



**Master Tally
Training + Certification
(Tally Authorised Training Partner)**



Learning Collaborations



Global Certifications



Intro to the TALLY Program

A specialist, an expert is always learning and growing their craft. They are on an endless journey of exploring, acquiring, discovering new ideas and concepts. Our Tally Courses and Tally Certifications ensure we are a part of this endless journey. The primary to professional courses give our students an all-encompassing learning platform and experience. The various concepts explained through illustrations, self-learning videos and real-life industry-based scenarios help establish a strong foundation for your Accounting and Financial career.

About the TALLY Certification

This course is designed for clearing the Tally Global Certification. The entire course content is in line with the certification program and helps you clear the certification exam with ease and get the best jobs in top MNCs.

As part of this training, you will be working on real-time projects and assignments that have immense implications in real-world industry scenarios.

At the end of this program, there will be an assessment that perfectly reflects the type of questions asked in the certification exam and helps you score better marks.

TechVidya Course Completion Certificate will be awarded upon the completion of the project work and upon scoring at least 60% marks in the final assessment.

Prerequisites of the TALLY Program

- This course assumes no previous experience, and takes you from the absolute beginner concepts and then goes into more detail. Commerce degree or equivalent such as B.Com, M.Com, a degree in Finance, a bachelor's or master's in Account or Finance, and basic computer knowledge.

Modules covered under TALLY Master Training Program

Module 1: User Interface and Company Management

- Introduction to Tally Prime
- Installing Tally Prime License Server
- Creating a Company
- Data Path for Tally Prime Companies
- Altering and Deleting Company
- Gateway of Tally and User Interface

Module 2: Accounting Master Ledgers

- Understanding Ledgers
- Creating Ledgers
- Creating Multiple Ledgers
- Altering and Deleting Ledgers
- Practical Examples

Module 3: Accounting Master Groups

- Understanding Groups
- Creating Groups
- Altering and Deleting Groups
- Practical Examples

Modules covered under TALLY Master Training Program

Module 4: Bill wise Debtors and Creditors Ledgers

- Using Practice Files
- Configuring Bill wise Details
- Examples on Creating Bill wise Ledgers
- Bill wise Reporting

Module 5: Accounting Vouchers

- Vouchers Configuration
- Using of Voucher in Double Entry Mode
- Contra Voucher
- Payment Voucher
- Receipt Voucher
- Journal Voucher
- Voucher Class & Configuration

Module 6: Cost Centres and Cost Categories

- Understanding & Implementation of Cost Centres
- Practical Examples
- Understanding & Implementation of Profit Centres
- Practical Examples
- Cost Centre & Category wise Reporting

Modules covered under TALLY Master Training Program

Module 7: Budget and Control

- Budget Masters and Configuration
- Budget Reporting and Analysis
- Practical Examples

Module 8: Multi-Currency

- Configuring & Implementation of Multiple Currencies
- Entries for Foreign Transactions
- Forex Gain and Loss
- Fluctuation Reporting

Module 9: Interest Calculation

- Activating & Implementation of Interest Calculation
- Simple & Compound Interest Calculation
- Aging wise Outstanding Report
- Interest Receivable & Payable Report
- Practical Examples

Module 10: Credit Limit

- Configuration & Implementation of Credit Limit
- Credit Limits for Customers
- Practical Examples

Modules covered under TALLY Master Training Program

Module 11: Reversing and Optional Vouchers

- Reversing & Optional Voucher Management
- Reversing & Optional Voucher Reporting
- Practical Examples

Module 12: Banking Feature

- Auto Cheque Printing
- Bank Reconciliation Process & Implementation
- Banking Report
- Negative Balance Report

Module 13: Other Accounting Feature

- Zero-Valued Entries
- Multi Mailing Address
- Company Logo

Module 14: Inventory Master Creation

- Stock Group & Category
- Stock Item
- Unit of Measure
- Godown Creation & Reporting
- Voucher Type & Class

