



**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 WITH PRIME



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

Module 1: Tally Prime Start-up

- Tally Prime – Download & Installation
- Launching Tally Prime – Education Mode & Activating License

Module 2: Tally Prime Basics

- Creating New Company, Alteration, Deletion, Group Company – Creation, Alteration and Deletion; Tally Prime Data Entry Steps – Ledgers, Items and Vouchers, Tally Pre-defined Vouchers Introduction, Understanding Pre-defined Voucher One by One, How to update Opening Balances & Opening Stock in Tally Prime, Ledger Creation, Alteration, Deletion, Traditional Method, Stock Item Creation, Groups, Units, Creation, Alteration, Delete

Module 3: Recording Day to Day Transactions

- Recording Purchases and Sales, Recording Contra, Receipt and Payment Vouchers
- Golden Rules of Accounts, Recording Journals in Tally Prime
- Basic Illustration to Understand Tally Prime Vouchers

Module 4: Bills-wise Accounts, Bills Receivable & Payable Management

- Bill-wise Accounts – an Introduction, Bills-wise Details for Purchases, Bill-wise Details for Sales – Bills Receivable, Supply Against Advances, Tracking Overdue Supplies

Module: 5 Tally Prime with Banking

- Cheque Book Configuration in Tally Prime, Cheque Printing in Tally Prime, Banking Transaction Types, Introduction to Post Dated Cheques Management, Post Dated Cheques Management in Tally Prime, Applying for Tally Prime License, Introduction to Bank Reconciliation Process in Tally Prime, Bank Reconciliation in Tally Prime

Who Can Participate

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

Resource Persons

1 **Mr. Shivaraj 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**



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Certificate Course on Tally with Prime



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: 15th Oct, 2020

Duration: 30 hrs Practical and 15 hrs theory

2020 - 21

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



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For the Academic Year 2020 – 21

Certificate Course on Tally with Prime

Syllabus

Module 1: Tally Prime Start-up

- Tally Prime – Download & Installation
- Launching Tally Prime – Education Mode & Activating License

Module 2: Tally Prime Basics

- Creating New Company, Alteration, Deletion, Group Company – Creation, Alteration and Deletion; Tally Prime Data Entry Steps – Ledgers, Items and Vouchers, Tally Pre-defined Vouchers Introduction, Understanding Pre-defined Voucher One by One, How to update Opening Balances & Opening Stock in Tally Prime, Ledger Creation, Alteration, Deletion, Traditional Method, Stock Item Creation, Groups, Units, Creation, Alteration, Delete

Module 3: Recording Day to Day Transactions

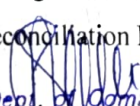
- Recording Purchases and Sales, Recording Contra, Receipt and Payment Vouchers
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FOR THE ACADEMIC YEAR 2020 – 21

Certificate Course on Tally with Prime

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: 15th Oct, 2020

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 &
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Tal. Gajendragad, Dist. Gadag (Karnataka)



Principal

PRINCIPAL

Shri Annadaneshwar Arts, Science,
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**Certificate Course on Tally with Prime
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 with Prime during this academic year from 15th Oct, 2020 interested students are here by informed to enroll their names to Dr. Ravi C.S Course Co-ordinator on or before 9th Oct, 2020.

Timings of the classes is as follows

Course Co-ordinator

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Principal
PRINCIPAL

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FOR THE ACADEMIC YEAR 2020 – 21

Details of Students Enrolled for Certificate Course in Tally with Prime

Sl. No.	Students Name	Year of Admission in College
1.	ABHISHEKH MUGALI KALAKAPPA	Oct 2020
2.	AFREEN HULAL RAFIK AHMAD	Oct 2020
3.	AISHWARA PATIL DEVENDRAGOUDA	Oct 2020
4.	AKSHATA POLICEPATIL MUTTANAGOUDA	Oct 2020
5.	AMARESH HIREMATH SHRANAYA	Oct 2020
6.	AMBARISH C SUNKAPPA	Oct 2020
7.	ANANTASWAMI HIREMATH KALLAYYA	Oct 2020
8.	ANNAPOORNA TEJAPPANAVAR B	Oct 2020
9.	BASAMMA JIDDIBAGIL ANDAPPA	Oct 2020
10.	BASAVARAJ TUGGANI MAHADEVAPPA	Oct 2020
11.	BASAVARAJ VADAVI VEERANAGOUDA	Oct 2020
12.	BHUVANESHWARI KAMMAR VASANT	Oct 2020
13.	DEVARAJ TALAKAL BASAVARAJ	Oct 2020
14.	FATIMA DODDAMANI NABISAB	Oct 2020
15.	JAASHREE JALIHAL MUTTAPPA	Oct 2020
16.	KAVIRI DODDAMANI PRABHURAJ	Oct 2020
17.	KAVYA ARER BASAVARAJ	Oct 2020
18.	MEENAXI MALOTTAR BOJAPPA	Oct 2020
19.	NAVEEN DHARMAYAT SHIVAPPA	Oct 2020
20.	PAVITRA ANGADI VEERABHADRAPPA	Oct 2020
21.	PAITRA DHARANEPPOUDAR G	Oct 2020
22.	POOJA DODDAMETI SUBAS	Oct 2020
23.	PRAJWAL ANGADI SANGAMESH	Oct 2020
24.	PRAKASH BISANALLI MAPPLAPPA	Oct 2020
25.	PRASHANT HIREMATH BASAYYA	Oct 2020

