



VIDYABHARTI SANSTHA, WARDHA.

DR. R. G. BHOYAR ARTS, COMMERCE & SCIENCE COLLEGE

MOHANAPUR, TH-SELOO DIST-WARDHA 442104

(FORMERLY VIDYABHARTI COLLEGE)

Affiliated To Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.

NAAC Accredited with B+ Grade

College Index : (Sr.-699) (Jr.07.08.006)

Activity Report

Academic Year	2022-2023
Name of Activity	"Certificate Course in Learning Tally ERP.9 "
Date of Activity	01 Dec. 2022 to 28 Feb. 2023
Organized by	Department of Commerce of Dr. R. G. Bhoyar Arts, Comm.& College, Seloo Dist -Wardha
Organizing unit/ agency/ collaborating agency	Department of Commerce of Dr. R. G. Bhoyar Arts, Comm.& College, Seloo Dist -Wardha
Number of Students	25
Permission Letter	Attached
Syllabus	Attached
Timetable	Attached
Photos	Attached
Attendance List	Attached
Feedback form	Attached
Certificate	Attached
Outcomes	Attached
Brief report	<p>Report on Certificate course in Learning Tally ERP.9"</p> <p>To enhance Computer Accounting skills of the students, Department of Commerce, Dr. R. G. Bhoyar Arts, Comm. & College, Seloo was commenced</p> <p>30 Hours Certificate course in Learning Tally ERP.9 dated on 01 December 2022.</p> <p>It was organized under the guidance college principal Dr. Sanjay Kanode, Dr.R.G.Bhoyar Arts, Comm. & College, Seloo, department of Commerce, Dr. Parag R. Kawale Course Co-Cordinator department of Commerce. The programme was conducted in Seminar Hall.</p> <p>The inaugural ceremony was conducted on the same day. Chairperson of this programme Dr. Sanjay Kanode sir was delivered speech on same topic.</p> <p>Keynote address delivered by Chief guest Prof. Praful Ambore Sir, Asst. Professor Department of Commerce New Art's, Commerce &</p>



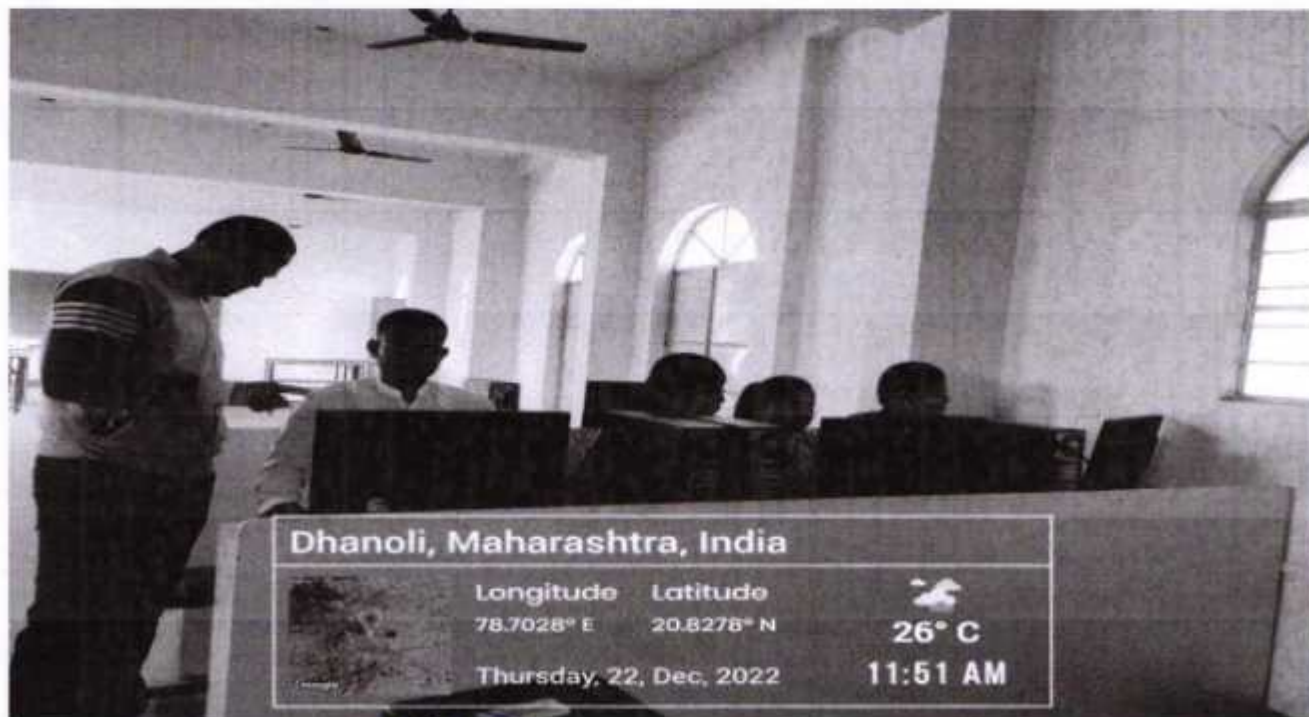
Science College, Wardha.

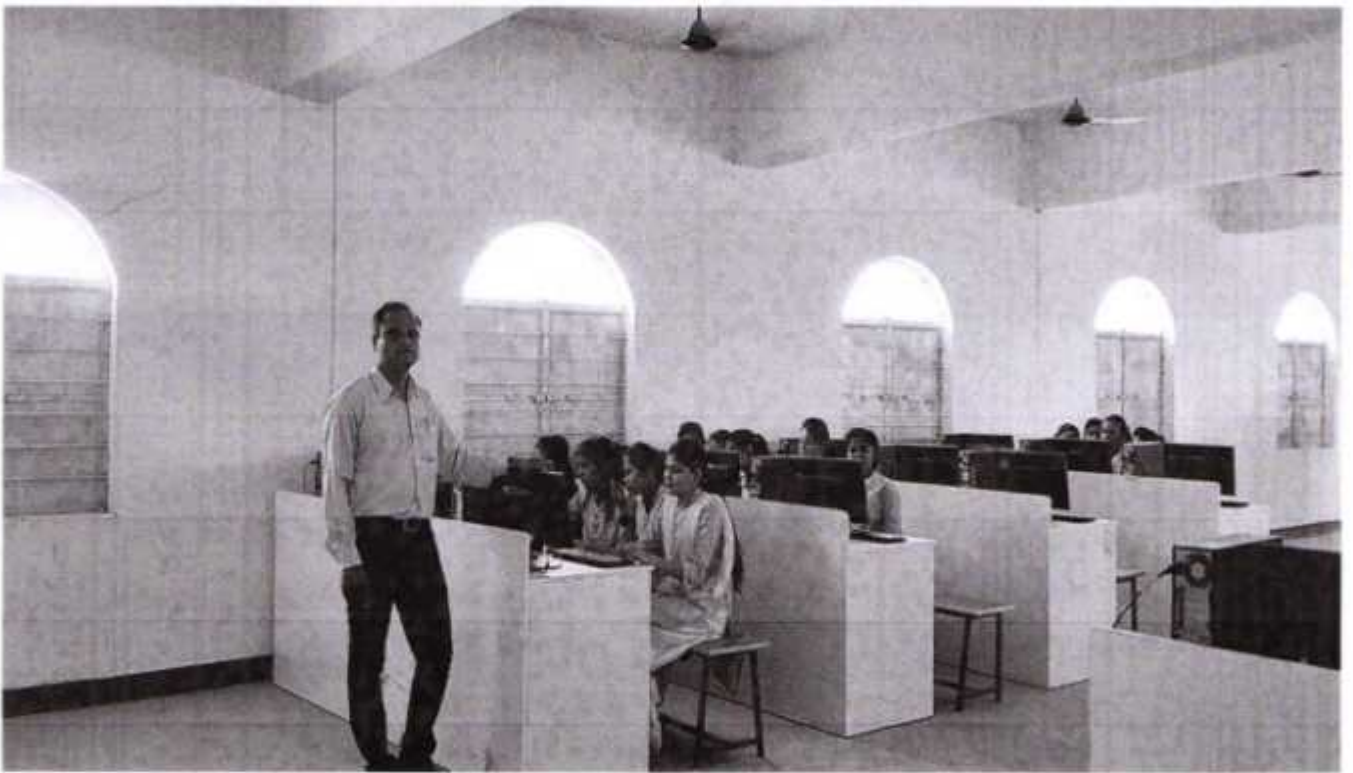
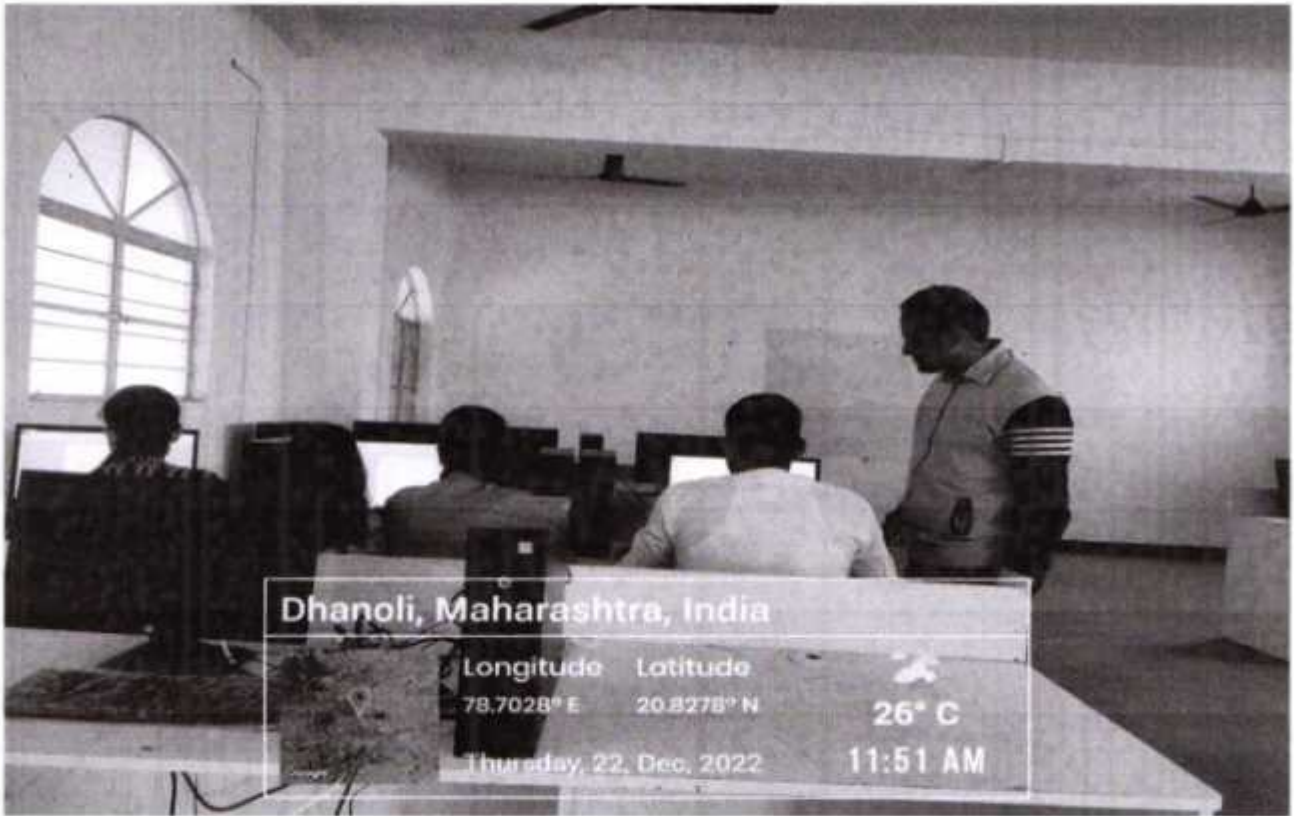
He explained importance of Coputerized Accounting. His PPT presentation was covered all important points. Dr. Abhijeet Patil sir did anchoring of the programme. Introductory speech delivered by Dr. Parag Kawale and at the end Dr. Nagdive Sir express vote of thanks .This programme ends with the prime permission of chairperson.

There were a large numbers of enthusiastic participants in all including students and staff members who participated in the works. As it is beneficial to all of us, teachers and students from other Colleges.

Department of Commerce conducted short term course as regular activity successfully. For this course Principal sir has given permission of 30 Hours class. Everyday class was conducted at 3.00 pm in Seminar Hall. Faculty teaches the students enthusiastically. They try to solve the doubts and problems of the students. This class was concluded dated till 01 Dec. 2022.

In this short term certificate course, the attendee were enhanced their fundamental practical knowledge about accounting writing by computer. Through this course the department of Commerce has invited to guest speaker as Prof. Praful Ambore sir Asst. Professor Department of Commerce New Art's, Commerce & Science College, Wardha and Dr. Ajay Pethe, D. M. Institute of Technology, Sawangi Meghe, Wardha. Dr. Parag R. Kawale has taken regular classes as per the timetable. The course coordinator insured that to fulfil the main objectivise of this short term course. 25 students were registered for this course. As per the scheduled of this course the oral exam was taken at the end of the course and certificates issued for all successful participated students.







Dr. R.G.Bhojar Art's, Commerce & Science College, Seloo

Session 2022 to 2023

(Duration of course 03 months)

Subject - Learning Tally. ERP 9

STUDENT'S ATTENDANCE LIST

Sr. No.	Name of Students	Signature									
		1/12/2022	2/12/2022	3/12/2022	4/12/2022	5/12/2022	6/12/2022	7/12/2022	8/12/2022	9/12/2022	10/12/2022
1	NISHA VIJAY DEOKE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
2	JAYASRI RAJU WARATKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
3	AJAY NARAYAN BHOYAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
4	SAPANA SANJAY SHIRIRAME	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
5	PRANWAL KHUSHAL POHANE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
6	VIVEK LAXMAN BHUTE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
7	RUCHIK SURESH SAWARKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
8	GAYATRI NILESH SARODE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
9	SHRUTI VINODHAR UKEY	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
10	RUPALI GAJANAN BACHALE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
11	PAYAL GANESH WANKHEDE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
12	SAMIKSHA SHANKAR PIMPLE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
13	AACHAL DAYANAR CHAMBHARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
14	BHAVANA PANDURANG PISE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
15	SHWETA GOPALRAOJI KHANDARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
16	HAISHADA SURESH KURADKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
17	KAVITA PRAMOD NIMJE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
18	KAJAL ANIL BHILKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
19	SAGAR VINAYAK YELANE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
20	DISHA YADAV LAROKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
21	KOMAL ARUN MAHALI	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
22	MAYURI ARVIND NAWADE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
23	ANAYITA KESHAVRAO CHAMBHARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
24	HEWATI HAKIRHAR PARSHIVE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
25	NIKITA KESHAVRAO CHAMBHARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]



Sr. No.	Name of Students	Signature							
		12/2/2023	13/2/2023	14/2/2023	15/2/2023	16/2/2023	17/2/2023	18/2/2023	19/2/2023
1	NISHA VIJAY DROKE	N. Droke	N. Droke	N. Droke	N. Droke	N. Droke	N. Droke	N. Droke	N. Droke
2	JAYASHRI RAJU WARATKAR	J. Waratkar	J. Waratkar	J. Waratkar	J. Waratkar	J. Waratkar	J. Waratkar	J. Waratkar	J. Waratkar
3	AJAY NARAYAN BHOYAR	A. Bhojar	A. Bhojar	A. Bhojar	A. Bhojar	A. Bhojar	A. Bhojar	A. Bhojar	A. Bhojar
4	SAPANA SANJAY SHIRAME	S. Shirame	S. Shirame	S. Shirame	S. Shirame	S. Shirame	S. Shirame	S. Shirame	S. Shirame
5	PRAJWAL KHUSHAL POHANE	P. Pohane	P. Pohane	P. Pohane	P. Pohane	P. Pohane	P. Pohane	P. Pohane	P. Pohane
6	VIVEK LAXMAN BHUTE	V. Bhute	V. Bhute	V. Bhute	V. Bhute	V. Bhute	V. Bhute	V. Bhute	V. Bhute
7	RUCHIK SURESH SAWARKAR	R. Sawarkar	R. Sawarkar	R. Sawarkar	R. Sawarkar	R. Sawarkar	R. Sawarkar	R. Sawarkar	R. Sawarkar
8	GAYATRI NILESH SARODE	G. Sarode	G. Sarode	G. Sarode	G. Sarode	G. Sarode	G. Sarode	G. Sarode	G. Sarode
9	SHRUTI VINODRAO UKEY	S. Ukey	S. Ukey	S. Ukey	S. Ukey	S. Ukey	S. Ukey	S. Ukey	S. Ukey
10	RUPALI GAJANAN BACHALE	R. Bachale	R. Bachale	R. Bachale	R. Bachale	R. Bachale	R. Bachale	R. Bachale	R. Bachale
11	PAYAL GANESH WANKHEDE	P. Wankhede	P. Wankhede	P. Wankhede	P. Wankhede	P. Wankhede	P. Wankhede	P. Wankhede	P. Wankhede
12	SAMIKSHA SHANKAR PIMPLE	S. Pimple	S. Pimple	S. Pimple	S. Pimple	S. Pimple	S. Pimple	S. Pimple	S. Pimple
13	AACHAL DAYAKAR CHAMBHARE	A. Chambhare	A. Chambhare	A. Chambhare	A. Chambhare	A. Chambhare	A. Chambhare	A. Chambhare	A. Chambhare
14	BHAVANA PANDURANG PISE	B. Pise	B. Pise	B. Pise	B. Pise	B. Pise	B. Pise	B. Pise	B. Pise
15	SHWETA GOPALRAOJI KHANDARE	S. Khandare	S. Khandare	S. Khandare	S. Khandare	S. Khandare	S. Khandare	S. Khandare	S. Khandare
16	HARSHADA SURESH KUKADKAR	H. Kukadkar	H. Kukadkar	H. Kukadkar	H. Kukadkar	H. Kukadkar	H. Kukadkar	H. Kukadkar	H. Kukadkar
17	KAVITA PRAMOD NIMJE	K. Nimje	K. Nimje	K. Nimje	K. Nimje	K. Nimje	K. Nimje	K. Nimje	K. Nimje
18	KAJAL ANIL BHILKAR	K. Bhilkar	K. Bhilkar	K. Bhilkar	K. Bhilkar	K. Bhilkar	K. Bhilkar	K. Bhilkar	K. Bhilkar
19	SAGAR VINAYAK YELANE	S. Yelane	S. Yelane	S. Yelane	S. Yelane	S. Yelane	S. Yelane	S. Yelane	S. Yelane
20	DISHA YADAO LAROKAR	D. Larokar	D. Larokar	D. Larokar	D. Larokar	D. Larokar	D. Larokar	D. Larokar	D. Larokar
21	KOMAL ARUN MAHALLE	K. Mahalle	K. Mahalle	K. Mahalle	K. Mahalle	K. Mahalle	K. Mahalle	K. Mahalle	K. Mahalle
22	MAYURI ARVIND NAWADE	M. Nawade	M. Nawade	M. Nawade	M. Nawade	M. Nawade	M. Nawade	M. Nawade	M. Nawade
23	ANKITA KESHAVRAO	A. Keshavrao	A. Keshavrao	A. Keshavrao	A. Keshavrao	A. Keshavrao	A. Keshavrao	A. Keshavrao	A. Keshavrao
24	REWATI HARIBHAU PARSHIVE	R. Parshive	R. Parshive	R. Parshive	R. Parshive	R. Parshive	R. Parshive	R. Parshive	R. Parshive
25	NIKITA KESHAVRAO CHAMBHARE	N. Chambhare	N. Chambhare	N. Chambhare	N. Chambhare	N. Chambhare	N. Chambhare	N. Chambhare	N. Chambhare

