

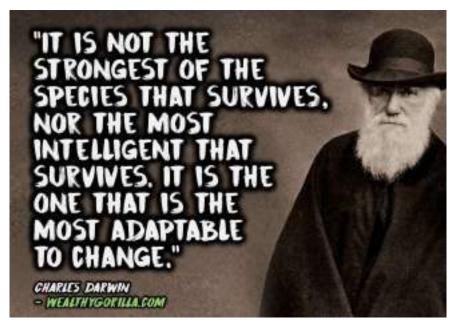
How to Digitally Transform and Setup your Virtual Office



15th July 2021 National Conference on "Office Automation" Sanjib Sanghi by DAAB

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Popular Quotes



"The illiterate of the 21st century will not be those who cannot read and write but those who cannot learn, unlearn and relearn."

 Alvin Toffler (US Author 1928 -)

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Digital Dinosaurs















All of these have become **digital dinosaurs** due to their failure to adopt to disruptive technologies.

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Digital Titans

A few other popular Digital Disruption which has already happened



Worlds largest taxi company owns no taxi



Worlds largest recruitment agency



Worlds most valuable retailer has no inventory



Largest Phone Co. owns no telco infra



Worlds 7th largest Internet company by revenue



Worlds largest lodging provider with no logistics of its own



Worlds 3rd largest hotel chain

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Digital Dinosaurs

SPOT THE DINOSAUR





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World is Changing – It's a 'VUCA' World

Volatility

Changes occur much more than before and require continuous analysis and evaluation

Uncertainty

We are not able to unambiguously predict and prioritize factors that may influence the situation

Complexity

The number of factors determining/influencing the development processes increases significantly; all the factors are unknown to us.

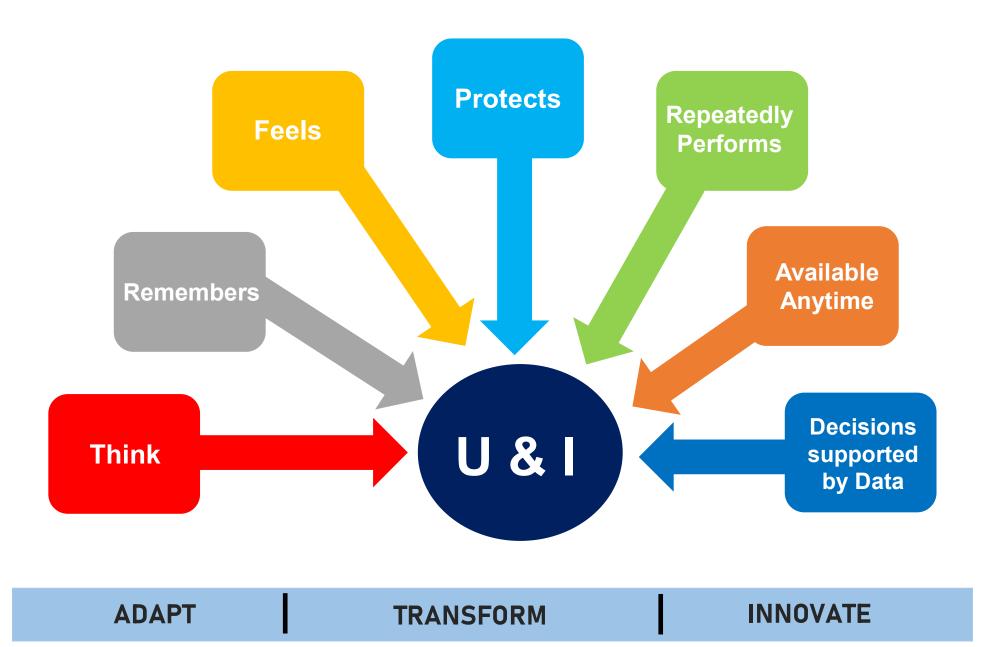
Ambiguity

Data and events are difficult to interpret unequivocally. Past experience is not applicable to explain new processes and events.