Head Dept. of Commerce

26.	PRASHANT TALAWAR UMESH	Oct 2020
27.	RAJA SADARI SHEKHAPPA	Oct 2020
28.	ROOPA KUNTOJI BASAVARAJ	Oct 2020
29.	SACHIN SANKANAGOUDRA SANGANAGOUDA	Oct 2020
30.	SAVITA MANAPADE PANDURANGA	Oct 2020



Co-ordinator

Head Dept. of Commerce

Shri Annadaneshwar Arts, Science &
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Tal. Gajendragad, Dist. Gadag (Karnataka)



Principal

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FOR THE ACADEMIC YEAR 2020 - 21

Details of Students Marks List

Sl. No.	Students Name	Marks
1.	ABHISHEKH MUGALI KALAKAPPA	38
2.	AFREEN HULAL RAFIK AHMAD	39
3.	AISHWARA PATIL DEVENDRAGOUDA	31
4.	AKSHATA POLICEPATIL MUTTANAGOUDA	33
5.	AMARESH HIREMATH SHRANAYA	30
6.	AMBARISH C SUNKAPPA	33
7.	ANANTASWAMI HIREMATH KALLAYYA	39
8.	ANNAPOORNA TEJAPPANAVAR B	37
9.	BASAMMA JIDDIBAGIL ANDAPPA	36
10.	BASAVARAJ TUGGANI MAHADEVAPPA	37
11.	BASAVARAJ VADAVI VEERANAGOUDA	38
12.	BHUVANESHWARI KAMMAR VASANT	33
13.	DEVARAJ TALAKAL BASAVARAJ	34
14.	FATIMA DODDAMANI NABISAB	39
15.	JAASHREE JALIHAL MUTTAPPA	32
16.	KAVIRI DODDAMANI PRABHURAJ	33
17.	KAVYA ARER BASAVARAJ	32
18.	MEENAXI MALOTTAR BOJAPPA	30
19.	NAVEEN DHARMAYAT SHIVAPPA	30
20.	PAVITRA ANGADI VEERABHADRAPPA	32
21.	PAITRA DHARANEPPOUDAR G	23
22.	POOJA DODDAMETI SUBAS	29
23.	PRAJWAL ANGADI SANGAMESH	30
24.	PRAKASH BISANALLI MAPPLAPPA	38
25.	PRASHANT HIREMATH BASAYYA	39
26.	PRASHANT TALAWAR UMESH	30


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27.	RAJA SADARI SHEKHAPPA	29
28.	ROOPA KUNTOJI BASAVARAJ	30
29.	SACHIN SANKANAGOUDRA SANGANAGOUDA	30
30.	SAVITA MANAPADE PANDURANGA	29


Co-ordinator

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Principal

PRINCIPAL

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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 with Prime for P.G 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 15th Oct, 2020 to 20th Jan, 2021 for about 30 hours, 15 students attended the course regularly and found it useful for their future career.

Thanking you,

Yours faithfully

Date:

Place: Naregal

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Organized by Department of Commerce Report on Certificate Course in Tally with Prime For the Academic Year 2020 – 21

The Course covers Tally Prime & Tally Erp9 from Basic Accounting to Advanced level accounting, covering all Taxation part like How to prepare and filing GST Return with tally prime, how to prepare/filing TDS return with tally prime, how to maintain payroll in tally prime. How to maintain stock with tally prime, legal aspects, major compliances, Procedure, finalization of books of accounts and balance sheet, tally prime 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 Prime offered in our college gives a comprehensive study of basic functionalities of finance, account and taxation with GST

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 Prime was organized from 15th October, 2020 to 20th January, 2021 students from M.Com first 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 89% 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

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Tal. Gajendragad, Dist. Gadag (Karnataka)



Principal

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

Personal Profile

Name and address:

- Mr. Shivaraj Kumar, Tally Institute, Gadag

Educational qualifications:

- M.Com, Mysore University, Mysore

Experience:

- served as prof. and head of the department of commerce in KSS Degree College Gadag from 2016 to 2019
- 11 years of teaching experience for UG and P.G classes in KSS College Hubli

Awards and Honours: Nil

Presently I am working as tally assistant in tally academy Gadag



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Tq: Gajendragad

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District : Gadag

Certificate

This is to Certify that

Miss/Mr.....Studying in
B.Com/M.Com successfully completed a **Certificate Course on Tally with
Prime** for IQAC Initiative Organized by *Department of Commerce* during
15-10-2020 to 20-1-2021.

