

CERTIFICATE COURSE IN FINANCIAL ACCOUNTING WITH TALLY-GST

WBEIDCL

ANNEXURE - II

Course Curriculum

Course name: Certificate in Financial Accounting with GST

Duration : 36 Hrs

Accounting in Tally Prime

- Gateway of Tally ERP 9.0
- Company creation and configurations
- Day to Day Transaction recording
- Bills & Outstanding Management

Inventory Management

- Inventory Creation/ Alteration
- Inventory Features
- Invoicing of daily Trades
- Inventory Reporting

Tax Deducted at Source (TDS)

- Understanding TDS
- Ledger Creation and Calculation
- TDS Payment
- Tax Reports

Goods & Services Tax (GST) Management

- GST Introduction
- GST Features
- GST Configuration
- GST Invoicing

Data Management

- Data Control
- Data Export and Import
- Data Alteration

Reporting

- Books of Accounts
- Party Outstanding
- Trial Balance
- Final Accounts

Goods & Services Tax (GST) & E-Filing

- Basic Concept of GST
- Calculation & Rate of GST
- Introduction of GST E-Filing
- GST Rules
- New GST Registration
- GST Return : GSTR-1, GSTR-2 , GSTR-3B., GSTR-4
- Last Updated rates in GST Form
- GST Tax Form Download, Fill up & Upload.