



(International School of Accountancy)

## PROPOSAL

**Course Name** : **Computerized Accounting (Tally ERP 9)**

**Course Description** :- Our short term course on Accounts and Finance are keeping in mind the need of today's generation. This course is designed to help students understand the basic concept and application of manual accounting and computerized accounting.

**Total Duration** : **20 – 30 Hrs**

**Course Syllabus** :

- **Typewriting**
  - Alphabet and Numeric Typing
  
- **Tally ERP 9**
  - Company Creation
  - Ledger Creation
  - Account Group Creation
  - Inventory Creation
  - Transaction Posting
  - Bill wise Details
  - Godown
  - VAT/GST
  - Reports Analyzing
  
- **Interview Class**

**Pulikkal Building , 2<sup>nd</sup> Floor,  
Opp. Bustand, Kottakkal  
Malappuram (Dts),Kerala, India  
Pin :676503  
Mob: 8 11 3 88 77 88**