TALLY PROFESSIONAL With Certification + Advance EXCEL

www.tallycourse.com

Excel

ADVANCED EXCEL

All Inclusive **Fees** ~~19,550~~ **15,550 Limited Offer**
DURATION : 4 MONTHS DAILY / Fast-Track Available

TALLY PROFESSIONAL WITH CERTIFICATION =

A UNIQUE COMBINATION OF **4 COURSES** →

1) TALLY **OPERATOR** – OPERATION **OF TALLY** with **GST Calculation**

2) TALLY **PRO** – ADVANCED TALLY **EXECUTIVE** + **Certification** from Tally

3) Advanced **EXCEL** – Includes Excel & **Advanced** Excel

4) GST Book & Certification

Professional Advanced Training, Principles of **Accounting**, **GST Training** & **Advanced Excel**, Total 4 Volumes of Books

- ✓ Module **1**- Accounts & Basic Inventory
- ✓ Module **2**- **Advance** Accounts & Inventory (**Executive**)
- ✓ Module **3**- TALLY CERTIFICATION
- ✓ Module **4**- Tally ERP EXAMS
- ✓ Module **5**- ADVANCED EXCEL
- ✓ Module **6** – GST Book & Certification
- ✓ Name Registered with Tally Champs for Employment

ADVANTAGE OF DOING THE Tally Professional COURSE →

- ➢ ITC quality control
- ➢ Methodology
- ➢ Assessment pattern
- ➢ Global Qualification
- ➢ Multi-ladder growth path

Let's go ahead with the **COURSE CONTENTS** → SPECIAL LIMITED OFFER

SPECIAL OFFERS BELOW ⬇

![Tally Logo]

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1) COURSE: TALLY OPERATIONS [MODULE 1]

FINANCIAL A/C with GST

- Creating A Company
- Company Configuration
- Setting up a New Company
- Ledger / Creating Groups
- Account Heads / Voucher Entry
- Payment / Receipt Voucher
- Contra Entry
- Purchase / Sales Register
- Creating Cost Centres

Profit & Loss Account

Balance Sheet, Bank Reconciliation
Interest Calculation, Printing of
Accounts, Bank & Cash Books
Display of Accounts Cost & Ratio
Analysis, Creating Trial Balance
Viewing Statement of Accounts
Company Configuration & Controls

TDS: Tax Deducted at Source

GST CALCULATION:

GST – Goods and Services Tax

Accounting of GST in Tally

CGST – Central GST – Applies to sales within the state – goes to Central Government

SGST – State GST

IGST – Integrated GST

Sales Plan / Purchase Plan
Sales Order Processing
Purchase Order Processing
Printing of Accounts
Maintaining Physical Stock
Display of Accounts
Inventory Reports & Statements
Interest Calculation
PRINT PREVIEW

Work on PROJECTS & ASSIGNMENTS

INVENTORY

- Features
- Stock Groups
- Stock Items
- Physical Stock Voucher
- Creating Units of Measure
- Rejections In & Out
- Purchase & Sales Order
- Multi Currency
- Invoicing, Bill or Stock Wise
- Debit / Credit Notes
- Budgets & Controls

MODULE 1 Tally Operations

Original Fees : Rs ~~9550~~ 8550

Duration: 5-6 Weeks Daily Batch

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2) COURSE **TALLY PRO** CERTIFICATION [MODULE 2]

This course is a **Professional Combination of 1. Tally Operator Course & 2. Tally EXECUTIVE Champs Certified 2 Volume Advanced course Tally Champs**, with which **you get the** Original 2 Volume TALLY Book. After completion of the course **You appear for 2 Online Examinations, & get TALLY Certification.**

TALLY CHAMP -B-VOLUME 2 Kit Includes :

- *2 Volumes of Books*
- *Tally Training CD*
- *2 Online Exam*
- *Student Name is registered on the Tally Website*

TALLY CHAMPS 2 VOLUME

In-depth & Advance COURSE with GST is developed after a thorough research & study of the industry. By joining this course you will be able to determine to focus on career prospects available for you in the field of Business Accountancy. After completion of the course you get the Original online TALLY Certification, along with the Tally operations certificate.

