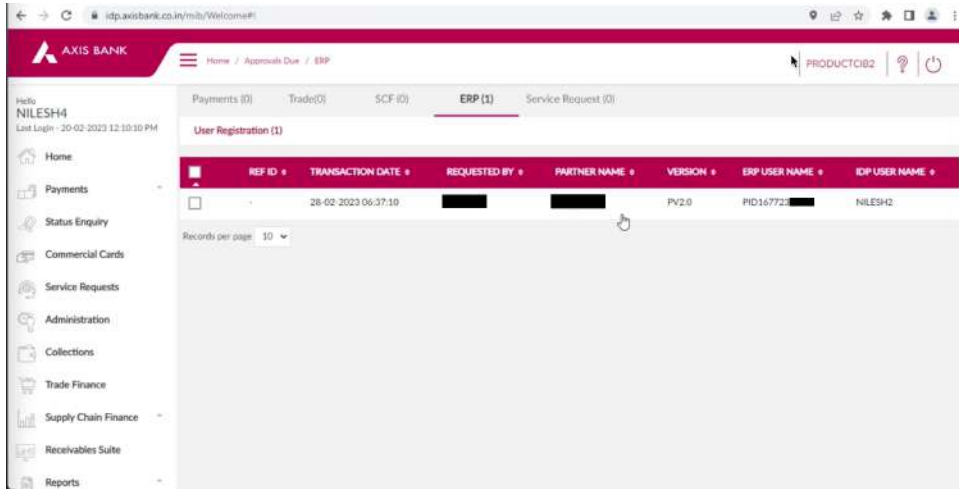
7.The customer login into the Axis Bank IDP Portal



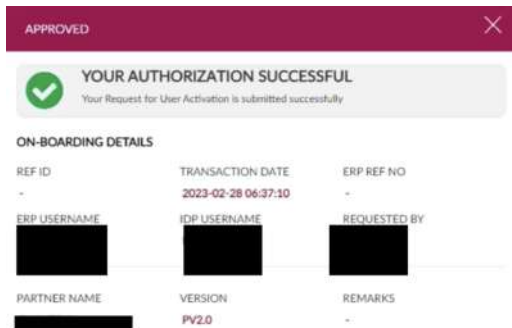
8.Go to the approvals due section



9.Select the request and approve it by entering the OTP



10.The authorisation is completed and the Axis account is successfully linked with the Tally ERP



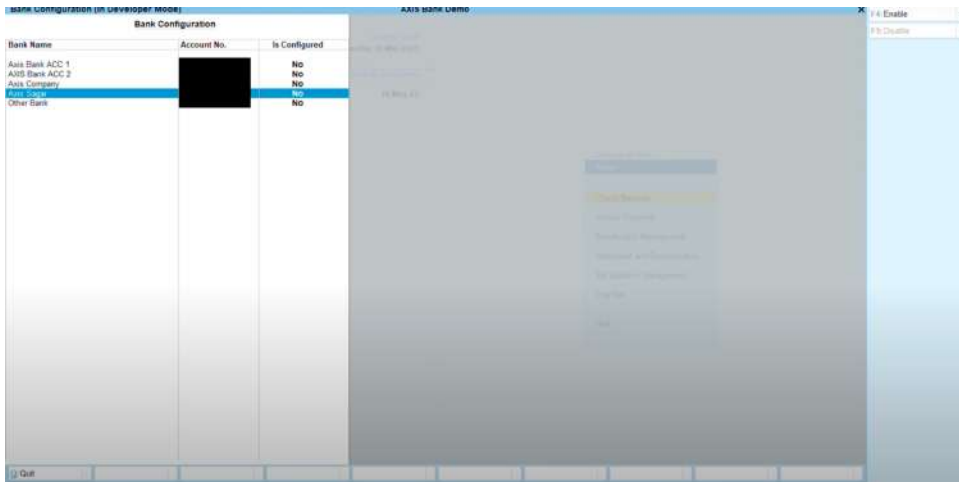
11.The approval will be reflected in the Tally ERP also



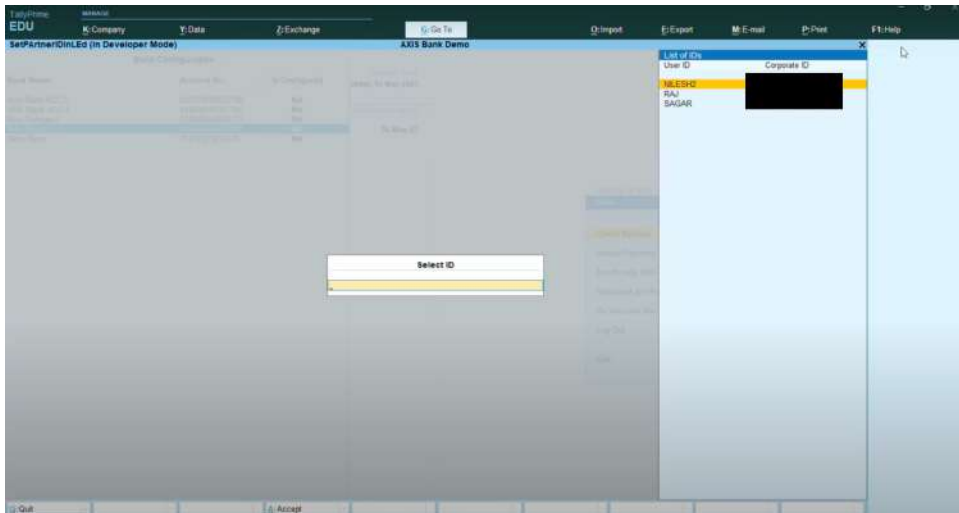
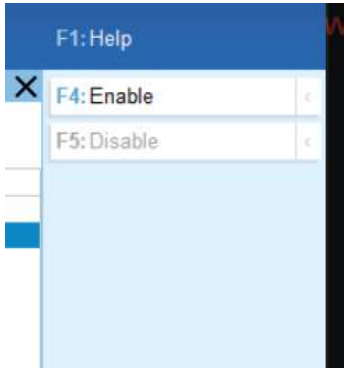
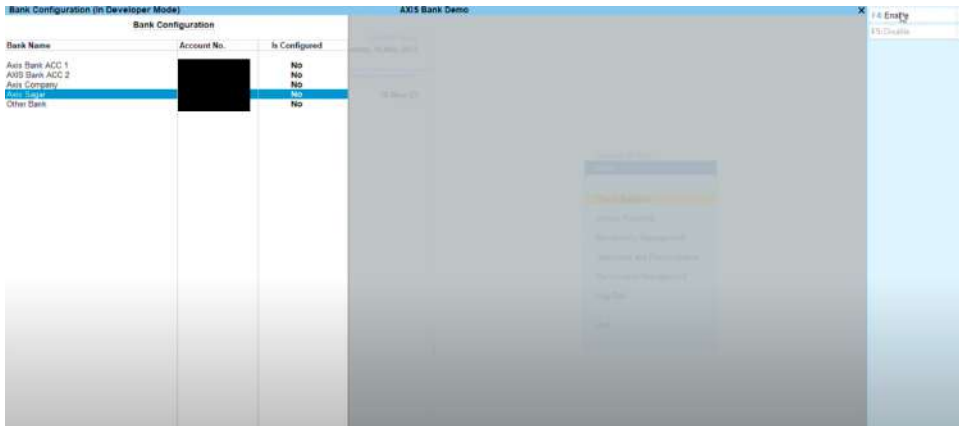
3. Check Balance

