

The slide features several decorative circles. At the top, there are three circles: one white with a light blue outline, and two solid light blue. Below the main text, there are two solid light blue circles on the left and one white circle with a light blue outline on the right, which contains the text 'A Journey.....'.

Enhancing practice productivity using I.T. Tools and Gadgets

A Journey.....

What we are Best At



- Audits & Certifications
 - Annual / Statutory Audits
 - Con-current Audits
 - Systems Audit
 - Project Audit
 - Record Verification
 - Statement & Certification

What we are Best At

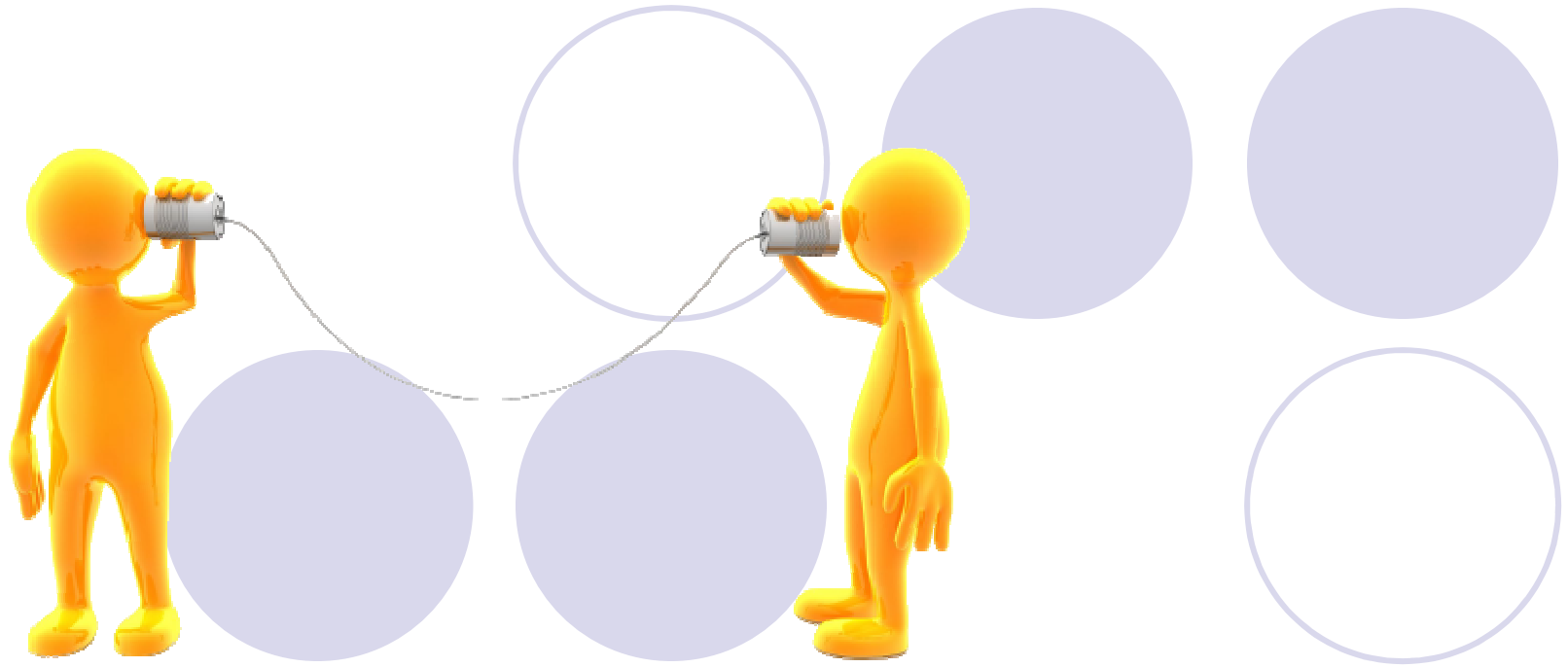
- Services

- Statutory Compliances
- Outsourced Services
- Financial Management
- Project Financing
- Management
- Tax Advisory



What do we need to do it Better

- Communication
- Document Collaboration
- Task, Resource Time & Expense Tracking
- Appointment & Meetings Scheduling
- Invoicing / Billing & Collection
- Data Backup and Storage
- Knowledge Resources / Library
- New Business Opportunities



Communication Tools

SabseBolo.com

Sabsebolo Conference Features



Instant access from any land line or mobile phone



Free for up to 10 callers



Crystal clear digital sound



Store contacts and schedule conferences from your account



Control your conference via the Web



Record and Retrieve your conferences



Always available - 24x7

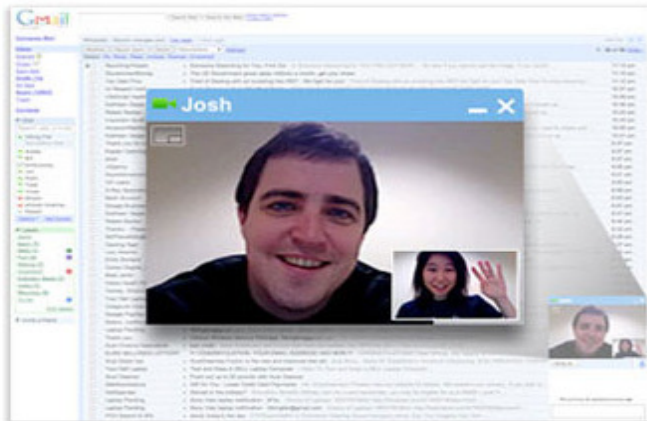
[Learn more](#)

Google Hangout



Check out the following ways to chat on the web and on your desktop:

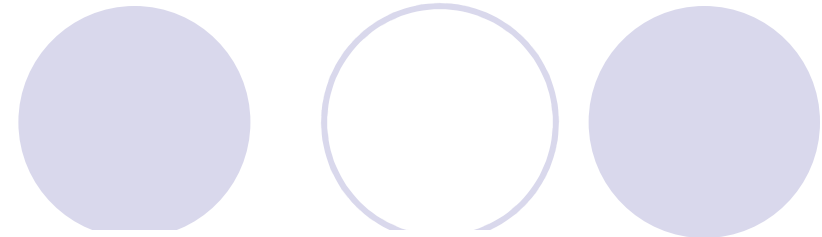
Video and voice plug-in




- Chat within Gmail, iGoogle, and orkut
- All on the web
- PC and Mac

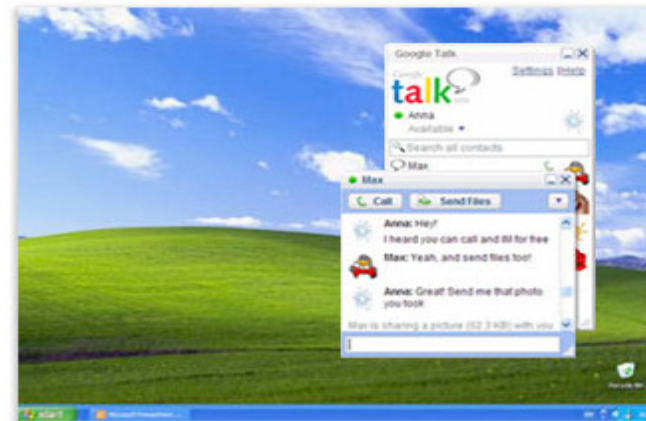
[Learn more »](#)

[Install video chat plug-in](#)



Select a language  [Help](#)

Google Talk software



- Chat from your desktop
- Send and receive files
- PC only

[Learn more »](#)

[Download Google Talk](#)

Tutorial on Google Talk

<http://www.youtube.com/watch?v=6UegHZco9eQ&feature=related>

Google Plus



Google+

Sign in and start sharing with Google+

With Google+, you can share the right things with the right people.



Circles



Games



Stream



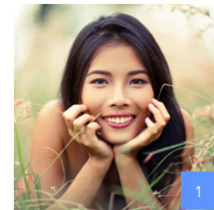
Hangouts



Photos



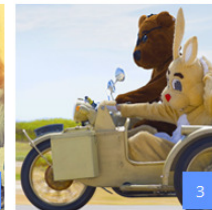
Events



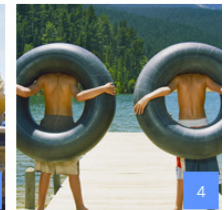
Introduce yourself



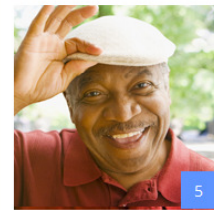
Connect with friends and family



Follow interesting people



Choose who you share with



Say hi

Skype

See how easy it is to use Skype



Video Calling

Free video calling makes it easy to be together, even when you're not. Now with group video.