Modules covered under TALLY Master Training Program

Module 15 : Inventory Vouchers

- Sales & Purchase
- Debit Note & Credit Note
- Stock Journal
- Manufacturing Journal
- Physical Stock

Module 16 : Billing Features

- Zero Valued Entries
- Different Billing and Actual Quantity
- Additional Cost of Purchase
- Discount Column on Invoice

Module 17 : Price Level & Price List

- Price Level & Listing Masters & Implementation
- Customize Price Level
- Customize Price Listing
- Practical Examples

Module 18 : Purchase Order Processing

- Purchase Order Process
- Purchase Order Voucher with Examples
- Receipt Note (Inventory) with Examples
- Rejection-Out Voucher with Examples
- Pre-Closure of Order

Modules covered under TALLY Master Training Program

Module 19 : Sales Order Processing

- Sales Order Process
- Sales Order Voucher with Examples
- Delivery Note (Inventory) with Examples
- Rejection-IN Voucher with Examples
- Pre-Closure of Order

Module 20 : Manufacturing Vouchers

- Bills of Material
- Voucher Class for Manufacturing & Implementation
- Stock Transfer & Journal
- Computation of Manufacturing Cost
- Job Costing
- Practical Examples

Module 21 : Re-Order Level & Closing Stock Valuation

- Understanding & Implementation of Re-Order Level
- Importance of Re-Order Level
- Re-Order Level Reporting
- Understanding Closing Stock Valuation
- Calculation of Closing Stock as per FIFO, LIFO & Avg. Cost

Modules covered under TALLY Master Training Program

Module 22 : Batch Wise Details

- Understanding Inventory Batches
- Implementation of Batch Details
- Practical Examples

Module 23 : Printing Configuration

- Sales Invoice
- Letter of Confirmation
- Printing Payment and Receipt Vouchers
- Printing Various Other Reports
- Printing Configuration in Tally
- Printing Financial Reports

Module 24: TDS (Tax Deducted at Source)

- Introduction to TDS
- Feature & Configuration of TDS
- Creating TDS Masters
- TDS Rates & Threshold Limit
- Implementation of TDS Transactions
- Understanding Challan 281
- Payment of TDS via Challan 281 (Online & Offline Mode)
- TDS Returns (Salary & Non-Salary)
- Live Session on TDS Return
- TDS Report & Extraction of Report

Modules covered under TALLY Master Training Program

Module 25 : GST (Goods & Services Tax)

- Introduction to GST
- Feature & Configuration of GST
- Creating GST Masters
- Understanding Place of Supply
- IGST, SGST & CGST Classification
- Implementation of GST Transactions
- Understanding of Composition Scheme
- Reverse Charge Mechanism under GST
- Unregistered Dealer Supply
- Import & Export of Goods
- Nil Rated, Exempt, SEZ & Deemed Export
- Adjustment of Tax Credit
- Generating E-Way Bill
- GST Payments
- Types of Return (Registered & Composition Dealer)
- Filing of GST Returns
- GST Report & Extraction of Report

Modules covered under TALLY Master Training Program

Module 26 : TCS (Tax Collection at Source)

- Introduction to TCS
- Feature & Configuration of TCS
- Creating TCS Masters
- TCS Rates & Threshold Limit
- Implementation of TCS Transactions
- TCS Payment & Returns
- TCS Report & Extraction of Report

Module 27 : Payroll

- Introduction to Payroll
- Creating Payroll Masters
- Generation of Employee Database
- Salary Structure - Attendance & Leave Calculation
- Accounting for PF, ESI and other Compliances
- Accounting for Income Tax
- Processing Payroll
- Payroll Reports

Modules covered under TALLY Master Training Program

Module 28 : Data Sharing

- Backup and Restore
- Split Company Data
- Import & Export of Data
- E-Mailing
- Synchronization of Tally Dat

