

## TALLY PRIME WITH GST

**Duration: 90 Sessions (1 Session = 1 Hr.)**

### Module 1 – Basic of Tally Prime

- ✓ What is Tally Prime
- ✓ Overview of Software
- ✓ Introducing Gateway and its elements
- ✓ Creation of Company
- ✓ Basics Of Accounting
- ✓ Fundamentals of Tally prime

### Module 2 – Accounting Ledgers Details

- ✓ Information required creating ledger
- ✓ Grouping and sub grouping of Ledger
- ✓ Importance of tax information in ledger

### Module 3 – Voucher Classes

- ✓ Sale Voucher
- ✓ Purchases Voucher
- ✓ Receipt
- ✓ Payment
- ✓ Journal Voucher
- ✓ Others

### Module 4 – Inventory Management

- ✓ Inventory Masters in Tally prime
- ✓ Inventory Vouchers
- ✓ Generating Inventory Books & Reports
- ✓ Introducing BOM – Bill of Materials
- ✓ Accounting with Inventory

### Module 5 – Production Management

- ✓ Order Processing
- ✓ Multiple Price Level
- ✓ Batch – wise Details Cost Centre and Cost Categories
- ✓ Bill of Materials (BoM)
- ✓ Price Levels and Price Lists
- ✓ Stock Valuation
- ✓ Inventory Analysis

- ✓ Different Actual and Billed Quantities

### Module 6 – Payroll Management

- ✓ Generation of Employee Database
- ✓ Salary Structure
- ✓ Calculation Attendance & Leave Details
- ✓ Salary Slip Generation
- ✓ PF, ESI, Gratuity Bonus
- ✓ Professional Tax
- ✓ Various Payroll Reports

### Module 7 – TDS ( Tax Deducted At Source )

- ✓ TDS Payable Computation & Reconciliation
- ✓ TDS Receivable Computation & Reconciliation
- ✓ Payment of TDS

### Module 8 GST & E-WAY BILL

- ✓ Why GST is an Indirect Tax?
- ✓ GST Components
- ✓ GST HSN and SAC issues and Challenges
- ✓ VAT Concept interplay with GST
- ✓ GSTR-1, GSTR-2, GSTR-3B
- ✓ Why E-Way Bill?
- ✓ Generation of E-Way Bill
- ✓ Generation & Filling Of GSTR-3B, e-Way
- ✓ GST, generation & filling of GSTR-1,2, Purchase From Unregistered Dealers Update DATA NIL Rated Purchases & Much More

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