



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

2018 - 2019


INCHARGE




PRINCIPAL





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REPORT FOR CERTIFICATE PROGRAMMES

ACADEMIC YEAR- 2018 - 2019

DEPARTMENT NAME	PG & RESEARCH DEPARTMENT OF COMMERCE
DATE -FROM - TO	02-07-2018 – 02-10-2018
VENUE / PLATFORM	NSDC LAB, CLASS ROOM
EVENT (WORKSHOP/ SEMINAR/CONFERENCE/SYMPOSIUM)	WORKSHOP
TOPIC	TALLY
INTAKE	BATCH: 1 = 60 BATCH: 2 = 74
RESOURCE PERSON	Mr. P. NAGAMANI & Mr. M. SURESH
NO OF PARTICIPANTS / BENEFICIARIES	134

BRIEF REPORT

The workshop on TALLY was conducted on 02-07-2018 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 (2018 - 2019)

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

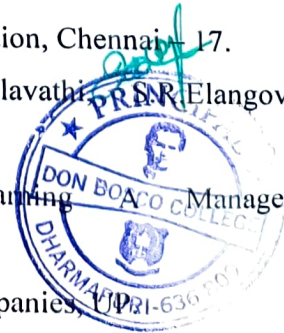
- a. Trial Balance
- b. Day Book
- c. Accounts Book
- d. Statement of Accounts
- e. Inventory Books
- f. Statement of Inventory
- g. Statutory Info
- h. Statutory Reports
- i. Cash flow and Fund flow Statements

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, SRI Elangovan, Tirumali Publication, Nagercoil.
3. Financial Accounting – Narayanaswamy, PHI learning Managerial Perspective, Private Limited, New Delhi.
4. Financial Accounting – Mukherjee & Hanif, Megraw Hill Companies, U.P.P.R.I-636 709





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

S.NO	REG. NO	NAME	SIGN
1	16UCM3584	AJITH P	P. Ajith
2	16UCM3585	AJITHKUMAR K	K. Ajith
3	16UCM3586	AJITHKUMAR V	V. Ajith
4	16UCM3587	ANANDA KUMAR S	S. Ananda Kumar
5	16UCM3588	ARUN S	S. Arun
6	16UCM3589	ARUNKUMAR R	R. Arun Kumar
7	16UCM3590	BALAJI M	M. Balaji
8	16UCM3591	DHANASEKAR D	D. Dhana Sekar
9	16UCM3592	DHARMAN M	M. Dharmarajan
10	16UCM3593	DINESHKUMAR S	S. Dinesh Kumar
11	16UCM3594	GANESHKUMAR.M	M. Ganesh Kumar
12	16UCM3595	GUNANITHI K	K. Gunanithi
13	16UCM3596	GUNASEKARAN T	T. Gunasekaran
14	16UCM3597	JAYAKUMAR L	L. Jayakumar
15	16UCM3599	KALAIYARASAN M	M. Kalaiyarasan
16	16UCM3600	KARTHICK C	C. Karthick
17	16UCM3601	KARTHICK M	M. Karthick
18	16UCM3602	LOKESH KUMAR D	D. Lokesh Kumar
19	16UCM3603	LOKESH S	S. Lokesh
20	16UCM3604	MANIKANDAN V	V. Manikandan
21	16UCM3605	MANO M	M. Mano
22	16UCM3606	MURUGAN P	P. Murugan
23	16UCM3607	NAVEEN KUMAR L	L. Naveen Kumar
24	16UCM3608	NAVEEN KUMAR V	V. Naveen Kumar



