

NITECH Computer Education & Training Centre

Master Tally Assesment Partner(MTAP) - UP

1st Floor, Regal Plaza (Above Utkarsh Bank), Sector-16, Indira Nagar, Lko – 16



8604587611 / 9532490807 / 8130888289 Phone : **0522-4062409**

Tally Essential Comprehensive (Includes Level 1, Level 2 & Level 3)

Eligibility: Graduate/MBA/BBA

Duration – 120 Hrs

- Fundamentals of Accounting
- Introduction to Tally Prime
- Maintaining Charts of Accounts
- Recording and Maintaining Accounting Transactions
- Banking
- Generating Financial Statements and MIS Reports
- Data Security
- Company Data Management
- Storage & Classification of Inventory
- Accounts Receivable and Payable Management
- Purchase & Sales Order Management
- Tracking Additional Costs of Purchase
- Cost / Profit Centre Management
- Budgets & Scenarios
- Generating & Printing Reports

Goods and Service Taxes including Latest amendment till Tally Prime release 6.0

- Introduction to Goods and Service Tax (GST), E-Way Bill, GST E-Invoicing, GST in Tally Prime
 - Hierarchy of Calculating Tax in Transaction
 - Recording GST Compliance Transaction
 - E-Way Bill Report in Tally
 - Input Tax Credit set off against Liability
 - GST Tax Payment
 - Generating GST Returns for Regular Dealer in Tally
 - Filling GST Return in Tally
 - Generating E-Invoice in Tally Prime
 - Quarterly Return Monthly Payment Scheme
 - Composition Dealer under GST Regime
- Tally Essential Addendum **Tally Prime 6.0**
- Tax Deducted at Source
- Management of Business Data
- Moving to next Financial Year

Documents Required for Admission :

- ✓ 4 Latest Clear Color Photo
- ✓ Qualification Set – One
- ✓ Aadhar Card Copy or PAN

Course Highlights

Student Login ID – Student Login ID is provided by Tally on their web portal for accessing the Updated Digital Content and video till One year

Case Study – Case Study on “Real Life Business Scenarios”.

Certification – Tally Education Pvt. Ltd., Bangalore (**Makers of Tally**) – Which is Industry preferred Certification which takes your career to the next level.

Placement Portal Access – In Student Login ID student can free access to JOB PORTAL for accessing the **PAN India Jobs** based on Tally and its Certifications.