[See how](#)



Call phones and mobiles

Call people on their phones at the best rates from 1.9c***/min or even cheaper with a subscription.

[View rates](#)



Instant Messaging

Quick question or a friendly catch up, type and chat whenever you need to.

[See more free features](#)



Skype Manager

Manage Skype for everyone at work.

[Get Skype Manager](#)



[How to make free video calls](#)



[How to call phones and landlines](#)



[How to use Skype at work](#)

Android Communication Applications



eBuddy Messenger A chat client for multiple networks, including MSN, Facebook, and more.

[Download](#)



chompSMS An alternative SMS application with its own optional SMS service for cheaper rates

[Download](#) | [Full review](#)



GMail Label Notifier Lets you know when any one of your labels receives new email. Customize notifications per-label. \$0.99

[Download](#)



Go SMS Pro A fancy replacement for the built-in SMS utility, with theme support.

[Download](#) | [Full review](#)



imo.im An IM client for Skype, Facebook, Google Talk, MSN, ICQ/AIM, Yahoo, Jabber, Myspace. Woah.

[Download](#) | [Full review](#)



Postman: SMS Spam Blocker A simple, powerful way to filter spam text messages. Helps tune out the noise.

[Download](#)



Skype It's bloated, it's quirky, but it's Skype. Absolutely essential for long-distance calls.

[Download](#) | [Full review](#)



SMS Popup If you don't use Go SMS Pro, install SMS Popup to instantly see new SMSes.

[Download](#)



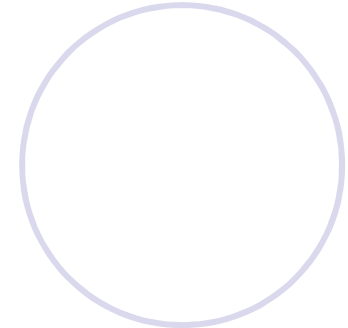
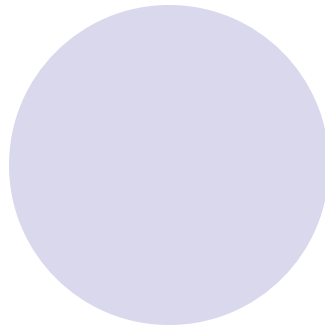
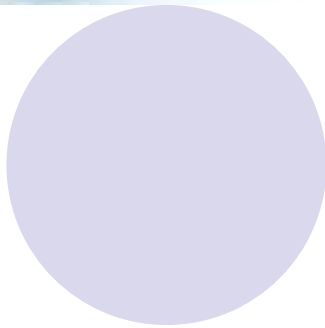
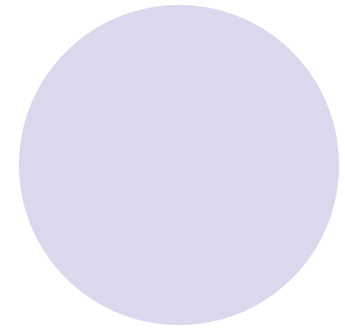
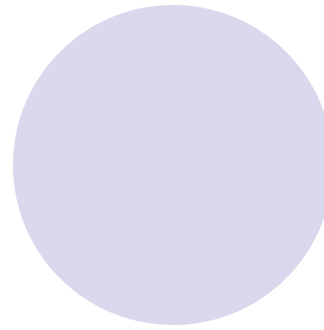
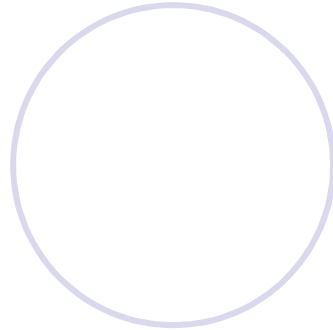
Viber : Free Calls & Messages A VoIP client that lets you call and text other users for free, worldwide. Very popular.

[Download](#)



Xabber A simple chat client for XMPP (Jabber) networks like Google Talk, Facebook chat, and more.

<http://www.makeuseof.com/pages/best-android-apps>



Document Collaboration

Google Docs



Docs

Create and share your work online



Create, share and collaborate on the web with documents, spreadsheets, presentations and more.
[Create an account](#)

[Try Docs now](#) | [Google Docs Blog](#) | [Templates](#) | [For Work and School](#)



Documents



Spreadsheets



Presentations



Drawings



Forms

- Google Docs - <http://www.youtube.com/watch?v=OBh8bMC7XEU>

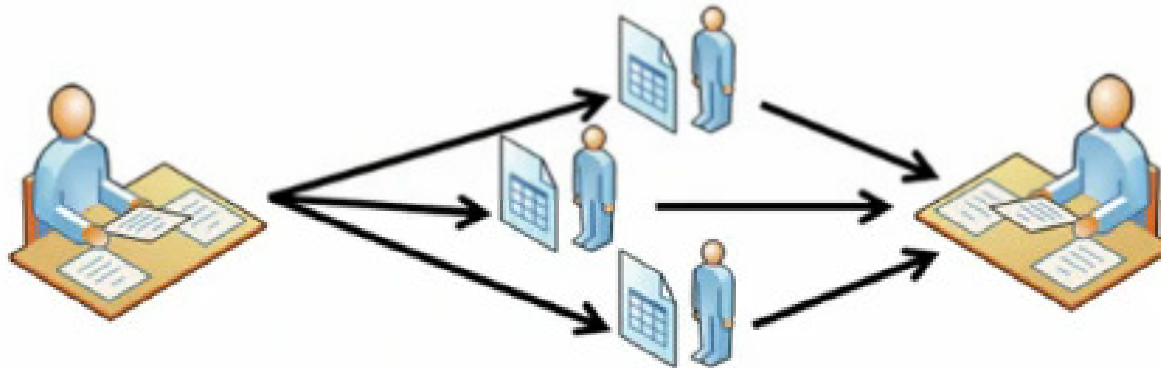
Google Apps

Why Google Apps?

- ✓ 25GB inbox storage per user
No more deleting email to free up space
- ✓ Online document storage for files of any type
Unlimited storage for supported formats and 1GB for all others
- ✓ Interoperability with Microsoft® Outlook
Two-way sync for your email, calendar, and contacts
- ✓ Mobile access
Sync with Android, iPhone, and Blackberry and other popular devices
- ✓ Industry-leading spam filtering
Spam and virus protection and email content filtering
- ✓ Customer support
24/7 email and phone support
- ✓ 100% web-based
No software, hardware, or maintenance needed

Ms Excel sharing

The Merged Document Method



1/ Administrator sends out multiple copies for review.

2/ Users make changes and return their copies.

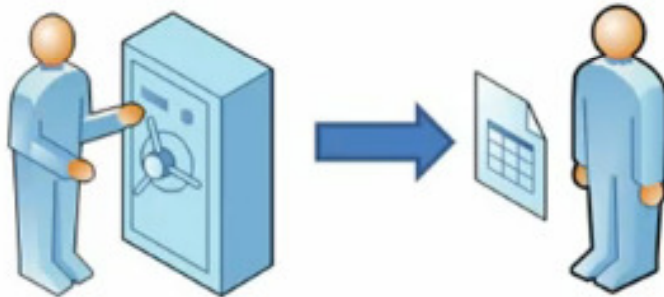
3/ Administrator merges Changes.

