

CERTIFICATE IN FINANCIAL ACCOUNTING

6 MONTH

- **Computer Fundamentals**

Data & information , Computer Architecture, CPU, memory organization, History of Computer, I/O devices, Number System, logic Gates, LAN System, Bus Structures and Expansion Boards

- **Tally**

- ✓ An Introduction to Accounting
- ✓ The Double-Entry Accounting System
- ✓ Accounting for Inventories
- ✓ Profit & loss Accounting
- ✓ Balance sheet
- ✓ Indirect Taxes
- ✓ Income Taxes
- ✓ E-TDS
- ✓ Sales Tax
- ✓ VAT
- ✓ Central Excise & Service Taxes
- ✓ Import & Export