

Certificate course on TALLY

Date

04.12.2017

Certificate Course "**TALLY**" Organized by Department of Commerce is inaugurated by the Principal Dr.Ch.Tirupathi Rao. In This regard IQQC Co-ordinator Sri NHK Hari, HOD of Commerce Sri M.Duryodhana Rao. The Principal explained about the Importance of TALLY Course and its features. The Course Co-Ordinator Sri B.Hemaraju explain the importance and objectives of the Tally Course and its opportunities . The other faculty members Sri R.Ravi Sankar, Sri T. R.ajendraprasad, Sri L.Malleswara Rao, A.Pallavi, P.V Satyanarayana, Ch,Ramababu, Sri A.Ramarao involved in this programme.

Principal

Dr.Ch.Tirupathi Rao

IQAC Co-Ordinator

Sri NHK Hari

HOD of Commerce

Sri M.Duryodhana Rao

Course Co-Ordinator

Sri B.Hemaraju

Staff members

1. Sri L.Malleswara Rao

2. Smt A.Pallavi

3.Sri Ch.Rambabu

4.Sri PV Satyanarayana

5. Sri T.Rajendraprasad

6. Sri R.Ravisankar

7. Sri A.Ramarao

Name of The Certificate Course: Tally

Objectives :

- To Give the knowledge of Accountancy in Tally
- Maintain Financial Statements
- Preparation of Company Balance Sheet
- Preparation of Company Profit & Loss Accounts
- Vat Calculations
- GST
- It is very useful for students to get placements in different companies

Specification of the Course :

- Syllabus framing
- Class work
- Assessments
- Study material
- Feedback from the students
- Certification

Course Format

Sno	Date	Name of the Topic	Resource Person	No.of students Attended
1	04.12.2017	Interduction to Tally	B.Hemaraju	20
2	05.12.2017	Versions in Tally	B.Hemaraju	20
3	06-12.2017	Company creation in Tally	B.Hemaraju	20
4	07.12.2017	Gateway of Tally screen	B.Hemaraju	19
5	08.12.2017	Ledgres	B.Hemaraju	20
6	11.12.2017	Groups	B.Hemaraju	18
7	12.12.2017	Vouchers	B.Hemaraju	18
8	14.12.2017	Inventory	B.Hemaraju	17
9	15.12.2017	Posting Ledgres	B.Hemaraju	17
10	16.12.2017	Balance sheet	B.Hemaraju	18
11	19.12.2017	Profit & Loss Account	B.Hemaraju	18
12	20.12.2017	Trail Balance	B.Hemaraju	18
13	28.12.2017	Short cut keys in Tally	B.Hemaraju	20
14	29.12.2017	DayBook	B.Hemaraju	20
15	30.12.2017	Vat	B.Hemaraju	18
16	02.01.2018	Budgets	B.Hemaraju	18
17	03.01.2018	Emp payroll system	B.Hemaraju	16
18	05.012018	Sales Register	B.Hemaraju	17
19	06.01.2018	Stock Groups	B.Hemaraju	18
20	08.01.2018	Printing Reports	B.Hemaraju	18

Students Registration

Sno	Name of the Student	Group
1	A.Manjusha	III B.Com
2	B.Gopala Krishna	III B.Com
3	Ch.Triveni	III B.Com
4	Ch.Swathi	III B.Com
5	K.Sangeetha	III B.Com
6	M.Ramu	III B.Com
7	Aditya panda	III B.Com
8	U.Lakshmi	III B.Com
9	U.PremaKumari	III B.Com
10	U.Swathi	III B.Com
11	B.Kalpana	III B.Com
12	B.PadmaVathi	III B.Com
13	Ch.Sandya	III B.Com
14	D.Manamadha Rao	III B.Com
15	D.Sravan Kumar	III B.Com
16	N.Krishna Rao	III B.Com
17	N.Laxmi	III B.Com
18	P.Yamuna	III B.Com
19	P.Hemalatha	III B.Com
20	S.Prasanna Kumari	III B.Com

ASSESSMENT

Sno	Name of the Student	Group	Assessment1	Assessment 2	Average	Grade
1	A.Manjusha	III B.Com	25	25	25	A
2	B.Gopala Krishna	III B.Com	25	25	25	A
3	Ch.Triveni	III B.Com	20	18	19	C
4	Ch.Swathi	III B.Com	24	24	24	A
5	K.Sangeetha	III B.Com	23	22	22.5	B
6	M.Ramu	III B.Com	24	24	24	A
7	Aditya panda	III B.Com	25	25	25	A
8	U.Lakshmi	III B.Com	22	22	22	B
9	U.PremaKumari	III B.Com	18	20	19	C
10	U.Swathi	III B.Com	16	18	17	C
11	B.Kalpana	III B.Com	18	17	17.5	C
12	B.PadmaVathi	III B.Com	16	14	15	C
13	Ch.Sandya	III B.Com	20	20	20	B
14	D.Manamadha Rao	III B.Com	25	25	25	A
15	D.Sravan Kumar	III B.Com	23	23	23	A
16	N.Krishna Rao	III B.Com	20	22	21	B
17	N.Laxmi	III B.Com	18	18	18	C
18	P.Yamuna	III B.Com	18	16	17	C
19	P.Hemalatha	III B.Com	24	24	24	A
20	S.Prasanna Kumari	III B.Com	22	21	21.5	B

