B.V. Patel Institute of Commerce
Uka Tarsadia University

Date: 2nd July 2024

NOTICE

Regarding Commencement of Tally Certification Course

We are pleased to announce the commencement of the Tally Certification Course. This course is designed for individuals seeking to enhance their skills in accounting and financial management using Tally software.

Course Details:

- **Start Date: 9th July 2024**
- **Duration: 15 hours**

Course Content:

1. Fundamentals of Accounting
2. Maintaining Chart of Accounts in Tally.ERP9
3. Maintaining Stock Keeping Units (SKU)
4. Recording Day-to-Day Transactions in Tally.ERP9
5. Accounts Receivable and Payable Management
6. MIS Reports
7. Getting Started with GST
8. Recording Vouchers with TDS (Tax Deducted at Source)
9. Internal Assessment (MCQ)- Mock Test

Registration: To enroll, please contact [Insert Contact Information].

Don't miss this opportunity to advance your career in accounting!

Ms. Priyanka Agrawal   Dr. Arpana Patel
Tally Coordinator   Director