TallyEssential

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Level 3

1) swer all questions. Extend help whenever required.

Chapter 1: Goods and Services Tax (GST)

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Duration: 14 Hours
Session Outcome:
At the end of the session the student will be able to:
- Introduction to GST
- Activate GST for a company in TallyPrime
- Configuring tax rates at a different level
- Record Intrastate Inward and Outward Supplies
- Record Interstate Inward and Outward Supplies
- Print GST Invoice
- Record purchase and sales returns
- Accounting inclusive of tax
- Input Tax Credit set-off
- GST tax payment
- Generate and file GSTR-1, GSTR-3B, GSTR-9 and e-Way bill reports
- Generating e-Invoice in TallyPrime
- Introduction to composition dealer
- Conditions to be satisfied under the composition scheme
- Acounting supply of goods under composition scheme
- Generate GSTR-4 return.

Chapter 2: Tax Deducted at Source (TDS)

Chapter 2: Tax Deducted at Source (TDS)
Duration: 10 Hours
Session Outcome:
At the end of the session the student will be able to:
- Introduction to TDS
- Configuring Tax Deducted at Source (TDS) in Tally
- Configuration of TDS at different levels – accounting group and ledger
- Recording different types of TDS transactions like Accounting of
- Expenses partly subjected to TDS
- Multiple expenses and deducting TDS later
- TDS at Zero, Lower and Higher rates
- Payment of TDS to government
- Generating TDS reports and challans
- E-Filing TDS

Chapter 3: Management of Business Data

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Duration: 4 Hours
Session Outcome:
At the end of the session the student will be able to:
- Introduction
- Exporting of Data in available formats
- Export and Import of Data
- Export and Import of Masters from one company to another in XML format
- Export Reports in MS Excel
- Export Reports in PDF
- Open Database Connectivity (ODBC)
- Printing of Company Logo on Vouchers, Invoices and Reports.

Chapter 4: Moving to the next financial Year

Chapter 4: Moving to the next financial Year
Duration: 4 Hours
Session Outcome:
At the end of the session the student will be able to:
- Introduction
- Changing the current period and continue voucher entry in the same company data
- Company data handling through export and import of data
- Split company data
- Create a new company and maintain books of accounts for the new financial year.
- Creating group company data
- Comparative yearly report of two companies

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