Tally
POWER OF SIMPLICITY

TEPL
Tally Education

TallyEssential

A COMPLETE GUIDE ON BUSINESS ACCOUNTING

ABOUT THE COURSE

TallyEssential is your complete guide on Business Accounting. It incorporates various concepts and topics on Financial Accounting with practical applications being done on the simplest and most-in-demand business management software TallyPrime. **Upon completion, learners will be proficient in areas such as Recording and Reporting, Accounts Payable and Receivable, Taxation and Compliance.**
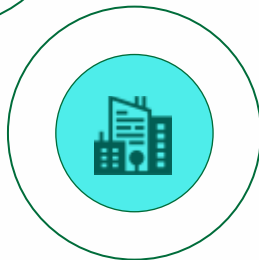
Content created by **Tally Education and Subject Matter Experts**
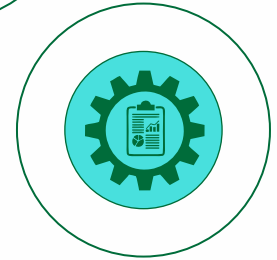
Facility of taking **Assessment Online**

Hands-on Project, Case Studies included at each level

Content is aligned with the Current **Market Requirement and Business Standard**

Concepts explained through **Real Business Scenarios**

Domain and Technical aspects are covered comprehensively

3 DIFFERENT LEVELS CATERING TO DIFFERENT LEARNING NEEDS

The course has been designed to cater to the needs of learners belonging to different levels of subject understanding - making it easier for them to map their current skills and take up the level they require the most for their expertise expansion and career growth. If the learner is a beginner in the domain - also has an option to take up TallyEssential Comprehensive course that comes with all the 3 levels collectively.

TallyEssential
Level 1 (35 hours)

It provides step-by-step instructions including Download and Installation, Company Creation, Maintaining Chart of Accounts, Recording Business Transactions, Generation of Financial Reports, Banking Solutions, Goods and Services Tax (GST) and Securing Business Data.

↘ Fundamental of Accounting
↘ Introduction to TallyPrime
↘ Maintaining Chart of Accounts
↘ Recording and Maintaining Accounting Transactions
↘ Banking
↘ Generating Financial Statements and MIS Reports
↘ Data Security
↘ Company Data Management
↘ Goods and Services Tax
↘ Business Case Studies

TallyEssential
Level 2 (35 hours)

It provides step-by-step instructions from Storage and Classification, Accounts Payable and Receivable, Order Processing, Budgets, Goods and Services Tax (GST) and Scenario Managements.

- ↘ Storage and Classification of Inventory
- ↘ Accounts Receivable and Payable Management
- ↘ Purchase and Sales Order Management
- ↘ Tracking Additional Costs of Purchase
- ↘ Cost/Profit Centres Management
- ↘ Budgets and Scenarios
- ↘ Generating and Printing Reports
- ↘ Goods and Services Tax
- ↘ Business Case Studies

TallyEssential
Level 3 (36 hours)

It provides step-by-step instructions of GST, TDS, Export, Import and Splitting Company Data.
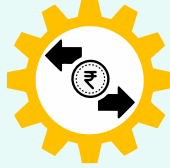
- ↘ Goods and Services Tax
- ↘ Tax Deducted at Source
- ↘ Management of Business Data
- ↘ Moving to the Next Financial Year
- ↘ Business Case Studies

Day-to-Day Transactions

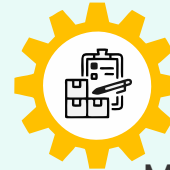Closing Financial Year Books of Accounts and beginning the next Financial Year

Accounts Payable and Receivable Management

Banking (BRS)

Tax Dedicated at Sources (TDS)

UPON COMPLETION, YOU WILL BE ABLE TO CARRY OUT

MIS Reports

Goods and Services Tax (GST)

Maintaining Stock Keeping Unit (SKU)

Budgets and Control Management

Purchase and Sales Order Processing

ABOUT TALLY EDUCATION PVT. LTD.

Tally Education Pvt. Ltd. is a subsidiary of Tally Solutions. It is the only entity authorised to issue certifications on Computerised Accounting and Tally. It has been incorporated with a vision to enable businesses to manage their manpower requirements by offering simple and easy solutions to find suitable skilled resources for their businesses.

The certifications are offered by our 800+ empanelled Training and Assessment Centres (TACs),1000+ colleges in more than 400 cities and towns across the country. Many recognised institutes, universities, colleges and boards have got associated with Tally Education Pvt. Ltd.

Visit **www.tallyeducation.com** or download **Tally Education Mobile App** to explore your nearest empanelled TAC.

ABOUT TALLY SOLUTIONS PVT. LTD.

Tally Solutions Pvt. Ltd. is India's leading business management software solution company which today enables more than 2 million businesses worldwide. Since its inception in 1986, Tally's simple yet powerful products have been revolutionising the way businesses run. For further details visit **www.tallysolutions.com**

Testimonials

"I chose TallyEssential comprehensive course. When I started with the course, I didn't even know how to use the software. I had trainers who were keen to see me grow. After 3 months of concentrated learning at V Tech Solutions (Tumkur); now I have a thorough knowledge to use all the features of Tally software. The eContent provided by the organization was very helpful as well. I took mock test that helped me prepare better for the final assessment and clear it after completing the course."

DEEPAK L R
Course - TallyComprehensive
Centre - V TECH SOLUTIONS, Tumkur

"I have completed TallyEssential Level 1 course. It helped me understand various concepts and the fundamentals of the software. The Digital Content and videos provided helped me understand the concepts better. The practical applications gave a clear idea and working experience. I have received Grade A and certification form Tally Education company. Thanks to HardSoft Solutions (Davangere) and its faculties for their support and great teaching skills."

Lakshmi
Course – TallyEssential Level 1
Centre - HardSoft Solutions (Daksha Academy), Davangere

FROM OUR PROUD PARTNERS

"I would like to congratulate Tally Education Private limited for bringing TallyEssential course curriculum. Here students get to know about TallyPrime, TDS , TCS , GST that help them get placed at better company with better remuneration."
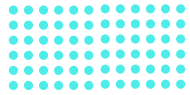
Mr. Somnath Chatterjee
Computex International

"We are pleased to be a part of the extended family of TEPL. We have taken this challenge to ensure our students' future as successful accountants to begin with. TEPL has designed their Essential courses in such a way that our students will get enormous opportunity to learn new and innovative things on Accountancy and Taxation such as classes on Tally Prime, webinars from eminent personalities on TDS, TCS, GST etc."

Mr. Arnab Shil & Deepjit Mitra
Computer Maintenance Consultants Private Limited

ACQUIRE SKILLS THAT MATTER!

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