

OMEGA SRI VOCATIONAL TRAINING CENTRE

(Approved by National Council Of Vocational and Research Training, New Delhi)
An Autonomous Body, NCVRT Vocational Education Council, Government of India
Affiliation No: REG/NCVRT/PY/8012/VTC
NO.8,1-Floor, Kumaran Street, Kamaraj Nagar, Puducherry-11
PH: 0413- 2213472 , 6384663472. Email: omegasri2015@gmail.com

Date: 17.08.2020

Accounting on Computer with Tally Prime

Objective of the Course: The course is designed to provide complete knowledge of Tally.

Learning Outcomes: After the completion of the course, the students will gain knowledge about Accounting and Tally. Student Worked as tally operator.

Minimum Eligibility Criteria: B.Com, B.Com (CS), BBA & M.Com

Syllabus

UNIT: I Book -Keeping and Accounting, System of Accounting, Streams of Accounting, Methods of Accounting, Types of Accounts and Accounting Rules.

UNIT: II Accounting Concepts and Conventions, Accounting Terminology, Accounting Cycle, Accounting on Computers, Accounting on Computers, Problems & Assignment.

UNIT: III Tally Profile, Tally ERP 9, Features of Tally. ERP 9, Short cut keys in Tally, Company Creation, F11: Features and F12: Features, Preparation of Financial Statement, Problems.

UNIT: IV Indian Tax Structure, A Review of Good and Service Tax in India, Features of GST, Structure of GST, Levy of tax under GST regime, GST Set-off chain, GST Tax Rates, GST - Goods , GST - Service , GST E-Way Bill, Preparation of Financial Statement with GST.

Reference:

1. Tally ERP 9 Training Guide - Asok K. Nadhani, BPB Publications.
2. Official Guide To Financial Accounting Using Tally.ERP 9 With Gst by Tally Education Pvt. Ltd.
3. Gst Using Tally.ERP 9 by Tally Education Private Limited



S. Revathy
OMEGA SRI VOCATIONAL
TRAINING CENTRE
Kumaran Street,
Puducherry - 605 011.
Ph: 0413-2213472

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Date: 17.08.2020

Accounting on Computer with Tally Prime

Schedule

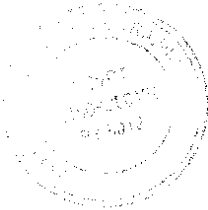
Date	Day	Topic Covered	No of Hours
22.08.20	Saturday	Book -Keeping and Accounting, System of Accounting Streams of Accounting, Methods of Accounting, Types of Accounts, Accounting Rules,	05
23.08.20	Sunday	Accounting Concepts and Conventions, Accounting Terminology, Accounting Cycle, Accounting on Computers, Accounting on Computers, Problems & Assignment	05
29.08.20	Saturday	Tally Profile, Tally ERP 9, Features of Tally. ERP 9, Short cut keys in Tally, Company Creation, F11: Features and F12: Features	05
30.08.20	Sunday	Ledger and Group, Accounting Info, Inventory Info, Account Vouchers with Invoice mode	05
05.09.20	Saturday	Preparation of Financial Statement - Problems	05
06.09.20	Sunday	Indian Tax Structure, A Review of Good and Service Tax in India, Features of GST, Structure of GST, Levy of tax under GST regime, GST Set-off chain, GST Tax Rates	05
12.09.20	Saturday	GST - Goods . GST - Service . GST E-Way Bill	05
13.09.20	Sunday	Preparation of Financial Statement with GST -Problems	05

MEGA SETI VOCATIONAL
 TRAINING CENTRE
 No. 8, Kumbhar Street,
 Madhav Nagar, Pondicherry - 605 002
 Ph: 0413-2215172, 2205221

Accounting on Computer with Tally Prime

Schedule

Date	Day	Topic Covered	No of Hours
28.08.21	Saturday	Book - Keeping and Accounting, System of Accounting Streams of Accounting, Methods of Accounting, Types of Accounts, Accounting Rules,	05
29.08.21	Sunday	Accounting Concepts and Conventions, Accounting Terminology, Accounting Cycle, Accounting on Computers, Accounting on Computers, Problems & Assignment	05
04.09.21	Saturday	Tally Profile, Tally ERP 9, Features of Tally. ERP 9, Short cut keys in Tally, Company Creation, F11: Features and F12: Features	05
05.09.21	Sunday	Ledger and Group, Accounting Info, Inventory Info, Account Vouchers with Invoice mode	05
11.09.21	Saturday	Preparation of Financial Statement - Problems	05
12.09.21	Sunday	Indian Tax Structure, A Review of Good and Service Tax in India, Features of GST, Structure of GST, Levy of tax under GST regime, GST Set-off chain, GST Tax Rates	05
18.09.21	Saturday	GST - Goods , GST - Service , GST E-Way Bill	05
19.09.21	Sunday	Preparation of Financial Statement with GST -Problems	05
Total			40

