



Marathwada Shikshan Prasarak Mandal's  
**Vinayakrao Patil Mahavidyalaya**  
Vaijapur, Dist. Aurangabad

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A Report on  
Certificate Course in  
**“Computerized Accounting”**  
Date: 24<sup>th</sup> Jan. 2022 -26<sup>th</sup> Feb. 2022

Organized by  
**Department of Commerce**  
**Under UGC STRIDE Scheme Component-I**

## **“Certificate Course in Computerized Accounting”**

### **Introduction:**

Under the UGC STRIDE Scheme Component –I Department of Commerce and Telly Soft Services Pvt. Ltd. Conducted a **“Certificate Course on Computerized Accounting”** during **24<sup>th</sup> Jan. 2022 – 26<sup>th</sup> Feb. 2022**

Due to the COVID 19 pandemic situation the training was conducted online through Google Meet. After completing online training two days Hands-on practice was arranged in the Central Computer Lab from 10 am to 3 pm. 30 students were enrolled for this course.

### **Objectives of the Course:**

1. To train students in the area of construction of various financial & accounting reports using accounting software
2. To impart hands-on functional knowledge to the students on accounting software.
3. To make a bridge between academic knowledge and professional implementation.
4. To introduce business graduates in the computer-aided accounting information system Tally.ERP 9.
5. To provide first-hand knowledge on the procedure of analyzing, recording and reporting of financial transaction in Tally.ERP 9.

**Resource Person: Mr. Sachin Kathar,**

Well known Tally.ERP9 Trainer from Aurangabad

### **Outline of the Course:**

Tally ERP 9 is a perfect business management solution and GST software. With an ideal combination of function, control and customizability built in, Tally. ERP 9 permits business owners and their associates to do more. It is a complete product that retains its original simplicity yet offers comprehensive business functionalities such as Accounting, Finance, Inventory, Sales, Purchase, Point of Sales, Manufacturing,

Costing, Job Costing, Payroll and Branch Management along with compliance capabilities for GST too. Tally.ERP 9 Release is packed with rich capabilities for quick and easy GST return filing, helping business owners and tax consultants to minimize rejection of returns in the GSTN portal.

This training was mainly based on various types of accounting information/entries etc. A detailed discussion was held on the accounting information as to what are groups and ledgers. Students were taught about stock groups, Stock items and units of measures are created. They were made to practice the various entries for a particular company, the maintenance of groups ledgers and inventory. Participants were also imparted knowledge of the area related to taxation. Trainer made the students to create groups and ledgers. It was a good learning session for the students. Entire training on Tally ERP was very informative, interactive and knowledgeable.

### **Day wise Training Report:**

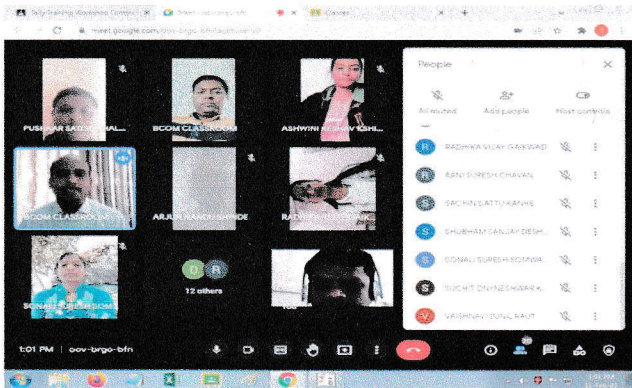
| <b>Day</b> | <b>Date</b>               | <b>Topics Covered</b>   |
|------------|---------------------------|---|
| 1.         | 24 <sup>th</sup> Jan 2022 | Basic of Accounting (Meaning of accounting, Rules of accounts, Types of accounts, Journal Entries) Introduction of Tally.ERP9, Company Creation, Alter Company, Shut Company, Select Company, Create Group of Accounts, alter, Display. |
| 2.         | 25 <sup>th</sup> Jan 2022 | How to Create Accounts (Ledger), Alter, Display, Single Mode and Multiple Mode. Trial Balance   |
| 3.         | 27 <sup>th</sup> Jan 2022 | Classification Vouchers, Contra Voucher, Payment Voucher, Receipt voucher, Purchase Voucher, Sale, Debit note, Credit Note  |
| 4.         | 28 <sup>th</sup> Jan 2022 | Journal Entries, Reports-Treading Account, Profit and Loss A/c, Balance Sheet, Accounts Books   |
| 5.         | 29 <sup>th</sup> Jan 2022 | Journal Entries, Sales Register, purchase Register,   |

