



DON BOSCO COLLEGE

Athiyaman Bypass Road, Sogathur Post, Dharmapuri 636 809

Phone : 9443604446, 9443604447

E-mail : dbc155@live.in Website : www.dbcdharmapuri.edu.in



PG & RESEARCH DEPARTMENT OF COMMERCE

REPORT ON CERTIFICATE COURSE

2017 - 2018


INCHARGE




PRINCIPAL




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REPORT FOR CERTIFICATE PROGRAMMES

ACADEMIC YEAR- 2017 - 2018

DEPARTMENT NAME	PG & RESEARCH DEPARTMENT OF COMMERCE
DATE -FROM - TO	15/07/2017 - 25-08-2017
VENUE / PLATFORM	NSDC LAB, CLASS ROOM
EVENT (WORKSHOP/ SEMINAR/CONFERENCE/SYMPOSIUM)	WORKSHOP
TOPIC	TALLY
INTAKE	BATCH: 1 = 55 BATCH: 2 = 64
RESOURCE PERSON	Mr. P. NAGAMANI & Mr. M. SURESH
NO OF PARTICIPANTS / BENEFICIARIES	119

BRIEF REPORT

The workshop on TALLY was conducted on 14-8-2017 for Third year UG students. A detailed discussion was held on the accounting information as to what are groups and ledgers. He taught about stock groups, Stock items and units of measures are created. They were made to practice the various entries for a particular company, the maintenance of groups ledgers and inventory. Participants were also imparted knowledge of the area related to taxation. Trainer made the students to create groups and ledgers. It was a good learning session for the students. Entire workshop on Tally was very informative, interactive and knowledgeable.





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PG AND RESEARCH DEPARTMENT OF COMMERCE CERTIFICATE COURSE – TALLY

Learning Objectives

The courses of tally features through transaction made according to the types of organization it desired enable the students to learn to the basis of accountancy, different types of business organization and various financial accounting and inventory report generating features of tally accounting software applicable to each of the business organization.

Our college has been providing Tally Practical to our commerce students (B.Com. B.Com CA, M.Com., and MIB) with the objective of getting knowledge in computerized accounting methods which is used worldwide nowadays. By learning Tally our students can prepare final accounts of a company or firm, prepare cash flow and fund flow statements, ratio analysis and also calculate taxes on VAT, FBT, Service tax, Excise MODVAT, Custom duty, TDS, Advance tax, etc.,

LEARNING OUTCOMES

1. Have an understanding of basic accounting concepts and principles.
2. Be able to generate accounting and inventory masters, vouchers and basic reports in tally.
3. Have an understanding of advanced accounting and inventory in Tally.
4. Get familiar with the technological advantages of tally including multilingual capabilities, remote access, security features and Tally.
5. Have an understanding of basic concepts and practical application of VAT, CST, TDS and Service Tax.
6. Have an overview of basic concepts of excise for dealers and manufacturers.
7. Be able to generate excise reports as per the prescribed formats.
8. Conveniently file for E-Return.
9. Have an understanding of the concept and features of payroll accounting
10. Be able to generate Payroll reports.





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CERTIFICATE COURSE SYLLABUS (2017 - 2018)

PRACTICAL – TALLY

Unit – I

Company Information

- a. Company Creation
- b. Select Company
- c. Shut Company
- d. Alter Company
- e. Split Company Data
- f. Backup and Restore

Unit – II

Gateway of Tally

- a. Accounts Info
 - a. Groups
 - b. Ledgers
 - c. Voucher Types
- b. Inventory Info
 - a. Stock Group
 - b. Stock Category
 - c. Stock item
 - d. Unit of Measures
 - e. Godown
- c. Accounting Vouchers
- d. Inventory Vouchers



Unit – III

Statutory and Taxation

- a. Value Added Tax (VAT)
- b. Tax Deducted at Source (TDS)
- c. Tax Collected at Source (TCS)
- d. Goods and Service Tax (GST)

Unit - IV

Display

- a. Trial Balance
- b. Day Book
- c. Accounts Book
- d. Statement of Accounts
- e. Inventory Books
- f. Statement of Inventory
- g. Statutory Info
- h. Statutory Reports
- i. Cash flow and Fund flow Statements

Text Books:

1. Financial Accounting – R.L. Gupta and V.K.Gupta, Sultan Chand and Sons, New Delhi.
2. Financial Accounting – S.P.Jain and Narang, Kalyani Publishers, Ludhiana.
3. Tally 9.0 – A Complete Reference – Tally Solutions (P) limited.