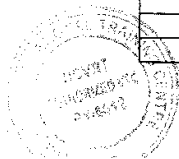


S. R. ...
 COORDINATOR
 MEGA SETI VOCATIONAL TRAINING CENTRE
 No. 8, Kumbhar Street,
 Madhav Nagar, Pondicherry - 605 002

OMEGA SRI VOCATIONAL TRAINING CENTRE-PUDUCHERRY
ATTENDANCE REGISTER

11, Madhav Street,
Puducherry, Tamil Nadu - 605 006
Phone: 0422 43472

COURSE: ACCOUNTING ON COMPUTER USING TALLY			DURATION: AUGUST-SEPTEMBER 2020/40 hrs							
SLNO	Name	Register No	22/8/20	23/8/20	29/8/20	30/8/20	05/09/20	06/09/20	12/09/20	13/9/20
1	AFRIN BEGUM A	19PCO301	x	x	x	x	x	a	x	x
2	AKSHAIYA C	19PCO302	x	x	x	x	a	x	x	a
3	ARAVIND RAJ R	19PCO303	x	x	x	x	x	x	x	x
4	ASWINI @ PADMA M	19PCO304	x	x	a	x	x	x	x	x
5	BATURUDEEN S	19PCO305	x	a	x	x	x	x	x	x
6	BHAVADHARANI K	19PCO306	x	x	x	x	x	x	x	x
7	DILIP G	19PCO307	x	x	x	x	x	x	x	x
8	DIVAKARAN M	19PCO308	x	a	x	x	x	x	x	x
9	JANAPRIYA M	19PCO309	x	x	x	x	a	x	x	x
10	KADIRAVANE	19PCO310	x	x	x	x	a	x	x	x
11	KANIMOZHI K	19PCO311	x	a	x	x	x	x	x	x
12	KANMANI M	19PCO312	x	x	x	x	x	x	x	x
13	KEERTHIKA C	19PCO313	x	x	x	x	x	x	x	x
14	MARRIAM R	19PCO314	x	x	x	x	x	x	x	x
15	MONISHA K	19PCO315	x	x	x	x	x	x	x	x
16	NANDHINI K	19PCO316	x	x	x	x	x	x	x	x
17	NAVEENKUMAR G	19PCO317	x	x	x	x	x	x	x	x
18	PAVITHRA P	19PCO318	x	x	x	x	x	x	x	x
19	PRATIK BHANDARI	19PCO319	x	x	x	x	a	x	x	a
20	PREETHI ALFINA C	19PCO320	x	x	x	x	x	x	x	x
21	RAVIKUMAR P	19PCO321	x	x	x	x	x	a	x	x
22	SARANYA G	19PCO322	x	x	x	x	x	x	x	a
23	SHEERIN BEGUM K	19PCO323	x	x	x	x	x	x	x	a
24	SINDHUJA S	19PCO324	x	x	x	x	x	x	x	x
25	SIVARANJINI M	19PCO325	x	x	x	a	x	x	x	x
26	SUVATHI J	19PCO326	x	x	x	x	a	x	x	x
27	THILAK M	19PCO327	x	x	x	x	x	x	x	x
28	VIJAYAKUMAR A	19PCO328	x	x	x	x	x	x	x	x
29	VIJAYALAKSHMI S	19PCO329	x	x	x	a	x	x	x	x
30	YUVAPRIYA R	19PCO330	x	x	x	x	x	x	x	x



S. Praveen
COORDINATOR

OMEGA SRI VOCATIONAL TRAINING CENTRE
11, Madhav Street,
Puducherry, Tamil Nadu - 605 006

OMEGA SRI VOCATIONAL TRAINING CENTRE-PUDUCHERRY
ATTENDANCE REGISTER

OMEGA SRI VOCATIONAL TRAINING CENTRE
No. 1, 1st Floor Kumaran Street,
Kamaraj Nagar, Puducherry - 605001

