



REGISTRATION FORM

1. Name:
2. Designation:
3. Institution:
4. Address for Correspondence:
5. Mobile No and email:
6. Qualifications:
7. Experience (in years):
8. Accommodation required (yes/no):
9. Payment Details:

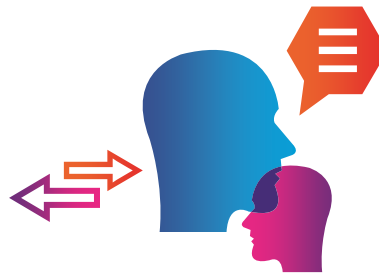
DD No. Date Bank

Date Signature of the Applicant

Sponsorship Certificate

Dr./Mr./Ms
 is an employee of our Institute/Organization and is hereby sponsored to participate in the SDP on **Automated accounting using Tally ERP 9.0 Solution** if he/she is selected.

Date Signature of Head of the Institution
 (Seal)



ACADEMIC COORDINATOR

Dr. Jacob Thomas V
 Principal
 College of Engineering, Kallooppara
 Call (+91) 8547005034
 e-mail : ihrd.fdp@gmail.com

COURSE COORDINATORS

Dr. Smitha Dharan
 Dept. of Computer Science & Engg.
 College of Engineering, Chengannur
 Call : (+91) 9947061826

Mr. Gopakumar G.
 Dept. of Computer Science & Engg.
 College of Engineering, Chengannur
 Call : (+91) 9847370357

IMPORTANT DATES

Last date of receipt of application: 01st October, 2016
 Intimation of selection by e-mail: 02nd October, 2016

CONTACT US

For further information if any required, please contact the course coordinator(s) directly by telephone or by email to fdp@ceonline.edu

IHRD, Prajoe' Towers,
 Vazhuthacaud,
 Thiruvananthapuram - 14

(+91) 471-2323-597
 (+91) 471-2322-985
 email: director@ihrd.ac.in
 website: ihrd.ac.in



Automated Accounting using Tally ERP 9.0 Solution

Organised by

Institute of Human Resources Development Thiruvananthapuram

Duration

October 04 to October 06, 2016



IHRD



Course Objectives

The College of Engineering, Chengannur proposes to conduct a three day workshop on “Automated accounting System using Tally.ERP9 Solution”. The accounting staff of Govt. educational institutions are the target participants.

Almost all educational institutions are now in the path of changing to e-governance for efficient office operations, but in most of the cases, the educational institutions currently depend on manual accounting practices. This method is inefficient due to additional workload on maintaining ledgers and preparing reports manually. It is also prone to errors which will affect the accuracy of reports.

The Tally.ERP9 based accounting procedure is being used in the country for more than two decades. It is now widely accepted in the private, public & govt. sectors as a matured accounting solution. This software is highly configurable and can be easily setup to suit for educational institutions also. This will help the accounting staff on reducing accounting errors and preparation of statement of accounts easily. The Auditor’s version of Tally.ERP9 available to registered chartered accountants helps them to perform the audit of accounts very easily. TEQIP project accounts are also

Resource Persons

Eminent professionals and administrative experts from reputed institutions and educational organisations will lead the theory and hands-on theory classes. Some of the confirmed speakers are

➤ **Sunil Radhakrishnan**
Accredited Tally Trainer
Vinay Systems, Kollam

➤ **Vaneepasad V.K.**
Deputy Director
IHRD, Thiruvananthapuram



COURSE FEE

The course fee is Rs. 15,000/ per participant.

HOW TO APPLY

Registration form in the prescribed format duly filled in, along with non-refundable DD drawn in favor of *The Academic Coordinator, IHRD-FDP*, payable at *Kallooppa* or transfer the course fee through netbanking to A/c No.67359043802 (IFSC code SBTR0000464). Demand Draft is to be sent to the following address

The Academic Coordinator

*SDP on “Automated Accounting System using Tally.ERP9 Solution”
Institute of Human Resources Development
Vazhuthacaud, Thiruvananthapuram- Pin 695 014.*

A sponsorship certificate from the institution is mandatory. The last date of receipt of applications along with the required fee is **October 03, 2016**. It is also mandatory to send scanned copy of the application and demand draft by e-mail to fdp@ceconline.edu



Course Content

- Accounting Principles
- Voucher entry and voucher types
- Groups, Security & Password policy
- Reports in Tally ERP 9
- Accrual method of accounting
- Journals & Cost Centres
- Printing, Backup and Transfer
- Case Study



Targeted Audience

Staff members from AICTE approved Engineering Colleges are eligible to attend this programme.

VENUE

College of Engg., Chengannur,
Alappuzha, Kerala.

Airport : Nedumbassery 110 km.

Trivandrum 120 km

Rly Stn. : Chengannur 1 km

Bus Stn.: KSRTC Chengannur

½ km (MC Road)

website : www.ceconline.edu

Call : **+91-479-2454125**

ACCOMMODATION

IHRD will arrange for food and accommodation of the participants, based on prior request. No TA will be paid for the participants.



About IHRD

The State of Kerala has ever been a model to the whole country not only for its high level of standards in overall human development but also for its sparkling performance in technical education in Kerala. Established in 1987 as the State’s first self-financing education institution, the purpose and aim of such an institution was to improve the technical education standards in the state on a cost-sharing basis; between the public and the state government. The pioneer and catalyst in the ever improving technical education in the State, IHRD has now under its wings 15 technical higher secondary schools, 8 polytechnic colleges, 44 colleges of applied sciences and 9 engineering colleges.

