



**YASHASWI EDUCATION SOCIETY'S
INTERNATIONAL INSTITUTE OF MANAGEMENT SCIENCE**

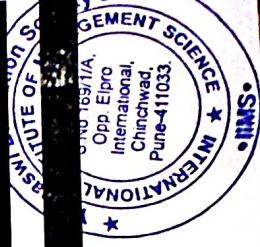


**VALUE ADDED COURSE ON "FINANCIAL ACCOUNTING IN TALLY
2020-21"**



COURSE CO-ORDINATOR

DR. SACHIN MISAL



Financial Accounting Using Tally Syllabus

Module 1: Introduction to Financial Accounting and Tally

04 Hrs

This module provides an overview of financial accounting concepts and introduces Tally as a comprehensive accounting software. Topics covered include basic accounting principles, the importance of financial accounting in business, and the installation and configuration of Tally.

Module 2: Creating and Managing Company Data

04 Hrs

In this module, students will learn how to create a new company in Tally and configure various settings. It includes setting up company details, managing company features, and understanding the gateway of Tally. Students will also explore how to back up and restore company data.

Module 3: Master Creation and Management

04 Hrs.

This module focuses on the creation and management of ledgers and groups. Students will learn to create, alter, and delete ledger accounts and groups. The module also covers the configuration of tax masters and the management of inventory masters, including stock groups, stock items, and units of measure.

Module 4: Voucher Entry and Transactions

04 Hrs.

Students will gain hands-on experience in entering various types of vouchers, including contra, payment, receipt, journal, sales, and purchase vouchers. This module also covers advanced voucher entry features like multiple currencies, cost centers, and bill-wise details.

Module 5: Inventory Management

04 Hrs.

This module delves into inventory management using Tally. Students will learn about inventory vouchers, stock categories, and Godowns (storage locations). The module covers topics like stock transfers, stock journals, and managing inventory reports.

Module 6: Payroll and Statutory Features

05 Hrs

This module introduces the payroll features of Tally, including employee creation, salary details, and payroll processing. It also covers statutory and taxation features such as GST, TDS, and TCS, ensuring compliance with regulatory requirements.

Module 7: Financial Reporting and Analysis

05 Hrs

In the final module, students will learn to generate and analyze various financial reports using Tally. Topics include balance sheets, profit and loss accounts, cash flow statements, and ratio analysis. The module emphasizes the customization and export of reports for business analysis and decision-making.

