

Tally 9.0

1. Name : Tally 9.0
 2. Sector : Information & Communication Technology (ICT)
 3. Co de : ICT 102
 4. Entry Qualification : Minimum 10th Std. & 14 years and above &
 5. Terminal Competency : After completion of the training, participants would be able to:
- Data Entry of transactions in Tally
 - Create Financial Statements
 - Analyse Financial Performance
 - Generate Financial Reports for MIS
6. Duration : 180 hrs.
 7. Conterts :

Practical Competencies	Underpinning Knowledge (Theory)
<p>Tally Fundamentals (Learning how to use of Tally) Processing Transactions in Tally.</p> <p>Report Generation (Creating statements like Invoice, Bill, Profit & Loss account etc.).</p> <p>Features of Tally (Company creation etc.) Recording Transactions.</p> <p>Budgeting Systems, Scenario management and Variance Analysis, Use Tally for Costing, Ratio Analysis.</p> <p>Cash Flow Statement and Funds Flow Statement Analyzing and Managing Inventory.</p> <p>Point of Sale, Taxation, Multilingual Functionality Payroll Accounting, Systems Administration and Other Utilities</p>	<p><i>Basics of Accounting,</i> <i>Accounting on Computers,</i> Introduction – Reports.</p> <p>Business Organizations (Different areas like Schools, Colleges, Shops, Factory etc) Double entry system of bookkeeping.</p> <p>Budgeting Systems, Scenario management and Variance Analysis.</p> <p>Costing Systems, Understanding Ratios, Analysis of financial statements</p> <p>Inventory Basics, POS Invoicing, TDS, TCS, FBT, VAT & Service Tax Processing in Tally. Interface in Different Languages, Processing Payroll Functions in Tally What is Management Control Systems</p>

Tools & Equipment

Hardware:

- Server Computer (Latest configuration)
- Laser Printer
- UPS

Software:

- 1 Windows 2000 Server / Linu• Server or latest
- Microsoft Office 2003 Professional or any other Office Product or latest
- Tally 9 Single / Multi User Package or latest