



Step 3: select path		
Y: Data		
COMPANY DATA Backup Restore Split		
CONFIGURE		
Data Path		
List of Folders		
	Specify Path Select from Drive	
C:\ ◆ Up Dell Intel PerfLogs Program Files Program Files (x86) Users Windows	Folder Folder Folder Folder Folder Folder	

Step 4:	specify path , where	you want	backup
	List of Folders		1
		Specify Path	
	Primary		
	D:\		
	Desktop	Folder	
	Documents	Folder	
	Downloads	Folder	

Step 5: select company and enter > end of list

List of Companies		
Data Path/Name	Number	Period
		Specify Path
		Select from Drive
All Items		
C:\Users\Public\TallyPrime\data		
◆ Up		
• * * * * * * * * * * •	(10005)	
• * * * * * * * * * * •	(10007)	
A	(10001)	1-Apr-22 to 31-Mar-23
Aks Enterprises	(10004)	1-Apr-22 to 31-Mar-23
Amit	(10002)	1-Apr-22 to 31-Mar-23
Amit and Company	(10003)	1-Apr-22 to 31-Mar-23
Starlight Incorporation	(10000)	1-Apr-22 to 31-Mar-23

Backup Companies Select Companies for Backup Backup Destination Path : D:\ D:\ Company Name Number Amit and Company (10003)	Step 6: accept a	ıll	
Backup Destination Path D:\ Company Name Number Amit and Company (10003)	Backup Compar	^{nies} Select Compa	anies for Backup
Company Name Number Amit and Company (10003)	Backup Desti	ination Path : D:\	
Amit and Company (10003)	Company Na	me	Number
	Amit and Co	ompany	(10003)

NOTE: After taking the backup of a company you have to delete this company to restore the company.



Now we are going to restore Amit & Company which we had deleted. But it has to be kept in mind that we have made a backup of it, so we will follow the following steps:

Step 1: Press : Alt+Y

TallyPrime	MANAGE				
EDU	K: Company	Y:Data	Z: Exchange	<u>G</u> :0	Эо То
Gateway of Tally					
	RIOD				
1-Apr-22 to	31-Mar-23			Friday, 1-Apr-2022	
NAME OF CO	MPANY			DATE OF LAST ENTRY	-
o.cp -				Y:Data	MPANY DATA
				Ba Re: Sp	ckup store lit
				Dat	ta Path

Step 3: Select company

List of Companies		
Data Path/Name	Number	Date & Time of Backup
		Specify Path
		Select from Drive
All Items		
D:\		
• Up		
• * * * * * * * * * * •	(10005)	28-Dec-22 (12:04 pm)
• * * * * * * * * * * •	(10007)	28-Dec-22 (12:04 pm)
A	(10001)	28-Dec-22 (12:04 pm)
Aks Enterprises	(10004)	28-Dec-22 (12:04 pm)
Amit	(10002)	28-Dec-22 (12:04 pm)
Amit and Company	(10003)	28-Dec-22 (12:04 pm)
Starlight Incorporation	(10000)	28-Dec-22 (12:04 pm)

Step 4: End of List when company is selected

EDU									
EDU	K:Company	Y:Data	Z: Exchange	<u>G</u> : Go To		<u>O</u> : Import	E: Export	M:E-mail	P:Print
Restore Compani	es			Starlight Incorporation					
	Soloc	t Companies for D	oetoro		List of Companies				
	36160	companies for K	calore		Data Path/Name		Number	Date & T	ime of Backup
Destars Destin	ation Dath . Cillian	ra\Dublia\TalluDrim	aldata	DATE					
Restore Destin	auon Paun . Chuse	IS/PUDIIC/TallyPfill	leidata	2022					Specify Pat
Company Nam	e	Number	Date & Time of Backup						Select from Driv
					End of List				
Amit and Con	npany	(10003)	28-Dec-22 (12:04 pm)	INTRY	D:\				
				00	♦ Up				
				DT-ZZ	•********		(10005)	28-Dec	-22 (12:04 pm)
					•********		(10007)	28-Dec	-22 (12:04 nm)

Step 5: Accept all , and your company is restored

S	elect Companies for Re	estore
Restore Destination Path : C:\	Users\Public\TallyPrim	e\data
Company Name	Number	Date & Time of Backup
Amit and Company	(10003)	28-Dec-22 (12:04 pm)
		Accept ?
		Yes or No





Step 1: Pres	s : Alt+	Y			
	TallyPrime EDU Gateway of Tally	MANAGE K: Company	<u>Y</u> :Data	<u>Z</u> :Exchange	<u>G</u> : Go To
	CURRENT PE	RIOD 31-Mar-23		c Frida	URRENT DATE y, 1-Apr-2022
	NAME OF CO	MPANY		DATE	OF LAST ENTRY
Step 2: selec	ctspl	it >Split Y:Data	Data Z:Exchang	9	

Verify Data

SPlit Data

COMPANY DATA

Backup Restore Split

CONFIGURE

Data Path

ep 3: Give	e Date you want to split, a	nd Accept all
	Amit and Company Split Company Data	_
Company Name	: Amit and Company	
Split from (This will be (You can select a	: 1-Sep-22 e set as the ⊢inancial Year beginning date for the new Company., a date between 2-Apr-22 and 1-Apr-23; Recommended date is 1-) Sep-22)
	The following Companies will be created	
Name of First Co Name of Second	mpany : Amit and Company - (from 1-Apr-22) Company: Amit and Company (from 1 Son 22)	ept ?
Name of Second	company. Anne and company - (nom 1-sep-zz)	
	Yes	pr No
tep 4: your	r company is Splited	pr No
Step 4: your	Company Minit and Company (noin 1-Sep-22) Yes Company is Splited	pr No
Step 4: your	Cuppent PERIOD	
Step 4: your	Company: Annu and Company - (nom 1-sep-22) Yes C COMPANY IS Splited Gateway of Tally CURRENT PERIOD 1-Apr-22 to 31-Mar-23	or No CURRENT DATE Thursday, 1-Sep-2022
Step 4: your	Company: Annu and Company - (nom 1-sep-22) Yes C company is Splited Gateway of Tally CURRENT PERIOD 1-Apr-22 to 31-Mar-23 NAME OF COMPANY	DT NO CURRENT DATE Thursday, 1-Sep-2022 DATE OF LAST ENTRY
Step 4: your		DIT NO CURRENT DATE Thursday, 1-Sep-2022 DATE OF LAST ENTRY NO Vouchers Entered
Step 4: your		DATE OF LAST ENTRY No Vouchers Entered