

RAMA's anubhav

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Editorial



Leadership Void – Speech is not free; it has a cost

The brain is a prediction engine, so when presented with an incomplete picture, it makes an educated guess to fill in the blanks. It is this trick that gives our brains most of what makes them so magical and mysterious: like intelligence, things consciousness, foresight, and insight are all due to the brain's prediction capabilities. But it also causes huge problems, such the one Lincoln's story as illustrates.

"When I was younger, I was upset when I found out that politicians had speechwriters and authors had editors. I demanded authenticity, words unrefined that were and straight from the source, as opposed to thoughts processed through a distillery. With age and experience, I have realized just how danaerous off-the-cuff remarks can be. A leader's words matter too much to be spewed recklessly."

Good leaders rarely get caught speaking obvious lies or

slanderous hateful or statements. But errors of omission, using facts out of context, and telling partial truths often get us into real trouble. What leaders must know is that the words you speak are not nearly as important as how that message is received. This is where editors, writers, and independent reviewers become critical. Anyone who thinks they are immune—from a politician CEO—is а dangerously to ignorant of an important fact of human nature: brains fill in the void wherever one exists.

But leadership requires you to stop things that create hostility. Speech is not free; it has a cost.

Sometimes companies make honest mistakes. Consider donut company Krispy Kreme.





In 2015, a Krispy Kreme store in Hull, England promoted an event on social media aimed towards members of its Krispy Kreme Klub. Shockingly, they dubbed the event "KKK Wednesday." It was most likely a simple oversight from a UK manager unfamiliar with what those initials mean in the US, but as a result, many readers' brains connected the Krispy Kreme Klub to the Ku Klux Klan, a violent racist organization, and were (rightfully) angry and offended. Krispy Kreme took immediate action and communicated directly, admitting their mistake and allowing their community to heal and move on.

More recently, Microsoft CEO Sataya Nadella had a tough time saving his reputation when a statement about the India's controversial bill Citizen Amendment Bill (CAA) was not pleasingly taken by India people supporting the bill.







His motives were not to harm the feelings of anyone but some did not graciously take it.

Some prominent members from the Indian business community even criticized him stating "Yes, he is very confused in his statement. Must be the Indian leftist academics in the US who have confused him by misinformation., Please study the CAA before you comment! We respect you as Microsoft CEO and you must not make comments to malign India!" There were some who were also in

Every country will and should define its borders. protect national security and set immigration policy accordingly. And in democracies, that is something that the people and their govts will debate and define within those bounds... My hope is for an India where an immigrant can aspire to found a prosperous start-up or lead an MNC...



- Satya Nadella, Microsoft CEO

He immediately had to issue a statement to douse the fire.

But what about when experienced leaders make atrocious statements? If we assume that our leaders have good intentions—and yes, that may be a stretch—we can see how seemingly innocuous statements in a leader's mind become incendiary to the people who receive them.

Another recent example comes from car company Tesla. In May of

2016, Joshua Brown was killed when his Tesla operating on autopilot crashed. Then only a week later, chief executive Elon Musk offered \$2 billion in stock for sale without mentioning the crash. When a reporter called out Musk on this issue, he replied that the death of Joshua Brown was "not material to the value of Tesla."



Perhaps his comment was true, strictly speaking; perhaps one autopilot death does not affect the stock. But the brain fills in the gaps, and implicit in Musk's statement was that a death of a human being is unimportant, and what's actually important is Tesla's market cap. I highly doubt Musk intended these thoughts, but again, the brain filled in the blanks.

Leadership requires poise and deliberation, and few things are more important than communication. More than ever, our world needs careful and deliberate leaders. It is better to pause, think, and edit, than to risk

a gut reaction that could be perceived poorly. Your message is not simply what is written or said; it is what is imprinted in the minds of others. The brain fills in the gaps. If you are going to open your mouth, make sure your words are thoughtful, vetted, and clear. If you make a mistake, be brave and admit it. Clear the air and move on.

-Manish Patil





Following the outbreak of coronavirus (COVID-19), organizations, their environments, and their ways of working are evolving rapidly and in ways that had not been previously envisioned.

