Auto Generation of E-Way Bill from BUSY

Overview

Manual generation & printing of E-Way Bill includes various steps which becomes a time consuming process. To simplify this process of generating E-Way Bill, BUSY has introduced *Auto Generation of E-Way Bill* option. With *Auto Generation of E-Way Bill* option, you can automatically generate and print E-Way Bill from BUSY at the time of saving the voucher. E-Way Bill No. will be then automatically updated in corresponding voucher and you can print invoice and E-Way Bill from there only.

Generate & Print E-Way Bill Automatically

To generate & print E-Way Bill automatically from BUSY, following steps need to be followed:

Step 1: Configure Auto Generation of E-Way Bill

To configure Auto Generation of E-Way Bill go to: Administration \rightarrow Configuration \rightarrow Features/Option \rightarrow GST/VAT tab. On clicking GST/VAT tab, a GST/VAT window appears. In GST/VAT window, specify 'Y' under E-Way Bill Required option and click Configure button. On clicking Configure button, an E-Way Bill Configuration window appears. Given below is a screenshot of E-Way Bill Configuration window:



Under *E-Way Bill Configuration* window, following details need to be specified for Auto Generation of E-Way Bill:

- Enable Auto Generation of E-Way Bill Specify 'Y' in this data field to generate E-Way Bill automatically from BUSY.
- *GSP User ID (Webtel Electrosoft Private Limited)* Specify E-Way Bill GSP User ID for 'Webtel' in this data field.
- *GSP Password (Webtel Electrosoft Private Limited) S*pecify E- Way Bill GSP Password for 'Webtel' in this data field.
- GSP User ID (Pinnacle Finserv Advisors Private Limited) Specify E- Way Bill GSP User ID for 'Pinnacle' in this data field.
- *GSP Password (Pinnacle Finserv Advisors Private Limited)* Specify E- Way Bill GSP Password for 'Pinnacle' in this data field.

Generation of GSP User ID and Password on E-Way Bill Portal

To generate GSP User ID and Password, you need to register for GSP on E-Way Bill Portal. To register for GSP on E-Way Bill Portal, login to E-Way Bill Portal. Given below is a screenshot of E-Way Bill Portal:

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On E-Way Bill Portal, click *Registration* \rightarrow *For GSP* option. On clicking *For GSP* option, a *Register your GST Suvidha Provider* window appears which will first authenticate you by sending OTP on your registered Mobile No. and only after the authentication, you will be allowed to register your GSP. Given below is a screenshot for authentication window:

🕒 E-Way Bill System 🗙 🔽	1943	Chargest (20) Washington	
\leftrightarrow \rightarrow C \textcircled{O} https://ewaybillgst.gov.in/Account/	RegistrationGSP.aspx		☆ :
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<u>A 1</u>	GSTIN	User : Tax Payer	0 2 0
(Register y	our GST Suvidha Provider	
	Mail ID	······23@gmail.com	
	Mobile Number of main user	Send OTP	
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Your Registered E-Mail ID and Mobile Number will appear in respective fields. Click on *Send OTP* button to receive OTP on your registered mobile no. Enter OTP received and click Verify OTP button. On clicking *Verify OTP* button, a *Register your GST Suvidha Provider* window appears. Given below is a screenshot of *Register your GST Suvidha Provider* window:

		E	- WAY BILL SYSTEM		
A 1		GSTIN	User	r : Tax Payer	0 🕿 0
		Regist	er your GST Suvidha Provi	ider	
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			List of GSP Registered		
	Select Ada	I/New option to registe	er for a new GSP	Ф	
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Select *Add/New* option. On selecting *Add/New* option following window appears:

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Re-Enter U	Jser Name	Apg_19589_AP	Suffix id (3 Char.)	
Password	(Note:password maximum length is 15)	Password 15 Charac	ters	
Re-Enter P	Password	Password 15 Charac	ters	
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OView OAdd/New Under <i>GSP Name</i> data field, select GSP Name <i>as 'Webtel Electrosoft Private</i>	taxpayer Tera Software Limited Trust Systems & Software (I) Pvt. Ltd. VAY NETWORK SERVICES PRIVATE LIMITED Velocis Systems Pvt. Ltd. Virtual cataxy inforech Pvt. Ltd. Webtel Electrosoft Private Limited Web Solutions Limited Zoho Corporation Select User
User Name	Apg_19589_API_ Suffix Id (3 Char.)
Re-Enter User Name	Apg_19589_API_ Suffix id (3 Char.)
Password (Note:password maximum length is 15)	Password 15 Characters
Re-Enter Password	Password 15 Characters
	Add Exit
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In the above window select GSP Name as '*Webtel Electrosoft Private Limited*' from the list and create unique GSP User Name and Password and click Add button to register your GSP.

