



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

2021 - 2022


INCHARGE




PRINCIPAL





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REPORT FOR CERTIFICATE PROGRAMMES ACADEMIC YEAR- 2021 - 2022

DEPARTMENT NAME	PG & RESEARCH DEPARTMENT OF COMMERCE
DATE -FROM - TO	07-03-2022 – 03-06-2022
VENUE / PLATFORM	NSDC LAB, CLASS ROOM
EVENT (WORKSHOP/ SEMINAR/CONFERENCE/SYMPOSIUM)	WORKSHOP
TOPIC	TALLY
INTAKE	BATCH: 1 = 52 BATCH: 2 = 53 BATCH: 3 = 84
RESOURCE PERSON	Mr. P. NAGAMANI & Mr. M. SURESH
NO OF PARTICIPANTS / BENEFICIARIES	189

BRIEF REPORT

The workshop on TALLY was conducted on 07/03/2022 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.





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CERTIFICATE COURSE SYLLABUS (2021 - 2022)

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	19UCM4741	ABINESH.S	Abinash
2	19UCM4742	AJITH.P	Ajith
3	19UCM4744	CHANDRU.M	Chandru
4	19UCM4745	CHARLES.J	Charles
5	19UCM4746	DHAKSHANAMOORTHY.S	Dhakeshan
6	19UCM4747	DINESH KUMAR.M	Dinesh
7	19UCM4749	GOVINDA.M	Govinda
8	19UCM4750	GOWTHAM.C	Gowtham
9	19UCM4751	GOWTHAM.V	Gowtham
10	19UCM4752	HARISH.C	Harish
11	19UCM 4753	JAYAPRAKASH.K	Jayaprakash
12	19UCM4754	JEEVA.V	Jeeva
13	19UCM4755	KARTHIKEYAN.R	Karthikeyan
14	19UCM4756	KATHIRVEL.K	Kathirvel
15	19UCM4757	KULOTHUNGAN.P	Kulothungan
16	19UCM4758	MADHANRAJ.V	Madhanraj
17	19UCM4759	MURUGAA S.R	Murugaa
18	19UCM4760	MURUGAN.K	Murugan
19	19UCM4761	NARASIMMAN.M	Narasimman
20	19UCM4762	NAVEEN KUMAR.R	Naveen
21	19UCM4763	PACHIYAPPAN.M	Pachiyappan
22	19UCM4764	PERUMAL.V	Perumal
23	19UCM4765	PRASANTH.R	Prasanth
24	19UCM4766	RAGHUL.S	Raghu



25	19UCM4767	SABARI.T	Sabari.T
26	19UCM4768	SANJAI.M	Sanjai.M
27	19UCM4769	SARANKUMAR.S	SARANKUMAR.S
28	19UCM4770	SAYEED AHMED.S.A	As Sayeed Ahmed
29	19UCM4771	SEENIVASAN.P	SEENIVASAN.P
30	19UCM4772	SELLAGIRI.R	Sella giri.R
31	19UCM4773	SIVANANDHAM.V	Sivanand.V
32	19UCM4774	SRINIVASAN.M	Srinivasan.M
33	19UCM4775	SUBASH.G	G. Subash
34	19UCM4776	SURIYA.P	Suriya.P
35	19UCM4777	TARUN KUMAR.R	TARUN KUMAR.R
36	19UCM4778	VIGNESH.M	Vignesh.M
37	19UCM4779	AUXILIYA.R	Auxiliary.R
38	19UCM4780	DAKASHAYANI.R	Dakashayani.R
39	19UCM4781	ISHWARIYA.M	Ishwariya.M
40	19UCM4782	PRAMIKA.S	Priwikas
41	19UCM4783	SHAFIYA BANU.F	Shafiq. Banu
42	19UCM4784	SHINY ELIZABETH.S	Shiny Elizabeth
43	19UCM4785	SINDHU.M	Sindhu.M
44	20PCM1519	ABDUL WAHAB M	Abdulwahab
45	20PCM1521	KATHIRVEL S	Kathirvel.S
46	20PCM1522	MARUDHUPANDI M	Marudhupandi
47	20PCM1524	SUBASH C	Subash
48	20PCM1525	POOJA M	Pooja
49	20PCM1526	RAKSHANA R	Rakshana
50	20PCM1527	RAMYA R	Ramya.R
51	20PCM1528	ROSELIN CHRISTINA N	Roselin chris
52	20PCM1529	VINITHA M	Vinitha