Sharing excel workbook

- <http://www.youtube.com/watch?v=6Z4SnUALMIs&feature=related>

Ms Excel sharing

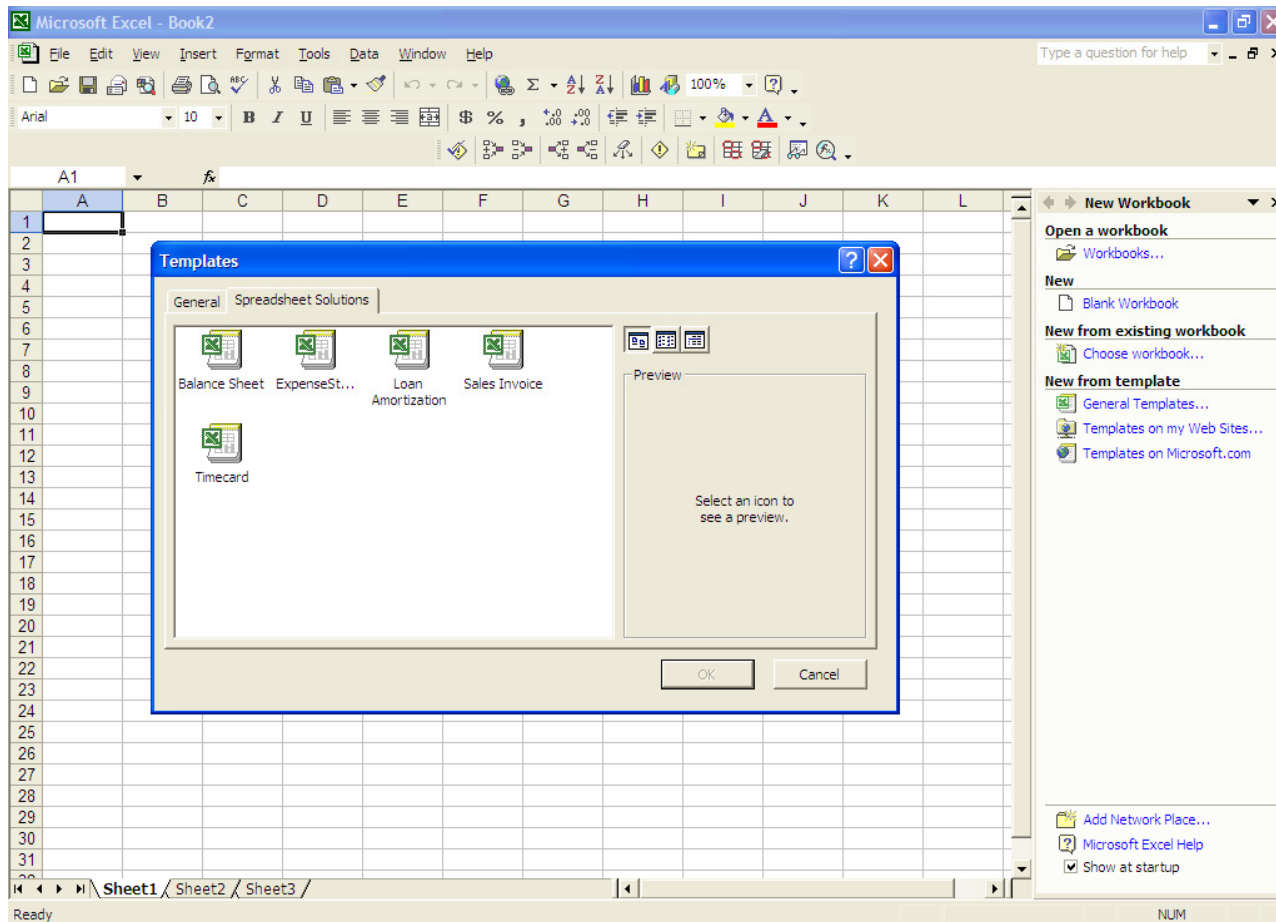
Locked Document Method



Sharing excel workbook

- <http://www.youtube.com/watch?v=6Z4SnUALMIs&feature=related>

Ms Excel Templates

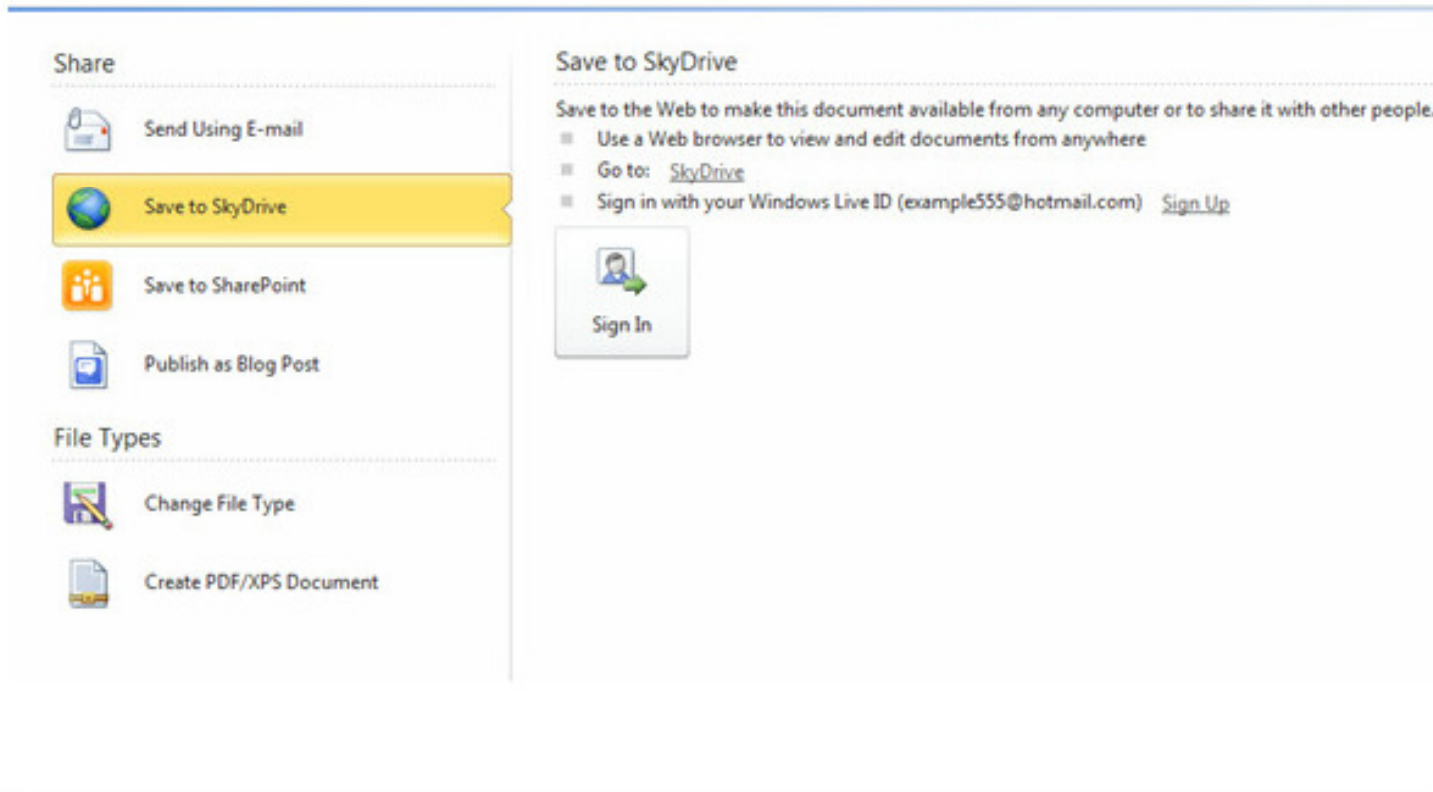


Using Templates in Excel : www.youtube.com/watch?v=2TVy4qrSRQk

Sharing Word Document

Save To SkyDrive

It saves your MS Word 2010 document to Windows SkyDrive, all you need is a Windows Live ID to register. Learn more about it [here](#).



The screenshot shows the 'Share' and 'Save to SkyDrive' options in Microsoft Word 2010. The 'Share' section includes 'Send Using E-mail', 'Save to SkyDrive' (highlighted in yellow), 'Save to SharePoint', and 'Publish as Blog Post'. The 'File Types' section includes 'Change File Type' and 'Create PDF/XPS Document'. The 'Save to SkyDrive' section includes instructions on how to save to the web, a list of steps (Use a Web browser, Go to SkyDrive, Sign in with your Windows Live ID), and a 'Sign In' button.

Share

- Send Using E-mail
- Save to SkyDrive**
- Save to SharePoint
- Publish as Blog Post

File Types

- Change File Type
- Create PDF/XPS Document

Save to SkyDrive

Save to the Web to make this document available from any computer or to share it with other people.

