Course Name   **: Computerized Accounting System - I**

Course Code   **: COM (H) 226**

Course Instructor   **: Mr. Nitin Gupta**

Hours: 3+2   **Credits: 2**

Course Description: In this course students are trained to operate accounting software (Tally). All students irrespective of their backgrounds can learn the practical accounting with the help of software. This course will broadly deal in fundamentals of Tally, creating accounting masters, inventory masters, voucher entry and generating reports. After completion of this course student will be having complete knowledge of tally and will be able to use this software for practical accounting.

Course Content:

- Basics of accounting – accounting principles, double entry system, financial statements.
- Fundamentals of tally
- Creating accounting masters in tally ERP 9
- Creating inventory masters in tally ERP 9
- Voucher entry in tally ERP 9
- Generating basic reports in tally ERP 9
- Multilingual capabilities and technological advantages of tally ERP 9
- Advanced accounting in tally
- Advanced inventory in tally
- Job costing

Knowledge Outcome

At the end of the course, the student should be able to:

- Learn basics of accounting
- Payroll management

Skill Outcome

- Will be able to operate accounting software tally ERP 9
- Will know how to generate basic accounting reports from tally ERP 9

Methodology:
- 45 lectures to discuss the theoretical and practical concepts.
- 15 Practical's to understand application of theoretical and practical aspects of tally.
- 8 Assignments based on theoretical and practical concepts taught in class.

- 3 Quizzes
- Use of tally ERP 9

Grading:

Internal assessment - **50%**

i.	Assignments	10%
ii.	Quizzes	5%
iii.	Attendance	5%
iv.	In-house Practical's	10%
v.	Mid-term exam	20%

End Term Exam - **50%**

Text Book:

Computerized Accounting System, Sahaj Publications, Tally ERP 9 Volume 1 & 2

Lecture Schedule

Lecture: 1	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	• Introduction to basics of accounting • Accounting principles and concepts
Learning Motivation	After studying this lecture students will be able to define the importance of computerized accounting and application of accounting principles and concepts.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study rules of accounting and about financial statements.

Lecture: 2	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	• Rules of accounting • Mode of accounting
Learning Motivation	After studying this lecture students will be able to understand the rules of accounting and mode of accounting
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about the financial statement and its formats.

Lecture: 3	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Financial statements** • Profit and loss account • Balance sheet • Trial balance
Learning Motivation	After studying this lecture students will be able to understand the need of financial statements for a business concern

Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment - 1	List down all short cut keys used in tally
Instructions for Next lecture	Study salient features and technological advantages of tally

Practical: 1	
Pedagogy	- IT lab - Tally ERP 9 Software
Topics to be covered	- Introduction to basics of accounting - Accounting principles and concepts - Rules of accounting - Mode of accounting - Financial statements
Learning Motivation	After this practical students will be able to practically use the concepts with the use of tally software.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 4	
Pedagogy	- Power Point Presentation - Tally ERP 9 Software
Topics to be covered	**Introduction to tally ERP 9** - Salient features of tally ERP 9 - Technological advantages.
Learning Motivation	After this lecture student will get introduced with tally and will know about its technological advantages
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study how to start up with tally.

Lecture: 5	
Pedagogy	- Power Point Presentation - Tally ERP 9 Software
Topics to be covered	**Getting functional with tally ERP 9** - Tally.ERP 9 Start up - Mouse / Keyboard Conventions

	• Switching between Screen Areas • Quitting Tally .ERP 9
Learning Motivation	After this lecture student will get familiar with the software and get to know about the use of tally in accounting.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	
Instructions for Next lecture	Study the process to create the company in tally ERP 9

Lecture: 6	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Setting up of company in tally ERP 9** • Create a company • Select a company • Alter a company • Shut a company.
Learning Motivation	Will be able to create company and understand what features need to be enabled for company creation.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about the configurations required for setting up a company.

Practical: 2	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	• Introduction to tally ERP 9 • Getting functional with tally ERP 9 • Setting up of company in tally ERP 9
Learning Motivation	After this practical students will be able to use the functions of tally and will learn how to create a new company.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 7	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Company Features – F11** • F1 Accounting features • F2 Inventory features • F3 Statutory & taxation • F4 Tally.NET features
Learning Motivation	Will understand what features need to be enabled for company creation.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about the configurations required for setting up a company.

Lecture: 8	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Configurations – F12** • General Configuration • Numeric Symbols • Accts/Inventory Info. Configuration • Voucher Entry Configuration • Invoice /Orders Entry Configuration • Payroll Configuration
Learning Motivation	Will know about various configurations required for setting up the company in tally.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment - 2	Prepare the flow chart mentioning the process to create the company.
Instructions for Next lecture	Study about the configurations required for setting up a company

Lecture: 9	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Configurations – F12**

	• Banking Configuration • Printing Configuration • E-Mailing Configuration • Data Configuration • TDL Configuration • Advanced Configuration • Licensing Configuration
Learning Motivation	Will know about various configurations required for setting up the company in tally.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study the process of creating accounting masters.

