

T.Z.A.S.P.M'S

PRAGATI COLLEGE OF ARTS & COMMERCE, DOMBIVLI (E)

Department of Accountancy

Date:28/09/2016

Notice

All the students of FY, SY, TY From all the faculties are hereby informed that Department of Accountancy is going to start the new certificate Course in association with ITAA Education Pvt Ltd in our college campus.

The Name of Certificate Course is **"Basic Industrial Accounting & Tally ERP-9 COMBO"**. Interested students should give their names to Prof. Manoj Makwana and Prof. Jyoti Pohane as early as possible.

Other details related to fees and batch time will share with you at time of enrollment.

Signature
(Mr. Manoj Makawana)
Course Co-ordinator




Signature
(Ms. Jyoti Pohane)
Head, Dept of Accountancy


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PRAGATI COLLEGE OF ARTS & COMMERCE, DOMBIVLI (E)
DEPARTMENT OF ACCOUNTANCY

CERTIFICATE COURSE ACTIVITY REPORT (AY 2016-17)

Name of Activity	Certificate Course in "Basic Industrial Accounting + Tally ERP-9 Combo"
Organised by	Department of Accountancy
Co-ordinator name	Mr.Manoj B. Makawana
Admission in course	27 Students Admitted
Completion of course	27 Students Completed
Date of course started	January, 2017.
Date of course completion	March, 2017.
Name of Faculty /Guest	1).Ms. Geetanjali Chowdhari 2).Mr.Sameer Berde
Brief information of activity	<p>Prime aim of our institution to give the more facility and the knowledge to the students for preparation of various interviews and to get multiple job opportunities through guest lectures, workshops, Seminars etc. While considering this department of accountancy introduced this course. Ms.Geetanjali, Mr. Sameer and other faculty staff of ITAA had taught and guided very Excellently to the student. After completion of syllabus, They gave assignment and taken a test. The actual course was completed in March. But absent students had lost some part of the course. We have also taken some lectures for that student in the month of May. Institute allotted the certificate of course to successful students.</p>


Signature
(Mr.Manoj Makawana)
Course Co-ordinator




Signature
(Ms.Jyoti Pohane)
Head, Dept of Accountancy

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DEPARTMENT OF ACCOUNTANCY

LIST OF THE STUDENTS ENROLLED FOR CERTIFICATE COURSE IN
"BASIC INDUSTRIAL ACCOUNTING+TALLY ERP-9 COMBO"
(Academic Year 2016-17)

Sr. No	Name	Mobile No	E-mail Id	
1	Aakansha Patil	8424074777	aakanksha.s.patil@gmail.com	<u>A.Patil</u>
2	Aishwarya Bhundamare	9967391974		<u>A.Bhundamare</u>
3	Anil Jathar	9594464837	aniljathar2016@gmail.com	<u>Anil</u>
4	Ankita Mhatre	9702939522 ✓		<u>Ankita</u>
5	Ankita Pawar	8108208965	ankitapawar0116@gmail.com	<u>Ankita</u>
6	Bhakti Vilankar	7208683693	vilankarbhakti4@gmail.com	<u>B.Vilankar</u>
7	Dhiraj Padaghan	8097820761	dhiragpadghan009@gmail.com	<u>D.Padaghan</u>
8	Divyashree Dalvi	8898058343 ✓		<u>D.Dalvi</u>
9	Francis Feranandes			<u>F.Fernandes</u>
10	Gaurav Khismatrao	7506178345	khismatraogaurav@gmail.com	<u>G.Khismatrao</u>
11	Grishma Doshi			<u>G.Doshi</u>
12	Kajal Shelar	9664351628	kajalshelar1997@gmail.com	<u>Kajal</u>
13	Kalpesh Shivlkar	9821582519	kalpeshshivlkar24@gmail.com	<u>K.Shivlkar</u>
14	Komal shelar	9819040831		<u>Komalshelar</u>
15	Manali Vaze	8291238024	manali.vaze7273@gmail.com	<u>M.Vaze</u>
16	Minakshi Lokhande	8652852163	lokhandeminkshee@gmail.com	<u>M.Lokhande</u>
17	neha kanaujiya	8689957076	k.neha0898@gmail.com	<u>N.Kanaujiya</u>
18	Nikita Thakur	9619321880	nikitathakur2222@gmail.com	<u>N.Thakur</u>
19	Pooja Jadhav	8108590911	poojadhav1998@gmail.com	<u>P.Jadhav</u>
20	Poonam Kurhade	7718996049		<u>P.Kurhade</u>
21	Pradnya Mhatre	9167187011		<u>P.Mhatre</u>
22	Rupal Mhatre	8425048071	rupalmhatre98@gmail.com	<u>R.Mhatre</u>
23	Shruti Madav	9619264908 ✓		<u>S.Madav</u>
24	Shruti Sarge	9769896023	shrutisarge12@gmail.com	<u>S.Sarge</u>
25	Snehal Gundap			<u>S.Gundap</u>
26	Tapasya Bhoir	8425976555		<u>T.Bhoir</u>
27	Vrushali Bhoir	9594054863		<u>V.Bhoir</u>

