Getting Started with Data Synchronisation in Tally.ERP 9
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Introduction

Data Synchronisation

Data Synchronisation refers to a process wherein data is replicated between two or more locations. It enables the branch offices to send data to the head office and vice versa over the Internet or a private network. Data Synchronisation is a two-way process; i.e., all the data pertaining to masters and transactions from the Client company (Branch) is transferred to the Server (Head Office) and similarly data from the Server can be transferred to the Client.

The system which initiates Synchronisation is termed as the Client and the system with which the synchronisation is performed is termed as Server.

Both Tally.ERP 9 Silver (Single User) and Gold (Multi User) can be configured either as Client or as Server for the purpose of synchronisation.

Data Synchronisation in Tally.ERP 9

Data Synchronisation can be done using either one of the following available features:

- **Tally.NET**: A trusted framework developed by Tally, used for transferring Data over the Internet. To use this service, you require a valid Tally.NET subscription at the client and server. It is essential that the Tally.ERP 9 Server Company needs to be connected to Tally.NET server at the time of Synchronisation.

- **Direct Synchronisation**: Synchronise data among various branch offices using your own private network over Internet or Virtual Private Network (VPN). To use this feature you do not have to pay any additional charges. This feature is also referred as IP Synchronisation.

Advantages of Synchronisation

- Easy to configure and implement
- Synchronise data with a Single-Click
- Simultaneous updation / replication of data at Server and Client
- Does not require dedicated high end infrastructure or trained personnel
- Adaptable to an occasionally connected environment
- Available with choice of connectivity
Real time data updation across geographies using Tally.NET – A trusted framework

Do’s and Don’ts

1. **Ensure that same set of F11: Features are activated on the Client and Server Company.**
   If the features enabled on the client and server company are not same, then during data synchronisation some information may not get synchronised.

   **Example:**
   - Tracking numbers enabled at one end and disabled at other end will not show the purchase/sales bills pending reports properly.
   - Zero valued entries enabled at one end and disabled at other end will not allow synchronise data.

2. **Restoration/ Copy of data to implement Data Synchronisation for Multiple locations.**
   Data will not Synchronise between two companies having the same GUID.
   While implementing Data Synchronisation for multiple locations it is easier to copy paste the data from one location to multiple locations. By doing this, Data will not synchronise as GUID will be same at all locations.

3. **Alteration of Accounting or Inventory masters.**
   When the accounting or inventory masters are altered, a new master gets created at the other end on synchronizing data.

   **Example:** The accounting master *Conveyance* having a transaction for Rs. 3600/- is altered in the **Client** to **Local Conveyance**. A new entry is recorded for Rs. 2700/-. In Client, Local Conveyance ledger has a current balance of Rs. 6300/-. On synchronising data from the Client, a new ledger **Local Conveyance** gets created on Server. In Server, Conveyance ledger balance is Rs. 3600/- and Local Conveyance Rs. 2700/-. 
   Thus, when masters are altered, manual correction is needed on the Server and Client systems.
   In case, the customer requires the alterations to be affected at other end, he can do an exchange snapshot or import the masters manually from the altered location.

4. **Alteration of default Voucher Type names available in Tally.ERP 9.**
   If default voucher types are altered, during data synchronisation the same will be altered at other location based on the voucher type configuration made in **server/client rules to Ignore modified voucher type masters**.
   If the option *Ignore modified voucher type* masters is enabled in rules it will not allow to synchronise the data.
   Hence, you need to create new voucher types under the default voucher types and if needed you can create location-wise voucher types and as per the requirement specify the method of voucher numbering with prefix or suffix so that Data Synchronisation will happen smoothly.
   Use of automatic voucher numbering makes it difficult to trace vouchers after synchronisation, as each voucher is allotted a new incremental voucher number when it is synchronised with other location.
   Hence, it is suggested to create required voucher types at **client** and **server** as explained.
5. **Delete vouchers using ALT+D and Cancel vouchers using ALT+X.**
Cancellation ensures that vouchers remain intact on the system and if you want to delete a voucher, identify and delete specific voucher from both Server and Client systems.