Now, register for another GSP '*Pinnacle Finserv Advisory Private Limited*'. To register for '*Pinnacle Finserv Advisory Private Limited*' select GSP Name as '*Pinnacle Finserv Advisory Private Limited*' from the list as shown below:

Under <i>GSP Name</i> data field, select GSP Name as ' <i>Pinnacle Finserv Advisory</i> <i>Private Limited</i> '	Personale Systems Professional Soffec Private RAMCC SYSTEMS LIMITE Reliance Corporate IT Park RELYON SOFTECH LIMITE Seshaasa Business Forms Shalibhadra Finance Limite Sikil Lottoch PvL Ltd. Skill Lottoch PvL Ltd.	Private Limited Limited D Limited ED Private Limited d	
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GSP Name:	Webtel Electrosoft Private L	imited	* *
User Name	Apg_19589_API_	Suffix id (3 Char.)	
Re-Enter User Name	Apg_19589_API_	Suffix id (3 Char.)	
Password (Note:password maximum length is 15)	Password 15 Characters		
Re-Enter Password	Password 15 Characters		
	Add		

In the above window select GSP Name as *'Pinnacle Finserv Advisory Private Limited'* from the list and create unique GSP User Name and Password and click Add button to register your GSP.

Once GSP User Name & Password have been generated, specify the same in BUSY configuration and save. Once the configuration is saved, you are ready for automatic generation of E-way Bill.

Step 2: Enter Voucher and generate E-Way Bill

E-Way Bill can be generated for Sales, Sales Return, Debit Note (w/o Items) and Credit Note (w/o Items), Material Issued to Party vouchers. We will discuss, generation of E-Way Bill from Sales voucher as the process is almost similar for all vouchers. To add a Sales voucher, click *Transactions* \rightarrow *Sales* \rightarrow *Add* option and specify required details. While saving the voucher, a 'Transport Details' window appears in which you need to specify 'Y' under '*E*- *Way Bill Required'* option. Given below is a screenshot of *Transport Details* window that appears while saving the voucher.

bee:- In case of Unregistered Transporter, it is mendatory to specify Vehicle No. Transport Avtor Transport Services Add New (Double Click to update 65TTN/IC SR/RR No. 98765 GR/RR Date 10-05-2022 Vehicle No. KA12KA1234 Itation / To Place Bawana PIN Code 110039 Envoice Reqd. N PL E-Way Bill Regd. Y PL E-Way Bill within E-Invoice ote:- In Case of Export/Import/SE2 Transactors, Address for E-Way Bil / E-Invoice will be picked from 'Update Port Address Utility' Update Port Address Distance in KM. (approx.) 2,197 Check Distance Mode of Transport Road Leave Distance as 'U, if there is any discrepancy in Pn-to-Fin distance calculation. Distance will be picked automatically as per E-Way Bil Portal.) Sub Type <select automatically-="">> Transaction Type <select automatically-="">> Dispatch Details Required Dispatch Details Required Dispatch Details Required Dispatch Details Required E-Way Bill No. E-Way Bill No. E-Way Bill No. E-Way Bill No. E-Invoice Ack. No. E-Invoice Ack. No. E-Invoice Ack. No. E-Invoice Ack. No. E-Invoice IRN</select></select>			Transport	Details		
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Under *Transport Details* window, specify required details and enable '*E*-*Way Bill Required*' option to generate E-Way Bill.

Click '*Ok*' button on *Transport Details* window to generate E-Way Bill. On clicking '*Ok*' button, a message box appears asking for generation of E-Way Bill. Click '*Yes*' button to generate E-Way Bill. On clicking '*Yes*' button, a *Generate E-Way Bill* message box appears with various options. Select *Automatic* option to generate E-Way Bill automatically without going to E-Way Bill portal. On selecting Automatic option, an *Automatic E-Way Bill Generation* window appears. Under *Automatic E-Way Bill Generation* window, specify the required details and click *Ok* button. On clicking *Ok* button, an *Automatic E-Way Bill Generation* message box appears with following options:

- Check Possible Errors Click Check Possible Errors button to check the error in the data if any and rectify them.
- View & Generate E-Way Bill Once the errors are rectified, click View & Generate E-Way Bill button. On clicking View & Generate E-Way Bill button, an E-Way Bill Details window appears showing all necessary details. Given below is a screenshot of E-Way Bill Details window.

