



<b>Semester: II</b>	
<b>Paper Name: Financial Software - Tally</b>	
<b>Type: Multidisciplinary Course</b>	<b>Code: M1BMS2323</b>
<b>Credit: 3</b>	<b>Marks: 50</b>

### LEARNING OBJECTIVES:

1. To develop clear understanding about computerized accounting system.
2. To make students capable of solving business problems using Tally.
3. To skill students to use computerized accounting software for real time applications.
4. To equip students to design computerized accounting system using Tally.
5. To train students in developing financial models.

### LEARNING OUTCOMES:

On successful completion of the course the learner will be able to:

- Equip students in use of accounting software for general accounting requirements.
- Enable students handle manufacturing concern accounting, service accounting and so on.
- Students will be equipped with the basics of the accounting cycle through accounting software.

### DETAILED SYLLABUS:

Unit No	Unit Name	Topic Details (# Lectures)	
1	Introduction to Financial Software	<ul style="list-style-type: none"><li>• Company creation with Accounting Features, Inventory Features and Statutory Features.</li><li>• Ledger creation, creation of Opening Balance Sheet.</li><li>• Creation of Stock Items with Stock Group and Stock Category, Units of Measurement, Taxation Details.</li><li>• Godown, Transfer of Materials across Godown.</li></ul>	4L
2	Voucher Entries – Basic voucher types	<ul style="list-style-type: none"><li>• Payment, Receipt, Contra, Journal Vouchers (Simple Transactions).</li><li>• Payment, Receipt, Contra, Journal Vouchers (with Cost Centre and Cost Category).</li></ul>	4L
3	Order Processing & Manufacturing Finished Goods.	<ul style="list-style-type: none"><li>• Purchase Cycle- Purchase Order, Receipt Note, Purchase Invoice (with Zero Valued Transactions and GST Calculation for Intrastate &amp; Interstate Transactions).</li><li>• Sales Cycle- Sales Order, Delivery Note, Sales Invoice (with Zero Valued Transactions and GST Calculation for Intrastate &amp; Interstate Transactions).</li><li>• Different Types of Billing.</li><li>• Order Rejections &amp; Order Returns (Purchase &amp; Sales).</li><li>• Production Formula &amp; Manufacturing Journal.</li></ul>	8L
4	TDS & Banking	<ul style="list-style-type: none"><li>• Simple Entries for Tax Deducted at Source for Professional and Legal Services.</li><li>• Bank Reconciliation Statement.</li></ul>	4L

5	Reports, Back Up & Restore	<ul style="list-style-type: none"> <li>• Budgets &amp; Controls.</li> <li>• GST Reports.</li> <li>• TDS Reports.</li> <li>• Back-up and Restore of Existing Companies.</li> </ul>	4L
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**SUGGESTED TEXT BOOKS/ READING MATERIALS:**

1. *Tally Education Pvt. Ltd., "Official Guide to Financial Accounting Using Tally. ERP9 with GST", BPB publications*
2. *CA Roshan Lodha, Computerised Accounting System and E-Filing of Tax Return, Lawpoint Publication*
3. *Information Technology for Management; Ramesh Behl; TMH.*
4. *Vikas Gupta, ComdexTally.ERP9 Course Kit with GST and MS Excel, Dreamtech*