

## **NICT TALLY Course**

**Introduction:-**The course is designed to give an opportunity to the undergraduate student to get acquainted with Tally Accounting Software. This course caters to the vocational needs of the students and is concurrent with the syllabus covered by the Universities. The course covers basics of accountancy which covers the entire accounting cycle of the business environment. It is focused on understanding and learning of basic accounting terms, accounting principles, concepts and conventions, double entry system, modes of accounting and preparation of financial statements. The course also covers an introduction to various types of business organizations, accounting on computers, Tally fundamentals which includes learning of Tally features and its functionality. To bring ease in getting functional with Tally, sample data processing and its report generation will also be taught to the students as part of this course.

**The career options available to a NICT Tally qualifiers are:**

- Accounts Executive Manager
- Store Manager
- Audit Assistance & Audit Manager
- Tally Support Executive/Manager

**Eligibility:-**The candidates can appear in the NICT CCC Courses , who have basic English knowledge and passed at least 10<sup>th</sup> & its equivalent standard.

### **NICT Tally Syllabus:-**

- .Basics of Accounting
- .Fundamentals of Tally.ERP 9
- .Creating Accounting Masters in Tally.ERP 9
- .Creating Inventory Masters in Tally.ERP 9
- .Voucher Entry in Tally.ERP 9
- .Generating Basic Reports in Tally.ERP 9
- .Multilingual Capabilities
- .Technological Advantages of Tally.ERP 9

- . Advanced Accounting in Tally.ERP 9
- . Advanced Accounting in Tally.ERP 9
- . Job Costing
- . Job Order Processing
- . Tally.NET and Remote Capabilities
- . Application Management and Controls
- . Online Help and Support
- . Value Added Tax (VAT)
- . Central Sales Tax (CST)
- . Tax Deducted at Source
- . Service Tax
- . Excise for Dealers
- . Excise For Manufactures
- . Payroll Accounting and Compliance

**Duration of Course:-**Minimum duration of NICT Tally course is Three Month .

**Registration Examination Pattern:-**Dates for the various activities connected with registration & examinations will be announced on NICT website, well in advance of the registration & examinations dates.

Laboratory/ Practical work will be conducted at Institutions / organizations, which are running the course. The NICT will be responsible for holding the examination for theory and practical both for the students from Accredited Centers and student at large.

**Pass Percentage :-**To qualify for a pass in a module, a candidate must have obtained at least 50% in each theory and practical examination.

The marks will be translated into grades, while communicating results to the candidates. The gradation structure is as below:-

## **Pass percentage    Grade**

Failed (<50%)    F

50%-54%    D

55%-64%    C

65%-74%    B

75%-84%    A

85% and over    S

**Government Recognition:-**The NICT is a autonomous body. Official Gazette – Uttar Pradesh, Allahabad , Saturday, 23 August, 2014 (Bhadra 1, 1936 SakaSamvat) Part-8, Page- 170. U. P. Government, Registration No.- 4/25/154 (India). ISO 9001:2008 Certified & TM by Government of India.

According to the Official Gazette of UP Government , the Certificate issued by NICT , will be eligible in all Government, Semi- Government & Private sector.