

P.T.E.C

Priyam's Tally Excellence Centre

A RANGE OF COURSES THAT TURN BEGINNERS TO EXPERTS

Why its wise to learn Tally at PTEC?

- Over 16 years industry experience.
- 9 yrs of association with Tally Company.
- Over 8000 customer interactions.
- North India's fastest growing Tally Partner.
- Rajasthan's No. 1 Service & Solution Partner / Provider.
- Known for Tally consultancy & implementation services / corporate training.
- Largest solution provider for Govt. business of Tally
- Experienced faculty with core knowledge of industry requirement.
- CA Guided Training - Job Training at CA Place.
- Quality controlled Problem Solution class.
- Interaction with Tally Company Team.
- 1:1 Machines, Workshops & Seminars, Grooming Sessions.
- Creator & Developer of:

100%
JOB
ASSISTANCE



Academy

Tally

Priyam's

Tally Excellence & Technology Training Centre

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Tally

Authorized Master Tally Partner | Authorized Service Centre | ERP Education Partner | Rajasthan's First Tally Integrator Partner

ARCH 0141-2360511



Why Accounting as a Career?

CAREER PROSPECTS

An Accountant is required in each & every company, firm or organization & it is required forever. Therefore, this profession has very vast scope & long career prospects which is not there in other fields.

The downward graph of the industries like IT/ Service/Marketing etc. is unable to bring this profession down. New Technologies & other Careers may be volatile but ACCOUNTING will never be.

Why become a Tally ERP Professional?

- Tally is the most widely used Accounting & Inventory system in India and abroad.
- Tally takes care of Complete Accounting Advanced Inventory & meets all the statutory requirements like VAT,TDS,Service Tax,FBT,TCS,Excise(both for Traders & Manufacturers). It has Payroll covering PF, ESI,Gratuity etc and generates large number of MIS Reports.
- Over 90% companies (Whether big or small) in India use Tally business management software.Tally is used across the most diverse business segments and sizes-including Corporate, Multi-national, Government organizations and medium sized enterprises as well.
- Learning complete Tally can ensure an immediate JOB anywhere in India.
- Option to be listed on the Tally Web for Job Opportunities in India and Abroad.

Why Smart Accountant?

- E filling has become the order of the day. Income Tax Department was the first to start'e filling of TDS, Return in year 2004. After its huge success, every department started accepting Returns electronically. Today TDS, ITR, MCA, Service Tax, Excise, Vat Returns are compulsorily to be filed electronically in most cases.
- Accountant has become an old concept, now it is time for'e Accountant.'e'accountant is one who knows Computerized accounting with 'e'filling concepts. 'e'Accountant course will comprise of Income Tax and 'e' Filling of Income Tax Returns, TDS and 'e'Filling of TDS Returns,VAT and 'e'Filling of VAT Returns, Company Law and 'e'Filling of ROC Returns.

Think Tally - Think Priyam

Priyam Infosystems private Ltd. is a fastest growing partner of Tally solutions private ltd. bangalore & a very credible name in business community & accounting domain,Having rich experience of selling & implementation of Business application software for last 16 yrs.PIPL has given solutions to more than 6000 satisfied users & providing various value added & business continuity servicesto Tally usersin entire state.PIPL's immense efforts & solutions with value based solutions trusted in users community as Think Tally. Think Priyam.

COURSES OFFERED

• Basics of Computers

MS-Office: Covering MS word, Excel, power Point & Internet

Duration

Amount

• Tally Manager Accounts

Tally.ERP 9 advance course plus Income Tax covering e filling of Income Tax/TDS/FBT/Service Tax/Excise/VAT returns /Company Law/PF/ESI etc.

Duration

Amount

• TDL (Tally Definition Language) Programmer

A futuristic Tally technology fabric language to create Tally extensions & customize programs to cater unique or specific requirement of Tally users.

Eligibility: Operations knowledge of Tally.ERP 9

Additional Advantage if having some knowledge of programming concepts.

Duration

Amount

LEARNING • CERTIFICATION • PLACEMENT

Covering every angle to give you a winning career



TALLY FOR BEGINNERS

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MODULE 1: Introduction

• Basics of Accounts (Use to with Double Entry System) • Fundamentals of Tally • Basics of Tally.ERP9

MODULE 2: Creation (Single Or Multiple)

• Creation of Company & Configuration • Accounting Master Creation / Alteration / Display • Inventory Master Creation/Alteration/Display
• Stock categories creation/usage & report • Shortkeys related master creation & alteration • Hierarchy of Masters

MODULE 3: Transaction

• Basic Transaction (Purchase, Sales, Payment, Receipt, contra, journal) (with inventory) • Maintaining of Bill wise bill details & reporting
• Alteration of Entries • Shortkeys related to entries • Entries related to sales return & purchase return • Post Dated entries & report

MODULE 4: Advance Transaction entries (Sales & Purchase Processing)

• Creating credit limits to Debtors • Bank Reconciliation • Entries of challan through receipt/delivery Note (tracking no.) & report
• Entries of rejection in / out against receipt/delivery note • Order processing & order summary • Maintaining Godown & Godown wise stock summary
• Inter Godown Transfer between branch • Invoice creation in different format & its configuration • Zero Value entries • Item wise discounting

MODULE 5: Statutory & Taxation

• Value Added Tax (Include its return & annexure with E-Return) • Central sales tax (include return, form receivable & payable) • Tax deducted At source