Dr. Ravi C.S
Organising Secretary

Dr. M.R Shivaram
IQAC Co-ordinator

Prof. S.G. Keshannavar
Principal

Head Dept. of Commerce
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For the Academic Year 2020 - 21 Attendance Report

Sl. No	Students Name								
1.	ABHISHEKH MUGALI KALAKAPPA	A.M.K	A.M.K	A.M.K	A.M.K	A.M.K	A.M.K	A.M.K	A.M.K
2.	AFREEN HULAL RAFIK AHMAD	A.R.A	A.R.A	A.R.A	A.R.A	A.R.A	A.R.A	A.R.A	A.R.A
3.	AISHWARA PATIL DEVENDRAGOUDA	A.P.D	A.P.D	A.P.D	A.P.D	A.P.D	A.P.D	A.P.D	A.P.D
4.	AKSHATA POLICEPATIL MUTTANAGOUDA	A.P.M	A.P.M	A.P.M	A.P.M	A.P.M	A.P.M	A.P.M	A.P.M
5.	AMARESH HIREMATH SHRANAYA	A.H.S	A.H.S	A.H.S	A.H.S	A.H.S	A.H.S	A.H.S	A.H.S
6.	AMBARISH C SUNKAPPA	A.S.C	A.S.C	A.S.C	A.S.C	A.S.C	A.S.C	A.S.C	A.S.C
7.	ANANTASWAMI HIREMATH KALLAYYA	A.H.K	A.H.K	A.H.K	A.H.K	A.H.K	A.H.K	A.H.K	A.H.K
8.	ANNAPOORNA TEJAPPANAVAR B	A.T	A.T	A.T	A.T	A.T	A.T	A.T	A.T
9.	BASAMMA JIDDIBAGIL ANDAPPA	B.J.A	B.J.A	B.J.A	B.J.A	B.J.A	B.J.A	B.J.A	B.J.A
10.	BASAVARAJ TUGGANI MAHADEVAPPA	B	B	B	B	B	B	B	B
11.	BASAVARAJ VADAVI VEERANAGOUDA	B.V.V	B.V.V	B.V.V	B.V.V	B.V.V	B.V.V	B.V.V	B.V.V
12.	BHUVANESHWARI KAMMAR VASANT	B.K.V	B.K.V	B.K.V	B.K.V	B.K.V	B.K.V	B.K.V	B.K.V
13.	DEVARAJ TALAKAL BASAVARAJ	D.T.B	D.T.B	D.T.B	D.T.B	D.T.B	D.T.B	D.T.B	D.T.B
14.	FATIMA DODDAMANI NABISAB	F	F	F	F	F	F	F	F
15.	JAASHREE JALIHAL MUTTAPPA	J	J	J	J	J	J	J	J
16.	KAVIRI DODDAMANI PRABHURAJ	K	K	K	K	K	K	K	K
17.	KAVYA ARER BASAVARAJ	K	K	K	K	K	K	K	K
18.	MEENAXI MALOTTAR BOJAPPA	M	M	M	M	M	M	M	M
19.	NAVEEN DHARMAYAT SHIVAPPA	N	N	N	N	N	N	N	N
20.	PAVITRA ANGADI VEERABHADRAPPA	P	P	P	P	P	P	P	P
21.	PAITRA DHARANEPAGAUDAR G	P	P	P	P	P	P	P	P
22.	POOJA DODDAMETI SUBAS	P.D.S	P.D.S	P.D.S	P.D.S	P.D.S	P.D.S	P.D.S	P.D.S
23.	PRAJWAL ANGADI SANGAMESH	P.A.S	P.A.S	P.A.S	P.A.S	P.A.S	P.A.S	P.A.S	P.A.S
24.	PRAKASH BISANALLI MAPPLAPPA	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M	P.B.M
25.	PRASHANT HIREMATH BASAYYA	P	P	P	P	P	P	P	P

(Signature)

26.	PRASHANT TALAWAR UMESH	<u>PTU</u>	<u>PTU</u>	<u>PTU</u>	<u>PTU</u>	<u>PTU</u>	<u>PTU</u>	<u>PTU</u>	<u>PTU</u>
27.	RAJA SADARI SHEKHAPPA	<u>Rw</u>	<u>Rw</u>	<u>Rw</u>	<u>Rw</u>	<u>Rw</u>	<u>Rw</u>	<u>Rw</u>	<u>Rw</u>
28.	ROOPA KUNTOJI BASAVARAJ	<u>Rw</u>	<u>Rw</u>	<u>Rw</u>	<u>Rw</u>	<u>Rw</u>	<u>Rw</u>	<u>Rw</u>	<u>Rw</u>
29.	SACHIN SANKANAGOUDRA SANGANAGOUDA	<u>Sach</u>	<u>Sach</u>	<u>Sach</u>	<u>Sach</u>	<u>Sach</u>	<u>Sach</u>	<u>Sach</u>	<u>Sach</u>
30.	SAVITA MANAPADE PANDURANGA	<u>Su</u>	<u>Su</u>	<u>Su</u>	<u>Su</u>	<u>Su</u>	<u>Su</u>	<u>Su</u>	<u>Su</u>



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