As organizations adapt to dealing with the initial impact of COVID-19. Now, more than ever, IA functions have an important role to play and continue to provide critical Assurance, help Advise management and the Board on the shifting risk and controls landscape, and help Anticipate emergingrisks.

As an Internal Auditor we should be prepared to adjust to this period by analyzing emerging risk areas for Internal Audit functions.

Risk area	Areas to consider	
User Access Controls	 Due to flexible working arrangements and individuals requiring greater access to systems to help cover for people who are off, user access controls may be compromised and conflicts of interest may arise. IA considerations could include the following: Monitoring controls in place – Whilst it may be necessary to remove segregation of duties rules in place, it is critical for organizations to maintain an audit trail that can be referred to at a later date The detection of fraud risks and management overrides 	
Finance	 IA considerations could include the following: Understanding working capital requirements against scenario planning assumptions and assessing cash flow forecasts Has the organization done all it can to access government provided fiscal support and does it understand the long-term implications of that support (e.g., repayment of loans)? Challenging the completeness of management's accounting and reporting impact analysis, particularly in the context of finalizing March 2020 or any other period the regulator may prescribe 	
Internal Controls	 IA should understand the changes, both temporary and permanent, being made to the organization's internal control environment, with a specific focus on the following: Management review controls Accounting judgment controls (bad debt provision, inventory provision, impairment of goodwill and intangible assets, fair value of financial and non-financial assets) Associate or joint venture accounting controls Transaction processing controls Cash payments controls Automated business controls Outsource service providers Insider trading concerns Key person dependency/super user access Resilience and remote working 	





Risk area	Areas to consider	
Cyber	 As the number of remote working environments and the use of third-party software to improve the effectiveness of remote working increases, individuals may inadvertently compromise business security. IA considerations could include the following: Are remote access controls built to scale? How are organizations raising awareness and bolstering threat detection and response to promote proactive identification of malicious activity? How are organizations tracking third-party security plans to prioritize access availability of services? Are hand-held devices being used more as people work remotely and, if so, are they secure and controlled? Does the organization have sufficient and appropriate licenses in place to cover greater use of tools, technology, and software to support remote working? How is the organization monitoring malicious or inadvertent insider threat risk caused by disgruntled or displaced employees and contractors? How is the organization monitoring the increased use of collaboration tools and other, often unapproved and unmanaged, SaaS applications (Shadow IT)? 	
Risk Management	 IA considerations could include the following: Does the organization have on-going processes in place to continue to meet all of its regulatory responsibilities? Does the risk assessment process need to become more agile and adopt more dynamic risk assessment methodologies? 	
Business Continuity	 IA considerations could include the following: Helping organizations understand any single points of failure, e.g., processes, employees, and technologies Developing and/or testing appropriate scenarios, plans or measures, including wargaming, to restore business operations (disaster recovery plans) Challenging management's forecasts of business impact (e.g., going concern, pension scheme accounting, goodwill and intangibles, expected credit losses) noting that reporting deadlines are approaching and that many organizations have made public promises regarding customer concessions – are these being delivered and is the financial impact estimated appropriately? Considering management's assessment, monitoring, and contingency plans of key outsource service providers 	





Risk area	Areas to consider	
Supply Chain	 IA considerations could include the following: Assessing whether sufficient resources, including third parties, are in place to maintain critical activities at sufficient levels Determining how organizations understand and prepare for changes in demand and balancing the availability of both stock and resources accordingly How best to provide assurance over joint ventures, whose owners may have different priorities 	
Customers	 IA considerations could include the following: Has the organization adopted a clear communication plan for its customers, including those customers who are particularly vulnerable? 	
Contracts	 IA considerations could include the following: Has the organization identified, or does IA have access to assist in identifying, key contractual clauses that may offer relief during this time, such as: Force majeure Notice provisions Disaster Recovery and Business Continuity provisions Limitation of liability Liquidated damages Governing law and jurisdiction Supplier/Subcontractor location and supply chain path Termination rights Insurance Other applicable clauses 	
Human capital	 IA considerations could include the following: The adequacy of plans being put in place by organizations to maintain the health and well-being of their workforce, including the implications for impact on mental health of remote working Ensuring that any 'work arounds' used during lockdown period are regularized and appropriately controlled Is there guidance available and complied with on the appropriate use of social media in this crisis period? Has the impact been considered on business as usual HR processes, such as annual performance assessments potentially being suspended? 	
	- Aditya Murarka	





Subject: Electronic reporting (ER) overview

This topic provides an overview of the Electronic reporting (ER) tool. It includes information about key concepts, the scenarios that ER supports, and a list of formats that have been designed and released as part of the solution.

