

Lesson Plan

Name of the Assistant Professor: Sonu

Class and Session: B.com-2nd Semester 2023-2024

Subject: Computerized Accounting System (B23-COM-201)

Week 1 st February 01 to February 03	Introduction to Manual Accounting and Computerised Accounting Difference between Manual Accounting and Computerised Accounting
Week 2 nd February 05 to February 10	Introduction: Installation of Tally Prime – Licensing Configurations Creation of Company
Week 3 rd February 12 to February 17	ERP9 – Splitting Company, Data Backup and Restore. Tally Vault Password – Security Control in Tally
Week 4 th February 19 to February 24	Change Date and Period and Creation of Group Company
Week 5 th February 26 to March 02	Company Features : Accounting, Inventory, Statuary and Taxation Features
Week 6 th March 04 to March 09	Accounting Master Create/Alter of Groups and Ledgers Inventory Master Creation of Stock Group Items Units of Measurements
Week 7 th March 11 to March 16	Introduction of different types of Voucher in Tally Voucher Entry in Tally
Week 8 th March 18 to March 22	Voucher Entry in Tally(Practice)
Week 9 th March 23 to March 27	Holi Vacations
Week 10 th March 28 to March 30	Order Processing Rejection inward and Rejection outward
Week 11 th April 01 to April 06	Taxation in Tally Prime(GST,TDS,TCS)
Week 12 th April 08 to April 13	Budget, Cost Centre, balance sheet, and profit and loss account
Week 13 th April 15 to April 20	Currency, debit note, credit note, interest calculation
Week 14 th April 22 to April 27	Payroll: Salary Accounting – Introduction to Payroll Payroll Masters – Payroll Vouchers – Overtime
Week 15 th April 29 to May 04	Payment – Gratuity – Advanced Payroll Transactions Basic Salary
Week 16 th May 06 to May 11	Bonus, Gratuity, Loan, ESI, Provident Fund, Pension, Commission. Computerized Tax Liability Calculation.
Week 17 th May 13 to May 15	Revision

Lesson Plan

Name of the Assistant Professor: Sonu

Class and Session: B.com-4th Semester 2023-2024

Subject: Computerized Accounting System (BC-405)

Week 1 st February 01 to February 03	Introduction to Manual Accounting and Computerised Accounting Difference between Manual Accounting and Computerised Accounting
Week 2 nd February 05 to February 10	Introduction: Installation of Tally ERP 9 – Licensing Configurations Creation of Company
Week 3 rd February 12 to February 17	ERP9 – Splitting Company, Data Backup and Restore. Tally Vault Password – Security Control in Tally
Week 4 th February 19 to February 24	Change Date and Period and Creation of Group Company
Week 5 th February 26 to March 02	Company Features : Accounting, Inventory, Statuary and Taxation Features
Week 6 th March 04 to March 09	Accounting Master Create/Alter of Groups and Ledgers Inventory Master Creation of Stock Group Items Units of Measurements
Week 7 th March 11 to March 16	Introduction of different types of Voucher in Tally Voucher Entry in Tally
Week 8 th March 18 to March 22	Voucher Entry in Tally(Practice)
Week 9 th March 23 to March 27	Holi Vacations
Week 10 th March 28 to March 30	Order Processing Rejection inward and Rejection outward
Week 11 th April 01 to April 06	Taxation in Tally (GST,TDS,TCS)
Week 12 th April 08 to April 13	Budget, Cost Centre, balance sheet, and profit and loss account
Week 13 th April 15 to April 20	Currency, debit note, credit note, interest calculation
Week 14 th April 22 to April 27	Payroll: Salary Accounting – Introduction to Payroll Payroll Masters – Payroll Vouchers – Overtime
Week 15 th April 29 to May 04	Payment – Gratuity – Advanced Payroll Transactions Basic Salary
Week 16 th May 06 to May 11	Bonus, Gratuity, Loan, ESI, Provident Fund, Pension, Commission. Computerized Tax Liability Calculation.
Week 17 th May 13 to May 15	Revision