CERTIFICATE IN TALLY PRIME WITH GST

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About Glister Eduversity

- Today is the era of working parents and due to workload, they do not get enough time to support their children`s education. Therefore,they are Heavily blamed by All, in the current dialogue and debate about Improving the education system, the disadvantages of improper parenting is known to all.

- It is time to start parenting in the education system. With the Glister Eduversity, We present you the solution to all such problems switching towards telephonic parenting, proper guidance and development graph.

- This is the first Indian institution to provide education care with parenting. Glister Education offers telephonic parenting with a right strategic plans for the student, online test series, seminar, scholarship programs, in really attractive packages.

- We also guide their appoinments as well as their strategies. So, lets don`t wait, and acheive nothing less than success with Glister Eduversity Parenting cum Education Care.

Director: Amit Pandey

Mission

The mission of Glister Eduversity is to educate the citizens and citizen-leaders for our society.

We do this through our commitment to the transformative power of a liberal arts and sciences education.

Beginning in the classroom with exposure to new ideas, new ways of understanding, and new ways of knowing, students embark on a journey of intellectual transformation.

Through a diverse living environment, where students live with people who are studying different topics, who come from different walks of life and have evolving identities, intellectual transformation is deepened and conditions for social transformation are created.

From this we hope that students will begin to fashion their lives by gaining a sense of what they want to do with their gifts and talents, assessing their values and interests, and learning how they can best serve the world.

Vision

Glister Eduversity will set the standard for residential liberal arts and sciences education in the twenty-first century. We are committed to creating and sustaining the conditions that enable all Glister Eduversity students to experience an unparalleled educational journey that is intellectually, socially, and personally transformative.

Welcome to the Glister Eduversity, Varanasi. For more than three Years, Glister Eduversity has served as our nation's flagship comprehensive institution of higher education.
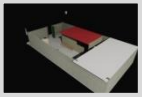
Our primary goal is to become one of the most prominent and excellent educational Institute in the world. We are fortunate to have a talented, highly committed teaching and support staff here to ensure the learning environment of our students is the best it can be. Our faculties are renowned scholars and accomplished practitioners who are actively engaged in the academic excellence and innovative research ideas of the modern world. Our students are innovators, engineers, managers, great scientists, entrepreneurs, and aspiring leaders - from every age group and are located at every corner of the country. Our unique teaching and learning process with a proper blend of theory and practice crosses the boundaries of nations towards industry-readiness and global excellence.
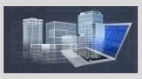
Program overview

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Accounting has become synonyms to business under GST regime. Get yourself GST ready with Tally Prime Accounting Course. This beginner level course will recognize skills of a candidate learning Tally Prime . Learn practical accounting on Tally Software, the software being trusted & used by almost 70% of SME's in India.

This course is complete guide to understand Accounting and how to use Tally in a perfect manner. Tally is well known business software. It can handle almost all types of business transactions and give perfect reporting for business requirements. This course gives you complete depth knowledge of all features of Tally. You can easily handle accounting and taxation of any types of business and also prepare MIS Reports. We took real life practical examples of all types of business transactions for better knowledge and understanding of practical real world. Real world examples helps you to crack interviews, get good job in the market. Business owners should learn Tally so that they can directly see all reports. Working professionals can improve their skill for better opportunity. After completion, you can also start you own accounting business. You can handle accounting and GST,TDS & Income Tax Returns of Small Business or Shops.

Salient Features

Tally Prime with GST training helps you to comprehend the basics of GST, important Terminologies and concepts, applicability and impact..

Through this module, the student will understand GST right from basic theoretical knowledge to practical implications of the regulation on any business.

Learning how to use Tally prime efficiently with Goods & Services Tax. Tally an accounting software aids management in handling transactions, money flow and interest payment. Major function of tally software include:

- •Account management
- • Stock management
- • Purchase order management
- • Stock evaluation
- • Invoice

Course Objective

The 3 Months Tally Prime with GST course is for the Learners who want to be a Tally Expert, with the aim to learn, develop and practice required by the market. In this course, the emphasis is put on the learner to acquire the ability to perform as a confident and Competent Tally Expert. .