This feature allows the users to activate their bank account ledgers and view bank balance for the corresponding account number directly in Tally

1. All the bank account ledgers will be visible to the customer. A screen showing all the Bank account Type ledgers will be displayed to the customer



2.The customer can select the Axis Bank Account ledger and enable



3. Once the bank account ledger has been enabled successfully. The customer will be able to view his account balance directly in Tally.



4. The customer can configure multiple Axis Bank accounts in Tally using the "Configure Bank Account" option

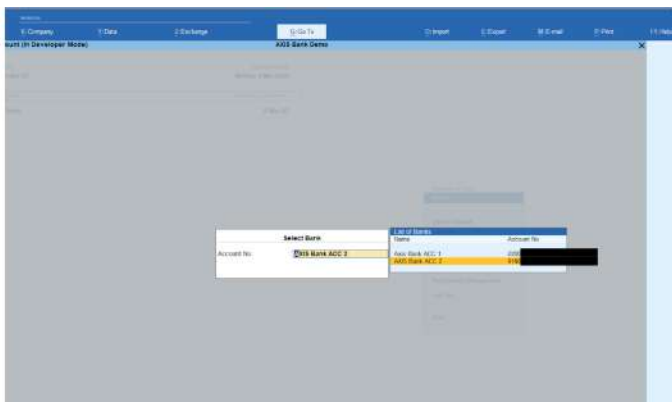


| Key Fields | Description |
|--------------------|--|
| Enable | To allow an Axis Bank ledger/account number to be linked successfully with the Tally ERP |
| Disable | To delink an Axis Bank ledger/account number from the Tally ERP |
| Configure Bank A/C | Allows the multiple Axis Bank accounts to be linked with the Tally ERP |

4. Beneficiary Management

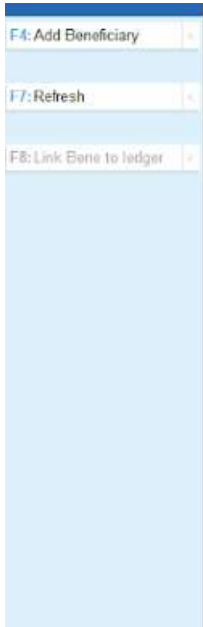
This feature allows the users to fetch the details for their beneficiaries directly from their Bank Account portal and Add or Manage beneficiaries directly from Tally

