Syllabus

Tally ERP

- Company Creation
- Setting up a New Company
- Data Storage – Master and Non Master data
- Types of Master & Non Master data
- Voucher Type
- Gateway of Tally – Buttons
- Activate Company Features
- Accounting, Inventory, Statutory & Tax features
- Gateway of Tally Menu – Accounting and Inventory features
- Accounting Info and Inventory Info – Creation of Ledger, Group and Items
- Voucher creation
- Bank Reconciliation
- Payroll
- Cost Centre, Cost Category, Bill of Materials
- Budget & Control
- GST features
- TDS and TCS features
- Trial Balance, Profit & Loss Account and Balance Sheet
- Back up & Restore
- Data Security