Practical: 3	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	Configurations – F12
Learning Motivation	After this practical students will be able to know various configurations required to create masters in tally.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 10	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Creating accounting ledgers in tally ERP 9** • Creating single ledger • Displaying ledger • Altering ledger
Learning Motivation	Understand how to create single ledgers and process of passing journal entries in these ledgers.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Quiz	Quiz 1
Instructions for Next lecture	Study about the creating multiple ledgers.

Lecture: 11	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Creating accounting ledgers in tally ERP 9 –** • Creating multiple ledgers • Displaying ledger • Altering ledger
Learning Motivation	Understand how to create multiple ledgers and process of passing journal entries in these ledgers.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about creating single stock groups

Lecture: 12	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Single stock groups** • Creating single stock group • Displaying stock groups • Altering stock groups.
Learning Motivation	Will understand how single stock groups are created for various stocks being purchased by the organization and which purchase will be entered in which specified group.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about the multiple stock categories

Practical: 4	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	• Creating accounting ledgers in tally ERP 9 • Single stock groups
Learning Motivation	After this practical students will learn how to electronically create ledgers and single stock groups.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally

	ERP 9 Volume 1)

Lecture: 13	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Multiple Stock groups** • Multiple stock group • Displaying stock groups • Altering stock groups.
Learning Motivation	Will understand how multiple stock groups are created for various stocks being purchased by the organization and which purchase will be entered in which specified group.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment - 3	List down process of cresting ledger and single stock group.
Instructions for Next lecture	Study about the single stock categories

Lecture: 14	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Single stock categories** • Creating single stock category • Displaying stock category • Altering
Learning Motivation	Will understand how to create single stock categories and configurations required to be enable stock categories.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study how to create multiple stock categories

Lecture: 15	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Multiple stock categories** • Creating multiple stock categories • Displaying stock category

	• Altering
Learning Motivation	Will understand how to create multiple stock categories and configurations required to enable stock categories.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Quiz	Quiz 2
Instructions for Next lecture	Study about units of measure

Practical: 5	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	• Multiple Stock groups • Single stock categories • Multiple stock categories
Learning Motivation	After this practical students will learn how to electronically create multiple stock groups and stock categories.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 16	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Units of measure** • Simple units • Compound units • Creating simple units • Creating compound units • Displaying units of measure • Deleting units of measure
Learning Motivation	Will understand how to create units of measure and configurations required for enabling the same.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about creations of stock items.

Lecture: 17	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Stock items** • Creating single stock item • Creating multiple stock items • Displaying stock items • Altering stock items.
Learning Motivation	Will understand how to create stock items and learn its configurations and features required for enabling the same.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study how to create voucher types

Lecture: 18	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Voucher types** • Predefined vouchers in tally • Creating voucher type • Displaying voucher type • Altering voucher items.
Learning Motivation	Will understand how to create stock items and voucher types and learn its configurations and features required for enabling the same.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment - 4	List down process of creating vouchers and units of measure
Instructions for Next lecture	Study about voucher entry in tally

Practical: 6	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	• Units of measure • Stock items • Voucher types

Learning Motivation	After this practical students will learn how to electronically create and use units of measure while passing entries and create stock items and voucher types
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 19	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Accounting Vouchers** • Contra Voucher (F4) • Payment Voucher (F5) • Receipt Voucher (F6)
Learning Motivation	Will understand how to create accounting vouchers and learn about its configurations and features required enabling them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about accounting vouchers.

Lecture: 20	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Accounting Vouchers** • Journal Voucher (F7) • Purchase Voucher (F9) • Sales Voucher (F8)
Learning Motivation	Will understand how to create accounting vouchers and learn about its configurations and features required enabling them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Quiz	Quiz 3
Instructions for Next lecture	Study about accounting vouchers.

Lecture: 21	
Pedagogy	• Power Point Presentation

	• Tally ERP 9 Software
Topics to be covered	**Accounting Vouchers** • Credit note voucher (ctrl +F8) • Debit note voucher (ctrl + F9)
Learning Motivation	Will understand how to create accounting vouchers and learn about its configurations and features required enabling them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about inventory vouchers.

Practical: 7	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	Accounting Vouchers
Learning Motivation	After this practical student will learn how create accounting vouchers in tally.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 22	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Accounting Vouchers** • Reversing journal voucher (F10) • Memo voucher (ctrl + F10)
Learning Motivation	Will understand how to create accounting vouchers and learn about its configurations and features required enabling them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment - 5	Prepare the flow chart listing the process of creating various types of accounting vouchers.
Instructions for Next lecture	Study about inventory vouchers.

