

CERTIFICATE COURSE IN TALLY.


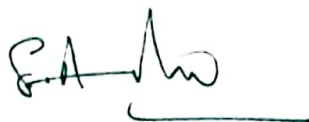
ACADEMIC YEAR 2016-17

DEPARTMENT OF COMMERCE

NO. Of Participants: 30

**GOVERNMENT DEGREE COLLEGE,
KORATLA.**

DIST: JAGTIAL-505326



Principal
GOVT. DEGREE COLLEGE
KORATLA, Dist. Karimnagar

Koratla

Date:14-10-2016

To

The Principal,

Government Degree College,

Koratla.

Sir,

Sub: Permission for Certificate Course in Tally-Req-Reg.

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Department of Commerce wants to organise certificate course in Tally to enable students to acquire skill for employment in our college in zero hours. We want to conduct classes free of cost. Classes will run daily 1 hour for 30 days i.e. 30 hours duration. Kindly permit us to conduct the course.

Thanking you sir,

Yours faithfully




(S.ASHOK)

Department of commerce

Government Degree college,

koratla.


Permitted

Principal
GOVT DEGREE COLLEGE
KORATLA, Dist. Karimnagar

NOTICE

Date:15-10-2016

All the Students are here by informed that certificate course in Tally course is starting from 18-10-2016 .It will have duration of 30 working days. It will end on 30-11-2016 (30 days) in our college. All the students should utilise and get trained. After completion of course Certificates will be issued. It will be free of cost.

Interested students contact with Department of Commerce.


Principal,
GOVT. DEGREE COLLEGE,
KORATLA.
Govt. Degree College,
Koratla.

SYLLABUS FOR TALLY

Unit- I Basics of Accounting:

Types of Accounts, Golden rules of Accounting: Accounting Principles, Concepts and conventions.

Double entry system of Book Keeping Mode of Accounting Financial Statements, Transactions, Recording Transactions.

Unit-II Introduction of Tally:

Creation of company-Groups-Ledgers, Pre defined Vouchers, displaying-Altering-Deleting of vouchers.

Reports: Account books-Registers. Statement of Accounts.

Daybook, cash and Bank books-Final Accounts of sole Traders.

Unit-III Accounts with Inventory:

Creation of company with Inventory and stock creation of stock groups stock categories-stock items, go downs-unit of measure-Inventory vouchers-Inventory reports.


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ABOUT THE COURSE:

It is very popular accounting software which indeed helps a small and medium business. Tally has some unique features comparing to other accounting packages, it became famous because of its features and user friendliness, below some important general Technology, accounting and inventory features are discussed.

Objectives:

After doing this course you will be able to

- This course is designed to impart knowledge regarding concepts of Financial Accounting.
- Tally is an accounting Package which is used for learning to maintain Accounts.

Job Opportunities:

Tally is useful for Students to get placements in different offices as well as companies in Accounts department like:

- Accounts Executive.
- Junior Accountant.
- Tally Operator.
- Accounts Assistant.
- Book Keeper.



Principal
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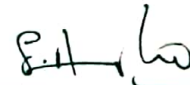
Government Degree College, Koratla

Department of Commerce

1.1.2 Certificate/Diploma Programmes

Year of Introduction of the course	Name of the course	HT.NO	Name of the students
2016-17	Certificate Course in Tally	704614402001	BIGULLA MAHESHWARI
		704614402003	THANGALLAPPELLY MAHESH
		704614402004	MANDA AJAY
		704614402005	BANDI SOUMYA
		704614402006	DUVAKA NAVARANJANI
		704614402007	GOTTIPADATA SRIKANTH
		704614402008	EDLA GANESH
		704614402009	YATELLI MADHU
		704614402010	VOTARIKARI CHANDRA SHEKAR
		704614402013	CHITIMELLI MANIRAJ
		704614402014	VOTARIKARI SHIVAPRASAD
		704614402016	SUDDALA RAJESHAM
		704614402017	BOLLEPALLY KISHAN
		704614402018	DONPAL KALYANI
		704614402019	JAGARLA NARESH
		704614402020	PADALA RAMYA
		704614402021	SONNA ANJALI
		704614402022	RIZWANA BEGUM
		704614402023	MUKKERA DINESH
		010122239	SHAIK ASIF
		704615402001	DONPAL SRAVANI
		704615402003	SAYED RIZWAN
		704615402005	RACHAKONDA SHIVACHARAN
704615402007	RACHAKONDA SOUJANYA		
704615402008	DAMA RAMYA		
704615402009	MADDELA SHIVA		
704615402010	MOHAMMAD SALEEM		
704615402011	MUTHYALA MAHENDAR		
704615402012	DASARI GANESH		
704615402013	LAKKAMPELLI NAGAHARIKA		

Sign of the lecturer



Name of the Lecturer

S. Ashok

Designation

Lecturer in Commerce


Principal
GOVT. DEGREE COLLEGE
KORATLA, Dist. Karimnagar

Faculty:

The Classes shall be conducted by the faculty of Commerce

GOVERNMENT DEGREE COLLEGE, KORATLA.