|     |                           |   |
|-----|---------------------------|---|
| 6.  | 31 <sup>st</sup> Jan 2022 | Inventory Creation  |
| 7.  | 1 <sup>st</sup> Feb. 2022 | Purchase and Sales Voucher with Inventory, Introduction GST                                   |
| 8.  | 2 <sup>nd</sup> Feb. 2022 | GST   |
| 9.  | 3 <sup>rd</sup> Feb. 2022 | Receivables and Payables  |
| 10. | 4 <sup>th</sup> Feb. 2022 | Actual and Bill Qty, Trade Discount, Nil Rate Item Invoice and Cost Category and Cost Centers |
| 11. | 5 <sup>th</sup> Feb.2022  | Banking   |
| 12. | 7 <sup>th</sup> Feb. 2022 | Order Processing  |
| 13. | 8 <sup>th</sup> Feb. 2022 | Order Process Practice Paper  |
| 14. | 9 <sup>th</sup> Feb. 2022 | TDS   |
| 15. | 18 <sup>th</sup> Feb 2022 | Hands-on Practice (5Hrs.)   |
| 16. | 26 <sup>th</sup> Feb 2022 | Hands –on Practice (5 Hrs.)   |
| 17. | 5 <sup>th</sup> Mar. 2022 | Final Examination   |