On deleting a voucher in server or client, the Remote ID of a voucher gets deleted, there by the identity of the voucher is removed from the system.

Where vouchers are already synchronised from Client to Server and later a voucher is deleted by mistake from Client. Then to get the voucher again to Client system, re-accept the voucher (which is deleted on client) but available in server using Ctrl+A keys and synchronise the data.

6. **Master Balances**
Before implementing Data Synchronisation, the requirements pertaining to master level information like Name of the Masters and Opening Balances needs to be understood properly.

In case of Data Synchronisation for Consolidation of Data, the masters created at multiple locations may be different but it would be serving the same purpose.

**Example:** Conveyance, Conveyance Expenses.
So, you can maintain one group for conveyance and create different ledgers at different locations to account conveyance expenses by grouping under conveyance group.

- Understanding the requirements before setting up Data Synchronisation and knowing the Do’s & Don’ts/Precautions would make implementation easier.

- To know more about Precautions/Do’s & Don’ts of Data Synchronisation you can search the title Precautions - Data synchronization using Online Help from Tally.ERP 9 or in Knowledge Base.
Lesson 1: Data Synchronisation

Businesses operate from multiple locations in a city or across geographies. To have updated business information is the need of the hour for any business in order to take important decisions. The Synchronisation feature available in Tally.ERP 9 enables you to collect and consolidate information from multiple branch offices located in the same city or across geographies and make it available as per your requirement.

While creating the client rule for synchronisation using Tally.NET it is essential to enable the use of Tally.NET Server, provide the Account ID and provide the Company’s Connect Name on the server. In case of Direct IP Sync it is essential to provide the static IP Address of the server and the company’s name. The entire synchronisation process works based on the respective client rule created by the user.

In this book we will be widely discussing synchronisation using Tally.NET and providing you the required indicators on Direct IP Sync where ever required.

1.1 Steps for Data Synchronisation using Tally.NET

You can synchronise data between the client and the server or vice-versa using the Tally.NET Servers following the steps shown below:

- Configure Server for Synchronisation
- Configure Tally.NET on Server
- Connect Server Company to Tally.NET
- Configure Client for Synchronisation
- Create Client Rule for Synchronisation
- Activate Rule from Client
- Activate/Enable Sync Rule on Server

1.1.1 Configure Server for Synchronisation

To configure the Server Company for Synchronisation, follow the steps given below:

Go to **Gateway of Tally > F12: Configure > Advanced Configuration**

The **Advanced Configuration** screen appears

In the **Client/Server Configuration** section,

- Set the option **Tally is acting as to Server**
Specify the required port number (e.g. 9009) in the **Port** field as shown:

![Client/Server Configuration](image)

- **Connection Configuration**
  - **Tally is acting as** Server
  - **Enable ODBC Server** No
  - **Port** 9009

- **Connection Timeout (in seconds)**
  - **Connect to Tally.NET Server running on Non HTTP Port** No

- **Use absolute URL for HTTP Actions?** No

- **Log Configuration**
  - **Enable Sync Logging (SockReq log)** No
  - **Enable HTTP Log (tallyhttp.log)** Yes
  - **Enable Detailed Log (tally.imp)** Yes

- **Proxy Configuration**
  - **Use HTTP Proxy Server** No

![Figure 1.1 Configuring Tally.ERP 9 as Server](image)

- **By default port 9000 for Synchronisation and ODBC. On providing a different port Tally.ERP 9 will use the specified port for Synchronising.**
- **Set Tally is acting as Both to run as Client/Server.**

In the **Connection Configuration** section

- In **Connection Timeout** field set the duration in seconds. The client disconnects from the server when it does not receive any response within the specified duration.
- Set **Yes** to **Connect to Tally.NET Servers running on Non-HTTP Port** to avoid frequent disconnection from Tally.NET while the company is connected or on receiving **16004 Error Code** frequently.
- To enable the proxy server communicate the complete URL set **Use absolute URL for HTTP Actions** to **Yes**.
In the **Log Configuration** section:

