# About Auto Physical Stock Verification Report

## Introduction

 Tally has enabled to provide solutions to simplify the business needs to the level as simple as possible. One such module is Auto Physical Stock Verification Report.

This module is used to verify the physical stock maintained in comparison to the stock in Tally.  Here the data is sorted in a manner such that the report displays the difference between the stocks maintained.

## Installation
This module is installed / configured automatically when downloaded from the Tally Shop.

## System requirements:
No additional hardware / software infrastructure is required for executing and operating this module.
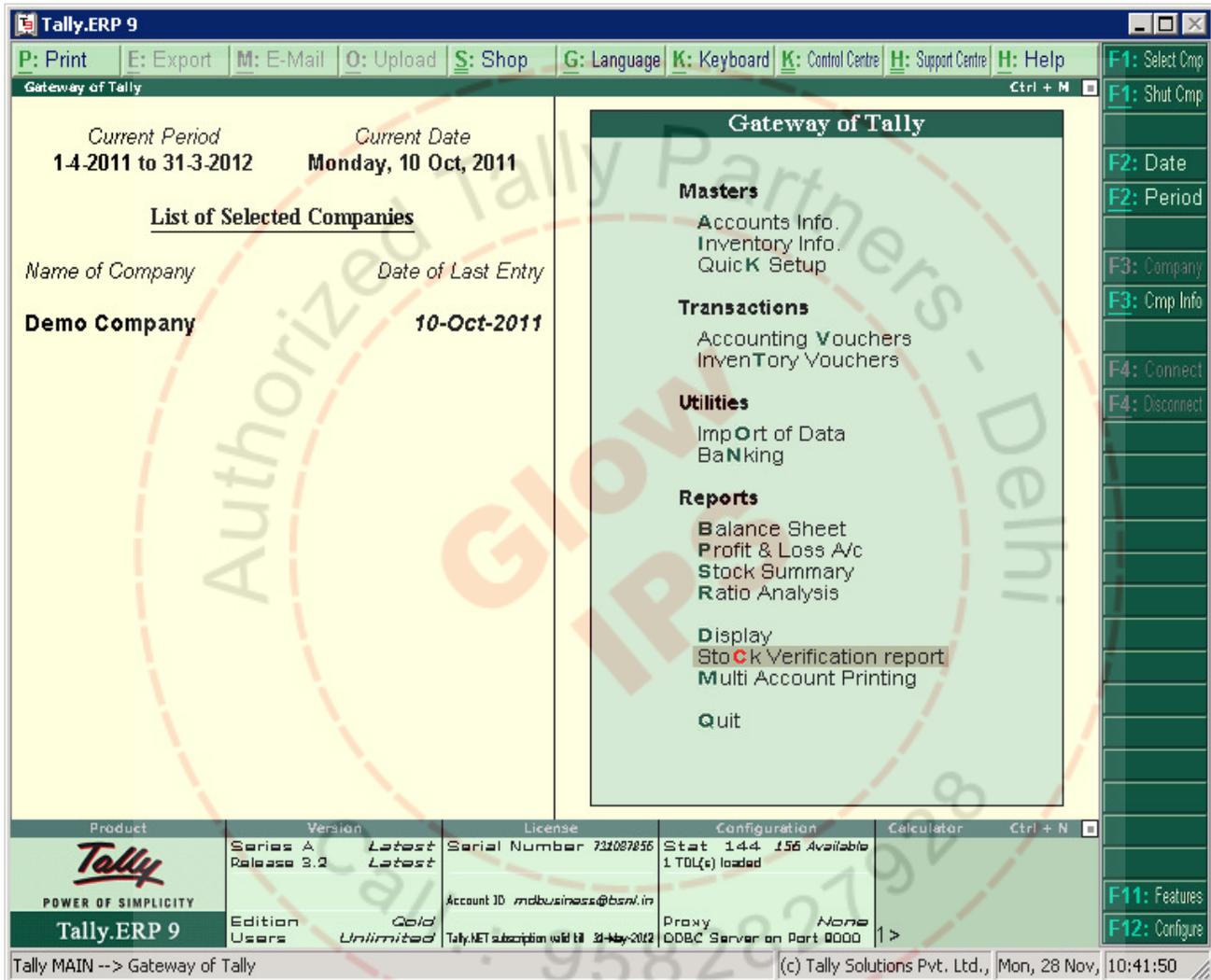
## Detailed Setup Guide:

To operate this capability, user will have to follow the following steps:

