

ACCOUNTING COURSE

SYLABUS- Fees Rs. 3000 (Duration 2 Month.)

PART-1- Rs.3000

ACCOUNT FUNDAMENTAL

1. COMPANY (CREATE , ALTER)
2. ACCOUNT INFORMATION OF LEDGER (SINGLE , MULTIPLE)
3. VOUCHER ENTRY ACCOUNTS ONLY (PAYMENT, RECEIPT, PURCHASE, SALES, CONTRA, JOURNAL, DEBIT NOTE, CREDIT NOTE)
4. INVENTORY INFORMATION (UNIT OF MEASURE , STOCK GROUP, STOCK ITEM , VOUCHER TYPE)
5. VOUCHER ENTRY ACCOUNT WITH INVENTORY
6. PRINTING OF INVOICE , LEDGER, AND FINAL ACCOUNTS
7. HOW TO INSTALL AND DATA BACKUP

FUNDAMENTAL OF GST

8. GST SETTING IN SOFTWARE
9. ENTRY OF INVOICE WITH GST , SGST, IGST
10. ENTRY OF INVOICE WITH MULTIPLE TAX RATE
11. ACCOUNTING ENTRY IN COMPOSITION SCHEME
12. PRACTICAL TRAINING OF ENTRY OF PURCHASE AND SALES INVOICE AND BANK STATEMENT
13. FUNDAMENTAL OF INCOME TAX

➤ NOTE

FULL FEES PAID IN ADVANCE