- Set **Yes to Enable Sync Logging** in order to generate a log file containing information about the synchronised vouchers. By default this file resides in C:\Tally.ERP9 or in a folder of your choice. Information available in the log file helps in troubleshooting synchronisation.
- To overwrite the contents of previously generated log file set **Truncate previous log before Syncing** to **Yes**.
- Set the option **Enable HTTP Log (tallyhttp.log)** to **Yes** to login all SOAP and HTTP Post request/response in the log file residing in the default Tally.ERP9 folder.
- Set the option **Enable Detailed Log (tally.imp)** to **Yes** to generate Tally.imp log file containing details of the operation.

In the **Proxy Configuration** section (using a proxy server to connect to Internet)

- Set **Yes to Use HTTP Proxy Server** when connected to Internet through proxy server
- Enter the IP Address or the URL and Port in **URL** field
- Set **Yes to Authentication Required** to authenticate before connecting
- Select the required authentication scheme from the list of **Proxy Auth Schemes** displayed.
- Enter the username and password in **User Name** and **Password** fields respectively.

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![Client/Server Configuration](image)

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Figure 1.2  Synchronisation Configuration for Tally.ERP 9 Server
Press Y or click Yes to save the configuration settings.

In order to effect the above changes, Tally.ERP 9 prompts to restart the application.

![Restart Tally.ERP 9](image)

Press Y or click Yes to restart Tally.ERP 9 on the server computer.

Tally.ERP 9 is configured as a Server for synchronisation as shown in the Configuration block of the Information panel.

![Tally.ERP 9 configured as Sync Server](image)

### 1.1.2 Enabling Tally.NET Feature

On Server Computer,

Go to **Gateway of Tally > F11: Company Features > F4: Tally.NET Features**

In the **Tally.NET Features** screen,

- Specify the company’s connect name or retain the existing company name mentioned in the Company Master. The company will recognised with the specified name on Tally.NET.
- Provide the name of the contact person in **Contact Person Name** field.
- Provide the phone/mobile number of the contact person in **Contact Number** field. The contact persons name and number are displayed in the **List of Remote Companies**
- Set Yes to **Allow to Connect Company** to connect the company to Tally.NET for remote access.
- Set Yes to **Connect on Load** to connect the company to Tally.NET on loading the data for remote access
The **Tally.NET Features** screen for **ABC Company - HO** appears as shown

![Tally.NET Features Screen](image)

- Click **Yes** or press **Y** to save the settings

*For **Tally.NET** features to be available, it is mandatory to enable **Security Controls in Company Creation**. In case the Security Controls are not enabled, go to **Company Alteration (Alt+F3)** screen and enable them before proceeding further.*

### 1.1.3 Connect the Server Company to Tally.NET

Go to **Gateway of Tally**
- Click **F4: Connect** or press **F4**
- On successfully connecting to **Tally.NET** server, a message **Company Connected to Tally.NET** appears in the **Calculator** pane.
1.1.4 Configure Client for Synchronisation

To configure the Client Company for Synchronisation, follow the steps shown below:

- Go to Gateway of Tally > F12: Configure > Advanced Configuration

The Advanced Configuration screen appears

In the Client/Server Configuration section

- In Tally is acting as select Client from the list of Client/Server
- Specify the required port number (e.g. 9009) in the Port field as shown:
In the **Connection Configuration** section

- In **Connection Timeout** field set the duration in seconds. The client disconnects from the server when it does not receive any response within the specified duration.
- Set **Yes** to **Connect to Tally.NET Server running on Non HTTP Port** to avoid frequent disconnection from Tally.NET while the company is connected or on receiving **16004 Error Code** frequently.
- Set **Yes** to **Use absolute URL for HTTP Actions** to enable the proxy server communicate the complete URL.

In the **Log Configuration** section

- Set **Yes** to **Enable HTTP Log** to login all SOAP and HTTP Post request/response in the filenamed **tallyhttp.log** stored in C:\Tally.ERP9 folder or in the folder of your choice.

