



CERTIFICATE IN TALLY

Duration: 3 MONTHS

Registered Under









TRAINING & ASSESSMENT PARTNERS









INTRODUCING

Future India Skill Development is government registered institution which has more than 21 years of computer training experience. Our vision is to cater the demands of IT skilled workforce which over the time develops as multi training and skilling company.

Our institution has been the top running on Google My Business with 4.8 rating.





WHAT MAKES FISD DIFFERENT?

FISD is highly experienced institution which understands students needs. Our mentors are highly professional with 21+ Years experience in computer industry world.





International Certification

We are official partners with Tally Solution and Microsoft Solutions which makes you have international and government validated certification.

Extra Practice Time

We believe that Practice makes knowledge and skills perfect.



100% Job Assistance

We provide 100% Job assistance for students guidance and career development



Offline Classes

Our goal is to teach and focus on once technical skills with one to one interaction that emphasis on overall Skill Development.



EXCLUSIVELY FOR FISD STUDENTS



Job Portal

One stop solution for all your job needs, help you find jobs



Learning Management System

We provide you with professional learning portal for your all learning requirements



ABOUT CERTIFICATE IN TALLY

This program aims at creating future-ready professionals by empowering them in digital transformation in the MNC's and working sector and other innovations in the new-age environment. This certificate programme is designed to provide latest techniques and knowledge in emerging new specialization areas of management. These are specially designed for working executives, 12th Passout's and Graduation pursuing academics and keen scholars.

Career Scope

Backend Executive

Data Entry Operator

Finance Executive



3 Months







COURSE CONTENTS



CONTENTS





CONTENTS

(1) ACCOUNTING

- (A) FUNDAMENTALS OF ACCOUNTING
- **(B) ACCOUNTING RULES**
- (C) JOURNAL ENTRIES

(2) COMPANY BASICS

- (A) COMPANY CREATION
- (B) MODIFICATION
- (C) DELETION
- (D) GROUP COMPANY CREATION
- (E) TALLY VAULT
- (F) SPLIT COMPANY DATA
- (G) BACKUP AND RESTORE

(3) TALLY CONCEPTS

- (A) LEDGERS: CREATION, ALTERATION, DELETION
- (B) PREPARATION OF FINAL ACCOUNTS: PROFIT AND LOSS AND BALANCESHEET
- (C) ACCOUNTING VOUCHERS AND SHORT-CUT KEYS
- (D) INVENTORY MANAGEMENT
- (E) EXPORT AND IMPORT OF DATA
- (F) COST CENTER
- (G) BILLWISE DETAILS
- (H) BATCHWISE DETAILS
- (I) MULTICURRENCY
- (J) INTEREST CALCULATION
- (K) DEBIT NOTE AND CREDIT NOTE
- (M) BUDGET
- (N) GOOD AND SERVICE TAX
- (I) THEORY
- (II) PRACTICAL'S IN TALLY PRIME

SAMPLE CERTIFICATE





CERTIFICATE

THIS IS TO CERTIFY THAT

Palak Garg

Son/ Daughter/Wife of ______ has been awarded 3 Months Certification in Tally from FISD- Vivek Vihar

CERTIFICATE NO.: 2023-03-20245

ISSUED BY : FUTURE INDIA SKILL DEVELOPMENT

DATE OF ISSUE : 09-5-2022

CANDIDATE ID : FISD/DEL/04/1001

GRADE : A+

GRADE "EXCELLENT" = ABOVE 80% GRADE "A+" = 70% - 79%

GRADE "A" = 60% - 69%

GARDE "B" = 50% - 59%

Authorized Signatory



THANK YOU

Contact Us:

- **9** 8447474549, 8448878750
- director.fisd@gmail.com
- VIVEK VIHAR | KRISHNA NAGAR