



Hongirana Educational and Charitable Trust (R.)

Hongirana Institute of Computer Education

Opp. Canara Bank, B.M Road, Nagamangala-571432, Mandya Dist.

E-mail : hongiranacomputer@gmail.com

Ph: 9481302747 / 636013324

Syllabus for "Tally ERP 9"

Preamble:

With the fast-moving technological world and in IT era, all sorts of tasks are being automated which were performed manually earlier irrespective of domain e.g. healthcare, documentation, shopping, employee management, shopping almost everything. To meet the pace of the growing world, the accounting system have also been computerized and automated as one single entry manages both accounting and inventory needs. Tally is the most popular accounting packages used across our country and needs a lot of trained manpower to meet the requirements.

Objective:

The objective of the course is to train individuals in the Computerized Accounting using Tally and pursue the career in this sector.

Expected Job Roles:

Assistant - Accounts

Duration:- 28 Hours

S.No	Chapter	Hours	Timings
1	Introduction to Financial Accounting	04 Hrs 01 Oct-2020 To 05 Oct 2020	8.00AM To 9.00AM
2	Company & Account master Creation	02 Hrs 06 Oct-2020 To 08 Oct 2020	8.00AM To 9.00AM
3	Voucher types	03 Hs 09 Oct-2020 To 12 Oct 2020	8.00AM To 9.00AM
4	Preparation of reports	03 Hrs 13 Oct-2020 To 15 Oct 2020	8.00AM To 9.00AM
5	Introduction to Accounts with inventory	03 Hrs 16 Oct 2020 To 20 Oct 2020	8.00AM To 9.00AM
6	Inventory enabled voucher entry	03 Hrs 21 Oct 2020 To 23 Oct 2020	8.00AM To 9.00AM
7	Inventory based report	02 Hrs 24 Oct 2020 To 27 Oct 2020	8.00AM To 9.00AM
8	Concept of VAT, ST, TBS, FBT	02 Hrs 28 Oct 2020 To 29 Oct 2020	8.00AM To 9.00AM
9	Cost centres, Budgets, Scanners	02 Hrs 31 Oct 2020 To 02 Nov 2020	8.00AM To 9.00AM
10	Backup Restore & Security features	02 Hrs 03 Nov2020 To 05 Nov 2020	8.00AM To 9.00AM
11	Payroll	02 Hrs 06 Nov 2020 To 09 Nov 2020	8.00AM To 9.00AM


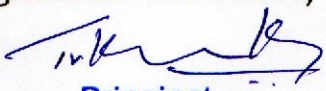
SYLLABUS OUTLINE:

- 1.Introduction to Financial Accounting:** Financial accounting is a specialized branch of accounting that keeps track of a company's financial transactions. Using standardized guidelines, the transactions are recorded, summarized, and presented in a financial report or financial statement such as an income statement or a balance sheet.
- 2.Company & Account master Creation :** *Saral Accounts* comes with 3 modules. Accounting: Module covering the general accounting which includes voucher entry, Books of *accounts* and Final statement .
- 3.Voucher types :** how to create *vouchers* using predefined *voucher types* in TallyPrime and create new.
- 4.Preparation of reports :** The purpose of compiling data is to present it in comprehensible accounting *reports*. On entering the vouchers, *Tally.ERP 9* uses the same data and provides.
- 5.Introduction to Accounts with inventory:** *Inventory accounting* is the body of *accounting* that deals with valuing and *accounting* for changes in inventoried assets.
- 6.Inventory enabled voucher entry :** Accounting *vouchers* will update only Accounts, but *Inventory vouchers* will ... *Inventory vouchers* record the receipt and issue of goods/stock.
- 7.Inventory based report :** Good *inventory reports* contain up-to-date *information* with a high ... *inventory* and the value of each item, *based* on price and quantity.
- 8.Concept of VAT, ST, TBS, FBT :** *Vat*. Map of countries and territories by their *VAT status*. No VAT. VAT Implementation. Comparison with sales tax. Examples . Around the world.
- 9.Cost centres, Budgets, Scanners :** *Cost Centers* are used to represents a business entity. All expense allocations assigned to the *budget's cost center* during the *budget*.
- 10.Backup Restore & Security features :** *Tally.ERP 9* provides you a facility to take back up of your *data* and *restore* as ... You can *backup your data* in the folder format and *restore* the same in *Tally*.
- 11.payroll :** The *payroll* feature in *Tally.ERP 9* is fully integrated with accounting to streamline *payroll* processing. Payroll Masters and Income Tax Details: . Cr...Enable Payroll: .Enabling Payroll in Tally.ERP ...Payroll Reports: . Pay Slip . Pay Sheet . P...Payroll Vouchers: .Creating Attendance .