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3	AJAY NARAYAN BHOYAR	A. Bhojar	A. Bhojar	A. Bhojar	A. Bhojar
4	SAPANA SANJAY SHIRAME	S. Shirame	S. Shirame	S. Shirame	S. Shirame
5	PRAJWAL KHUSHAL POHANE	P. Pohane	P. Pohane	P. Pohane	P. Pohane
6	VIVEK LAXMAN BHUTE	V. Bhute	V. Bhute	V. Bhute	V. Bhute
7	RUCHIK SURESH SAWARKAR	R. Sawarkar	R. Sawarkar	R. Sawarkar	R. Sawarkar
8	GAYATRI NILESH SARODE	G. Sarode	G. Sarode	G. Sarode	G. Sarode
9	SHRUTI VINODRAO UKEY	S. Ukey	S. Ukey	S. Ukey	S. Ukey
10	RUPALI GAJANAN BACHALE	R. Bachale	R. Bachale	R. Bachale	R. Bachale
11	PAYAL GANESH WANKHEDE	P. Wankhede	P. Wankhede	P. Wankhede	P. Wankhede
12	SAMIKSHA SHANKAR PIMPLE	S. Pimple	S. Pimple	S. Pimple	S. Pimple
13	AACHAL DAYAKAR CHAMBHARE	A. Chambhare	A. Chambhare	A. Chambhare	A. Chambhare
14	BHAVANA PANDURANG PISE	B. Pise	B. Pise	B. Pise	B. Pise
15	SHWETA GOPALRAOJI KHANDARE	S. Khandare	S. Khandare	S. Khandare	S. Khandare
16	HARSHADA SURESH KUKADKAR	H. Kukadkar	H. Kukadkar	H. Kukadkar	H. Kukadkar
17	KAVITA PRAMOD NIMJE	K. Nimje	K. Nimje	K. Nimje	K. Nimje
18	KAJAL ANIL BHILKAR	K. Bhilkar	K. Bhilkar	K. Bhilkar	K. Bhilkar
19	SAGAR VINAYAK YELANE	S. Yelane	S. Yelane	S. Yelane	S. Yelane
20	DISHA YADAO LAROKAR	D. Larokar	D. Larokar	D. Larokar	D. Larokar
21	KOMAL ARUN MAHALLE	K. Mahalle	K. Mahalle	K. Mahalle	K. Mahalle
22	MAYURI ARVIND NAWADE	M. Nawade	M. Nawade	M. Nawade	M. Nawade
23	ANKITA KESHAVRAO	A. Keshavrao	A. Keshavrao	A. Keshavrao	A. Keshavrao
24	REWATI HARIBHAU PARSHIVE	R. Parshive	R. Parshive	R. Parshive	R. Parshive
25	NIKITA KESHAVRAO CHAMBHARE	N. Chambhare	N. Chambhare	N. Chambhare	N. Chambhare




PRINCIPAL
 Dr. R. G. Bhojar Arts, Comm. & Sci. College, SELOO

Permission letter:-



VIDYABHARTI SANSTHA, WARDHA.
DR. R. G. BHOYAR ARTS, COMMERCE & SCIENCE COLLEGE
MOHANAPUR, TH-SELOO DIST-WARDHA 442104
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NAAC Accredited with B+ Grade
College Index : (Sr.-699) (Jr.07.08.006)

To,

The Principal

Dr. R. G. Bhoyar Arts Comm. & Science

College, Seloo Dist. Wardha

**Subject: - Permission of conducting short term certificate course in LEARNING TALLY.
ERP 9**

Respected Sir,

I, hereby Dr. Parag R. Kawale, Asst. Prof. in Department of Commerce want your permission to conduct short term certificate course in LEARNING TALLY. ERP 9 for the session 2022 to 2023.

I hope that you will allow the permission to conduct short term certificate course in spoken English.

Yours faithfully

Course Co-ordinator
(Dr. Parag R. Kawale)
Dr. RGBACSC, Seloo



Granted.
Amol
PRINCIPAL
Dr. R. G. Bhoyar Arts, Comm.
& Sci, College, SELOO

Vidyabharti Sanstha's , Wardha

DR. R.G. BHOYAR ART'S, COMMERCE & SCIENCE COLLEGE, SELOO

Nagpur road, Seloo, Dist. Wardha

(NAAC ACCREDITED B⁺)



**CERTIFICATE COURSE IN
LEARNING TALLY. ERP 9**

APPLICATION FORM

FORM NO. _____

NAME :

FATHER'S/ GUARDIANS' NAME :

DATE OF BIRTH :

FATHER'S / GUARDIANS' OCCUPATION :

ADDRESS :

PHONE NO. / MOBILE NO :

ACADEMIC QUALIFICATION :

Pre-Knowledge in Computer (if any) :

I declare that the above information is true to the best of our knowledge and belief I request to confirm my admission and I agree to abide by the rules and regulations of the Institution.

Date :

Signature of the Candidate

Place :

Center Authority

(Dr. Parag R. Kawley)

Principal

(Dr. Sanjay Kanode)
PRINCIPAL

Dr. R. G. Bhojar Arts, Comm,
& Sci, College, SELOO



TALLY. ERP9

SYLLABUS

{03 MONTHS COURSE}

1. BASIC OF ACCOUNTING

- Introduction
- Type Of Accounting,
- Accounting Principles, Concepts And Conventions,
- Double Entry System Of Book Keeping,
- Mode Of Accounting, Financial Statements, Transaction, Recording Transaction

2. FUNDAMENTALS OF TALLY.ERP.9

- Introduction of tally.erp 9
- History of tally
- Versions of tally
- Company features
- Configuration
- Getting functions with tally.erp9
- Creation/ setting up of company in tally. Erp9

3. ACCOUNTING MASTERS IN TALLY.ERP9

- Chart of group
- Groups
- Multiple groups
- Ledgers
- Multiple ledgers



4. INVENTORY MASTERS IN TALLY.ERP9

- Stock groups
- Multiple stock groups
- Stock categories
- Multiple stock categories
- Units of measure
- Stock items

5. VOUCHERS ENTRY IN TALLY. ERP.9

- Introduction
- Types of vouchers
- Accounting vouchers
- Inventory vouchers
- Invoicing

6. ADVANCED ACCOUNTING IN TALLY. ERP9

- Bill wise details
- Cost centers and cost categories
- Multiple currencies
- Interest calculations
- Budget and controls
- Scenario management
- Bank reconciliation

7. ADVANCED INVENTORY IN TALLY. ERP9

- Order processing
- Recording levels
- Batch-wise details
- Bills of material
- Different actual and billed quantities
- Price lists



- Zero valued entries
- Additional cost details

8. TAXES IN TALLY.ERP9

- Value Added Tax {VAT}
- Value Added Tax {VAT} Reports
- Central Sales Tax {CST}
- Central Sales Tax {CST} Reports
- Tax Deducted At Sources {TDS}
- Tax Deducted At Sources {TDS} Reports
- Tax Collected At Sources {TCS}
- Tax Collected At Sources {TCS} Reports
- Excise For Dealers Manufacturers
- Excise For Dealers & Manufacturers Reports
- Service Tax
- Service Tax Reports

➤ RECOMMENDED BOOKS:

1. "Tally ERP 9: A Beginner's Guide" by R. Rajendra Prasad
2. "Tally ERP 9: A Practical Guide" by Suresh Kumar
3. "Tally ERP 9: A Complete Guide" by R. Rajendra Prasad
4. "Tally ERP 9: The Complete Reference" by Kogent Learning Solutions



R. G. Bhojar

PRINCIPAL

Dr. R. G. Bhojar Arts, Comm.
& Sci. College, SELOO

Session 2022 to 2023

(Duration of course 03 months)

Subject - Learning Tally. ERP 9

STUDENT'S LIST

Sr. No	Name of Students	Class
1.	NISHA VIJAY DEOKE	B.Com - I
2.	JAYASHRI RAJU WARATKAR	B.Com - I
3.	AJAY NARAYAN BHOYAR	B.Com - I
4.	SAPANA SANJAY SHRIRAME	B.Com - I
5.	PRAJWAL KHUSHAL POHANE	B.Com - I
6.	VIVEK LAXMAN BHUTE	B.Com - I
7.	RUCHIK SURESH SAWARKAR	B.Com - I
8.	GAYATRI NILESH SARODE	B.Com - I
9.	SHRUTI VINODRAO UKEY	B.Com - I
10.	RUPALI GAJANAN BACHALE	B.Com - I
11.	PAYAL GANESH WANKHEDE	B.Com - I
12.	SAMIKSHA SHANKAR PIMPLE	B.Com - I
13.	AACHAL DAYAKAR CHAMBHARE	B.Com - I
14.	BHAVANA PANDURANG PISE	B.Com - I
15.	SHWETA GOPALRAOJI KHANDARE	B.Com - I
16.	HARSHADA SURESH KUKADKAR	B.Com - I
17.	KAVITA PRAMOD NIMJE	B.Com - I
18.	KAJAL ANIL BHILKAR	B.Com - I
19.	SAGAR VINAYAK YELANE	B.Com - II
20.	DISHA YADAO LAROKAR	B.Com - II
21.	KOMAL ARUN MAHALLE	B.Com - II
22.	MAYURI ARVIND NAWADE	B.Com - III
23.	ANKITA KESHAVRAO CHAMBHARE	B.Com - III
24.	REWATI HARIBHAU PARSHIVE	B.Com - III
25.	NIKITA KESHAVRAO CHAMBHARE	B.Com - III


Co-ordinator




PRINCIPAL
Dr. R. G. Bhojar Arts, Commerce
& Sci. College, SELOO

Time-Table

Dr. R.G. Bhojar Arts Comm. and Science College, Seloo

Department Of Commerce

(Duration of course 03 month)

Certificate Course in Learning Tally ERP.9

Session 2022-23

Day	Teacher	Time	Units
Monday	Dr. P. R. Kawale	03.00 To 4.00 pm.	Basic of accounting/ Accounting masters in tally. ERP 9
Wednesday	Prof. Praful Ambore/ Dr. Ajay Pethe	03.00 To 4.00 pm.	Inventory masters in tally. ERP 9/ Vouchers entry in tally. ERP 9
Friday	Dr. P. R. Kawale	03.00 To 4.00 pm.	Fundamentals of tally. ERP 9/ Taxes in tally. ERP 9


Co-ordinator




PRINCIPAL
Dr. R. G. Bhojar Arts, Comm.
& Sci. College, SELOO

Dr. R.G. Bhojar Arts Comm. and Science College, Seloo

Department Of Commerce

Session 2022-2023

Name: _____

Date: _____

Class: _____

Please fill the short questionnaire to make the course better

About the Course Information on the Respondent: (Tick (√) Appropriately)							
Depth of Coverage							
1) UG level		2) Graduate level		3) Advance level			
Standard of test and assignments							
1) High		2) Normal		3) Easy			
		A	B	C	D	E	
1. Coverage of the syllabus							
2. Organization of the Course							
3. Emphasis on fundamentals							
4. Emphasis of fundamentals							
5. Coverage of modern/advanced topics							
6. Availability of text books/study materials							
7. Usefulness of tests and assignments							
8. Overall rating of the Course							
9. What benefit you derived from the course?							
About the Instructor: Information on the Respondent: (Tick (√) Appropriately)							
		A	B	C	D	E	
1. Pace of the Teaching/lecture							
2. Comment of the Subject							
3. Clarity of expression							
4. Level of preparation							
5. Level of interaction							
6. Accessibility outside the class							
7. Others (please specify)							
A: Excellent		B: Very Good		C: Good		D: Satisfactory	E: Poor



[Handwritten Signature]

PRINCIPAL
Dr. R. G. Bhojar Arts, Comm.
& Sci. College, SELOO



Tally

POWER OF SIMPLICITY

CERTIFICATE

Certificate Course in Learning Tally ERP.9

This is to certify that Kumar/Kumari _____

Class _____ has successfully completed the Certificate Course in LEARNING TALLY. ERP 9 conducted by the Commerce Department of Dr. R. G. Bhoyar Arts, Commerce & Science College, Seloo from 02/01/2023 to 31/03/2023 in the academic session/semester 2022-2023.

Co-ordinator

Dr. Parag R. Kawale

Dr. RGBACSC, Seloo

Principal

Dr. Sanjay S. Kanode

Dr. R. G. Bhoyar Arts, Comm.
& Sci. College, Seloo



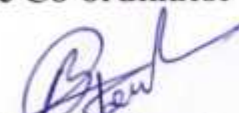
Learning outcomes:-


Students enhance their Computerized Accounting skills. They practices Numerical programme properly.

1. To introduce the students to Basic of Accounts and the usage of Tally for accounting purpose.
2. To help students to work with well- known accounting software i.e. Tally ERP.9.Tally is an accounting package which is used for learning to maintain accounts.
3. Students will learn to create company, enter accounting voucher entries including advance voucher entries, do reconcile bank statement, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software.
4. Demonstrate an understanding of how to maintain a payroll register .This helps to understand how to maintain management related information, statutory forms and reports in the prescribed formats such as: Pay Slip, Payroll Statements, Attendance and Overtime Registers etc.
5. Explain internal control, vouching, verification and valuation.
6. Develop the students use the Tally software that helps to prepare Accounting, Payroll, Billing, Sales and Profit Analysis, Auditing Banking Inventory, Taxation such as GST, VAT, TDS and TCS etc.
7. Use appropriate Numerical programme.
8. After successfully qualifying practical examination, students will be awarded certificate to work with well-known accounting software i.e. Tally ERP.9
9. Student by their own will create company, enter accounting voucher entries including advance voucher entries, reconcile bank statements, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software.
10. Students will possess required skill and can also be employed as Tally data entry operator.
11. With this tally course students are able to use for learning to maintain accounts.
12. Students are able to impart knowledge regarding concepts of Financial Accounting.
13. Enhancing the knowledge of the basic concepts and practices of banking.
14. Calculate profits or losses from incomplete records.
15. To acquaint the students with the preparation of books of accounts of various types of business activities and application of important accounting standards.
16. Students are familiarized with the legal framework of business.
17. To understand the scientific principles and techniques.
18. Enable the students to understand the basic concepts of costs and fundamentals of cost accounting.

Because of this course learning outcomes gained. Each and every one student enhances their practices Numerical programme properly.