Manoj
Signature
(Mr.Manoj Makawana)
Course Co-ordinator



Jyoti
Signature
(Ms.Jyoti Pohane)
Head, Dept of Accountancy

T.Z.A.S.P.M'S
PRAGATI COLLEGE OF ARTS & COMMERCE, DOMBIVLI (E)
DEPARTMENT OF ACCOUNTANCY
SYLLBUS OF CERTIFICATE COURSE IN
"BASIC INDUSTRIAL ACCOUNTING+TALLY ERP-9 COMBO"
(Academic Year 2016-17)

Topic No	Name of Topic
1	Introduction Of Tally & Company Creation
2	Creation Of Ledger
3	Introduction, Creation and Entries Of Vouchers
4	Revision & Practice of above
5	Cost Centre
6	Interest Calculation & Depreciation Calculation
7	Preparation of Bank reconciliation statement
8	Cost Centre Assignment
9	Practice of above
10	Tax Deduction at Source
11	Introduction of Inventory Management
12	Inventory (Masters) Maintain
13	Payroll management
14	Payroll & Cheque Printing & Logo Printing
15	Test
16	Introduction of Goods and service tax
17	Types of Taxes in GST, Input Tax Credit,
18	Registration, Return, payment of GST
19	Revision
20	Revision
Total lectures in hrs = 30 Hrs program	

Manojm
 Signature
 (Mr. Manoj Makawana)
 Course Co-ordinator



Mohane
 Signature
 (Ms. Jyoti Pohane)
 Head, Dept of Accountancy

**Examination & Certification of Certificate course in Basic industrial accounting
plus Tally ERP-9 Combo.**

- 1) Student will get certificate and mark sheet from ITAA Education Pvt Ltd.
- 2) There will be no any extra charges for certificate.
- 3) Online Exam will be conducted by ITAA Education Pvt Ltd on modular basis. At the end of every module student need to complete final exam of that a respective module.
- 4) Project & Assignment will be given to student and it would be evaluated internally by the staff of ITAA Education Pvt Ltd.
- 5) Theory and Practical examination would be evaluated internally by the staff of ITAA.
- 6) Examination will be of each & every module for 100 marks out of that 40 marks passing
- 7) After successful completion of all modules, students will receive the certificate after two month from ITAA Education Pvt Ltd.

Outcome of Certificate course in Basic industrial accounting plus Tally ERP-9 Combo.

Expected course outcomes, after successful completion of course, the students shall be able to

- ❖ Students learn the basics of tally and its importance in today's computerized environment.
- ❖ Students learn how to create company, accounts using tally & about function & shortcut keys.
- ❖ To know about voucher entry, payment voucher, receipt voucher, credit and debit note.
- ❖ Students learn how to create single & multiple ledgers, group creation, budget etc.
- ❖ Students learn to prepare bank reconciliation statement in tally.
- ❖ Students learn to maintain the inventory and stock register (masters) in tally.
- ❖ Students learn to prepare final accounts in tally along with cash flow statements and inventory analysis reports.
- ❖ Students learn to prepare Payroll in tally along with cheque and logo printing.
- ❖ Students learn the basics of GST & its importance in today's computerized environment.
- ❖ Students learn to apply for registration online and upload return and payment of GST


Signature

(Mr. Manoj Makawana)
Course Co-ordinator




Signature

(Ms. Jyoti Pohane)
Head, Dept of Accountancy



Pragati College with ITAA - - Basic Industrial Accounting + Tally ERP 9 Combo
Academic Year- 2016-17 Thursday & Friday Batch (10.40 AM-12.20 PM)