1. Select the bank ledger

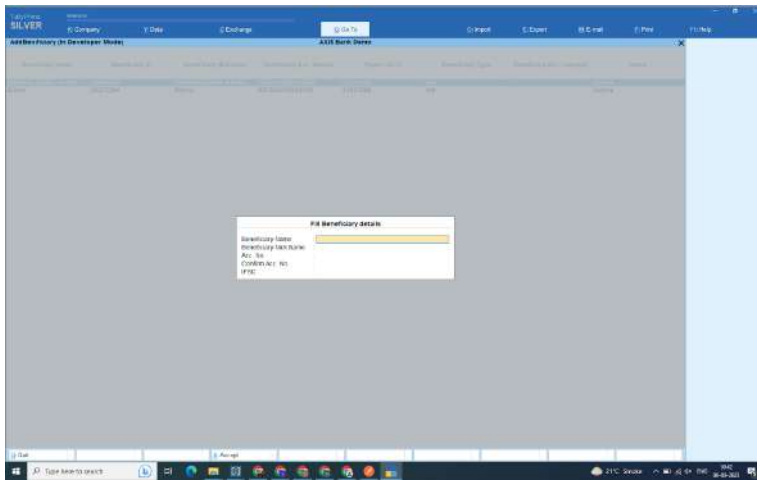




2. Click on the add beneficiary button



3. Fill in the beneficiary's details in the menu opened



4. The request is submitted for authorization to the Axis Bank portal

5. Post successful authorization the beneficiary details will start to reflect in the Tally

6. The customer needs to link the added beneficiary with the corresponding party ledger

6.1. Click on Link Bene to the ledger option

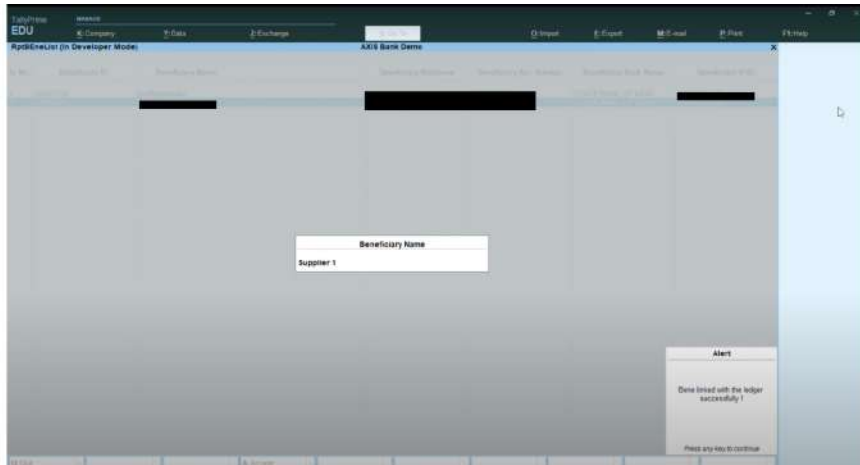


6.2. Select the party ledger with which the mapping has to be done





6.3. The bene is successfully linked with the ledger



7. The customer can now start making payments to all the added and linked beneficiaries

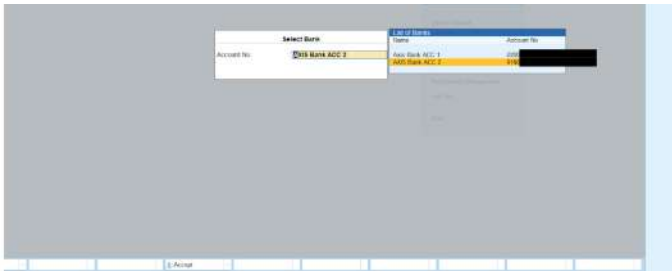
| Key Fields | Description |
|-----------------------------------|--|
| Selecting the Bank Account Ledger | This will be the bank account for which the beneficiaries are to be added or managed |
| Add Beneficiary | An option is provided to add a beneficiary directly from Tally. The following details need to be entered <ol style="list-style-type: none"> 1. Beneficiary Name 2. Beneficiary Nickname 3. Beneficiary Account Number 4. Beneficiary IFSC Code |
| Link Bene to ledger | A feature provided to map a beneficiary with a ledger |
| Beneficiary Name | The account name to which the payment is to be made |
| Beneficiary Nickname | Alias name for the beneficiary |
| Beneficiary Account Number & IFSC | The BankAccount number and the IFSC code to which the transaction is to be made |

5. Vendor Payment

This feature allows the users to securely initiate the payments directly from the Tally

1. Select the enabled bank ledger and the date range to view the payment vouchers



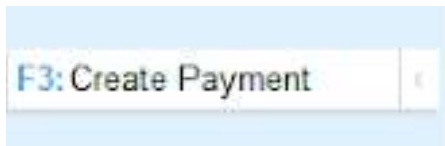


2. The customer will be able to view all his initiated and pending vouchers in the dashboard

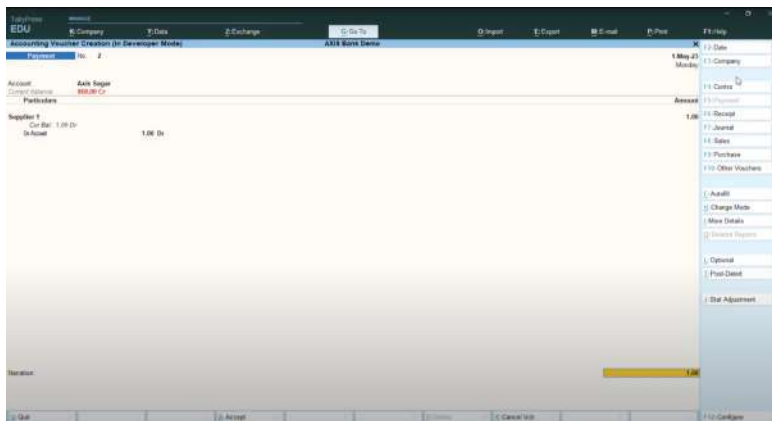
| Sr. No. | Date | Payee Name | Voucher Type | Voucher Number | Beneficiary ID | Credit Account No. | Credit IFSC Code | Mode | Instrument No. | Amount | Status | Remarks |
|---------|----------|--------------|--------------|----------------|----------------|--------------------|------------------|------|----------------|---------------|-----------|---------|
| 1 | 6/3/2023 | Axis Limited | Payment | 1 | 30301811 | 121212121212 | ICIC0300123 | NEFT | | 10,000.00 INR | INITIATED | |

3. The customer can create a new voucher using the "Create Payment" option. The users can also initiate the pre-created vouchers as well

3.1. Click on the Create Payment option



3.2. Create a voucher with all the details



3.3. Save the details

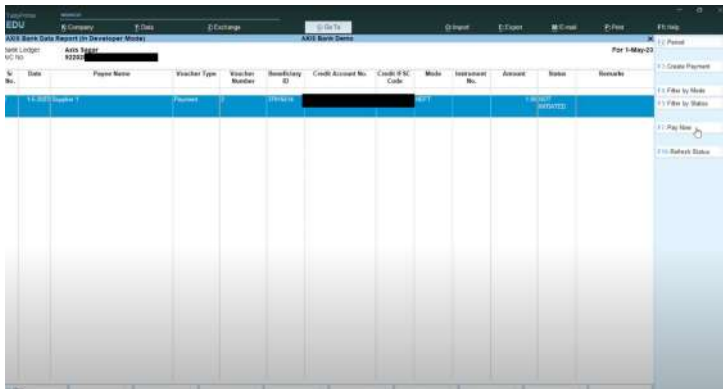




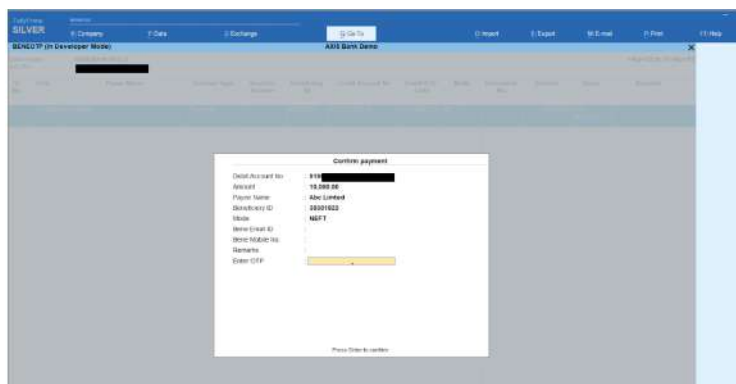
3.4. The created voucher will start reflecting in the main dashboard