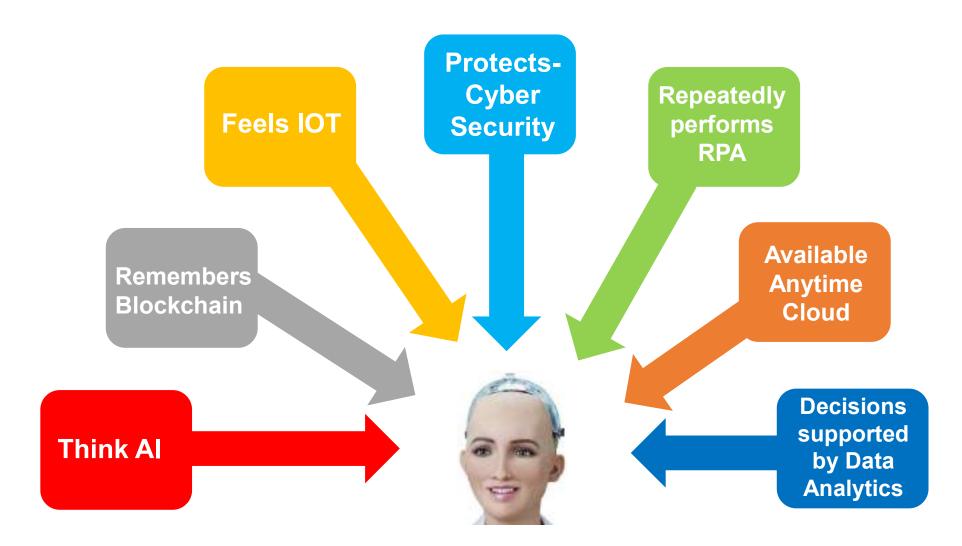
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What can a Human Do?



How has Industry 4.0 Revolutionized It?



|--|

Emerging Business Models - driven by Technology

TRADITIONAL	
Face 2 Face ·····	Interface 2 Interface
Old School	New School
Offline	/ Online
Personal Touch	Digital Connect
9-to-5	
Word of Mouth	Word of Mouse
High Touch	High Tech
Heart	Minds
	EMERGING BUSINESS
	MODEL

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Changing Role of Accountants



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Strengthen Internally to impact Externally



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Erstwhile Roles	Present Roles	Future Roles
Data Entry Clerks	Accountants	Data Analysts & Scientists
Bookkeepers & Accountants	Accountants & Auditors	Big Data Specialists
Financial Analysts	Human Resource Specialists	Digital Transformation Specialists
Transport Manager	Supply Chain & Logistics Specialists	Process Automation Specialists
Telemarketers	Sales & Marketing Professionals	Digital Marketing & Strategy Specialists
Business Services & Administration Managers	Risk Management Specialists	Innovation Professionals

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Changing Role of Accountants

- from Bookkeepers (Munim Ji"s)



to future-ready consultants



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2022 Skills Outlook

Growing

- 1. Analytical thinking and Innovation
- 2. Active Learning and Learning Strategies
- 3. Creativity, originality & initiative
- 4. Technology design and programming
- 5. Critical thinking & analysis
- 6. Complex problem -solving
- 7. Leadership and social influence
- 8. Emotional Intelligence
- 9. Reasoning, problem-solving & Ideation
- 10. Strategic analysis and evaluation

Declining

- 1. Manual dexterity, endurance and precision
- 2. Memory, verbal, auditory and spatial abilities
- 3. Management of financial, material resources
- 4. Technology installation and maintenance
- 5. Reading, writing, math and active listening
- 6. Management of personnel
- 7. Quality control and safety awareness
- 8. Coordination and time management
- 9. Visual Auditory and speech abilities
- 10. Technology use, monitoring and control Source World Economic Forum

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Changing Role of Accountants

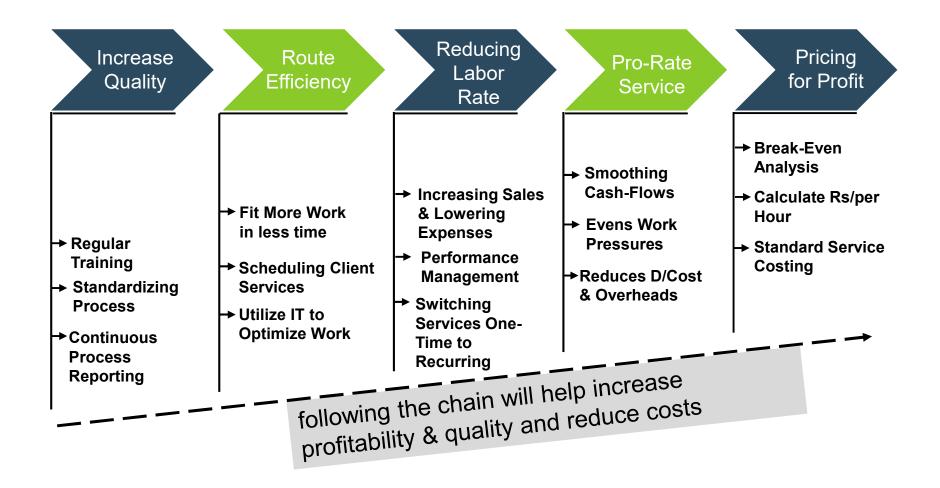
Changing Expectation – Compliance to Reliance



