Even Semester Lesson Plan

**COMPUTERIZED ACCOUNTING SYSTEM [BC-405]**

Teacher name: **Dr. Surender Kumar**

April 2021

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| Introduction: installation of Tally, ERP9 – Licensing configurations – Tally Vault Password – Security Control in Tally, ERP9 – Splitting Company Data – Backup and Restore |

May 2021

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| Accounting: voucher entry, budget, cost center, balance sheet, profit and loss account, currency, debit note, credit note, interest calculation. Inventory: stock item, sales order, purchase order, delivery note, rejection out. Computerized Tax Liability Calculation. Payroll |

June 2021

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| Salary Accounting – Introduction to Payroll – Payroll Masters – Payroll Vouchers – Overtime Payment – Gratuity – Advanced Payroll Transactions Basic Salary, Overtime, Bonus, Gratuity, Loan, ESI, Provident Fund, Pension, Commission |

July 2021

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| Practical: The candidates should be able to make journal entries, ledger, trial balance and balance sheet and record, other business operations on computerized accounting software, such as Tally ERP (Latest Version). |