In the **Proxy Configuration** section (using the Proxy Server)

- Set **Yes** to **Use HTTP Proxy Server** in case you are connected to the internet through the proxy server
Enter the IP Address or the URL and Port in **URL** field
- Set **Yes** to **Authentication Required** to authenticate before connecting
- Enter the username and password in **User Name** and **Password** fields respectively.

![Client/Server Configuration](image)

**Connection Configuration**
- Tally is acting as **Client**
- Enable ODBC Server: **Yes**
- Port: **9009**

**Connection Timeout** (in seconds): **60**
- Connect to Tally.NET Server running on Non HTTP Port: **Yes**
  - Set the above option to **Yes** in case of following problems:
    1. Frequently getting disconnected from Tally.NET Server
    2. Error 16004: Invalid Nonce
- Use absolute URL for HTTP Actions: **Yes**

**Log Configuration**
- Enable HTTP Log (tallyhttp.log): **Yes**
- Enable Detailed Log (tally.imp): **Yes**

**Proxy Configuration**
- Use HTTP Proxy Server: **Yes**
  - **URL**: MyServer:8000
  - Authentication Required: **Yes**
  - Authentication Scheme: NTLM
  - **User Name**: tally
  - **Password**: tally

Figure 1.8  Synchronisation Configuration for Tally.ERP 9 Client

- Press **Y** or click **Yes** to save the configuration settings.

In order to effect the above changes, Tally.ERP 9 will prompt you to restart the application
- Press **Y** or click **Yes** to restart Tally.ERP 9 on the client computer.

The Tally.ERP 9 client for synchronisation is configured as per the details displayed in the **Configuration** block of the Information panel.

![Tally.ERP 9 configured as Sync Client](image)
1.1.5 Create Client Rule for Synchronisation

After successfully connecting Server Company to Tally.NET, it is essential to configure the client for synchronisation by creating the client rule.

- Select the required Company to synchronise the data.
- Go to Gateway of Tally > Import of Data > Synchronisation > Client Rules > Create

The **Client Rule Creation** screen appears as shown:

![Client Rule Creation Screen](image)

In the **General Configuration** section

- Enter *Sync with HO* in the **Name of Rule** field. The sync rule is identified with its name which is unique for the respective company.
- Set *Yes* to **Use Tally.NET Server** to synchronise using **Tally.NET** Servers.
- Enter the Server’s Account ID in the **Server Account Id** field. The Server’s Account ID is displayed in the **License** block of the information panel.
To synchronise data using **Direct IP Synchronisation**

- Set the option **Use Tally.NET Server** to **No**
- Provide the required **URL** or **IP Address** of the **Server**

- In the **Company Name on Server** field specify the company’s connect name on the server for synchronising data using **Tally.NET** or specify the company’s name when synchronising data using **Direct IP**.
- Set **Yes** to **Enable Sync from Server** in order to initiate data synchronisation from the server.
- The **Sync from Server** screen appears as shown

![Sync from Server Screen](image)

Figure 1.11  Sync from server

- Set **Yes** to **Use Tally.NET Server** in order to initiate data synchronisation from the server.
- Enter the synchronisation client’s account id in **Client Account ID**
To initiate data synchronisation from the server using **Direct IP Synchronisation**

- Set **Use Tally.NET Server** to No
- Enter the required synchronisation client’s URL in **Client URL**
- **Unknown**: Select this option if the synchronisation client’s IP/URL is not known
- **User Defined**: Select this option and enter the client’s IP/URL.
- Select the required URL from the List of Available URLs

- The completed **Sync from Server** screen appears as shown

![Sync from Server Screen](image)

- Set Yes to **Notify when Server Initiates Synchronisation**. Enabling this option will display a message at the synchronisation client's before starting the synchronisation from the server.
- Set Yes to **Synchronise Altered Transactions** in case you want altered transactions to be synchronised.
- Set **Sync over slow connection** to **Yes** to send smaller packets of data containing 25 vouchers each over a slow connection.

![Figure 1.13  Client Rule Creation](image)

By default the **Type of Sync** is set to **Both**, select the required type of synchronisation that you want to perform from the **Type of Sync** displayed.

