

## Guide : What to do if Trial Balance is not tally ?

1. Make sure Retained Earning must have 1 Account code. Refer Pic1  
1.1 GL | Maintain Chart of Account |

Account Name	Code	Balance
EQUITY	100-000	--
ORDINARY SHARE CAPITAL	100-001	--
5% PREFERENCE SHARE CAPITAL	100-002	--
RESERVE	100-500	--
SHARE PREMIUM ACCOUNT	100-500	--
<b>RETAINED EARNING</b>	<b>150-000</b>	<b>--</b>
RETAINED EARNING	150-000	--
LONG TERM LIABILITIES	150-500	--
LOAN FROM DIRECTOR	150-501	--
LOAN FROM DIRECTOR - KITTEN 1	150-501	--
LOAN FROM DIRECTOR - KITTEN 2	150-502	--
LOAN FROM DIRECTOR - KITTEN 3	150-503	--

Pic1

Note : If your Retained Earning is empty, you may create under Reserve, then only drag into Retained Earning.

2. Make Sure Maintain Opening Is Tally.  
2.1 : GL | Maintain Opening Balance  
2.2 Untick Project at left top  
2.3 Make sure Local DR and Local CR is tally. (Refer Pic2)

Description	Code	Local DR	Local CR
FIXED ASSETS		3,077,550.25	830,060.95
INVESTMENT			
OTHER ASSETS			
CURRENT ASSETS		7,452,181.49	2,401,873.70
CURRENT LIABILITIES		6,790,213.10	13,512,482.80
OTHER LIABILITIES			
CAPITAL		-	500,000.00
RESERVE			
RETAINED EARNING		12,455,323.11	12,530,850.50
LONG TERM LIABILITIES			
		29,775,267.95	29,775,267.95

Pic2

3. If above 2 step is tally, which mean is current transaction cause not tally, kindly follow below step :  
3.1 : GL | Print Journal of Transaction Listing | Choose the date period which is not tally  
3.2 : Click on Preview  
3.3 Select report name : GL Journal-of-Transaction-Imbalance-Document  
3.4 The list show which mean is the document cause not tally.  
3.5 May upload the backup file to us and mention the problem.  
Link to upload : <http://www.sql.com.my/support/upload>

~~ Done ~~