

SYLLABUS

TALLY ESSENTIAL LEVEL 2

- Fundamentals of Accounts
- Introduction to Tally Prime
- Maintaining Charts of Accounts
- Recording and maintaining Accounting Transactions
- Storage and Classification of inventory
- Accounts Receivable and Payable Management
- Purchase and Sales Order Management
- Cost/Profit Centers Management
- Booking Additional Cost Incurred on Purchase
- Budget and Controls Management
- Generating and Printing Reports