COURSE: ACCOUNTING ON COMPUTER USING TALLY			DURATION: AUGUST-SEPTEMBER 2021/40hrs							
Sl.NO	Name	Register No	28.09.21	29.09.21	04.10.21	05.10.21	11.10.21	12.10.21	18.10.21	19.10.21
1	ADITHYA REDDY R	20PCO301	X	X	o	X	X	X	X	X
2	ARULARASAN R	20PCO302	X	X	X	X	X	X	X	X
3	BAVITHRA S	20PCO303	X	X	X	X	X	X	X	X
4	DEEPAK ROUT N	20PCO304	X	X	X	X	X	X	X	X
5	ESTHAR RANJA	20PCO305	X	X	X	X	X	X	X	X
6	GRACY M	20PCO306	X	X	X	X	X	X	X	X
7	HARISH R	20PCO307	X	X	X	X	X	X	X	X
8	INDUJA P	20PCO308	X	X	X	X	X	X	X	X
9	JEEVITHA S	20PCO309	X	X	X	X	X	X	X	X
10	JOSPHINSELVI A	20PCO310	X	X	X	X	X	X	X	X
11	LALITHA P	20PCO311	X	X	X	X	X	X	X	X
12	NEEVEDHA B	20PCO312	X	X	X	X	X	X	X	X
13	PARAMESHWARI P	20PCO313	X	X	X	X	X	X	X	X
14	PRASANNA V	20PCO314	X	X	X	X	X	X	X	X
15	PREM V	20PCO315	X	X	X	X	X	X	X	X
16	RAMESH M	20PCO316	X	X	X	X	X	X	X	X
17	SHANMUGAM I	20PCO317	X	X	X	X	X	X	X	X
18	SHANMUGASUNDARAN	20PCO318	X	X	X	X	X	X	X	X
19	SHINY PETRISHIYA A	20PCO319	X	X	X	X	X	X	X	X
20	STEPHY JOHN OF ARC	20PCO320	X	X	X	X	X	X	X	X
21	SUBANESWARAN S	20PCO321	X	X	X	X	X	X	X	X
22	SUBASRI S	20PCO322	X	X	X	X	X	X	X	X
23	UDHAYA SANKAR U	20PCO323	X	X	X	X	X	X	X	X
24	USHA DEVI D	20PCO324	X	X	X	X	X	X	X	X
25	VANMATHILE	20PCO325	X	X	X	X	X	X	X	X
26	VIGNESI J	20PCO326	X	X	X	X	X	X	X	X
27	VIJAYALAKSHMI V	20PCO327	X	X	X	X	X	X	X	X



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OMEGA SRI VOCATIONAL TRAINING CENTRE
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Kamaraj Nagar, Puducherry, T.N.

Accounting on Computer Using Tally

Date: 19.09.21

Marks: 50

Duration: 2 hrs

Section-A (10*2=20)

1. Define Accounting
2. What is a Business Transaction?
3. What do you mean by Ledger?
4. What do you understand by Trial Balance?
5. What do you mean by Gross Profit
6. What do you mean by Asset?
7. What is Tally?
8. How to create Groups in tally?
9. What is Spilling of company data?
10. What is Tally Vault?

Section-B (6*5=30)

11. Explain the salient feature of Tally.ERP9.
12. Explain the steps to work out in Bill-wise details.
13. Explain the Type of inventory vouchers and its shortcuts.
14. Explain Central Tax, Sales Tax and Integrated Tax.
15. Explain the steps to implement Security Control.

Section-C (Marks:25)