ER is a tool that you can use to configure formats for both incoming and outgoing electronic documents in accordance with the legal requirements of various countries/regions. ER lets you manage these formats during their lifecycle. For example, you adopt regulatory can new requirements, and generate business documents the in required format to electronically information exchange with government bodies, banks, and other parties.

The ER engine is targeted at business users instead of developers. Because vou configure formats instead of code, the processes for creating and adjusting formats for electronic documents are faster and easier.

ER currently supports the TEXT, XML, Microsoft Word document, and OPENXML worksheet formats. However, an extension interface provides support for additional formats.

Capabilities

The ER engine has the following capabilities:

- It represents a single shared tool for electronic reporting in different domains and replaces more than 20 different engines that do some type of electronic reporting for Finance and Operations.
- It makes a report's format insulated from the current implementation. In other words, the format is applicable for different versions.
- It supports the creation of a custom format that is based on an original format. It also includes capabilities for automatically upgrading the customized format when the original format is changed because of localization/customization requirements.
- It becomes the primary standard tool to support localization requirements in electronic reporting, both for Microsoft and for Microsoft partners.
- It supports the ability to distribute formats to partners and customers through Microsoft Dynamics Lifecycle Services (LCS).



Key Concepts Components

ER supports two types of components: Data model and Format.

Data model and model mapping components

A data model component is an abstract representation of a data structure. It's used to describe a specific business domain area with enough detail to satisfy the reporting requirements for that domain. A data model component consists of the following parts:

- A data model, as a set of domain-specific business entities and a hierarchically structured definition of relations between those entities.
- A model mapping that links selected application data sources to individual



elements of a data model that specifies, at run time, the data flow and rules of business data population to a data model component.

A model mapping that supports outgoing electronic documents has the following capabilities:

- It can use different data types as data sources for a data model. For example, it can use tables, data entities, methods, or Enums.
- It supports user input parameters that can be defined as data sources for a data model when some data must be specified at run time.
- It supports the transformation of data into required groups. It also lets you filter, sort, and sum data, and append logical calculated fields that are designed through formulas that resemble Microsoft Excel formulas.

Format components for outgoing electronic documents

A format component is the scheme of the reporting output that will be generated at run time. A scheme consists of the following elements:

 A format that defines the structure and content of the outgoing electronic document that is generated at run time.



Data sources, as a set of user input parameters and a domainspecific data model that uses a selected model mapping.

- A format mapping, as a set of bindings of format data sources that have individual elements of a format that specify, at run time, the data flow and rules for format output generation.
- A format validation, as a set of configurable rules that control report generation at run time, depending on the running context. For example, there might be a rule that stops output generation of a vendor's payments and throws an exception when specific attributes of the selected vendor are missing, such as the bank account number.

A format component supports the following functions:

Creation of reporting output as

- individual files in various formats, such as text, XML, Microsoft Word document, or worksheet.
- Creation of multiple files separately and encapsulation of those files into zip files.

A format component lets you attach specific files that can be used in the reporting output:

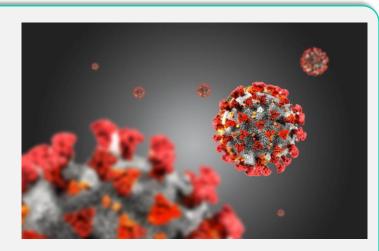
- Excel workbooks that contain a worksheet that can be used as a template for output in the OPENXML worksheet format
- Word files that contain a document that can be used as a template for output in the Microsoft Word document format
- Other files that can be incorporated into the format's output as predefined files.

