



**YENEPOYA**

(DEEMED TO BE UNIVERSITY)

Recognized under Sec 3(A) of the UGC Act 1956


Accredited by NAAC with 'A' Grade


**Deralakatte, Mangaluru -575018**

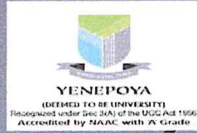
**Value Added Course**

**Certificate course on Tally ERP9 with GST**

**VAC 101**

ATTESTED  
  
Dr. Gangadhara Somayaji K.S.  
Registrar  
Yenepoya (Deemed to be University)  
University Road, Deralakatte  
Mangalore-575 018, Karnataka

  
15/05/2020  
PRINCIPAL  
The Yenepoya Institute of Arts, Science,  
Commerce & Management  
Balmatta, Mangaluru-575002



THE YENEPOYA INSTITUTE OF ARTS  
SCIENCE COMMERCE AND MANAGEMENT


In Collaboration with  
**VIKAS ACADEMY**

Organises  
Add-on Course  
on

**Tally ERP9 with  
GST**

**2018-19 Onwards**

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## **Tally ERP9 with GST**

### **Please Note:**

*Certificates will be issued to all the participants*


### **For more information contact:**

Yenepoya Institute Of Arts, Science, Commerce and  
Management

Balmatta Road, Mangaluru-575001

Website-[www.yiascm.in](http://www.yiascm.in)

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COMMERCE AND MANAGEMENT**

**Add-on Course**

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**2018-19 Onwards**

# Contents

## Certificate course on Tally ERP9 with GST

The Yenepoya Institute of Arts, Science, Commerce and Management, Yenepoya (Deemed to be University) offers 30 hours ADD ON Course once in a year for III Year Students.

### Goals:

To introduce the students to the Basic of Accounts and the usage of Tally with GST for accounting purpose.

### Objective:

- The course is designed to provide complete knowledge of Tally with GST.

### Course Content

- Goods and Service Tax Refresher
- Computerized Accounting and Practices
- Income Tax Basics
- Advance Excel and Reporting Utilities

## 1. GOODS AND SERVICE TAX REFRESHER

### I. CGST Act

#### a. Basic Definitions

- Detailed Study of important definitions like Aggregate Turnover, Business vertical, Composite Supply, Mixed Supply, Casual Taxable Person, Agent, Input, Audit, Exempt Supply, India, Job Work, Location, Manufacture, Non taxable Supply, Turnover in state, Works contract.

#### b. Levy and Collection of Tax

- Concept of Supply
- Schedules of CGST Act
- levy, Collection and Reverse Charge
- Composition Levy
- Powers of Government

#### c. Time and Value of Supply

- Time of Supply of Goods
- Time of supply of services
- Change in rate of tax
- Value of taxable supply

#### d. Input Tax Credit

- Condition for Input Credit
- Apportionment of credit
- Blocked Credit
- Credit in Special Cases
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- e. Registration
  - i. Persons Liable for registration
  - ii. Person not Liable for registration
  - iii. Compulsory registration
  - iv. Other provisions for registration
- f. Tax Invoices, Credit and debit Notes
  - i. Procedures and Requirements
- g. Other Procedures of CGST Act
  - i. Other provisions like penalty, Showcause, Payment, Seizure.

## II. IGST ACT

- a. Levy and Collection
  - i. Levy of Tax
  - ii. Collections
  - iii. Power to Government
- b. Nature of Supply
  - i. Difference between interstate and intrastate supply
- c. Place of Supply
  - i. Place of Supply of Goods
  - ii. Place of Supply of Services
- d. Zero rated Supply

## 2. COMPUTERISED ACCOUNTING AND PRACTICES

### I. Basic Tally

- a. Company Creation
- b. Ledger Creation
- c. Split of Companies
- d. Budget Preparation

### II. GST Tally

- a. GST Configuration
- b. Source rate configuration
- c. Reports under GST Law
- d. Filing utilities

### III. Payroll Accounting

- a. Creation and Management of Records
- b. Attendance
- c. Automated Payroll
- d. EPF and ESI Compliance

certificate course on Tally ERP9 with GST/VAC 101

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- IV. Inventory Management
  - a. Batch Processing
  - b. Item wise reporting
  - c. godown management
  - d. Profitability Analysis
- V. TDS
  - a. Configuration
  - b. Analysis
- VI. Special Features
  - a. Cost Centre
  - b. Audit
  - c. Security Control
  - d. Back up and Restore
  - e. Tally Vault

### 3. INCOME TAX BASICS

- I. Salary
  - a. Components of Salary
  - b. Exemptions
  - c. Income not forming part of total income
- II. Income from House Property
  - a. Gross Annual Value
  - b. Vacant Rent Calculation
  - c. Deduction under house Property
- III. Capital gains
  - a. Basic Exemptions
  - b. gains on sale of Securities
- IV. Income from Business and Profession
  - a. Section 44AD and 44ADA
  - b. Applicability of Sec 44AB
  - c. Provisions of Sec 269 SS, 269T, 269ST
  - d. Sec 40A
- V. Income from Other Source
  - a. Gifts
  - b. Other Incomes
- VI. Important forms and Provisions
  - a. Deduction u/s 80
  - b. Rebate u/s 87

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- c. Relief u/s 89
- d. Form 10E
- e. Form 15CA/ 15CB Applicability
- f. TDS Sec 192, 194C, 194J, 194I

#### 4. ADVANCED EXCEL AND REPORTING UTILITY

- I. Basic Formulas
  - a. Basic Formulas like SUM, SUMIF, COUNT, COUNTIF, COUNTIFS etc.
- II. Charts and Graphs
  - a. Creation of Practical data base
  - b. Creation of Chart
  - c. Creation of graphs
  - d. Data validation
  - e. List Creation
- III. Vlook up and H Lookup
  - a. Reporting Functions
  - b. Vlook up function
  - c. H lookup function
- IV. Pivot Chart and Tables
  - a. Data base creation
  - b. Pivot Chart preparation
  - c. fetching of data
- V. Other Provision
  - a. Macro creation
  - b. Coma Delimits function
  - c. Preparation of Report
  - d. Auto Fill Data.

- **Teaching methods:** lectures, Lab teaching
- **Evaluation:** Continuous Internal Assessment.

**Attendance requirement:**

A candidate must have minimum **75% attendance throughout 30 hours.**

**Medium of instruction:** English

**Award of certificate:**

The candidate those who have attended the course with successful completion of CIA will be awarded a certificate jointly issued by Vikas Academy and The Yenepoya Institute of Arts, Science, Commerce and Management, Yenepoya (Deemed to be University).

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