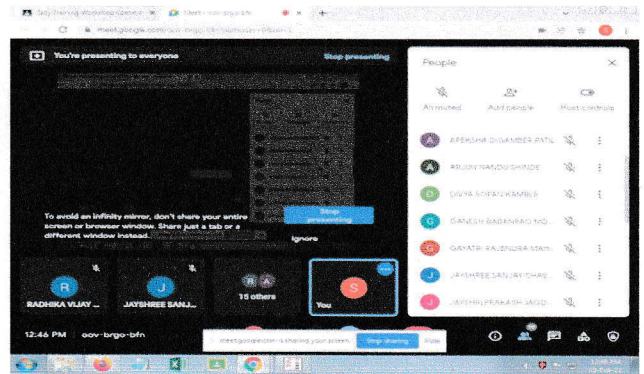
  
**Head of Dept. Commerce**  
**Vinayakrao Patil Mahavidyalaya**  
**Vaijapur**

  
**PRINCIPAL**  
**Vinayakrao Patil Mahavidyalaya,**  
**Vaijapur Dist.Aurangabad**

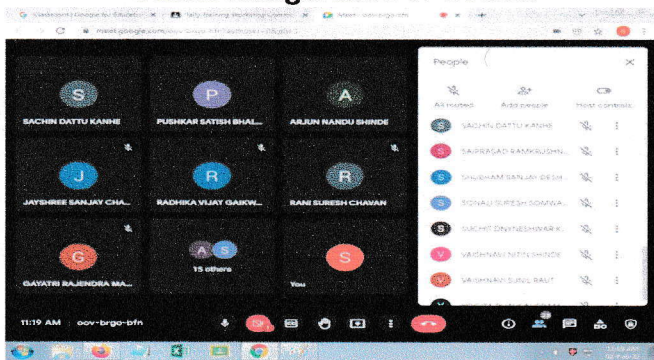
**Glimpse of the Course:**



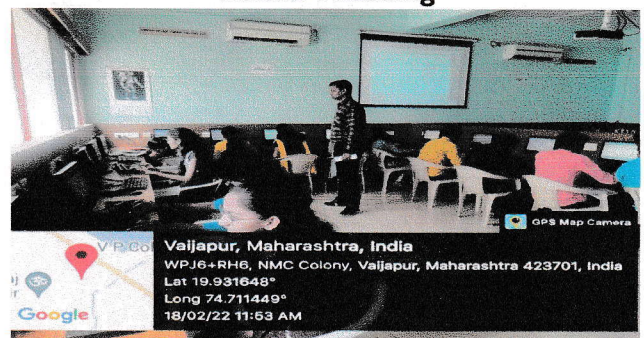
**Online Inauguration of Course**



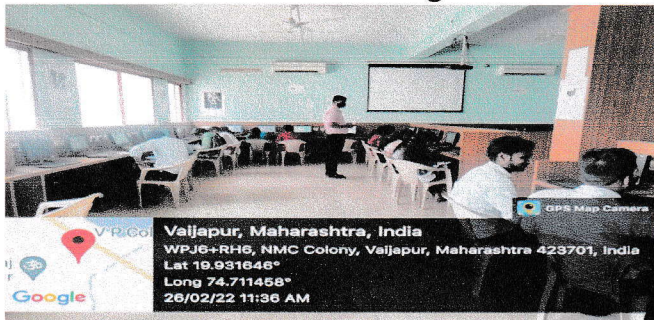
**Online Teaching**



**Online Teaching**



**Hands-on Practice on Tally.ERP 9**



**Hands-on Practice on Tally.ERP 9**



**Final Examination**

*[Signature]*  
**Head of Dept. Commerce**  
**Vinayakrao Patil Mahavidyalaya**  
**Vaijapur**

*[Signature]*  
**PRINCIPAL**  
**Vinayakrao Patil Mahavidyalaya,**  
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Marathwada Shikshan Prasarak Mandal's  
VINAYAKRAO PATIL MAHAVIDYALAYA, VAIJAPUR.

Department of Commerce

Certificate Course in Computerised Accounting  
Under UGC STRIDE Scheme Component-I

List of Student

| Sr.No | Name of the Students        | Contact.No. (Wtsp) | E-mail                        | Category | Address  |
|-------|-----------------------------|--------------------|-------------------------------|----------|--|
| 1     | Deshmukh Shubham Sanjay     | 8600052642         | sd886082@gmail.com            | General  | At Dawala Tq. Vaijapur Dist. Aurangabab            |
| 2     | Shinde Vaishnavi Nitin      | 9579485440         | vaishnavishinde2510@gmail.com | VJNT     | 27, Godavari Colony, Tq. Vaijapur                  |
| 3     | Zalte Shubham Shivnath      | 7447557391         | zalteshubham45@gmail.com      | OBC      | At Post Shivoor, Tq. Vaijapur                      |
| 4     | Chavan Jayshree Sanjay      | 8983338629         | jayshreec799@gmail.com        | OBC      | Sumati Colony, Yeola Road Near NMC Tq. Vaijapur    |
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| 18    | Shinde Arjun Nandu          | 9096930463         | shindearjun606@gmail.com      | OBC      | Ukkadgaon, Tq. Kopargaon Dist. Ahmednagar          |
| 19    | Kamble Divya Sopan          | 9673008311         | yogeshsk68@gmail.com          | SC       | At Nagina Pimpalgaon Tq. Vaijapur                  |
| 20    | Somwanshi Sonali Suresh     | 7498189715         | somwanshisonali@gmail.com     | General  | At Ladgaon Tq. Vaijapur                            |
| 21    | Kalaskar Suchit Dnyaneshwar | 7972621321         | suchitkalaskar79@gmail.com    | OBC      | Shivoor Bangla, Tq. Vaijapur                       |
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| 23    | Shelar Kishor Mukteshwar    | 8788863327         | kishorshelar8687@gmail.com    | NT-B     | At Post Chinchadgaon Tq. Vaijapur                  |
| 24    | Kshirsagar Ashwini Keshav   | 9960902746         | ashukshirsagar99@gmail.com    | General  | Patil Galli Tq. Vaijapur                           |
| 25    | Rajput Karishma Kishorsing  | 8983718002         | www.sunnyshmarajput@gmail.com | VJNT     | Maha Rana Pratap Road, Pardeshi Galli Tq. Vaijapur |
| 26    | Gavde Vaishnavi Raosahab    | 8080155595         | vaishnavigavade22@gmail.com   | NT-C     | Patil Galli Tq. Vaijapur                           |
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