Course Co-ordinator



Dr. Parag R. Kawale
Dr. RGBACSC, Seloo


Co-ordinator

Internal Quality Assurance Cell
Dr. R. G. Bhojar Arts, Comm.
& Science College, SELOO



Principal


Dr. Parag R. Kanode
Dr. RGBACSC, Seloo
& Sci, College, SELOO



Estd. 2008

Vidyabharti Sanstha, Wardha's
Vidyabharti College, Seloo

(Art's, Commerce & Science)

Th. Seloo, Wardha - 442 104

College Index :

Sr. - 868

Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs / /

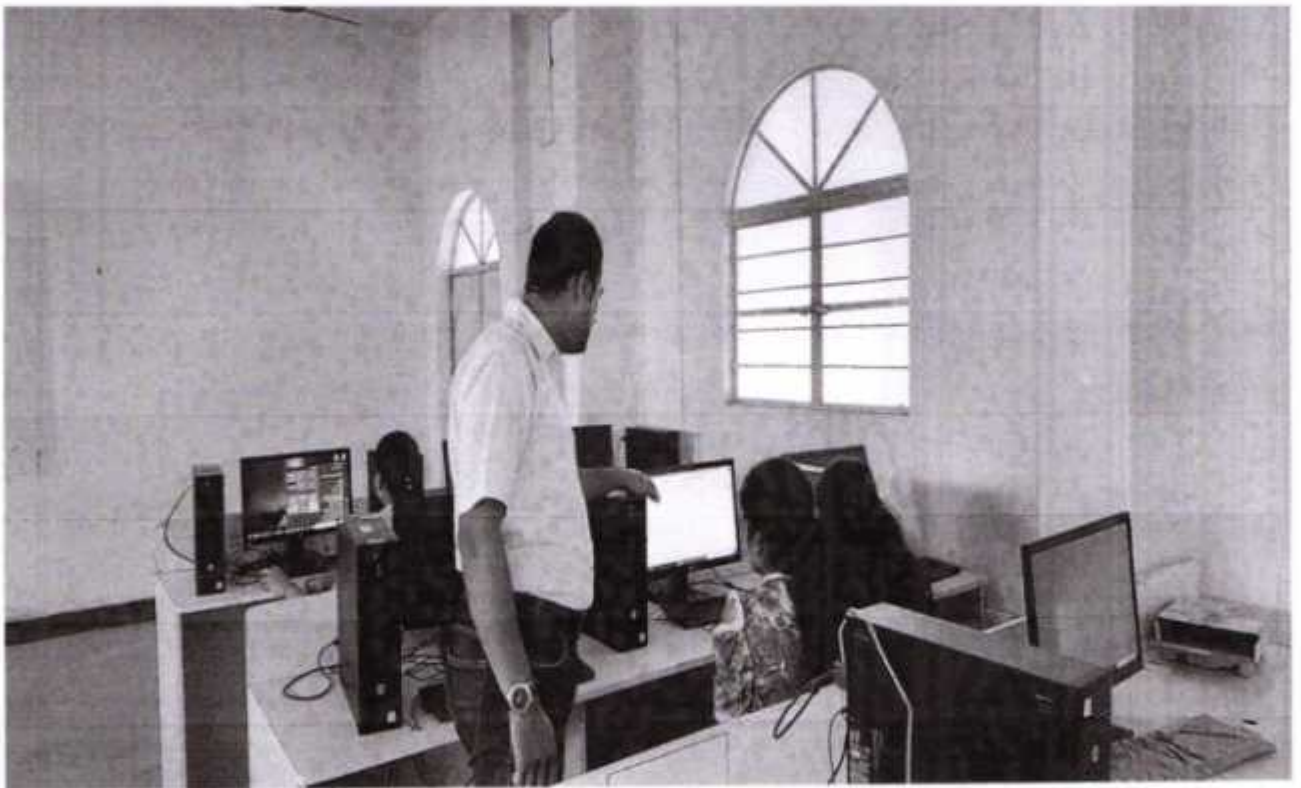
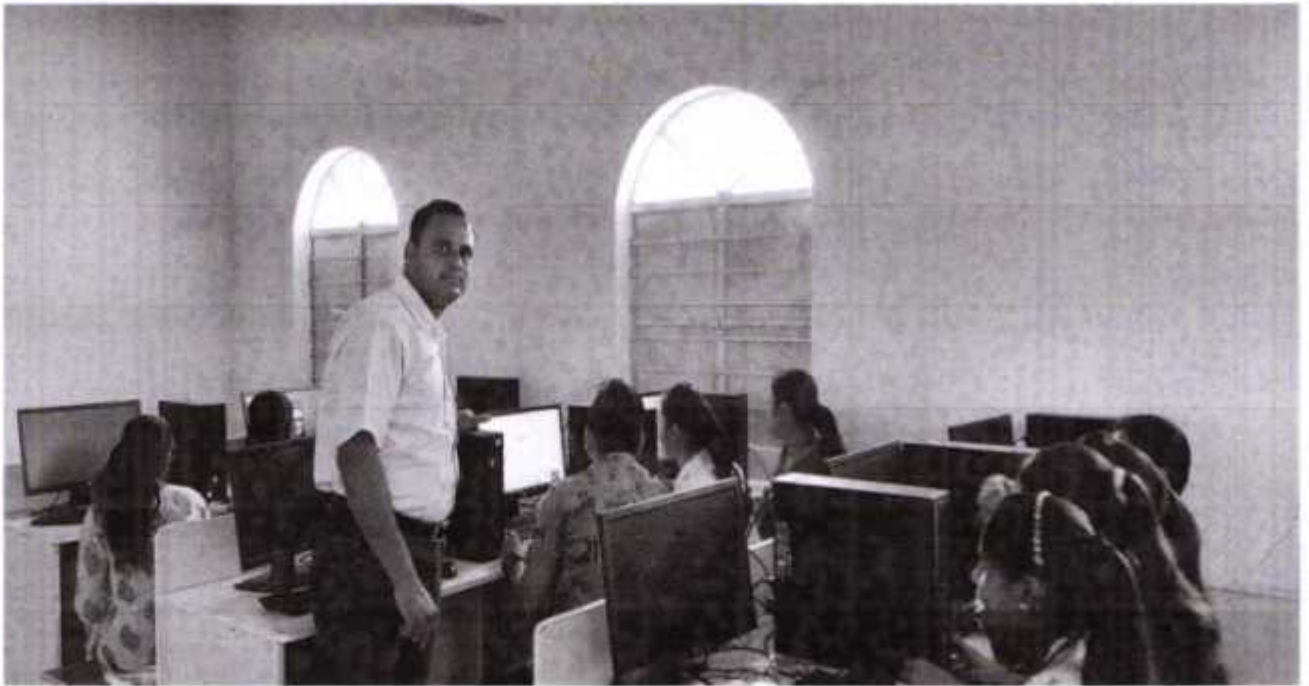
Date : / /

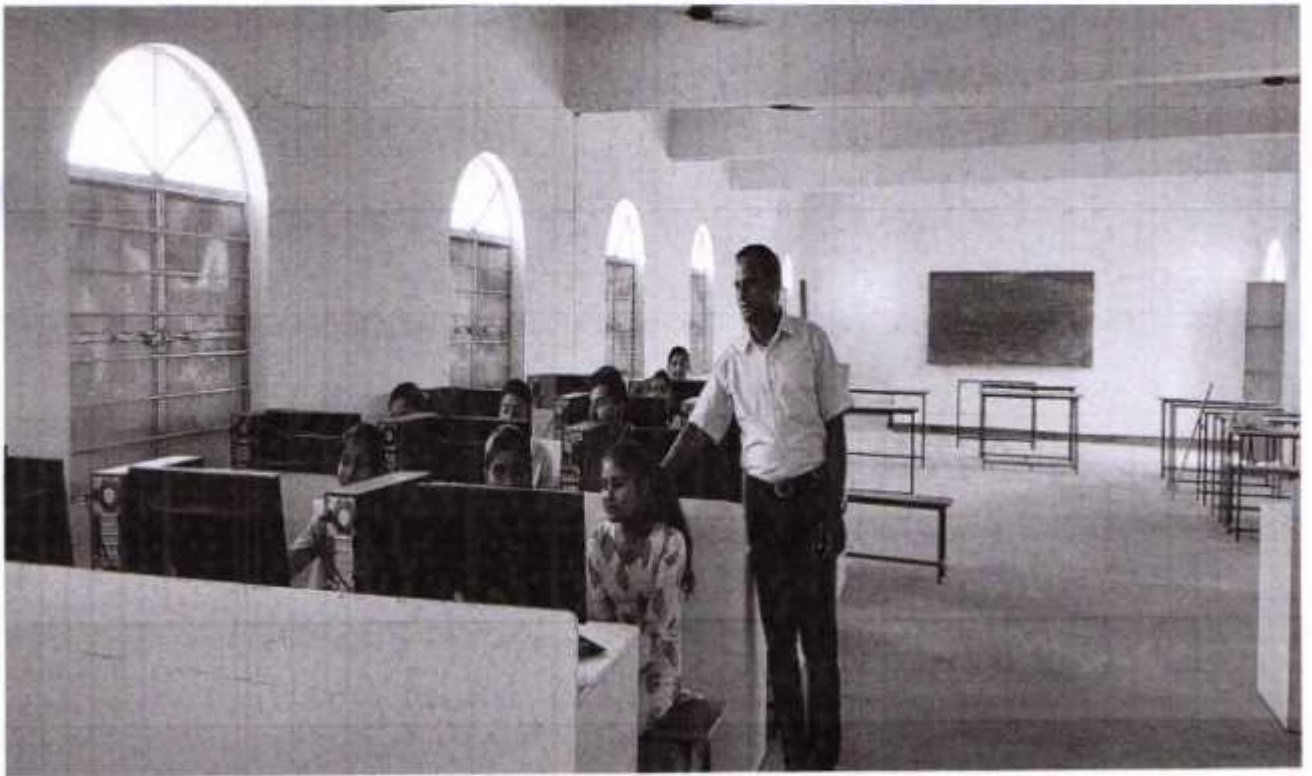
Activity Report	
Academic Year	2021-2022
Name of Activity	"Certificate Course in Learning Tally ERP.9 "
Date of Activity	01 Dec. 2021 to 28 Feb. 2022
Organized by	Department of Commerce of Vidyabharti College, Seloo Dist -Wardha
Organizing unit/ agency/ collaborating agency	Department of Commerce of Vidyabharti College, Seloo Dist -Wardha
Number of Students	25
Permission Letter	Attached
Syllabus	Attached
Timetable	Attached
Photos	Attached
Attendance List	Attached
Feedback form	Attached
Certificate	Attached
Outcomes	Attached
Brief report	<p>Report on Certificate course in Learning Tally ERP.9"</p> <p>To enhance Computer Accounting skills of the students, Department of Commerce, Vidyabharti College, Seloo Dist -Wardha was commenced 30 Hours Certificate course in Learning Tally ERP.9 dated on 01 December 2022.</p> <p>It was organized under the guidance college principal Dr. Sanjay Kanode, Vidyabharti College, Seloo Dist -Wardha, department of Commerce, Dr. Parag R. Kawale Course Co-Cordinator department of Commerce. The programme was conducted in Seminar Hall.</p> <p>The inaugural ceremony was conducted on the same day. Chairperson of this programme Dr. Sanjay Kanode sir was delivered speech on same topic.</p> <p>Keynote address delivered by Chief guest Dr. Ajay Pethe Sir, Asst. Professor Department of Commerce, D. M. Institute of Technology, Sawangi Meghe, Wardha. He explained importance of Coputerized Accounting. His PPT presentation was covered all important points. Dr. Vaibhao Pimpale sir did anchoring of the programme. Introductory speech</p>



	<p>delivered by Dr. Parag Kawale and at the end Dr. Nagdive Sir express vote of thanks .This programme ends with the prime permission of chairperson.</p> <p>There were a large numbers of enthusiastic participants in all including students and staff members who participated in the works. As it is beneficial to all of us, teachers and students from other Colleges.</p> <p>Department of Commerce conducted short term course as regular activity successfully. For this course Principal sir has given permission of 30 Hours class. Everyday class was conducted at 3.00 pm in Seminar Hall. Faculty teaches the students enthusiastically. They try to solve the doubts and problems of the students. This class was concluded dated till 01 Dec. 2021.</p> <p>In this short term certificate course, the attendee were enhanced their fundamental practical knowledge about accounting writing by computer. Through this course the department of Commerce has invited to guest speaker as Prof. Praful Ambore sir Asst. Professor Department of Commerce New Art's, Commerce & Science College, Wardha and Dr. Ajay Pethe, D. M. Institute of Technology, Sawangi Meghe, Wardha. Dr. Parag R. Kawale has taken regular classes as per the timetable. The course coordinator insured that to fulfill the main objectivize of this short term course. 25 students were registered for this course. As per the scheduled of this course the oral exam was taken at the end of the course and certificates issued for all successful participated students.</p>







STUDENT'S ATTENDANCE LIST

Sr. No.	Name of Students	Signature								
		1/12/2021	3/12/2021	6/12/2021	8/12/2021	10/12/2021	13/12/2021	15/12/2021	17/12/2021	20/12/2021
1	MAYURI MOHAN ZADE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
2	VAISHALI MAROTI RAUT	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
3	ANUSA DASHARATHRAO NANDURKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
4	ATHARY RAJRANG NANDESHWAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
5	SONALI MANOJRAO ZADE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
6	SHIVANI ATUL PORANE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
7	RAVINA SURESH SATHONE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
8	RADHA PRAVIN ZADE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
9	MAYURI RAJENDRA MANDHARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
10	NIKITA VILASRAO SATHONE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
11	MINAL DNYANESHWAR BOPTE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
12	CHETANA HIRAMAN KAWLE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
13	RAJ ASHOKRAO WAGHMARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
14	ACHAL SANJAY TELRANGHE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
15	NIKHIL ANIL BORAJWADE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
16	PRATHMESH RAVINDRA GIRDE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
17	NIKITA VITTHAL BUDHABAWARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
18	ADITYA VITTHAL GIRDE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
19	SAMIR BHAGWANJI WAGHADE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
20	VINAY SHANKAR KHANDARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
21	KUNAL HARICHANDRA GAIKWAD	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
22	VISHAKHA AVINASH KHORE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
23	SAMIKSHA SHRIRAM KHADAGI	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
24	PAYAL PURUSHOTTAM GAWANDE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
25	ADITI PRAMOD DEOGIRKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]

Sr. No.	Name of Students	Signature								
		22/12/2021	24/12/2021	27/12/2021	29/12/2021	31/12/2021	3/1/2022	5/1/2022	7/1/2022	9/1/2022
1	MAYURI MOHAN ZADE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
2	VAISHALI MAROTI RAUT	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
3	ANUSA DASHARATHRAO NANDURKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
4	ATHARY RAJRANG NANDESHWAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
5	SONALI MANOJRAO ZADE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
6	SHIVANI ATUL PORANE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
7	RAVINA SURESH SATHONE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
8	RADHA PRAVIN ZADE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
9	MAYURI RAJENDRA MANDHARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
10	NIKITA VILASRAO SATHONE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
11	MINAL DNYANESHWAR BOPTE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
12	CHETANA HIRAMAN KAWLE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
13	RAJ ASHOKRAO WAGHMARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
14	ACHAL SANJAY TELRANGHE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
15	NIKHIL ANIL BORAJWADE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
16	PRATHMESH RAVINDRA GIRDE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
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19	SAMIR BHAGWANJI WAGHADE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
20	VINAY SHANKAR KHANDARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
21	KUNAL HARICHANDRA GAIKWAD	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
22	VISHAKHA AVINASH KHORE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
23	SAMIKSHA SHRIRAM KHADAGI	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
24	PAYAL PURUSHOTTAM GAWANDE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
25	ADITI PRAMOD DEOGIRKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]



Sr. No.	Name of Students	Signature	
		25/2/2023	28/2/2023
1	MAYURI MOHAN ZADE	<i>[Signature]</i>	<i>[Signature]</i>
2	VAISHALI MAROTI RAUT	<i>[Signature]</i>	<i>[Signature]</i>
3	ANUJA DASHARATHRAO NANDURKAR	<i>[Signature]</i>	<i>[Signature]</i>
4	ATHARV BAJRANG NANDESHWAR	<i>[Signature]</i>	<i>[Signature]</i>
5	SONALI MANOJRAO ZADE	<i>[Signature]</i>	<i>[Signature]</i>
6	SHIVANI ATUL POHANE	<i>[Signature]</i>	<i>[Signature]</i>
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9	MAYURI RAJENDRA MANDHARE	<i>[Signature]</i>	<i>[Signature]</i>
10	NIKITA VILASRAO SATHONE	<i>[Signature]</i>	<i>[Signature]</i>
11	MINAL DNYANESHWAR BOPTE	<i>[Signature]</i>	<i>[Signature]</i>
12	CHELANA HIRAMAN KAWLE	<i>[Signature]</i>	<i>[Signature]</i>
13	RAJ ASHOKRAO WAGHMARE	<i>[Signature]</i>	<i>[Signature]</i>
14	ACHAL SANJAY TELRANDHE	<i>[Signature]</i>	<i>[Signature]</i>
15	NIKHIL ANIL BORAJWADE	<i>[Signature]</i>	<i>[Signature]</i>
16	PRATHMESH RAVINDRA GIRDE	<i>[Signature]</i>	<i>[Signature]</i>
17	NIKITA VITTHAL BUDHABAWARE	<i>[Signature]</i>	<i>[Signature]</i>
18	ADITYA VITTHAL GIRDE	<i>[Signature]</i>	<i>[Signature]</i>
19	SAMIR BHAGWANJI WAGHADE	<i>[Signature]</i>	<i>[Signature]</i>
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22	VISHAKHA AVINASH KHOBE	<i>[Signature]</i>	<i>[Signature]</i>
23	SAMIKSHA SHRIRAM KHADAGI	<i>[Signature]</i>	<i>[Signature]</i>
24	PAYAL PURUSHOTTAM GAWANDE	<i>[Signature]</i>	<i>[Signature]</i>
25	ADITI PRAMOD DEOGIRKAR	<i>[Signature]</i>	<i>[Signature]</i>



[Handwritten Signature]
PRINCIPAL
Vidyabharti College, Salol



Estd. 2008

Vidyabharti Sanstha, Wardha's
Vidyabharti College, Seloo

(Art's, Commerce & Science)

Th. Seloo, Wardha - 442 104

College Index :

Sr. - 868

Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs / /

Date : / /

To,

The Principal

Dr. R. G. Bhoyar Arts Comm. & Science

College, Seloo Dist. Wardha

Subject: - Permission of conducting short term certificate course in LEARNING TALLY. ERP 9

Respected Sir,

I, hereby Dr. Parag R. Kawale, Asst. Prof. in Department of Commerce want your permission to conduct short term certificate course in LEARNING TALLY. ERP 9 for the session 2021 to 2022.

I hope that you will allow the permission to conduct short term certificate course in LEARNING TALLY. ERP 9

Yours faithfully

Course Co-ordinator
(Dr. Parag R. Kawale)
Vidyabharti College, Seloo



Granted.
[Signature]
PRINCIPAL
Vidyabharti College, Seloo

Vidyabharti Sanstha's , Wardha

VIDYABHARTI COLLEGE, SELOO

Nagpur road, Seloo, Dist. Wardha

(NAAC ACCREDITED B⁺)



**CERTIFICATE COURSE IN
LEARNING TALLY. ERP 9**

APPLICATION FORM

FORM NO. _____

NAME : _____
FATHER'S/ GUARDIANS' NAME : _____
DATE OF BIRTH : _____
FATHER'S / GUARDIANS' OCCUPATION : _____
ADDRESS : _____
PHONE NO. / MOBILE NO : _____
ACADEMIC QUALIFICATION : _____
Pre-Knowledge in Computer (if any) : _____

I declare that the above information is true to the best of our knowledge and belief I request to confirm my admission and I agree to abide by the rules and regulations of the Institution.

