

**Certificate in Advanced Financial Accounting**

**Duration: 300 Hrs.**

**Program Content and Objectives:**

Professional Accountants in business assist with corporate strategy, provide advice and help businesses to reduce costs, improve their top line and mitigate risks. As chief financial officers, professional accountants have oversight over all matters relating to the company's financial health.

**Course highlights**

**SEM I: Financial Accounting with MS Office**

- Introduction to IT and Operating Systems
- MS-Word
- MS-Excel & Advanced Excel
- MS-PowerPoint
- Introduction to Internet
- Introduction to Accounting
  - Essentials of Business and Accountancy
  - Trial Balance
- Banking
- Company Creation using Tally Prime
- Advance Business Accounting- I (Depreciation and Bank Reconciliation)

**SEM II: Industrial Accounting using Tally**

- Advance Business Accounting - II
- MS –Access
- Financial Statement
- Tally Prime Part I
- Introduction to Tally Prime
- Groups
- Ledgers
- Bank Reconciliation
- Interest Calculation
- Currencies

**SEM III: Advanced Business Accounting using Tally**

- Banking
- Introduction to Banking
- Other Bank Services
- Bank Customer Relationship
- Security Creation
- Tally Prime Part – 2
- Stock Groups
- Price List

## Course highlights

- Cost Categories and Cost Centers
- Voucher Types
- Budgets
- Purchase and Sales Order
  
- Advance Business Accounting – III (Concepts of Cost Accounting)
- Advance Business Accounting – IV (Inventory Accounting)

### SEM IV :Tally & advance Taxation

- Direct Tax
- Income Tax (Salary Computation)
- Advance Tax, TDS, TCS
- GST- SGST,CGST,IGST

#### Tally Prime Part – 3

- Computation of Tax with GST
- Return Filing, E- Filing
- Tax Accounting
- Pay Roll

### Exit Profile : Professional Accountant

**Certificate & Placement assistance** will be provided after completion of the course & clearing exams.

### Course Objective :

Professional Accountants in business assist with corporate strategy, provide advice and help businesses to reduce costs, improve their top line and mitigate risks. As chief financial officers, professional accountants have oversight over all matters relating to the company's financial health. It is a great career choice for fresher's & experienced.