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

S.NO	REG. NO	NAME	SING
1	19UCC3347	AFIZUR REHAMAAN F	Afizur Rehman
2	19UCC3348	AJAY G	Ajay G
3	19UCC3349	AJAYKARTHICK P	Ajay Karthick P
4	19UCC3350	ARAVIND M	Aravind M
5	19UCC3351	ARAVIND R	Aravind R
6	19UCC3353	ASWINRAJ D	Aswinraj D
7	19UCC3354	CHANDRA SEKAR S	Chandra Sekar S
8	19UCC3355	CHANDRU P	Chandru P
9	19UCC3356	CHINNARASU S	Chinnarasu S
10	19UCC3357	DANIEL G	Daniel G
11	19UCC3358	DHILIP B	Dhilip B
12	19UCC3359	GOKULAN M	Gokulan M
13	19UCC3360	HARIVISHNU P	Harivishnu P
14	19UCC3361	IBRAHIM S	Ibrahim S
15	19UCC3362	JAIKUMAR S	Jaikummar S
16	19UCC3364	LOKESH M	Lokesh M
17	19UCC3365	MADHUKANTH T	Madhukanth T
18	19UCC3366	MANIKANDAN M	Manikandan M
19	19UCC3367	MEGANATHAN S	Meganathan S
20	19UCC3368	MOHAMMEDAFRIDH N	Mohammed Afridh N
21	19UCC3369	MOHAMMEDRAFIQ M	M. Mohammed Rafiq M
22	19UCC3370	NAVEENKUMAR K	K. Naveenkumar
23	19UCC3371	NITHISHKUMAR G	Nithish Kumar G
24	19UCC3373	PERARASAN R	Perarasan R



25	19UCC3374	PERIYASAMY M	periyasamy m.
26	19UCC3375	POOMANI G	poomani. G.
27	19UCC3376	POOVARASAN M	Poovarasam
28	19UCC3377	PRASANTH R	Prasanth R
29	19UCC3379	RANJITHKUMAR K	Ranjith
30	19UCC3380	SABARI R	SABARI. R.
31	19UCC3381	SAIKUMAR K	Saikumar
32	19UCC3382	SAKTHI M	Sakthi. M.
33	19UCC3383	SAM ANTHONY S	Sam anthony S
34	19UCC3384	SANTHOSH KUMAR V	Santhosh
35	19UCC3385	SATHISHKUMAR K	Sathish Kumar
36	19UCC3386	SATHIYANARAYANAN I	Sathyanarajan
37	19UCC3387	SATISH S	Satish S.
38	19UCC3388	SIMONRAJ M S	Simon Raj M S
39	19UCC3389	SURESH G	Suresh G
40	19UCC3390	VARDHAMAN RAJ N P	Vardhaman Raj
41	19UCC3392	VASANTHA KUMAR S	Vasanthakum
42	19UCC3393	VIGNESH G	Vignesh. G.
43	19UCC3394	VIGNESH N	Vignesh
44	19UCC3395	VIJAY N	Vijay
45	19UCC3396	VIJI C	Viji C
46	19UCC3398	KALPANA M	Kalpana
47	19UCC3400	KRISTUARASI K	Kristuvasi K
48	19UCC3401	NANDHINI S	Nandhini S.
49	19UCC3402	NITHYASREE M	NITYASREEM
50	19UCC3403	NIVETHA G	Nivetha. G.
51	19UCC3404	PRIYADHARSHANI M	Priyadharshani
52	19UCC3405	SWATHY S	Swathy
53	19UCC3406	SWETHA K	Swetha. K.





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S.NO	REG. NO	NAME	SING
1	20UCM4335	G.Alex Anto	G. Alex Anto
2	20UCM4336	B.Anishkumar	B. Anish
3	20UCM4337	G.Annaperumal	G. Annaperumal
4	20UCM4338	N.Arasu	N. Arasu
5	20UCM4339	S.Aravindkumar	S. Aravindkumar
6	20UCM4340	T.Balaji	T. Balaji
7	20UCM4341	M.Bharathi	M. Bharathi
8	20UCM4342	S.Chandru	S. Chandru
9	20UCM4344	E.Elayabharathi	E. Elayabharathi
10	20UCM4345	C.Gokul	C. Gokul
11	20UCM4346	M.Jayakumar	M. Jayakumar
12	20UCM4347	T.Jayaprakash	T. Jayaprakash
13	20UCM4348	Karthick	Karthick
14	20UCM4349	P.Kiran	P. Kiran
15	20UCM4350	M.Lakshmanan	M. Lakshmanan
16	20UCM4351	L.Madhesh	L. Madhesh
17	20UCM4352	R.Parthasarathi	R. Parthasarathi
18	20UCM4353	M.Pounraj	M. Pounraj
19	20UCM4354	V.Ramkumar	V. Ramkumar
20	20UCM4355	Ranjithkumar	Ranjithkumar
21	20UCM4356	N.Rithiroshan	N. Rithiroshan
22	20UCM4358	MSakthivel	M. Sakthivel
23	20UCM4359	J.Sanjeev	J. Sanjeev
24	20UCM4360	S.Santhosh	S. Santhosh



