

Tally ERP - 9 & Prime

<p><u>Introduction to Tally.ERP 9</u></p>	<p>Overview of Tally.ERP 9 interface Understanding company creation and management Navigation and customization of the interface Data backup and restore procedures Tally.NET and remote access Select Company Shut company Create company Alter company Security control Backup Restore</p>
<p><u>Basic Accounting Concepts</u></p>	<p>Introduction to accounting terminology Fundamental accounting principles Double-entry bookkeeping Chart of accounts and ledgers Debit and credit transactions Accounting Configuration & Features Group Creation Ledger Creation New Voucher Creation</p>
<p><u>Company Creation and Configuration</u></p>	<p>Creating a company in Tally.ERP 9 Configuring company settings Enabling and disabling features Creating financial years and periods Handling multiple companies</p>
<p><u>Recording Day-to-Day Transactions</u></p>	<p>Creating and editing vouchers (sales, purchase, payment, receipt) Cash and bank transactions Journal vouchers Contra vouchers Prepaid expenses and accruals Recurring transactions</p>
<p><u>Inventory Management</u></p>	<p>Introduction to inventory management Creating stock items and groups Stock categories and units of measure Stock valuation methods Purchase and sales orders Stock journals and physical stock verification</p>

	<p>Inventory configuration & features Inventory info. Menu Stock groups Stock categories Stock item Unit of measurement Bills of materials Locations / Godowns Batches & Expiry Inventory voucher types</p>
<u>Voucher Entry</u>	<p>Accounting voucher Inventory voucher optional & non-accounting voucher Order processing Advanced voucher entry</p>
<u>Practical Exercises and Projects</u>	<p>Creating sample companies Recording transactions and generating reports Project work and assignments Real-world scenarios and case studies</p>
<u>Introduction to GST</u>	<p>Concept of GST Rate of GST GST in other countries Categories of GST Other concepts VAT, CST Return Excise Return & Forms Online service tax return TCS, TDS return</p>