Sr. No	Name	Lec-1 12 Jan	Lec-2 13 Jan	Lec-3 19 Jan	Lec-4 20 Jan	Lec-5 27 Jan	Lec-6 2 Feb	Lec-7 3 Feb	Lec-8 9 Feb	Lec-9 10 Feb	Lec-10 16 Feb
1	Manali Vaze	P	P	P	P	P	P	P	P	P	P
2	Aakansha Patil	P	P	P	A	P	P	P	P	P	P
3	Komal Shelar	P	P	P	P	P	P	P	P	P	P
4	Rupal Mhatre	P	P	P	P	P	P	P	P	P	P
5	Nikita Thakur	P	P	P	P	P	P	P	P	P	P
6	Grishma Doshi	P	P	A	A	P	P	A	P	P	A
7	Divyashree Dalvi	P	P	P	P	A	P	P	A	P	P
8	Bhakti Vilankar	P	P	P	P	P	P	P	P	P	P
9	Francis Ferenandes	P	P	A	P	P	P	P	A	P	A
10	Shruti Sarge	P	P	P	P	P	P	P	P	P	P
11	Pooja Jadhav	P	P	A	P	P	P	P	P	P	A
12	Minakshi Lokhande	P	P	P	P	P	P	P	P	P	P
13	Kajal Shelar	P	P	P	P	P	P	P	P	P	P
14	Pradnya Mhatre	P	P	A	P	P	P	P	P	P	A
15	Gaurav Khismatrao	P	P	P	P	P	P	P	P	P	P
16	Kalpesh Shivilkar	P	P	P	P	P	P	P	P	P	P
17	Anil Jathar	P	P	P	P	P	P	P	P	P	P
18	Dhiraj Padaghan	P	P	P	P	P	P	P	P	P	P
19	Poonam Kurhade	P	P	P	P	P	P	P	P	P	P
20	Ankita Mhatre	P	P	P	P	A	P	P	A	P	P
21	Tapasya Bhoir	P	P	P	P	P	P	P	P	P	P
22	Shruti Madav	P	P	A	A	P	P	P	P	P	P
23	Snehal Gundap	P	P	A	P	P	P	P	A	A	A
24	Vrushali Bhoir	P	P	P	P	P	P	P	P	P	P
25	neha kanauiya	P	P	P	P	P	P	P	P	P	P
26	Aishwarya Bhundamare	P	P	P	P	P	P	P	P	P	P
27	Ankita Pawar	A	A	A	P	P	P	A	P	A	P

Manojm

Mr. Manoj Makawana
Course Coordinator



Roban

Ms. Jyoti Puhane
Head, Dept of Accountancy

Pragati College with ITAA - - Basic Industrial Accounting + Tally ERP 9 Combo
Academic Year- 2016-17 Thursday & Friday Batch (10.40 AM-12.20 PM)

Sr. No	Name	Lec-11 17 Feb	Lec-12 23 Feb	Lec-13 24 Feb	Lec-14 2 Mar	Lec-15 3 Mar	Lec-16 9 Mar	Lec-17 10 Mar	Lec-18 16 Mar	Lec-19 17 Mar	Lec-20 23 Mar
1	Manali Vaze	P	P	A	P	P	P	A	P	P	P
2	Aakansha Patil	P	P	P	P	P	A	P	P	P	P
3	Komal shelar	P	A	P	P	P	P	P	P	P	P
4	Rupal Mhatre	A	P	P	P	P	A	P	P	P	P
5	Nikita Thakur	P	P	A	P	P	P	P	A	P	P
6	Grishma Doshi	P	P	A	A	P	P	A	P	P	P
7	Divyashree Dalvi	P	A	P	P	A	P	P	P	P	A
8	Bhakti Vilankar	A	P	P	A	P	P	P	A	P	P
9	Francis Ferenandes	A	A	A	P	P	P	P	A	P	A
10	Shruti Sarge	P	P	A	P	P	P	A	P	P	P
11	Pooja Jadhav	P	P	A	P	P	P	A	P	P	P
12	Minakshi Lokhande	P	A	P	P	P	P	A	P	P	A
13	Kajal Shelar	P	P	P	A	P	P	P	P	P	P
14	Pradnya Mhatre	P	P	A	P	P	P	P	P	P	P
15	Gaurav Khismatrao	A	P	P	P	P	P	A	P	P	A
16	Kalpesh Shivlikar	P	P	P	P	P	P	P	P	P	P
17	Anil Jathar	P	A	P	P	P	P	A	P	P	P
18	Dhiraj Padaghan	P	P	A	P	P	P	A	P	P	P
19	Poonam Kurhade	P	P	P	P	P	P	P	P	P	P
20	Ankita Mhatre	P	A	P	P	A	P	P	A	P	P
21	Tapasya Bhoir	P	A	P	P	P	P	A	P	P	P
22	Shruti Madav	P	P	A	A	P	P	P	P	P	P
23	Snehal Gundap	P	P	A	P	P	P	P	A	A	A
24	Vrushali Bhoir	P	P	P	P	A	P	P	P	P	P
25	neha kanaujiya	P	P	A	P	P	P	P	P	A	P
26	Aishwarya Bhundamare	P	P	P	A	P	P	P	A	P	P
27	Ankita Pawar	A	A	A	P	P	P	A	P	A	P

