

Auto Generation of E-Way Bill from BUSY

Overview

Manual generation & printing of E-Way Bill includes following steps:

Step 1: Enter Voucher in BUSY and Generate JSON file from BUSY.

Step 2: Login to E-Way Bill Portal and upload JSON file to generate E-Way Bill No.

Step 3: Print E-Way Bill from GST Portal

Step 3: Feed E-Way Bill No. under respective vouchers in BUSY.

Step 4: Print Invoice with E-Way Bill No.

This 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** → **Configuration** → **Features/Option** → **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. Here we configure details related to E-Way Bill generation including auto generation.

Given below is the screenshot of *E-Way Bill Configuration* window.

Configure Auto Generation of E-Way Bill from here

GSP User ID and Password needs to be generated from E-Way Bill Portal as mentioned below in the document.

Auto Generation of E-Way Bill option is available in *Standard & Enterprise* editions only with an active *BUSY License Subscription*.

Specify following data for Auto Generation of E-Way Bill:

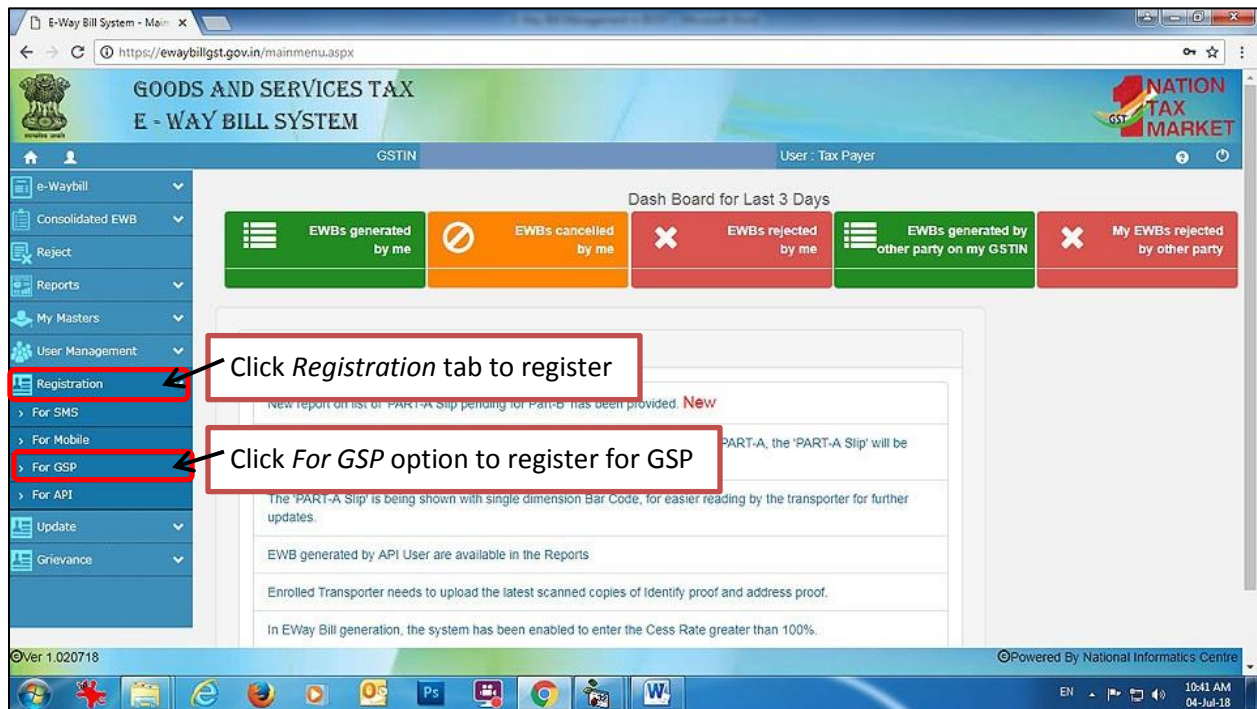
• **Auto Generation of E-Way Bill**

- **Enable Auto Generation of E-Way Bill** - Specify 'Y' in this data field if you want to generate E-Way Bill automatically from BUSY.
- **E-Way Bill GSP User ID** - Specify User ID of GSP which is created at the time of registering for GSP on E-Way Bill Portal. This User ID is different from E-Way Bill Portal login User ID.
- **E-Way Bill GSP Password** - Specify Password of GSP which is created at the time of registering for GSP on E-Way Bill Portal. This Password is different from E-Way Bill Portal login Password.