4. Select the entry for which the payment has to be initiated and click on the "Pay Now" button



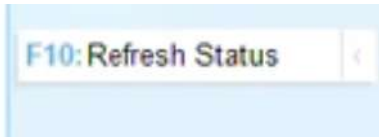
5. Enter the OTP to confirm the payment





6.The payment is submitted to the Axis Bank portal for authorisation

7.The customers can view the status of their transactions using the "Refresh Status" button

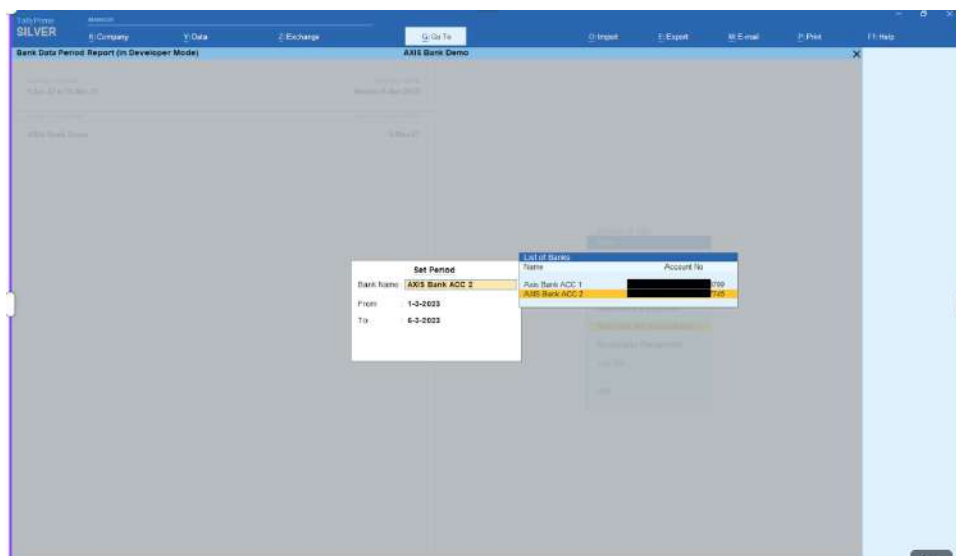


| Key Features | Description |
|------------------|---|
| Bank Ledger | The ledger containing the linked bank account number to initiate the payment with |
| Period | The date range for which the vouchers will be visible |
| Create Payment | An option to create a new payment voucher |
| Filter by Mode | To filter the transaction by the payment mode selected - NEFT, IMPS, RTGS |
| Filter by Status | To filter the transactions by their payment modes- Success, Pending, Pending for Approval, Failed |
| Pay Now | To initiate the transactions |
| Refresh Status | To check the latest status of the transaction |
| Help & Support | To raise a query with the LinkAPI Tech Support Team |

6. Statement & Reconciliation

This feature allows the users to reconcile the bank statement directly in Tally.

1. Select the bank ledger and the date range for which the bank statement is to be fetched.

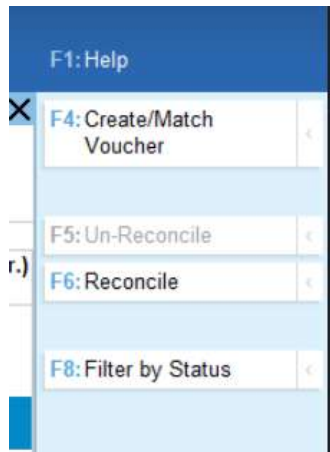




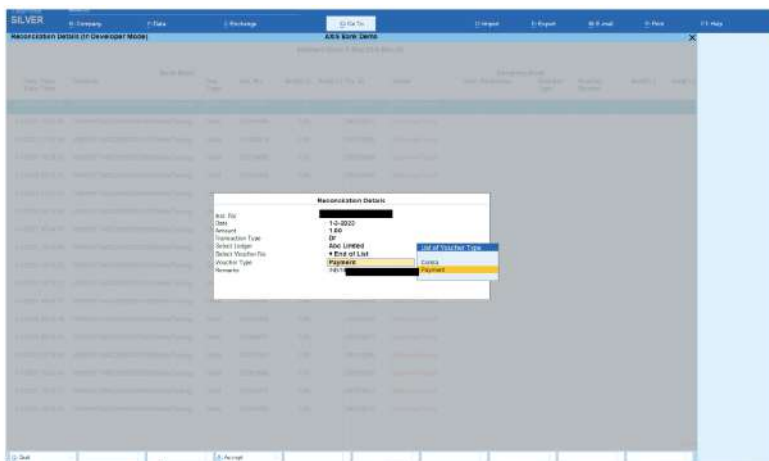
2. Select the entry to be reconciled.

| Trans. Date | Remarks | Bank Book | Inst. Type | Inst. No. | Amt(Dr.) | Amt(Cr.) | Trx. ID | Status | Date | Particulars | Voucher Type | Voucher Number | Amt(Dr.) | Amt(Cr.) |
|---------------------|---------------|-----------|------------|-----------|----------|----------|---------|-----------|-----------|-------------|--------------|----------------|----------|----------|
| 8-12-2022 12:34:16 | MPFIS Phoenix | AXISBANK | Credit | | 1.00 | | | not with | 8-12-2022 | Air Limited | Receipt | 1 | 1.00 | |
| 14-12-2022 16:22:11 | SAP | | | | | | | not Found | | | | | | |
| 15-12-2022 09:57:09 | MPFIS FRES | | Credit | | 1.00 | | | not Found | | | | | | |