- Select **Both** from **Type of Sync**
  - **Both**: Send and receive all the voucher types available in Tally.ERP 9.
  - **Recv Data**: Receive the specified vouchers from the client/server.
  - **Send Data**: Send the specified vouchers from the client/server.
The **Synchronisation Types** screen appears as shown:

![Synchronisation Types Screen](image)

**Send Data** section
- **Allow the following Voucher Types** is set to *All Voucher Types* by default. Select the required voucher types from *Type of Vouchers* displayed that need to be synchronised to the server.
- Select **End of List**
- **Disallow the following Voucher Types** is set to *End of List* by default. Select the voucher types to be excluded from being synchronised to the server.
- Select **End of List**

**Receive Data** section
- **Allow the following Voucher Types** is set to *All Voucher Types* by default. Select the required voucher types from *Type of Vouchers* displayed that need to be synchronised from the server.
- Select **End of List**
- **Disallow the following Voucher Types** is set to *End of List* by default. Select the voucher types to be excluded from being synchronised from the server.
In the **Client Rule Creation** screen

- Set **Sync After Save** to **Yes** to synchronise the transaction immediately after saving it.
The **Voucher Type Sync After Save Configuration** screen appears

- From the **Types of Vouchers** select the voucher types that need to synchronised on saving.

![Figure 1.16 Sync after save configuration]

- **Select End of List**

In **Voucher Type** section

- **Set Ignore Server Modified Vch Type Masters to No** will synchronise the altered voucher type masters from the server. Any new voucher types created on the server will be updated on the client where as the existing voucher types will be overwritten during synchronisation.

*By default Ignore Server Modified Vch Type Masters is set to Yes to ignore synchronisation of voucher type masters modified on the synchronisation server. However, transactions recorded using newly created voucher type will be synchronised.*
In **Opening Balance** section
- Set Yes to **Update Server Modified Ledger Opening Balance** in order to synchronise the opening balance of respective ledger from the server.
- Set Yes to **Update Server Modified Item Opening Balance** in order to synchronise the opening balance of respective item from the server.

In **Multi-Currency Configuration** section
- Set Yes to **Send Base Currency Symbol along with Amounts** in order to synchronise the currency symbols from the client.
- Set Yes to **Accept Non-Base Currency Transactions** in order to synchronise foreign currency transactions from the client.

The completed **Client Rule Creation** screen appears as shown:

![Client Rule Creation](image)

- Click Yes or press Y to accept the client rule.
1.1.6 Activate Rule on Client

Prior to commencing data synchronisation it is essential to create the Server Rule on the synchronisation server. This is achieved by synchronising the Client Rule with the Server. On successfully synchronising the client rule with the server, a new server rule is created which needs to be activated to enable data synchronisation. This is also called as the handshake process.

On the client machine

- Go to Gateway of Tally > Import of Data > Synchronisation > Synchronise

On successfully activating the client rule the information is displayed in the calculator pane as shown:

- **Synchronise Selected** will appear when there is more than one client rule created in a company and allows you to select the required rule for synchronisation.

- **Synchronise All** will update the client rule on the respective servers. Hence it is essential that the respective company for each rule is connected to Tally.NET.
1.1.7 Activate/Enable Sync Rule on Server

The rule created on the client needs to be updated as the server rule, before the clients start synchronisation. To update the synchronisation rule on the server follow the steps shown:

- Go to Gateway of Tally > Import of Data > Synchronisation > Server Rules > Activate

The **Select Item** screen appears as shown:

![Server Rule Selection](image)

- Select the required rule from the **List of Rules** and press **Enter**
The **Server Rule Activation/Alteration** screen appears as shown:

![Server Rule Activation/Alteration Screen](image)

In the **General Configuration** section:

- **Activate the rule by setting Yes to Activate**
- **Set Yes to Deactivate When Client Rule Changes** in order to deactivate the client rule when unauthorised changes are made to the client rule
- **Set Yes to Show Connection Config for Server** to display the **Client’s Connection Configuration** which appears as shown:

![Client’s Connection Configuration](image)

- **Set Synchronise Altered Transactions to Yes** to synchronise altered vouchers.
By default **Show Voucher Type Wise Config** is set to **Yes**, press **Enter** to display the list of allowed/disallowed vouchers types.