Date :

Signature of the Candidate

Place :


Center Authority
(Dr. Parag R. Kawley)




Principal
PRINCIPAL
Vidyabharti College, Seloo
(Nagpur Road, Wardha)

TALLY. ERP9

SYLLABUS

{03 MONTHS COURSE}

1. BASIC OF ACCOUNTING

- Introduction
- Type Of Accounting,
- Accounting Principles, Concepts And Conventions,
- Double Entry System Of Book Keeping,
- Mode Of Accounting, Financial Statements, Transaction, Recording Transaction

2. FUNDAMENTALS OF TALLY.ERP 9

- Introduction of tally.erp 9
- History of tally
- Versions of tally
- Company features
- Configuration
- Getting functions with tally.erp9
- Creation/ setting up of company in tally. Erp9

3. ACCOUNTING MASTERS IN TALLY.ERP9

- Chart of group
- Groups
- Multiple groups
- Ledgers
- Multiple ledgers



4. INVENTORY MASTERS IN TALLY.ERP9

- Stock groups
- Multiple stock groups
- Stock categories
- Multiple stock categories
- Units of measure
- Stock items

5. VOUCHERS ENTRY IN TALLY. ERP.9

- Introduction
- Types of vouchers
- Accounting vouchers
- Inventory vouchers
- Invoicing

6. ADVANCED ACCOUNTING IN TALLY. ERP9

- Bill wise details
- Cost centers and cost categories
- Multiple currencies
- Interest calculations
- Budget and controls
- Scenario management
- Bank reconciliation

7. ADVANCED INVENTORY IN TALLY. ERP9

- Order processing
- Recording levels
- Batch-wise details
- Bills of material
- Different actual and billed quantities



- Price lists
- Zero valued entries
- Additional cost details

8. TAXES IN TALLY.ERP9

- Value Added Tax {VAT}
- Value Added Tax {VAT} Reports
- Central Sales Tax {CST}
- Central Sales Tax {CST} Reports
- Tax Deducted At Sources {TDS}
- Tax Deducted At Sources {TDS} Reports
- Tax Collected At Sources {TCS}
- Tax Collected At Sources {TCS} Reports
- Excise For Dealers Manufacturers
- Excise For Dealers & Manufacturers Reports
- Service Tax
- Service Tax Reports

➤ RECOMMENDED BOOKS:

1. "Tally ERP 9: A Beginner's Guide" by R. Rajendra Prasad
2. "Tally ERP 9: A Practical Guide" by Suresh Kumar
3. "Tally ERP 9: A Complete Guide" by R. Rajendra Prasad
4. "Tally ERP 9: The Complete Reference" by Kogent Learning Solutions




PRINCIPAL
Vidyabharti College, Selod

VIDYABHARTI COLLEGE, SELOO

STUDENT'S LIST

Session 2021 to 2022


(Duration of course 06 months)

Subject - Learning Tally. ERP 9

Sr. No	Name of Students	Class
1.	MAYURI MOHAN ZADE	B.Com - I
2.	VAISHALI MAROTI RAUT	B.Com - I
3.	ANUJA DASHARATHRAO NANDURKAR	B.Com - I
4.	ATHARV BAJRANG NANDESHWAR	B.Com - I
5.	SONALI MANOJRAO ZADE	B.Com - I
6.	SHIVANI ATUL POHANE	B.Com - I
7.	RAVINA SURESH SATHONE	B.Com - I
8.	RADHA PRAVIN ZADE	B.Com - I
9.	MAYURI RAJENDRA MANDHARE	B.Com - I
10.	NIKITA VILASRAO SATHONE	B.Com - I
11.	MINAL DNYANESHWAR BOPTTE	B.Com - I
12.	CHETANA HIRAMAN KAWLE	B.Com - I
13.	RAJ ASHOKRAO WAGHMARE	B.Com - I
14.	ACHAL SANJAY TELRANDHE	B.Com - I
15.	NIKHIL ANIL BORAJWADE	B.Com - I
16.	PRATHMESH RAVINDRA GIRDE	B.Com - I
17.	NIKITA VITTHAL BUDHABAWARE	B.Com - II
18.	ADITYA VITTHAL GIRDE	B.Com - II
19.	SAMIR BHAGWANJI WAGHADE	B.Com - II
20.	VINAY SHANKAR KHANDARE	B.Com - II
21.	KUNAL HARICHANDRA GAIKWAD	B.Com - II
22.	VISHAKHA AVINASH KHOBE	B.Com - II
23.	SAMIKSHA SHRIRAM KHADAGI	B.Com - III
24.	PAYAL PURUSHOTTAM GAWANDE	B.Com - III
25.	ADITI PRAMOD DEOGIRKAR	B.Com - III


Coordinator




PRINCIPAL
VidyaBharti College, Seloo

Vidyabharti College, Seloo

Department Of Commerce

(Duration of course 03 month)

Certificate Course in Learning Tally ERP.9

Session 2021-22

Day	Teacher	Time	Units
Monday	Dr. P. R. Kawale	03.00 To 4.00 pm	Basic of accounting/ Accounting masters in tally. ERP 9
Wednesday	Prof. Praful Ambore/ Dr. Ajay Pethe	03.00 To 4.00 pm	Inventory masters in tally. ERP 9/ Vouchers entry in tally. ERP 9
Friday	Dr. P. R. Kawale	03.00 To 4.00 pm	Fundamentals of tally. ERP 9/ Taxes in tally. ERP 9


Co-ordinator




PRINCIPAL
Vidyabharti College, Seloo

Course Feedback Form

Vidyabharti College, Seloo
Department Of Commerce

Session 2021-2022

Name: _____

Date: _____

Class: _____

Please fill the short questionnaire to make the course better

About the Course Information on the Respondent: (Tick (√) Appropriately)							
Depth of Coverage							
1) UG level		2) Graduate level		3) Advance level			
Standard of test and assignments							
1) High		2) Normal		3) Easy			
		A	B	C	D	E	
1. Coverage of the syllabus							
2. Organization of the Course							
3. Emphasis on fundamentals							
4. Emphasis of fundamentals							
5. Coverage of modern/advanced topics							
6. Availability of text books/study materials							
7. Usefulness of tests and assignments							
8. Overall rating of the Course							
9. What benefit you derived from the course?							
About the Instructor: Information on the Respondent: (Tick (√) Appropriately)							
		A	B	C	D	E	
1. Pace of the Teaching/lecture							
2. Comment of the Subject							
3. Clarity of expression							
4. Level of preparation							
5. Level of interaction							
6. Accessibility outside the class							
7. Others (please specify)							
A: Excellent		B: Very Good		C: Good		D: Satisfactory	E: Poor



Amole
PRINCIPAL
Vidyabharti College, Seloo



Vidyabharti College, Seloo
Dist. Wardha

Tally
POWER OF SIMPLICITY

Participation Certificate

This is to certify that

Mr./Ms. _____

has successfully attended the course, **'Learning Tally.ERP 9'**

Conducted by _____

Certificate No. _____

Principal Signature



PRINCIPAL
Vidyabharti College, Seloo

Learning outcomes:-

Students enhance their Computerized Accounting skills. They practices Numerical programme properly.

1. To introduce the students to Basic of Accounts and the usage of Tally for accounting purpose.
2. To help students to work with well- known accounting software i.e. Tally ERP.9.Tally is an accounting package which is used for learning to maintain accounts.
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4. Demonstrate an understanding of how to maintain a payroll register .This helps to understand how to maintain management related information, statutory forms and reports in the prescribed formats such as: Pay Slip, Payroll Statements, Attendance and Overtime Registers etc.
5. Explain internal control, vouching, verification and valuation.
6. Develop the students use the Tally software that helps to prepare Accounting, Payroll, Billing, Sales and Profit Analysis, Auditing Banking Inventory, Taxation such as GST, VAT, TDS and TCS etc.
7. Use appropriate Numerical programme.
8. After successfully qualifying practical examination, students will be awarded certificate to work with well-known accounting software i.e. Tally ERP.9
9. Student by their own will create company, enter accounting voucher entries including advance voucher entries, reconcile bank statements, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software.
10. Students will possess required skill and can also be employed as Tally data entry operator.
11. With this tally course students are able to used for learning to maintain accounts.
12. Students are able to impart knowledge regarding concepts of Financial Accounting.
13. Enhancing the knowledge of the basic concepts and practices of banking.
14. Calculate profits or losses from incomplete records.
15. Explain the Basic Concepts of financial accounting.
16. To acquaint the students with the preparation of books of accounts of various types of business activities and application of important accounting standards.
17. Students are familiarized with the legal framework of business.


Because of this course learning outcomes gained. Each and every one student enhances their practices Numerical programme properly.

Course Co-ordinator



Dr. Parag R. Kawale
Vidyabharti College, Seloo

Principal



Dr. Smita S. Kanode
Vidyabharti College, Seloo



Co-ordinator
Internal Quality Assurance Cell
Dr. R. G. Bhoyar Arts, Comm.
& Science Collage, SELOO



Estd. 2008

Vidyabharti Sanstha, Wardha's
Vidyabharti College, Seloo

(Art's, Commerce & Science)

Th. Seloo, Wardha - 442 104

College Index :

Sr. - 868

Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs / /

Date : / /

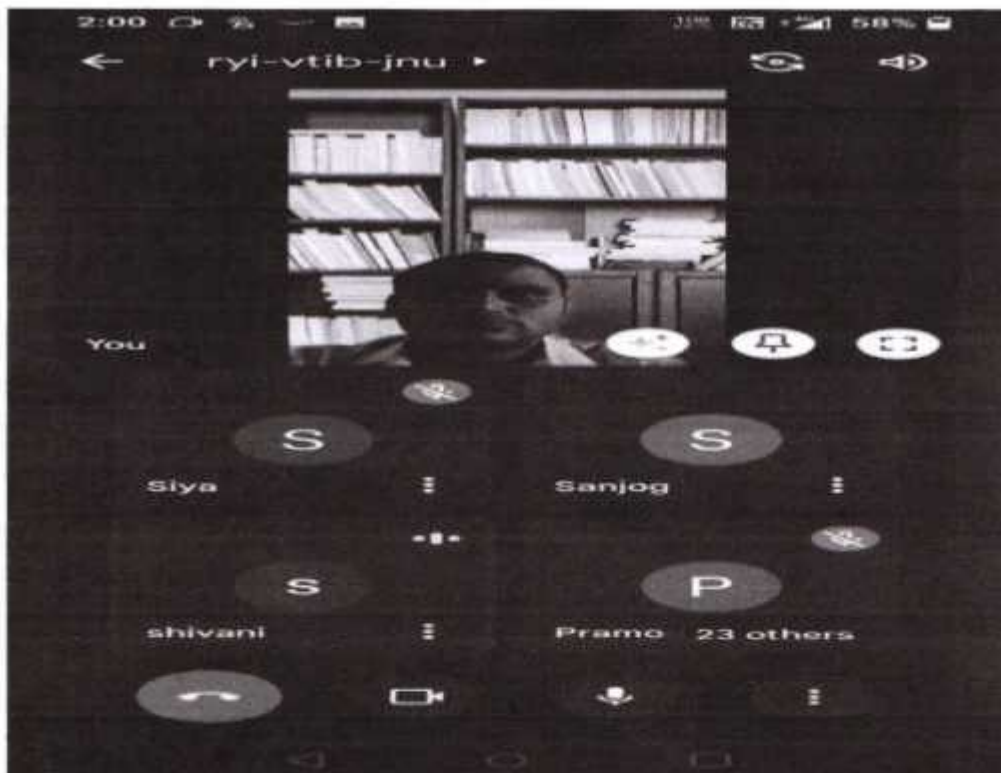
Activity Report	
Academic Year	2020-2021
Name of Activity	"Certificate Course in Learning Tally ERP.9 "
Date of Activity	01 Dec. 2020 to 27 Feb. 2021
Organized by	Department of Commerce of Vidyabharti College, Seloo Dist -Wardha
Organizing unit/ agency/ collaborating agency	Department of Commerce of Vidyabharti College, Seloo Dist -Wardha
Number of Students	25
Permission Letter	Attached
Syllabus	Attached
Timetable	Attached
Photos	Attached
Attendance List	Attached
Feedback form	Attached
Certificate	Attached
Outcomes	Attached
Brief report	<p>Report on Certificate course in Learning Tally ERP.9"</p> <p>To enhance Computer Accounting skills of the students, Department of Commerce, Vidyabharti College, Seloo Dist -Wardha was commenced 30 Hours Certificate course in Learning Tally ERP.9 dated on 01 December 2020.</p> <p>It was organized under the guidance college principal Dr. Sanjay Kanode, Vidyabharti College, Seloo Dist -Wardha, department of Commerce, Dr. Parag R. Kawale Course Co-Cordinator department of Commerce. The programme was conducted in Seminar Hall.</p> <p>The inaugural ceremony was conducted on the same day. Chairperson of this programme Dr. Sanjay Kanode sir was delivered speech on same topic.</p> <p>Prof. Praful Ambore sir Asst. Professor Department of Commerce, New Art's, Commerce & Science College, Wardha He explained importance of Coputerized Accounting. His PPT presentation was covered all important points. Dr. Preeti Nanotkar madam did anchoring of the programme. Introductory speech delivered by Dr. Parag Kawale and at the end Dr.</p>

	<p>Nagdive Sir express vote of thanks .This programme ends with the prime permission of chairperson.</p> <p>There were a large numbers of enthusiastic participants in all including students and staff members who participated in the works. As it is beneficial to all of us, teachers and students from other Colleges.</p> <p>Department of Commerce conducted short term course as regular activity successfully. For this course Principal sir has given permission of 30 Hours class. Everyday class was conducted at 3.00 pm in Seminar Hall. Faculty teaches the students enthusiastically. They try to solve the doubts and problems of the students. This class was concluded dated till 01 Dec. 2020.</p> <p>In this short term certificate course, the attendee were enhanced their fundamental practical knowledge about accounting writing by computer. Through this course the department of Commerce has invited to guest speaker as Prof. Praful Ambore sir Asst. Professor Department of Commerce New Art's, Commerce & Science College, Wardha and Dr. Ajay Pethe, D. M. Institute of Technology, Sawangi Meghe, Wardha. Dr. Parag R. Kawale has taken regular classes as per the timetable. The course coordinator insured that to fulfill the main objectivize of this short term course. 25 students were registered for this course. As per the scheduled of this course the oral exam was taken at the end of the course and certificates issued for all successful participated students.</p>



Ambore
PRINCIPAL
Vidyabharti College, Saloo





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PRINCIPAL
Vidyabharti College, Solad



Vidyabharti Sanstha, Wardha's
Vidyabharti College, Seloo

(Art's, Commerce & Science)
Th. Seloo, Wardha - 442 104

College index :
Sr. - 868
Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs / /

Date : / /

To,

The Principal

Dr. R. G. Bhoyar Arts Comm. & Science

College, Seloo Dist. Wardha

Subject: - Permission of conducting short term certificate course in LEARNING TALLY. ERP 9 (Online)

Respected Sir,

I, hereby Dr. Parag R. Kawale, Asst. Prof. in Department of Commerce want your permission to conduct short term certificate course in LEARNING TALLY. ERP 9 for the session 2020 to 2021.

I hope that you will allow the permission to conduct short term certificate course in LEARNING TALLY. ERP 9

Yours faithfully

Course Co-ordinator
(Dr. Parag R. Kawale)
Vidyabharti College, Seloo



Granted.

PRINCIPAL
Vidyabharti College, Seloo

Vidyabharti Sanstha's , Wardha

VIDYABHARTI COLLEGE, SELOO

Nagpur road, Seloo, Dist. Wardha

(NAAC ACCREDITED B⁺)



**CERTIFICATE COURSE IN
LEARNING TALLY. ERP 9**

APPLICATION FORM

FORM NO. _____

NAME :

FATHER'S/ GUARDIANS' NAME :

DATE OF BIRTH :

FATHER'S / GUARDIANS' OCCUPATION :

ADDRESS :

PHONE NO. / MOBILE NO :

ACADEMIC QUALIFICATION :

Pre-Knowledge in Computer (if any) :

I declare that the above information is true to the best of our knowledge and belief I request to confirm my admission and I agree to abide by the rules and regulations of the Institution.

