

Short-Term Course

“Computerized Accounting-Tally ERP.9”

Introduction

Under the modern scenario of globalization of education and economy, the higher education system is striving hard to make it more job oriented and to enlighten the students by providing them practical knowledge. In the accounting field, the manual accounting has been replaced with computerised accounting so as to meet the pace of the growing business world. The accounting system have been computerized and automated as one single entry manages both accounting and inventory needs. There is a need of a lot of trained manpower in the field of computerised accounting to meet the requirements of the businesses. It is from this background that the **Post Graduate Department of Commerce** has introduced a short-term course on “Computerized Accounting-Tally ERP.9” so as to impart practical accounting skills along with theoretical knowledge to the commerce students to make them employable. Tally ERP.9 is considered to be one of the easy and understandable Accounting software worldwide. This forty-five days course enables the students in pursuing career in the field of accounting after the completion of their studies. Students get an ISO-certified certificate which helps them in getting jobs easily.

Benefits of the course

1. It is helpful in creating and maintaining masters and vouchers.
2. It is used to perform all basic accounting taxation and managing payroll.
3. It also benefits in storing details and manages inventory items.
4. It is most helpful in filing a tax returns, managing profit and E-Way Bills.

5. It is helpful for estimating job costing, costing centre, GST-CGST/SGST/IGST
6. It assists in preparing transactions entries, day book & profit & loss statement, trial balance, balance sheet, cash-flow report, etc.
7. Moreover, it offers excel financial calculations, Bank Loans & EMI Accounting, credit limits, interest calculations etc.

Job Opportunities :

- Accounts Executive
- Admin Executive
- Auditors professionals
- Financial Analysts
- Accounts Manager
- Senior accountants etc.

Co-ordinator: Dr. Jagmeet Kaur

Duration of the Course: 45 days

Activities



Students attending Tally-Theory Class



Students attending Tally-Practical Class



Valedictory Function-2018-19



Valedictory Function-2017-18