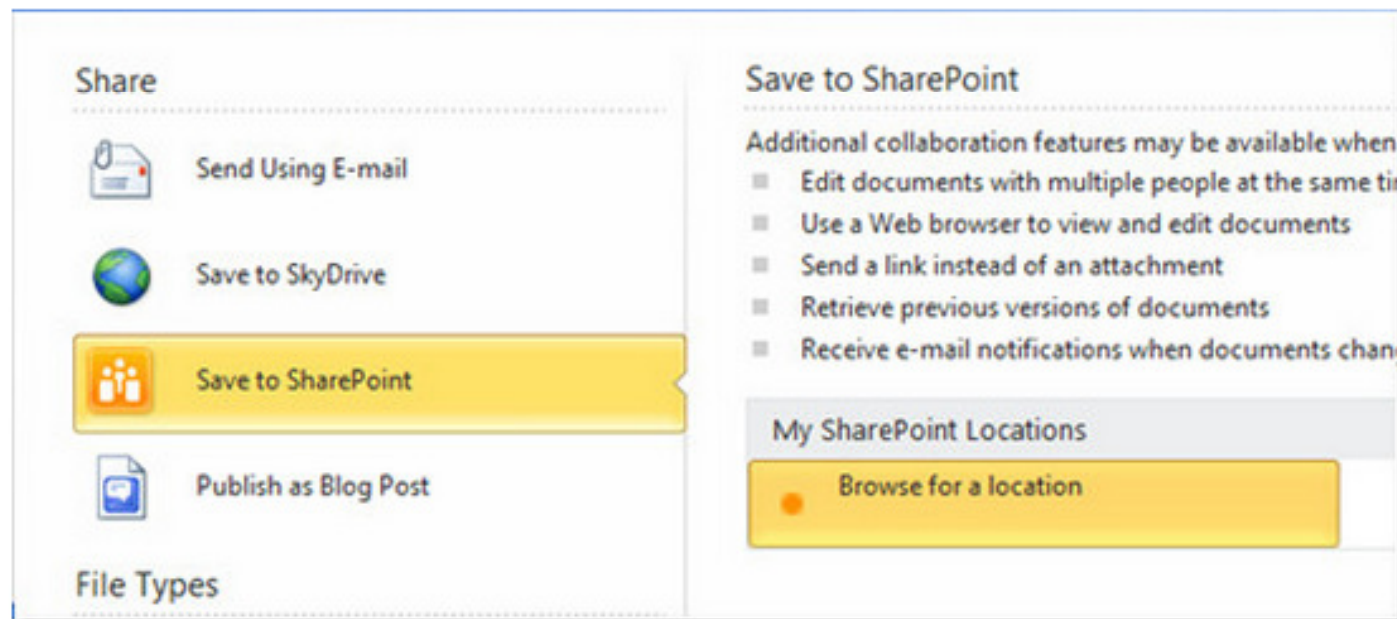
- Use a Web browser to view and edit documents from anywhere
- Go to: [SkyDrive](#)
- Sign in with your Windows Live ID (example555@hotmail.com) [Sign Up](#)

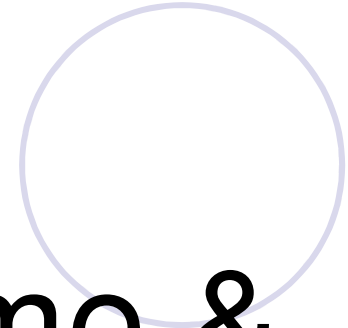
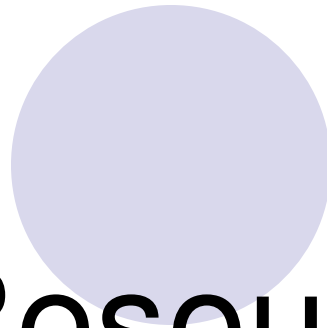
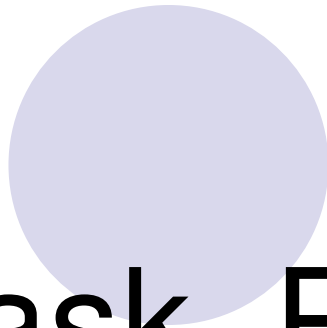
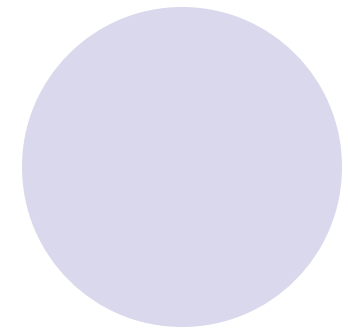
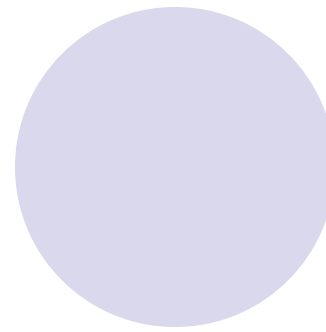
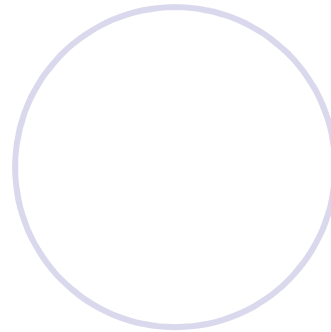
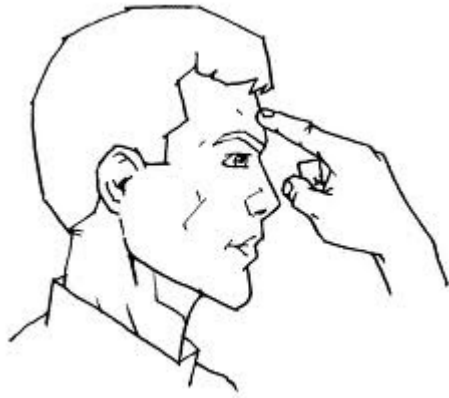
Sign In

Sharing Word Document

Save To SharePoint

SharePoint is one of the well-known business process sharing services. You can share your documents to SharePoint by hitting the *Save to SharePoint* option.





Task, Resource Time & Expense Tracking

Do.com



Share Task Lists

A simple way to organize and prioritize things you need to do.



Organize Projects

Easily organize and track tasks inside of projects.



Take Notes

Quickly capture notes and access them on any device.



Track Contacts

Get work done using all your contacts from all your networks.



Close Deals

Track opportunities for contacts, customers, and companies.



Reminders

Stay productive by using alerts, and optional email digests.



Groups

Create a group, add members, and start sharing.



Conversations

Get feedback and share thoughts with your groups.



Files

Easily send or attach files to tasks, projects, or contacts.



Templates

Create, share, and re-use projects and task lists at any time.



Activity Feeds

Receive updates in real-time as projects and tasks progress.



Calendar Sync

See your due dates with your favorite calendar.



Email to Task

Forward emails to Do and instantly create a task.



Google

Do integrates with your favorite Google services including Gmail and Google Drive.



Salesforce

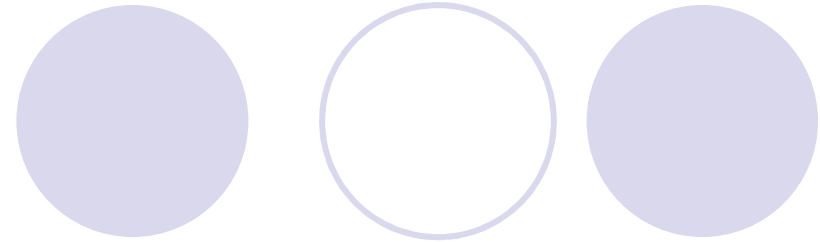
Tie Do and Salesforce together for the ultimate CRM experience.



Mobile

Fast access to your tasks and projects with native [iOS](#) and [Android](#) apps.

Microsoft® Project 2010



Task ID	Task Mode	Task Name	Duration
0		Project_eval	25.33 days
1		Microsoft Beta Evaluation	13.6 days
2	✓	Register	2 days
3		Download	4 days
4		Install	5 days
5		Evaluation	11.33 days
6		Evaluation Team 1	5.33 days
7		Evaluation Team 2	6 days
8		Ready to write article	0 days

Features:

Excel-Like Flexibility & Ease

User-Controlled Scheduling

Timeline View

Task Management System

Cnergyis
HR - Technologies, Outsourcing, Services

Employee Self Service

Welcome, Prakash Dsilva (578)
Last login: Oct 31 2012 11:58AM

My Information | Help Desk Management | Attendance Management | Leave Management System | **Task Management**

Add Task | View **Task Management**

[Add Task](#)

+ Add new record

Task Date	Task Name	Task Type	Client Name	Project Name	Assigned By	Hours
01/Nov/201	<input type="text" value="Enter Task Name"/>	<--Select Task Typ	<--Select Company		Venkataraman Balan	
30 Oct 2012	Process development	Other	Adhunik Group Limited	Payroll Management	Mr. Ravi Bajaj	8.00
30 Oct 2012	Product	R & D	Abacus Distribution Systems (India)Pvt Ltd	Others	Mr. Ravi Bajaj	2.00
29 Oct 2012	Implementation	Other	Future Fresh Foods Limited	Payroll Management	Mr. Ashwin Shevantilal Dedhia	9.00
27 Oct 2012	Implementation	Other	ACG Pam Pac Machines Pvt. Ltd.	Others	Mr. Ashwin Shevantilal Dedhia	10.00

Time Tracking

HARVEST

Features

Pricing

Add-ons

Customers

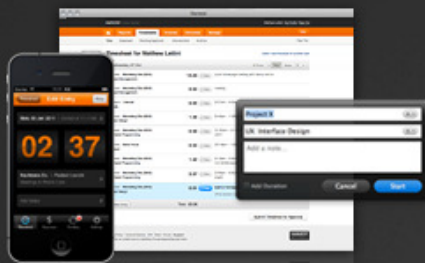
About

Blog

Sign In

Sign Up

Because Time Tracking Should Be Easy



Accurately Track Time

Simple project selection allows your team to track time while working.