DURATION OF THE COURSE: 30HRS

NO OF TIMES OFFERED IN A YEAR: ONCE

**CERTIFICATION: ALL SUCCESSFUL STUDENTS SHALL BE AWARDED A
CERTIFICATE.**



Principal
GOVT. DEGREE COLLEGE
KORATLA, Dist. Karimnagar

GOVERNMENT DEGREE COLLEGE, KORATLA - 505 326, DIST. JAGTIAL

ATTENDANCE OF THE STUDENTS OF CERTIFICATE COURSE IN TALLY -2016-17

FROM 18-10-2016 TO 30-11-2016 (30 WORKING DAYS)

SNo	Admn / Hall Ticket No.	Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Attendance Percentage	
1	704614402001	BIGULLA MAHESHWARI	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25							
2	704614402003	THANGALLAPELLY MAHESH	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25							
3	704614402004	MANDA AJAY	1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25						
4	704614402005	BANDI SOUMYA	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25							
5	704614402006	DUVAKA NAVARANJANI	1	2	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25						
6	704614402007	GOTTIPADATA SRIKANTH	1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25						
7	704614402008	EDLA GANESH	1	2	3	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25						
8	704614402009	YATELLI MADHU	1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25						
9	704614402010	VOTARIKARI CHANDRA SHEKAR	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25							
10	704614402013	CHITIMELLI MANIRAJ	1	2	3	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25						
11	704614402014	VOTARIKARI SHIVAPRASAD	1	2	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25						
12	704614402016	SUDDALA RAJESHAM	1	2	3	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25						
13	704614402017	BOLLEPALLY KISHAN	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25							
14	704614402018	DONPAL KALYANI	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25							

Signature

Principal
GOVT. DEGREE COLLEGE
KORATLA, Dist. Karimnagar

SNo	Admn / Hall Ticket No	Name	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Attendance Percentage			
15	704614402019	JAGARLA NARESH	1	1	2	3	4	5	6	7	8	9	8	9	9	10	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25				
16	704614402020	PADALA RAMYA	1	2	3	4	5	6	7	8	9	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29			
17	704614402021	SONNNA ANJALI	1	2	3	3	4	5	6	7	7	8	9	10	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29		
18	704614402022	RIZWANA BEGUM	1	2	2	2	3	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29		
19	704614402023	MUKKERA DINESH	1	2	3	4	5	5	6	7	8	9	10	11	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29			
20	10122239	SHAIK ASIF	1	2	3	3	4	5	6	6	7	8	9	10	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29		
21	704615402001	DONPAL SRAVANI	1	2	2	3	3	4	5	6	7	7	8	9	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
22	704615402003	SAYED RIZWAN	1	1	1	2	2	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
23	704615402005	RACHAKONDA SHIVACHARAN	1	2	3	4	4	4	5	5	6	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
24	704615402007	RACHAKONDA SOUJANYA	1	2	3	4	5	5	6	7	8	9	10	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29			
25	704615402008	DAMA RAMYA	1	2	2	3	3	4	5	6	7	8	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29		
26	704615402009	MADDELA SHIVA	1	2	3	4	4	4	5	6	7	8	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29		
27	704615402010	MOHAMMAD SALEEM	1	2	3	4	5	5	6	7	8	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29			
28	704615402011	MUTHYALA MAHENDAR	1	2	3	4	5	6	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
29	704615402012	DASARI GANESH	1	2	3	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30			
		LAKKAMPPELLI NAGARAJA	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30				

Principal

GOVT DEGREE COLLEGE
KORAPUTTA, Dist. Karimnagar



GOVERNMENT DEGREE COLLEGE, KORATLA

DIST: JAGTIAL-505326.

(Affiliated to Satavahana University)

CERTIFICATE

This is to Certify that Mrs. / Miss Bandi Soumya Studying B.Com (CA) with hall ticket Number 7046/440205

Has attended **"CERTIFICATE COURSE IN TALLY"**

From 18-10-2016 to 30-11-2016 at the Department of Commerce and his/her participation is highly appreciable.

S. Ashok
Course in charge
(S. Ashok)

[Signature]
Principal
GOVT DEGREE COLLEGE
KORATLA, Dist. Karimnagar