The objectives of this course are to:

Tally Prime Online Course with GST covers in-depth knowledge to meet the accounting requirements of the industry. We not only teach the concepts but also helps you learn how you can Practically implement those concepts in your Day to Day Accounting Process with practical examples and entries in tally.

Learning Outcome :

Manage accounting of any Business or individuals

☐ Creating Computerized Books of accounts with finalizing reports

☐ Various extra topics related to computerized accounting like Auditing, Grouping companies, Vault passwords and many more

☐ Getting Automated Printing salary slips, Scheduled reports, Outstanding reports

1. Title of the Course
The Course shall be called as "Advance Certificate Course in Tally Prime with GST", a Regular course of 3 months (80 hrs.) duration.

2. Duration of the Course
This is a Regular course of 80 hrs. Extended over a period of 3 months duration.

3. What You Will Get :
You Will Get a Mark sheet and a Certificate That Will be Universally Acceptable.

4. Aims and Objectives of the Course
Certificate in Tally Prime course with GST will give to the right skill set that will help you manage receivables and payables, credits, fund flow, and cash flow, banking, ledgers, budgets, multi-currency accounting, and auto or manual bank reconciliation with ease. This course will equip students with in-depth and expert knowledge of Tally course with GST.

5. SCOPE:
Teacher of Tally & GST, Work in Office, GST Return Preparer, Finance Consultant, GST Specialist, Tax Accountant, Accountant, Tax Policy Analyst, Financial Analyst, Internal Auditors, External Auditors, Employment Tax Specialist, Personal Finance Consultant etc.

6. Syllabus
The syllabus is design to fulfill aforesaid objectives containing theory subjects as well as practical in Tally & GST.

Introduction, Downloading and Installation of Tally Prime	Theory : 50 Marks, Practical/Assignment : 50 Marks
Company Data	Theory : 50 Marks, Practical/Assignment : 50 Marks
Company Features (F11), (F12) Configurations	Theory : 50 Marks, Practical/Assignment : 50 Marks
Accounting & Inventory Information	Theory : 50 Marks, Practical/Assignment : 50 Marks
Voucher Entries (Accounting Vouchers)	Theory : 50 Marks, Practical/Assignment : 50 Marks
GST	Theory : 50 Marks, Practical/Assignment : 50 Marks
Payroll in Tally ERP 9	Theory : 50 Marks, Practical/Assignment : 50 Marks

7. Eligibility Conditions
- Candidate must complete 10+2 equivalent with required aggregate from a recognized college.
- Should have basic knowledge of Business Management.
- Students who want to undergo Tally Accounting Course after graduation should hail from commerce background.

8. Course Fee : INR 7,500+GST/-

Content of Syllabus :

Unit 1 :- Introduction, Downloading and Installation of Tally Prime
Introduction to Tally Prime, Downloading & Installation of Tally Prime, Company Creation, Getting Started with Tally Prime , Shut a Company, Select a Company, Alter Company Details, Company Features and Configurations, Migration Tally. ERP9 Data to Tally Prime

Unit 2 : - Company Data
Creating And Maintaining a Company, Loading a company, Maintain a Group Summary

Unit 3 :- Company Features (F11), (F12) Configurations
F1:-Accounting Features, F2:-Inventory Features, F3:-Statutory Features, F4:-TSS Features, F5:-Audit Features, F6:-Add-On Features, F12 Configurations : Printing, General, Numeric, Accounts And Inventory Info, Voucher Entry, Invoice Or Order Entry, Banking Configuration, Data configuration, Advanced Configuration, Product & Features

Unit 4 :- Accounting & Inventory Information
Groups, Ledgers, Voucher Entry , Inventory Configuration & Features, Stocks Groups, Stock Category, Stock Items, Unit Of Measures , Godowns, Bill Of Materials, Batch Wise details And Expire Data entry, Creating a Locations/Godowns, Manufacturing Data, Creating a Stock Journal Voucher Class Creating a Manufacturing Journal Voucher Class