In the **Voucher Type** section

- Set **Yes** to **Ignore Client Modified Vch Type Masters** will ignore synchronisation of voucher type masters modified on the client machine. However, transactions recorded using the newly created voucher type will be synchronised.

> **Set Ignore Client Modified Vch Type Masters** to **No** will synchronise the altered voucher type masters from the client. Any new voucher types created on the client will be updated on the server where as the existing voucher types will be overwritten during synchronisation.

In **Opening Balance** section

- Set **Update Client Modified Ledger Opening Balance** to **Yes** to overwrite server’s ledger opening balances with the client’s opening balance for the respective ledgers. Set this option to **No** to retain the existing ledger opening balances.
- Set **Update Client Modified Item Opening Balance** to **Yes** to overwrite servers item opening balances with the client’s opening balance for the respective item. Set this option to **No** to retain the existing item opening balances.

In **Multi-Currency Configuration** section

- Set **Yes** to **Send Base Currency Symbol along with Amounts** in order to synchronise the currency symbols from the server.
- Set **Yes** to **Accept Non-Base Currency Transactions** in order to synchronise foreign currency transactions from the server.
The **Server Rule Activation/Alteration** screen appears as shown

![Server Rule Activation/Alteration Screen](image.png)

- Click **Yes** or press **Y** to accept the **Server Rule Activation**.
1.1.8 Synchronise from Client

To start synchronisation on the client computer follow the steps shown:
- Go to Gateway of Tally > Import of Data > Synchronisation > Synchronise

On synchronising data from the client is posted to the server and data from the server is saved on the client. The synchronisation status is displayed in the Calculator pane as shown:

![Sync success message on Client](image)

1.2 Synchronise from Server

Data synchronisation can be initiated from the server by selecting the required rule. The synchronisation server initiates the process and notifies the respective client accordingly. To initiate data synchronisation from the server it is essential to connect the client company to Tally.NET when you have opted to synchronise through Tally.NET server.

To synchronise the data from the server follow the steps shown:
- Go to Gateway of Tally > Import of Data > Synchronisation > Synchronise Server Rule

The synchronisation server’s calculator panel displays the following message:

The Client has been notified with a Synchronisation Request. Synchronisation will start once the User accepts the Request.
At the synchronisation client, a message appears prompting the user to synchronise data with the respective server.

![Synchronisation request message on client](image)

- Press Y or click Yes
- On successfully synchronising the data with the client, the message appears in the calculator panel as shown.

### 1.3 Snapshot Exchange

Users setting up synchronisation for the first time need to exchange large data from the client to the server and vice versa which is normally achieved by exporting and importing the data. The new snapshot exchange feature enables a speedy implementation of bulk data exchange without the need to manually import or export data.

#### 1.3.1 Exchange Snapshot Online

The Online Snapshot Exchange feature initiates the data exchange from the client, during the process Tally.ERP 9 determines and commences the data exchange from the point where it had stopped at previous data exchange. In case the data exchange had not taken place earlier then it commences from the first transaction.

Before commencing the Online Snapshot Exchange it is essential for the user to
- Create the client rule
- Synchronise once so that the rule is created at the server
- Activate the rule at the server
To commence the Online Snapshot Exchange:

- Go to Gateway of Tally > Import of Data > Synchronisation > Exchange Snapshot Online

The Exchange Snapshot for Selected Rule appears as shown:

![Exchange Snapshot Rule](image)

- Select the required rule from the List of Rules displayed
- On successfully exchanging the data between the client and the server, the details are displayed in the Calculator pane as shown:

![Exchange Snapshot Status](image)

### 1.3.2 Export Snapshot

This capability allows the user to manually export the data into an XML file which is stored in C:\Tally.ERP9 folder or a other folder of your choice. While performing the export snapshot process Tally.ERP 9 determines and commences export snapshot from the point where it had completed earlier. In case the data was not synchronised earlier then the export snapshot commences from the first transaction. During the process, the masters are exported first followed by the transactions.
Based on your requirement transfer the exported data onto a suitable medium and import the data into the client/server.

