



**Shri Annadaneshwar Arts, Science and Commerce  
College and P.G Centre, Naregal - 582119**  
(Re-Accredited at "B" level by NAAC)

## **IQAC Initiative**

**Organized by  
Department of Commerce  
CERTIFICATE COURSE ON TALLY**





## About the College

Shri Annadaneshar Arts, Science and Commerce College was founded in June 1966. The S.A.V.V.P Samiti is a non-profit organisation founded by his Holiness Lingaikya Annadana Mahasamiji and the selfless dedicated patriotic devotees who were social luminaries. Our college is one of the biggest rural institutions in north Karnataka imparting higher education. The multi faculty college offering the Undergraduate Programme in Arts, Science, Commerce and Post Graduation in Mathematics, Commerce and Kannada. The college campus is spread over an area of 11.7 acres. It is well equipped with sophisticated infrastructural facilities, Library, Gym, Chemistry Lab, Physics Lab, Zoology Lab, Play Ground, Canteen and Vehicle Stand, Ladies hostel and auditorium. The college play ground has a 200 meter track and separate ground for Basket-ball, Volley-ball, Kabaddi, Tennicoit, and Kho-Kho Ground.

## About the Department

Commerce is fundamental branch of education. In S.A College, B.Com Programme was introduced in 1978. Department of Commerce always strives hard to achieve and accomplish its goals and objectives in both academic as well as non-academic and extension activities. It prepares the students to take-up challenging endeavors in today's business competitive world.

## About the Course

In present scenario, the changing trends and challenges at national and international level, tally software plays a vital role in academics. Quality of higher education depends heavily on the software and incorporate all accounting date in computer software. To upgrade the software in tally is knowledge and aptitude among accounting people, this course is helps among the students to develop and strengthen their tally package and ability so that they get the exposure and confidence in pursuing job in many filed.

## Learning Outcome

Focus on Employability/Entrepreneurship: Assists the students to become job ready by equipping them to work in many government and private organizations, accounting firms, consultancies, auditing companies, market research etc. After the completion of the program, a fresher can begin their career as: Junior accountant, Accounts assistant, Tally operator and Account trainee etc.

## Course Module

1. **Tally Introduction**
2. **Accounts Information:** Ledgers and Groups
3. **Inventory Information:** Stock Groups, Stock Items and Units of Measure
4. **Accounting Vouchers:** Receipts Vouchers, Payment Vouchers, Purchase Vouchers, Sales Vouchers, Contra Vouchers, Journal Vouchers, Debit Note, Credit Note, Memorandum Vouchers.
5. **Date Management:** More Than one year company creation and change period.
6. **Payroll System**
7. **Discount Management:** Cash Discount, Trade Discount, Vouchers Types, Back up and Restore.
8. **Display:** Trial Balance, Day book, Account books, Statement of accounts, Inventory books, Statements of inventory, Cash fund flow, Payroll reports, List of accounts exception reports, Print management.
9. **Various Types of Company:** Traders, Professional, and Opening balance with New Company other options.
10. **Printout Management**
11. **Report Generation**

## Who Can Participate

- The program is designed for students who are currently pursuing B.Com/M.Com

## Resource Persons

1 Mr. Raja Kumar, Tally Institute, Gadag

## Duration of the course

- **Duration:** 30 hrs Practical and 15 hrs theory

## PATRONS

- **Shri Somanna Harlapur**  
Chairman, College Governing Body
- **Shri Mahntesh Somankatti**  
General Secretary, S.A.V.V.P, Samiti Naregal
- **S. G Hiremath**





Administrator, S.A.V.V.P, Samiti Naregal

- **V.V Vastrad**

Member, College Governing Body

- **Basavaraj Veerapur**

Member, College Governing Body

**CHAIRMAN**

- **Prof S.G. Keshannavar - Principal**

**ORGANISING SECRETARY CUM COORDINATOR**

- **Dr. Ravi C.S**



**Shri Annadaneshwar Arts, Science and Commerce  
College and P.G Centre, Naregal - 582119**

(Re-Accredited at "B" level by NAAC)