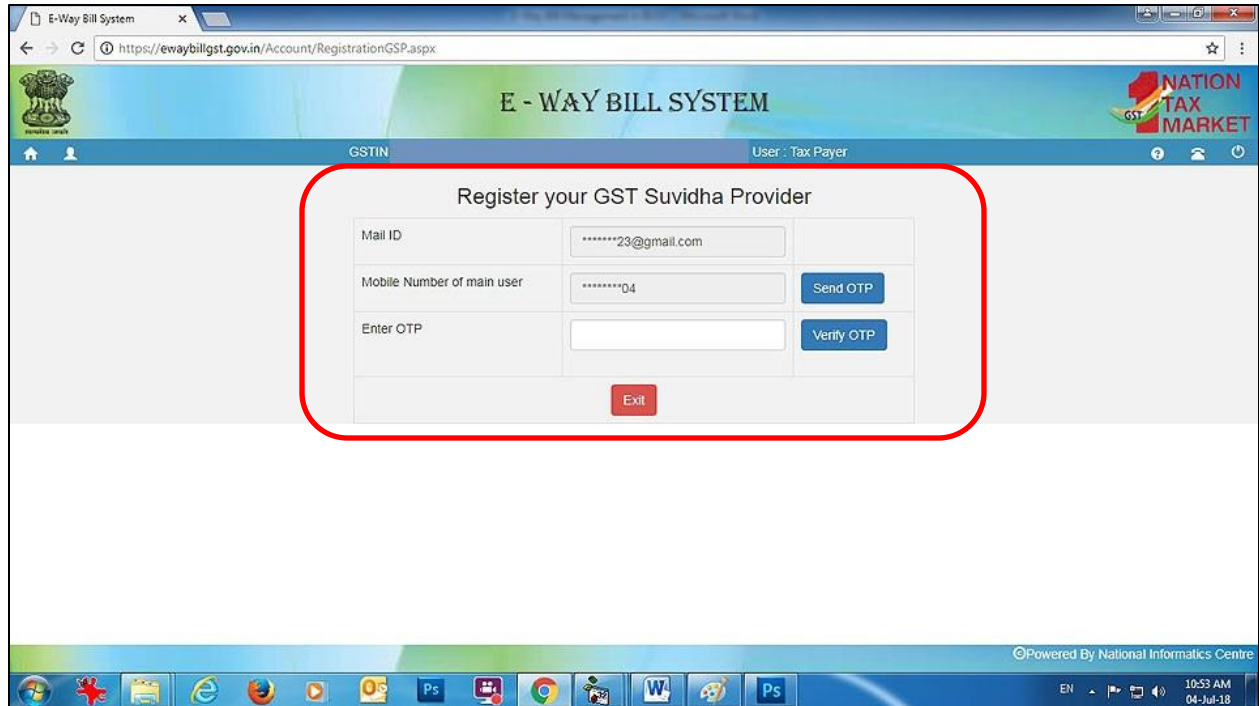
***Process to generate GSP User ID and Password is specified below in the document.**