[Learn More](#)



Easily Analyze Time

Powerful reports keep your projects on budget and help estimate future projects.

[Learn More](#)



Confidently Bill Time

Accurate invoices are just another way Harvest helps you manage your clients

[Learn More](#)

Sign Up in 60 Seconds.

[SEE OUR FEATURES](#)

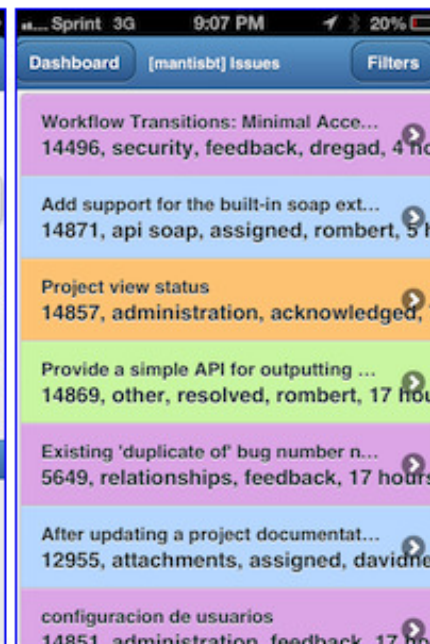
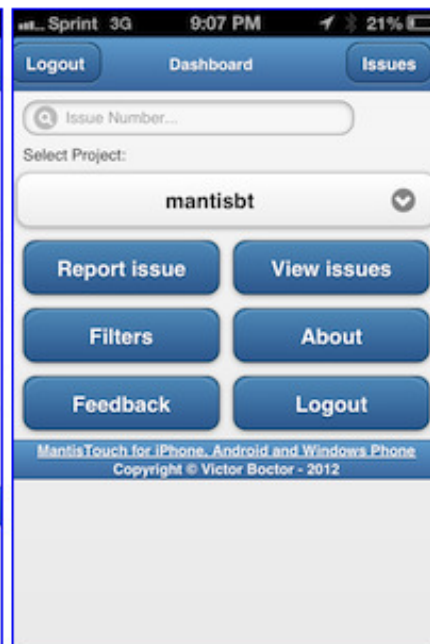
Questions? Call 1 (888) 350-6637

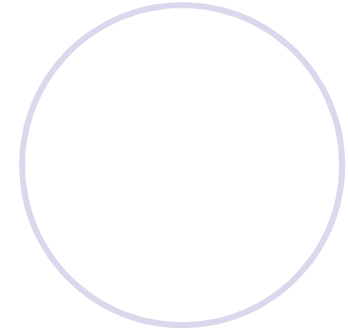
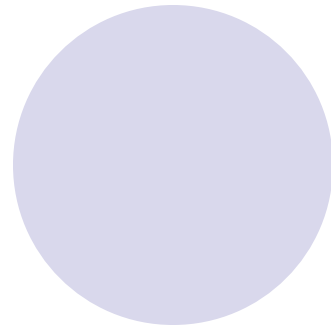
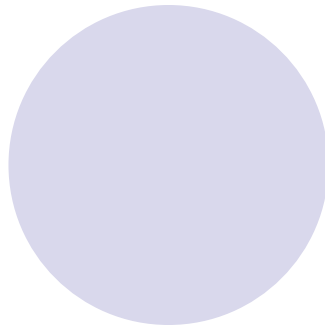
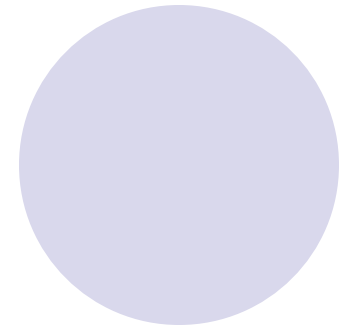
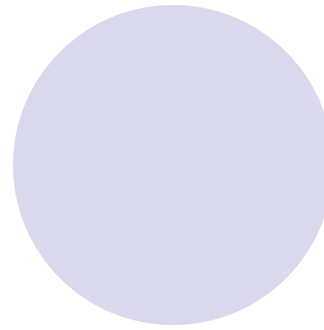
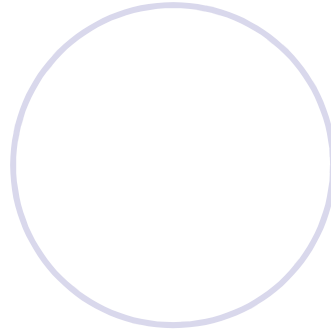
Time & Expense Tracking

www.mantisbt.org



Home Bugtracker Blog Phone Download Docs Demo Hosting Support Sponsors Development Contact Us





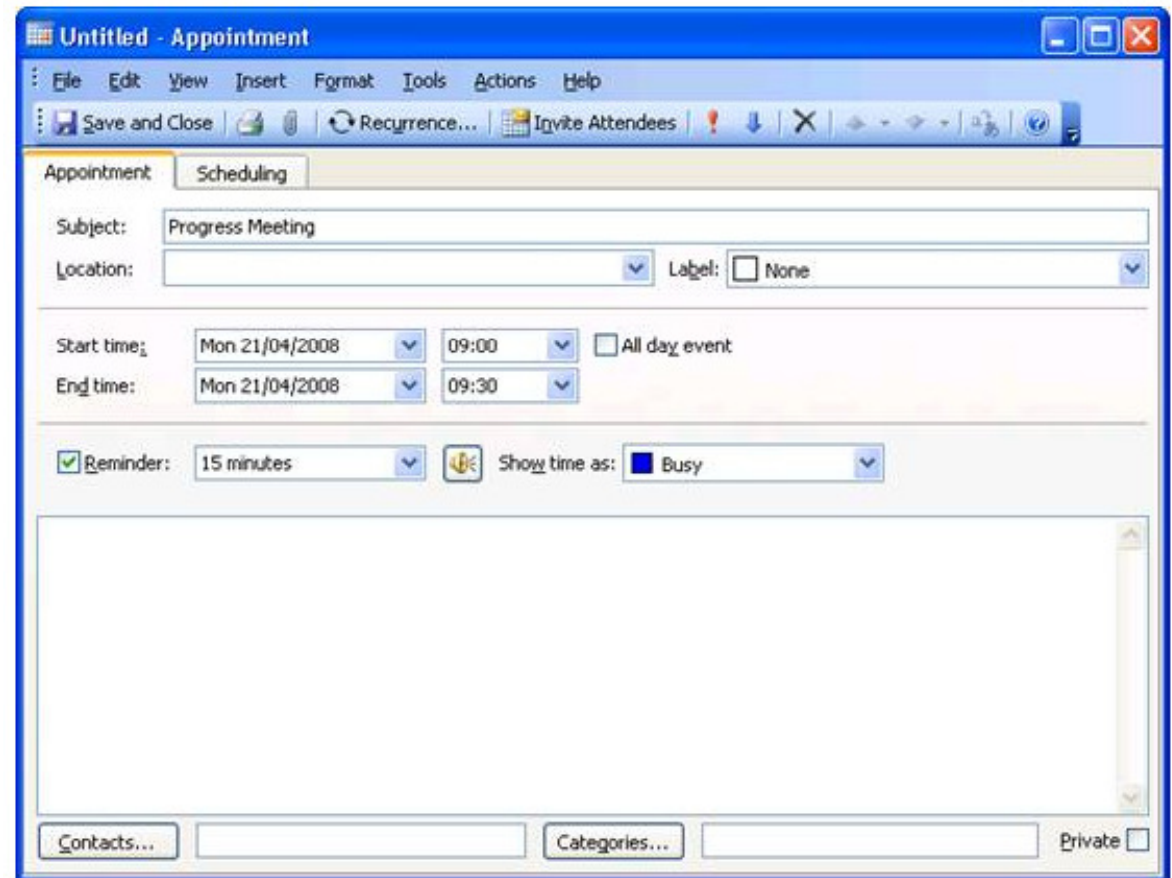
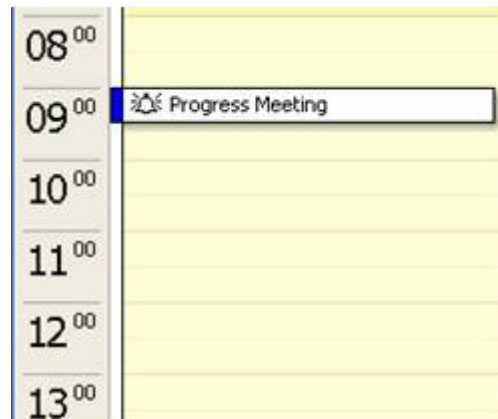
Appointment & Meetings Scheduling

