

Part A: Introduction			
Program: Diploma Course		Class: B. Com II Year- CA	Year: 2022 Session:2022-2023
1	Course Code	BCOMCA-4T	
2	Course Title	Computerized Accounting with Tally	
3	Course Type	Theory	
4	Pre-requisite (if any)		
5	Course Learning Outcomes (CLO)	<p>At the end of this course, the students will be able to</p> <ul style="list-style-type: none"> • Explain basics of Tally Accounting processes. • Define key terms related to Tally Accounting software. • Create Company and enter accounting voucher entries and create various type of books in the software. • Do the reconcile bank statement and perform other accrual adjustments. • Prepare and print financial statements, etc. in Tally Accounting software. 	
6	Credit Value	Theory: 4	
7	Total Marks	Max. Marks: 50	Min Passing Marks: 17

Part B: Content of the Course		
Total Periods: 60		
Unit	Topics	No. of Periods
I	Tally configuration & INI setup, data directory & folders configuration, single & multiple user, Tally screen components, mouse / keyboard conventions & key, combinations, switching between screen areas, quitting Tally. Maintaining company data, basic company details, create/alter/select/load/close a company, chart of accounts, company features, configuration.	12
II	Create, Alter & Display Groups and Ledgers, All accounting voucher types and transactions, Create and Alter new Voucher type, Item and Account Invoice transactions, Excise Invoice, Export Invoice, Transactions using Bill-wise details Create, Alter & Display Cost Centre and Cost Categories, Cost centre & Cost Category allocation in voucher entry, Creating Cost centre Class, Invoice entry in a Class situation, Create, Alter & Delete Foreign Currencies, Voucher entry using foreign currency, Bank Reconciliation, Interest calculations using simple & advance parameters, Interest calculations on outstanding balances & on invoices, Use of voucher class, adjustment of interest, Creation of voucher class, Invoice entry in a class situation.	12
III	Create, Alter & Delete Budgets for groups, ledgers & cost centres, Defining credit limit & credit period, Display Budgets & variances, Create, Alter & Delete a scenario. Enabling Job Costing in Tally, Master creation & configuration for Job costing, Creation of Voucher type & Voucher class for Stock Transactions, Creation of Transfer journal for transfer of stock between godowns, Consumption journal Transactions, payment voucher, Godown summary Report, Job Work Analysis, and Material consumption summary. Reports like balance sheet, Profit & Loss account, Ratio analysis, Trial Balance. Accounts books like cash/bank book, All	12

	ledgers, Group summary & vouchers, Sales, purchase & journal registers, Cost centre & category summary, Cost centre breakup, ledger & group breakup, outstanding receivables & payables, interest receivable & payable, Statistics, Cash & Fund flow, Day book, List of Accounts, Reversing Journals, optional vouchers, post-dated vouchers.	
IV	Create, Alter & Display Stock Groups and Stock Items, Stock item behavior using costing and market valuation method, other behavior like treating all sales as new manufacture, treating all purchases as consumed, treating all rejections inward as scrap, ignoring negative balances, Treating difference due to physical counting, Create, Alter & Display Stock categories, Create, Alter, Display simple & compound units of measures, Stock items using alternate units, Defining standard cost & selling price, Defining Rate of duty, Defining MRP, Create, Alter & Display Godowns, Allocation of items to the Godowns, All inventory voucher types and transactions, Inventory details in accounting vouchers, Defining re-order level, Transactions using tracking numbers, Use of batch-wise details in voucher, Additional cost details in vouchers, Creating Bill of material, Cost estimation, Creating Price list & defining Price levels, invoice using Price list, Zero valued entries, Transactions in case of Different actual & billed quantities. Reports like Stock summary, Inventory books like Stock item, Group summary, Stock transfers, Physical stock register, Movement analysis, Stock group & item analysis, stock category analysis, Ageing analysis, Sales order & Purchase order book, Statement of inventory related to Godowns, categories, stock query, Reorder status, Purchase & Sales order summary, Purchase & Sales bill pending, Exception reports like negative stock & ledger, overdue receivables & payables, memorandum vouchers, optional vouchers, post-dated vouchers, reversing journals.	12
V	Cheque Printing, Common printing options, Different printing formats, Multi-Account printing, Dynamic- Report specific options. Creating Group Company, Use of Tally vault, Using Security control & defining different security levels, Use of Tally Audit. Back-up & Restore, Splitting company data, Export & import of Data, ODBC compliance, use of E-mail, Internet publishing, Upload, web browser & online help, Re-write data.	12
Keywords: Ledger, Voucher, Account, Trial Balance, Stock, Godowns.		

Part C - Learning Resource
Text Books, Reference Books, Other Resources
Suggested Readings:
Text Books:
1. Implementing Tally 6.3 by Nadhani; BPB Publications.
2. BPB Tally 6.3 by BPB Editorial Board (Hindi) BPB Publications.