Date :
Candidate

Signature of the

Place :

Center Authority
(Dr. Parag R. Kawley)



Principal
(Dr. Sanjay Kanode)
Vidyabharti College, Seloo

TALLY. ERP9

SYLLABUS

{03 MONTHS COURSE}

1. BASIC OF ACCOUNTING

- Introduction
- Type Of Accounting,
- Accounting Principles, Concepts And Conventions,
- Double Entry System Of Book Keeping,
- Mode Of Accounting, Financial Statements, Transaction, Recording Transaction

2. FUNDAMENTALS OF TALLY.ERP 9

- Introduction of tally.erp 9
- History of tally
- Versions of tally
- Company features
- Configuration
- Getting functions with tally.erp9
- Creation/ setting up of company in tally. Erp9

3. ACCOUNTING MASTERS IN TALLY.ERP9

- Chart of group
- Groups
- Multiple groups
- Ledgers
- Multiple ledgers



4. INVENTORY MASTERS IN TALLY.ERP9

- Stock groups
- Multiple stock groups
- Stock categories
- Multiple stock categories
- Units of measure
- Stock items

5. VOUCHERS ENTRY IN TALLY. ERP.9

- Introduction
- Types of vouchers
- Accounting vouchers
- Inventory vouchers
- Invoicing

6. ADVANCED ACCOUNTING IN TALLY. ERP9

- Bill wise details
- Cost centers and cost categories
- Multiple currencies
- Interest calculations
- Budget and controls
- Scenario management
- Bank reconciliation

7. ADVANCED INVENTORY IN TALLY. ERP9

- Order processing
- Recording levels
- Batch-wise details
- Bills of material
- Different actual and billed quantities



- Price lists
- Zero valued entries
- Additional cost details

8. TAXES IN TALLY.ERP9

- Value Added Tax {VAT}
- Value Added Tax {VAT} Reports
- Central Sales Tax {CST}
- Central Sales Tax {CST} Reports
- Tax Deducted At Sources {TDS}
- Tax Deducted At Sources {TDS} Reports
- Tax Collected At Sources {TCS}
- Tax Collected At Sources {TCS} Reports
- Excise For Dealers Manufacturers
- Excise For Dealers & Manufacturers Reports
- Service Tax
- Service Tax Reports

➤ RECOMMENDED BOOKS :

1. "Tally ERP 9: A Beginner's Guide" by R. Rajendra Prasad
2. "Tally ERP 9: A Practical Guide" by Suresh Kumar
3. "Tally ERP 9: A Complete Guide" by R. Rajendra Prasad
4. "Tally ERP 9: The Complete Reference" by Kogent Learning Solutions



A. Amode
PRINCIPAL
Vidyabharati College, Salem

VIDYABHARTI COLLEGE, SELOO

STUDENT'S LIST

Session 2020 to 2021 (Online)

(Duration of course 06 months)

Subject - Learning Tally. ERP 9

Sr. No	Name of Students	Class
1.	REWATI HARIBHAU PARSHIVE	B.Com - I
2.	SEJAL SHANKARRAO TELRANDHE	B.Com - I
3.	GAYATRI RAJUJI SONKUSARE	B.Com - I
4.	TEJASWINI BALIRAM WAGHMARE	B.Com - I
5.	NEHA HARICHANDRA JEWARE	B.Com - I
6.	VISHAKHA RAMCHANDRA BURANDE	B.Com - I
7.	MANISH MUKESH RAHANGDALE	B.Com - I
8.	PRAJYOT MOHANRAO NAGPURKAR	B.Com - I
9.	SHUBHAM RAJU PARSE	B.Com - I
10.	AKSHAT PURUSHOTTAM NANDANWAR	B.Com - I
11.	KUNAL PRABHAKAR UIKEY	B.Com - I
12.	NIKITA VITTHAL BUDHABAWARE	B.Com - I
13.	SONU MANOJRAO KAMBLE	B.Com - II
14.	PAPITA SURESH BORJE	B.Com - II
15.	RUSHIKESH SOPANRAO INGOLE	B.Com - II
16.	SHUBHANGI GANESH CHAMBHARE	B.Com - II
17.	ASTHA NITIN DESHMUKH	B.Com - II
18.	VEDANTI VIJAY SAWARKAR	B.Com - II
19.	VAISHNAVI KISHOR PARTAKKE	B.Com - II
20.	VAISHNAVI RAJU POHANE	B.Com - II
21.	CHETANA SANJAYRAO MAHURE	B.Com - II
22.	SAHIL YUSUF SHEKH	B.Com - III
23.	BHUMIKA ARVIND DEOLIKAR	B.Com - III
24.	VAISHNAVI RAJESHJI TIWARI	B.Com - III
25.	SIMRAN SUNIL JESWANI	B.Com - III


Co-ordinator




PRINCIPAL
Vidyabharti College, Seloo

Time-Table

Vidyabharti College, Seloo
Department Of Commerce
(Duration of course 03 month)

Certificate Course in Learning Tally ERP.9 (Online)

Session 2020-21

Day	Teacher	Time	Units
Monday	Dr. P. R. Kawale	10.00 To 11.00 am	Basic of accounting/ Accounting masters in tally. ERP 9
Wednesday	Prof. Praful Ambore/ Dr. Ajay Pethe	10.00 To 11.00 am	Inventory masters in tally. ERP 9/ Vouchers entry in tally. ERP 9
Friday	Dr. P. R. Kawale	10.00 To 11.00 am	Fundamentals of tally. ERP 9/ Taxes in tally. ERP 9

[Handwritten Signature]
Coordinator



[Handwritten Signature]
PRINCIPAL
Vidyabharti College, Seloo

Course Feedback Form

Vidyabharti College, Seloo
Department Of Commerce

Session 2020-21

Name: _____

Date: _____

Class: _____

Please fill the short questionnaire to make the course better

About the Course Information on the Respondent: (Tick (√) Appropriately)						
Depth of Coverage						
1) UG level		2) Graduate level		3) Advance level		
Standard of test and assignments						
1) High		2) Normal		3) Easy		
		A	B	C	D	E
1. Coverage of the syllabus						
2. Organization of the Course						
3. Emphasis on fundamentals						
4. Emphasis of fundamentals						
5. Coverage of modern/advanced topics						
6. Availability of text books/study materials						
7. Usefulness of tests and assignments						
8. Overall rating of the Course						
9. What benefit you derived from the course?						
About the Instructor: Information on the Respondent: (Tick (√) Appropriately)						
		A	B	C	D	E
1. Pace of the Teaching/lecture						
2. Comment of the Subject						
3. Clarity of expression						
4. Level of preparation						
5. Level of interaction						
6. Accessibility outside the class						
7. Others (please specify)						
A: Excellent	B: Very Good	C: Good	D: Satisfactory	E: Poor		



[Signature]
PRINCIPAL
Vidyabharti College, Seloo



Vidyabharti College, Seloo
Dist. Wardha

Tally
POWER OF SIMPLICITY

Participation Certificate

This is to certify that

Mr./Ms. _____

has successfully attended the course, **'Learning Tally.ERP 9'**

Conducted by _____

Certificate No. _____

Principal Signature



[Handwritten Signature]
PRINCIPAL
Vidyabharti College, Seloo


Learning outcomes:-

Students enhance their Computerized Accounting skills. They practices Numerical programme properly.

1. To introduce the students to Basic of Accounts and the usage of Tally for accounting purpose.
2. To help students to work with well- known accounting software i.e. Tally ERP.9.Tally is an accounting package which is used for learning to maintain accounts.
3. Students will learn to create company, enter accounting voucher entries including advance voucher entries, do reconcile bank statement, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software.
4. Demonstrate an understanding of how to maintain a payroll register .This helps to understand how to maintain management related information, statutory forms and reports in the prescribed formats such as: Pay Slip, Payroll Statements, Attendance and Overtime Registers etc.
5. Explain internal control, vouching, verification and valuation.
6. Develop the students use the Tally software that helps to prepare Accounting, Payroll, Billing, Sales and Profit Analysis, Auditing Banking Inventory, Taxation such as GST, VAT, TDS and TCS etc.
7. Use appropriate Numerical programme.
8. After successfully qualifying practical examination, students will be awarded certificate to work with well-known accounting software i.e. Tally ERP.9
9. Student by their own will create company, enter accounting voucher entries including advance voucher entries, reconcile bank statements, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software.
10. Students will possess required skill and can also be employed as Tally data entry operator.
11. With this tally course students are able to use for learning to maintain accounts.
12. Students are able to impart knowledge regarding concepts of Financial Accounting.
13. Enhancing the knowledge of the basic concepts and practices of banking.
14. Calculate profits or losses from incomplete records.
15. To acquaint the students with the preparation of books of accounts of various types of business activities and application of important accounting standards.

Because of this course learning outcomes gained. Each and every one student enhances their practices Numerical programme properly.

Course Co-ordinator


Dr. Parag R. Kawale
Vidyabharti College, Seloo


Co-ordinator

Internal Quality Assurance Cell
Vidyabharti College, SELOO

Principal


Dr. Sanjay S. Kanode
Principal
Vidyabharti College, Seloo





Estd. 2008

Vidyabharti Sanstha, Wardha's
Vidyabharti College, Seloo

(Art's, Commerce & Science)

Th. Seloo, Wardha - 442 104

College Index :

Sr. - 868

Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs / /

Date : / /

Activity Report	
Academic Year	2019-2020
Name of Activity	"Certificate Course in Learning Tally ERP.9 "
Date of Activity	04 Aug. 2019 to 26 Jan. 2020
Organized by	Department of Commerce of Vidyabharti College, Seloo Dist -Wardha
Organizing unit/ agency/ collaborating agency	Department of Commerce of Vidyabharti College, Seloo Dist -Wardha
Number of Students	25
Permission Letter	Attached
Syllabus	Attached
Timetable	Attached
Photos	Attached
Attendance List	Attached
Feedback form	Attached
Certificate	Attached
Outcomes	Attached
Brief report	<p>Report on Certificate course in Learning Tally ERP.9"</p> <p>To enhance Computer Accounting skills of the students, Department of Commerce, Vidyabharti College, Seloo, Dist -Wardha was commenced Certificate course in Learning Tally ERP.9 dated on 04 Aug. 2019. It was organized under the guidance college principal Dr. Sanjay Kanode, Vidyabharti College, Seloo Dist -Wardha, department of Commerce, Dr. Parag R. Kawale Course Co-Cordinator department of Commerce. The programme was conducted in Seminar Hall.</p> <p>The inaugural ceremony was conducted on the same day. Chairperson of this programme Dr. Sanjay Kanode sir was delivered speech on same topic.</p> <p>Dr. Ajay Pethe, D. M. Institute of Technology, Sawangi Meghe, Wardha. He explained importance of Computerized Accounting , his PPT presentation was covered all important points. Dr. Abhijit Patil Sir did anchoring of the programme. Introductory speech delivered by Dr. Parag Kawale and at the end Dr. Nagdive Sir express vote of thanks .This</p>



programme ends with the prime permission of chairperson.

There were a large numbers of enthusiastic participants in all including students and staff members who participated in the works. As it is beneficial to all of us, teachers and students from other Colleges.

Department of Commerce conducted short term course as regular activity successfully. For this course Principal sir has given permission of 30 Hours class. Everyday class was conducted at 11.00 am in Seminar Hall. Faculty teaches the students enthusiastically. They try to solve the doubts and problems of the students. This class was concluded dated till 04 Aug. 2019.

In this short term certificate course, the attendee were enhanced their fundamental practical knowledge about accounting writing by computer. Through this course the department of Commerce has invited to guest speaker as Prof. Praful Ambore sir Asst. Professor Department of Commerce New Art's, Commerce & Science College, Wardha and Dr. Ajay Pethe, D. M. Institute of Technology, Sawangi Meghe, Wardha. Dr. Parag R. Kawale has taken regular classes as per the timetable. The course coordinator insured that to fulfill the main objectivize of this short term course. 25 students were registered for this course. As per the scheduled of this course the oral exam was taken at the end of the course and certificates issued for all successful participated students.



[Handwritten Signature]
PRINCIPAL
Vidyabharti College, Selma




PRINCIPAL
Vidyabharti College, Setona

Sr. No.	Name of Students	Signature					
		22/12/2019	29/12/2019	5/1/2020	12/1/2020	19/1/2020	26/1/2020
1	BHAVNA INDRAJI SHID	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
2	KAJAL BABULALJI SHARNAGAT	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
3	CHETANA SANJAYRAO MAHURE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
4	VAIBHAV PRAMODRAO ROLEY	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
5	SHUBHANGI GANESH CHAMBHARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
6	BHAIRAVI KISHORRAO WAGHMARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
7	SHARDA ASHOK POHANE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
8	YOGITA SUNILRAO ZADE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
9	SONU MANOJRAO KAMBLE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
10	SHWETA BH RAJENDRA BAGESHWAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
11	SAGAR NARESH GAJAM	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
12	GAURAV VINAYAKRAO DABLE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
13	EKATA VHAIRAO DATIR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
14	SHUBHANGI RAJU FATE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
15	ADITI RAJU DAHAKI	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
16	SHITAL RAMJI BANOT	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
17	PIYUSH DNYANESHWAR BHILKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
18	SURAJ SHANKARRAO MAHURE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
19	NIKHIL DNYANESHWAR DHAGE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
20	POONAM KHUSHAL HUKARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
21	POOJA PRAKASHRAO DATEY	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
22	SUKSHIMA UTTAM MHAISKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
23	PIJA SUNIL MISHRA	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
24	GARGI KISHOR PATHAK	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
25	PRATIK LALITRAO FAND	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]



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PRINCIPAL
Widyabharti College, Elgaon



Vidyabharti Sanstha, Wardha's
Vidyabharti College, Seloo

(Art's, Commerce & Science)
Th. Seloo, Wardha - 442 104

College Index :
Sr. - 868
Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs / /

Date : / /

To,

The Principal

Dr. R. G. Bhoyar Arts Comm. & Science

College, Seloo Dist. Wardha

Subject: - Permission of conducting short term certificate course in LEARNING TALLY. ERP 9

Respected Sir,

I, hereby Dr. Parag R. Kawale, Asst. Prof. in Department of Commerce want your permission to conduct short term certificate course in LEARNING TALLY. ERP 9 for the session 2019 to 2020.

I hope that you will allow the permission to conduct short term certificate course in LEARNING TALLY. ERP 9

Yours faithfully

Course Co-ordinator
(Dr. Parag R. Kawale)

Vidyabharti College, Seloo

Granted

PRINCIPAL
Vidyabharti College, Seloo



Vidyabharti Sanstha's , Wardha

VIDYABHARTI COLLEGE, SELOO

Nagpur road, Seloo, Dist. Wardha

(NAAC ACCREDITED B⁺)



CERTIFICATE COURSE IN LEARNING TALLY. ERP 9

APPLICATION FORM

FORM NO. _____

NAME : _____
FATHER'S/ GUARDIANS' NAME : _____
DATE OF BIRTH : _____
FATHER'S / GUARDIANS' OCCUPATION : _____
ADDRESS : _____
PHONE NO. / MOBILE NO : _____
ACADEMIC QUALIFICATION : _____
Pre-Knowledge in Computer (if any) : _____

I declare that the above information is true to the best of our knowledge and belief I request to confirm my admission and I agree to abide by the rules and regulations of the Institution.

Date :
Candidate

Signature of the

Place :


Center Authority

(Dr. Parag R. Kawley)




Principal
PRINCIPAL

(Dr. Santay Kanale)
Vidyabharti College, Seloo, Wardha

TALLY. ERP9

SYLLABUS

{06 MONTHS COURSE}

1. BASIC OF ACCOUNTING

- Introduction
- Type Of Accounting,
- Accounting Principles, Concepts And Conventions,
- Double Entry System Of Book Keeping,
- Mode Of Accounting, Financial Statements, Transaction, Recording Transaction

2. FUNDAMENTALS OF TALLY.ERP 9

- Introduction of tally.erp 9
- History of tally
- Versions of tally
- Company features
- Configuration
- Getting functions with tally.erp9
- Creation/ setting up of company in tally. Erp9

3. ACCOUNTING MASTERS IN TALLY.ERP9

- Chart of group
- Groups
- Multiple groups
- Ledgers
- Multiple ledgers



4. INVENTORY MASTERS IN TALLY.ERP9

- Stock groups
- Multiple stock groups
- Stock categories
- Multiple stock categories
- Units of measure
- Stock items

5. VOUCHERS ENTRY IN TALLY, ERP 9

- Introduction
- Types of vouchers
- Accounting vouchers
- Inventory vouchers
- Invoicing

6. ADVANCED ACCOUNTING IN TALLY, ERP9

- Bill wise details
- Cost centers and cost categories
- Multiple currencies
- Interest calculations
- Budget and controls
- Scenario management
- Bank reconciliation

7. ADVANCED INVENTORY IN TALLY, ERP9

- Order processing
- Recording levels
- Batch-wise details
- Bills of material
- Different actual and billed quantities



- Price lists
- Zero valued entries
- Additional cost details

8. TAXES IN TALLY.ERP9

- Value Added Tax {VAT}
- Value Added Tax {VAT} Reports
- Central Sales Tax {CST}
- Central Sales Tax {CST} Reports
- Tax Deducted At Sources {TDS}
- Tax Deducted At Sources {TDS} Reports
- Tax Collected At Sources {TCS}
- Tax Collected At Sources {TCS} Reports
- Excise For Dealers Manufacturers
- Excise For Dealers & Manufacturers Reports
- Service Tax
- Service Tax Reports

➤ RECOMMENDED BOOKS :

1. "Tally ERP 9: A Beginner's Guide" by R. Rajendra Prasad
2. "Tally ERP 9: A Practical Guide" by Suresh Kumar
3. "Tally ERP 9: A Complete Guide" by R. Rajendra Prasad
4. "Tally ERP 9: The Complete Reference" by Kogent Learning Solutions



[Handwritten Signature]
PRINCIPAL
 Vidyabharti College, Selot

VIDYABHARTI COLLEGE, SELOO


STUDENT'S LIST

Session 2019 to 2020

(Duration of course 06 months)

Subject - Learning Tally. ERP 9

Sr. No	Name of Students	Class
1.	BHAVNA INDRAJIT SHID	B.Com - I
2.	KAJAL BABULALJI SHARNAGAT	B.Com - I
3.	CHETANA SANJAYRAO MAHURE	B.Com - I
4.	VAIBHAV PRAMODRAO HOLEY	B.Com - I
5.	SHUBHANGI GANESH CHAMBHARE	B.Com - I
6.	BHAIRAVI KISHORRAO WAGHMARE	B.Com - I
7.	SHARDA ASHOK POHANE	B.Com - I
8.	YOGITA SUNILRAO ZADE	B.Com - I
9.	SONU MANOJRAO KAMBLE	B.Com - I
10.	SHWETABH RAJENDRA BAGESHWAR	B.Com - I
11.	SAGAR NARESH GAJAM	B.Com - I
12.	GAURAV VINAYAKRAO DABLE	B.Com - I
13.	EKATA VIJAYRAO DATIR	B.Com - I
14.	SHUBHANGI RAJU FATE	B.Com - I
15.	ADITI RAJU DAHAKE	B.Com - I
16.	SHITAL RAMJI BANOT	B.Com - I
17.	PIYUSH DNYANESHWAR BHILKAR	B.Com - II
18.	SURAJ SHANKARRAO MAHURE	B.Com - II
19.	NIKHIL DNYANESHWAR DHAGE	B.Com - II
20.	POONAM KHUSHAL HUKARE	B.Com - II
21.	POOJA PRAKASHRAO DATEY	B.Com - II
22.	SUKSHMA UTTAM MHAISKAR	B.Com - II
23.	PUJA SUNIL MISHRA	B.Com - III
24.	GARGI KISHOR PATHAK	B.Com - III
25.	PRATIK LALITRAO FAND	B.Com - III


Co-ordinator




PRINCIPAL
Vidyabharti College, Seloo

Vidyabharti College, Seloo

Department Of Commerce

(Duration of course 03 month)