-Kapil Dev





- 1. Those having aggregate annual turnover less than Rs.5 Crore Last date can file GSTR-3B due in March, April and May 2020 by the last week of June, 2020. No interest, late fee, and penalty to be charged.
- Others can file returns due in March, April and May 2020 by last week of June 2020 but the same would attract reduced rate of interest @9 % per annum from 15 days after due date (current interest rate is 18 % per annum). No late fee and penalty to be charged, if complied before till 30th June 2020.
- Date for opting for composition scheme is extended till the last week of June, 2020. Further, the last date for making payments for the quarter ending 31st March, 2020 and filing of return for 2019-20 by the composition dealers will be extended till the last week of June, 2020.
- Date for filing GST annual returns of FY 18-19, which is due on 31st March, 2020 is extended till the last week of June 2020.
- 5. Due date for issue of notice, notification, approval order, sanction order, filing of appeal, furnishing of return, statements, applications, reports, any other documents, time limit for any compliance under the GST laws where the time limit is expiring between 20th March 2020 to 29th June 2020 shall be extended to 30th June 2020.
- 6. Necessary legal circulars and legislative amendments to give effect to the aforesaid GST relief shall follow with the approval of GST Council.



- Payment date under Sabka Vishwas Scheme shall be extended to 30th June, 2020. No interest for this period shall be charged if paid by 30th June, 2020.
- 24X7 Custom clearance till end of 30th June, 2020.
- 9. Due date for issue of notice, notification, approval order, sanction order, filing of appeal, furnishing applications, reports, any other documents etc., time limit for any compliance under the Customs Act and other allied Laws where the time limit is expiring between 20th March 2020 to 29th June 2020 shall be extended to 30th June 2020.

-Harshil Mehta





We are living in the golden age of digitalisation: in the past few years, many new technologies have emerged. Two significant ones are artificial intelligence and automation. These rapidly developing fields have an effect on almost every area of business. If businesses want to work efficiently and successfully, they have no other choice but become better at AI and automation.

Automation or Artificial Intelligence?

First of all, it is important that you know the difference between automation and artificial intelligence.

Automation- Automation means that a hardware (or software) does an activity automatically which could otherwise be done by using actual manpower. This is also the field where robotics is most useful. A machine that had been set up appropriately is able to do the task it has been programmed to do. Thanks to automation, you can put an end repetitive boring and to activities, which can easily and perfectly be done by a machine instead. The most important

areas where automation is used are manufacturing processes, online marketing and sales.

Artificial Intelligence- You could already read about the effects of AI on education in a previous article of ours. Let us go through again what artificial intelligence is. AI is no different than a set of computers and automated software's that normally require human cognitive functions (e.g. the ability to learn).

The most important companies to consider when talking about artificial intelligence are Google, Microsoft and Facebook. Artificial intelligence is able to lot of tasks help with а nowadays, such as: image recognition, Machine Learning, translation face and even recognition.

You can see that there are similarities between the two technologies, but there is a significant difference, too: while AI is able to learn and apply the things it had learned in practice, automation can only perform those monotone tasks that it had been programmed to do.



 Today's possibilities of automation

Nowadays automation is used by many companies for a number of reasons and aims. See a few typical examples below.

Automated testing

Thanks to automation, you can save a lot of time and manpower, and indirectly – a significant amount of money when it comes to testing tasks. Be it the testing of software's of websites, QA testing or link testing, you can run as many tests as you want, any time you want. It's not only the process of the actual testing that can be automated but reporting as well. By doing this, you can save money, time, and improve efficiency.

Paperless workplace

We do believe in a paperless office – that's why we created our electronic filing software for





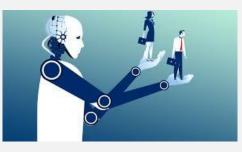
example, and we're also constantly working on new solutions. Now that NAV made it obligatory to report and send them those electronic invoices that surpass a given amount of money, automation can be more important than ever. By filing processing electronic and documents and invoices automatically, you cannot only reduce manpower that's needed in these processes, but it is also a much better solution when it comes to protecting the environment.

