



www.tallycourse.com

TALLY **PROFESSIONAL** WITH
CERTIFICATION + ADVANCE EXCEL
All Inclusive Fees ~~24,550~~ **15,550 Limited Offer**
DURATION : 4 MONTHS DAILY / Fast-Track Available



TALLY **PROFESSIONAL** WITH CERTIFICATION = A UNIQUE COMBINATION OF 4 COURSES →

- 1) TALLY **OPERATOR** – OPERATION OF TALLY with GST Calculation
 - 2) TALLY **PRO** – ADVANCED TALLY **EXECUTIVE** + Certification from Tally
 - 3) Advanced **EXCEL** – Includes Excel & **Advanced Excel**
 - 4) **GST Book & Certification**
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Professional Advanced Training, Principles of Accounting, GST Training & Advanced Excel, Total 4 Volumes of Books

- ✓ Module 1- Accounts & Basic Inventory
 - ✓ Module 2- **Advance** Accounts & Inventory (**Executive**)
 - ✓ Module 3- TALLY CERTIFICATION
 - ✓ Module 4- Tally ERP EXAMS
 - ✓ Module 5- ADVANCED EXCEL
 - ✓ Module 6 – GST Book & Certification
 - ✓ Name Registered with Tally Champs for Employment
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ADVANTAGE OF DOING THE Tally Professional COURSE →

- ITC quality control
 - Methodology
 - Assessment pattern
 - Global Qualification
 - Multi-ladder growth path
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Let's go ahead with the **COURSE CONTENTS** → SPECIAL LIMITED OFFER

SPECIAL OFFERS BELOW



DADAR-MATUNGA - 9930375161

ANDHERI - 26700893 **"SOFTPRO" is Established since 1992** | www.tallycourse.com |



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1) COURSE: TALLY OPERATIONS [MODULE 1]

FINANCIAL A/C with GST

- Creating A Company
- Company Configuration
- Setting up a New Company
- Ledger / Creating Groups
- Account Heads / Voucher Entry
- Payment / Receipt Voucher
- Contra Entry
- Purchase / Sales Register
- Creating Cost Centres

Profit & Loss Account

- Balance Sheet, Bank Reconciliation
- Interest Calculation, Printing of Accounts, Bank & Cash Books
- Display of Accounts Cost & Ratio Analysis, Creating Trial Balance
- Viewing Statement of Accounts
- Company Configuration & Controls

TDS: Tax Deducted at Source

GST CALCULATION:

- GST – Goods and Services Tax**
- Accounting of GST in Tally**
- CGST – Central GST – Applies to sales within the state – goes to Central Government**
- SGST – State GST**
- IGST – Integrated GST**
- Sales Plan / Purchase Plan
- Sales Order Processing
- Purchase Order Processing
- Printing of Accounts
- Maintaining Physical Stock
- Display of Accounts
- Inventory Reports & Statements
- Interest Calculation
- PRINT PREVIEW

Work on PROJECTS & ASSIGNMENTS

INVENTORY

- Features
- Stock Groups
- Stock Items
- Physical Stock Voucher
- Creating Units of Measure
- Rejections In & Out
- Purchase & Sales Order
- Multi Currency
- Invoicing, Bill or Stock Wise
- Debit / Credit Notes
- Budgets & Controls



MODULE 1 Tally Operations

Original Fees : Rs ~~9550~~ **8550**

Duration: 5-6 Weeks **Daily Batch**



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2) COURSE **TALLY PRO CERTIFICATION [MODULE 2]**

This course is a Professional Combination of **1. Tally Operator Course** & **2. Tally EXECUTIVE Champs Certified 2 Volume Advanced course Tally Champs**, with which you get the Original 2 Volume TALLY Book. After completion of the course You appear for 2 Online Examinations, & get TALLY Certification.