## **IQAC Initiative**

Organized by

**Department of Commerce**

# **Certificate Course on Tally**



**Tally Certification Course**  
Basic Tally | Advanced Tally | GST  
Using Tally.ERP 9 **ENROLL NOW!**


**Tally ERP  
with GST**

**Tally  
ERP.9**

**Date of Commencement of Course: 15<sup>th</sup> Sept, 2019**

**Duration: 30 hrs Practical and 15 hrs theory**

**2019 - 20**

  
Head Dept. of Commerce  
Shriannadaneshwar Arts, Science &  
Commerce College, NAREGAL-582 111  
Tal. Gajendragad, Dist. Gadag (Karnataka)



# Shri Annadaneshwar Arts, Science and Commerce College and P.G Centre, Naregal - 582119

(Re-Accredited at "B" level by NAAC)

## Department of Commerce FOR THE ACADEMIC YEAR 2019 - 20 Certificate Course on Tally Syllabus

1. **Tally Introduction**
2. **Accounts Information:** Ledgers and Groups
3. **Inventory Information:** Stock Groups, Stock Items and Units of Measure
4. **Accounting Vouchers:** Receipts Vouchers, Payment Vouchers, Purchase Vouchers, Sales Vouchers, Contra Vouchers, Journal Vouchers, Debit Note, Credit Note, Memorandum Vouchers.
5. **Date Management:** More Than one year company creation and change period.
6. **Payroll System**
7. **Discount Management:** Cash Discount, Trade Discount, Vouchers Types, Back up and Restore.
8. **Display:** Trial Balance, Day book, Account books, Statement of accounts, Inventory books, Statements of inventory, Cash fund flow, Payroll reports, List of accounts exception reports, Print management.
9. **Various Types of Company:** Traders, Professional, and Opening balance with New Company other options.
10. **Printout Management**
11. **Report Generation**

Co-ordinator  
Head Dept. of Commerce

Shriannadaneshwar Arts, Science &  
Commerce College, NAREGAL-582 111  
Tal. Gajendragad, Dist. Gadag - (Karnataka)



Principal  
PRINCIPAL  
Shri Annadaneshwar Arts, Science  
and Commerce College, NAREGAL  
Tal. Gajendragad, Dist. Gadag





**Shri Annadaneshwar Arts, Science and Commerce  
College and P.G Centre, Naregal – 582119**

(Re-Accredited at “B” level by NAAC)

**Department of Commerce**  
FOR THE ACADEMIC YEAR 2019 – 20

**Certificate Course on Tally**

**Time Table**

Day / Time	2.00pm to 3.00pm	3.00pm to 4.00pm
Monday	Theory	Practical
Wednesday	Theory	Practical
Friday	Theory	Practical

**Date of Commencement of Course:** 15<sup>th</sup> Sept, 2019

**Duration:** 30 hrs Practical and 15 hrs theory

**Focus on Employability/Entrepreneurship:** Assists the students to become job ready by equipping them to work in many government and private organizations, accounting firms, consultancies, auditing companies, market research etc. After the completion of the program, a fresher can begin their career as: Junior accountant, Accounts assistant, Tally operator and Account trainee etc.

**Co-ordinator**  
Head Dept. of Commerce

Shriannadaneshwar Arts, Science &  
Commerce College, NAREGAL-582 111  
Tal. Gajendragad, Dist. Gadag (Karnataka)



**Principal**  
PRINCIPAL

Shri Annadaneshwar Arts, Science,  
and Commerce College, NAREGAL  
Tal. Gajendragad, Dist. Gadag



**Shri Annadaneshwar Arts, Science and Commerce  
College and P.G Centre, Naregal - 582119**  
(Re-Accredited at "B" level by NAAC)

## **IQAC Initiative**

Organized by

**Department of Commerce**

**Certificate Course on Tally**

## **Circular**

This is to bring to the notice of all students of our college is that as usual our college will start short term certificate course on Tally during this academic year from 15<sup>th</sup> Sept, 2019 interested students are here by informed to enroll their names to Dr. Ravi C.S Course Co-ordinator on or before 5<sup>th</sup> Sept, 2019.

