

**B.Com Vth Semester Syllabus (CBCS)  
Computerized Accounting with GST-1**

**Total Marks      100**  
**Theory                    50**  
**Practical                50**

**Objectives :**

1. To benefit the students to work with well-known accounting software e.g. Tally ERP.9
2. To enable students to Process and record the business transactions and manage the accounts information using Software.
3. To equip students “know-how” of GST Functionality using e.g. Tally Software.
4. To train students with required skill for greater employability.

		No. of Lectures
<b>Unit - I</b>	<b>Introduction to Computerized Accounting :</b> Computerized Accounting- Need & Significance, Evolution from Manual to Computerized Accounting System, Benefits of Computerized Accounting. (e.g.Tally.ERP9), Evolution of Accounting Software , Different Versions of tally, Silent Features , Technological Advantages of Computerized Accounting.	<b>04</b>
<b>Unit - II</b>	<b>Fundamentals of Computerized Accounting (e.g. Tally.ERP9.0) :</b> Start-up & Quit, Screen Components, Setting up a new company, Select, Alter & Delete a company, <b>Maintaining Accounting Masters</b> – Groups, Ledgers , <b>Maintaining Inventory Masters-</b> Stock Group, Stock Item, Units of Measure, Stock Categories , Godown , <b>F11 Features , F12 Configurations</b>	<b>06</b>
<b>Unit - III</b>	<b>Vouchers : Accounting Vouchers -</b> Contra, Payment, Receipt, Journal, Purchase, Sales, Debit Note and Credit Note, <b>Inventory Vouchers-</b> Purchase Order, Sales Orders, Receipt Note & Delivery Note, Stock Journals , Rejection In, Rejection Out .	<b>08</b>
<b>Unit - IV</b>	<b>Reports : Accounting Reports :</b> Trial Balance, Profit & Loss A/c, Balance Sheet, Day book, Cash / Bank Book, Ledger Report, Group Summary, Voucher Report , <b>Inventory Reports-</b> Stock Summary, Stock Item Summary, Stock Group Summary, Stock Category Report, Godown Report, Inventory Voucher Report, understanding report-wise F12 configurations	<b>04</b>
<b>Unit - V</b>	<b>GST Functionality :</b> Activating GST in Tally , <b>Setting Up GST -</b> Company Level, Ledger Level or Inventory Level , <b>Creating GST Masters-</b> C-GST, S-GST, I-GST, <b>Recording GST Transaction</b> –Purchase, Sales ,Printing GST Tax Invoice, GST Returns, Payment of GST	<b>08</b>
	<b>List of Practical's :</b>	
1	Company Creation, Alteration and Deletion in Computerized Accounting (e.g. Tally. ERP 9.0)	
2	Backup & Restore of Company	
3	Create, Display, Alter and Delete Accounting Groups	
4	Create, Display, Alter and Delete Ledger	
5	Recording Bank Transactions using Contra voucher	
6	Recording Payment voucher	
7	Recording Receipt voucher	
8	Recording Cash Purchase transaction (Accounts Only)	
9	Recording Credit Purchase transaction (Accounts Only)	

*[Handwritten signature]*

*[Handwritten signature]*

*[Handwritten signature]*