E-Resources:

1. <http://tallyhelp.org/>

Part D: Assessment and Evaluation**Suggested Continuous Evaluation Methods:**

Maximum Marks: 50

Continuous Comprehensive Evaluation (CCE): As per rule

University Exam(UE): 50 Marks

Internal Assessment:Continuous Comprehensive
Evaluation (CCE)

Class Test/Assignment/Presentation

As per rule

Declaration

The syllabus of this subject is framed as per the TOR provided by the department of higher education, Chhattisgarh.

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Date: 13.6.2022

Part A: Introduction			
Program: Diploma Course		Class: B.Com. II Year- CA	Year: 2022
		Session: 2022-2023	
1	Course Code	BCOMCA-2P	
2	Course Title	LAB 2: TALLY	
3	Course Type	Practical	
4	Pre-requisite (if any)	No	
5	Course Learning Outcomes (CLO)	<p>At the end of this course, the students will be able to</p> <ul style="list-style-type: none"> • Explain basics of Tally Accounting processes. • Define key terms related to Tally Accounting software. • Create Company and enter accounting voucher entries and create various type of books in the software. • Do the reconcile bank statement and perform other accrual adjustments. • Prepare and print financial statements, etc. in Tally Accounting software. 	
6	Credit Value	Practical: 2	
7	Total Marks	Max. Marks: 50	Min Passing Marks: 17

Part B: Content of the Course	
Total Periods: 30	
Tentative Practical List	<p>Note: This is tentative list; the teachers concern can add more program as per requirement.</p> <ol style="list-style-type: none"> 1. Create a company for accounts transaction in tally. 2. Create ledger accounts for the following transactions (. i.) Commencement of Business (ii.) Purchase A/c (iii.) Sales A/c 3. Generate Report in Tally (Creating statements like Invoice, Bill, Profit & Loss account etc.) 4. Set company Features of Tally. 5. Create a company as "Gavel Industries Ltd." In Tally with inventory management. 6. Pass the following entries: <ol style="list-style-type: none"> a. Gavel started "Sagar Industries Ltd." By bringing capital Rs. 300000/- cash. b. He deposited Rs. 100000/- cash in SBI bank. c. He paid electricity bill for Rs. 1200/- by cash. d. He purchased following item from Computer Lab. Ltd. On credited with 4% Vat rate. <ol style="list-style-type: none"> i. Computer 10 Nos. @20000 each e. He sold the following item to Somnath Traders in cash with 4% Vat rate. <ol style="list-style-type: none"> i. Computer 05 Nos. @27500/- rate f. He received Rs. 6000/- as commission from Rohit by cash. g. He paid House Rent for Rs. 5000/- by cash. h. He withdrawn Rs. 25000/- cash from SBI. i. He purchased furniture for Rs. 25000/- by cash for office use. 7. Show the Trial Balance and Balance sheet of "Gavel Industries

	Ltd.” 8. Show the Vat Computation report of the above company. 9. Show the Cash book & Bank Book of the company. 10. Show the Day Book.
Keywords: Ledger, Voucher, Account, Trial Balance, Stock, Godowns.	

Part C - Learning Resource	
Text Books, Reference Books, Other Resources	
Suggested Readings:	
1. Implementing Tally 6.3 by Nadhani; BPB Publications, ISBN:817656494X 2. BPB Tally 6.3 by BPB Editorial Board (Hindi) BPB Publications, ISBN 81-7656-594-6	
E-Resources:	
1. http://tallyhelp.org/	

Part D: Assessment and Evaluation		
Suggested Continuous Evaluation Methods:		
Maximum Marks: 50		
Continuous Comprehensive Evaluation (CCE): As per rule		
University Exam(UE): 50 Marks		
Internal Assessment:		
Continuous Comprehensive Evaluation (CCE)	Class Test/Assignment/Presentation	As per rule

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Date: 13.06.2022

Part A: Introduction

Program: Degree Course		Class: B.Com III Year-CA	Year: 2022	Session:2022-2023
1.	Course Code	BCOMCA-5T		
2.	Course Title	Programming in Visual Basic		
3.	Course Type	Theory		
4.	Pre-requisite (if any).	No		
5.	Course Learning Outcomes (CLO)	<p>At the end of this course, the students will be able to:</p> <ul style="list-style-type: none"> • Understand the concept of user-friendly language. • Understand the concept of data-driven program execution flow control in Visual Basic programming. • Design, create, build, and debug Visual Basic applications. • Explore Visual Basic's Integrated Development Environment (IDE). • Implement syntax rules in Visual Basic programs. • Explain variables and data types used in program development. • Apply arithmetic operations for displaying numeric output. • Write and apply decision structures for determining different operations. • Write and apply loop structures to perform repetitive tasks. 		
6.	Credit Value	Theory : 4		
7.	Total Marks	Max Marks: 50	Min Passing Marks : 17	