To export the data to an XML file follow the steps shown:

- Go to Gateway of Tally.ERP 9 > Import of Data > Synchronisation > Export Snapshot

The Export Snapshot for selected Rule screen appears

- Select the required rule from the List of Client Rules displayed.
- By default the exported data is stored in C:\Tally.ERP9 or provide the path of your choice.
- Press Enter to accept the default filename or provide the filename of your choice.

<table>
<thead>
<tr>
<th>ABC Company - B'lore Branch</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Select Rule</strong></td>
</tr>
<tr>
<td>Select Rule: Sync with HO</td>
</tr>
<tr>
<td>(List Of Synchronized Rules)</td>
</tr>
<tr>
<td>Export Location: C:\Tally.ERP9</td>
</tr>
<tr>
<td>Output File Name: ClientSnapshot.xml</td>
</tr>
</tbody>
</table>

Figure 1.27 Export snapshot details

On successfully exporting data to the named file stored in the default folder, the following message appears in the calculator pane.

Figure 1.28 Calculator Pane

1.3.3 Import Snapshot

The import snapshot will bring in data to required client or server, prior to importing the data ensure that you have copied the file at the required location.

To import the data follow the steps shown:

- Go to Gateway of Tally.ERP 9 > Import of Data > Synchronisation > Import Snapshot

The Import Snapshot for selected Rule screen appears

- Select the required rule from the List of Server Rules displayed.
- Enter the required path and filename in Import Filename (XML) field.
A message **Importing snapshot of XXXXXXXXXXXXXXX** appears in the calculator pane.

Press **Enter**
Lesson 2  Synchronisation Reports

The voucher synchronisation report is available at the client and server, it provides vital synchronisation information for the respective rule on:

- **Pending Vouchers**: By default the list of vouchers pending synchronisation from the client or the server are displayed.
- **Sent Vouchers**: Vouchers sent to the client or server till the previous synchronisation are displayed
- **Received Vouchers**: Vouchers received from the client or the server till the previous synchronisation are displayed

To access the synchronisation report

- Go to **Gateway of Tally.ERP 9 > Import of Data > Synchronisation > Voucher Sync Info**

### 2.1 Pending Vouchers

The **Select Rule for Sync Reports** screen appears

- Select the required rule from the **List of Server Rules** or the **List of Client Rules** displayed
The **Synchronisation Reports** screen appears as shown:

![Synchronisation Reports Screen](image)

**Figure 2.1** List of vouchers pending synchronisation

*From any other synchronisation reports click **F1: Pending** or press **F1** to view the vouchers pending for synchronisation*
2.2 Sent Vouchers

To display the list of vouchers sent from the client or the server

- Click F2: Sent or press F2

The Synchronisation Reports screen appear displaying the list of vouchers sent

![List of Vouchers](image)

**Figure 1.2** List of Vouchers sent
2.3 Received Vouchers

To display the list of vouchers received from the client or the server

- Click F3: Received or press F3

The **Synchronisation Reports** screen appear displaying the list of vouchers received

![Figure 1.3 Received Vouchers](image-url)
Logical Migration for Synchronisation Rules enables the smooth transition of client or server rules from the previous versions/releases to Tally.ERP 9 release 1.6 without performing any additional process. On starting Tally.ERP 9, the logical migration takes place making the existing rules compatible with Tally.ERP 9 release 1.6. However, certain information in the rule will be updated on synchronising data in Tally.ERP 9 Release 1.6.

