

Super Vision Computer

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Course Content ADVANCE TALLY.ERP9

SYLLABUS

Fundamentals of Accounting

- Complete Book keeping
- Comprehensive Accounting
- Income & Expenditure
- Journalizing and Posting of Transactions
- Company Creation, Alter, Delete
- Maintaining Accounts in Tally.ERP 9
- Fundamentals of Inventory Management
- Stock Keeping Unit
- Multiple Godowns
- Sales Billing
- Units of Measure
- Recording Stock Movement
- Item wise & Invoice (Billing)
- Discounts & Price Lists
- Ledgers (New A/c Opening)- Create, Alter, Delete
- Voucher Types
- Recording Day to Day Transactions
- Flexible Financial Periods
- Banking-Cash Deposit, Withdraw, Fund Transfer
- Payment of Debtors (Customer), Payment of Creditors (Party)
- Cash Receipt and Print Formal Receipt
- Bank Reconciliation
- Orders, Invoice, Voucher

- Depreciation Entry
- Memo Vouchers
- Post-dated Vouchers
- Reversing & Optional Vouchers
- Accounts Receivables and Payable Management
- Allocation and Tracking of Expenses and Incomes
- Reporting
- Percentage Based Report
- Display Various Statement
- Credit Management
- Fund Flow & Cash Flow
- Receivable & Payable
- Ratio Analysis
- Date Based Reporting
- Budgets & Controls
- Cost Centers
- Management of Purchase and Sales Cycle
- Price Levels and Price Lists
- Getting Started with GST
- Tax Deducted at Source
- Securing Financial Information
- Data Management and Financial Year End Process
- Goods and Services Tax (GST)
- Tax Deducted at Source (TDS)
- Tax Collected at Source
- Value Added Tax (VAT)
- Tally Audit
- Interest Calculation
- Cheque Printing
- Multi lingual
- Income Tax,
- Retail Transactions (POS)
- Tracking of Item-wise Cost Details
- Password Policy
- Advanced MIS
- Printing Various Report