Auhorized Signatories

**Sri Adichunchanagiri College
of Arts & Commerce, Nagamangala**

**Hongirana Institute of Computer
Education, Nagamangala**

<p>Name : Dr.B.K. Lokesha (Signature with seal)</p>  <p>PRINCIPAL Sri Adichunchanagiri College of Arts and Commerce Nagamangala-571 432, Mandya Dist.</p>	<p>Name : Kowshik T.V (Signature with seal)</p>  <p>Principal Hongirana Institute of Computer Education (HICE) NAGAMANGALA</p>
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and

Sri Adichunchanagiri College of Arts & Commerce

TB Extension, Nagamangala

2020-21

Computer 'Tally ERP-9' Course

Batch: From: 01-10-2020 to 06-11-2020

Participated Students List

Sl.No	Name	Signature
1.	Seemant. H.A.	Seemant. HA
2	Varun G.M	Varun Gem
3	Niranjan D.C.	Niranjan D.C
4.	Vijay kumar M.S	Vijay kumar M.S
5	Pavan.N.M	Pavan.N.M
6.	Varun.M.N	Varun.M.N
7.	Keerthi kumar N.M	Keerthi kumar N.M
8.	Ranjay Y.B	Ranjay
9	Sanjay S	Sanjay S
10	Puneeth Rajok	Puneeth
11	Sagar. S Y	Sagar S Y
12	Rajok	Rajok
13.	SHIVAKUMARA. H.N	Shiva H.N
14.	Shrinivasa. G.N	Shrinivasa

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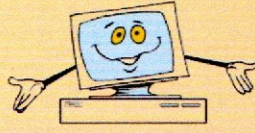
Sl.No	Name	Signature
15	Prasanna T.N	Prasanna T.N
16	Yashwanth B.T	Yashwanth B.T
17.	Rakesh V.N	Rakesh V.N
18.	Vikash B.M	Vikash B.M
19.	Shreetha y.n	Shreetha y.n
20	Rakesh	Rakesh
21.	Yodurajo. G.O.	Yodurajo. G.O.
22	Shashanka K.T	Shashanka K.T
23	Spoorthy. K.R	Spoorthy. K.R
24	Nischitha. L	Nischitha. L
25	Sahana. R	Sahana. R
26	Yashaswini. C.P	Yashaswini. C.P
27	Vidyaheer. H	Vidyaheer. H
28.	Nisarga. K.M	Nisarga. K.M
29.	Shobha. T	Shobha. T
30.	Sahana. D.S	Sahana. D.S
31	vanitha. N.C	vanitha. N.C
32	Shalini C.M	Shalini C.M
33.	Sushmitha. K.S.	Sushmitha. K.S.
34.	Nithya. A.S	Nithya. A.S
35	varshitha. K.T.	varshitha. K.T.

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Batch: From: 01-10-2020 to 06-11-2020

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Sl.No	Name	Signature
36	Pallavi. m	Pallavi. m.
37	Nithya. M. P	Nithya. M. P
38	Sowndarya K. S	Sowndarya K. S.
39	Niyarga. K. N	Niyarga. K. N
40	Ramyashree M. J	Ramyashree M. J
41	veeralakshmi CIA	veeralakshmi CIA
42	Reethma R. S	Reethma R. S
43	Ranjitha K. R	Ranjitha K. R
44	Yashaswini. K. V	Yashaswini. K. V
45	Sahana. B. E	Sahana. B. E
46	Sahana P. B	Sahana P. B
47	Ruehitha K. L	Ruehitha K. L
48	Tejashree B. V	Tejashree B. V
49	Priyanka. S	Priyanka. S
50	priyanka T. N	priyanka T. N
51	Yashodha K. R	Yashodha K. R
52	Laxmya H. R	Laxmya H. R
53	Gowda Sumitra	Sumitra
54	Sachin k f	Sachin k f
55	Rohith. C	Rohith
56	YOGESH	YOGESH



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CERTIFICATE




Name : **Varalakshmi C.A**

Has attended & successfully completed the course


Computer Tally ERP 9 Application

Secured 'A' Grade during

From: 01-10-2020 to 06-11-2020


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PRINCIPAL

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Principal

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