Certificate Course in Learning Tally ERP.9

Session 2019-20

Sr.No	Date	Day	Time	Topic
1.	04 Aug. 2019	Sunday	11.00 To 01.00 pm	Basic of Computer
2.	11 Aug. 2019	Sunday	11.00 To 01.00 pm	Concept of Accounting
3.	18 Aug. 2019	Sunday	11.00 To 01.00 pm	Principal of Accounting
4.	25 Aug. 2019	Sun day	11.00 To 01.00 pm	Basic of Accounting
5.	01 Sep. 2019	Sunday	11.00 To 01.00 pm	Introduction Fundamental of Tally
6.	08 Sep. 2019	Sunday	11.00 To 01.00 pm	Fundamental of Tally
7.	15 Sep. 2019	Sunday	11.00 To 01.00 pm	Fundamental of Tally
8.	22 Sep. 2019	Sunday	11.00 To 01.00 pm	Fundamental of Tally
9.	29 Sep. 2019	Sunday	11.00 To 01.00 pm	Basic Master in Tally ERP 9
10.	06 Oct. 2019	Sunday	11.00 To 01.00 pm	Accounting Master in Tally ERP 9
11.	13 Oct. 2019	Sunday	11.00 To 01.00 pm	Accounting Master in Tally ERP 9
12.	20 Oct. 2019	Sunday	11.00 To 01.00 pm	Accounting Master in Tally ERP 9
13.	27 Oct. 2019	Sunday	11.00 To 01.00 pm	Principles of Master in Tally ERP 9
14.	03 Nov .2019	Sunday	11.00 To 01.00 pm	Inventory Master in Tally ERP 9
15.	10 Nov. 2019	Sunday	11.00 To 01.00 pm	Inventory Master in Tally ERP 9
16.	17 Nov. 2019	Sunday	11.00 To 01.00 pm	Inventory Master in Tally ERP9
17.	24 Nov .2019	Sunday	11.00 To 01.00 pm	Voucher Entry in Tally ERP 9
18.	01 Dec .2019	Sunday	11.00 To 01.00 pm	Voucher Entry in Tally ERP 9
19.	08 Dec. 2019	Sunday	11.00 To 01.00 pm	Voucher Entry in Tally ERP 9
20.	15 Dec. 2019	Sunday	11.00 To 01.00 pm	Advance Accounting in Tally
21.	22 Dec .2019	Sunday	11.00 To 01.00 pm	Advance Accounting in Tally
22.	29 Dec. 2019	Sunday	11.00 To 01.00 pm	Advance Accounting in Tally
23.	05 Jan. 2020	Sunday	11.00 To 01.00 pm	Advance Inventory
24.	12 Jan. 2020	Sunday	11.00 To 01.00 pm	Taxes in Tally
25.	19 Jan. 2020	Sunday	11.00 To 01.00 pm	Taxes in Tally
26.	26 Jan. 2020	Sunday	11.00 To 01.00 pm	Current Taxes in Tally


Co-ordinator




PRINCIPAL
Vidyabharti College, Seloo

Vidyabharti College, Seloo
Department Of Commerce

Session 2019-20

Name: _____

Date: _____

Class: _____

Please fill the short questionnaire to make the course better

About the Course Information on the Respondent: (Tick (√) Appropriately)					
Depth of Coverage					
1) UG level		2) Graduate level		3) Advance level	
Standard of test and assignments					
1) High		2) Normal		3) Easy	
	A	B	C	D	E
1. Coverage of the syllabus					
2. Organization of the Course					
3. Emphasis on fundamentals					
4. Emphasis of fundamentals					
5. Coverage of modern/advanced topics					
6. Availability of text books/study materials					
7. Usefulness of tests and assignments					
8. Overall rating of the Course					
9. What benefit you derived from the course?					
About the Instructor: Information on the Respondent: (Tick (√) Appropriately)					
	A	B	C	D	E
1. Pace of the Teaching/lecture					
2. Comment of the Subject					
3. Clarity of expression					
4. Level of preparation					
5. Level of interaction					
6. Accessibility outside the class					
7. Others (please specify)					
A: Excellent	B: Very Good	C: Good	D: Satisfactory	E: Poor	




PRINCIPAL
Vidyabharti College, Seloo



Vidyabharti College, Seloo
Dist. Wardha

Tally
POWER OF SIMPLICITY

Participation Certificate

This is to certify that

Mr./Ms. _____

has successfully attended the course, **'Learning Tally.ERP 9'**

Conducted by _____

Certificate No. _____

Principal Signature




PRINCIPAL
Vidyabharti College, Seloo

Learning outcomes:-

Students enhance their Computerized Accounting skills. They practices Numerical programme properly.

1. To introduce the students to Basic of Accounts and the usage of Tally for accounting purpose.
2. To help students to work with well- known accounting software i.e. Tally ERP.9. Tally is an accounting package which is used for learning to maintain accounts.
3. Students will learn to create company, enter accounting voucher entries including advance voucher entries, do reconcile bank statement, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software.
4. Demonstrate an understanding of how to maintain a payroll register .This helps to understand how to maintain management related information, statutory forms and reports in the prescribed formats such as: Pay Slip, Payroll Statements, Attendance and Overtime Registers etc.
5. Explain internal control, vouching, verification and valuation.
6. Develop the students use the Tally software that helps to prepare Accounting, Payroll, Billing, Sales and Profit Analysis, Auditing Banking Inventory, Taxation such as GST, VAT, TDS and TCS etc.
7. Use appropriate Numerical programme.
8. After successfully qualifying practical examination, students will be awarded certificate to work with well-known accounting software i.e. Tally ERP.9
9. Student by their own will create company, enter accounting voucher entries including advance voucher entries, reconcile bank statements, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software.
10. Students will possess required skill and can also be employed as Tally data entry operator.
11. With this tally course students are able to use for learning to maintain accounts.
12. Students are able to impart knowledge regarding concepts of Financial Accounting.
13. Enhancing the knowledge of the basic concepts and practices of banking.
14. Calculate profits or losses from incomplete records.

Because of this course learning outcomes gained. Each and every one student enhances their practices Numerical programme properly.



Co-ordinator

Internal Quality Assurance Cell
Vidyabharti College, SELOO

Course Co-ordinator

Dr. Parag R. Kawale
Vidyabharti College, Seloo

Principal

Dr. Sanjay S. Kanode
Principal
Vidyabharti College, Seloo





Estd. 2008

Vidyabharti Sanstha, Wardha's
Vidyabharti College, Seloo

(Art's, Commerce & Science)

Th. Seloo, Wardha - 442 104

College Index :

Sr. - 868

Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs / /

Date : / /

Activity Report	
Academic Year	2018-2019
Name of Activity	"Certificate Course in Learning Tally ERP.9 "
Date of Activity	05 Aug. 2018 to 27 Jan. 2019
Organized by	Department of Commerce of Vidyabharti College, Seloo Dist -Wardha
Organizing unit/ agency/ collaborating agency	Department of Commerce of Vidyabharti College, Seloo Dist -Wardha
Number of Students	25
Permission Letter	Attached
Syllabus	Attached
Timetable	Attached
Photos	Attached
Attendance List	Attached
Feedback form	Attached
Certificate	Attached
Outcomes	Attached
Brief report	<p>Report on Certificate course in Learning Tally ERP.9"</p> <p>To enhance Computer Accounting skills of the students, Department of Commerce, Vidyabharti College, Seloo, Dist -Wardha was commenced Certificate course in Learning Tally ERP.9 dated on 05 Aug. 2018. It was organized under the guidance college principal Dr. Sanjay Kanode, Vidyabharti College, Seloo Dist -Wardha, department of Commerce, Dr. Parag R. Kawale Course Co-Cordinator department of Commerce. The programme was conducted in Seminar Hall.</p> <p>The inaugural ceremony was conducted on the same day. Chairperson of this programme Dr. Sanjay Kanode sir was delivered speech on same topic.</p> <p>Prof. Praful Ambore sir Asst. Professor Department of Commerce New Art's, Commerce & Science College, Wardha. He explained importance of Computerized Accounting, his PPT presentation was covered all important points. Dr. Abhijit Patil Sir did anchoring of the programme. Introductory speech delivered by Dr. Parag Kawale and at the end Dr. Nagdive Sir express vote of thanks .This programme ends with the prime permission of</p>



chairperson.

There were a large numbers of enthusiastic participants in all including students and staff members who participated in the works. As it is beneficial to all of us, teachers and students from other Colleges.

Department of Commerce conducted short term course as regular activity successfully. For this course Principal sir has given permission of 30 Hours class. Everyday class was conducted at 11.00 am in Seminar Hall. Faculty teaches the students enthusiastically. They try to solve the doubts and problems of the students. This class was concluded dated till 05 Aug, 2018.

In this short term certificate course, the attendee were enhanced their fundamental practical knowledge about accounting writing by computer. Through this course the department of Commerce has invited to guest speaker as Prof. Praful Ambore sir Asst. Professor Department of Commerce New Art's, Commerce & Science College, Wardha and Dr. Ajay Pethe, D. M. Institute of Technology, Sawangi Meghe, Wardha. Dr. Parag R. Kawale has taken regular classes as per the timetable. The course coordinator insured that to fulfill the main objectivize of this short term course. 25 students were registered for this course. As per the scheduled of this course the oral exam was taken at the end of the course and certificates issued for all successful participated students.



A. M. Chod
PRINCIPAL
Vidyabharti College, Selod



PRINCIPAL
Vidya Bharti College, Solan

Vidyabharti College, Seloo
 Session 2018 to 2019
 (Duration of course 03 months)
 Subject - Learning Tally. ERP 9
STUDENT'S ATTENDANCE LIST

Sr. No.	Name of Students	Signature								
		5/8/2018	12/8/2018	19/8/2018	26/8/2018	2/9/2018	9/9/2018	16/9/2018	23/9/2018	30/9/2018
1	RIYA ASHOK JEWARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
2	PRANALEE PRAKASH CHAFALE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
3	VAIBHAV MAHENDRA RANDEVE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
4	NAMRATA NATTHIJI NANHE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
5	PRANALEE PRAKASH CHAFALE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
6	HARSHA KRUSHNA PARATEAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
7	MONALI RAJU KSHIRSAGAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
8	KAJAL PANDHARINATH DHOORE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
9	PRAIWAL RAJU DAHAKE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
10	SALONI VIJAY LODI	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
11	DAMINI DHANRAJ KALOKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
12	DIVYA ISHWAR GUJAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
13	SANDIP SARICHAND RATHOD	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
14	LAXMI SHANKARRAO SONTAKKE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
15	SACHIN SHAMRAO SAYAM	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
16	TRIVENT KAILASH CHAUDHARI	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
17	DIKSHA RAVINDRA BHOGE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
18	GAURI BHASKARRAO MUJBAILE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
19	SHAMLI RAJABHAI DESHMUKH	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
20	PRIYANKA SHARAD WASKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
21	YOGITA UMESH BISEN	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
22	DEEPAJI DHANRAJ DANDEKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
23	RAKESH RAMESHRAO KUTE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
24	RASHMI ABHAY RADKE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
25	NITA NARAYAN WAJE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]

Sr. No.	Name of Students	Signature								
		7/10/2018	14/10/2018	21/10/2018	28/10/2018	4/11/2018	11/11/2018	18/11/2018	25/11/2018	2/12/2018
1	RIYA ASHOK JEWARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
2	PRANALEE PRAKASH CHAFALE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
3	VAIBHAV MAHENDRA RANDEVE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
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6	HARSHA KRUSHNA PARATEAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
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8	KAJAL PANDHARINATH DHOORE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
9	PRAIWAL RAJU DAHAKE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
10	SALONI VIJAY LODI	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
11	DAMINI DHANRAJ KALOKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
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15	SACHIN SHAMRAO SAYAM	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
16	TRIVENT KAILASH CHAUDHARI	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
17	DIKSHA RAVINDRA BHOGE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
18	GAURI BHASKARRAO MUJBAILE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
19	SHAMLI RAJABHAI DESHMUKH	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
20	PRIYANKA SHARAD WASKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
21	YOGITA UMESH BISEN	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
22	DEEPAJI DHANRAJ DANDEKAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
23	RAKESH RAMESHRAO KUTE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
24	RASHMI ABHAY RADKE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]
25	NITA NARAYAN WAJE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]




PRINCIPAL
 Vidyabharti College, Seloo

Sr. No.	Name of Students	Signature								
		9/12/2018	16/12/2018	23/12/2018	30/12/2018	6/1/2019	13/1/2019	20/1/2019	27/1/2019	
1	KUYA ASHOK JEWARE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	
2	PRANALEE PRAKASH CHAFALE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	
3	VAISHAV MAHENDRA RANDEVE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	
4	NAMRATA NATTHUJI NANHE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	
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7	MONALI RAJU KSHIRSAGAR	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	
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9	PRAJWAL RAJU DAHAKE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	
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25	NITA NARAYAN WAZE	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	[Signature]	



[Handwritten Signature]

PRINCIPAL
Vidyabharti Collage, Solga

SCANNING



Estd. 2008

Vidyabharti Sanstha, Wardha's
Vidyabharti College, Seloo

(Art's, Commerce & Science)

Th. Seloo, Wardha - 442 104

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

College Index :

Sr. - 868

Jr. 07.08.006

Ref.No. Vbcs / /

Date : / /

To,

The Principal

Dr. R. G. Bhoyar Arts Comm. & Science

College, Seloo Dist. Wardha

Subject: - Permission of conducting short term certificate course in LEARNING TALLY. ERP 9

Respected Sir,

I, hereby Dr. Parag R. Kawale, Asst. Prof. in Department of Commerce want your permission to conduct short term certificate course in LEARNING TALLY. ERP 9 for the session 2018 to 2019.

I hope that you will allow the permission to conduct short term certificate course in LEARNING TALLY. ERP 9

Yours faithfully

Course Co-ordinator

(Dr. Parag R. Kawale)

Vidyabharti College, Seloo



Granted
[Signature]
PRINCIPAL
Vidyabharti College, Seloo

Vidyabharti Sanstha's , Wardha

VIDYABHARTI COLLEGE, SELOO

Nagpur road, Seloo, Dist. Wardha

(NAAC ACCREDITED B⁺)



CERTIFICATE COURSE IN LEARNING TALLY. ERP 9

APPLICATION FORM

FORM NO. _____

NAME :

FATHER'S/ GUARDIANS' NAME :

DATE OF BIRTH :

FATHER'S / GUARDIANS' OCCUPATION :

ADDRESS :

PHONE NO. / MOBILE NO :

ACADEMIC QUALIFICATION :

Pre-Knowledge in Computer (if any) :

I declare that the above information is true to the best of our knowledge and belief I request to confirm my admission and I agree to abide by the rules and regulations of the Institution.

Date :

Signature of the Candidate

Place :


Center Authority
(Dr. Parag R. Kawley)




Principal
PRINCIPAL
(Dr. Sanjay Kanode)
Vidyabharti College, Seloo

TALLY. ERP9

SYLLABUS

{06 MONTHS COURSE}

1. BASIC OF ACCOUNTING

- Introduction
- Type Of Accounting,
- Accounting Principles, Concepts And Conventions,
- Double Entry System Of Book Keeping,
- Mode Of Accounting, Financial Statements, Transaction, Recording Transaction

2. FUNDAMENTALS OF TALLY.ERP 9

- Introduction of tally.erp 9
- History of tally
- Versions of tally
- Company features
- Configuration
- Getting functions with tally.erp9
- Creation/ setting up of company in tally. Erp9

3. ACCOUNTING MASTERS IN TALLY.ERP9

- Chart of group
- Groups
- Multiple groups
- Ledgers
- Multiple ledgers



4. INVENTORY MASTERS IN TALLY.ERP9

- Stock groups
- Multiple stock groups
- Stock categories
- Multiple stock categories
- Units of measure
- Stock items

5. VOUCHERS ENTRY IN TALLY. ERP 9

- Introduction
- Types of vouchers
- Accounting vouchers
- Inventory vouchers
- Invoicing

6. ADVANCED ACCOUNTING IN TALLY. ERP9

- Bill wise details
- Cost centers and cost categories
- Multiple currencies
- Interest calculations
- Budget and controls
- Scenario management
- Bank reconciliation

7. ADVANCED INVENTORY IN TALLY. ERP9

- Order processing
- Recording levels
- Batch-wise details
- Bills of material
- Different actual and billed quantities



- Price lists
- Zero valued entries
- Additional cost details

8. TAXES IN TALLY.ERP9

- Value Added Tax {VAT}
- Value Added Tax {VAT} Reports
- Central Sales Tax {CST}
- Central Sales Tax {CST} Reports
- Tax Deducted At Sources {TDS}
- Tax Deducted At Sources {TDS} Reports
- Tax Collected At Sources {TCS}
- Tax Collected At Sources {TCS} Reports
- Excise For Dealers Manufacturers
- Excise For Dealers & Manufacturers Reports
- Service Tax
- Service Tax Reports

➤ RECOMMENDED BOOKS :

1. "Tally ERP 9: A Beginner's Guide" by R. Rajendra Prasad
2. "Tally ERP 9: A Practical Guide" by Suresh Kumar
3. "Tally ERP 9: A Complete Guide" by R. Rajendra Prasad
4. "Tally ERP 9: The Complete Reference" by Kogent Learning Solutions



A handwritten signature in blue ink, appearing to be 'S. S. S.', written over the printed name of the Principal.

