

## Department Name: Department of Information Technology

Name of Program: TALLY

Duration: 22/02/2019 to 30/04/2019

### Objective of this course:

1. This course helps students to work with well-known accounting software i.e. Tally ERP.9
2. Student will learn to create company, enter accounting voucher entries including advance voucher entries, do reconcile bank statement, do accrual adjustments, and also print financial statements, etc. in Tally ERP.9 software
3. Accounting with Tally certificate course is not just theoretical program, but it also includes continuous practice, to make students ready with required skill for employability in the job market.

### List of Students enrolled with Sign:

*Department Name: Department of Information Technology*  
*Name of Program: TALLY*  
*Duration: 22/02/2019 to 30/04/2019*

Sr. No.	Name of the Student	Sign
1	Rojmin Kalim Khan	Rojmin
2	Pratiksha Mahagonkar	Pratiksha
3	Amisha Patil	Amishapatil
4	Gandhali Mane	Gandhali M.
5	Sneha Sunil Nikam	Sneha Nikam
6	Shweta More	Shweta
7	Mansi Rai	Mansi
8	Sakshi P Chavan	Sakshi

*pm*  
course-coordinator

PRAGATI COLLEGE  
Warananagar, Pune

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## **Course Content:**

- Level 1 :
  - Company Creation
  - Ledger Creation
  - Interest Calculation
  - Creating Financial Statement
- Level 2 :
  - Different types of Voucher
  - Journal
  - Purchase and Sales
  - Payment and Receipt
  - Debit/Credit Note
  - Customizing Vouchers
  - BOM – Bill of Material
  - Types of Inventory Vouchers
  - Setting Reorder Level
  - Order Processing
- Level 3 :
  - Taxation
  - TDS + GST
  - TCS + GST
  - GST
  - Service Tax + GST
  - Purchase/Sales Note
  - Automatic GST Voucher
- Level 4 :
  - Cost Centres
  - Payroll(payment slip)

## Assessment Procedure

Exam Duration: 1 hr  
Total Question MCQ:50  
Marks:100 marks


## Summary Report

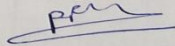
**Name of instructor:** Mrs.Ashwini Jadhav/Ms.Bharati Jain

Total students: 8

Thane Zilla Agari Shikshan Prasarak Mandal's  
**Pragati College of Arts & Commerce, Dombivli**  
(Permanently affiliated to the University of Mumbai)  
Certificate Course Activity Report of MSCIT and Tally  
A.Y.2018-19

Name of the Activity	Certificate Course in <u>TALLY</u>
Organised by	B.Sc(I.T)
Co-ordinator Name	Mrs.Rupali Patil
Admissions taken	10
Course Completed	10
Date of Course started	22/02/2019
Date of Course Completion	30/04/2019
Name of the Faculty	Mrs.Ashwini Jadhav/Ms.Bharati Jain



  
Signature  
Mrs.Rupali V.Patil  
(Course Co-ordinator)

## Learning Outcome

1. This course helps students to work with well-known accounting software i.e. Tally .
2. To make students capable to create company, enter accounting voucher entries including advance voucher entries, reconcile bank statement, do accrual adjustments, and also print financial statements, etc.
- 3 After successfully qualifying practical examination, students will be awarded certificate to work with well-known accounting software also print financial statements,
3. Students do possess required skill and can also be employed as Tally data entry operator.


## Attendance Sheet

T.Z.A.S.P.Mandal's  
PRAGATI COLLEGE OF ARTS & COMMERCE  
STUDENT ATTENDANCE RECORD  
Department Name: Department of Information Technology  
Name of Program: TALLY  
Duration: 22/02/2019 to 30/04/2019

Sr. No	Name	22-Feb	23-Feb	25-Feb	26-Feb	27-Feb	28-Feb	1-Mar	2-Mar	4-Mar
1	Rojmin Kalim Khan	P	P	P	P	P	P	P	A	P
2	Pratiksha Mahagonkar	P	P	P	P	P	P	A	P	P
3	Amisha Patil	P	P	P	P	P	P	P	P	A
4	Gandhali Mane	P	P	P	P	P	P	P	P	A
5	Sneha Sunil Nikam	P	P	P	P	P	P	P	P	A
6	Shweta More	P	P	P	P	P	P	P	A	P
7	Mansi Rai	P	P	P	P	P	P	P	P	P
8	Sakshi P Chavan	P	P	P	P	P	P	P	A	P

Sr. No	Name	5-Mar	6-Mar	7-Mar	8-Mar	9-Mar	11-Mar	12-Mar	13-Mar	14-Mar
1	Rojmin Kalim Khan	P	A	A	P	P	A	P	P	A
2	Pratiksha Mahagonkar	P	P	P	P	A	P	P	P	P
3	Amisha Patil	P	P	P	A	P	P	A	P	P
4	Gandhali Mane	P	P	P	A	P	P	A	P	P
5	Sneha Sunil Nikam	P	A	A	P	P	A	P	P	A
6	Shweta More	A	P	P	P	P	P	P	A	P
7	Mansi Rai	P	A	P	P	A	P	P	P	A
8	Sakshi P Chavan	A	P	A	P	P	A	P	A	P

