

**TALLY**  
**COURSE CONTENT**

Our Strength  
Shiva Sir  
0731-4069788

Duration: 30 Hours

**TALLY**  
**Syllabus**

- ❖ What is Tally ?
- ❖ How to download and install Tally ERP 9
- ❖ How to start Tally on computer
- ❖ Tally screen components
- ❖ Create Company in Tally
- ❖ Alter/Delete/Shut Company in Tally
- ❖ Accounting Features in Tally
- ❖ Company Features in Tally
- ❖ Inventory Features in Tally
- ❖ Statutory & Taxation in Tally
- ❖ Configurations in Tally
- ❖ What are groups in Tally
- ❖ How to create groups in Tally
- ❖ Create single ledger in Tally
- ❖ Create multiple ledgers in Tally
- ❖ Voucher types in Tally
- ❖ Create single voucher in Tally
- ❖ Create multiple voucher in Tally
- ❖ Create single cost centre in Tally
- ❖ Create multiple cost centres in Tally



Visit us:- H.O. M-6, 1<sup>ST</sup> Floor Kanchan Sagar Near Industry House 0731-4069788, 7805063968  
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