Outlook

How to Schedule an Appointment

Open Outlook and click on the calendar icon either in the Outlook folder list or on the navigation pane to access the calendar (see [Calendar Functions](#) section above)

Go to the date that you wish to schedule the appointment. Double-click on the time block you want an appointment for and the following window will open.



<http://www.ucl.ac.uk/isd/staff/ads/help/guides/outlook/useoutlookcalendar>

Google Calendar



Calendar

Organize your schedule and share events with friends

With Google's free online calendar, it's easy to keep track of life's important events all in one place.



Share your schedule

Let your family and friends see your calendar, and view schedules that others have shared with you.



Get your calendar on the go

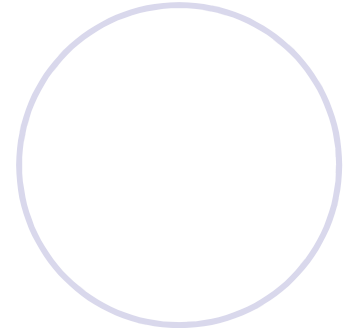
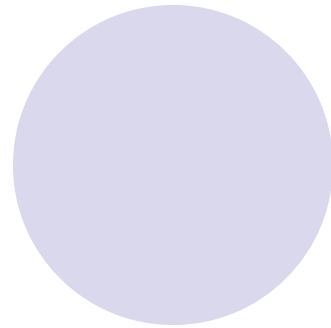
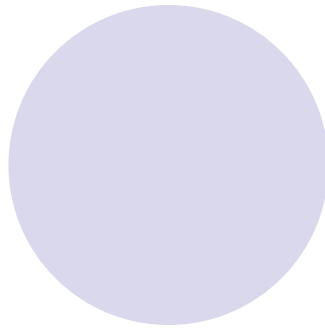
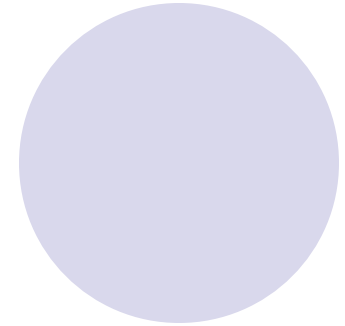
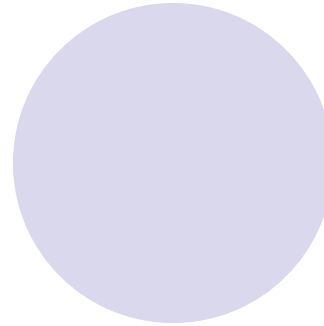
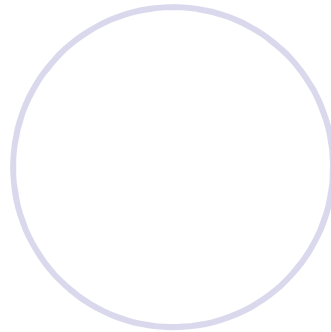
Access your calendar from your phone using its built-in calendar or mobile browser.



Never forget another event

Get event reminders via email or have text messages sent right to your mobile phone.

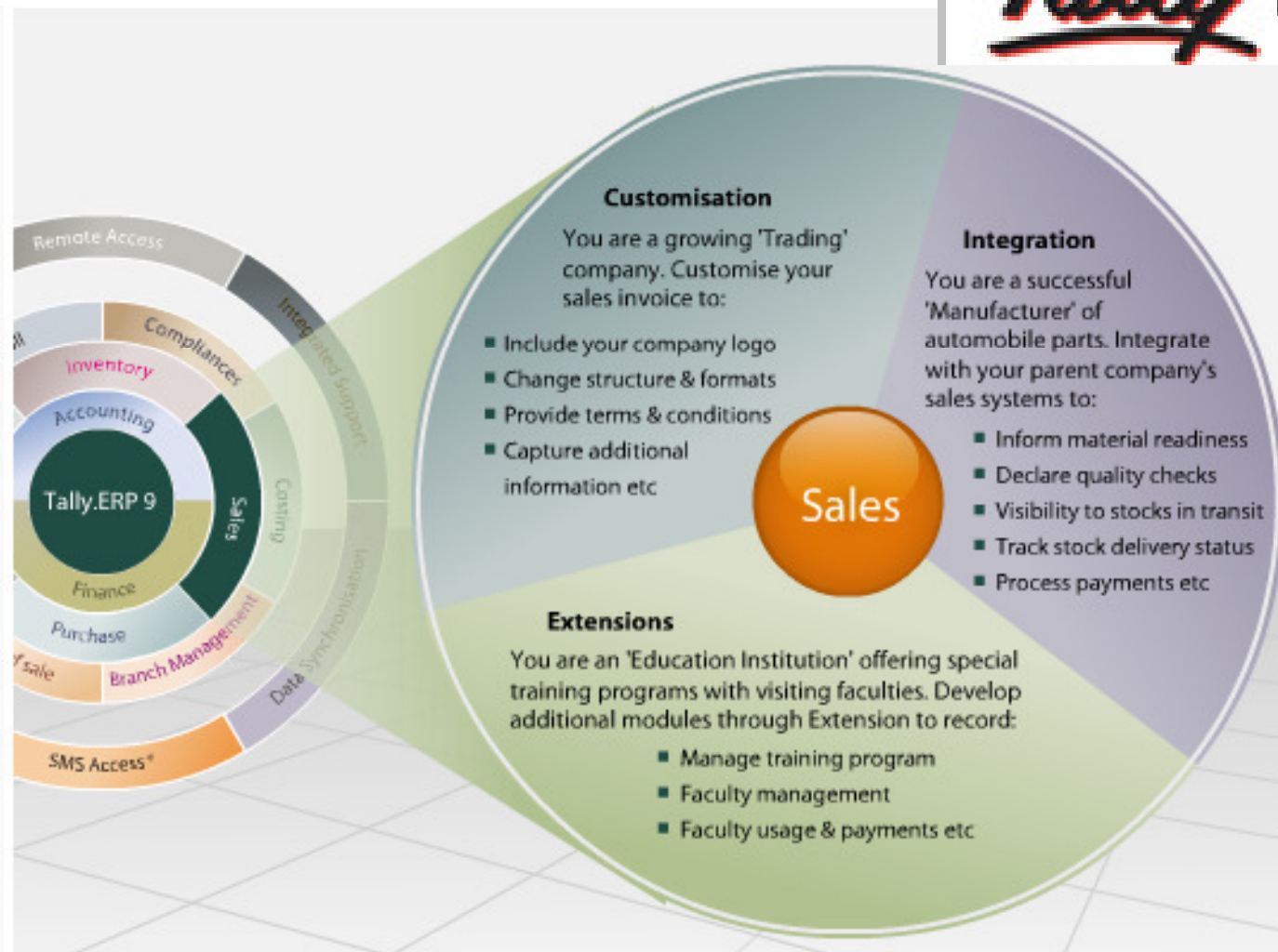
- Google Docs - <http://www.youtube.com/watch?v=OBh8bMC7XEU>