Part B: Content of the Course

Total Periods: 30

Unit	Topics	No. of Periods
I	<p>Introduction to Visual Basic Introduction Graphical User Interface (GUI), Programming Language (Procedural, Object Oriented, Event Driven), The Visual Basic Environment, How to use VB compiler to compile / debug and run the programs.</p> <p>Variables, Constants, and Calculations Variables, Variables Public, Private, Static, Constants, Data Types, Naming rules /conventions, Constants, Named & intrinsic, Declaring variables, Scope of variables, Val Function, Arithmetic Operations, Formatting Data.</p>	12
II	<p>Decision & Conditions If Statement, If then-else Statement, Comparing Strings, Compound Conditions (And, Or, Not), Nested If Statements, Case Structure, Using If statements with Option Buttons & Check Boxes, Displaying Message in Message Box, Testing whether Input is valid or not. Using Call Statement to call a procedure.</p> <p>Arrays Single-Dimension Arrays, Initializing an Array using for Each, User-Defined Data Types, Accessing Information with User-Defined Data Types, Using List Boxes with Array, Two dimensional arrays.</p>	12
III	<p>Introduction to VB Controls Textboxes, Frames, Check Boxes , Option Buttons, Images, Setting a Border & Styles, The Shape Control, The line Control, Working with multiple controls and their properties, Designing the User Interface, Keyboard access, tab controls, Default & Cancel property, Coding for controls.</p> <p>Menus, Sub-Procedures and Sub-functions Defining / Creating and Modifying a Menu, Using common dialog box, Creating</p>	12

	a new sub-procedure, Passing Variables to Procedures, Passing Argument ByVal or ByRef, Writing a Function Procedure	
IV.	<p>Multiple Forms Creating, adding, removing Forms in project, Hide, Show Method, Load, Unload Statement, Me Keyword, Referring to Objects on a Different Forms,</p> <p>List, Loops and Printing List Boxes & Combo Boxes, Filling the List using Property window / AddItem Method, Clear Method, List box Properties, removing an item from a list, List Box/ Combo Box, Do/Loops, For/Next Loops, Using MsgBox Function, Using String Function, Printing to printer using Print Method,</p>	12
V.	<p>DATA BASE PROGRAMMING IN VB</p> <p>Data Control and Data Connectivity: - Concept of DAO, RDO, ADO, using the ADO data control, ADO data control properties, binding simple controls: Data list, data combo, Data Grid, Data Form Wizard: single form wizard, Grid form, master/Detail form. Programming the ADO data control: Refresh method, Event, Hierarchical flex Grid control.</p> <p>Data Environment & Data Report: Creating connection, using command object in the data Environment, Data Environment option and operation, Binding Form to the data Environment, ADO Events in the Data report, Print Preview, Print, Export, Data report in code: Data reports Events, Binding data reports directly.</p>	12
-Keywords: GUI, ARRAY, Form Controls, Data Controls, ADO,RDO,DAO		

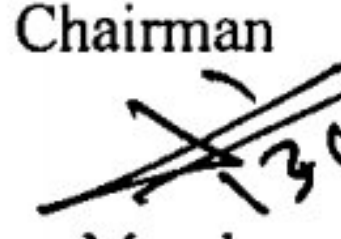
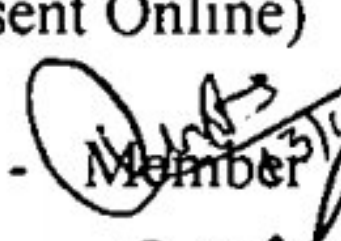


Part C - Learning Resources	
Text Books, Reference Books, Other Resources	
Suggested Readings:	
<ol style="list-style-type: none"> 1. Introduction to OOPS & VB : By V.K. Jain, Vikas Publishing House. 2. Database Programming VB 6 : By B.P.B. Publication. 3. Visual Basic 6.0 Complete", Steve Brown,"Complete Idiot's Books. 4. Front End Development using Visual Basic", Dr. S.B. Kishor, Das, Ganu Prakashan, 5. Mastering Visual Basic 6 ",Evangelos Petroustos BPB. 	
E Resources:	
Programming in Visual Basic:	
1. https://www.youtube.com/playlist?list=PLcZgBCY7duW9H_-jOl5vdRptAHwZYShwr	

Part D: Assessment and Evaluation		
Suggested Continuous Evaluation Methods:		
Maximum Marks: 50		
Continuous Comprehensive Evaluation (CCE): As per rule		
University Exam(UE): 50 Marks		
Internal Assessment:		
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Date: 13.06.2022.