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Changing Expectation – Compliance to Reliance

Road Map for Successful Firms



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Changing Role of Accountants

Creating Value

- Managing Opportunity
- Dynamic Analysis what-if?
- □ Forward looking, forecasting
- Skill set Problem solving
- □ Strategic (reliance)
- Number Cruncher" to "Financial Advisor/ Consultant".

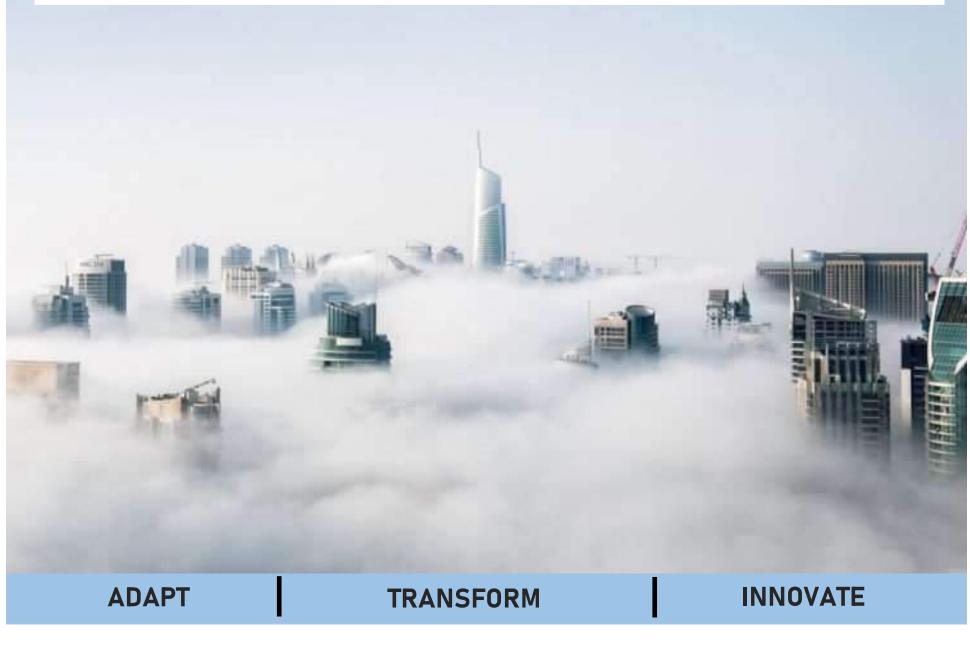




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The entire world is on Cloud today, isn't it ?



"I don't need a hard disk in my computer if I can get to the server faster... carrying around these non-connected computers is byzantine by comparison."

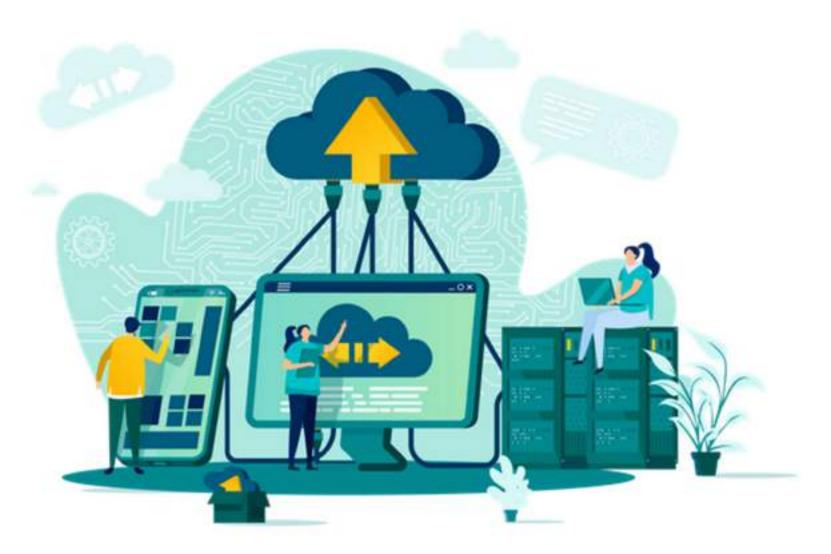
-Steve Jobs, Co-founder, CEO and Chalrman of Apple Inc.