3.1 Migrating Server Rule
To logically migrate the existing rules on the server
- **Start Tally.ERP 9**

Tally.ERP 9 detect the available synchronisation rules and logically migrates them. On successfully migrating the rules the message appears in the calculator pane as shown:
To alter/view the rule follow the steps shown below:

Go to Gateway of Tally > Import of Data > Synchronisation > Server Rules > Alter

The Select Item screen appears as shown:

![Select Item Screen](image)

Figure 3.2 Alter Sync Rule

- Select the required rule and press Enter
The **Server Rule Alteration** screen appears as shown

![Server Rule Alteration Screen](image)

- **Rule Name** is blank in the **List of Rules** screen
- In the server rule alteration screen you will notice that the **Name of the Rule** field is blank and the **Last Sent Alter ID** is set to 0. These fields will be updated on synchronising data using Tally.ERP 9 release 1.6.

```markdown
<table>
<thead>
<tr>
<th>Company: ABC Company - HQ</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Server Rule Activation Alteration</strong></td>
</tr>
</tbody>
</table>

**General Configuration**

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name of the Rule</td>
<td></td>
</tr>
<tr>
<td>Activate</td>
<td>? Yes</td>
</tr>
<tr>
<td>Synchronize Altered Transactions</td>
<td>? Yes</td>
</tr>
</tbody>
</table>

**Voucher Types**

- Ignore Client Modified Vch Type Masters? Yes
- (Enabling this will not modify voucher type masters)

**Opening Balance**

- Update Client Modified Ledger Opening Balance? Yes
  - (Overwrites Server's Ledger Opening Balances with Client's)
- Update Client Modified Opening Balance? Yes
  - (Overwrites Server's Memo Opening Balances with Client's)

**Sync Details**

<table>
<thead>
<tr>
<th>Field</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Client Company Name</td>
<td>ABC Company - Ellore Branch</td>
</tr>
<tr>
<td>Client Company GUID</td>
<td>60680345-0072-4e71-b2c2-06633ed6e381</td>
</tr>
<tr>
<td>Sync Altered Transactions</td>
<td>Yes</td>
</tr>
<tr>
<td>Last Sent TID</td>
<td>0</td>
</tr>
<tr>
<td>Last Received TID</td>
<td>0</td>
</tr>
<tr>
<td>Last Sent Altered ID</td>
<td>0</td>
</tr>
<tr>
<td>Last Received Altered ID</td>
<td>2</td>
</tr>
</tbody>
</table>

**Notes**

- The **Rule Name** is blank in the **List of Rules** screen
- In the server rule alteration screen you will notice that the **Name of the Rule** field is blank and the **Last Sent Alter ID** is set to 0. These fields will be updated on synchronising data using Tally.ERP 9 release 1.6.
3.1.1 Migrating Client Rule

To logically migrate the existing rules on the client

- Start Tally.ERP 9

The Select Company screen appears displaying the rule updation message in the calculator pane.

![Figure 3.4 Client Rule Migration](image-url)

Figure 3.4 Client Rule Migration
To alter/view the rule follow the steps shown below:

Go to **Gateway of Tally > Import of Data > Synchronisation > Client Rules > Alter**
- Select the required rule and press **Enter**

The Client Rule Alteration screen appears as shown:

![Client Rule Alteration Screen](image)

*Figure 3.5 Client Rule Alteration*

In the client rule alteration screen you will notice that **Last Sent Alter ID** is set to 0. This field will be updated on synchronising data using Tally.ERP 9 release 1.6.

You can now start synchronising the data using Tally.ERP 9 release 1.6 which has better performance and features bundled to suit various business needs.
4.1 New Security Levels

A set of new security control exclusively for synchronisation have been introduced, which allow or disallow the user from performing the respective task. Based on the requirement, the system administrator may authorise or prohibit users from performing certain task. This results in clear segregation of duties among users.

The three new security levels introduced are:

- **Client / Server Rule**: Based on the access type selected the user is allowed or disallowed to Create/Alter/Delete the Client or Server rules at the synchronisation Client or Server respectively.
- **Synchronisation**: Based on the access type selected the user is allowed or disallowed to perform data synchronisation from the client or server.
- **Sync Reports**: Based on the access type selected the user is allowed or disallowed to view synchronisation reports.

The detailed procedure to add or remove the tasks to the required security level is explained in Tally.ERP 9 Reference Manual under the heading Assigning Security Levels in Access Controls & Security Management.