

TallyProfessional

OEM: Tally • Code: TALLYPROFESSIONAL

COURSE DESCRIPTION

A Complete Guide on Advanced Business Accounting and Indian Taxation This professional accounting course is designed as a comprehensive Accounting and Taxation course for learners who already have a basic understanding of financial accounting and want to advance their careers in finance and accounting. TallyProfessional certifies individuals with a deeper understanding of advanced accounting practices. This job-orientated accounting course integrates modular employability skills with computerised accounting, finance, and administration, along with in-depth expertise in TallyPrime. The curriculum covers intermediate to advanced financial accounting concepts, including inventory management, GST, TDS, TCS transactions, payroll management, and income tax compliance. All practical applications in this Professional Accounting Course are performed using the latest TallyPrime software, ensuring learners stay aligned with current industry standards and new software releases.

AUDIENCE PROFILE

- This courseware is highly recommended for working professionals and students who aspire to build a successful career in the Accounts, Inventory, Finance, Administration, Taxation and Banking sectors or as an entrepreneur. To get enrolled for TallyProfessional, one must have completed his Graduation.

PREREQUISITES

- To get enrolled for TallyProfessional, one must be a working professional and must have completed his graduation in any stream. You can then take the course since it has been designed in the best and simplest way possible which is aligned with the all new TallyPrime software.

COURSE OBJECTIVES

By the end of this course, participants will be able to:

- Combines modular employability abilities with computerised Accounting, Finance, and Administration alongside the expertise of TallyPrime
- Download and Installation, Company Creation, Maintaining a Chart of Accounts
- Intermediate to advanced financial accounting concepts, inventory, GST
- TDS, TCS transactions, and Payroll Management with Income Tax
- Assessment Duration - 90 Mins

COURSE OUTLINE

Module 1: (Recording & Reporting)

Multi-Currency

- This module covers the introduction to multi-currency, creation and alteration of foreign currencies, defining of the rate of exchange, recording vouchers using foreign currency (On Realization Basis & Un-Realized Basis), adjusting Forex Gain/Loss, and generating reports with multi-currencies.

Interest Calculation

- This module covers the introduction to interest calculation, accounting of simple interest and compound interest, accounting of interest on outstanding balances, and generating the interest calculation reports.

Manufacturing Process-Job Work

- This module covers the introduction to Job Order Processing, accounting of Job Work Out Order processing, accounting of Job Work In Order processing, accounting of transfer of materials (Inter-Godown) and generating Job Work reports.

Job Costing

- This module covers the introduction to job costing, features of job costing, types of business that use job costing, documents used in the job costing process, recording job costing related transactions in Tally, and generating job costing reports.

Advanced Banking Transactions

- This module covers the introduction to advanced banking transactions, cheque management, post-dated cheque management, and handling e-payments in TallyPrime.

Connectivity Features in TallyPrime using Tally.NET

- This module covers the overview of Tally.NET features such as Remote Access, TallyPrime Reports in Browsers (TRiB), Data Synchronisation, and Tally Virtual User (TVU).

Module 2: Accounts Executive (Statutory Compliance), Accounts Executive (Payroll)

Recording Advanced GST Transactions

- This module covers the introduction to E-Way Bill, GST e-Invoicing, Recording GST compliant transactions such as Intrastate Supply of Goods & Services, Interstate Supply of Goods, Purchases from Unregistered Dealer, Purchases from Composition Dealer, Accounting Mixed Supply and Composite Supply, Supply of Exempted/Nil-rated Goods, Supply of Goods to Special Economic Zone (SEZ), Supply of Goods to Other Territory, Supply of Goods to Unregistered Dealer, Reverse Charge Mechanism under GST, Export of Goods, Advance Receipt, Generating E-Invoice Report, Generating E-Way Bill Report, Input Tax Credit Set Off against Liability, GST Tax Payment, Reversal of Input Tax Credit, Generating and E-Filing GST Returns in Tally.

Recording Advanced TDS Transactions:

- This module covers the introduction to Tax Deducted at Source, Recording TDS Compliant Transactions such as Booking of Expenses & deducting TDS in the Journal Voucher, TDS Transaction for Purchase of Software, TDS on Sales Commission and Deducting TDS, Accounting TDS on Capital Expenditure, Accounting for TDS on Advance Payments and Adjusting Advances towards Bill, Purchase Escalation after Recording TDS Transaction, Reversal/Cancellation of Expenses with TDS, TDS on Works Contract attracting GST, TDS on Payments to Non-Residents (DTAA), TDS on Income from Foreign Currency, Bonds or Shares of India Company, Accounting Direct Payment and deducting TDS, Accounting Multiple Expenses and Deducting TDS later, TDS on Reimbursement of Expenses (Pure Agent), TDS Payment to Department, generating and E-Filing Form 26Q and Form 27Q, TRACES Portal and Maintaining Books of Accounts as a Deductee.

Tax Collected at Source (TCS)

- This module covers the introduction to Tax Collected at Source, Recording TCS Compliant Transactions such as Sale of TCS Goods on Accrual Basis, Sale of TCS Goods at Lower Rate/Nil Rate, Sale of TCS Goods at Higher Tax Rate (Under Section 206CCA), Accounting TCS Exemption for Buyers Deducting TDS, TCS on Transfer of Right to Use, Accounting for TCS on Advance Receipts and Adjusting Advances towards Bill, Payment to Department, generating and E-Filing Form 27EQ, and Maintaining Books of Accounts as a Collectee.

Payroll and Income Tax

- This module covers the introduction to Payroll Management, creation of Payroll Masters, Processing Attendance and Payroll vouchers with Income Tax, generating Payroll Reports, generating Payroll Statutory Reports such as Provident Fund, Employee State Insurance, Professional Tax, Gratuity, Income Tax Reports, generating and E-Filing Income Tax Returns.
- GST Simulation
 - GST (Goods and Services Tax) simulation is a practical and interactive training tool that replicates the processes and calculations involved in GST transactions. This is designed to empower our learners with real-time practice and expertise in GST management (GST returns, generating e-Way bill, and e-Invoicing)