Unit 5 :- Voucher Entries (Accounting Vouchers)
Contra Vouchers, Payment Vouchers, Receipt Vouchers, Journal Vouchers , Purchase Vouchers, Sales vouchers, Inventory Vouchers, Optional & Non- Accounting Vouchers, Order Processing Vouchers, Advance Vouchers
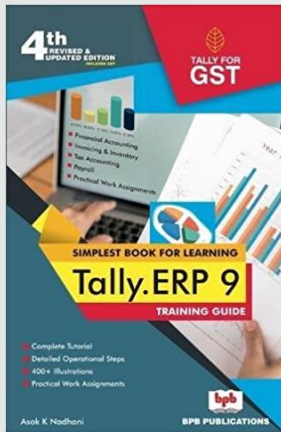
Unit 6 :- GST
Upgrading Tally ERP 9 Release 6.1 Or Upper Versions, Activating GST For Your Company, Setting Up GST Rates, Creating GST Classifications, Updating Stock Items And Stock Groups For GST Updating Sales And Purchase Ledgers For GST, Updating Party GSTIN, Creating GST Ledgers, Creating Incomes & Expenses Ledgers, Providing GST Details, Recording Sales And purchase invoices, Recording Purchase, Recording Tax payments , GSTR-1 (For Sale), GSTR-2 (For Purchase), GSTR-3B (For Payment)

Unit 7 :- Payroll in Tally ERP 9
Payroll Features in Tally ERP 9, Enable payroll in Tally, Creating Payroll Masters, Creating Payroll Units, Creating Attendance/Production Types, Creating Pay Heads, Creating Employee, Deductions On pay Heads, Creating Employee Statutory Deduction Pay Heads, Define Salary Structures Creating payable Salary, Payroll Payment Transactions, Payroll Reports
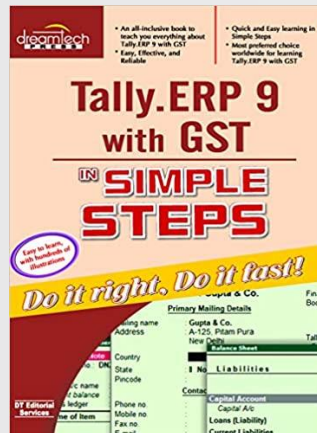
TALLY ERP 9 TRAINING GUIDE
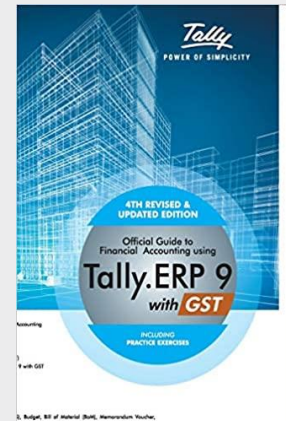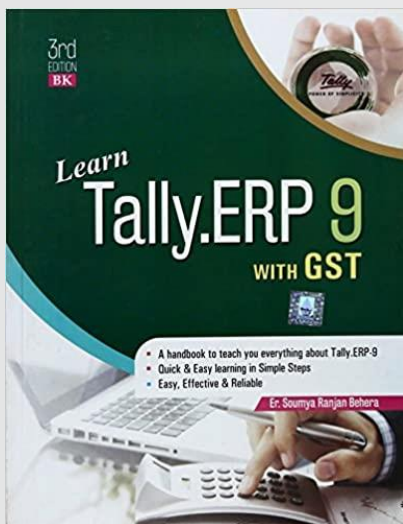
Asok K. Nadhani

Tally.ERP9 with GST
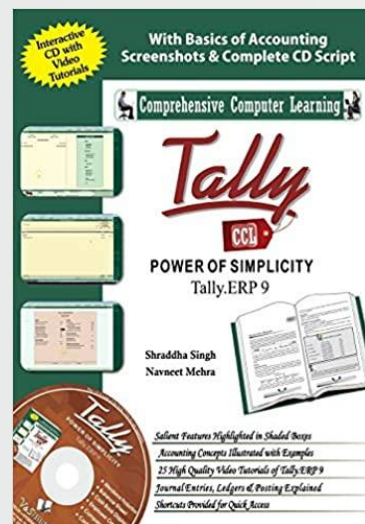
D.T Editorial Services

Tally.ERP9 With GST

Tally Education Pvt. Ltd

Learn Tally.ERP 9 in 30 days
Soumya Ranjan Behera

Tally ERP 9 (Power Of Simplicity)
Shraddha Singh