Certificate Ceremony

Venue :	NEW SEMINAR HALL Government Degree College, Tekkali
Chaired By :	Dr Ch.Tirupath Rao, Principal
Organised by :	Department of Commerce
IQAC Coordinator :	Sri NHK Hari, Lect in Zoology
Course Coordinator :	Sri B.Hemaraju, Lect in Computer Applications
HOD, Commerce :	Sri M.Duryodhana Rao Lect in Commerce

Members Attended :

1. Sri L.Malleswara Rao
2. Smt A.Pallavi
3. Sri Ch.Rambabu
4. Sri PV Satyanarayana
5. Sri A.RamaRao
6. Sri R.Ravisankar

Certificate

GOVERNMENT DEGREE COLLEGE- TEKKALI

DEPARTMENT OF COMMERCE

ACCREDITED 'B' GRADE BY NAAC



CERTIFICATE

This is Certify Mr/Miss PADDA YAMUNA Government Degree college, Tekkali has Participated in the Certificate course On " **TALLY**", sponsored by Govt.Degree College Tekkali and Organized by Department of Commerce, Tekkali On 04-12-2017 to 08-01-2018.

Sri B.Hemaraju

Course Coordinator

Sri M.Duryodhana Rao

HOD of Commerce

Sri NHK Hari

IQAC Coordinator

Dr.Ch.Tirupathi Rao

Principal

Tally

certificate course on "Tally"

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Date 04-12-17

certificate course on "Tally" organised by Department of Commerce inaugurated by the Principal Dr. Ch. Tirupathi Rao. In this regard IBAAC co-ordinator N.H.K. Hari, HOD of Commerce Sri. M. Duryodhana Rao the Principal explained about the importance of M.S. office course. Sri. B. Hemaraju course co-ordinator explained the importance and objective of the M.S. office course. The other faculty members Sri L. Malleswar Rao, Sri A. Pallavi, P. Satyanarayana Ch. Rambabu involved in this programme.

1. Dr. Ch. Tirupathi Rao
Principal
2. Sri. M. Duryodhan Rao
HOD Commerce
3. B. Hemaraju
course co-ordinator
4. A. Pallavi
Lec. in Commerce
5. P. V. Satyanarayana Rao
Lec. in Chemistry

1. Name of The Certificate Course : Tally

2. Objectives :

- (1) To impart knowledge of Accounting in Tally
- (2) Maintain Financial Account statements
- (3) Preparation of Company
- (4) Preparation of Balance Sheet
- (5) Preparation of Profit & Loss Account
- (6) Preparation of Daybook
- (7) VAT invoicing
- (8) GST invoicing
- (9) Preparation of Emp Payroll
- (10) it is Very useful for students to get placements in different offices and companies in Accounts Dept.

3. Specifications of The Course :

- (1) Syllabus Framing
- (2) Classwork
- (3) Assessment / Evaluation
- (4) Study material
- (5) Feedback form from the students
- (6) Certification

COURSE FORMAT

SNO	Date	Name of the Topic	Resource person Name	Sign	Rate of Student Fee	Remarks
1	04-12-17	Introduction to Tally Features of Tally	B. Hemaraj Lect. in Computer Appl	Hemraj	20	
2	05-12-17	Versions in Tally Credit / Debit / Journal etc	L. Malleswara Rao Lect. in Commerce		20	
3	06-12-17	Company Creation in Tally				
4	07-12-17	Gateway of Tally	L. Malleswara Rao Lect. in Commerce		19	
5	08-12-17	Ledger Creation of Ledger	B. Hemaraj Lect. in Computer Appl	Hemraj	20	
6	11-12-17	Groups Types of Groups	B. Hemaraj Lect. in Computer Appl	Hemraj	18	
7	12-12-17	Vouchers in Tally Types of Vouchers	B. Hemaraj Lect. in Computer Appl	Hemraj	18	
8	14-12-17	Inventory Information				
9	15-12-17	Posting Ledgers in Tally Simple Problems	L. Malleswara Rao Lect. in Commerce		18	
10	16-12-17	Preparation of Balance Sheet	L. Malleswara Rao		17	
11	19-12-17					

