

Syllabus For Certificate Course in TALLY ERP 9.0 (2 Months)

TALLY ERP 9

- Rules of Account
- Accounting Terminology
- Accounting Terminology 2
- Company Creation
- Alter Backup Restore Delete
- Ledger Creation
- Liabilities of Ledger Creation
- Withdraw Transaction
- Withdraw Transaction for personal use
- Creation and Using New Voucher Types
- Trail Balance sheet Final
- Balance sheet
- Profit Loss Ac
- working on Daybook
- Printing Balance sheet
- Voucher Printing
- Cheque printing
- Export Option
- Use of Calculator
- Stock Items
- Stock Summary
- Cost Centre Cost Categories
- More on Cost Category and Cost Centre
- Using VAT value Added Tax
- Using TDS Tax Deduct at Source
- Using TCS
- Manufacturing Journal (Manufacture of materials)
- Multi Currency
- Security Control
- Remove Security Control
- Payroll in Tally
- Payroll Payhead
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Price List creation

- Purchase Sales Order
- Delivery Note, Rejection In, Sales Invoice
- Physical Stock Maintenance
- Tally Short Cut 1
- Tally Shortcut 2
- Excise Duty
- Excise Duty transaction
- Memo voucher
- Point of Sale
- Zero Value Added Entry
- Transfer of Material Final
- Interest Calculation
- Security features
- Project