

LUCKNOW PUBLIC COLLEGE OF PROFESSIONAL STUDIES

TALLY ACCOUNTING

Duration (40 Hours)

Course Specific outcomes: The main objective of this course is to introduce students to the latest version of Tally.ERP9. It provides the advanced concepts of computerized accounting in terms of Tally.ERP9. After completing this course students will be able to understand how Tally.ERP9 can be used to maintain computerized accounts. As all business accounting is done using computers, rightly trained computerized accounting professional can easily secure jobs.

Unit-I (15 hours)

Introduction to Accounting System: Interrelationship of Computer and Accounting, Application of Computer in Accounting, Purpose of Accounting System.

Basics of Computerised Accounting System: Concept, Features of Computerized Accounting, Advantages, Limitations, Sourcing of Accounting Software, Types of Accounting Packages.

Fundamentals of Tally.ERP9: Introduction, Features of Tally.ERP9, Technological Advantages of Tally.ERP9, Application areas, Mouse/Keyboard conventions.

Unit-II (15hours)

Working with Company: Main area, Company information menu, Creating a company, Loading a company, Select company, Gateway of Tally, Accounts/Inventory information.

Using Company Features: Accounting features, Inventory features, Alter a company, Delete a company.

Maintaining Group Company in Tally.ERP9: Pre-defined groups of accounts in Tally.ERP9, Mapping between Real, Personal, nominal A/cs and Tally Groups, Walkthrough for creating chart of Accounts, Group – Create, Alter & Delete, Ledgers – Create, Alter & Delete.

Unit-III (10 hours)

Accounting Voucher Entry: Accounting voucher, Predefined vouchers in Tally.ERP9, Creating, displaying & altering voucher types, Debit & Credit rules for vouchers.

Voucher Entry Configuration: Voucher entry configuration for accounts, Identification of transactions for different vouchers.

Recording transactions in Tally.ERP9: Recording of cash & credit transactions.


(Dr. Vivek Shukla)

Course Coordinator


Dean Academics
Lucknow Public College of Professional Studies
Vinamra Khand, Gomti Nagar, Lko.
Dean Academics


(Dr. Anil Singh)
Principal
Lucknow Public College of Professional Studies
Vinamra Khand, Gomti Nagar, Lko