Generation of GSP User ID and Password

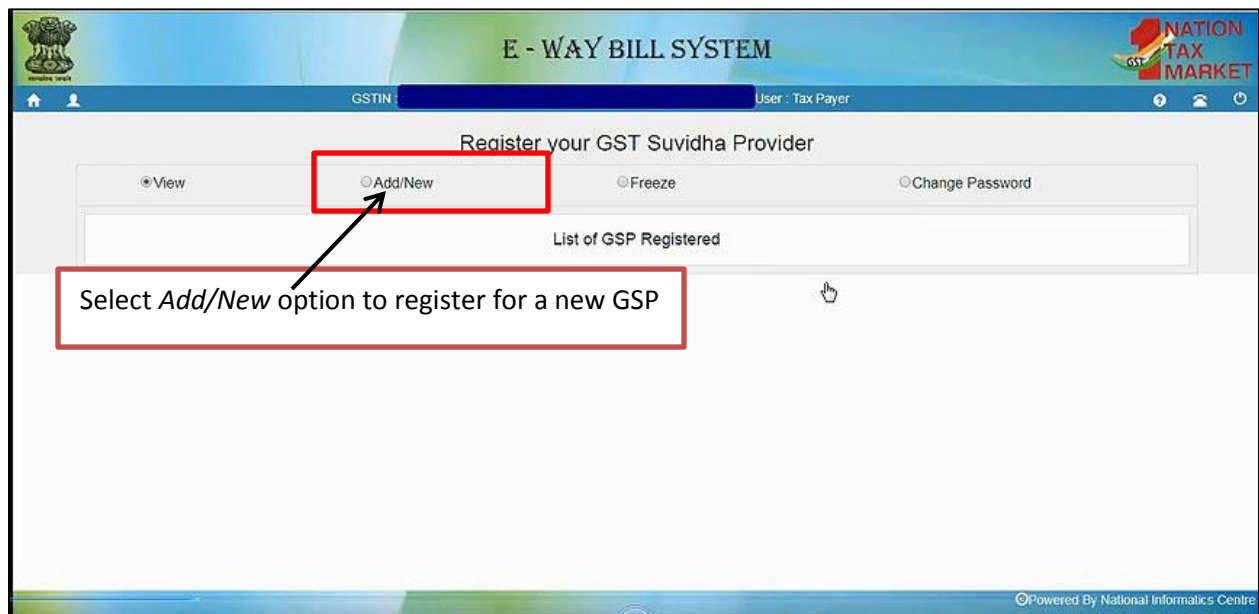
To generate GSP User ID and Password, you need to register for GSP on E-Way Bill Portal. To register for GSP on E-Way Bill Portal, login to E-Way Bill Portal. Given below is the screenshot of E-Way Bill Portal.



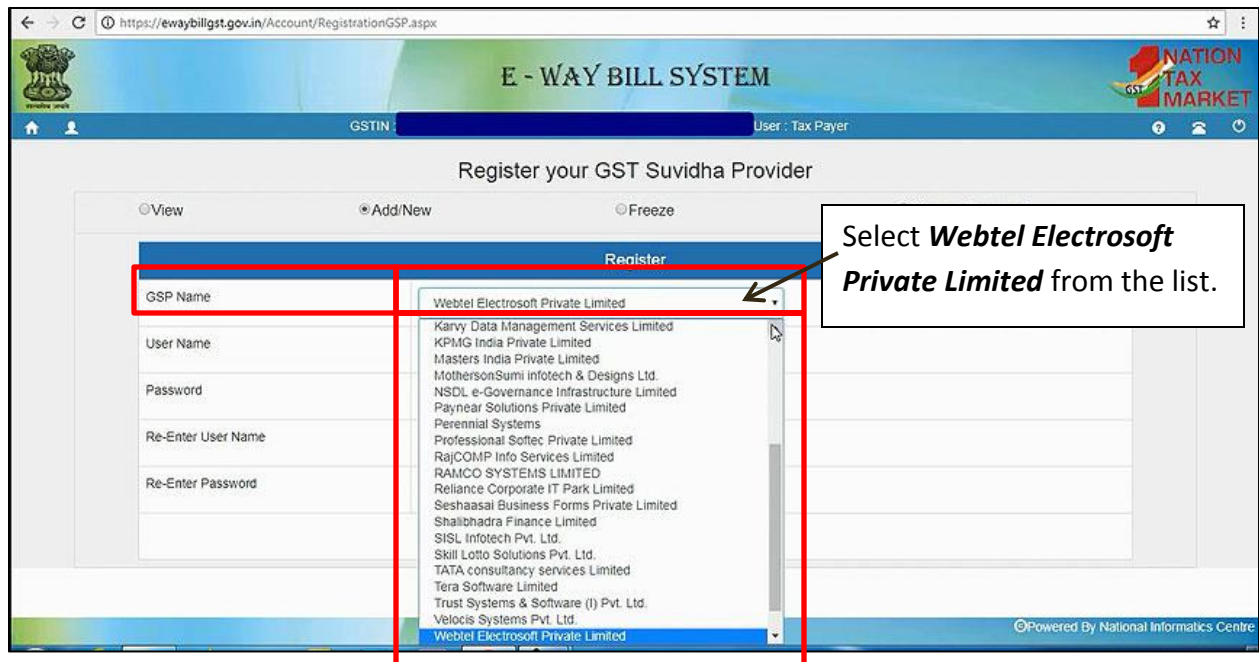
On E-Way Bill Portal, click *Registration* → *For GSP* option. On clicking *For GSP* option, a *Register your GST Suidha Provider* window appears which will first authenticate you by sending OTP on your registered Mobile No. and only after the authentication, you will be allowed to register your GSP.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



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 the screenshot of *Register your GST Suvidha Provider* window.

