## GOVERNMENT DEGREE COLLEGE GAMBIRAOPET RAJANNASICILLA DEPARTMENT OF COMMERCE FREE CERTIFICATE COURSE IN TALLY 2021-2022

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2) Creation of Company. Groups and Sedges.
3) Voches Altering and deleting of Voches.
Ay Reports, Account Books, Registers
5) Bank Reconciliation Statement. Day book.
6) Final Decounts.
7) Creation of Company with inventory and Itack.
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Ofjectives of Tally
1) This Course is designed to impast Janowlege
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2) Osed for leasuring to maintain accounts.
3) usefull for Commerce Students to got placeplacements in different Companies.
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Benifets of Tally Course:
The Tally course is largely longical to the freshees who use pursuing a cure in accounting or those who want to manage books of account for a fism
Now odays, business account dependent on Tally is increasing day by day, due to that, The segular demand box Tally  Proffessionals is increasing.
The demand for Tally projetsionals will at increase.
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5)	Chatsaboyina Dechana.	2018	U	P	P	P	P	P
6)	E. Favana	2030	U	P	P	P	P	P
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36)	Dishiya	2007708			20010077	P	P	P	P	P	P	P	P		
37)	D. Sushma	19077086402	STEEL STREET	B-Gm III yo	100000000000000000000000000000000000000	P	P	P	P	A	A	P	P		
37)	Ch. Manoka	9 9 9 8	2008		P	P	PP	PP	P	P	A	P	2		
40)	E. Nikitha	A B H B	2009	1 9 9	P	P	P		P	P	AP	A	0 9		
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45)	O. Shietsha P. Nasesh		2021	4 9 8	P	100	200	P	1000	Clear N.	A	P	P		
46)	D. Maruyha	9 9 A 9 9	2022	gran c	ASSES	,			Carlo III	- A. S. S.	A	P	0		
48)	O. Kanya	PAPA	2020	9 9 9	PA	0010		0000	100 E	P	P	P	P.		
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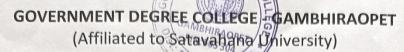




GOVERNMENT DEGREE COLLEGE GAMBIRA DE RAJANNASICILLA

DEPARTMENT OF COMMERC TALLY MULTIPLE CHOICE QUESTION PAPER Marks 20 Name of the student: Course: 1. Which menu appears after starting Tally for the first time (a) gateway of tally (b) company info (c) display (d) none of these 2. Which option is used in tally to make changes in create company (b) company (a) select company (c) alter (d) none of these 3. We can change the company information from (b) backup company info (a) company info (d) shift company (c) alter company info 4. You can show details of debtors and creditors by activating (a) maintain bill book (b) maintain bill wise details (c) maintain references (d)none of these 5. How many inbuilt accounts groups are in tally by default (a) 29 (d) 34 (b) 31 (c) 25 6. Discount to column is available in (b) purchase invoice (a) sales invoice (d) none of these (c)both a and b 7. We can get the report of interest from (b) cash and fund flow (a) account books( (d) statement of accounts (c) inventory books 8. Single entry book is applicable for a.. (a) received voucher (b)Contra voucher (c) payment voucher (d) all of these 9. Party account can be created through (b) group creation window (a) inventory creation window (d) any one of them (c) ledger creation window G.D.C.Gambhiraopet Dist:Rajanna Sircilla-505304

10. We can change the company information GAMBHIRAOPET (a) company info (b) split company data PIN: 505 304 (b) company info (d) company info alter Pajanna Siri 11. Manufacturing journal creates (a) stock (b) journal (c) receipts (d) general 12. For export of data from company to company tally uses (a) ASDP format (b) XML format (c) ascii format (d) none of these 13. Transfer from main cash to pretty cash you require to (a)pass voucher (b) Contra payment (c) receive (d) none of these 14. To show the check number press (a) F11 (b) F 12 (c) ctrl + F11 (d) CTrl + F12 15. To activate job costing which options requires to be activated (a) maintain VAT (b) maintain cost centre (d) both a and b (c) use cost centre for job costing 16. Service tax report can be seen from (a) display statutory masters (b) the book (c) display account books (d) display statutory report 17. Data folders of a company consists of (a) 3 digits (b) 4 digits (c) 5 digits (d) 6 digits 18. Which group is selected in input VAT or output VAT (a) sundry creditors (b) direct expenses (c) indirect expenses (d) direct taxes 19. Which shortcut key are used to display test of inventory reports which in balance sheet (b) F9 (c) f10 20. Which option is used to view list of primary and secondary groups in tally (b) list (a) accounts (c) list of accounts (d) none of these Prin cipal G.D.C.Gambhiraopet Dist:Rajanna Sircilla-505304



DEPARTMENTS OF COMMERCE

Academic Year - 2021-2022

## Students Feed Back Analysis on Certificate Course in $\underline{\mathit{TALLY}}$

	Name of the Lecturer: K.	Mahesh		Subject	: Commer	ce	
SI. No.	Questionnaire	Excellent	Very Good	Good	Average	Poor	Total
1	Syllabus	9	1				10
2	Coverage of Syllabus	8	1	1			10
3	Explanation of the topics	7	2	1			10
4	Teaching Mehods	8	2				10
5	Interaction	7	2	1			10
6	Doubts Clarification	7	2	1			10
7	Teacher Presentation	7	3				10
8	Generating interest	6	1	3			10
9	Time Maintenance	7	1	2			10
10	Overal opinion	7	1	2			10
Re	marks of the Principal on Certificate Course						

X. Mall

Prin cipal Principal G.D.C.Gambhiraopet Dist:Rajanna Sircilla-505304



## **DEPARTMENT OF COMMERCE**

## FREE CERTIFICATE COURSE IN TALLY

2021-2022

Certificate course summery

Name of the course:

Tally

Name of the course co-ordinator: K. Mahesh

No.of Students attended course:

No.of Students course completed: 42

No. of hourse of the course taken: 30

Date of the course(from-to):

21/03/2022 to 05/05/2022

G.D.C. Carring liraopet Dist:Rajanna Sircilla-505304