Lecture: 23	
Pedagogy	• Power Point Presentation

	• Tally ERP 9 Software
Topics to be covered	**Inventory Vouchers** • Purchase order • Sales order • Rejections out • Rejections in
Learning Motivation	Will understand how to create inventory vouchers and learn about its configurations and features required enabling them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about stock journal, delivery note and receipt note

Lecture: 24	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Inventory Vouchers** • Stock journal • Delivery note • Receipt note.
Learning Motivation	Will understand how to create inventory vouchers and learn about its configurations and features required enabling them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about report generation.

Practical: 8	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	• Accounting Vouchers • Inventory Vouchers
Learning Motivation	After this practical student will learn how create accounting and inventory vouchers.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 25	
Pedagogy	- Power Point Presentation - Tally ERP 9 Software
Topics to be covered	**Generating basic reports in tally ERP 9** - Balance sheet - Profit and loss a/c - Trail balance.
Learning Motivation	Will understand how to generate accounting reports in tally and learn about configurations and features required to enable them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Quiz	Quiz 4
Instructions for Next lecture	Study about inventory vouchers.

Lecture: 26	
Pedagogy	- Power Point Presentation - Tally ERP 9 Software
Topics to be covered	**Generating basic reports in tally ERP 9** - Accounting books & registers. - Inventory books & reports.
Learning Motivation	Will understand how to generate accounting reports in tally and learn about configurations and features required to enable them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study technological advantages of tally ERP 9

Lecture: 27	
Pedagogy	- Power Point Presentation - Tally ERP 9 Software
Topics to be covered	**Technological advantages of tally ERP 9** - Tally vault - Security controls - Tally audit
Learning Motivation	Will understand technological advantages of tally ERP 9 and

	learn about configurations and features required to enable them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study technological advantages of tally ERP 9

Practical: 9	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	• Generating basic reports in tally ERP 9 • Technological advantages of tally ERP 9
Learning Motivation	After this practical student will know about the technological advantages of tally and learn how to generate basic reports like profit and loss account and balance sheet.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 28	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Technological advantages of tally ERP 9** • Backup and restore • Split company data • Export and import data
Learning Motivation	Will know about the technological advantages of tally ERP 9.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment - 6	Practical assignment on preparation of company accounts in tally.
Instructions for Next lecture	Study technological advantages of tally ERP 9

Lecture: 29	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Technological advantages of tally ERP 9** • ODBC connectivity

	• Web enabled, print preview and online help. • Printing reports
Learning Motivation	Will know about the technological advantages of tally ERP 9.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about advanced accounting in tally ERP 9

Lecture: 30	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Advanced Accounting in Tally ERP 9** • Bill wise details • Activating Bill-wise Details • New Reference and View Outstanding Statement • Against Reference • View Outstanding statement • View Ledger Outstanding Report
Learning Motivation	Will understand about bill wise details and other related accounting entries in tally and learn about configurations and features required to enable them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Quiz	Quiz 5
Instructions for Next lecture	Study about debtors and non trading accounts

Practical: 10	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	• Generating basic reports in tally ERP 9 • Technological advantages of tally ERP 9
Learning Motivation	After this practical student will know about the technological advantages of tally and learn how to generate basic reports like profit and loss account and balance sheet.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 31	
Pedagogy	- Power Point Presentation - Tally ERP 9 Software
Topics to be covered	**Advanced Accounting in Tally ERP 9** - View Age-wise Outstanding Statement - Payment Performance of Debtors - Advance, On Account - Bill-wise Details for Non-trading Accounts
Learning Motivation	Will know how to calculate payment performance of debtors and make bill wise details of non trading accounts and learn about configurations and features required to enable them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study cost centers and cost categories

Lecture: 32	
Pedagogy	- Power Point Presentation - Tally ERP 9 Software
Topics to be covered	**Advanced Accounting in Tally ERP 9** - Cost centres and cost categories - Activating Cost Category and Cost Centre - Creating Cost Categories
Learning Motivation	Will understand about the use of cost centres and cost categories and learn about configurations and features required to enable them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment – 7	Process of generating P&L and Balance Sheet in tally.
Instructions for Next lecture	Study cost centers and cost categories

Lecture: 33	
Pedagogy	- Power Point Presentation - Tally ERP 9 Software
Topics to be covered	**Advanced Accounting in Tally ERP 9** Creating Cost Centres

	• Applying Cost Centres to Ledger accounts • View Cost Centre Reports
Learning Motivation	Will understand about the use of cost centres and cost categories and learn about configurations and features required to enable them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about voucher classes