Timings of the classes is as follows

**Course Co-ordinator**

*Head Dept. of Commerce*

Shriannadaneshwar Arts, Science &  
Commerce College, NAREGAL-582 111  
Tal. Gajendragad, Dist. Gadag (Karnataka)



**Principal**  
PRINCIPAL

Shri Annadaneshwar Arts, Science &  
Commerce College, NAREGAL-582 111  
Tal. Gajendragad, Dist. Gadag





**Shri Annadaneshwar Arts, Science and Commerce College  
and P.G Centre, Naregal - 582119**

(Re-Accredited at "B" level by NAAC)

**IQAC Initiative**

**Organized by Department of Commerce**

FOR THE ACADEMIC YEAR 2019 - 20

**Details of Students Enrolled for Certificate Course in Tally**

Sl. No.	Students Name	Year of Admission in College
1.	AKKAMMA KOLLUR SHIVAPPA	September 2019
2.	BASAVARAJ MADIWALAR KALAKAPPA	September 2019
3.	BHIMAVVA GAFI JAKEERAPPA	September 2019
4.	CHAITRA KALAKONNAVAR CHANDRASHEKHAR	September 2019
5.	KALAKANAGOUNDA BELAVANAKI BASAVARAJ	September 2019
6.	KAYANAPPA HIREGOUDRA NAGANAGOUD	September 2019
7.	KIRANAKUMAR HUBBALLI BASAVARAJ	September 2019
8.	KOUSHALYA GADAD BHIMAPPA	September 2019
9.	MALLINATHGOUDA MALIPATIL SHEKHARGOUDA	September 2019
10.	MANJULA KALABASHETTI PRAKASH	September 2019
11.	MANJULA KURI MUNESHAPPA	September 2019
12.	MANJUNATH MUDHOL MAILARAPPA	September 2019
13.	MUTTURAJ DHARMAAT ANDAPPA	September 2019
14.	NANDISH KOPPAD HANAMAPPA	September 2019
15.	NAVEENKUMAR UPADYA YARIYAPPA	September 2019
16.	PARASHURAM AGADI NAGARAJ	September 2019
17.	PARVATI MALLIGEWAD MUTTAPPA	September 2019
18.	POORNIMA BHOVI NAGAPPA	September 2019
19.	PRABHUGOUDA PANCHAMAPATIL F	September 2019
20.	PRASHANT BALIGER SHIVAPUTRAPPA	September 2019
21.	SANDEEP BASAVARADDER RAJASHEKAR	September 2019
22.	SAVITRI HULLUR CHANNAVEERAPPA	September 2019
23.	SHIVARAJ KULKARNI HONNANAGOUDA	September 2019
24.	SNEHA KARANDI MALLIKARJUN	September 2019
25.	SUNIL SUDI SHREESHAILAPPA	September 2019
26.	SURESH BHOVI YALLAPPA	September 2019
27.	YALAGURESH HORAPETI DODDAPPA	September 2019
28.	YAMANAVVA NAYAK SHIVAPPA	September 2019
29.	FATIMA DODDAMANI NABISAB	September 2019
30.	JAASHREE JALIHAL MUTTAPPA	September 2019

**Co-ordinator**  
Head Dept. of Commerce

Shriannadaneshwar Arts, Science &  
Commerce College, NAREGAL-582 119



**Principal**  
PRINCIPAL

Shri Annadaneshwar Arts, Science,  
and Commerce College, NAREGAL  
Tal. Gajendragad, Dist. Gadag



**Shri Annadaneshwar Arts, Science and Commerce College and  
P.G Centre, Naregal - 582119**  
(Re-Accredited at "B" level by NAAC)