25	16UCM3609	PAUL STEPHEN RAJ K	Paul Raj K
26	16UCM3610	PRAKESH RAJ K	Prakesh Raj K
27	16UCM3611	PREM KUMAR N	Prem Kumar N
28	16UCM3612	RAJMATHAN K	Rajmathan K
29	16UCM3613	SAKTHIVEL M	Sakthivel M
30	16UCM3614	SANTHOSHKUMAR N	Santhosh Kumar N
31	16UCM3615	SATHISH M	Sathish M
32	16UCM3616	SATHIYAMOORTHI K	Sathiyamoorthi K
33	16UCM3617	SATHIYANARAYANAN M	Sathiyarayanan M
34	16UCM3618	SUBASARATHI K	Subasarathi K
35	16UCM3619	SUMANKUMAR N	Sumankumar N
36	16UCM3621	THAVAMANI T	Thavamani T
37	16UCM3622	VENKATESH R	Venkatesh R
38	16UCM3623	VIGNESH.R	Vignesh R
39	16UCM3624	VIJAY.J	J. VIJAY
40	16UCM3625	VINAYAGAM M	Vinayagam M
41	16UCM3626	AISWARYA K	Aishwarya K
42	16UCM3627	BANUPRIYA P	Banupriya P
43	16UCM3628	CHITHRA D	Chithra D
44	16UCM3629	CHITHRA S	Chithra S
45	16UCM3630	DEEPA T	DEEPA T
46	16UCM3631	KARTHKA G	Karthika G
47	16UCM3632	KEERTHANA S	Keerthana S
48	16UCM3633	KEERTHANA V	Keerthana V
49	16UCM3634	MOHANAPRIYA.P	Mohanapriya P
50	16UCM3635	NANDHINI K	Nandhini K
51	16UCM3636	NITHYA C	Nithya C
52	16UCM3637	NIVETHA S	Nivetha S
53	16UCM3638	PRIYAMARY A	Priyamary A
54	16UCM3639	RAMYA A	Ramy A
55	16UCM3640	ROSELIN CHRISTINA N	Roselin Christina N



56	16UCM3641	SANTHA KUMARI R	<i>Santha</i>
57	16UCM3642	SARANYA A	<i>Sarany</i>
58	16UCM3643	SATHYA G	<i>Sathy</i>
59	16UCM3644	TAMILSELVI G	<i>Tamilselvi</i>
60	16UCM3645	VINITHA M	<i>Vinitha</i>





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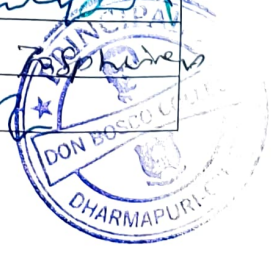


PG AND RESEARCH DEPARTMENT OF COMMERCE CERTIFICATE COURSE – TALLY BATCH: II NAME LIST

S.NO	REG. NO	NAME	SING
1	16UCC3463	ABIMANYU M	Abimanyu
2	16UCC3464	AJITH S	Ajith S
3	16UCC3465	AJITHKUMAR.R	Ajith Kumar
4	16UCC3466	AJITHKUMAR S	Ajith Kumar
5	16UCC3467	AKILAN K	Akileru
6	16UCC3468	AMBRISH B	Ambrish B
7	16UCC3469	ANANDHAN C	Anandhan
8	16UCC3470	ARAVINDHAN R	Aravindhan
9	16UCC3471	ARUN G	Arun
10	16UCC3472	ARUNACHALAM C	Arunachalam
11	16UCC3473	ARUNESH T	Arunesh
12	16UCC3474	BALAJI D	Balaji D
13	16UCC3475	BOOPATHI N	Boopathi
14	16UCC3476	CHINNASAMY M	Chinnasamy
15	16UCC3477	DEVARAJ E	Devaraj
16	16UCC3478	DINESH KUMAR G	Dinesh Kumar
17	16UCC3479	ESWARAN .M	Eswaran
18	16UCC3480	GOPINATH S	Gopinath
19	16UCC3481	INESH B	Inesh B
20	16UCC3482	JEEVANANDHAM G	Jeevanandham
21	16UCC3483	KALAIYARASAN M	Kalaiyarasam
22	16UCC3484	KATHIRAVAN D	Kathiravan
23	16UCC3485	LAKSHMI S	Lakshmi S
24	16UCC3486	MANIKANDAN G	Manikandan