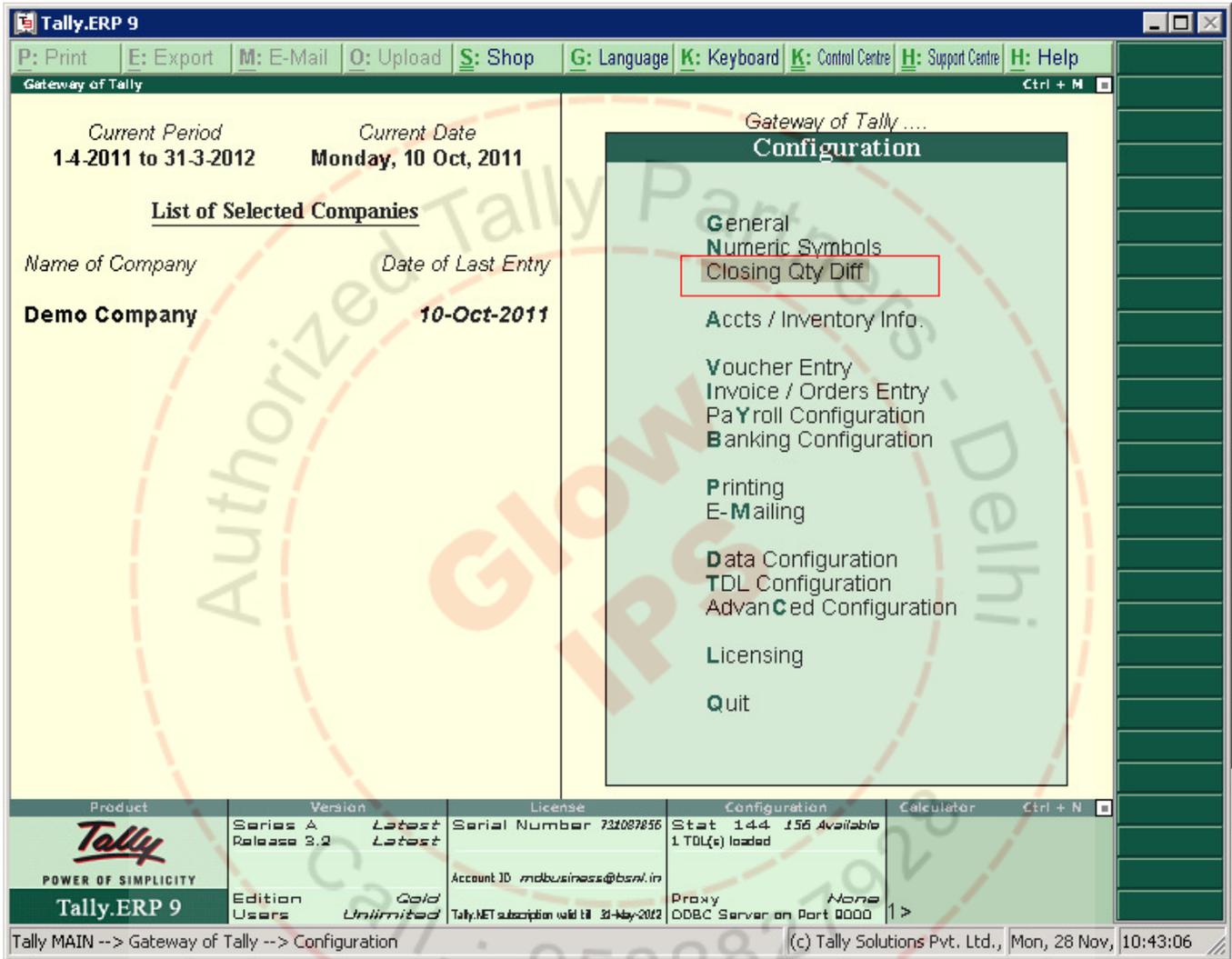**a) The Gateway of Tally screen appears as below when the file is active.**

**b) The screen shows the stock as per tally.**

| Item Name | Group | Closing Quantity Tally | Physical Quantity | Stock Difference |
|---|---|---|---|---|
| Besan | ☐ Primary | (-)5 bag | | (-)5 bag |
| Cpu | Hardware Componants | 34 nos | | 34 nos |
| Kaka Chana | ☐ Primary | (-)80 bag | | (-)80 bag |
| Keyboard | Hardware Componants | 25 nos | | 25 nos |
| Monitor | Hardware Componants | 25 nos | | 25 nos |
| Printer | Hardware Componants | 8 nos | | 8 nos |

Tally.ERP 9

P: Print  E: Export  M: E-Mail  O: Upload  S: Shop  G: Language  K: Keyboard  K: Control Centre  H: Support Centre  H: Help

ClosingStockReport          Demo Company          Ctrl + M

C L O S I N G   S T O C K   T A L L Y

F1: Detailed
F2: Period
F3: Company
R: Physical Stock
X: Display Excel Sheet
B: Filter Stock Item

N: Auto Column

F8: Other Rep
F9: Inv Rep
F10: Acc Rep
F11: Features
F12: Configure
F12: Range
F12: Value

Q: Quit          Ctrl + N

Tally MAIN --> Gateway of Tally --> ClosingStockReport --> ClosingStockReport     (c) Tally Solutions Pvt. Ltd.,  Mon, 28 Nov,  10:51:21

**C) Now, the Excel file where physical stock is maintained is to be attached so that Tally can read the data. The option is available in F-12 Configuration as "Closing Qty Diff"**

**D) A sample of excel sheet is as below.**

**E ) The window appears as below. Here it is required to mention the file location for Tally to read.**

**F ) Once the Tally reads the data. The below screen shows the data that Tally reads from Excel sheet. To display the below mentioned screen, use Alt + X key combinations. To go back to the main screen use "Escape".**

**G) To display the physical stock (excel data) use 'Alt + R" key combinations.  The screen appears as below.**

**H) The report also an option to filter out items that are nil…i.e. "zero quantity" items.**
**Use "Alt + B" key combinations for Filter option. The screen appears as below.**