



**ST FRANCIS DE SALES COLLEGE**

Permanently Affiliated to Bangalore University

Electronics City, Bengaluru - 100

Accredited with NAAC "A" Grade || Recognised under 2(f) & 12(b) of the UGC Act

A FRANSALIAN INSTITUTE OF HIGHER LEARNING

## PRACTICAL ACCOUNTS TRAINING (PAT)

### COLLABORATION WITH G-MAC ADVISORS

**DATE** : 17/09/2018 – 25/10/2018

**VENUE:** Mathematics Lab

**TARGET AUDIENCE :**

BCOM STUDENTS



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## Annual report on activities conducted in the year 2018-19 in Collaboration with G-MAC Advisors MoU

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## REPORT ON PRACTICAL ACCOUNTS TRAINING (PAT)

**Venue: Mathematics lab**

**Conducted by: GMAC Advisors and SFS College**

**Dates: 17/9/2018-25/10/2018**

The training was held for interested students of the Department of BCOM to familiarize them with excel and Tally tool used for practical accounting. The course covered major topics to learn both the application to better do accounting. The trainers were invited from GMAC advisors expert accountants private limited. They had a session every day from Monday-Friday after regular classes of the college.

The first few days of classes were concentrated on learning more of excel beyond the basics. The basic formulas in excel were also taught. The students were really interested to learn advanced excel which helped them do calculation they took longer time to do using only calculators or even excel earlier.

The later classes taught the students to do basic accounting using tally, how to create company, ledger and make entries to it. They had a syllabus based on which classes were proceeding. They were taught how tally software handles accounting, inventory management, order management, tax management, payroll, banking and many such requirements of the business. It was explained how it supports all day-to-day processes from recording invoices to generating various MIS reports.

Students were given tasks to be done in both tally and excel during every weekend. They had to submit their work on Mondays and get it verified from the trainers. The sessions were very interactive so students had their doubts cleared on the go. The certificates were distributed to all students who attended the sessions regularly.

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