



KAUSHAL VIKAS COUNCIL OF SKILL & VOCATIONAL STUDIES

A Unit of Kaushal Vikas Educational Trust

Regd. NCT Delhi-Under An Act 525, Section 60 Govt. of India-Regd. No. 525, Book No. 4, Vol No. 860

ISO: 9001: 2015 Certified

www.kvcouncil.com

TALLY SYLLABUS

Tally		1 Year Course	
Subject Code		Subject Name	
TALLY 101		Basic of Accounting & Fundamentals of Tally. ERP 9	
TALLY 102		Accounting, Inventory Masters	
TALLY 103		Advanced Accounting, Inventory	
TALLY 104		VAT. CST. POS	
TALLY 105		Application Management & Support	
TALLY 106		Service Tax, Excise & Payroll Accounting	
Practical 1		E-filing of all GST, TDS, IT, PF, ESI returns.	
Practical 2		Configure SMS in Tally. ERP 9	
Practical 3		Make Payroll & job Work analysis Reports	
Practical 4		Ms Excel & Word Documentation	
Practical 5		Viva & Internal Assessment	