



St. Mary's College (Autonomous)
Re – accredited with A+ grade by NAAC (4th Cycle)

Thoothukudi, Tamil Nadu

Department of History

Offers

CAREER ORIENTED COURSE

TALLY ERP 9



**Harry up
Enroll Today**

Duration 30 hours

Course code: 21UCHI51

Learning Outcomes

Basic Tally

- Company Creation
- Cost Center & Cost Category
- Price List
- Stock Category
- Double VAT & GST

Advanced Tally

- Bill of Materials
- Tax Collected at Source
- Budget & Credit Management
- Service Tax
- Payroll System

- Manufacturing Journal
- Use Different Actual and Bill Quantity
- Track Additional cost of Purchase
- Collection of Tax at Source

Course outcome

Excel the Industry requirements of Today
Real Time Learning on Licensed Software
100% Placement Assistance

TRAINING METHODOLOGY

Practical's-Lab

Facilitator presentations

Video clips

Individual action plan

Exercises



Certificate



Take Aways



**Advancement
in Job Career**



Join us You are Welcome



St. Mary's College (Autonomous) – Thoothukudi

Department of History

Certificate Course for III UG

Career Orientation Programme – Tally

Course Objectives:

- To avail job opportunities in enterprises.
- To develop technical skills.

Unit – I Basic of Accounting – Introduction of Tally – Groups – Function of Key – Company Info.

Unit – II Accounts only – Opening Balance and Debit note and Credit note – Bill wise Details – Accounts with Inventory – Discount Calculation.

Unit – III Manufacturing Journal and Bill of Material – Cost Category and Cost Centre – Budget – Use Different Actual and Bill Quantity – Track Additional cost of Purchase – Zero Value Entered.

Unit – IV Price List – Stock Category – Standard Rate – Journal.

Unit – V Tax –VAT [Value Added Tax] – FBT [Fringe Benefit Tax] – Service Tax – TCS [Collection of Tax at Source].

Recommended Text Book:

Ashok K Nadhani, Simple Financial Accounting, BPS Publications, 2012.

St. Mary's College (Autonomous) – Thoothukudi
(Re-accredited with 'A+' Grade by NAAC)
Department of History
Certificate Course Programme (2022)
ODD Semester: V - III B.A. History
Career Orientation Programme – Tally

Time: 2.00 p.m. to 4.00 p.m.

Total Hours: 30

S. No	Date	Day
1	10.08.2022	Wednesday
2	12.08.2022	Friday
3	16.08.2022	Tuesday
4	30.08.2022	Tuesday
5	02.09.2022	Friday
6	16.09.2022	Friday
7	20.09.2022	Tuesday
8	30.09.2022	Friday
9	04.10.2022	Tuesday
10	05.10.2022	Wednesday
11	07.10.2022	Friday
12	11.10.2022	Tuesday
13	12.10.2022	Wednesday
14	14.10.2022	Friday
15	18.10.2022	Tuesday

Course Instructor: Ms. S. Sheela


Signature of the HOD

Dr. A. Malini Apsala
Head & Assistant Professor,
Pearl Research Centre for History Culture and Tourism
St. Mary's College (Autonomous) Thoothukudi

Report of the Certificate Course 2022-2023

Tally was offered as Certificate Course by the Department of History from August 2022 – October 2022 to the III year B.A. History students. Ms. S. Sheela was the Instructor and the course was held after the regular college hours from 2 p.m to 4 p.m. The students were made to appear for an oral/ written test at the end of the programme and were issued certificates with Grade levels according to their percentage of attendance. 42 students benefitted out of this programme.

CERTIFICATE COURSE PROGRAMME (2022-2023)**CAREER ORIENTATION PROGRAMME****TALLY MARK LIST****III B.A. HISTORY**

Name	Reg.No.	Mark (25)	Grade
Abitha . C	20AUHI01	23	O+
Adline Helina Selvabai . H.I	20AUHI02	24	O+
Andrea . S	20AUHI04	22	O
Anistta . J	20AUHI05	22	O
Antony Parvin . P	20AUHI06	22	O
Gowsalya . S	20AUHI10	23	O+
Iswarya . L	20AUHI11	24	O+
Iswarya . S	20AUHI12	22	O
Jeyanthi . D	20AUHI13	23	O+
Jemima . J	20AUHI14	23	O+
Jesima . J	20AUHI16	23	O+
Kavitha . V	20AUHI17	22	O
Kirubashini . X	20AUHI19	24	O+
Lingammal . S	20AUHI20	21	O
Lisha . J	20AUHI21	24	O+
Maharasi . M	20AUHI23	24	O+
Maria Abisha . R	20AUHI24	22	O
Maria Josmine Santhiya . R	20AUHI25	22	O
Maria Pradeepa . R	20AUHI26	22	O
Marieswari Manju . J	20AUHI28	23	O+
Maria Antony Enosiya . J	20AUHI29	22	O
Muthu Meena . M	20AUHI30	21	O
Muthu Rani . L	20AUHI32	21	O
Padma Devi . C	20AUHI33	22	O
Pani Matha . A	20AUHI34	23	O+
Pavithra . S	20AUHI35	23	O+
Pramila . A	20AUHI36	19	A
Rajalakshmi . V	20AUHI37	23	O+
Raveena . A	20AUHI38	22	O
Roobini . P	20AUHI39	22	O
Rosy . K	20AUHI40	24	O+
Sabana Afrin . M	20AUHI41	22	O
Sahaya Riji . J	20AUHI42	20	O
Sathya . K	20AUHI43	21	O
Selva Rexline . A	20AUHI44	24	O+
Selvi . M	20AUHI45	21	O
Shibani . B	20AUHI46	23	O+
Snowiya . A	20AUHI47	21	O
Thana Silviya . H	20AUHI49	22	O
Tharani . S	20AUHI50	23	O+
Vaitheki . J	20AUHI51	23	O+
Rajalakshmi . B	18AUHI50	23	O+

ST. MARY'S COLLEGE (AUTONOMOUS), THOOTHUKUDI
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CAREER ORIENTED PROGRAMME

CERTIFICATE

This is to certify that Ms. Pooja . K of III B.A History
has actively participated and successfully completed a course on TALLY
conducted during the academic year
20 22 - 20 23 with O+ Grade.


Instructor


Principal
St. Mary's College (Autonomous)
Thoothukudi - 628 004