



SARDAR PATEL UNIVERSITY
Vallabh Vidyanagar, Gujarat
(Reaccredited with 'A' Grade by NAAC (CGPA 3.25))
Syllabus with effect from the Academic Year 2022-2023

(BCom) (Business Studies)
(BCOM) (Programme Name) Semester (IV)

Course Code	UB04DCOM83	Title of the Course	Computer Applications – VII
Total Credits of the Course	03	Hours per Week	03 + 02 Practical per Batch

Course Objectives:	To develop skill of advance features of computerized accounting software among the commerce students.
--------------------	---

Course Content		
Unit	Description	Weightage* (%)
1.	Features (F11) & Configurations (F12) : <ul style="list-style-type: none">• Company Features (F11)• Accounting Features• Inventory Features• Statutory & Taxation Features Company Configuration (F12) <ul style="list-style-type: none">• General• Numeric Symbols• Accts / Inventory info.• Voucher Entry• Invoice / Order Entry• Payroll Configuration	25%
2.	Accounts with Inventory: <ul style="list-style-type: none">• Need & Importance of Inventory Management• Stock item ,Stock Group, Categories• Unit Of Measure• Godown and Stock item• Transaction of Inventory of Business• Display and reporting of inventory Statement – Accounting and inventory reports in Tally.• Display ,Alter, Delete- Option for above	25%



3.	Advance Tally GST <ul style="list-style-type: none">• GST Fundamentals• GST Entry Using Tally• GST Reports Tax Deducted at Source (TDS) <ul style="list-style-type: none">• TDS Fundamentals• TDS Entry Using Tally• TDS Reports	25%
4.	Advance Tally: PAYROL <ul style="list-style-type: none">• PAYROL Fundamentals• PAYROL Entry Using Tally• PAYROL Reports Important Features of Tally: <ul style="list-style-type: none">• Export to Excel• Split company• Data Backup / Restore• Gujarati Entry in Tally	25%

Teaching- Learning Methodology	Multiple teaching approaches: Lectures and discussion, exploration and inquiry, cooperative group work, demonstration and presentation. Traditional classroom teaching as well as online/ICT based teaching practices. Hands on training through required ICT tools.
--------------------------------------	--

Evaluation Pattern		
Sr. No.	Details of the Evaluation	Weightage
1.	Internal Theory (50%) + Practical (50%) Examination (As per CBCS R.6.8.3)	15%
2.	Internal Continuous Assessment in the form of Practical, Viva-voce, Quizzes, Seminars, Assignments, Attendance (As per CBCS R.6.8.3)	15%
3.	University Examination Theory (50%) + Practical (50%)	70%



Course Outcomes: Having completed this course, the learner will be able to understand	
1.	Settings and configuration of Tally
2.	Accounts with Inventory
3.	Advance Tally like GST and TDS.
4.	Payroll Module of Tally.

Suggested References:	
Sr. No.	References
1.	Learning Tally ERP 9 with GST, Kindle Edition, Sajee Kurian
2.	TALLY ERP 9 TRAINING GUIDE - 4TH REVISED & UPDATED EDITION, PBP Publications, Ashok K Nandhoni
3.	Tally Erp 9 Advance With Gst Gujarati Medium Book, Shah And Company Gujarat
4.	Tally ERP 9 with GST in Gujarati, Computer World
5.	Tally Erp 9 Advance With Gst Gujarati Medium Book, Paperback, Gujarati, Tanumati Parmar And Sukani

On-line resources to be used if available as reference material
On-line Resources:
https://www.youtube.com/watch?v=xwpJ5QX9WEU
https://www.youtube.com/watch?v=vH9Q-EUJvw8
https://www.youtube.com/channel/UCMIf9GGeRPvyonHiXcsQxbA
https://www.youtube.com/watch?v=zzFE58Ueo5A&list=PLZPPXOnsE2tOXDleqVN74ck3CTOEOtLz