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Introduction to Cloud Computing



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Origin of Cloud Computing

Can you think of a world without...

- Google Docs & Gmail
- Hotmail & Yahoo
- Facebook & Twitter
- YouTube & Slide Share
- Google Groups
- Skype
- APIs...And many more such application which we use day to day?



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What is Cloud Computing?



Cloud Computing

"Anything that involves delivering hosted services over the Internet"

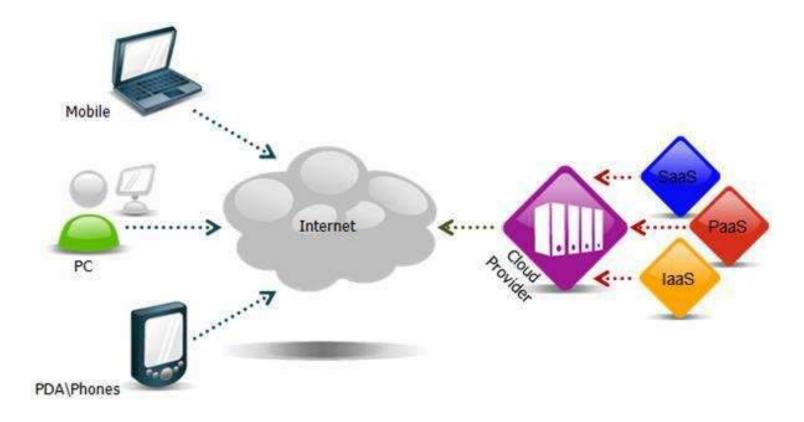
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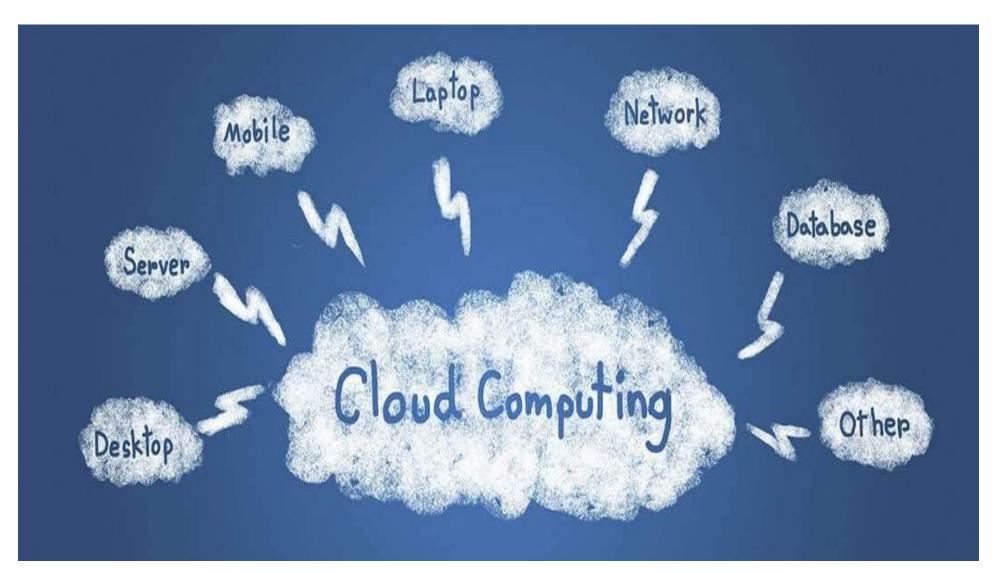


How does Cloud Computing work?

Rather than owning own computing infrastructure or data centers, companies can rent access to anything from applications to storage from a cloud service provider.







Let's walk in through the road of Cloud Computing!!