3. Click on create/match voucher.

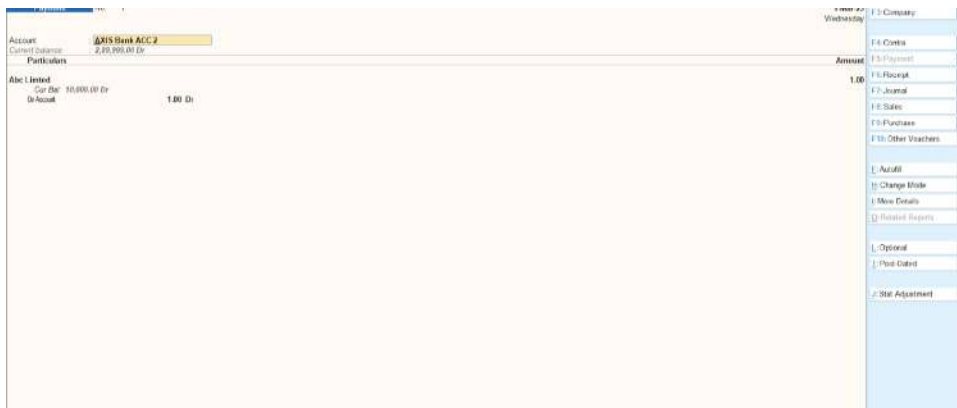


4. The details are auto-fetched from the statement in the voucher, and the customer can select his voucher type.

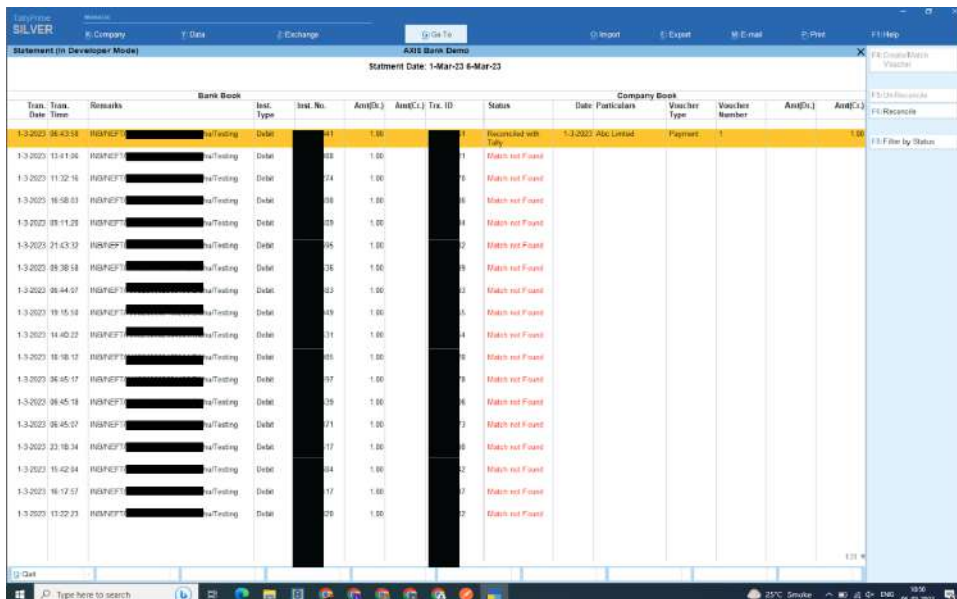


5. Save the details





6. The entry is now reconciled



| Key Features | Description |
|----------------------|--|
| Create/Match voucher | Create - Allows the user to create a new voucher Match - An option to reconcile an entry with a pre-created voucher |
| Unreconcile | To remove the reconciliation of the wrongly reconciled entry |
| Reconcile | To fully reconcile a matched entry |
| Filter by status | A convenience feature to allow users to view the entries as per their reconciliation status |

FAQs

Onboarding

- What is the process of getting the Axis Tally Plugin

The customer needs to register with his details at <https://axisbank.linkapitech.com/>

- How does the customer receive the plugin

On successful registration, the customer can login into the portal (<https://axisbank.linkapitech.com/login>) to download the plugin

- **How can the customer subscribe to avail of the plugin services?**

| | |
|--------------------------------|--------------------------------------|
| Free Trial | 7 days from the date of registration |
| 1-year Subscription Fee | Rs.5000 + 18% GST |

- **What is the payment process?**

The customer can directly pay through online transfers by clicking the “Renew Subscription” button available on login in the Tally Plugin

- **The customer enters the wrong Serial No./License No**

Kindly mail the old and the new (correct) license numbers to: support.axisbank@linkapitech.com from the customer’s registered email ID. Kindly mention the registered Mobile no in the email

- **The customer is asking to get his registered Email ID/Mobile no changed**

Kindly mail the old and the new (correct) email addresses to support.axisbank@linkapitech.com from the customer’s registered Email ID. Kindly mention the registered Mobile no in the email

- **The client is unable to download the TCP file, the download shows failed, network error or any absurd screen comes up while downloading**

Kindly inform the support team at support.axisbank@linkapitech.com.

Also, use the link -

https://axisbank.linkapitech.com/tally/download/LATPL_TALLY_PRIME.tcp -Tally Prime

https://axisbank.linkapitech.com/tally/download/LATPL_TALLY_ERP9.tcp - Tally ERP 9

Still, if the issue persists, the team can get in touch with the support team over the email

- **The client is getting Subscription not found error or the subscription is active but it is still asking to renew the subscription**

Kindly mail the the issue with the screenshot to: support.axisbank@linkapitech.com

Also, mention the registered Mobile number in the email

- **The customer is getting an error message as Invalid Credentials**

Kindly mail the issue with the screenshot to: support.axisbank@linkapitech.com

Also, mention the registered Mobile number in the email

Issues in File Installation

- **Customer gets “T0001” error(wrong file path) while installing plugin in “Manage local TDL” section**

This error arises because the file path and/or file name are incorrect. The client needs to provide the exact path and file name as present in file properties, matching every case and ensuring no space is there. If copy-paste doesn’t work enter the path manually and correctly

- **TCP file doesn’t load up in ERP 9**

ERP 9 version should be updated, version 6.6.3 or beyond

- **The client has an admin tally on the cloud and wishes to use it on systems connected to it**

Will have to upload the TCP file on the cloud itself by coordinating with their cloud service provider. They cannot integrate a plugin file on the desktop with Tally which is hosted in the cloud.

