Advanced Tally with GST

Course Objectives
1. Equip learners with comprehensive skills in using Tally software for accounting and incorporating the complexities of GST compliance
2. Efficiently create, modify, and manage GST-compliant transactions using Tally
3. Utilize Tally's features to enhance efficiency, make informed decisions, and contribute effectively in professional environments.

Course Outcomes

1. Create company profiles, ledgers, vouchers, bank reconciliations and advanced functionalities such as budgeting, scenario management, multicurrency transactions, etc with tally.
2. Perform inventory management functions including manufacturing processes, batch-wise tracking, stock valuation, job costing, etc.
3. Implement GST components such as CGST, SGST, IGST, UTGST, registration procedure and compliance requirements.
4. Perform GST transactions in Tally. Create and manage GST-compliant transactions such as sales invoices, purchase invoices, journal entries etc.
5. Calculate TDS, TCS, GST concepts and filing procedures for statutory compliance.
6. Generate and file GST returns using Tally by using GST return forms.
7. Evaluate the GST audits and assessments
8. Generate and analyse financial reports
9. Troubleshoot, identify and resolve discrepancies in GST transactions and GST compliances.
10. Configure Tally to suit specific business needs, ensuring data security and access control using .Net features in Tally
11. Familiarize with cloud integration, data synchronization and real-time collaboration features in Tally for the workplace.

MODULE WISE COURSE CONTENT AND OUTCOME				
SL.NO	MODULE NAME	MODULE CONTENT	MODULE LEARNING OUTCOME	DURATION (HRS)
1	Basics of Accounting	- Introduction of Accounting - Accounting Methods - Golden Rules - Final Account (P & L Account / Balance Sheet) - Recording of Transactions - Creating and Maintaining a Company	Analyze and apply the fundamental principles of accounting to create and maintain financial statements like Profit & Loss and Balance Sheets.	06
2	Basics of Tally Prime	- Introduction of Tally Software - Accounting Features	Demonstrate the ability to configure Tally software,	06

		- Configuration of Tally - Advantages of Tally Software - Company Creation - Groups and Ledgers - Recording Office Expenses	manage company accounts, and record office expenses efficiently.	
3	Advanced Accounting Voucher	- Purchase Voucher - Sales Voucher - Contra Voucher - Payment Voucher - Receipt Voucher - Debit Note Voucher - Credit Note Voucher - Journal Voucher - Reverse Voucher - Reverse Journal Voucher - Memorandum Voucher (MEMO)	Construct and manage complex financial entries such as purchase, sales, payment, receipt, and journal vouchers with accuracy and precision.	08
4	Bank Reconciliation	- Interest Calculation - Electronic Payments - Sources of Financing - Collaterals (Types of Loan) - Data Required for Financing - Use Contra Voucher - Use Payment Voucher - Use Receipt Voucher - Verify Bank Book - Verify Passbook	Evaluate and reconcile banking transactions by verifying passbooks and financial entries while ensuring accuracy in financial statements.	10
5	GST	- GST Concept and Acceptability - Tax Components of GST - Creating GST Classifications (SGST/CGST/IGST) - Recording GST Transactions of Trading Firms - Recording GST Transactions of Service Providers - Generating GST Reports - Exporting Data for Returns Summary	Design and manage GST classifications, record transactions, and generate tax reports like GSTR1, GSTR3B, and GST Challans to ensure compliance.	15

		- GST Reports – GSTR1, GSTR2, GSTR3 & GSTR 3B - GST Challans, Payments and Due Dates - Exporting Data for Returns form GSTR1, GSTR3, GSTR3B		