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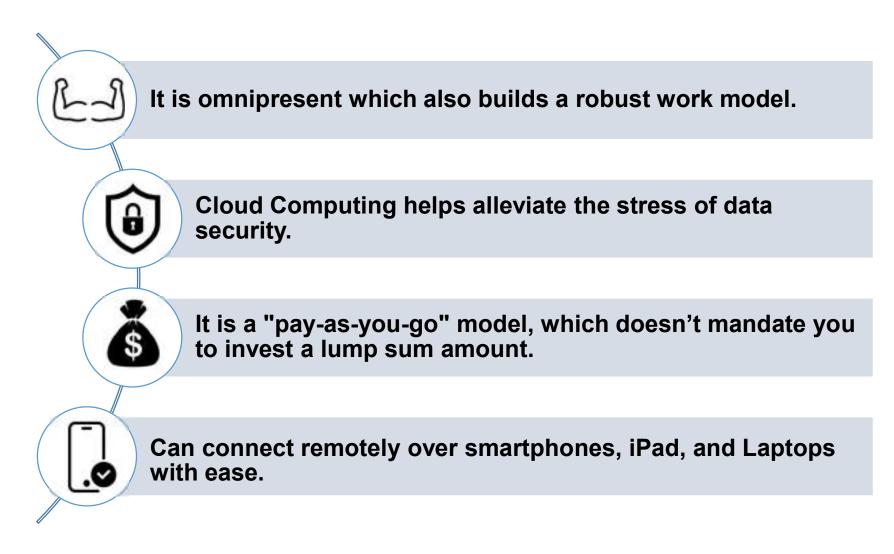
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Cloud Service Providers



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Benefits Cloud Computing



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Benefits Cloud Computing

Cloud is a repository for backed up data, which helps companies recover their lost data with ease and security. "Cloud Technology" enables the user to have a bird's eye view over the data, giving them the power to track accessibility and usability. Cloud being an all-visible platform, enables enhanced collaboration. Cloud transparency will provide greater insights.

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It's time to switch from Desktop Accounting to Cloud Accounting!!

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What is Cloud Accounting?

Cloud accounting systems are internet-based, you can access your records anywhere and on any device that has an internet connection using an app or web browser.



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Which One is Better?

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Cloud Accounting



- No software installed on device. Only internet connection is required.
- 2) Higher accessibility as it is accessible from anywhere, anytime including smartphones.
- 3) Real time communication, hence it is time saving.
- 4) Highly cost effective.
- 5) More secure since security updates are automatic and data is stored in servers.
- 6) No fear of loss or damage of data.

Desktop Accounting

- 1) The software is installed on the hard drive of the computer.
- 2) Lesser accessibility as it is restricted to use only on the device it is installed.
- 3) No real time communication, hence it is time consuming.
- 4) Not cost effective.
- 5) Desktop accounting systems are less secure since data is stored on hard disk of computer.
- 6) Fear of loss or damage of data.

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Few Processes which Cloud Accounting Software can Automate



Payments: Automate the collection of regular payments from clients



Financial reporting: Get accurate, real-time reports for making decisions



Practice Management: Assign tasks track time spend on a job, set deadlines and share documents.



Invoicing: Create, Edit and mail invoice in few clicks



Auditing: Data analytics, enhanced risk assessment and better reporting of processes







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Benefits of using Cloud Accounting Software



Mobile access at any time



Cost and time-effective solution



Water tight security



Affordability



Reduce Human Error

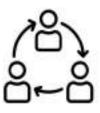




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Benefits of using Cloud Accounting Software



Share and collaborate with ease



Reduces paperwork and more sustainable



Reliability

Better control of financial processes



Better understanding of financial position



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Some Unique Features of Cloud Accounting Software



Synching of Bank and Credit Cards



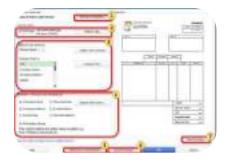
Third-party app integration



Data recovery

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Free	\$9.99	\$99.99	
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Flexible pay options



Setting templates

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ICAI's initiative with Zoho Books for CAs

2010

A digital financial platform for members of the ICAI

Zoho, one of the leading players in the business technology landscape, is excited and proud to offer accounting, expense reporting, and payroll apps for FREE for three years to members of the ICAI. With Zoho's powerful financial tools, digitize your office and collaborate with your staff effortlessly.

	Start with your free account	today!	
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ICAI's initiative with Zoho Books for CAs

20110 Expense

A GST-compliant online expense reporting application.

- GST-compliant expense management
- Autoscan receipts in 10+ languages
- Direct reimbursements through partner bank
- Custom expense reporting
- Automatic workflow approvals for expenses
- Ensure policy compliance using spending limits
- Operation of the second sec
- Sync expense data automatically with your accounting software or Zoho Books

20110 Payroll

A tax compliant payroll management software.

- Automatic payroll calculations
- Straightforward statutory compliance (PF, ESI, IT, LWF, PT, Bonus)
- Diverse compensation structures to reflect your organization's hierarchy
- Online transfer of salary to your employees through partner banks
- Collect professional tax accurately and prepare employees to file IT returns
- Automatic recording of payroll expenses and tax liabilities in the respective Zoho Books account

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