MODULE 6: Reporting

• Final Accounts & configuration (Balance sheet, profit & loss, trial balance) • Day book, cash/bank book, ledger account, group analysis
• Stock summary, item wise stock analysis, stock group wise stock analysis • Godown wise stock summary • Multi accounting printing of accounts
• Two column /three column cash book printing • Printing of whole accounts of particular financial year • Printing of confirmation letter to parties • Reminder letter printing for parties

MODULE 7: Advance Features

• Backup/ restore of Data • Exporting Report/final accounts in excel • Web-publishing of report from tally • Support centre (Tally.Net feature) • Shortcut Keys & Hotkeys

ADVANCE TALLY TRAINING PROGRAMME

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MODULE 8: Advance accounting features

• Voucher class for auto entry (In Invoice format)
• Cost Centre
• Cost Allocation of expenses • Pre defining cost centre • Using pre allocation of expenses
• Using more than one category for separate reporting • Maintain project/job wise report
• Interest calculation on debtors/creditors • Maintain budgets (To analyze variance according to actual)
• Ledger wise, group wise & cost centre wise
• Creating memorandum & optional vouchers • Maintain scenario (for forecast balance sheet & its variance)
• Multi currency-Maintain different currency & its exchange rate • Creating reversing journal (That will reverse after specific date)*

MODULE 9: Advance inventory features

• Track additional cost to allocate exp. to per item cost (In purchase voucher) • Multi price levels retail/wholesale • Free quantity Entry (In purchase & sales voucher)
• Maintain batch wise (medical & non medical) • Process accounting in manufacturing units • Manufacturing journal using BOM & additional cost (Automation)
• Maintain reorder level, minimum level of stock & report • Entry of physical stock & report

MODULE 10: Advance Statutory & Taxation

• Manufacturing excise-Creation masters, voucher, excise unit, stock items.
• Transaction of purchase raw material, manufacturing, sale entry.
• Statutory report-Daily stock register,ER1/ER3 form, CENVAT Analysis • Printing invoice as per government norms
• Dealer excise creation masters, purchase stock, sales entry(excise duty pass on) & invoice
• Service tax (include statutory reports) • Tax collection at source (include return & e-return) • Fringe benefit tax

Module 11: Payroll

• Creation/alteration of employees, employee group, salary heads, salary details & units • Entry of attendance & payroll (automation)
• Print pay slips, salary register, Monthly attendance register • Employee wise salaries break up. • Print payment advice for bank payment.
• In statutory, maintain PF, ESI, PT & gratuity and its statutory forms.

Module 12: Advance Reports & Printing Features

Accounts related

• Ageing report of outstanding (payable/receivable) • Complete statistic report • Day to day transaction report • Registers- purchase, sales, journal
• Cash flow/fund flow statement • Exception report(negative ledger/stock, over due payable/receivable)

Inventory related

• Ageing report of stock item (differentiate fast & slow moving) • Movement analysis (group wise, item wise, ledger wise, stock transfer wise)
• Cost estimation report (By using BOM) • Stock query (complete stock primary summary)

Additional feature

• Cheque printing of different bank through payment voucher • Generate report as user defined (By Alt + 12, Ctrl + 12) • Multi lingual feature
• ODBC Compatibility (printing labels) • Import & Export of Data • Migrating data • Creation of Group Company • Split of Data- Usage and process

Module 13: Tally.NET Features

• Maintain licenses & registration details • Maintain support centre & knowledge resource • Access data at remote location through Internet (tally.net) • Control center management

Module 14: Tally Technologies

• Rewriting of data (at data corruption) • Data Anaylasis • License activation & reactivation of tally • Surrender of license (In Tally & control centre)



Tally

- Over 90% companies in India use Tally
- High need of Tally ERP Professionals

Become a Tally ERP Professional

JOIN

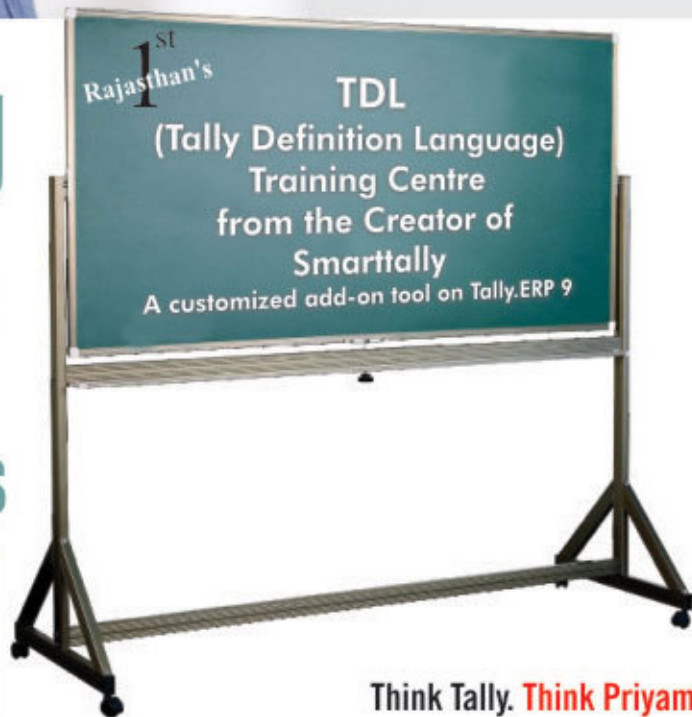
Priyam's

Tally Excellence & Technology
Training Centre

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Training the Next Generation of Accounting Professionals



Think Tally. **Think Priyam**

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