



KIT INDIA

KALAMS INSTITUTE OF TECHNOLOGY

The Best Progressing Institute of India

Kit India, 2nd Floor, Near Bus Stand, Hoshiarpur



THE BEST PROGRESSING INSTITUTE OF INDIA

101% JOB GUARANTEE

UNNATI

A PROGRAMME FOR RURAL DEVELOPMENT



GET DEFINATE SCHOLARSHIP

UPTO 100%

Tally ERP.9

Duration :2 Month

Fee : 4500/-

1. Introduction of Tally and its features
2. Introduction of Ledger and Groups
3. How to Create & Delete Company in Tally?
4. How to Create Ledger & Group in Tally?
5. How to Display, Alter & Delete Ledger and Group?
6. Rules of Debit & Credit
7. How to maintain Stock (Units, Group & Item)?
8. How to maintain Receipt Entry (F6) in Tally?
9. How to receive by cash and Cheque.
10. How to maintain F5 Payment Entry?
11. How to Paid by Cash and Cheque
12. Loan & Its Types
13. Introduction of Journal
14. F7 Journal Entry
15. What is Sale & Purchase?
16. What is Sundry Creditor and Debtor?
17. Introduction of Vouchers
18. F8 Sale Entry
19. F9 Purchase Entry
20. Introduction of Payroll
21. How to maintain Payroll?
22. How to maintain attendance?
23. Security Control
24. Tally Vault
25. Export Data
26. HSN/SAC in Items
27. How to maintain GST Taxation
28. Introduction of Duties & Taxes
29. Configuration of Tally
30. Export Data
31. How to create balance sheet
32. How to Check Balance sheet