Practical: 11	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	• Advanced Accounting in Tally ERP 9
Learning Motivation	After this practical student will step into advanced accounting and will be able to create cost centres and apply them in ledgers.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 34	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Advanced Accounting in Tally ERP 9** • Voucher Classes - Creating a Voucher Class • Invoice Entry using Voucher Class • Payment Entry using Voucher Class • Stock Journal using Voucher Class
Learning Motivation	Will understand about the use voucher classes and learn about configurations and features required to enable them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about multiple currencies, interest calculations

Lecture: 35	
Pedagogy	• Power Point Presentation

	• Tally ERP 9 Software
Topics to be covered	**Advanced Accounting in Tally ERP 9** • Cost centre class • Multiple currencies
Learning Motivation	Will understand about the use of multiple currencies and learn about configurations and features required to enable them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about formulas for interest calculation and budget control measures.

Lecture: 36	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Advanced Accounting in Tally ERP 9** • Interest calculations • Budget & Controls
Learning Motivation	Will know about interest calculations & budget controls and learn about configurations and features required to enable them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about advanced inventory in tally ERP 9

Practical: 12	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	• Advanced Accounting in Tally ERP 9
Learning Motivation	After this practical student will step into advanced accounting and will learn about budget controls, interest calculations and creating vouchers.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 37	
Pedagogy	• Power Point Presentation

	• Tally ERP 9 Software
Topics to be covered	**Advanced Inventory in Tally ERP 9** • Purchase Order Processing • Altering a Purchase Order • Sales Order processing • Altering a Sales Order • Display Order Position • Display Columnar Orders & Stock Details • Adjusting Orders
Learning Motivation	Will how to process orders with the help of tally ERP 9 and learn about configurations and features required to enable them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about reorder level and tracking numbers

Lecture: 38	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Advanced Inventory in Tally ERP 9** • Reorder Levels • Tracking Numbers • Batch Wise Details
Learning Motivation	Will be able to define reorder levels & activate batch wise details and learn about configurations and features required to enable them.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about job costing

Lecture: 39	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Job Costing** • Configuring job costing in tally ERP 9 • Creating masters for job costing

Learning Motivation	Will be able to configure and create job costing masters.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about recording transaction for job costing

Practical: 13	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	• Advanced Inventory in Tally ERP 9 • Job costing
Learning Motivation	• After this practical student will be able to record advanced entries of inventory purchase and sale in tally. • Will understand how process job cost sheets in tally.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 40	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Job Costing** • Recording transactions • Job costing reports
Learning Motivation	Will be able to record job cost transactions and learn to generate reports.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about job costing

Lecture: 41	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Job Costing** • Recording transactions • Job costing reports

Learning Motivation	Will be able to record job cost transactions and learn to generate reports.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about job costing

Lecture: 42	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Job Order Processing** • Configuring job order processing tally ERP 9 – Company setup, enabling job order processing, voucher type setup.
Learning Motivation	Will be able to learn how to configure and set up company for job order processing.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about job order processing and job order reports

Practical: 14	
Pedagogy	• IT lab • Tally ERP 9 Software
Topics to be covered	• Job Costing • Job Order Processing
Learning Motivation	• Will learn to create job cost sheets and configure job order processing in tally.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)

Lecture: 43	
Pedagogy	• Power Point Presentation • Tally ERP 9 Software
Topics to be covered	**Job Order Processing** • Configuring job order processing tally ERP 9 – Company setup, enabling job order processing, voucher type setup.

Learning Motivation	Will be able to learn how to configure and set up company for job order processing.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about job order processing and job order reports

Lecture: 44	
Pedagogy	- Power Point Presentation - Tally ERP 9 Software
Topics to be covered	- Job order processing - Job work out order - Job work in order.
Learning Motivation	Will be able to learn how to configure and set up company for job order processing.
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about job order reports

Lecture: 45	
Pedagogy	- Power Point Presentation - Tally ERP 9 Software
Topics to be covered	- Job order reports - Job work out reports - Job work in reports.
Learning Motivation	Will be able to generate job work reports
Readings	(Computerized Accounting System) Sahaj Publications (Tally ERP 9 Volume 1)
Case Study/Practical	-
Assignment/Quiz/Project	-
Instructions for Next lecture	Study about job order processing and job order reports

Practical: 15	
Pedagogy	IT lab

	• Tally ERP 9 Software
Topics to be covered	• Job Costing
	• Job Order Processing
Learning Motivation	• Will learn to create job work out and work in orders.
	• Understand how to generate job order reports.
Readings	*(Computerized Accounting System)* Sahaj Publications (Tally ERP 9 Volume 1)