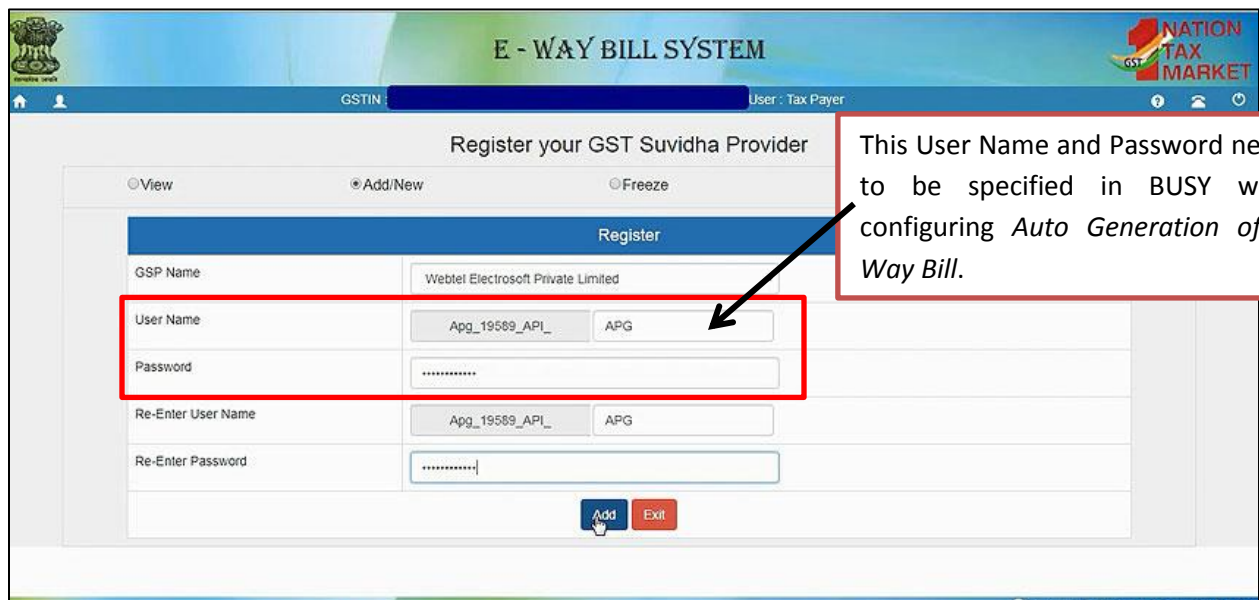


Select *Add/New* option. On selecting *Add/New* option following window appears.



Select **Webtel Electrosoft Private Limited** from the list.

Under *GSP Name* data field, select **Webtel Electrosoft Private Limited** from the list. Create your User ID and Password as shown below.



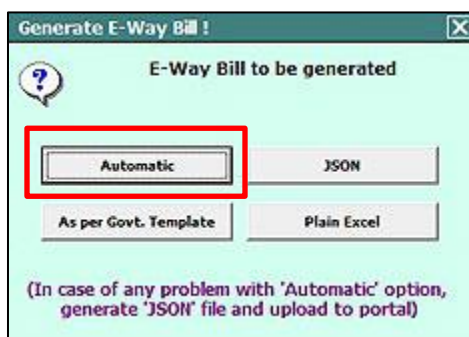
This User Name and Password needs to be specified in BUSY while configuring *Auto Generation of E-Way Bill*.

After specifying User Name and Password, click Add button to register your GSP.

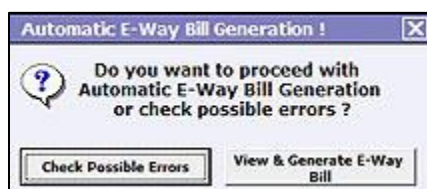
Once GSP User Name & Password have been generated, specify the same in BUSY configuration and save. Once the configuration is saved, you are ready for automatic generation of E-way Bill.

