

INFORMATIVE TRAINING COMPUTER CENTRE

OPP- Maa Laxmi Plaza, Sahu complex

1st Floor, No-03, Harmu

Sahjanand Chowk, Ranchi-02

Jharkhand

Tel.No.9431326614

Software Development

AND

Training Centre



TAALLY.EERP 9 SYLLABUUS

Basics of Accounting.

Types of Accounts.
Golden Rules of Accounting.
Principles, Concepts.
Double Entry System of Book Keeping Mode of Accounting .
Financial Statements.
Transactions Recording Transaction.

Fundamenttals of Tallyy.ERP 9.

Getting Functional with Tally.
Creation / Setting up of Company in Tally.ERP 9.

Accounting Masters in Tally.ERP 9.

F11:Features.
F12 : Configurations.
Tally Installation.
Company Delete.

Innventory in Tally.

Stock Groups.
Stock Categories.
Godown / Locations.
Units of Measurement.
Stock Items.
Creation Inventory Masters.

Fundamentals Accounting and Tally.ERP 9.

Creating Master in Tally..ERP 9.

Voucher Entry and Generation of Reports.

Tall Vault and Security Controls.

Export , Import and Spliting of Data.

Printing Reports.

Advanced Accounting and Inventory in Tally.

Job Costing and Job Order Processing.

Installing & Activating Tally.ERP 9.

Valu Added Tax (VAT).

Backup and Restore.

Sale Invoice.

Purchase Invoice.

Ledger.

Voucher Entry.

Voucher Entry With Input vat and Rounding.

Sale Order.

Purchase Order.

Stock Summary.

Balance Sheet.

Profit and Loss A/C.

Trial Balance.

Cost Centre.

Cost Category.

Password.

User Create.

Tally Migration.

Backup.

Restore.

Input Vat.
Output Vat.
Narration.
Inventory Vouchers.
Accounting Vouchers.
Import Data.
Export Data.
Cash Transaction.
Bank Transaction.

Payroll Management.

Payroll Accounting.
Creating Payroll Masters.
Processing Payroll in Tally.
Accounting for Employer PF and ESI Contributions.
Accounting for Income Tax.
Payment of Professional Tax.
Generate Payroll Reports.

CERTIFICATION

Certificates will be provided to each successful participant at the end of the training.

In case of any clarification please feel free to get in touch with us.

Thanks and Regards

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***Conditions Apply**