25	16UCC3487	MANIKANDAN M	<i>M. Manikandan</i>
26	16UCC3488	MANIVANNAN D	<i>D. Manivannan</i>
27	16UCC3489	MARIYAPPAN G	<i>G. Mariyappan</i>
28	16UCC3490	PAVIN M	<i>M. Pavin</i>
29	16UCC3491	PRAVEEN MANOJ KUMAR V	<i>V. Praveen Manoj Kumar</i>
30	16UCC3492	SABARI P	<i>P. Sabari</i>
31	16UCC3493	SANTHOSH KUMAR M	<i>M. Santhosh Kumar</i>
32	16UCC3494	SARAVANAN P	<i>P. Saravanan</i>
33	16UCC3495	SARAVANAN S	<i>S. Saravanan</i>
34	16UCC3496	SATHISH A	<i>A. Sathish</i>
35	16UCC3497	SATHIYAKESAVAN C	<i>C. Sathiyakesavan</i>
36	16UCC3498	SETTU P	<i>P. Settu</i>
37	16UCC3499	SHIRAN JEEVI P	<i>P. Shiran Jeevi</i>
38	16UCC3500	SIVAKUMAR K	<i>K. Sivakumar</i>
39	16UCC3501	SOMU M	<i>M. Somu</i>
40	16UCC3502	TAMILSELVAN S	<i>S. Tamil Selvan</i>
41	16UCC3503	UDHAYAKUMAR S	<i>S. Udhayakumar</i>
42	16UCC3504	VENKATESAN P	<i>P. Venkatesan</i>
43	16UCC3505	VIGNESH KUMAR R	<i>R. Vignesh Kumar</i>
44	16UCC3506	VIJAYANATHAN J	<i>J. Vijayanathan</i>
45	16UCC3507	YUVARAJA.R	<i>R. Yuvaraja</i>
46	16UCC3508	ARITHRA M	<i>M. Arithra</i>
47	16UCC3509	KALA P	<i>P. Kala</i>
48	16UCC3510	MEGHASREE A	<i>A. Meghasree</i>
49	16UCC3511	POVLINECLARARANI S	<i>S. Povlineclararani</i>
50	16UCC3512	PREMA M	<i>M. Prema</i>
51	16UCC3513	RAMYA KRISHNA K	<i>K. Ramya Krishna</i>
52	16UCC3514	UGIN JENIFER J	<i>J. Ugin Jenifer</i>
53	16UCC3515	VICTORIA MARY J	<i>J. Victoria Mary</i>
54	17PCM1593	DAYANA JOSEPHINE A	<i>A. Dayana Josephine</i>
55	17PCM1594	DIVYA R	<i>R. Divya</i>



56	17PCM1595	GOMATHI B	Gomathi B
57	17PCM1597	JASMINE J	Jasmine J
58	17PCM1598	LAVANYA D	Lavanya D
59	17PCM1600	MANIMEGALAI V	Manimegalai V
60	17PCM1606	MOHANRAJ J	Mohanraj J
61	17PCM1607	PRABAKARAN N	Prabakaran N
62	17PCM1602	RANJITHA K	Ranjitha K
63	17PCM1603	SATHYA S	S. Sathya
64	17PCM1610	PRABHAKARAN S	Prabhakaran S
65	17PCM1612	SANTHOSH T	Santhosh T
66	17PCM1601	PRIYANKA B	Priyanka B
67	17PCM1599	MALATHI A	Malathi A
68	17PCM1605	JOHNRAVI K	Johnravi K
69	17PCM1604	AJAY B	Ajay B
70	17PCM1608	PANDIYAN M	Pandiyam M
71	17PCM1611	RAJKUMAR S	Rajkumar S
72	17PCM1607	NAVEENKUMAR N	Naveenkumar N
73	17PCM1596	HEMAVATHI T	Hemavathi T
74	17PCM1614	SONIYA M	Soniya M