Alternatively

The client needs to login to the customer portal on the tally solutions website with admin license no and upload the TCP file there post that there's no need to install files on different systems that all can access, just that they'll need to enable it

Step 1 - Ask to upload the bank plugin Tcp file on the customer portal of the tally

Step 2 - Add on bank plugin in TDL configuration setting after altering the setting

Step 3 - Update the tally license from license management from the tally application

- **In ERP 9 under the 'Manage local TDL' section getting a T0014 error**

Upgrade to the latest ERP 9 version. It should be equal to or greater than 6.6.3

- **ERP 9 software is crashing after installing the tally plugin**

Need to upgrade the tally to the latest version

- **Not able to paste file path in Tally ERP 9 while loading TDL File**

For tally ERP 9, the object name can be copied by using the shortcut Ctrl+Alt+V, not Ctrl+V

Queries related to Plugin

- **The customer has multiple accounts with the Axis Bank**

The customer can register his multiple bank accounts through the "New Registration" in the registration management feature

- **The customer has multiple maker accounts**

The customer can initiate requests from their respective User ID for authorization to the respective authorizer for authorization

- **The customer wants to send the payment advice to the respective beneficiaries**

The feature for sending payment advice to the beneficiaries is under development and will be available in the later versions of the plugin

- **Can the customer add beneficiaries directly from Tally?**

Yes, the customer can initiate requests to add beneficiaries

- **Customers can make payments to which accounts**

The customer can make payments to the accounts that are authorized as beneficiaries in the Axis Bank CIB portal

- **The customer is receiving the "Duplicate Transaction" error during payment**

The customer shall write to the LinkAPI support team at support.axisbank@linkapitech.com along with the screenshot of the error. The support team will connect and guide the customer to initiate the payment

- **The customer wants to add multiple beneficiaries through Tally**

The customer can initiate requests for beneficiary addition through the Tally plugin one by one. The authorizer can approve all the raised requests at once through the CIB portal

- **Can a transaction status reflected as failed in Tally be debited from the bank account later**

Once the status of the payment is updated as "Failed" in Tally, the amount will not be debited

- **Customer gets "T0001" error(wrong file path) while installing plugin in "Manage local TDL" section**

This error arises because the file path and/or file name are incorrect. The client needs to provide the exact path and file name as present in file properties, matching every case and ensuring no space is there. If copy-paste doesn't work enter the path manually and correctly

- **The customer is concerned about data security**

Link API doesn't use any of the information for any purpose except to service the features in the Tally Plugin without the consent of the user

- **Can customers initiate duplicate transactions through the Tally Plugin**

Once the payment is in the initiated/pending/ success stage, the customer will not be able to re-initiate the payment.

Only transactions that have not been initiated or have failed can be initiated for payments

- **The security provisions for maintaining data integrity**

The system is hosted over an ISO 27000-compliant system

All data transmitted to and from the web application is encrypted using HTTPS

The transaction cannot be processed without the approval of the authorizer

Backups & and DR in place for data management and recoveries

Support Details

- **Support team contact details**

Email: support.axisbank@linkapitech.com

Phone number: +91-7569610750

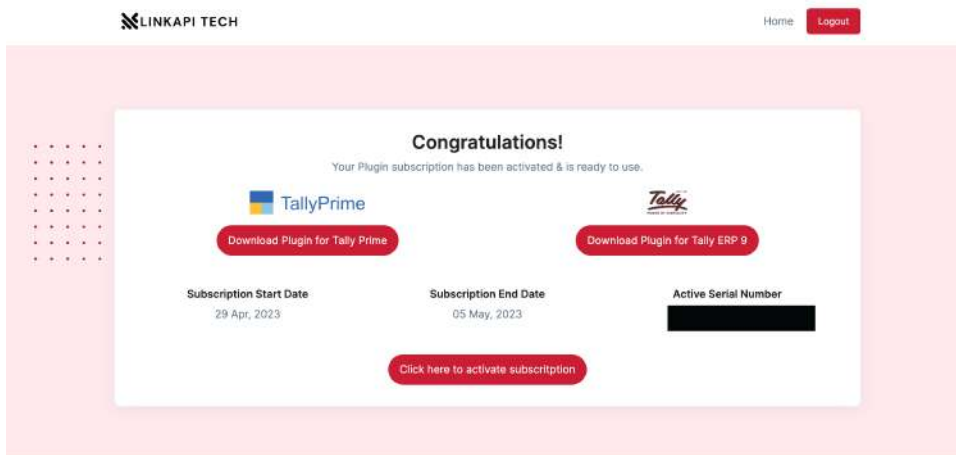
TAT for response: Within 24 hours on working days

Timings: Monday-Friday (10:00 a.m.- 5:30 p.m.)

