

E7 Professional Training

Resource Person:

Md. Monir Hossain

Chief Operating Officer, E7 Professional Training
Professional Trainer Tally.ERP9
Advanced Excel, Practical Accounting

Author of
Tally and Professional Accounting
Computer Fundamental & MS Office 2007-13
Basic and Advanced Excel

Tally.ERP9

If you want to develop your carrier as an Accountant, ERP is must have knowledge and now Tally.ERP9 is one of the best software's in job sector. It's a hot cake for getting a fresh job even if you are a fresher.

Why should you learn from us?

- *Experienced Trainer (More than 10 Years' experience)
- *Practically Training advantage
- *Internship Opportunity
- *Job Reference
- *Tally Certification
- *Life time you can repeating facility

Registration going on-
Tally.ERP9 Training

- Class Schedule:
Starting Date: Friday, September 21, 2018 &
5 consecutive Fridays.
Last date of registration: September 18, 2018
Duration: 09:00 AM - 01:00 PM
Length: 20 Hours
Course fee: BDT 6000/- (Six Thousand Taka Only)

Course Outcome:

- Class 01
Accounting Part
 1. Creating Company
 2. Basic Accounting (Type of Accounts, Ledger, Debit, Credit)
 3. Ledger Creation, Edit & Delete
 4. Accounts Type or Group Creation
 5. Recording Transactions: Receipt Voucher, Payment Voucher, Contra Voucher, Journal Voucher
 6. Voucher Edit and Delete
 7. Profit and Loss Ac. And Income & Expenditure Statement

- Class 02
 - Inventory (Stock) Activation
 - Stock Group Creation
 - Units of Measure creation (Pcs, Kgs, Ltretc)
 - Stock Item Creation
 - Recording Purchase (Cash and Credit Purchase)
 - Stock Summary
 - Multi currency (Dollar, Taka, Pound etc.) (Practice in sales invoice)
 - Interest calculation
 - VAT, Discount, Commission in Voucher/Invoice
 - Sales: VAT, Discount in Sales Invoice
- Class 03
 - Godown/ Location
 - Stock Summary with Godown/Store
 - Discount Column in Invoice (Trade Discount)
 - Allow Invoicing (difference between Invoice and Voucher, Accounting Invoice)
 - Debit Note & Credit Note (Purchase Return, Sales Return etc.)
- Class 04
 - Bill-wise Details (bill by bill transaction)
 - Cost Centre (Revenue Centre, Profit Centre)
 - Banking
 - Bank Reconciliation
 - Cheque Register
- Class 05
 - Sales Order Processing
 - Goods Delivery/ Dispatch Note (GDN)/Challan
 - Consumption Voucher
 - Production Voucher
- Class 06
 - Depreciation
 - Group Companies
 - Comparative Statement
 - Duties and Taxes, TDS
- Class 07
 - Practical Project 01
- Class 08
 - Practical Project 02
- *Report Section
 - Day Book
 - Cash Book
 - Trial Balance
 - Profit & Loss A/c
 - Balance Sheet
 - Stock Summary (In –Out – Balance)
 - Sales Register
 - Purchase Register
 - Receipt Payment Statement
 - Cash Flow and Fund Flow
 - Group Summary and Group Voucher.