TALLY CLASSES

Tally.ERP9 & Tally Prime | Sales |Services & Education

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Course: Tally Basic & Advance

Weeks	Days		Syllabus
1st Week	Day1	2	(Accounting what, why & how | Double entry system of accounting | Types of accounts | Rules of Dr./Cr.)
	Day3	4	(History | Versions | License & Pricing)
	Day5	6	(Interface of Tally | Shortcut Keys | Features | Configuration)
2nd Week	Day7	8	Accounting Masters (Groups | Ledgers)
	Day9	10	Accounting Masters (Groups | Ledgers)
	Day11	12	Inventory Masters (Stock group | Stock items | Unit of measure)
3rd Week	Day13	14	Accounting Vouchers (Contra	Payment	Receipt	
	Day15	16	Accounting Vouchers (Sales | Purchase | Debit Note | Credit Note)
	Day17	18	Accounting Vouchers (Journal)
4th Week	Day19	20	Inventory Vouchers (Stock journal | Physical Stock Verification)
	Day21	22	Basic Reports (Balance Sheet | Profit & Loss | Trial Balance | Accounting Reports | Inventory Report)
	Day23	24	Exam (Theory | Practical | Viva)
5th Week	Day25	26	Advance Accounting Features (Invoicing & Company Logo)
	Day27	28	Advance Accounting Features (Credit Limit)
	Day29	30	Advance Accounting Features (Voucher Class in Payment Receipt Sales Purchases)
6th Week	Day31	32	Advance Accounting Features (Banking - cheque printing, reconciliation, deposit slip, payment advice)
	Day33	34	Advance Accounting Features (Banking - cheque printing, reconciliation, deposit slip, payment advice)
	Day35	36	Advance Accounting Features (Banking - cheque printing, reconciliation, deposit slip, payment advice)
7th Week	Day37	38	Advance Accounting Features (Bill wise details)
	Day39	40	Advance Accounting Features (Bill wise details)
	Day41	42	Advance Accounting Features (Bill wise details)
8th Week	Day43	44	Advance Accounting Features (Cost center & cost category)
	Day45	46	Advance Inventory Features (Standard rates | Price level price list)
	Day47	48	Advance Inventory Features (BOM)
9th Week	Day49	50	Other Features (Split company data)
	Day51	52	Backup & Restore
	Day53	54	Exam (Theory | Practical | Viva)
10th Week	Day55	56	GST (Introduction to GST | Types of dealers | Threshold limit)
	Day57	58	GST (Payment of Tax | Types of returns in GST)
	Day59	60	GST (Enable GST in Tally.ERP9 | Masters creation)
11th Week	Day61	62	GST (Basic Transactions in GST)
	Day63	64	GST (Advance Transactions in GST, like discount, transportation, voucher class)
	Day65	66	GST (Returns in GST - GSTR-3B)
12th Week	Day67	68	GST (Returns in GST - GSTR-1)
	Day69	70	GST (Returns in GST - GST Portal)

| Day71 | 72 | Exam (Theory | Practical | Viva) |