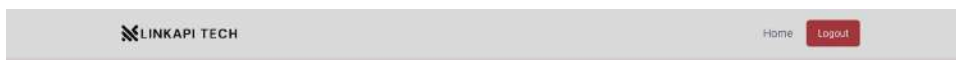
ANNEXURE

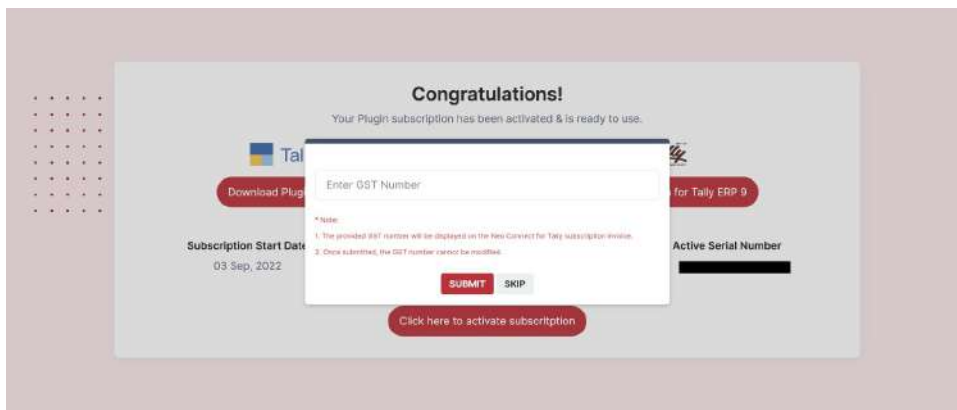
A. Subscription Process On Portal

1. Click on "Click here to activate subscription"



2. On clicking "Click here to activate subscription" a pop-up window will open for the customer to enter the GST number.

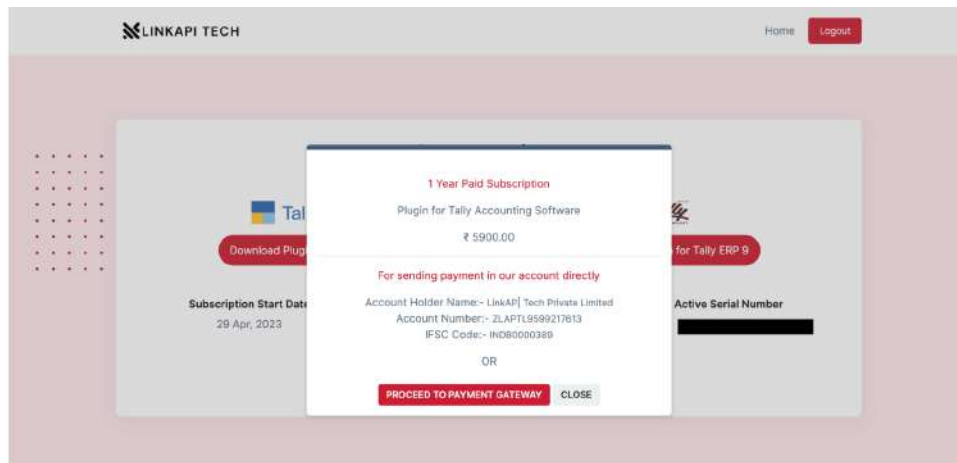




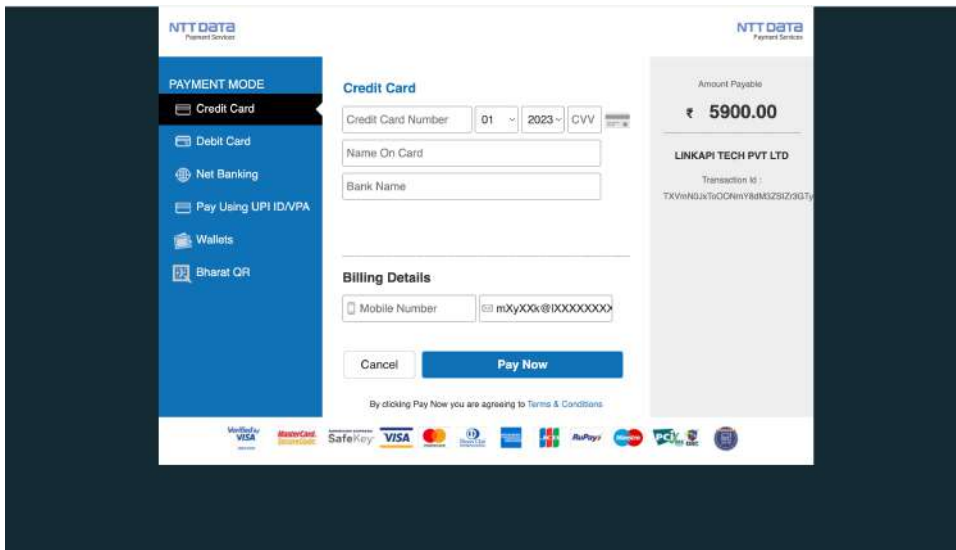
Note :

- The customer can fill in the GST number and click on “Submit”
- If the customer does not want to fill in the GST number, he can click on “Skip”
- The GST number is a non-editable filled once filled and submitted, cannot be modified
- The GST number filled will published on the invoice generated on the subscription of Axis Bank Neo Connect for Tally

3. On clicking on submit, a window screen will open, reflecting the account details for any customer wanting to make manual payments directly into the account.

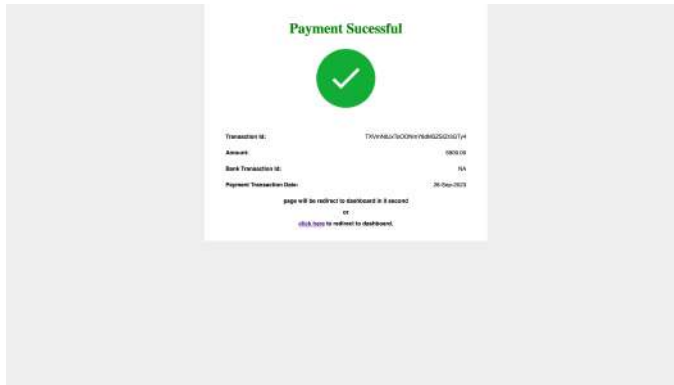


4. If the customer wants to make a payment via Payment Gateway, click on the “Process Button”. The customer will be reflected on the payment gateway screen