PRINCIPAL
Vidyabharati College, Solapur

VIDYABHARTI COLLEGE, SELOO

STUDENT'S LIST

Session 2018 to 2019

(Duration of course 06 months)

Subject - Learning Tally. ERP 9

Sr. No	Name of Students	Class
1.	RIYA ASHOK JEWARE	B.Com - I
2.	PRANALEE PRAKASH CHAFALE	B.Com - I
3.	VAIBHAV MAHENDRA RANDEVE	B.Com - I
4.	NAMRATA NATTHUJI NANHE	B.Com - I
5.	PRANALEE PRAKASH CHAFALE	B.Com - I
6.	HARSHA KRUSHNA PARATKAR	B.Com - I
7.	MONALI RAJU KSHIRSAGAR	B.Com - I
8.	KAJAL PANDHARINATH DHODRE	B.Com - I
9.	PRAJWAL RAJU DAHAKE	B.Com - I
10.	SALONI VIJAY LODE	B.Com - I
11.	DAMINI DHANRAJ KALOKAR	B.Com - I
12.	DIVYA ISHWAR GUJAR	B.Com - I
13.	SANDIP SARICHAND RATHOD	B.Com - II
14.	LAXMI SHANKARRAO SONTAKKE	B.Com - II
15.	SACHIN SHAMRAO SAYAM	B.Com - II
16.	TRIVENI KAILASH CHAUDHARI	B.Com - II
17.	DIKSHA RAVINDRA BHOGE	B.Com - II
18.	GAURI BHASKARRAO MUJBAILE	B.Com - II
19.	SHAMLI RAJABHAU DESHMUKH	B.Com - II
20.	PRIYANKA SHARAD WASKAR	B.Com - II
21.	YOGITA UMESH BISEN	B.Com - II
22.	DEEPALI DHANRAJ DANDEKAR	B.Com - III
23.	RAKESH RAMESHRAO KUTE	B.Com - III
24.	RASHMI ABHAY RADKE	B.Com - III
25.	NITA NARAYAN WAZE	B.Com - III

[Signature]
Coordinator



[Signature]
PRINCIPAL
Vidyabharti College, Seloo

VIDYABHARTI COLLEGE, SELOO

Department Of Commerce

TIME TABLE

Session 2018 to 2019

(Duration of course 06 months)

Subject-Learning Tally.ERP 9

Sr. No	Date	Day	Time	Topic
1.	05 Aug.2018	Sunday	11.00 To 01.00 pm	basic of accounting
2.	12 Aug.2018	Sunday	11.00 To 01.00 pm	concepts of accounting
3.	19 Aug.2018	Sunday	11.00 To 01.00 pm	principle of accounting
4.	26 Aug.2018	Sunday	11.00 To 01.00 pm	Basics of accounting
5.	02 Sep.2018	Sunday	11.00 To 01.00 pm	Introduction fundamental of tally
6.	09 Sep.2018	Sunday	11.00 To 01.00 pm	Fundamental of tally
7.	16 Sep.2018	Sunday	11.00 To 01.00 pm	Fundamental of tally
8.	23 Sep.2018	Sunday	11.00 To 01.00 pm	Fundamental of tally
9.	30 Oct.2018	Sunday	11.00 To 01.00 pm	Basics masters in tally ERP 9
10.	07 Oct.2018	Sunday	11.00 To 01.00 pm	Accounting masters in tallyERP9
11.	14 Oct.2018	Sunday	11.00 To 01.00 pm	Accounting masters in tally ERP9
12.	21 Oct.2018	Sunday	11.00 To 01.00 pm	Accounting masters in tally ERP9
13.	28 Oct.2018	Sunday	11.00 To 01.00 pm	Principles of masters in tallyERP9
14.	04 Nov.2018	Sunday	11.00 To 01.00 pm	Inventory masters in tally ERP9
15.	10 Nov.2018	Sunday	11.00 To 01.00 pm	Inventory masters in tallyERP9
16.	18 Nov.2018	Sunday	11.00 To 01.00 pm	Inventory masters in tally ERP9
17.	25 Nov.2018	Sunday	11.00 To 01.00 pm	Voucher entry in tally ERP9
18.	02 Dec2018	Sunday	11.00 To 01.00 pm	Vouchers entry in tallyERP9
19.	09 Dec.2018	Sunday	11.00 To 01.00 pm	Vouchers entry in tally ERP9
20.	16 Dec.2018	Sunday	11.00 To 01.00 pm	Advance accounting in tally
21.	23 Dec.2018	Sunday	11.00 To 01.00 pm	Advance accounting in tally
22.	30 Jan.2019	Sunday	11.00 To 01.00 pm	Advance accounting in tally
23.	06 Jan.2019	Sunday	11.00 To 01.00 pm	Advance inventory
24.	13 Jan.2019	Sunday	11.00 To 01.00 pm	Taxes in tally
25.	20 Jan.2019	Sunday	11.00 To 01.00 pm	Taxes in tally
26.	27 Jan.2019	Sunday	11.00 To 01.00 pm	Current taxes in tally


Co-ordinator




PRINCIPAL
Vidyabharti College, Seloo

Vidyabharti College, Seloo
Department Of Commerce

Session 2018-19

Name: _____

Date: _____

Class: _____

Please fill the short questionnaire to make the course better

About the Course Information on the Respondent: (Tick (√) Appropriately)					
Depth of Coverage					
1) UG level		2) Graduate level		3) Advance level	
Standard of test and assignments					
1) High		2) Normal		3) Easy	
	A	B	C	D	E
1. Coverage of the syllabus					
2. Organization of the Course					
3. Emphasis on fundamentals					
4. Emphasis of fundamentals					
5. Coverage of modern/advanced topics					
6. Availability of text books/study materials					
7. Usefulness of tests and assignments					
8. Overall rating of the Course					
9. What benefit you derived from the course?					
About the Instructor: Information on the Respondent: (Tick (√) Appropriately)					
	A	B	C	D	E
1. Pace of the Teaching/lecture					
2. Comment of the Subject					
3. Clarity of expression					
4. Level of preparation					
5. Level of interaction					
6. Accessibility outside the class					
7. Others (please specify)					
A: Excellent	B: Very Good	C: Good	D: Satisfactory	E: Poor	




PRINCIPAL
Vidyabharti College, Seloo



Vidyabharti College, Seloo

Dist. Wardha

Tally

POWER OF SIMPLICITY

Participation Certificate

This is to certify that

Mr./Ms. _____

has successfully attended the course, **'Learning Tally.ERP 9'**

Conducted by _____

Certificate No. _____

Principal Signature




PRINCIPAL
Vidyabharti College, Seloo

Learning outcomes:-

Students enhance their Computerized Accounting skills. They practices Numerical programme properly.

1. To introduce the students to Basic of Accounts and the usage of Tally for accounting purpose.
 2. To help students to work with well- known accounting software i.e. Tally ERP.9.Tally is an accounting package which is used for learning to maintain accounts.
 3. Students will learn to create company, enter accounting voucher entries including advance voucher entries, do reconcile bank statement, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software.
 4. Demonstrate an understanding of how to maintain a payroll register .This helps to understand how to maintain management related information, statutory forms and reports in the prescribed formats such as: Pay Slip, Payroll Statements, Attendance and Overtime Registers etc.
 5. Explain internal control, vouching, verification and valuation.
 6. Develop the students use the Tally software that helps to prepare Accounting, Payroll, Billing, Sales and Profit Analysis, Auditing Banking Inventory, Taxation such as GST, VAT, TDS and TCS etc.
 7. Use appropriate Numerical programme.
 8. After successfully qualifying practical examination, students will be awarded certificate to work with well-known accounting software i.e. Tally ERP.9
 9. Student by their own will create company, enter accounting voucher entries including advance voucher entries, reconcile bank statements, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software.
 10. Students will possess required skill and can also be employed as Tally data entry operator.
 11. With this tally course students are able to use for learning to maintain accounts.
 12. Students are able to impart knowledge regarding concepts of Financial Accounting.
- Because of this course learning outcomes gained. Each and every one student enhances their practices Numerical programme properly.

Course Co-ordinator



Dr. Parag R. Kawale
Vidyabharti College, Seloo


Co-ordinator

Internal Quality Assurance Cell
Vidyabharti College, SELOO

Principal



Dr. Sanjay S. Kanode
PRINCIPAL
Vidyabharti College, Seloo





Estd. 2008

Vidyabharti Sanstha, Wardha's
Vidyabharti College, Seloo

(Art's, Commerce & Science)
Th. Seloo, Wardha - 442 104

College Index :
Sr. - 868
Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs / /

Date : / /

Activity Report	
Academic Year	2017-2018
Name of Activity	"Certificate Course in Learning Tally ERP.9 "
Date of Activity	06 Aug. 2017 to 28 Jan. 2018
Organized by	Department of Commerce of Vidyabharti College, Seloo Dist -Wardha
Organizing unit/ agency/ collaborating agency	Department of Commerce of Vidyabharti College, Seloo Dist -Wardha
Number of Students	25
Permission Letter	Attached
Syllabus	Attached
Timetable	Attached
Photos	Attached
Attendance List	Attached
Feedback form	Attached
Certificate	Attached
Outcomes	Attached
Brief report	<p>Report on Certificate course in Learning Tally ERP.9"</p> <p>To enhance Computer Accounting skills of the students, Department of Commerce, Vidyabharti College, Seloo, Dist -Wardha was commenced Certificate course in Learning Tally ERP.9 dated on 06 Aug. 2017. It was organized under the guidance college principal Dr. Sanjay Kanode, Vidyabharti College, Seloo Dist -Wardha, department of Commerce, Dr. Parag R. Kawale Course Co-Cordinator department of Commerce. The programme was conducted in Seminar Hall.</p> <p>The inaugural ceremony was conducted on the same day. Chairperson of this programme Dr. Sanjay Kanode sir was delivered speech on same topic.</p> <p>Prof. Praful Ambore sir Asst. Professor Department of Commerce New Art's, Commerce & Science College, Wardha. He explained importance of Computerized Accounting, his PPT presentation was covered all important points. Dr. Abhijit Patil Sir did anchoring of the programme. Introductory speech delivered by Dr. Parag Kawale and at the end Dr. Nagdive Sir express vote of thanks. This programme ends with the prime permission of</p>



chairperson.

There were a large numbers of enthusiastic participants in all including students and staff members who participated in the works. As it is beneficial to all of us, teachers and students from other Colleges.

Department of Commerce conducted short term course as regular activity successfully. For this course Principal sir has given permission of 30 hours class. Everyday class was conducted at 11.00 am in Seminar Hall. Faculty teaches the students enthusiastically. They try to solve the doubts and problems of the students. This class was concluded dated till 06 Aug. 2017.

In this short term certificate course, the attendee were enhanced their fundamental practical knowledge about accounting writing by computer. Through this course the department of Commerce has invited to guest speaker as Prof. Praful Ambore sir Asst. Professor Department of Commerce New Art's, Commerce & Science College, Wardha and Dr. Ajay Pethe, D. M. Institute of Technology, Sawangi Meghe, Wardha. Dr. Parag R. Kawale has taken regular classes as per the timetable. The course coordinator insured that to fulfill the main objectivize of this short term course. 25 students were registered for this course. As per the scheduled of this course the oral exam was taken at the end of the course and certificates issued for all successful participated students.



A. Amode
PRINCIPAL
Vidyabharti College, Selod



Vidyabharti College, Seloo
 Session 2017 to 2018
 (Duration of course 03 months)
 Subject - Learning Tally, ERP 9
STUDENT'S ATTENDANCE LIST

Sr. No.	Name of Students	Signature									
		4/9/2017	13/9/2017	20/9/2017	27/9/2017	4/10/2017	11/10/2017	18/10/2017	25/10/2017	1/11/2017	8/11/2017
1	REETA KAILASRAO SAKHARKAR	Reeta	Reeta		Reeta	Reeta	Reeta	Reeta	Reeta	Reeta	Reeta
2	NIKHIL ASHWINRAO LONARE	N. P. Lonare	N. P. Lonare	N. P. Lonare	N. P. Lonare	N. P. Lonare	N. P. Lonare	N. P. Lonare	N. P. Lonare	N. P. Lonare	N. P. Lonare
3	SAMIKSHA VIJAY DATIR	S. DATIR	S. DATIR	S. DATIR	S. DATIR	S. DATIR	S. DATIR	S. DATIR	S. DATIR	S. DATIR	S. DATIR
4	DIPALEE SHRIKRUSHNA BHAWARKAR	D. Bhawarkar	D. Bhawarkar	D. Bhawarkar	D. Bhawarkar	D. Bhawarkar	D. Bhawarkar	D. Bhawarkar	D. Bhawarkar	D. Bhawarkar	D. Bhawarkar
5	YASH SUNIL KAHATE	Yash	Yash	Yash	Yash	Yash	Yash	Yash	Yash	Yash	Yash
6	CHANDAN SHANKAR KAMBLE	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan
7	SALMAN RAFIQUE SHEIKH	Salman	Salman	Salman	Salman	Salman	Salman	Salman	Salman	Salman	Salman
8	KIRAN ASHOKRAO UDAN	K. Ashokrao	K. Ashokrao	K. Ashokrao	K. Ashokrao	K. Ashokrao	K. Ashokrao	K. Ashokrao	K. Ashokrao	K. Ashokrao	K. Ashokrao
9	RAJ SUNIL GANWANI	Raj	Raj	Raj	Raj	Raj	Raj	Raj	Raj	Raj	Raj
10	ANTARA AJAYRAO SHINDE	A. Shinde	A. Shinde	A. Shinde	A. Shinde	A. Shinde	A. Shinde	A. Shinde	A. Shinde	A. Shinde	A. Shinde
11	PAYAL RAVINDRA KANODE	P. Kanode	P. Kanode	P. Kanode	P. Kanode	P. Kanode	P. Kanode	P. Kanode	P. Kanode	P. Kanode	P. Kanode
12	KAJAL AVINASH KJOBE	K. KJOBE	K. KJOBE	K. KJOBE	K. KJOBE	K. KJOBE	K. KJOBE	K. KJOBE	K. KJOBE	K. KJOBE	K. KJOBE
13	ANIKET KISHORRAO BHENDE	A. Bhende	A. Bhende	A. Bhende	A. Bhende	A. Bhende	A. Bhende	A. Bhende	A. Bhende	A. Bhende	A. Bhende
14	YOGITA RAMESHRAO GOMASE	Y. Gomase	Y. Gomase	Y. Gomase	Y. Gomase	Y. Gomase	Y. Gomase	Y. Gomase	Y. Gomase	Y. Gomase	Y. Gomase
15	PUJA ARUNRAO GOMASE	P. Gomase	P. Gomase	P. Gomase	P. Gomase	P. Gomase	P. Gomase	P. Gomase	P. Gomase	P. Gomase	P. Gomase
16	DHANSHRI ULHASRAO BHOYAR	D. Bhojar	D. Bhojar	D. Bhojar	D. Bhojar	D. Bhojar	D. Bhojar	D. Bhojar	D. Bhojar	D. Bhojar	D. Bhojar
17	ANKITA KISNA TELRANDHE	A. Telrandhe	A. Telrandhe	A. Telrandhe	A. Telrandhe	A. Telrandhe	A. Telrandhe	A. Telrandhe	A. Telrandhe	A. Telrandhe	A. Telrandhe
18	BOSHAN GANGADHAR NINAWA	B. Ninawa	B. Ninawa	B. Ninawa	B. Ninawa	B. Ninawa	B. Ninawa	B. Ninawa	B. Ninawa	B. Ninawa	B. Ninawa
19	SAKSHI NITIN DESHKAR	S. Deshkar	S. Deshkar	S. Deshkar	S. Deshkar	S. Deshkar	S. Deshkar	S. Deshkar	S. Deshkar	S. Deshkar	S. Deshkar
20	POOJA RAVINDRA KALYANI	P. Kalyani	P. Kalyani	P. Kalyani	P. Kalyani	P. Kalyani	P. Kalyani	P. Kalyani	P. Kalyani	P. Kalyani	P. Kalyani
21	SHILPA ANILRAO MADAVI	S. Madavi	S. Madavi	S. Madavi	S. Madavi	S. Madavi	S. Madavi	S. Madavi	S. Madavi	S. Madavi	S. Madavi
22	JAYSHRI YESHWANT POHANE	J. Pohane	J. Pohane	J. Pohane	J. Pohane	J. Pohane	J. Pohane	J. Pohane	J. Pohane	J. Pohane	J. Pohane
23	RUPALI DILIPRAO BHOYAR	R. Bhojar	R. Bhojar	R. Bhojar	R. Bhojar	R. Bhojar	R. Bhojar	R. Bhojar	R. Bhojar	R. Bhojar	R. Bhojar
24	RADHA SHANKAR DHAGE	R. Dhage	R. Dhage	R. Dhage	R. Dhage	R. Dhage	R. Dhage	R. Dhage	R. Dhage	R. Dhage	R. Dhage
25	KISHORI GOPALRAO KOPARKAR	K. Koparkar	K. Koparkar	K. Koparkar	K. Koparkar	K. Koparkar	K. Koparkar	K. Koparkar	K. Koparkar	K. Koparkar	K. Koparkar