Reference Books:

1. Financial Accounting – Reddy and Murthy – Margham Publication, Chennai – 17.
2. Financial Accounting – Dr. S. Ganesan and Kalavathi, S.R.Elangovan, Tirumali Publication, Nagercoil.
3. Financial Accounting – Narayanaswamy, PHI learning A Managerial Perspective, Private Limited, New Delhi.
4. Financial Accounting – Mukherjee & Hanif, Megraw Hill Companies, UP.





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PG AND RESEARCH DEPARTMENT OF COMMERCE CERTIFICATE COURSE – TALLY BATCH: I NAME LIST

S.NO	Register No	Name	SIGN
1	15UCC3388	S.AJITHKUMAR	S. Ajith
2	15UCC3389	S.AJITHKUMAR	S. Ajith
3	15UCC3390	AMALRAJ D	D. Amalraj
4	15UCC3391	ANBARASAN M	M. Anbarasan
5	15UCC3392	ANBARASAN P	P. Anbarasan
6	15UCC3393	ANRANI YWSURAJ BEERISH Y	Y. Beerish
7	15UCC3394	ASHOKKUMAR R	R. Ashok
8	15UCC3395	CHINNASAMY P	P. Chinnasamy
9	15UCC3396	GUNA V	V. Guna
10	15UCC3397	KALAIARSAN A	A. Kalaiarsan
11	15UCC3398	KAMARAJ C	C. Kamaraj
12	15UCC3399	KARTHICK K	K. Karthick
13	15UCC3400	KARTHIGAN M	M. Karthigan
14	15UCC3401	KRISHNAMOORTHY M	M. Krishnamoorthy
15	15UCC3402	MADAEVA N	N. Madaveva
16	15UCC3403	MANOJKUMAR M	M. Manojkumar
17	15UCC3405	NAVEENKUMAR P	P. Naveenkumar
18	15UCC3406	PONMUDI M	M. Ponmudi
19	15UCC3407	RAJIV P	P. Rajiv
20	15UCC3408	RAMESH M	M. Ramesh
21	15UCC3409	RAMESH R	R. Ramesh
22	15UCC3412	SAKTHIVEL N	N. Sakthivel
23	15UCC3413	SAMIDURAI M	M. Samidurai
24	15UCC3414	SANTHOSHKUMAR P	P. Santhoshkumar



25	15UCC3415	SATHISHKUMAR A	Sathish Kumar A
26	15UCC3416	SATHISHKUMAR K	Sathish Kumar K
27	15UCC3418	SUGANRAJ K	Suganraj K
28	15UCC3420	TAMILSELVAN R	Tamil Selvan R
29	15UCC3421	THAMBIDURAI P	Thambi Durai P
30	15UCC3422	VASANTHKUMAR P	Vasanth Kumar P
31	15UCC3424	VELU M	M. Velu
32	15UCC3425	VENKATESHWARAN S	Venkateshwaran S
33	15UCC3426	VENUGOPALAN C	Venugopalan C
34	15UCC3427	VIVEK M	M. Vivek
35	15UCC3428	AISHWARIYA LAKSHMI M	Aishwariya Lakshmi M
36	15UCC3429	AISHWARIYA M	M. Aishwariya
37	15UCC3430	ANANTHI M	M. Ananthi
38	15UCC3431	BHNEWASHWARI K	Bhnewashwari K
39	15UCC3432	BRINDHA K	K. Brindha
40	15UCC3433	BUVANESHWARI M	Buvaneshwari M
41	15UCC3434	GAYATHRI J	J. Gayathri
42	15UCC3435	INDUMATHI A	A. Indumathi
43	15UCC3436	KOMATHI M	M. Komathi
44	15UCC3437	MANJULA C	C. Manjula
45	15UCC3438	NIKITHA S	S. Nikitha
46	15UCC3439	NITHYA S	S. Nithya
47	15UCC3441	POORINAMA V	V. Poorinama
48	15UCC3442	PRITHA	Pritha
49	15UCC3443	RADHIKA K	K. Radhika
50	15UCC3444	RAMYA R	R. Ramya
51	15UCC3445	RUTHRAPRIYA S	S. Ruthrapriya
52	15UCC3446	SANGEETHA M	M. Sangeetha
53	15UCC3447	SASIKALA J	J. Sasikala
54	15UCC3448	SOUNDRYA M	M. Soundrya
55	15UCC3449	SOWMIYA S	S. Sowmiya





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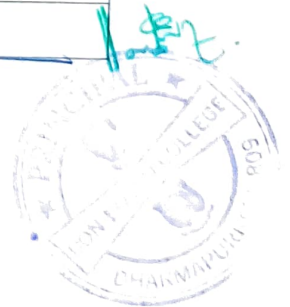