Module 29 : Data Security

- Security Control Setup
- User Security Control
- Password Policy

Module 30 : Miscellaneous

- Inserting Vouchers
- Duplicating Entries
- Split Company Data
- Merge Tally Companies

Modules covered under **TALLY Master Training Program**

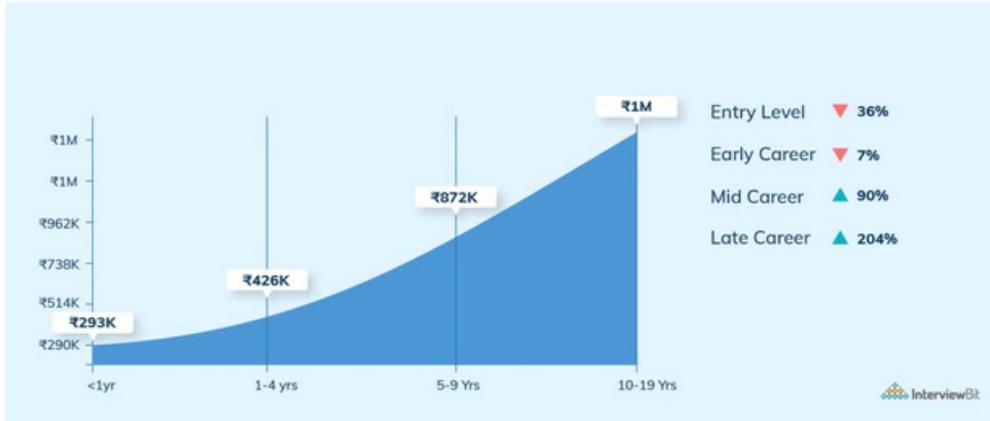
Module 31 : Finalization & Reporting

- Finalization Process
- Depreciation Entries
- Balance Sheet as per Schedule VI
- Profit & Loss Account as per Schedule VI
- Trial Balance
- Stock Summary
- Ratio Analysis

Module 32: Projects And Interviews

- Covering all the concepts
- Project Work
- Resume Preparation
- Interview Question Preparation

Benefits as **TALLY Professional**



Our Training Benefits as **Tally Master Program**

- Our complete training is constructed as per the current industry standard.
- Live Project & Industrial Based Training.
- One of the biggest team of Certified Expert & Competent Trainers.
- Easy to understand study material.
- Regular and Weekends classes for IT & Software training is provided.
- Interaction, analysis and case studies are an integral part of the training.
- Smart Labs with Real Latest Equipments.
- Students are free to access the labs for an unlimited number of hours
- Free Study Material, e-PDFs, Video Trainings, Sample Questions.
- Globally Recognized Course Completion Certificate.
- The ability to retake the class at no-charge as often as desired.
- One-on-One attention from instructors.
- Helps students to take knowledge of complex technical concepts.
- Post Training Support will help the students.
- Personality Development & Interview Preparation classes.
- 100% Job Assistance with dedicated training & placement team.



Join One of the Best Tally Training Institute in India

(In-Class & Live Online Training by Industry Experts)



5740+
Batches Completed



68806+
Students Trained



470+
Skilled Instructors



Our Latest Reviews



Hi All, I am Shilpa and i have done my Certification from TechVidya. The study environment is good and trainers are full of knowledge. I personally recommend TechVidya Institute to all the students who looking for quality education and sincere about there future.

I am grateful to TechVidya - both the faculty and the Training & Placement Department. They've made efforts ensuring maximum number of placed students. The Institute started grooming us for placements in the first few months including courses such as Professional Excellence Program and Professional Skills Enhancement. I suggest to join TechVidya which comes under top 10 IT & Software training institute.



Hi I am Amit Kumar and my Enrollment ID with TechVidya is TV230967. I completed my Certification from TechVidya. They provides IT & Software courses in more practical & real scenario basis. Complete project based training help me to sharpen my technical skills.

