

Department of Commerce
School of Social Science and Humanities
Value Added Course - Tally Prime 4.0

Tally prime 4.0 course was inaugurated on **24th June 2024** by Department of Commerce, School of Social Sciences and Humanities in association with **M/s JM Education Initiatives Pvt Ltd**, Chennai. More than 60 students were enrolled out of which our peer team shortlisted **45 students** for the course.



The tally course was handled by **Mr. Narayana Babu** for **40 hours**, examination was conducted at the end of the session. The course was successfully completed on **01st July 2024**.



The valedictory event was held at the commerce computer lab on 18th July 2024 and the event was inaugurated by **Dr. K. Soundrapandian**, Head-Department of Commerce who delivered the welcome address. **Prof. Dr. Ayub Khan Dawood**, Dean, School of Social Science & Humanities gave the presidential address and distributed the certificates to all the students along with the **Chief Guest CA. John Moris**, Managing partner and **CA. A. Vijay Stephen**, Partner M/s. **John Moris & Co**, Chartered Accountants, Chennai



The special address was given by chief guest **CA. John Moris** emphasized the students to understand the current commerce industry demand and power of habits & good handwriting and gained knowledge from this course on a regular basis to master in tally and try to apply in your day-to-day life so that it will give more fruitful in your career as well. If possible, try to apply the same in your family business to enrich your knowledge.

The participants gave positive feedback, and all were highly satisfied with this value-added course, and they requested to continue this kind course for the forthcoming academic years too. The program was co ordinated by **Mr. R. Sebastin, Assistant professor**, Department of Commerce. The programme was end up with vote of thanks by the course co-coordinator.

The following students are successfully completed the tally prime 4.0 course:

S.N O	NAME	RRN
1	AKASH.K. S	211291601129
2	AJAY S	211291601127
3	AKASH S	211411601042
4	AHAMED IBRAHIM	211451601006
5	AADHITHIYA M	211291601122
6	AMARNATH G	211411601043
7	BAVADARANI R	211291601135
8	AYAN HALDER	211491601006
9	BHARATHI. S	231291601081
10	BLESSWIN THOMAS C	211291601215
11	CANDICE JOENNA L	211291601103
12	CHRISTINA. K	221291601072
13	DINESH. G	221291601075
14	DIVYALAKSHMI Y	211411601009
15	ELAKIYA LAKSHMI N	211451601012
16	GANESH ARAVIND K	221291601079
17	FOUZIYA R N	211291601022
18	GOPIKA R	221291601081
19	HARIPRIYA.B	211411601010
20	HARISH R	221291601084
21	HEMANTH KUMAR S	211291601029
22	JEEVARATHINAM.S	221291601085
23	JEGAN.P	211291601240
24	JESINDHAN N	221291601087
25	JOEL VARGHESE RAJU	211291601105
26	KARTHICK KUMAR. K	211291601152
27	LEKHA SRI K	211291601045
28	MAHATHI M	211291601047
29	MANIMEGALAI S	211291601158
30	MOHAMED ABDULLAH S	231291601105
31	NABEEL CHABIR AHAMED	211451061031
32	MOHAMMED AASIM.M	211411601019
33	NIRANJAN R	221291601106

34	MOHAMMED MUZAMIL I	211411601021
35	PURUSHOTHAMAN. G	211291601183
36	RIYASING.R	221411601088
37	RAMYA. U	221451601033
38	SHESHATHRI T	211291601088
39	ROSHINI P	231291601038
40	SNEHARITHA R	211291601110
41	SNEKHA S	211411601038
42	SUSINTHARAN.S	21129160206
43	TATA SRI K	211291601112
44	SWETHA V	211291601096
45	TRACY STEPHINA S	231291601044
46	YUVARAJ.R	211291601213

GLIMPSES





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Tally Prime
Detailed Syllabus for 30 Hrs.