16. Compute GST Liability

Company Name: Kumar Electronic Store Puducherry-(GSTIN/UIN: 34EEEE1234E1Z5)						
01.04.20	Kumar Capital A/C: Rs.40,00,000; Indian Bank A/C: Rs. 50,00,000 Loan A/C: Rs. 10,00,000;					
	Party A/C:-					
	<ul style="list-style-type: none"> • Raj Electronics Ltd, Puducherry-(GSTIN/UIN: 34AAAAA1234A1Z5) • Mani Electronics Ltd, Puducherry-(GSTIN/UIN: 34BBBBB1234B1Z5) • Krishna Trader, Puducherry-(GSTIN/UIN: 34CCCCC1234C1Z5) • Naresh Electronics Ltd, Tamilnadu-(GSTIN/UIN: 33DDDDD1234D1Z5) 					
01.04.20	Purchase the following items from Raj Electronics Ltd, Puducherry					
	Item name	Company Name	Quantity	Price	Sales Price	GST
	Pen drive	HP	200	500	600	12%
	Mobile	Samsung	200	12,000	15,000	18%
	Television	Philips	200	20,000	22,000	18%
	DVD Player	LG	300	4,500	5,000	28%
	Washing Machine	LG	200	22,000	25,000	28%
	Refrigerator	Whirlpool	200	25,000	27,000	28%
02.04.20	Sold goods by cheque (50 Refrigerator) to Mani Electronics Ltd.					
01.05.20	Return defected purchased goods (10 Pen drive)					
02.05.20	Withdraw cash Rs. 5,00,000 from bank to office use.					
01.06.20	Sold goods on credit (20 Mobile) to Krishna Trader.					
02.06.20	Return defected sold goods (2 Refrigerator) .					
01.07.20	Sold goods on credit (50 Television) to Naresh Electronics Ltd.					
02.07.20	Sold goods by cheque (20 Mobile, 20 Television) to Mani Electronics Ltd.					
01.08.20	Paid Amount of Rs. 50,00,000 to Raj Electronics Ltd.					
02.08.20	Paid interest on Loan for Rs.25,000.					
01.09.20	Received Amount of Rs. 2,00,000 from Krishna Trader					
02.09.20	Sold goods on credit (50 Washing Machine,50 DVD Player) Krishna Trader.					
01.10.20	Received Amount of Rs. 15,00,000 from Krishna Trader					
	To show GST reports and to make payment GST Liability.					
Answer:-	Net Tax Liability:					
	Input SGST@14%-14,37,320; Input CGST@14%-14,42,000					

Tally Enterprise

CERTIFICATE

This is to certify that

Mr. / Ms. / Mrs. VANMATHI · E


has successfully completed the Course in

Tally.ERP 9 with GST

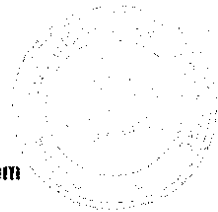
During 28.08.21 to 19.09.21 with A Grade

Certificate No. 20PC0325

Date of Issue 01.10.21



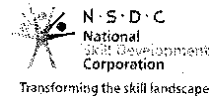
Authorised Signatory
President



Tally

POWER OF SIMPLICITY

www.tallyelearning.com



■ 35-49 = "C" Grade ■ 50-59 = "B" Grade ■ 60-69 = "A" Grade ■ 70-100 = "A+" Grade

Center Name

:

Handwritten text, possibly center name, mostly illegible.

Course Name

:

ACCOUNTING ON COMPUTER USING TALLY

Center Head

:

S. REVATHY

Seal of Center



Center Head Sign

S. Revathy

Faint text below the signature, possibly a title or affiliation.

Tally Enterprise

CERTIFICATE

This is to certify that

Mr. / Ms. / Mrs. SHANMUGA SUNDARAM . B

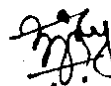
has successfully completed the Course in

Tally.ERP 9 with GST

During 28.08.21 *to* 19.09.21 *with* A+ *Grade*

Certificate No. 20PCO 308

Date of Issue 01.10.21



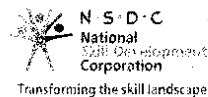
Authorised Signatory
President



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POWER OF SIMPLICITY

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Center Name

:

STATE OF OHIO
DEPARTMENT OF EDUCATION
100 EAST WASHINGTON AVENUE
COLUMBUS, OHIO 43260

Course Name

:

ACCOUNTING ON COMPUTER USING TALLY

Center Head

:

S. REURDY

Seal of Center



Center Head Sign

STATE OF OHIO
DEPARTMENT OF EDUCATION
100 EAST WASHINGTON AVENUE
COLUMBUS, OHIO 43260

Tally Enterprise

CERTIFICATE

This is to certify that

Mr. / Ms. / Mrs. INDUJA . P

has successfully completed the Course in

Tally.ERP 9 with GST

During 28.08.21 to 19.09.21 with A+ Grade

Certificate No. 20PL0308

Date of Issue 01.10.21



Authorised Signatory
President



Tally
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UNIVERSITY OF
KARNATAKA
BANGALORE
KARNATAKA
INDIA

Center Name

:

Course Name

:

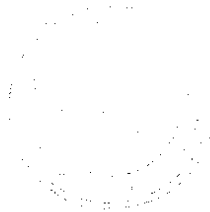
ACCOUNTING ON COMPUTER USING TALLY

Center Head

:

S. REYATHY

Seal of Center



S. Reathy
Center Head Sign

UNIVERSITY OF
KARNATAKA
BANGALORE
KARNATAKA
INDIA