Human Resources

At most workplaces, the recruitment, interviewing and hiring of new staff is done by HR specialists hired for directly these tasks, or someone else who is trained to do these tasks. though Even vou cannot completely get rid of manpower with the help of automation, it can make the HR process much easier. You can, for example, use an automated software to deal with the most monotone phases of the recruitment process: filtering out the candidates' CVs, or sending the personalised but automated e-mails to them.

Data visualisation

We already have an article about data visualisation, too. However, we didn't write about how automation can be of help when



it comes to data viz. It is a common problem that data

engineers need to work with such a big amount of data that it wouldn't be possible to even process the data manually – let alone visualise them.

An automated software, however, is capable of process a large amount of data (even if the entries don't even match each other or the database's format), and put them into a format where they are easier to visualise. Then, by using an algorithm, you can visualise the data. The software can even help you decide on the format and type of the data viz you will come up with.

More opportunities

Of course, the list could go on and on forever – there is no limit on the opportunities that lie within automation. Every day, newer and newer fields emerge where this technology can be utilised. One of our favourites is the collaboration of Google's DeepMind and Oxford University, which has created a professional lip-reading programme with the help of a large amount of data from BBC. Thanks to the amount of the data used, it is much more accurate than a professional lipreader.

• To sum up

Although there are many dystopian movies and novels about the thought of robots taking over the world one day and people losing their jobs, there is no reason to worry about such things. Automation and artificial intelligence are rather a blessing than a curse – they actually don't take jobs from people but complement them.

- Hiral Chandan



Prevailing wisdom claims that the best way to achieve what we want in life—getting into better shape, building a successful business, relaxing more and worrying less, spending more time with friends and family—is to set specific, actionable goals.

For many years, this was how I approached my habits too. Each one was a goal to be reached. I set goals for the grades I wanted to get in school, for the weights I wanted to lift in the gym, for the profits I wanted to earn in business. I succeeded at a few, but I failed at a lot of them. Eventually, I began to realize that my results had very little to do with the goals I set and nearly everything to do with the systems I followed.

Now for the interesting question: if you completely ignored your goals and focused only on your system, would you still succeed? For example, if you were a basketball coach and you ignored your goal to win a championship and focused only on what your team does at practice each day, would you still get results? I think you would.

The goal in any sport is to finish with the best score, but it would be ridiculous to spend the whole game staring at the scoreboard. The only way to actually win is to get better each day. In the words



of three-time Super Bowl winner Bill Walsh, "The score takes care of itself." The same is true for other areas of life. If you want better results, then forget about setting goals. Focus on your system instead.

• Winners and losers have the same goals.

Goal setting suffers from a serious case of survivorship bias. Every Olympian wants to win a gold medal. Every candidate wants to get the job. And if successful and unsuccessful people share the same goals, then the goal cannot differentiates be what the winners from the losers. It wasn't the goal of winning the Tour de France that propelled the British Cyclists to the top of the sport. Presumably, they had wanted to win the race every year beforejust like every other professional team. The goal had always been there. It was only when they implemented system а of continuous small improvements that they achieved a different outcome.

• Achieving a goal is only a momentary change.

Achieving a goal only changes your life for the moment. That's the counterintuitive thing about improvement. We think we need to change our results, but the results are not the problem. What we really need to change are the systems that cause those results. When you solve problems at the results level, you only solve them temporarily. In order to improve for good, you need to solve problems at the systems level. Fix the inputs and the outputs will fix themselves.

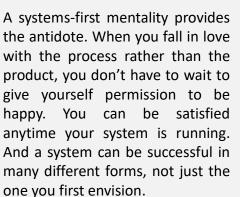
• Goals restrict your happiness.

The implicit assumption behind any goal is this: "Once I reach my 1/11 happy. goal, then be "Furthermore, goals create an "either-or" conflict: either you achieve your goal and are successful or you fail and you are a disappointment. You mentally box yourself into a narrow version of happiness. This is misguided. It is unlikely that your actual path through life will match the exact journey you had in mind when you set out. It makes no sense to restrict your satisfaction to one scenario when there are many paths to success.









