

# Account Groups in Tally Prime (Complete Practical Guide – 2026)

By DigitalSanjiv.com | 22+ Years Experience in Computer & Accounting Training

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## Introduction

Account Groups in Tally Prime are used to classify ledgers properly so that financial reports like Profit & Loss and Balance Sheet are accurate.

## Types of Account Groups

Group Type	Meaning	Examples
Assets	What business owns	Cash, Furniture
Liabilities	What business owes	Loan, Creditors
Income	Earnings	Sales
Expenses	Spending	Rent, Salary

## Predefined Groups in Tally

- 1 Capital Account
- 2 Current Assets
- 3 Current Liabilities
- 4 Fixed Assets
- 5 Direct Expenses
- 6 Indirect Expenses
- 7 Direct Income
- 8 Indirect Income

## Practical Example – Mobile Shop

Let's understand grouping with a real business:

- 1 Sales A/c → Direct Income
- 2 Purchase A/c → Direct Expenses
- 3 Rent A/c → Indirect Expenses

- 4 Cash A/c → Current Asset
- 5 Loan A/c → Liability

## **How to Create Group in Tally**

- 1 Go to Gateway of Tally
- 2 Click on Create → Group
- 3 Enter Group Name
- 4 Select Parent Group
- 5 Press Ctrl + A to Save

## **Common Mistakes**

- 1 Wrong group selection
- 2 Duplicate ledger creation
- 3 Incorrect GST setup
- 4 Ignoring accounting rules

## **Interview Questions**

- 1 What is Account Group?
- 2 How many groups are there in Tally?
- 3 Difference between Group and Ledger?
- 4 Why grouping is important?

## **Career Scope**

After learning Tally, you can work as Accountant, Billing Executive or GST Executive.

Salary Range: ■10,000 – ■60,000 depending on experience.

## **Join Our Course**

We provide practical Tally Prime + GST training with placement support.

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