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		E-Way Bill Det	ails			X
Transaction Details						8
Supply Type Outward Doc No. E-WAY1009 Supplier Details	Sub Type Doc Date	Supply 10/06/2022		Doc Type Transaction Ty	Tax Invo pe Regular	lice
Name Narang Ent GSTIN 29AAACW3 State 29-Karnatal Receiver Details Name Akshat Ente GSTIN 07ASCPG9 State 07-Delhi	erprise 775F000 ka erprises 587C1ZM	Address City PinCode Dispatch Address City PinCode Ship To S	State	L-1/53 Phase Delhi-11008/ Bengaluru 560004 29-Karnatak F-111 Sector Delhi-11003/ Bawana 110039 07-Delhi	e-1 Budh Viha a r-4 DSIIDC Ba	wana
Item	Description		HSN	Qty.	Unit	Invoice Amt.
8 in Style Small Box			4819	1,000.00	PIECES	11,82,360.00
<						>
Transport Details Transporter Name Transporter Doc No. 98765 Transport Mode Vehicle No. KA12KA	ransport Servic 1234 Genera	es Transporter Tranporter D Distance Vehicle Typ te E-Way Bill	D oc Date e	10/06/2022 2197 Regular Quit		

Once all the details are viewed, click *Generate E-Way Bill* button. On clicking *Generate E-Way Bill* button, an *E-Way Bill No. Generated* message box appears displaying the E-Way Bill No. Given below is a screenshot of *E-Way Bill No. Generated* message box.



Once *E-Way Bill No.* is generated, a *Print E-Way Bill* message box appears. Click '*Yes*' button to print E-Way Bill. On clicking '*Yes*' button, E-Way Bill will be opened in pdf format. You can print and download the E- Way Bill from the pdf file itself. Given below is the screenshot of PDF file of E- Way Bill.

E-Wey	Bill No:	1110 0	994 6685				
E-Wey	Bill Dete:	10/06/20	022 04:42 PI	M 20			
Genera	ided By:	29444	CW377 5F0	00 - Narang Enterp	rise		
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Part -	A						
GSTIN	of Supplier	29AAA	CW3775F00	0, Narang Enterpris			
Place o	of Dispetch	Bengal	uru, KARNA	TAKA-560004			
GSTIN	of Recipient	07ASC P0958 TC12M, Akshat Enterprises					
Place o	of Delivery	Bawana	DELHI-110	0039			
Docum	ent No.	E-WAY1	1009				
Docum	ent Date	10/06/20	022				
Transa	ction Type:	Regular	ř.				
Value o	of Gooda	₹ 118234	90.5				
HEN C	ode	4819 - 8	in Style Sn	nall Box			
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Transp	orter	Avtar T	ransport Se	rvices			
Part -	в						
Mode	Vehicle/Thana Doc No & Dt	From	Entered Date	Entered By	CEMB No. (If Ang)	Multi Veh.info (If any)	
ROAD	KA12KA1234 & 98765 & 10/06/2022	Dengaluru	10/06/2022 04:42 PM	29444CVI0775F000	-	-	

Now, when you will open the voucher in modify mode, *E-Way Bill No.* and *E-Way Bill Date* will be automatically updated under *Transport Details* window. Given below is the screenshot of *Transport Details* window in *Modify* mode.

			Transpo	rt Details			2
Note:- In case of Unr	egistered Transporter, it is	mandatory t	o specify Vehide No	6			
Transport GR/RR No. Station / To Place	Avtar Transport Se 98765 Bawana	ervices	GR/RR Date PIN Code	10-06-2022 110039	Vehi	Add New	(Double Click to update GSTIN/ID) A1234
E-Invoice Regd.	N 🦉		E-Way Bill Reg	i Y	3	2 🖬	
Generate E-Way Bi Note:- In Case of Exp	I within E-Invoice ort/Import/SEZ Transaction	s, Address f	or E-Way Bill / E-Inv	vice will be picked i	from Upd	late Port Address U	tilty' Update Port Address
Distance in KM. (a (Leave Distance as 1	approx.) 2,197 0', if there is any discrepand	Che y in Pin-to-F	ck <u>D</u> istance	Mode of Tr on. Distance will be	ransport picked a	t Road iutomatically as per	E-Way Bill Portal.)
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Transaction Type	<select auto<="" td=""><td>matical</td><td>y->></td><td></td><td></td><td></td><td></td></select>	matical	y->>				
Dispatch Details I	Required						
Dispatch Details							
Name				Place			
Address				Plin Code			
				OCTIN			with the commit
				63114			_vandate GSTIN
E-Way Bill No.	111009946685			E-Way Bill	Date	10-06-2022	
E-Invoice Ack. No.	8			E-Invoice	Ack. Dat	e	
E-Invoice IRN							
	В	l Amt. : 11,	82,360.00 ; Taxable	Amt. : 10,02,000	.00 ; Tax	Amt. : 1,80,360.0	0
			[ОК			
		[Esc - Qu	it] [F2 - Done	F4 - Pick Fr	om Dat	abase]	

