**B.A. ACCOUNTANCY**

**SEMESTER – VI –Tally**

**w.e.f. 2019-20**

**THEORY Marks: 75 marks (per week 4 hours, 4 credits)
 +25 internal**

**Practicals:50 Marks (per week 2 hours, 2 credits)**

**Unit-I:** Tally: Features of Tally accounting – Components of Gateway of Tally – Company creation – Creation of groups - Creation, display, and alteration of multiple and single ledgers – Various types of vouchers – Creation and alteration of vouchers – Configuration and print of financial statements and other reports, documents and vouchers.

**Unit II:** Tally Inventory - Configuration – Creation, display, and alteration of inventory masters – Recording various inventory vouchers – Display and print of inventory reports – Lab exercises.

**Unit-III:** GST: Enabling Tally for GST – Features and Classification of GST – Exemptions from GST – Exports and imports – Inter-state purchases and sales (IGST) – Lab exercises.

 **Unit-IV**: TDS: Creation of ledgers and vouchers – Advance and balance payments of Tax – Generation of TDS reports – Enabling Service tax - Creation of ledgers and recording of vouchers – Lab exercises.

**Unit-V:** Payroll: Payroll features - Enabling payroll – Creation of Pay head ledgers – Creation of employee masters and pay roll voucher and attendance voucher – Display and print of various payroll reports - Lab exercises.

REFERENCE BOOKS: 1. Nadhani, A.K. and Nadhani, K.K. Implementing Tally 7.2 BPB Publication, New Delhi.

2. Kiran Kumar, K.Tally 9, Laasya Publishers, Hyderabad

3. Fire wall media, Tally 9.

4. Vishnu Priya Singh, tally 9, Computech Publications Ltd, New Delhi.

5. Sharma, KVS, Statistics mode simple, do it yourself and PC, Prentice Hall of India Pvt. Ltd.,
 New Delhi

6. Goods and Services Tax, Himalaya Publishing House.

**B.A. ACCOUNTANCY**

Model Question paper

Third Year - VI semester – w.e.f. 2019-20

**TALLY**

Time: 3hrs Max Marks: 75

1. Answer any **five** question from the following : 5X3=15

a) Accruals b) Accrual Accounting

c) Audit Trail d) what is meant by balance sheet

e) Double-Entry Bookkeeping f) explain the Payroll

g) COMPANY CREATION h) voucher entry

II. Answer any **one** question for the **each unit** from the following: 5X12=60

UNIT-I

1. Explain the company creation process in tally software? And write a note on company alteration and deletion in tally?

 (OR)

1. Explain the single and multiple Group creation process in tally software? How to create sub Groups?

UNIT-II

1. Explain the inventory voucher creation and alteration process of inventory masters?

(OR)

1. Explain the Display and print of inventory reporting process?

 (OR)

UNIT-III

1. Write the GST Ledger creation process in tally?

 (OR)

1. Write the Features and Classification of GST in tally? Explain the Exemptions of GST?

UNIT-IV

1. Explain the TDS ledger and voucher creation process in tally?

 (OR)

1. How to generate TDS reports in tally? And Explain enabling process of serves tax in tally?

UNIT-V

1. Write the Payroll features? And Creation of Pay head ledgers?

(OR)

1. Write the employee masters and payroll vouchers in tally?