Manojm

Mr. Manoj Makawana
Course Co-ordinator



Mohane

Ms. Jyoti pohane
Head, Dept of Accountancy



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'B' Grade By NAAC, 2(f) & 12(B) Status by UGC

Accounting Program Certification

Certificate of Completion

"Congratulations"

This is to certify that Mr./Ms Tapasya Bhoir has successfully completed "BASIC INDUSTRIAL ACCOUNTING + TALLY ERP 9 COMBO" course conducted by Pragati Collage of Arts & Commerce Dombivli in association with ITAA EDUCATION PVT. LTD. with GRADE A.



Date: 31/3/2017
Place: Dombivli



Director
ITAA Education Pvt.Ltd.

Manoj
Course Co-ordinator
Pragati College

Pragati
Principal
Pragati College



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Accounting Program Certification

Certificate of Completion

"Congratulations"

This is to certify that Mr./Ms Pradnya Mhatre has successfully completed "BASIC INDUSTRIAL ACCOUNTING + TALLY ERP 9 COMBO" course conducted by Pragati Collage of Arts & Commerce Dombivli in association with ITAA EDUCATION PVT. LTD. with GRADE A.



Date: 31/3/2017
Place: Dombivli



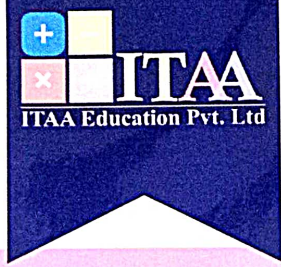
Director
ITAA Education Pvt.Ltd.

Munojm

Course Co-ordinator
Pragati College

Pradnya

Principal
Pragati College



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Pragati Collage of Arts & Commerce, Dombivli.
(Affiliate to the University of Mumbai)
'B' Grade By NAAC, 2(f) & 12(B) Status by UGC

Accounting Program Certification

Certificate of Completion

"Congratulations"

This is to certify that Mr./Ms Ankita Pawar has successfully completed "BASIC INDUSTRIAL ACCOUNTING + TALLY ERP 9 COMBO" course conducted by Pragati Collage of Arts & Commerce Dombivli in association with ITAA EDUCATION PVT. LTD. with GRADE A.



Date: 31/3/2017
Place: Dombivli



Director
ITAA Education Pvt.Ltd.

Munojm

Course Co-ordinator
Pragati College

[Signature]

Principal
Pragati College



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Accounting Program Certification

Certificate of Completion

"Congratulations"

This is to certify that Mr./Ms Kalpesh Shivalkar has successfully completed "BASIC INDUSTRIAL ACCOUNTING + TALLY ERP 9 COMBO" course conducted by Pragati Collage of Arts & Commerce Dombivli in association with ITAA EDUCATION PVT. LTD. with GRADE A.



Date: 31/3/2017
Place: Dombivli



Director
ITAA Education Pvt.Ltd.

Manoj M
Course Co-ordinator
Pragati College

Pravin
Principal
Pragati College



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Accounting Program Certification

Certificate of Completion

"Congratulations"

This is to certify that Mr./Ms Poonam Kurhade has successfully completed "BASIC INDUSTRIAL ACCOUNTING + TALLY ERP 9 COMBO" course conducted by Pragati Collage of Arts & Commerce Dombivli in association with ITAA EDUCATION PVT. LTD. with GRADE A.



Date: 31/3/2017
Place: Dombivli



Director
ITAA Education Pvt.Ltd.

Manojm
Course Co-ordinator
Pragati College

Pratibha
Principal
Pragati College



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Certificate of Completion

"Congratulations"

This is to certify that Mr./Ms Ankita Mhatre has successfully completed "BASIC INDUSTRIAL ACCOUNTING + TALLY ERP 9 COMBO" course conducted by Pragati Collage of Arts & Commerce Dombivli in association with ITAA EDUCATION PVT. LTD. with GRADE A.



Date: 31/3/2017
Place: Dombivli



Director
ITAA Education Pvt.Ltd.

Mangim
Course Co-ordinator
Pragati College

Pragati
Principal
Pragati College