TALLY CHAMP -B-VOLUME 2 KIT INCLUDES :

- 4 Volumes of Books
- Tally Training CD
- 2 Online Exam
- Student Name is registered on the Tally Website

TALLY CHAMPS 2 VOLUME

In-depth & Advance COURSE with GST is developed after a thorough research & study of the industry. By joining this course you will be able to determine to focus on career prospects available for you in the field of Business Accountancy. After completion of the course you get the Original online TALLY Certification, along with the Tally operations certificate.



Module 2 – TALLY PRO (EXECUTIVE) with Tally Certification

Original Fees : Rs ~~17,550~~ 12,550 All Inclusive of GST

Duration : 2 Months

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3) COURSE : **ADVANCE EXCEL [MODULE 3]**

Section 1: Introduction of MS-Excel

- Calculations in Excel (Basic Formula's & Advanced Formula's)
- Calculations in Excel (Absolute / Relative / Sheet Reference)
- Linking between Excel Files and Data, Chart Preparation in Excel with Details Features

Section 2 **ADVANCED FUNCTIONS** of MS-Excel

- Tabs and Menus of Excel, Office Button / File Menu
- Home Tab Options (Advanced Formatting & Paste Special)
- Specialized Effects like Cond. Formatting , Page Elements & Setup with Advanced Options
- Formula Tab options with Auditing, Data Tools in Excel
- Advance Security Option from Review and View Tabs

Section 3

- **ADVANCED** Data Analysis (Adv. Sort, Filter, Subtotal, Validation, Consolidation)
- Goal Seek and Scenario Features in Excel Industry Work.
- PIVOT Table and Data Analysis using options of Pivot Table
- More Useful Functions in Excel (Date/Time, Text, Mathematical, Statistical etc.)
- V-Lookup and H-Lookup Functions and Its use in Industry.

Section 4

- 25 Corporate Level Projects for Individual options in Excel.
- MIS Reporting Analysis Options.
- Detailed Work to Handle Large Data with Data Operations like Advanced Filter.
- Introduction to VBA, Macro and How to Use Macro in Excel to save Work Time.

INDIVIDUAL Original FEES

1. TALLY OPER Rs 9,550/-
 2. TALLY PRO Rs. 15,550/-
 3. Advanced EXCEL – 5,550/-
 4. GST Certification – 6,550/-
- Original Fees TOTAL = Rs. 36,550**

SAVE 50% →



Special **LIMITED OFFER**
TALLY PROFESSIONAL
ALL 4 MODULES

All Inclusive of Books,
Certification, GST
FEES – Rs. 15,550
“Limited Offer”

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ADDRESS: SOFTPRO TALLY / EXCEL DADAR CENTER Address

B/2,Vimal Udyog Bhavan, 1st Flr, Nr BPL Mobile Off, Opp. STARCITY Cinema, Near RUPAREL College, **7 Min Walk from Matunga Rd (West) Station, (OR 15 Min from Dadar West Station towards Ruparel College)**

Phone 24222726 | 24301112 | **Mobile** 9833900330 | 9930375161

ADDRESS: SOFTPRO TALLY/EXCEL ANDHERI Outside STATION

PEARL PLAZA , 7th Floor, Office No.704, Just OUTSIDE ANDHERI WEST STATION - NEXT TO new MCDONALD. **ONLY 1 Min.Walk from Andheri (W) Station**

Phone: 26700893 | **Mobile:** 9324347326 / 9820936176

ADDRESS: SOFTPRO TALLY/EXCEL THANE Outside STATION

401, SHREEJI ASHISH SOCIETY, 4th Floor, Lohar Ali Rd, near Bhanushali Hospital, **ONLY 2 Min. Walk from Thane (W) Station.**

Phone: 022 49791223 | **Mobile:** 9833900335 / 9892081903

BATCH TIMINGS:

Morning - 7:30-9am, 9-10am, 10-11am, 11-12pm

Afternoon - 12-1pm, 1:30-3pm, 3-4pm, 4-5pm

Evening - 5-6pm, 6-7pm, 7-8pm, 8-9pm

WEEKEND: FAST TRACK | ONLY SUNDAYS | ONLY SATURDAYS | FULL | PART TIME |



DIVISION OF SOFTPRO | www.softpro.in |

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