Invoicing / Billing & Collection

Invoicing / Billing & Collection

Tally POWER OF SIMPLICITY

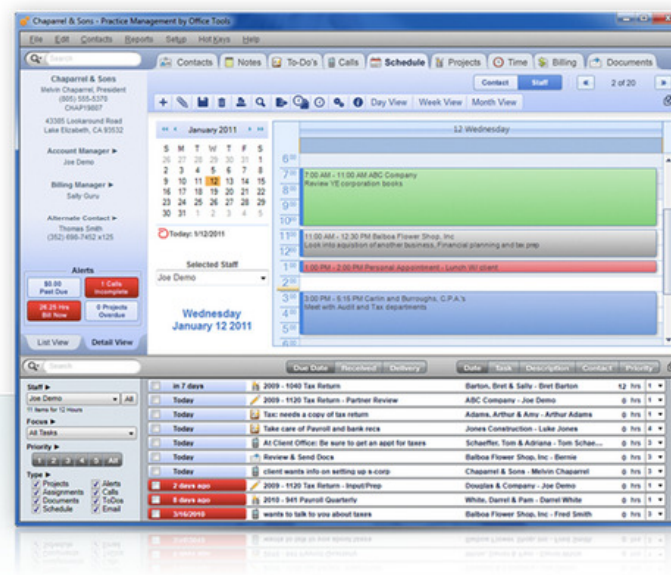
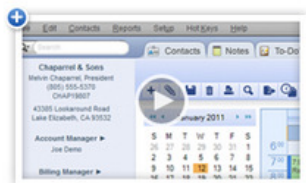


Invoicing / Billing & Collection



The next generation of accounting deserves a better class of business tools

In uncertain times, in an industry of maintaining the status quo, mediocrity has met its demise. Finally you can rise and take control of your business and your bottom line. Productivity will reign once and for all.



Retire your rolodex
All of your client's info, projects and tasks are in one place.



Micro-management is a thing of the past
Keeping track of your staff is made simple.



Recapture billing opportunities
All the tools you need to make more money.



Keep track of everything
Never lose a document again.



Never miss a deadline
All tasks for your office are maximized for optimal workflow.

Invoicing / Billing & Collection

  www.zoho.com/invoice/

 ZOHOO Invoice

Save Time and Effort With Our Online Invoicing Software...



Manage Invoices Online

Create, track and export your invoices online with Zoho invoice software. Automate recurring invoices and design your own online invoice using our [invoice templates](#).



Track Expenses

Get an accurate picture of your financial position by recording expenses regularly. Invoice for your reimbursable expenses and track them effortlessly with Zoho invoice tracking software.



Project Time Tracking

Manage time sheet entries online. Log staff hours, add tasks for a project and start tracking time using our timer. View time sheet breakdown by project, by task or by staff.



Accept Payments Online

Get paid fast from your clients. Zoho Invoice billing software is integrated with popular online payment gateways. You can also record payments for multiple invoices easily.



Dashboards And Reports

Gain critical insights into how your business is doing. See what sells most, who are your top paying customers and the average time your customers take to pay.



Invite, Share And Collaborate

Invite users and share your workload as Zoho's software for invoices supports multiple users with different permissions. It helps your business to be more productive and efficient.

Invoicing / Billing & Collection

QuickBooks Online

Organize all your business finances in one place.

Take quick and informed decisions. Anytime. Anywhere.

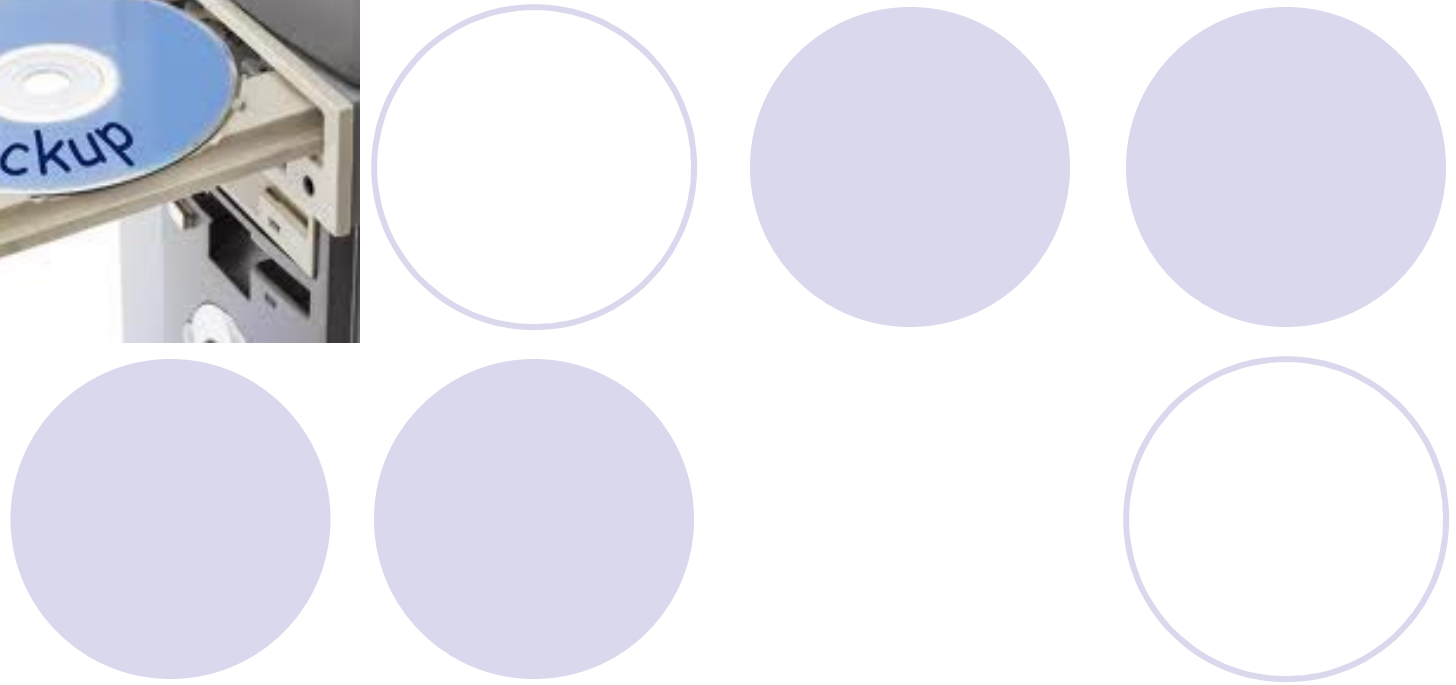
- Business snapshot in a click for quick decisions
- Create professional looking invoices
- Sales, expenses, cash flow, taxes and 60+ reports
- Multi-user login for teams to work together
- Save time and run business efficiently

Start Free Trial Now!

or Call 1800 4196 555

EASY

Simple and
easy to use



Data Backup and Storage

Box.com



Simple, Secure Sharing from Anywhere

Box offers secure, scalable content-sharing that both users and IT love and adopt.

[Sign Up](#)



Online File Sharing

Box lets you store all of your content online, so you can access, manage and share it from anywhere. Integrate Box with Google Apps and Salesforce and access Box on mobile devices. [Learn More](#)



Security Leadership in the Cloud

Box pioneered a new level of content management security, with role-based access controls, 99.9% uptime guarantee, and data encryption using 256-bit SSL. Box has also been issued an SSAE 16 Type II report. [▶ Watch Video](#) • [Learn More](#)

Wall Street Journal: Enterprise application maker Box has closed an \$81 million expansion... [Read More](#)



What our customers are saying

Box is the quickest and easiest way to share files, period.



— Six Flags Entertainment. [Learn More](#)

Livedrive.com

Unlimited Online Backup

Instantly protect all your photos, music and documents.
Works on PC and Mac - Free trial, start today.