**IQAC Initiative Organized by Department of Commerce  
For the Academic Year 2019 – 20 Students Marks List**

Sl. No.	Students Name	Marks
1.	AKKAMMA KOLLUR SHIVAPPA	39
2.	BASAVARAJ MADIWALAR KALAKAPPA	38
3.	BHIMAVVA GAFI JAKEERAPPA	39
4.	CHAITRA KALAKONNAVAR CHANDRASHEKHAR	38
5.	KALAKANAGOUNDA BELAVANAKI BASAVARAJ	37
6.	KAYANAPPA HIREGOUDRA NAGANAGOUD	29
7.	KIRANAKUMAR HUBBALLI BASAVARAJ	47
8.	KOUSHALYA GADAD BHIMAPPA	48
9.	MALLINATHGOUDA MALIPATIL SHEKHARGOUDA	38
10.	MANJULA KALABASHETTI PRAKASH	37
11.	MANJULA KURI MUNESHAPPA	31
12.	MANJUNATH MUDHOL MAILARAPPA	32
13.	MUTTURAJ DHARMAAT ANDAPPA	33
14.	NANDISH KOPPAD HANAMAPPA	31
15.	NAVEENKUMAR UPADYA YARIYAPPA	34
16.	PARASHURAM AGADI NAGARAJ	39
17.	PARVATI MALLIGEWAD MUTTAPPA	38
18.	POORNIMA BHOVI NAGAPPA	37
19.	PRABHUGOUDA PANCHAMAPATIL F	37
20.	PRASHANT BALIGER SHIVAPUTRAPPA	32
21.	SANDEEP BASAVARADDER RAJASHEKAR	37
22.	SAVITRI HULLUR CHANNAVEERAPPA	37
23.	SHIVARAJ KULKARNI HONNANAGOUDA	37
24.	SNEHA KARANDI MALLIKARJUN	39
25.	SUNIL SUDI SHREESHAILAPPA	31
26.	SURESH BHOVI YALLAPPA	33
27.	YALAGURESH HORAPETI DODDAPPA	37
28.	YAMANAVVA NAYAK SHIVAPPA	38
29.	FATIMA DODDAMANI NABISAB	39
30.	JAASHREE JALIHAL MUTTAPPA	37

Co-ordinator,  
Head Dept. of Commerce  
Shriannadaneshwar Arts, Science &  
Commerce College, NAREGAL-582119  
Tal. Gajendragad, Dist. Gadag (Karnataka)



Principal  
Shri Annadaneshwar Arts, Science,  
and Commerce College, NAREGAL  
Tal. Gajendragad, Dist. Gadag





**Shri Annadaneshwar Arts, Science and Commerce  
College and P.G Centre, Naregal - 582119**  
(Re-Accredited at "B" level by NAAC)

**To,**  
The Principal  
S. A College  
Naregal - 582119

**From,**  
Dr. Ravi C.S  
Co-Ordinator  
Certificate Course on Tally  
S. A College  
Naregal - 582119

**Sub:** successful completion of the certificate course on Tally for degree students of our college

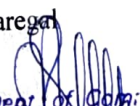
I am glad to bring to you notice that the department of Commerce of our college conducted certificate course on tally in our college from 15<sup>th</sup> Sept, 2019 to 30<sup>th</sup> Oct, 2019 for about 30 hours, 30 students attended the course regularly and found it useful for their future career.

Thanking you,

Yours faithfully

**Date:** 18th Nov, 2019

**Place:** Naregal

  
Head Dept. of Commerce  
Shriannadaneshwar Arts, Science &  
Commerce College, NAREGAL-582 119  
Tal. Gajendragad, Dist. Gadag (Karnataka)



# Shri Annadaneshwar Arts, Science and Commerce College and P.G Centre, Naregal - 582119

(Re-Accredited at "B" level by NAAC)

## IQAC Initiative

### Organized by Department of Commerce Report on Certificate Course in Tally - Basic Level For the Academic Year 2019 - 20

Tally is accounting software that is very much useful in making calculations in small and midlevel businesses. It usually stands for Transactions Allowed in a Linear Line Yards. You can do all the Banking, Auditing and Accounting Works using this software. Tally's accounting features permit you to record business transactions instantly and easily. Record transactions necessary for your business by creating and maintaining vouchers, masters and generating reports, it helps you manage all the major accounting operations in your business. The Certificate Course in Tally - Basic Level offered in our college, gives a comprehensive study of basic functionalities of finance and accounts.

