



A.T.S.S.'s

## College of Business Studies and Computer Applications

Chinchwad, Pune 19

(Affiliated to Savitribai Phule Pune University, Recognized by Govt. of Maharashtra, Accredited by NAAC, UGC recognized under 2(F) & 12(B))

Academic Year 2021 – 22

### Report on Course "Tally With GST"

Add on course on "Quick Tally" for 18 hours was conducted by Ms. Shraddha Kapure – Regional Manager (CCA), Pune. This value add on course was conducted from 21<sup>st</sup> March 2022 to 29<sup>th</sup> March for FYBBA students.

During this value add course Ms. Shraddha Kapure gave detailed knowledge about Tally Erp 9 and took practical session for the same.

The following day wise topics were covered by Ms. Shraddha Kapure. On day 1 and 2, 2 hours classroom session were conducted and for rest of the day practical sessions were conducted in lab 1. This hands on training was very much useful for students to understand concepts practically.

#### Day 1 i.e. 21/03/2022

- Introduction of Tally, Steps for company creation, Ledger creation, alteration, Detection.
- Steps for how to pass transaction, steps for reports generation Balance sheet, P&L A/C, Trial Bal.
- Introduction of Trading Organisation, introduction of accounting & inventory vouchers, Bill wise Details, zero valued entries, Actual & Billed Qty.

#### Day 2 i.e. 24/03/2022

- Cost centres & Cost category, Price list, Additional cost of purchase, Point of Sale (POS).
- Value added Tax, CST (Central sales Tax), and Vat for composite Dealer, Interest Calculation.

#### Practical Session from 25/03/2022 to 29/03/2022.

- Company creation, How to create, alter, delete ledger, How to pass transaction, How to generate reports like Trial Balance, Balance sheet, Profit & Loss A/C.
- Balance sheet Creation, Stock group creation, Units creation, Stock item creation, Accounting voucher entries.
- Bill wise details, Stock journal, Zero valued entries, Actual & Billed Qty, Cost centres & Cost Category.



- Price List, Additional cost of Purchase, Finalisation of Accounts, Year closing & opening in same company, Point of Sale.

**Prepared By-** Vaishali Mahajan



**Class Coordinator**



**HOD**



Windows taskbar and desktop environment showing a spreadsheet application with a table of financial data.

Date for the Particulars	DR Amt	CR Amt	Group	Function Key
21			For dry Debit	F5
			Sales	SALES
22			Bank A/c	F6
			Bank A/c	RECEIPT
23			Bank A/c	F7
			Bank A/c	CONTRA
24			Bank A/c	F8
			Bank A/c	RECEIPT

Windows taskbar shows the time as 2:52 PM on 10/10/2017.

Windows taskbar and desktop environment showing a web browser window with a blank page.

Windows taskbar shows the time as 2:52 PM on 10/10/2017.