Sr. No	Name	15-Mar	16-Mar	18-Mar	19-Mar	20-Mar	21-Mar	22-Mar	23-Mar	25-Mar
1	Rojmin Kalim Khan	P	P	P	P	P	P	A	P	P
2	Pratiksha Mahagonkar	P	P	P	P	P	A	P	P	P
3	Amisha Patil	P	P	P	A	P	P	P	A	P
4	Gandhali Mane	A	P	P	A	P	P	P	A	P
5	Sneha Sunil Nikam	P	P	P	P	P	P	A	P	P
6	Shweta More	P	P	P	P	A	P	P	P	A
7	Mansi Rai	P	P	P	P	P	A	P	P	P
8	Sakshi P Chavan	A	P	P	P	A	P	A	P	A


  
 Principal  
 PRAGATI COLLEGE  
 Dombivli (E)

## STUDENT ATTENDANCE RECORD

Department Name: Department of Information Technology

Name of Program: TALLY

Duration: 22/02/2019 to 30/04/2019

Sr. No.	Name	26-Mar	27-Mar	28-Mar	29-Mar	30-Mar	1-Apr	2-Apr	3-Apr	4-Apr	5-Apr
1	Rojmin Kalim Khan	A	A	P	P	P	P	P	A	P	P
2	Pratiksha Mahagonkar	P	P	P	P	P	P	P	P	P	A
3	Amisha Patil	P	P	A	P	P	A	P	P	A	P
4	Gandhali Mane	P	P	A	P	P	A	P	P	A	P
5	Sneha Sunil Nikam	A	A	P	P	P	P	P	A	P	P
6	Shweta More	P	P	P	P	P	P	A	P	P	P
7	Mansi Rai	A	P	P	P	P	P	P	A	P	A
8	Sakshi P Chavan	P	A	P	P	P	P	A	P	P	P

Sr. No.	Name	6-Apr	8-Apr	9-Apr	10-Apr	11-Apr	12-Apr	13-Apr	15-Apr	16-Apr	17-Apr
1	Rojmin Kalim Khan	A	P	P	A	P	P	P	P	A	P
2	Pratiksha Mahagonkar	P	P	P	P	P	P	P	P	P	P
3	Amisha Patil	P	A	P	P	P	P	A	P	P	P
4	Gandhali Mane	P	A	P	P	P	P	A	P	P	P
5	Sneha Sunil Nikam	A	P	P	A	P	P	P	P	A	P
6	Shweta More	P	P	A	P	P	P	P	A	P	P
7	Mansi Rai	P	P	P	A	P	P	P	P	A	P
8	Sakshi P Chavan	A	P	A	P	P	P	P	A	P	P

Sr. No.	Name	18-Apr	20-Apr	22-Apr	23-Apr	24-Apr	25-Apr	26-Apr	27-Apr	29-Apr	30-Apr
1	Rojmin Kalim Khan	P	A	A	P	P	P	P	A	P	P
2	Pratiksha Mahagonkar	P	P	P	P	P	P	A	P	P	P
3	Amisha Patil	P	P	P	P	P	P	P	P	P	P
4	Gandhali Mane	P	P	P	P	P	P	P	P	P	P
5	Sneha Sunil Nikam	P	A	A	P	P	A	P	A	P	P
6	Shweta More	P	P	P	P	P	P	P	P	P	P
7	Mansi Rai	P	P	A	P	P	P	A	P	P	P
8	Sakshi P Chavan	P	A	P	P	P	P	P	A	P	P



*Moham*  
Principal  
PRAGATI COLLEGE  
Dombivli (E)



## Certificate

Registered to Ministry of Human Resource Development Department of Higher Education,  
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**STATE INSTITUTE OF INFORMATION TECHNOLOGY**  
(A Council approved with an International Organization for Standardization - 9001:2008)  
An ISO 9001:2008 Certified Company



# Certificate

This is to Certify that  
*Mr. / Miss./Mrs.* **Khan Rojmin Kalim**  
has successfully Completed **Certificate Course In Tally.ERP9**  
**With GST**  
I passed the exam held in the  
month of **Oct 2019** I has awarded with the **A** grade,  
Duration of the Course from **Aug 2019** to **Sep 2019**

  
(Seal & Signature of AEC)


Authorised Signatory  
Siit Education  
(Head - IT Education and Certification)

**Date : 11/11/2019**

**AEC Name : InfoBright Computers, Deshmukh Homes, Kalyan(E)** **No. I:10026**

Verify your Certificate @ [www.siiitcertification.org](http://www.siiitcertification.org)