Works with
Windows 8

Backup

- ▶ Automatic online backup for all of your computers, from just \$7.95 per month
- ▶ Fast, secure, easy to use & instant setup
- ▶ See your backed up files on the web, iPhone, iPad & Android

Briefcase

- ▶ Sync files online and across all your computers
- ▶ Work on the same files on your PC and Mac
- ▶ Share files easily and access everything from the web
- ▶ 2TB of cloud storage space as standard
- ▶ Faster, more secure and more

Pro Suite

- ▶ Get Backup and Briefcase in one integrated easy to use product
- ▶ Automatically backup all of your computers safely online
- ▶ Sync files between all your computers
- ▶ Includes a massive 5TB of Briefcase space and unlimited space for your computer backups

Business

- ▶ Backup all your office PCs and Macs to the cloud
- ▶ Share files professionally
- ▶ Access your data on all your computers
- ▶ Easy to use, easy to manage and quick to setup
- ▶ Completely safe and secure
- ▶ Ideal for professionals and small

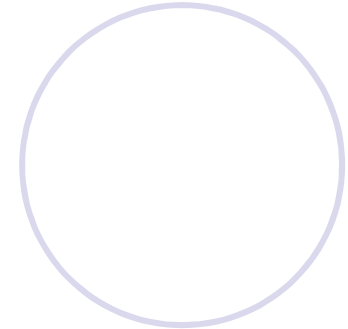
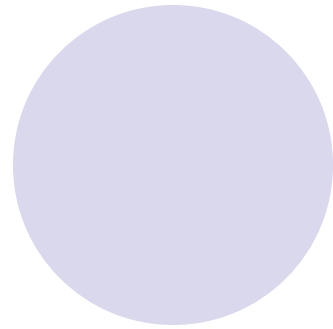
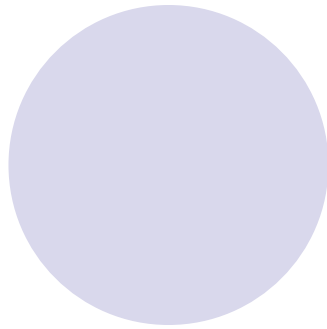
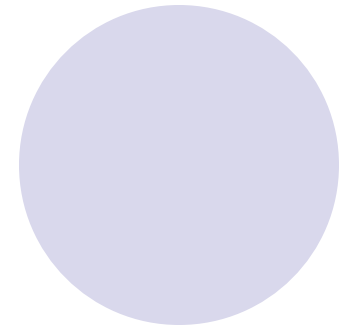
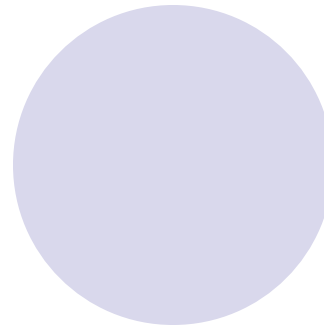
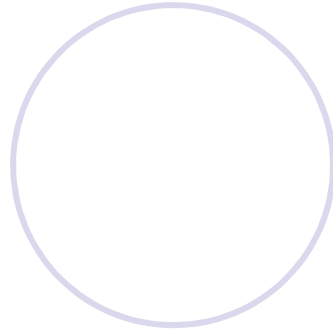
DropBox



The image shows a screenshot of a web browser displaying the Dropbox download page. The browser's address bar shows the URL <https://www.dropbox.com/downloading?os=win>. The page features the Dropbox logo, a "Sign in" button, and a stick figure holding a folder. The main heading is "Downloading Dropbox..." followed by instructions: "Your Dropbox download should automatically start within seconds. If it doesn't, [restart the download](#)." Below this is a three-step installation guide:

- 1. Run the Dropbox Installer**
Click on the .exe file that just downloaded in the lower left corner of your browser window.
- 2. Click Yes**
Click Yes to accept the User Account Control settings dialog.
- 3. Follow setup instructions**
Follow the instructions to get Dropbox set up on your computer and you will be good to go!

At the bottom of the page, there is a status bar that says "Waiting for ddr3luum8v15r.cloudfront.net..." and a link to "Need any more info? Check out our [tour](#) or [help center](#)."



Knowledge Resources / Library

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Statistics

- 626 members
- 1,894 friendships
- 4,411 posts
- 37 comments
- 1 petition
- 1 playlist
- 3 links
- 8 resumes
- 2 videos
- 6 pages
- 2 tabs

Find like-minded professionals

Connect with colleagues & peers

Share experience and learning

Profit by connecting with thought leaders

Share Documents & Templates

Post Jobs & Article Requirement

Build & Publish Resumes

Create & Publish Public Profile

Presidents's Message WIRC CCBCAF's Chairman Message

I take pleasure in inaugurating the Networking Forum set up by WIRC. The most important factor of professional networking is to increase one's visibility. Networking is one of the important options for growth of small and medium sized CA Firms and has been successfully adopted by CA firms in many developed nations. This networking forum will enable all members to connect with like-minded professional colleagues and explore mutually beneficial relationships.

It is ICAI's endeavor to promote CA Firms & SMP's to grow bigger and create world class identities and create professional opportunities for the members at large. Keeping in view, WIRC has taken a major initiative to facilitate like-minded members to join

Popular Members

- CA.Durgesh Kabra 347 Friends
- CA SACHIN D JAIN 173 Friends
- CA Hemant MEHTA 129 Friends
- CA. B.C. Chechani 77 Friends
- ChintAn Patel 67 Friends
- Manoj Shah 60 Friends
- VANDANA DODHIA 51 Friends

Latest Members

- MANOJKUMAR KABRA Thu at 6:43 PM
- Mamta Thakker Thu at 4:07 PM
- Bhaskar Gandhi Thu at 4:00 PM
- CA Kavita Gadhia

g.in/profile/Manoj007

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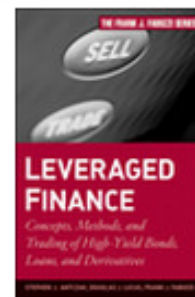
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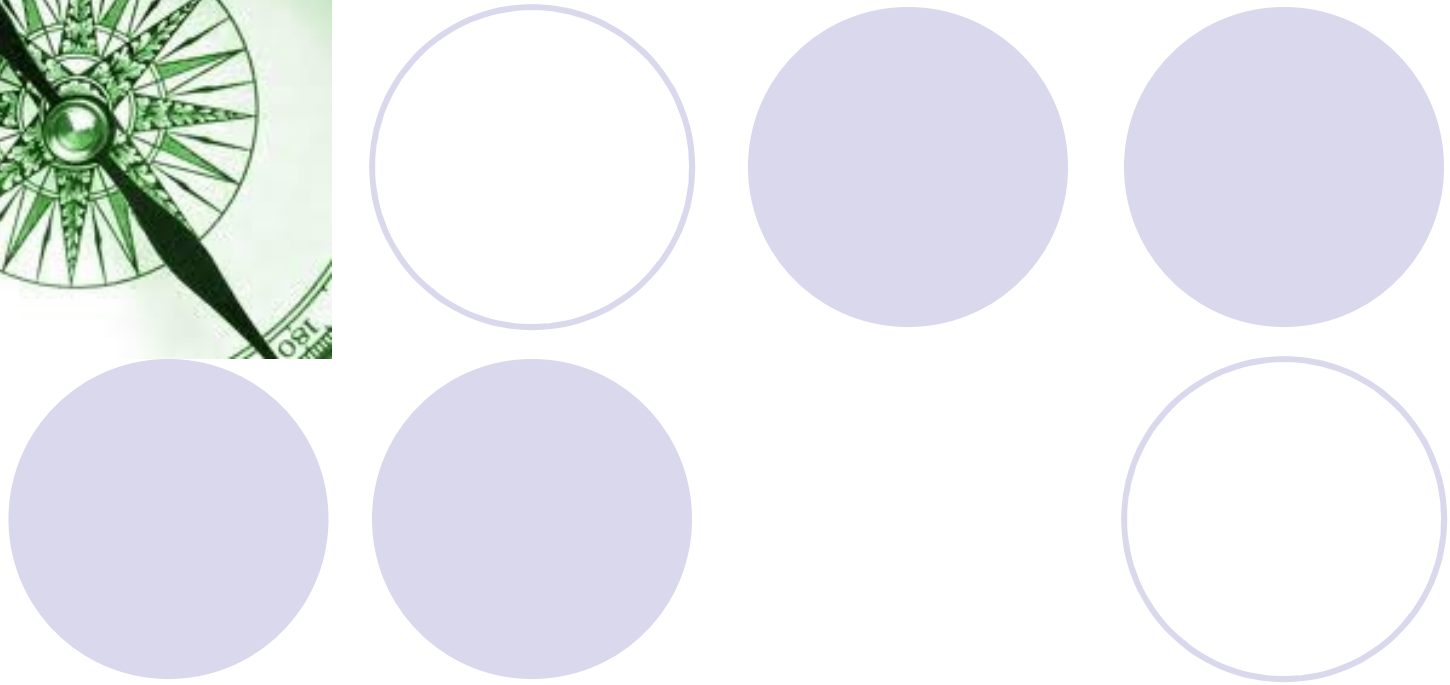
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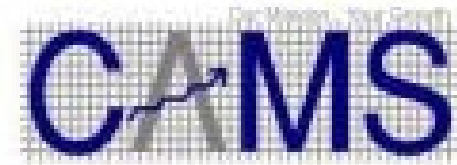
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Thank You

CA Ashwin Dedhia