Module 2 – TALLY **PRO** (EXECUTIVE) **with Tally Certification**

Original Fees : Rs ~~15550~~ **12,550 All Inclusive of GST**
Duration : 2 Months

3) COURSE : ADVANCE EXCEL [MODULE 3]

Section 1: Introduction of MS-Excel

- Calculations in Excel (Basic Formula's & Advanced Formula's)
- Calculations in Excel (Absolute / Relative / Sheet Reference)
- Linking between Excel Files and Data, Chart Preparation in Excel with Details Features

Section 2 ADVANCED FUNCTIONS of MS-Excel

- Tabs and Menus of Excel, Office Button / File Menu
- Home Tab Options (Advanced Formatting & Paste Special)
- Specialized Effects like Cond. Formatting , Page Elements & Setup with Advanced Options
- Formula Tab options with Auditing, Data Tools in Excel
- Advance Security Option from Review and View Tabs

Section 3

- **ADVANCED** Data Analysis (Adv. Sort, Filter, Subtotal, Validation, Consolidation)
- Goad Seek and Scenario Features in Excel Industry Work.
- PIVOT Table and Data Analysis using options of Pivot Table
- More Useful Functions in Excel (Date/Time, Text, Mathematical, Statistical etc.)
- V-Lookup and H-Lookup Functions and Its use in Industry.

Section 4

- 25 Corporate Level Projects for Individual options in Excel.
- MIS Reporting Analysis Options.
- Detailed Work to Handle Large Data with Data Operations like Advanced Filter.
- Introduction to VBA, Macro and How to Use Macro in Excel to save Work Time.

INDIVIDUAL Original FEES

1.TALLY **OPER** Rs 9,550/-
2.TALLY **PRO** Rs. 15,550/-
3.Advanced **EXCEL** – 5,550/-
4.GST Certification – 6,550/-
Original Fees TOTAL = Rs. 36,550

SAVE 50% →

LIMITED OFFER Guarantee HURRY UP!

Special **LIMITED** OFFER
TALLY **PROFESSIONAL**
ALL 4 MODULES
All Inclusive of Books,
Certification, GST
FEES – Rs. 15,550
"**Limited Offer**"

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ADDRESS: SOFTPRO **TALLY / EXCEL DADAR** CENTER Address

B/2,Vimal Udyog Bhavan, 1st Flr, Nr BPL Mobile Off, Opp. STARCITY Cinema, Near RUPAREL College, **7 Min Walk from Matunga Rd (West) Station,** 15 Min from Dadar West Station (Come from the Dadar Phool Market towards Ruparel College)

Phone 24222726|24301112 | **Mobile** 9833900330 | 9930375161

ADDRESS: SOFTPRO **TALLY/EXCEL ANDHERI** Outside STATION

PEARL PLAZA , 7th Floor, Office No.704, Just OUTSIDE ANDHERI WEST STATION - NEXT TO new MCDONALD. **ONLY 1 Min.Walk from Andheri (W) Station**

Phone: 26700893 | **Mobile**: 9324347326 / 9820936176

BATCH TIMINGS:

Morning - 7:30-9am, 9-10am, 10-11am, 11-12pm

Afternoon - 12-1pm, 1:30-3pm, 3-4pm, 4-5pm

Evening - 5-6pm, 6-7pm, 7-8pm, 8-9pm

WEEKEND: FAST TRACK | ONLY SUNDAYS | ONLY SATURDAYS | | FULL - PART TIME BATCHES |

DIVISION OF SOFTPRO | www.softpro.in **|**

DADAR–MATUNGA - 9930375161

ANDHERI - 26700893   "SOFTPRO" is Established since 1992 | www.tallycourse.com |