25	20UCM4361	Santhoshkumar	Santhosh
26	20UCM4362	M.Selvam	M. Selvam
27	20UCM4363	MShanmugam	M. Shanmugam
28	20UCM4364	K.Sivasakthi	S. Sivasakthi
29	20UCM4365	M.Sridhar	M. Sridhar
30	20UCM4366	Suresh	Suresh
31	20UCM4367	S.Surya	S. Surya
32	20UCM4368	P.Susindhar	P. Susindhar
33	20UCM4371	R.Viswanathan	R. Viswanathan
34	20UCM4372	Jayaseela	Jayaseela
35	20UCM4374	Lara Janet	Lara Janet
36	20UCM4376	M.Vaishnavi	M. Vaishnavi
37	20UCC3302	AJAIKUMAR M	A. Jaikumar
38	20UCC3303	AKASH A	A. Akash
39	20UCC3304	AKASH S	A. Akash
40	20UCC3305	AKHIB JAN G	A. Akhish
41	20UCC3306	ARJUN M	A. Arjun
42	20UCC3307	ASHOK KUMAR A	A. Ashok
43	20UCC3308	BALAJI K	B. Balaji
44	20UCC3309	BALAJI M	B. Balaji
45	20UCC3310	BHARATH P	B. Bharath
46	20UCC3311	CHANDRU T	C. Chandru
47	20UCC3312	CHINNASAMY T	C. Chinnasamy
48	20UCC3313	DENIYAL J	D. Deniyal
49	20UCC3314	DHANUSH C	D. Dhhanush
50	20UCC3315	GEELAN S	G. Geelan
51	20UCC3316	GOVINDASAMY V	G. Govindasamy
52	20UCC3317	GOVINDHARAJ S	G. Govindharaaj
53	20UCC3318	IRUTHAYA ALVIN ABISHEK M	I. Iruthaya
54	20UCC3319	ISHAK N	I. Ishak
55	20UCC3320	JAISHANKAR S	J. Jaishankar



56	20UCC3321	JEEVAN ABISHEK A	Jeevan
57	20UCC3322	KARTHICK M	Karthick M.
58	20UCC3323	MADHAIYAN S	Madhaiyan S.
59	20UCC3324	MAGESH S	Magesh S.
60	20UCC3325	MANIKANDAN V	Manikandan V.
61	20UCC3326	MANJINATHAN S	Manj Nathan S.
62	20UCC3327	MUTHUPERUMAL J	Muthu Perumal J.
63	20UCC3328	NITHISH KUMAR S	Nithish Kumar S.
64	20UCC3329	PRABATH M	Prabath M.
65	20UCC3330	PRASANTH T	Prasanth T.
66	20UCC3331	PRAVEEN M	Praveen M.
67	20UCC3332	PUSPHARAJ V	Puspharaj V.
68	20UCC3333	RAGHURAM A	Raghuram A.
69	20UCC3334	SABARIVASAN S	Sabarivasan S.
70	20UCC3335	SAKTHI S	Sakthi S.
71	20UCC3336	SATHYAMOORTHY P	Sathyamoorthy P.
72	20UCC3337	SATHYARAJ J	Sathyaraj J.
73	20UCC3338	SRINIVASAN M	Srinivasan M.
74	20UCC3339	SULAIMAN A	Sulaiman A.
75	20UCC3340	VIKRAM S	Vikram S.
76	20UCC3341	VINOTH P	VinOTH P.
77	20UCC3342	YOHARISH S UN	Yoharish S UN
78	20UCC3343	AMIRTHAVARSHINI T	Amirthavarshini T.
79	20UCC3344	BERIN AROCKIA NIKILA D	Berin Arockia Nikila D.
80	20UCC3345	GOWTHAMI B	Gowthami B.
81	20UCC3346	JEEVITHA K	Jeevitha K.
82	20UCC3347	SUGAMATHI M	Sugamathi M.
83	20UCC3348	UVATHIKA S	Uvathika S.
84	20UCC3349	VIJAYALAKSHMI J	Vijayalakshmi J.