Sr. No.	Name of Students	Signature								
		10/10/2017	15/10/2017	22/10/2017	29/10/2017	5/11/2017	12/11/2017	19/11/2017	26/11/2017	3/12/2017
1	REETA KAILASRAO SAKHARKAR	Reeta	Reeta	Reeta	Reeta	Reeta	Reeta	Reeta	Reeta	Reeta
2	NIKHIL ASHWINRAO LONARE	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil
3	SAMIKSHA VIJAY DATIR	S. DATA	S. DATA	S. DATA	S. DATA	S. DATA	S. DATA	S. DATA	S. DATA	S. DATA
4	DIPALEE SHRIKRUSHNA BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR
5	YASH SUNIL KAHATE	Yash	Yash	Yash	Yash	Yash	Yash	Yash	Yash	Yash
6	CHANDAN SHANKAR KAMBLE	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan
7	SALMAN RAFIQUE SHEIKH	Salman	Salman	Salman	Salman	Salman	Salman	Salman	Salman	Salman
8	KIRAN ASHOKRAO UDAN	Kiran	Kiran	Kiran	Kiran	Kiran	Kiran	Kiran	Kiran	Kiran
9	RAJ SUNIL GANWANI	Raj	Raj	Raj	Raj	Raj	Raj	Raj	Raj	Raj
10	ANTARA AJAYRAO SHINDE	A. SHINDE	A. SHINDE	A. SHINDE	A. SHINDE	A. SHINDE	A. SHINDE	A. SHINDE	A. SHINDE	A. SHINDE
11	PAYAL RAVINDRA KANODE	Payal	Payal	Payal	Payal	Payal	Payal	Payal	Payal	Payal
12	KAJAL AVINASH KHOBE	Kajal	Kajal	Kajal	Kajal	Kajal	Kajal	Kajal	Kajal	Kajal
13	ANIKET KISHORRAO BHENDE	Aniket	Aniket	Aniket	Aniket	Aniket	Aniket	Aniket	Aniket	Aniket
14	YOGITA RAMESHRAO GOMASE	Yogita	Yogita	Yogita	Yogita	Yogita	Yogita	Yogita	Yogita	Yogita
15	PUJA ARUNRAO GOMASE	Puja	Puja	Puja	Puja	Puja	Puja	Puja	Puja	Puja
16	DHANSHRI ULHASRAO BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR
17	ANKITA KISNA TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE
18	ROSHAN GANGADHAR NINAWA	R. NINAWA	R. NINAWA	R. NINAWA	R. NINAWA	R. NINAWA	R. NINAWA	R. NINAWA	R. NINAWA	R. NINAWA
19	SAKSHI NITIN DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ
20	POOJA RAVINDRA KALYANI	Pooja	Pooja	Pooja	Pooja	Pooja	Pooja	Pooja	Pooja	Pooja
21	SHILPA ANILRAO MADAVI	S. MADAVI	S. MADAVI	S. MADAVI	S. MADAVI	S. MADAVI	S. MADAVI	S. MADAVI	S. MADAVI	S. MADAVI
22	JAYSHRI YESHWANT POHANE	J. POHANE	J. POHANE	J. POHANE	J. POHANE	J. POHANE	J. POHANE	J. POHANE	J. POHANE	J. POHANE
23	RUPALI DILIPRAO BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR
24	RADHA SHANKAR DHAGE	R. DHAGE	R. DHAGE	R. DHAGE	R. DHAGE	R. DHAGE	R. DHAGE	R. DHAGE	R. DHAGE	R. DHAGE
25	KISHORI GOPALRAO KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR

Sr. No.	Name of Students	Signature								
		10/10/2017	15/10/2017	22/10/2017	29/10/2017	5/11/2017	12/11/2017	19/11/2017	26/11/2017	3/12/2017
1	REETA KAILASRAO SAKHARKAR	Reeta	Reeta	Reeta	Reeta	Reeta	Reeta	Reeta	Reeta	Reeta
2	NIKHIL ASHWINRAO LONARE	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil	Nikhil
3	SAMIKSHA VIJAY DATIR	S. DATA	S. DATA	S. DATA	S. DATA	S. DATA	S. DATA	S. DATA	S. DATA	S. DATA
4	DIPALEE SHRIKRUSHNA BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR	D. BHAWARKAR
5	YASH SUNIL KAHATE	Yash	Yash	Yash	Yash	Yash	Yash	Yash	Yash	Yash
6	CHANDAN SHANKAR KAMBLE	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan	Chandan
7	SALMAN RAFIQUE SHEIKH	Salman	Salman	Salman	Salman	Salman	Salman	Salman	Salman	Salman
8	KIRAN ASHOKRAO UDAN	Kiran	Kiran	Kiran	Kiran	Kiran	Kiran	Kiran	Kiran	Kiran
9	RAJ SUNIL GANWANI	Raj	Raj	Raj	Raj	Raj	Raj	Raj	Raj	Raj
10	ANTARA AJAYRAO SHINDE	A. SHINDE	A. SHINDE	A. SHINDE	A. SHINDE	A. SHINDE	A. SHINDE	A. SHINDE	A. SHINDE	A. SHINDE
11	PAYAL RAVINDRA KANODE	Payal	Payal	Payal	Payal	Payal	Payal	Payal	Payal	Payal
12	KAJAL AVINASH KHOBE	Kajal	Kajal	Kajal	Kajal	Kajal	Kajal	Kajal	Kajal	Kajal
13	ANIKET KISHORRAO BHENDE	Aniket	Aniket	Aniket	Aniket	Aniket	Aniket	Aniket	Aniket	Aniket
14	YOGITA RAMESHRAO GOMASE	Yogita	Yogita	Yogita	Yogita	Yogita	Yogita	Yogita	Yogita	Yogita
15	PUJA ARUNRAO GOMASE	Puja	Puja	Puja	Puja	Puja	Puja	Puja	Puja	Puja
16	DHANSHRI ULHASRAO BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR	D. BHOYAR
17	ANKITA KISNA TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE	A. TELRANDHE
18	ROSHAN GANGADHAR NINAWA	R. NINAWA	R. NINAWA	R. NINAWA	R. NINAWA	R. NINAWA	R. NINAWA	R. NINAWA	R. NINAWA	R. NINAWA
19	SAKSHI NITIN DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ	S. DESHKAJ
20	POOJA RAVINDRA KALYANI	Pooja	Pooja	Pooja	Pooja	Pooja	Pooja	Pooja	Pooja	Pooja
21	SHILPA ANILRAO MADAVI	S. MADAVI	S. MADAVI	S. MADAVI	S. MADAVI	S. MADAVI	S. MADAVI	S. MADAVI	S. MADAVI	S. MADAVI
22	JAYSHRI YESHWANT POHANE	J. POHANE	J. POHANE	J. POHANE	J. POHANE	J. POHANE	J. POHANE	J. POHANE	J. POHANE	J. POHANE
23	RUPALI DILIPRAO BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR	R. BHOYAR
24	RADHA SHANKAR DHAGE	R. DHAGE	R. DHAGE	R. DHAGE	R. DHAGE	R. DHAGE	R. DHAGE	R. DHAGE	R. DHAGE	R. DHAGE
25	KISHORI GOPALRAO KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR	K. KOPARKAR



[Handwritten Signature]
PRINCIPAL
 Vidyabharu College, Solan



Vidyabharti Sanstha, Wardha's
Vidyabharti College, Seloo

(Art's, Commerce & Science)
Th. Seloo, Wardha - 442 104

College Index :
Sr. - 868
Jr. 07.08.006

Affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur

Ref.No. Vbcs / /

Date : / /

To,
The Principal
Dr. R. G. Bhoyar Arts Comm. & Science
College, Seloo Dist. Wardha

Subject: - Permission of conducting short term certificate course in LEARNING TALLY. ERP 9

Respected Sir,

I, hereby Dr. Parag R. Kawale, Asst. Prof. in Department of Commerce want your permission to conduct short term certificate course in LEARNING TALLY. ERP 9 for the session 2017 to 2018.

I hope that you will allow the permission to conduct short term certificate course in LEARNING TALLY. ERP 9

Granted.
[Signature]



PRINCIPAL
Vidyabharti College, Seloo

Yours faithfully

[Signature]

Course Co-ordinator
(Dr. Parag R. Kawale)
Vidyabharti College, Seloo

Vidyabharti Sanstha's , Wardha

VIDYABHARTI COLLEGE, SELOO

Nagpur road, Seloo, Dist. Wardha

(NAAC ACCREDITED B⁺)



**CERTIFICATE COURSE IN
LEARNING TALLY. ERP 9**

APPLICATION FORM

FORM NO. _____

NAME : _____
FATHER'S/ GUARDIANS' NAME : _____
DATE OF BIRTH : _____
FATHER'S / GUARDIANS' OCCUPATION : _____
ADDRESS : _____
PHONE NO. / MOBILE NO : _____
ACADEMIC QUALIFICATION : _____
Pre-Knowledge in Computer (if any) : _____

I declare that the above information is true to the best of our knowledge and belief I request to confirm my admission and I agree to abide by the rules and regulations of the Institution.

Date :

Signature of the Candidate

Place :


Center Authority
(Dr. Parag R. Kawley)




Principal
PRINCIPAL
(Dr. Sanjay Kanode)
Vidyabharti College, Seloo

TALLY. ERP9

SYLLABUS

{06 MONTHS COURSE}

1. BASIC OF ACCOUNTING

- Introduction
- Type Of Accounting,
- Accounting Principles, Concepts And Conventions,
- Double Entry System Of Book Keeping,
- Mode Of Accounting, Financial Statements, Transaction, Recording Transaction

2. FUNDAMENTALS OF TALLY.ERP.9

- Introduction of tally.erp 9
- History of tally
- Versions of tally
- Company features
- Configuration
- Getting functions with tally.erp9
- Creation/ setting up of company in tally. Erp9

3. ACCOUNTING MASTERS IN TALLY.ERP9

- Chart of group
- Groups
- Multiple groups
- Ledgers
- Multiple ledgers



4. INVENTORY MASTERS IN TALLY.ERP9

- Stock groups
- Multiple stock groups
- Stock categories
- Multiple stock categories
- Units of measure
- Stock items

5. VOUCHERS ENTRY IN TALLY.ERP.9

- Introduction
- Types of vouchers
- Accounting vouchers
- Inventory vouchers
- Invoicing

6. ADVANCED ACCOUNTING IN TALLY.ERP9

- Bill wise details
- Cost centers and cost categories
- Multiple currencies
- Interest calculations
- Budget and controls
- Scenario management
- Bank reconciliation

7. ADVANCED INVENTORY IN TALLY.ERP9

- Order processing
- Recording levels
- Batch-wise details
- Bills of material
- Different actual and billed quantities

- Price lists
- Zero valued entries
- Additional cost details

8. TAXES IN TALLY.ERP9

- Value Added Tax {VAT}
- Value Added Tax {VAT} Reports
- Central Sales Tax {CST}
- Central Sales Tax {CST} Reports
- Tax Deducted At Sources {TDS}
- Tax Deducted At Sources {TDS} Reports
- Tax Collected At Sources {TCS}
- Tax Collected At Sources {TCS} Reports
- Excise For Dealers Manufacturers
- Excise For Dealers & Manufacturers Reports
- Service Tax
- Service Tax Reports

➤ RECOMMENDED BOOKS :

1. "Tally ERP 9: A Beginner's Guide" by R. Rajendra Prasad
2. "Tally ERP 9: A Practical Guide" by Suresh Kumar
3. "Tally ERP 9: A Complete Guide" by R. Rajendra Prasad
4. "Tally ERP 9: The Complete Reference" by Kogent Learning Solutions



[Signature]
PRINCIPAL
 Vidyabharati College, Srirangapatna

VIDYABHARTI COLLEGE, SELOO

STUDENT'S LIST

Session 2017 to 2018

(Duration of course 06 months)

Subject - Learning Tally. ERP 9

Sr. No	Name of Students	Class
1.	REETA KAILASRAO SAKHARKAR	B.Com - I
2.	NIKHIL ASHWINRAO LONARE	B.Com - I
3.	SAMIKSHA VIJAY DATIR	B.Com - I
4.	DIPALEE SHRIKRUSHNA BHAWARKAR	B.Com - I
5.	YASH SUNIL KAHATE	B.Com - I
6.	CHANDAN SHANKAR KAMBLE	B.Com - I
7.	SALMAN RAFIQUE SHEIKH	B.Com - I
8.	KIRAN ASHOKRAO UDAN	B.Com - I
9.	RAJ SUNIL GANWANI	B.Com - I
10.	ANTARA AJAYRAO SHINDE	B.Com - I
11.	PAYAL RAVINDRA KANODE	B.Com - I
12.	KAJAL AVINASH KHOBE	B.Com - I
13.	ANIKET KISHORRAO BHENDE	B.Com - I
14.	YOGITA RAMESHRAO GOMASE	B.Com - II
15.	PUJA ARUNRAO GOMASE	B.Com - II
16.	DHANSHRI ULHASRAO BHOYAR	B.Com - II
17.	ANKITA KISNA TELRANDHE	B.Com - II
18.	ROSHAN GANGADHAR NINAWA	B.Com - II
19.	SAKSHI NITIN DESHKAR	B.Com - II
20.	POOJA RAVINDRA KALYANI	B.Com - II
21.	SHILPA ANILRAO MADAVI	B.Com - III
22.	JAYSHRI YESHWANT POHANE	B.Com - III
23.	RUPALI DILIPRAO BHOYAR	B.Com - III
24.	RADHA SHANKAR DHAGE	B.Com - III
25.	KISHORI GOPALRAO KOPARKAR	B.Com - III

Devi
Co-ordinator



Amol
PRINCIPAL
VidyaBharti College, Seloo

VIDYABHARTI COLLEGE, SELOO

Department Of Commerce

TIME TABLE

Session 2017 to 2018

(Duration of course 06 months)

Subject-Learning Tally.ERP 9

Sr. No	Date	Day	Time	Topic
1.	06 Aug. 2017	Sunday	11.00 To 01.00 pm	basic of accounting
2.	13 Aug.2017	Sunday	11.00 To 01.00 pm	concepts of accounting
3.	20 Aug.2017	Sunday	11.00 To 01.00 pm	principle of accounting
4.	27 Aug.2017	Sunday	11.00 To 01.00 pm	Basics of accounting
5.	03 Sep.2017	Sunday	11.00 To 01.00 pm	Introduction fundamental of tally
6.	10 Sep.2017	Sunday	11.00 To 01.00 pm	Fundamental of tally
7.	17 Sep.2017	Sunday	11.00 To 01.00 pm	Fundamental of tally
8.	24 Sep.2017	Sunday	11.00 To 01.00 pm	Fundamental of tally
9.	01 Oct.2017	Sunday	11.00 To 01.00 pm	Basics masters in tally ERP 9
10.	08 Oct.2017	Sunday	11.00 To 01.00 pm	Accounting masters in tallyERP9
11.	15 Oct.2017	Sunday	11.00 To 01.00 pm	Accounting masters in tally ERP9
12.	22 Oct.2017	Sunday	11.00 To 01.00 pm	Accounting masters in tally ERP9
13.	29 Oct.2017	Sunday	11.00 To 01.00 pm	Principles of masters in tallyERP9
14.	05 Nov.2017	Sunday	11.00 To 01.00 pm	Inventory masters in tally ERP9
15.	12 Nov.2017	Sunday	11.00 To 01.00 pm	Inventory masters in tallyERP9
16.	19 Nov.2017	Sunday	11.00 To 01.00 pm	Inventory masters in tally ERP9
17.	26 Nov.2017	Sunday	11.00 To 01.00 pm	Voucher entry in tally ERP9
18.	03 Dec.2017	Sunday	11.00 To 01.00 pm	Vouchers entry in tallyERP9
19.	10 Dec.2017	Sunday	11.00 To 01.00 pm	Vouchers entry in tally ERP9
20.	17 Dec.2017	Sunday	11.00 To 01.00 pm	Advance accounting in tally
21.	24 Dec.2017	Sunday	11.00 To 01.00 pm	Advance accounting in tally
22.	31 Jan.2018	Sunday	11.00 To 01.00 pm	Advance accounting in tally
23.	07 Jan.2018	Sunday	11.00 To 01.00 pm	Advance inventory
24.	14 Jan.2018	Sunday	11.00 To 01.00 pm	Taxes in tally
25.	21 Jan.2018	Sunday	11.00 To 01.00 pm	Taxes in tally
26.	28 Jan.2018	Sunday	11.00 To 01.00 pm	Current taxes in tally

[Signature]
Coordinator



[Signature]
PRINCIPAL
Vidyabharti College, Seloo

Vidyabharti College, Seloo

Department Of Commerce

Session 2017-18

Name: _____

Date: _____

Class: _____

Please fill the short questionnaire to make the course better

About the Course Information on the Respondent: (Tick (√) Appropriately)							
Depth of Coverage							
1) UG level		2) Graduate level		3) Advance level			
Standard of test and assignments							
1) High		2) Normal		3) Easy			
		A	B	C	D	E	
1. Coverage of the syllabus							
2. Organization of the Course							
3. Emphasis on fundamentals							
4. Emphasis of fundamentals							
5. Coverage of modern/advanced topics							
6. Availability of text books/study materials							
7. Usefulness of tests and assignments							
8. Overall rating of the Course							
9. What benefit you derived from the course?							
About the Instructor: Information on the Respondent: (Tick (√) Appropriately)							
		A	B	C	D	E	
1. Pace of the Teaching/lecture							
2. Comment of the Subject							
3. Clarity of expression							
4. Level of preparation							
5. Level of interaction							
6. Accessibility outside the class							
7. Others (please specify)							
A: Excellent		B: Very Good		C: Good		D: Satisfactory	E: Poor



[Signature]

PRINCIPAL
Vidyabharti College, Seloo



Vidyabharti College, Seloo
Dist. Wardha

Tally
POWER OF SIMPLICITY

Participation Certificate

This is to certify that

Mr./Ms. _____

has successfully attended the course, 'Learning Tally.ERP 9'

Conducted by _____

Certificate No. _____

Principal Signature



[Handwritten Signature]
PRINCIPAL
Vidyabharti College, Seloo

Learning outcomes:-

Students enhance their Computerized Accounting skills. They practices Numerical programme properly.

1. To introduce the students to Basic of Accounts and the usage of Tally for accounting purpose.
2. To help students to work with well- known accounting software i.e. Tally ERP.9.Tally is an accounting package which is used for learning to maintain accounts.
3. Students will learn to create company, enter accounting voucher entries including advance voucher entries, do reconcile bank statement, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software.
4. Demonstrate an understanding of how to maintain a payroll register .This helps to understand how to maintain management related information, statutory forms and reports in the prescribed formats such as: Pay Slip, Payroll Statements, Attendance and Overtime Registers etc.
5. Explain internal control, vouching, verification and valuation.
6. Develop the students use the Tally software that helps to prepare Accounting, Payroll, Billing, Sales and Profit Analysis, Auditing Banking Inventory, Taxation such as GST, VAT, TDS and TCS etc.
7. Use appropriate Numerical programme.
8. After successfully qualifying practical examination, students will be awarded certificate to work with well-known accounting software i.e. Tally ERP.9
9. Student by their own will create company, enter accounting voucher entries including advance voucher entries, reconcile bank statements, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software.
10. Students will possess required skill and can also be employed as Tally data entry operator.
11. With this tally course students are able to use for learning to maintain accounts.

Because of this course learning outcomes gained. Each and every one student enhances their practices Numerical programme properly.

Course Co-ordinator



Dr. Parag R. Kawale
Vidyabharti College, Seloo

Principal



Dr. Sanjay S. Kanode
Principal
Vidyabharti College, Seloo



Co-ordinator
Internal Quality Assurance Cell
Vidyabharti College, SELOO