

Semester Wise Lesson Plan/Syllabus to be covered

Class <u>B.Com II C</u>		Semester <u>Even Sem</u>
Month	Computerised weeks	Accounting System Topics
April	I	- Intro in Accounting Tally ERP-9
	II	- Administration of Company - Tally ERP 9
	III	- PPT on Intro of Tally ERP 9 & other apps like this.
	IV	- Company Set up Features
May	I	- Master Creation - A/c and Inventory, Assign-I
	II	- Test, PPT, Voucher Creation
	III	- MIS - Reports & Invoice Printing Accounting features
	IV	- Practical - Modules
June	I	- Practical Modules
	II	- Taxation Features, Test.
	III	- Payroll System, PPT.

It is certified that I have completed the syllabus per the schedule.
Revision, PPT