1. Basics of Accounting Principle – Golden Rules of Accounts
 - a. Personal
 - b. Real
 - c. Nominal(With definition, example & debit, credit rules)
2. Company Creation
3. F11 – Features
 - a. Accounting Features
 - b. Inventory Features
 - c. Statutory Features – (GST & TDS)
4. F12 – Configurations
5. Accounting Master Creations
 - a. Accounting Groups
 - b. Accounting Ledgers (with & without opening balance)
 - c. Cost Center
 - d. Multi-Currency
6. Inventory Master Creations
 - a. Stock Group
 - b. Stock Item
 - c. Stock Category
 - d. Unit of Measures
 - e. Multiple Godowns
7. Statutory Master Creations
 - a. GST Masters
 - b. GST based Creditors & Debtors
 - c. TDS Master
8. Voucher Entries
 - a. Purchase Voucher with GST
 - b. Sales Voucher with GST
 - c. Purchase Return (Debit Note) with GST
 - d. Sales Return (Credit Note) with GST
 - e. Payment to Creditors (with bill-wise details)
 - f. Payment for Expenses
 - g. Receipt from Debtors (with bill-wise details)

- h. Receipt from Income / Sale of Assets
 - i. Sales Invoice for Service Income including GST
 - j. TDS based expense voucher
 - k. Contra Entry
 - l. Journal Entry
9. BRS – Bank Reconciliation Statement
10. Generation of Reports
- a. Trial Balance
 - b. Trading - Profit & Loss
 - c. Balance Sheet
 - d. Cash Flow & Funds Flow
 - e. Day Book
 - f. Outstanding Payable & Receivable with aging analysis
 - g. Stock Summary
 - h. Item Summary
 - i. Godown Summary
 - j. TDS for 26AS
 - k. GSTR-1 & GSTR-3B
11. Security Features
- a. Setting up Password Protection
 - b. Tally Vault Password
12. Export & Import
13. Backup & Restore

Inauguration Invitation



Department of commerce
School of Social Sciences and Humanities
in association with
M/s John Morries Chartered Accountants, Chennai

Presents



Hands on Training on Tally

June 24th 2024 | 09:30 AM | Commerce Computer Lab

Felicitation Address

Dr. D. Ayub Khan Dawood
Dean, School of Social Sciences

Special Address

CA. A. Vijay Stephen
M/s.A.John Moris &Co., Chartered Accountants

Co-ordinator

Dr. K. Soundarapandiyan
Profesoor & Head,
Department of Commerce

Mr. R. Sebastin
Assistant Professor,
Department of Commerce

Department of Commerce, SSSH,
in association with
JM Education Initiatives Private Limited,
Chennai

Cordially invite you all to Valedictory Function & Certificate Distribution
on

TALLY

Presidential Address

**Dr. D. Ayub Khan
Dawood**
Dean – SSS&H

Special Address

CA. A. John Moris CA. A. Vijay Stephen
M/s. A. John Moris & Co., M/s. A. John Moris & Co.,
Chartered Accountants Chartered Accountants

Co-ordinators

Dr. K. Soundarapandiyar
Head- Commerce

Mr.R.Sebastin
Assistant Professor

18th July 2024
Commerce Computer Lab

Certificate



Feedback from Participants



Ajay .S, B.com General 3rd Year

The Tally prime course was an excellent experience. The faculty ensured that all our doubts were thoroughly addressed, enabling us to grasp a grip of accounting and gst concepts . The programme significantly enhanced our knowledge of GST. The examples and interactive sessions made the learning process engaging and effective.



Aadhitiya. M , B.com General 3rd Year

The Tally Prime course, organized by the Department of Commerce and John Moris Initiatives Pvt Ltd, was a nice experience. Over the course of one week, we gained valuable knowledge on Tally. The sessions were insightful, providing us with a comprehensive understanding of practical approach in tally. The programme was well-structured and highly informative, significantly enhancing our accounting skills



Lekha Sri .K , B.com General 3rd Year

The facilitator's expertise and engaging delivery made complex accounting transaction accessible. The materials provided were helpful for further learning. Overall, a valuable learning experience!

THANK YOU