Step 2: Enter Voucher and Generate E-Way Bill automatically at the time of saving

At the time of saving the voucher, an *E-Way Bill Generation* message box appears asking for Auto Generation of E-Way Bill/Generation or E-Way Bill file. Click *Yes* button for automatic E-Way Bill generation. On clicking *Yes* button, a *Generate E-Way Bill* window appears with various options. Given below is the screenshot of *Generate E-Way Bill* window.



Click *Automatic* button to automatically generate E-Way Bill. On clicking *Automatic* button, an *Automatic E-Way Bill Generation* window appears. Specify the required data in data fields and click *Ok* button. On clicking *Ok* button, an *Automatic E-Way Bill Generation* window appears with two options. Given below is the screenshot of *Automatic E-Way Bill Generation* window.



Click *Check Possible Errors* button to check for any error in data and rectify them, if any. It is recommended to always check for possible errors before proceeding with Automatic E-Way Bill generation. Once 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 the details for which the E-Way Bill will be generated. Given below is the screenshot of *E-Way Bill Details* window.

E-Way Bill Details

Transaction Details

Transaction Type	Outward	Sub Type	Supply	Doc Type	Tax Invoice
Doc No.	10/2018-19	Doc Date	27/07/2018	Invoice Amt	1,12,000.00

Supplier Details

Name	Shri Ram Traders	Address	Shri Ram Arcade 74 Rajpur Road Dehradun
GSTIN	05AAACD8069K1ZF		Uttarakhand
City	Uttarakhand	PinCode	263653
State	05-Uttarakhand	Dispatch State	05-Uttarakhand

Receiver Details

Name	Mahavira Containers	Address	2920 Phase-1 Bangalore
GSTIN	29AAACB5343E2ZW		Karnataka
City	KARNATAKA	PinCode	560001
State	29-Karnataka	Ship To State	29-Karnataka

Item	Description	HSN	Qty.	Unit	Taxable Amt.
Big Bell Box- 3 ply	Big Bell Box- 3 ply	21039040	1,000.00	KILOGRAMS	1,00,000.00

Transport Details

Transporter Name	Avtar Transport Services	Transporter ID	05AAACU2414K1ZL
Transporter Doc No.	12345	Transporter Doc Date	27/07/2018
Transport Mode	Road	Distance	1000
Vehicle No.	UK3LAB1234	Vehicle Type	Regular

Esc=>Quit F2=>Done

Click this button to generate E-Way bill

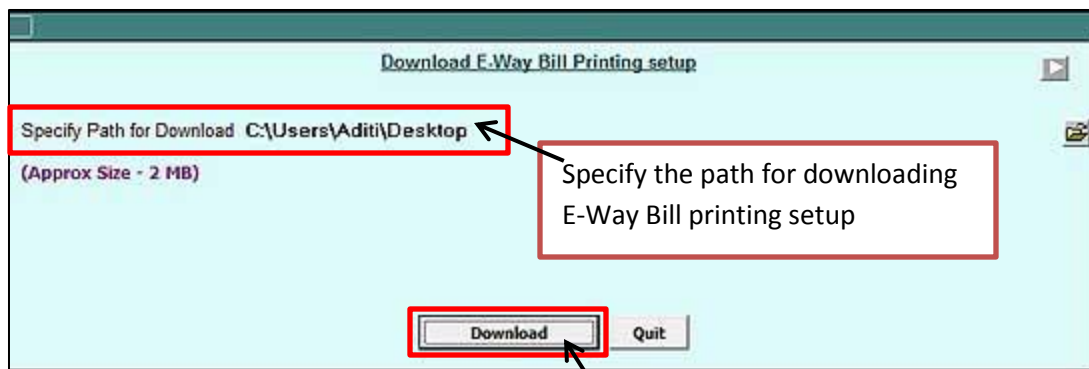
Verify the details appearing in *E-Way Bill Details* window and click *Generate E-Way Bill* button. On clicking *Generate E-Way Bill* button, E-Way Bill will be automatically generated and E-Way Bill No. and E-Way Bill Date will be updated in *Transport Details* window.

Step 3: Print E-Way Bill

Once E-Way Bill is generated and saved in data, option to print E-Way Bill will be shown. Printing of E-Way Bill requires a separate setup to be installed in computer. If E-Way Bill is being printed first time from BUSY on this computer, you will be prompted to download and install E-Way Bill printing setup. Given below is the screenshot for the same.



