

## **RURAL URBAN COUNCIL OF SKILLS & VOCATIONAL STUDIES**

### **TALLY Syllabus**

<b>TALLY</b>	<b>1 Year Course</b>
<b>Subject Code</b>	<b>Subject Name</b>
<b>TALLY 101</b>	Basic of Accounting System in Tally.ERP 9
<b>TALLY 102</b>	Accounting & Financial Management
<b>TALLY 103</b>	Inventory Management & MS Office
<b>TALLY 104</b>	Statutory & Taxation
<b>TALLY 105</b>	Payroll Accounting Functions
<b>TALLY 106</b>	E-Filing& Online Taxation

<b>TALLY</b>	
<b>Practical 1</b>	E-filing of all GST, TDS,IT,PF,ESI returns.
<b>Practical 2</b>	Configure SMS in Tally.ERP 9.
<b>Practical 3</b>	Make Payroll & Job Work Analysis Reports.
<b>Practical 4</b>	Ms Excel & Word Documentation.
<b>Practical 5</b>	Viva & Internal Assessment