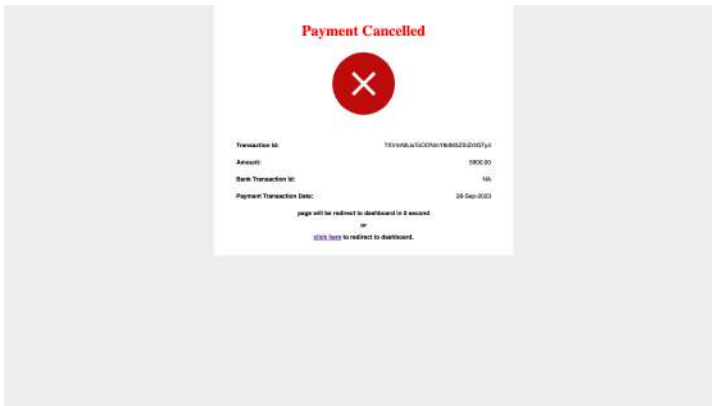


4. The payment status will be reflected to the customer as below

- Success Status



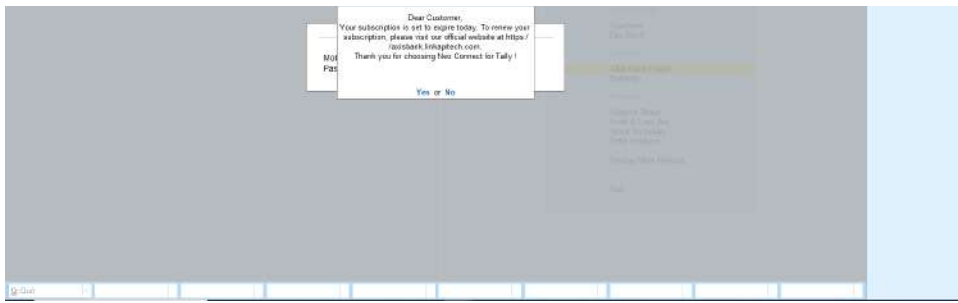
- Failed Status



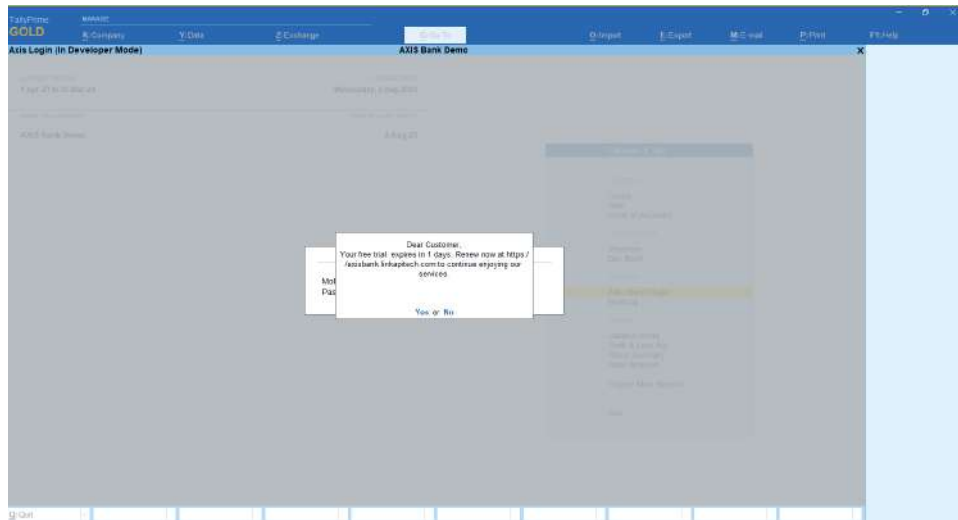
B. Subscription Messages on Tally

Case 1: The subscription is expiring today

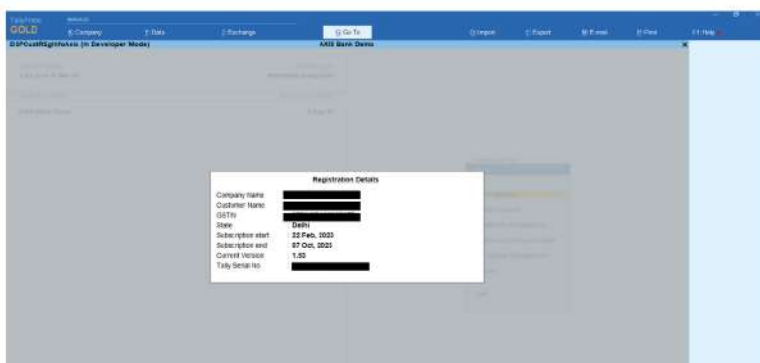
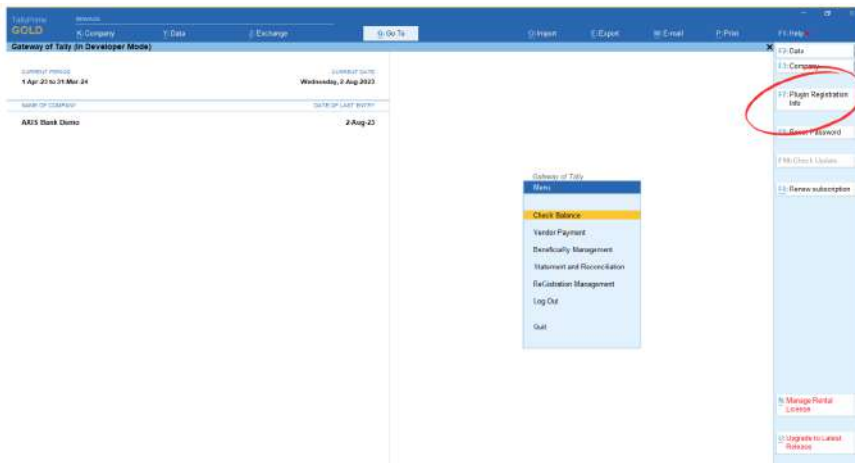




Case 2: Message reflected a few days/1 days prior to the expiration of the Trial period



Case 3: The customer can view their subscription information details directly on their Tally ERP under the Plugin Registration Info





C. Email Communications

- The email reminders will also be sent to the registered email IDs of the customers starting 4 days prior to the expiry of the free trial/subscription.
- The reminders will be sent to the customers post 4 days after the expiry of the free trial/subscription