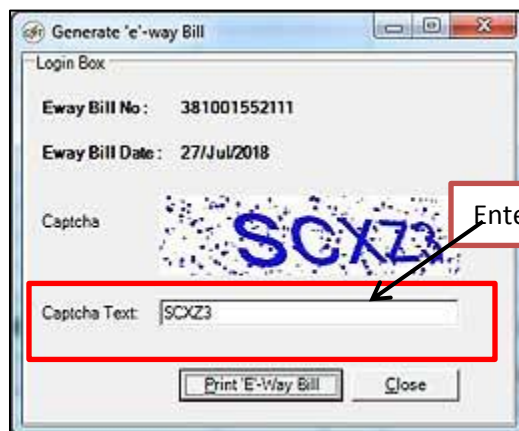
On clicking *Download* button, a *Download E-Way Bill Printing setup* window appears. Given below is the screenshot of *Download E-Way Bill Printing setup* window.



Click Download button to download E-Way Bill printing setup

From here you can download E-Way Bill printing setup. Once, E-Way Bill Printing setup is downloaded, exit from BUSY and install E-Way Bill printing setup.

After installing setup start BUSY again and open voucher in modify mode and click *Save* button. On clicking *Save* button, a *Print E-Way Bill* window appears. Click *Yes* button to Print E-Way Bill. On clicking *Yes* button following window appears asking for Captcha:



Enter the Captcha Text as appearing

Enter the Captcha Text as shown and click *Print 'E'-Way Bill* button. On clicking *Print 'E'-Way Bill* button, an E-Way Bill Print slip appears. Given below is the screenshot of *E-Way Bill Print slip*.

E-Way Bill Print

Print e-Way Bill/ Slip



E-Way Bill No.: 7410 3305 6856

E-Way Bill Date: 04/10/2018 03:32 AM

Generated By: 07A 22A1ZJ - Bur
LIMITED

Valid From: 04/10/2018 03:32 AM (Approx. Dist. is 50 Km)

Valid Until: 05/10/2018

Part - A

GSTIN of Supplier: 07A 22A1ZJ, Bur

Place of Dispatch: Delhi, DELHI-110052

GSTIN of Recipient: GSTIN : 09AAPO PA091
ACCOUNTING SOLUTIONS

Place of Delivery: Ghaziabad, UTTAR PRADESH-201001

Document No.: G/18-196598

Document Date: 03/10/2018

Value of Goods: 50976

HSN Code: 8523 - PACKAGED SOFTWARE

Reason for Transportation: Outward - Supply

Transporter: 09AAACF0841R2ZA & FIRST FLIGHT COURIERS
LIMITED

Part - B

Mode	Vehicle / Trains DocNo. & Dt.	From	Entered Date	Entered By
Road	UP/48777/22 & 09222/13/31/2018 & 04/10/2018	DELHI	10/4/2018 11:12:00 PM	GTAAA.C0241R12P
Road	UP/68777/18 & 09222/13/31/2018 & 04/10/2018	DELHI	10/4/2018 3:32:00 AM	GTAAA.C0241R12P



741033056856

Click Print button to print E-Way Bill slip

Please Note - *Print* button on this form is in the bottom and not visible in first glance. You need to scroll down to make *Print* button visible.

Click *Print* button to print E-Way Bill.

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After printing E-Way Bill, a *Sales Invoice Printing* window appears. Click Yes button to print invoice with updated E-Way Bill No.

Automatic Generation & Printing 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 → GST Misc. Utilities → E-Way Bill Management → Generate E-Way Bill** option. On clicking *Generate E-Way Bill* option, a *Generate 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.

VchType	Voucher No.	Date	Amount	E-Way Bill No.	E-Way Bill Date	Transport Name	GR/RR No.	GR/RR Date	Station
<input checked="" type="checkbox"/> Sale	7/2018-19	27-07-2018	3,36,000.00			Avtar Transport Services	1234001	27-07-2018	KARNATAKA
<input checked="" type="checkbox"/> Sale	8/2018-19	27-07-2018	1,12,000.00			Avtar Transport Services	1234001	27-07-2018	KARNATAKA

In *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.

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- **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. On clicking *Print E-Way Bill* button a window appears asking for Captcha. Enter Captcha Text and click *Print 'E'-Way Bill* button. On clicking *Print 'E'-Way Bill* button, an E-Way Bill Print slip appears from where E-Way Bill can be printed.

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

<<< ☺ Thank You ☺ >>>