Step 3: Automatic Generation of E-Way Bill for Multiple Vouchers

Since *Transport Details* are normally not known at the time of invoice generation, they can be updated later on for multiple vouchers in one go as they are mandatory for generation of E-Way Bill.

You can update Transport Details and Generate/Print E-Way Bill(s) for multiple vouchers in one go using the option *Transactions* \rightarrow *GST Misc. Utilities* \rightarrow *E-Way Bill & E-Invoice Management* \rightarrow *Generate/Print E-Way Bill* option. On clicking *Generate/Print E-Way Bill* option, a *Generate/Print E-Way Bill* window appears with various options. Select *Automatic* option. On selecting *Automatic* option, a *Select Vouchers for E-Way Bill* window appears. Given below is the screenshot of *Select Vouchers for E-Way Bill* window.

Select Voucher Details VchType <<-ALL->> Starting Date 10-06-2022 Ending Date 10-06-2022 Filter on MC ? N Select MC Fitcher Select										
/chType	Voucher No.	Date	Party Name	Amount	E-Way B	E-Way Bil	Transport Name	GR/RR No.	GR/RR Date	Station
Sale Sale	E-Way1011 EWay-1011	10-06-2022 10-06-2022	Akshat Enterprises Samyak Enterprises	1,27,440.00 1,11,078.12			Avtar Transport Ser SELF	98111 87611	10-06-2022 10-06-2022	Bawana Bahadurgari

Under Select Vouchers for E-Way Bill window, specify following details:

- Starting Date Specify Starting Date from which you want to view vouchers.
- Ending Date Specify Ending Date till which you want to view vouchers.
- Filter on MC Specify 'Y', if you want to apply MC wise filter in case you are maintaining more than one MC.
- Select MC This data field gets active when you have specified 'Y' under Filter on MC data field. Select the required MC for which you want to load vouchers.
- Exclude Voucher already having E-Way Bill No. Check the checkbox Exclude Voucher already having E-Way Bill No., if you want to exclude those vouchers for which E-Way Bill No. is already generated.
- Load List Click Load List button to load the vouchers for specified date range. On clicking Load List button, vouchers for specified date range will appear.

At the bottom of *Select Vouchers for E-Way Bill* window, following buttons are appearing:

- Update Transport Details (F4) Click this button to update transport details. You can also use F4 shortcut key for the same. On clicking this button, an Update Transport Details / E-Way Bill No. window appears. Specify the data to be updated and click Update button.
- Check E-Way Bill Details Click this button to check for errors in data, if any. Select the vouchers for which you want to check for errors in data and click Check E-Way Bill Details button. On clicking this button Check E-Way Bill Details window appears showing details of vouchers and errors in Red color if any. Correct the errors if found any.

- Generate E-Way Bill Once the Transport Details are updated and data is checked for possible errors, click this button to generate E-Way Bill for multiple vouchers. On clicking this button, an Automatic E-Way Bill Generation window appears. Specify the required data in data fields and click Ok button. On clicking Ok button, again an Automatic E-Way Bill Generation window appears with following options:
 - Check Possible Errors Click this button to check for errors in data, if any.
 - Proceed with Automatic E-Way Bill Generation Click this button to generate E-Way Bill automatically for selected vouchers.

On clicking *Proceed with Automatic E-Way Bill Generation* button, E-Way Bill for selected vouchers will be generated automatically and E-way Bill No. and date will be updated in respective vouchers.

- *Print Invoice(s)* Click this button to print invoice from here only with updated Transport Details and E-Way Bill No.
- *Print E-Way Bill* Click this button to print E-Way Bill for multiple vouchers.

With this we complete Auto Generation of E-Way Bill from BUSY.

<<< 😳 Thank You 😳 >>>