PG AND RESEARCH DEPARTMENT OF COMMERCE CERTIFICATE COURSE – TALLY BATCH: II NAME LIST

S.NO	REG. NO	NAME	SING
1	15UCM3754	AKKUMARI R	R. Akkumari
2	15UCM3755	ANTONY M	Antony
3	15UCM3756	ARIVALAGAN M	Arivalagan
4	15UCM3758	ARUNBENNY S	S. Arunbenny
5	15UCM3759	ASHOK KUMAR B	B. Ashok
6	15UCM3761	GOPAL S	S. Gopal
7	15UCM3762	JUSTIN SILVERSTAR G	Cr. Justin
8	15UCM3763	KARTHIKEYAN S	S. Karthikeyan
9	15UCM3764	KARTHIKEYAN G	G. Karthikeyan
10	15UCM3765	KARTHIKEYAN S	S. Karthikeyan
11	15UCM3766	MAHENDRAN P	P. Mahendran
12	15UCM3767	MANICKKAM M	M. Manickkam
13	15UCM3769	MANJUNATH M	M. Manjunath
14	15UCM3771	NANDHA KUMAR R	R. Nandha Kumar
15	15UCM3772	NIRANJAN B	N. Niranjana
16	15UCM3773	PALANI V	V. Palani
17	15UCM3774	PALANISAMY M	M. Palanisamy
18	15UCM3775	PARTHIPAN K	K. Parthiban
19	15UCM3776	PERUMAL K	K. Perumal
20	15UCM3777	PRAKASH C	C. Prakash
21	15UCM3778	PREM KUMAR N	N. Prem Kumar
22	15UCM3779	RAGUL M	M. Ragul
23	15UCM3780	RAJKUMAR G	G. Rajkumar
24	15UCM3781	RANJITH KUMAR B	B. Ranjith Kumar



25	15UCM3782	SANJEEVI KUMAR S	S. Sanjeevi
26	15UCM3783	SANTHAKUMAR S	S. Santhaku
27	15UCM3784	SATHISHKUMAR M	M. Sathish
28	15UCM3785	SIVAKUMAR S	S. Sivakumar
29	15UCM3786	SUGANTHAN K	K. Suganthan
30	15UCM3788	UDAYA KUMAR RS	R.S. Udaya Kumar
31	15UCM3790	VIGNESH V	V. Vignesh
32	15UCM3791	ANGELINEJULISH A	Angeline Julish
33	15UCM3792	ARCHANA K	A. Archana
34	15UCM3793	ARUL SELVI P	P. Arulselvi
35	15UCM3794	BEAULAH ANJALI A	A. Beaulah Anjali
36	15UCM3795	DHARANI B	B. Dhara
37	15UCM3796	JAYANTHI MONICA D	D. Jayanthi Monica
38	15UCM3797	KASTHOORI R	R. Kasthoori
39	15UCM3798	KAVITHA J	J. Kavitha
40	15UCM3799	LAKSHMI M	M. Lakshmi
41	15UCM3800	MANIMEGALAI M	M. Manimegalai
42	15UCM3801	MARIAANCY P	P. Mariaancy
43	15UCM3803	PAVITHRA M	M. Pavithra
44	15UCM3804	RAMYA B	B. Ramya
45	15UCM3805	SANJEEVI G	G. Sanjeevi
46	15UCM3806	SANTHIYA PRIYA C	C. Santhiya
47	15UCM3807	SELVI R	R. Selvi
48	15UCM3808	SHARMILA S	S. Sharmila
49	15UCM3809	SUGANTHI K	K. Suganthi





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1	16PCM1412	Kaveri K	K. Kaveri
2	16PCM1413	Poonjolai M	M. Poonjolai
3	16PCM1415	Prasanth R	R. Prasanth
4	16PCM1416	Praveenkumar S	S. Praveenkumar
5	16PCM1417	Ramesh P	P. Ramesh
6	16PCM1418	Sakthivel C	C. Sakthivel
7	16PCM1419	Williams S	S. Williams
8	16PCM1420	Aarthi S	S. Aarthi
9	16PCM1421	Deepa N	N. Deepa
10	16PCM1422	Irudayaselvi D	D. Irudayaselvi
11	16PCM1423	Leelavathi S	S. Leelavathi
12	16PCM1425	Nirmala S	S. Nirmala
13	16PCM1426	Pushparani K	K. Pushparani
14	16PCM1427	Raisa Maria G	G. Raisa Maria
15	16PCM1428	Rajalakshmi R	R. Rajalakshmi