TechVidya has always believed in helping and guiding its students and it was no different during the placement time. Regular classes held to help us with our aptitude and technical skills. Recommend to all the students who looking for best computer classes with quality education. Thanks TechVidya for explore my career.



RECORD BREAKING PLACEMENTS 100% JOB PLACEMENT ASSISTANCE

MEET OUR PLACED STUDENTS



Anand Pandey
Newgen



Sumi Singh
R Systems



Baldev Singh
Star Solutions



Meenakshi
Chetu India



Neha Bisht
PayTM



Jeewan Singh
Aavishkar Ent.



Prem Prakash
MPS Limited



Career Assistance Services



Career Oriented Sessions



Throughout the Course



Resume & LinkedIn Profile Building



After 70% of the Course Completion



Mock Interview Preparation



After 80% of the Course Completion



1 on 1 Career Mentoring Sessions



After 90% of the Course Completion



Assured Interviews



After 90% of the Course Completion



1 Year Placement Assistance



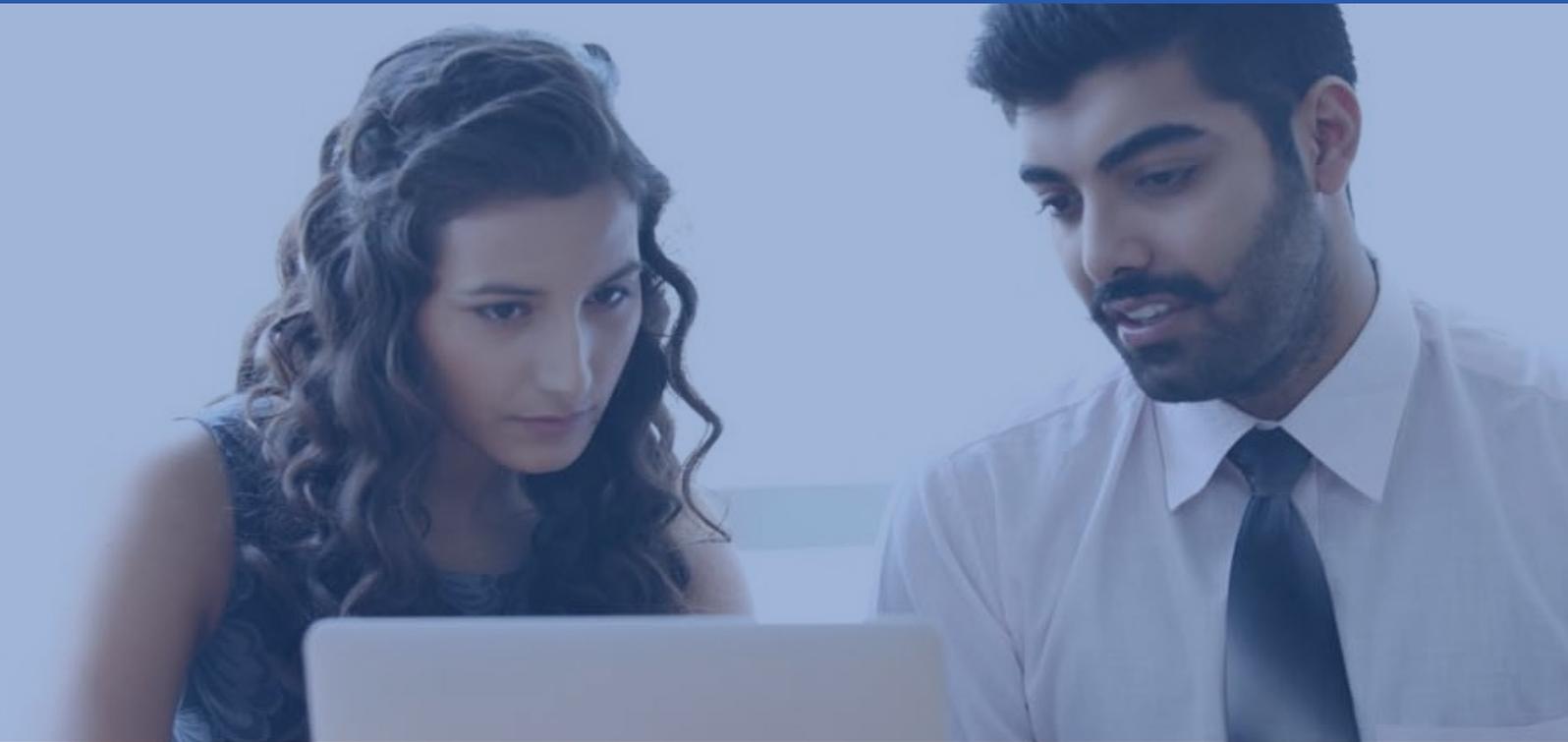
After 100% of the Course Completion





Our Top Placement Partners





TechVidya In News



08-Jan

ET Now- Startup Central

TIMESNOWNEWS.COM

22-Dec

What skills in demand & how should upgrade?

THE HINDU
BusinessLine

14-Nov

Turning executive education into class act

EducationTIMES
EST. ESTABLISHED

30-Sep

TechVidya Campaign
#StayUpdatedStayAhead

YOUR
STORY

02-Sep

How TechVidya enhance learning experience

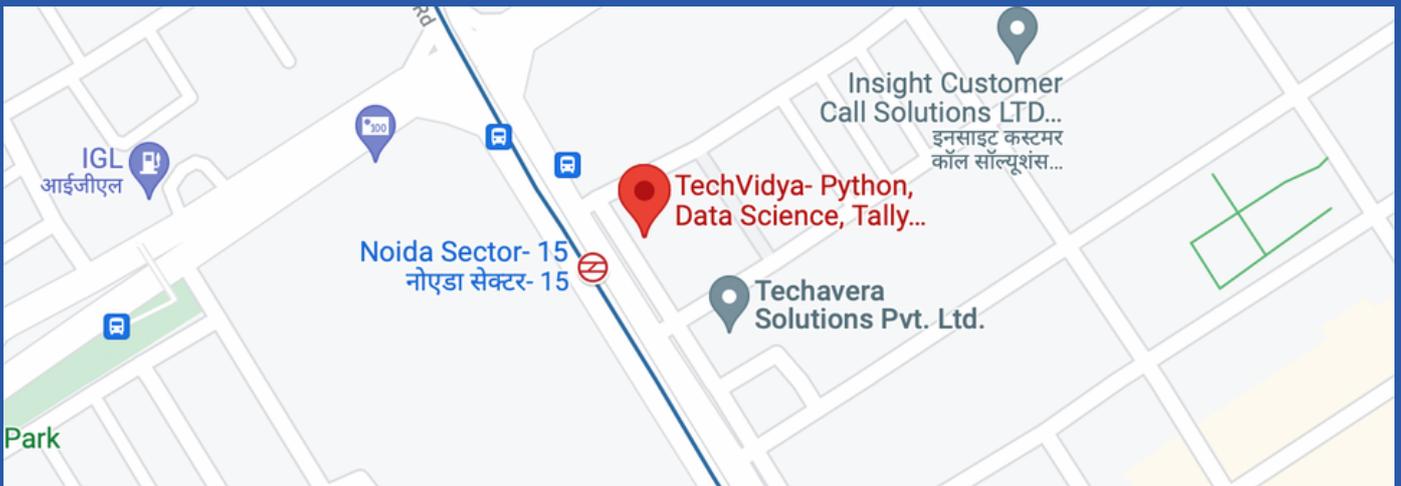
THE ECONOMIC TIMES

16-Jun

The journey of an EduTech Company



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