 Goals are at odds with longterm progress.

Finally, a goal-oriented mind-set can create a "yo-yo" effect. The purpose of setting goals is to win the game. The purpose of building systems is to continue playing the game. True long-term thinking is goal-less thinking. It's not about any single accomplishment. It is about the cycle of endless refinement and continuous improvement. Ultimately, it is your commitment to the process that will determine your progress.

Fall In Love with Systems

None of this is to say that goals



are useless. However, I've found that goals are good for planning your progress and systems are good for actually making progress.

Goals can provide direction and even push you forward in the short-term, but eventually a welldesigned system will always win. Having a system is what matters. Committing to the process is what makes the difference.

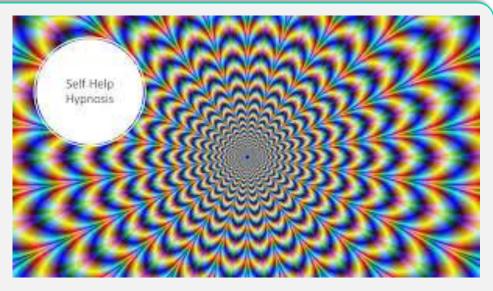
-Priyanka Patil



Self-hypnosis for selfimprovement is directly related to a guided meditation where a speaker guides a person, his thoughts into hypnosis and gives suggestions. Usually, selfimprovement using self-hypnosis is imagined as a speaker narrating a digital audio program or any type of personal development media to the listener. This helps the listener to calm down and open up to accept suggestions based on a specific topic like increasing your confidence, losing weight, stop smoking, increasing your business, finding love, etc.

How to incorporate self-hypnosis into self-improvement process? If you want to successfully incorporate self-hypnosis programs into self-improvement, there are some aspects that you should address. The most outstanding hypnosis program that could be used for self-improvement is the one that you create for yourself for the reason that you would know how to deal with the deeply private issues that might be damaging your personal development.

You can get customized audio hypnosis programs that would be developed for the personal problem you want to deal with, including the exact phrases and words that matter the most to you.



A "perfect" self-hypnosis program should be developed by the person practicing it to meet his/her own needs.

This would involve buying a microphone, recording software, and learning basic recording techniques. Then you need to write out and record every hypnosis program script. With little practice, you can easily use the method. Every time you hear it and relax, you will enter a state of hypnotic trance.

Here are the simple steps for applying self-hypnosis for self-improvement:

 Start by writing down a positive statement referring to one target you want to accomplish. For instance, "I will get up every day at 5 am energized, refreshed, and excited to begin my day."

- Sit down in a quiet place. Be alone so that you can calm down without disturbance. Switch off all the devices, like your phone, radio, TV, laptop etc.
- Make sure that you are not lying down as you might fall asleep. Sit upright and take three deep breaths through your nose and exhale through your mouth. Close your eyes on the third exhalation.
- Start repeating your statement. "I will get up every day at 5 am energized, refreshed, and excited to begin my day." Imagine yourself feeling it, doing it, smelling it, touching it, and hearing it.
- Continue experiencing in your imagination what you desire for at least 3 to 5 minutes.



- Then inhale three deep breaths through your nose and exhale through your mouth while feeling proud and smiling for giving yourself this amazing gift of practicing self-hypnosis for self-improvement.
- Finally, promise yourself that you will continue using selfhypnosis in your daily life and practice it on a daily basis. When you keep practicing it, it will develop into a regular habit for you.

By following these steps you can achieve self-improvement. Selfhypnosis can also play a role in enhancing your memory and learning ability. Success and learning go hand in hand. Though success has nothing to do with your education, learning is what can make things look up for Learning is a constant process for everyone. The possible benefits of continuously learning something new cannot be exaggerated - and they can be the reason behind the success of a person.

-Meghna Surve











Tanmay Parab	7-May
Vikas Gupta	7-May
Mayur Chandak	9-May
Sakshi Khaitan	9-May
Sumit Sarawagi	16-May
Anjali Singh	17-May
Arifa Gumani	22-May

Thank You & Goodbye

Until Next Time



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