ST FRANCIS DE SALES COLLEGE
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A FRANSALIAN INSTITUTE OF HIGHER LEARNING

Skill development- ICT

Title	**Emerging Packages**
Date of Event(s)	**30th Jan 2021**
Department / Association	**Cyber Spirits**
Venue	**Computer Lab 2**
Number of Participants	52
Target Audience	45

Resource Person(s) with qualification	Prof. Rakshita and Prof. Ramandeep Kaur

A workshop on Tally by Prof. Rakshita and Prof. Ramandeep Kaur Department of Management was organized for the student of class 2nd year BCA on 30/01/2021(Saturday).

Most of the features of Tally, was explained within 4 hours of duration. The resource team could grab the attention of each student and made it remarkably interesting.

Introduction to accounting and golden rules were explained first. Theoretically explained about Tally, and then practically students had hands on session system with their guidance.

All the necessary precautions as per the SOP released by government with regard to Pandemic were followed.

Contents

1. Basic tally features.
2. Configuration
3. Creating a company trading and non trading
4. Creating groups, ledgers
5. Creating various vouchers
   i. Purchase voucher ii. Sales voucher iii. Receipt voucher

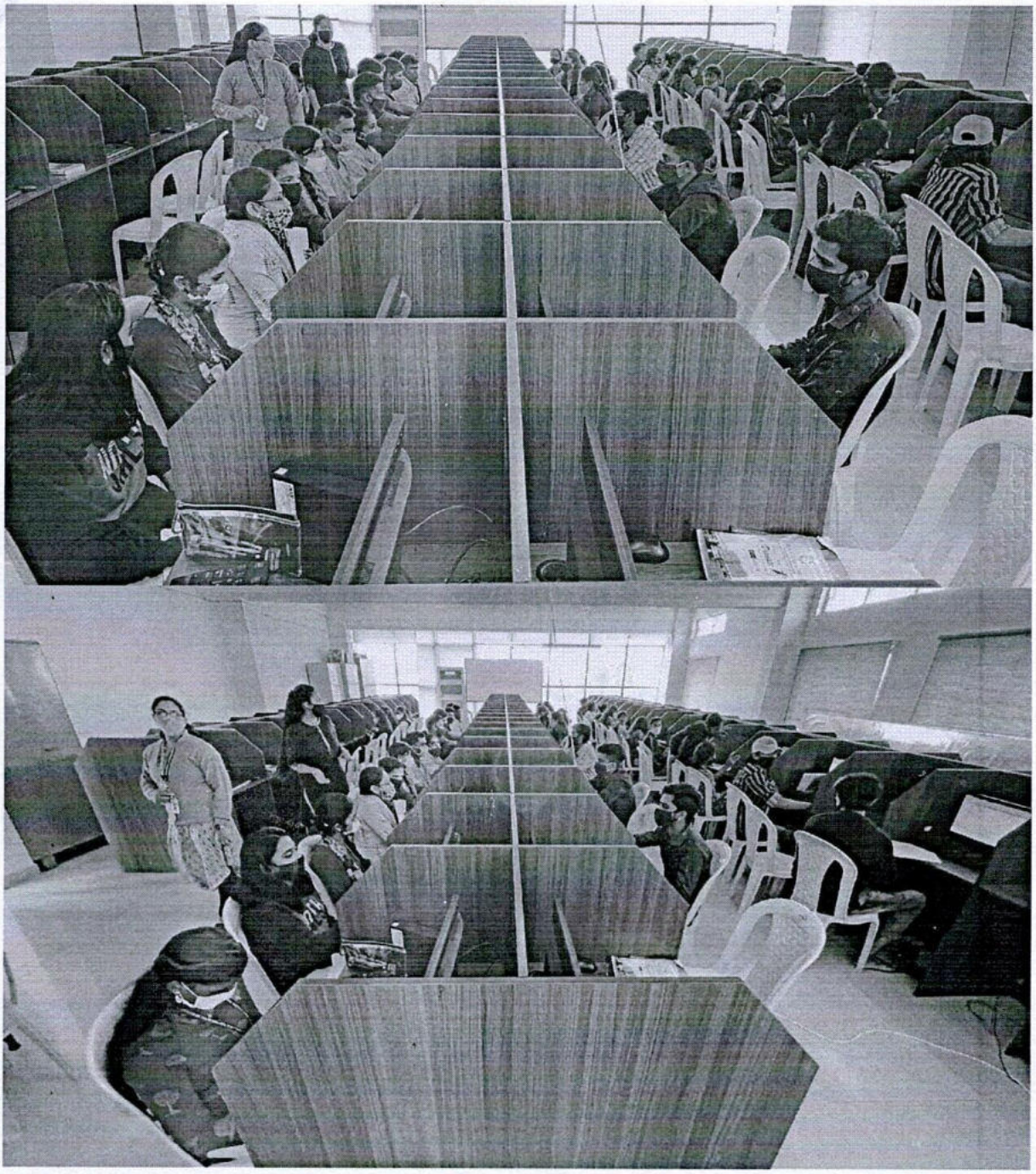
iv. Contra voucher v. Payment voucher vi. Debit note

vii. Credit note

6. Journal entries display cashbook
7. Trial balance
8. Balance sheet
9. Trading and profit and loss account.

PRINCIPAL
St. Francis de Sales College
Electronics City Post, Bangalore - 560 100.

COORDINATOR
Department of Computer Applications
St. Francis de Sales College
Bengaluru - 560 100.



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