Registration Proforma

SNO	Name of the Student	Group	College Fee	Sign. of the Student
1	A. Manjusha	III B.Com	Free	A. Manjusha
2	B. Gopalakrishna	III B.Com	"	B. Gopalakrishna
3	Ch. Triveni	III B.Com	"	Ch. Triveni
4	Ch. Swathi	III B.Com	"	Ch. Swathi
5	K. Sangeetha	III B.Com	"	K. Sangeetha
6	M. Ramu	III B.Com	"	M. Ramu
7	Aditya Panda	III B.Com	"	Aditya P
8	U. Lakshmi	III B.Com	"	U. Lakshmi
9	U. Premakumari	III B.Com	"	U. Premakumari
10	U. Swathi	III B.Com	"	U. Swathi
11	Betha Kalpana	III B.Com	"	B. Kalpana
12	B. PadmaVathi	III B.Com	"	B. padmavathi
13	Chall. Soundhya	III B.Com	"	Ch. Soundhya
14	D. Manmadha Rao	III B.Com	"	D. Manmadhikar
15	D. Shreeven Kumar	III B.Com	"	D. Shreeven Kumar
16	N. Krishna Rao	III B.Com	"	N. Krishudu
17	N. Laxmi	III B.Com	"	N. Laxmi
18	Padma. Yamuna	III B.Com	"	P. Yamuna
19	P. Hemalatha	III B.Com	"	P. Hemalatha
20	S. Pradanna Kumari	III B.Com	"	S. Prannakumari

Assessment

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SNO	Name of The Student	Group	Assessment 1	Assessment 2	Average	Grade	Remarks
1.	A. Mangusha	III B. Com (CA)	25	25	25	A	25/25
2.	B. Gopala Krishna	III B. Com (CA)	25	25	25	A	
3.	Ch. Triveni	III B. Com (CA)	20	18	19	C	
4.	Ch. Swathi	III B. Com (CA)	24	24	24	A	
5.	K. Sangeetha	III B. Com (CA)	23	22	22.5	B	
6.	M. Ramu	III B. Com (CA)	24	24	24	A	
7.	Aditya Panda	III B. Com (CA)	25	25	25	A	
8.	V. Lakshmi	III B. Com (CA)	22	22	22	B	
9.	V. Premakumari	III B. Com (CA)	18	20	19	C	
10.	V. Swathi	III B. Com (CA)	16	18	17	C	
11.	B. Kalpana	III B. Com (CA)	18	17	17.5	C	
12.	B. Radhasevathi	III B. Com (CA)	16	14	15	C	
13.	Ch. Sowndhya	III B. Com (CA)	20	20	20	B	
14.	D. Manmadha Rao	III B. Com (CA)	25	25	25	A	
15.	D. Sreenu Kumar	III B. Com (CA)	23	23	23	B	
16.	N. Krishna Rao	III B. Com (CA)	20	22	21	B	
17.	N. Laxmi	III B. Com (CA)	18	18	18	C	
18.	P. Varuna	III B. Com (CA)	18	16	17	C	
19.	P. Hemalatha	III B. Com (CA)	24	24	24	A	
20.	S. Prasanna Kumari	III B. Com (CA)	22	21	21.5	B	

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Certificate Distribution Ceremony

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Venue : New Seminar Hall
Govt. Degree College, Tekkali

Chaired by : Dr. Ch. Tirupathi Rao
Principal

Organized by : Dept. of Commerce

Course Co-ordinator : Sri B. Hema Raju
Lect. in. Computer Appl

IQAC Co-ordinator : Sri NTK Hari
Lect. in. Zoology

HOD, Commerce : Sri M. Duryadhana Rao
Lect. in. Commerce

Members Attended

1. Ch. Rambabu, Lect. in. Physics
2. P.V. Satyanarayana, Lect. in. Chemistry
3. K. Nagaraju, Lect. in. English
4. T. Rajendraprasad, Lect. in. Telugu
5. G. Raja Rao, Lect. in. English
6. A. Pallavi, Lect. in. Commerce
7. R. Ravisankar, Lect. in. Maths

Government Degree College-Tekkali

Requisition for the approval of Certificate Course

1. Department : Commerce
2. Title of Certificate Course: TALLY
3. Name of the Course Co-Ordinator: Sri B.Hemaraju, Lect.in
Computer Appl
4. Course Code:03-COM-2018
5. Objective of the Course:
 - ✓ To Know the Financial position of the Business
 - ✓ Course is used for Commerce students to get placements in different offices as well as Companies.
 - ✓ Maintain Business Accounts.
 - ✓ Preparation of Balance sheet and P/L Accounts.
 - ✓ Preparation of Payroll Accounting, VAT, GST etc..
6. Duration of the Course : 30 Days
7. Date of Commencement of the Course:20-Jan-2018
8. Course fee:Free

B. Hemaraju
Signature of the Course Co-ordinator

B. Hemaraju
Signature of the Dept.In-Charge

Principal Remarks

Chry
Signature of the Principal
Govt. Degree Coll.
Tekkal - 532 800

THANK YOU