This certificate course is encompasses all critical aspects of an organization, including payroll, inventory, manufacturing and banking to name a few. A certificate course on Tally - Basic Level was organized from 15<sup>th</sup> Sept, 2019 to 30<sup>th</sup> Oct, 2019 students from B.Com I and II semesters were the beneficiaries of the course. On the completion of the course, the feedback was collected from students and analyzed. On the basis of the analysis, it was observed that more than 84% of the students rated the course as excellent and remaining rated as good. Further the students suggested us to continue the certificate course in future.

**Co-ordinator**  
Head Dept. of Commerce

Shriannadaneshwar Arts, Science &  
Commerce College, NAREGAL-582119

Tal. Gajendragad, Dist. Gadag (Karnataka)



**Principal**  
PRINCIPAL

Shri Annadaneshwar Arts, Science,  
and Commerce College, NAREGAL

Tal. Gajendragad, Dist. Gadag



## Personal Profile

### Name and address:

- Mr. Raja Kumar, Tally Institute, Gadag

### Educational qualifications:


- M.Com PGDMM, Karnataka University, Dharwad

### Experience:

- served as prof. and head of the department of commerce in S.J.V.P Degree College Harihar from 2018 to 2019
- 5 years of teaching experience for UG and P.G classes in MGM College Hubli

Awards and Honours: Nil

Presently I am working as tally assistant in tally academy Gadag

  
Head Dept. of Commerce  
Shriannadaneshwar Arts, Science &  
Commerce College, NAREGAL-582 1  
Tal. Gajendragad, Dist. Gadag (Karnataka)



**Shri Annadaneshwar Arts Science and Commerce  
College and P.G Centre, Naregal**

Tq: Gajendragad

Re-Accredited at "B" level by NAAC)

District : Gadag

## *Certificate*

This is to Certify that

Miss/Mr..... Studying in  
B.Com/M.Com successfully completed a **Certificate Course on Tally** for IQAC  
Initiative Organized by *Department of Commerce* during **15-09-2019 to  
30-10-2019.**

Dr. Ravi C.S  
Organising Secretary

Dr. M.R Shivaram  
IQAC Co-ordinator

Prof. S.G. Keshannavar  
Principal

Shri Annadaneshwar Arts, Science &  
Commerce College, NAREGAL-582 111  
Tal. Gajendragad, Dist. Gadag (Karnataka)





**Shri Annadaneshwar Arts, Science and Commerce College  
and P.G Centre, Naregal - 582119**  
(Re-Accredited at "B" level by NAAC)

