

**Duration : 10 days
(09th May to 19th May)**

**Course commences from 9th
may,2022**

**Course Fees : Rs.100 Per
student**

**Last date for registration :
5th May,2022**

**Application restricted to 30
participants only**

**Venue : LH-3 and Computer
Lab**

**For further details contact :
Mrs.Kavana - 7829662744
(Co-ordinator)**

**Ms.Yamini - 6360621895
(Co-ordinator)**

Kavana & Yamini
Co-ordinators

Harshitha
HOD

Prof.K.Nage Gowda
Principal



Maharaja Education Trust @
MIT First Grade College
BTL Road, Arshwari Nagar,
Industrial Suburb, Mysuru-570009



Academic Year 2021-2022

**CERTIFICATE COURSE ON TALLY
ERP 9**



ABOUT THE COLLEGE

MIT First Grade College (Previously, Gopalswamy College of Professional Studies) was established in the year 2009 by Maharaja Education Trust (R), Mysuru. The institute aims at imparting good education with an emphasis on developing the overall personality of its students in addition to instilling moral values. We, in this institution, strive hard to shape the students in such a way that they would transform into an asset to the community and the nation at large.

VISION

Empower the individuals and society at large through educational excellence; sensitize them for a life dedicated to the service of fellow human beings and motherland.

MISSION

To impart holistic education that enables the students to become socially responsive and useful, with roots firm on traditional and cultural values; and to hone their skills to accept challenges and respond to global scenario.

ADD ON COURSE

Tally ERP.9

ABOUT THE COURSE

The course covers the main features and components of Tally. It teaches the students to maintain accounts with and without inventory. The multilingual feature of Tally helps in maintaining accounts in different languages that are supported by Tally. Students get familiarized with the statutory features of Tally like GST and also POS & Payroll features of Tally.

TOPICS COVERED

1. User Interface and Company Management
2. Ledgers
3. Groups
4. Payment Vouchers and Receipt Vouchers
5. Contra and Journal Voucher
6. Inventory

COURSE OUTCOME

After successfully qualifying practical examination, students will be awarded certificate to work with well-known accounting software i.e., Tally ERP.9. Students will possess required skill and can be employed as Tally data entry operator.

FACILITIES AND SUPPORT

1. Hands-on training
2. Well equipped lab
3. Expert faculty
4. Job assistance