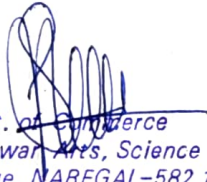
**IQAC Initiative**

**Organized by Department of Commerce**

**For the Academic Year 2019 - 20 Attendance Report**

Sl. No.	Students Name							
1.	AKKAMMA KOLLUR SHIVAPPA	A.K.S	A.K.S	A.K.S	A.K.S	A.K.S	A.K.S	A.K.S
2.	BASAVARAJ MADIWALAR KALAKAPPA	B.M.K	B.M.K	B.M.K	B.M.K	B.M.K	B.M.K	B.M.K
3.	BHIMAVVA GAFI JAKEERAPPA	B.G.S	B.G.S	B.G.S	B.G.S	B.G.S	B.G.S	B.G.S
4.	CHAITRA KALAKONNAVAR CHANDRASHEKHAR	C.K.C	C.K.C	C.K.C	C.K.C	C.K.C	C.K.C	C.K.C
5.	KALAKANAGOUNDA BELAVANAKI BASAVARAJ	K.B.B	K.B.B	K.B.B	K.B.B	K.B.B	K.B.B	K.B.B
6.	KAYANAPPA HIREGOUDRA NAGANAGOUD	K.W	K.W	K.W	K.W	K.W	K.W	K.W
7.	KIRANAKUMAR HUBBALLI BASAVARAJ	K.H.B	K.H.B	K.H.B	K.H.B	K.H.B	K.H.B	K.H.B
8.	KOUSHALYA GADAD BHIMAPPA	K.G.B	K.G.B	K.G.B	K.G.B	K.G.B	K.G.B	K.G.B
9.	MALLINATHGOUDA MALIPATIL SHEKHARGOUDA	M.M.S	M.M.S	M.M.S	M.M.S	M.M.S	M.M.S	M.M.S
10.	MANJULA KALABASHETTI PRAKASH	M.K	M.K	M.K	M.K	M.K	M.K	M.K
11.	MANJULA KURI MUNESHAPPA	M.K	M.K	M.K	M.K	M.K	M.K	M.K
12.	MANJUNATH MUDHOL MAILARAPPA	M.M	M.M	M.M	M.M	M.M	M.M	M.M
13.	MUTTURAJ DHARMAAT ANDAPPA	M.A	M.A	M.A	M.A	M.A	M.A	M.A
14.	NANDISH KOPPAD HANAMAPPA	N.K.H	N.K.H	N.K.H	N.K.H	N.K.H	N.K.H	N.K.H
15.	NAVEENKUMAR UPADYA YARIYAPPA	N.Y	N.Y	N.Y	N.Y	N.Y	N.Y	N.Y
16.	PARASHURAM AGADI NAGARAJ	P.A	P.A	P.A	P.A	P.A	P.A	P.A
17.	PARVATI MALLIGEWAD MUTTAPPA	P.M	P.M	P.M	P.M	P.M	P.M	P.M

18.	POORNIMA BHOVI NAGAPPA	Puv	Puv	Puv	Puv	Puv	Puv	Puv
19.	PRABHUGOUDA PANCHAMAPATIL F	PP	P.P	P.P	PP	PP	P.P	P.P
20.	PRASHANT BALIGER SHIVAPUTRAPPA	P.BS	P.BS	P.BS	PBS	PBS	P.BS	P.BS
21.	SANDEEP BASAVARADDER RAJASHEKAR	Suv	Suv	Suv	Suv	Suv	Suv	Suv
22.	SAVITRI HULLUR CHANNAVEERAPPA	Suv	Suv	Su	Suv	Suv	Suv	Suv
23.	SHIVARAJ KULKARNI HONNANAGOUDA	SKH	SKH	SKH	SKA	SKH	SKH	SKH
24.	SNEHA KARANDI MALLIKARJUN	SKM	SKM	SKM	SKM	SKM	SKM	SKM
25.	SUNIL SUDI SHREESHAILAPPA	S.S.S	SSS	SSS	SSS	SSS	SSS	SSS
26.	SURESH BHOVI YALLAPPA	S.Y	Suy	S.Y	S.Y	S.Y	S.Y	S.Y
27.	YALAGURESH HORAPETI DODDAPPA	YAD	YAD	YAD	YAD	YAD	YAD	YAD
28.	YAMANAVVA NAYAK SHIVAPPA	PAN	PAN	PAN	PAN	PAN	PAN	PAN
29.	FATIMA DODDAMANI NABISAB	PAN	PAN	PAN	PAN	PAN	PAN	PAN
30.	JAASHREE JALIHAL MUTTAPPA	JIM	JIM	JIM	JIM	JIM	JIM	JIM



Head Dept. of Commerce  
Shriannadaneshwar Arts, Science &  
Commerce College, NAREGAL-582 111  
Tal. Gajendragad, Dist. Gadag (Karnataka)



  
Principal  
PRINCIPAL  
Shri Annadaneshwar Arts, Science,  
and Commerce College, NAREGAL  
Tal. Gajendragad, Dist. Gadag