

Scheme of Examination for B.Com. (General) and B.Com. (Honours)
w.e.f. Session 2017-2018 in Phased Manner

B.Com. (General):

A student pursuing B.Com. (General) has to study all the subjects in first and second semester. In 3rd, 4th, 5th & 6th semesters, besides five compulsory subjects a student will have to choose one optional subject in each of these semesters.

B.Com. (Hons.):

A student pursuing B.Com. (Hons.) has to study all the subjects in first and second semester. In 3rd, 4th, 5th & 6th semesters, besides five compulsory subjects a student will have to choose two optional subjects in each of these semesters.

SCHEME OF EXAMINATION

B.Com. Ist Semester

Course Code	Course Title	External	Internal	Total Marks
BC 101	Financial Accounting-I	80	20	100
BC 102	Micro Economics	80	20	100
BC 103	Principles of Business Management	80	20	100
BC 104	Computer Applications in Business	80	20*	100
BC 105	Business Mathematics-I	80	20	100
BC 106	Business Communication	80	20*	100

*Internal Assessment based on Practical.

B.Com. IInd Semester

Course Code	Course Title	External	Internal	Total Marks
BC 201	Financial Accounting-II	80	20	100
BC 202	Macro Economics	80	20	100
BC 203	Fundamentals of Marketing	80	20	100
BC 204	E-Commerce	80	20*	100
BC 205	Business Mathematics-II	80	20	100
BC 206	Business Environment of Haryana	80	20	100
BC 207	Environmental Studies (Qualifying Paper)	-	-	100


*Internal Assessment based on Practical

B.Com. IIIrd Semester

Course Code	Course Title	External	Internal	Total Marks
BC 301	Corporate Accounting-I	80	20	100
BC 302	Business Statistics-I	80	20	100
BC 303	Business Laws-I	80	20	100
BC 304	Company Law-I	80	20	100
BC 305	Indian Financial System	80	20	100
Optional Subjects				
BC 306	(i) Rural Marketing	80	20	100
	(ii) Foreign Trade of India	80	20	100
	(iii) Networking and Web Designing	80	20*	100

*Internal Assessment based on Practical.


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B.Com. IVth Semester

Course Code	Course Title	External	Internal	Total Marks
BC 401	Corporate Accounting-II	80	20	100
BC 402	Business Statistics-II	80	20	100
BC 403	Business Laws-II	80	20	100
BC 404	Company Law-II	80	20	100
BC 405	Computerized Accounting System Practical	60 30	10	70
Optional Subjects				
BC 406	(i) Advertising	80	20	100
	(ii) Entrepreneurship Development	80	20	100
	(iii) Accounting and Reporting Standards	80	20	100

B.Com. Vth Semester

Course Code	Course Title	External	Internal	Total Marks
BC 501	Cost Accounting	80	20	100
BC 502	Financial Management	80	20	100
BC 503	Goods and Services Tax	80	20	100
BC 504	Income Tax-I	80	20	100
BC 505	Auditing	80	20	100
Optional Subjects				
BC 506	(i) Supply Chain Management	80	20	100
	(ii) Indian Economy	80	20	100
	(iii) Fundamentals of Stock Market	80	20	100

B.Com. VIth Semester

Course Code	Course Title	External	Internal	Total Marks
BC 601	Management Accounting	80	20	100
BC 602	Fundamentals of Insurance	80	20	100
BC 603	Human Resource Management	80	20	100
BC 604	Income Tax-II	80	20	100
BC 605	Business Environment	80	20	100
Optional Subjects				
BC 606	(i) Retail Management	80	20	100
	(ii) Corporate Governance	80	20	100
	(iii) Industrial Laws	80	20	100


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COMPUTERIZED ACCOUNTING SYSTEM

External Marks: 60
 Internal Marks: 10
 Practical: 30
 Time: 3 Hours

Note: Paper setter will set nine questions in all. Question No. 1 comprising of five short types questions carrying four (4) marks each is compulsory. It covers the entire syllabus. Answer to each question should not be more than one page. Candidate is required to attempt four questions from the remaining eight questions carrying 10 marks each.

Introduction: installation of Tally, ERP9 – Licensing configurations – Tally Vault Password – Security Control in Tally, ERP9 – Splitting Company Data – Backup and Restore.

Accounting: voucher entry, budget, cost center, balance sheet, profit and loss account, currency, debit note, credit note, interest calculation.

Inventory: stock item, sales order, purchase order, delivery note, rejection out.

Computerized Tax Liability Calculation.

Payroll: Salary Accounting – Introduction to Payroll – Payroll Masters – Payroll Vouchers – Overtime Payment – Gratuity – Advanced Payroll Transactions Basic Salary, Overtime, Bonus, Gratuity, Loan, ESI, Provident Fund, Pension, Commission.

Practical: The candidates should be able to make journal entries, ledger, trial balance and balance sheet and record, other business operations on computerized accounting software, such as Tally ERP (Latest Version).

REFERENCES

- Ashok, K. Nadhavi, Kishor K. Nadhavi, **Implementary Tally 9**, BPB Publications, New Delhi.
- A.K. Nadhavi, K.K. Nadhavi, **Tally Instant Reference (Accounts, Inventory, Advanced)**, BPB Publications, New Delhi.
- Ashok K. Nadavi, **Tally Training Guide (Financial Accounting, Invoicing & Inventory)**, BPB Publications, New Delhi.
- A.K. Nadhavi, **Managing VAT with Tally 9 (Taxation)**, BPB Publications, New Delhi.
- A.K. Nadhavi, K.K. Nadhavi, **Implementing Tally Payroll**, BPB Publications, New Delhi.


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SNRL Jairam Girls College, Lohar Majra, Kurukshetra
B.Com. 2nd Year (2023-24)

Sr. No.	Class Roll No.	University Roll No.	Regn No .	S/Name	F/Name
1	1212122003024	210022826	21-JL-132	MITTALI	SANJAY GUPTA
2	1222122003003	220023007	22-JL-83	KOMAL VERMA	SUNIL VERMA
3	1222122003004	220023008	22-JL-95	SARITA	GIRISH KUMAR
4	1222122003005	220023003	22-JL-96	ANU	DEVENDER KUMAR
5	1222122003006	220023005	22-JL-62	KAVITA	DEVI LAL
6	1222122003007	220023002	22-JL-100	JYOTI	SULTAN
7	1222122003008	220023006	22-JL-97	MONIKA	SUNIL KUMAR
8	1222122003010	220023001	22-JL-107	ANJU RANI	PIRTHI
9	1222122003011	220023004	22-JL-119	MAMTA	SHYAM LAL
10	1222122003012	220023009		KARAMPAL KAUR	SUBA SINGH


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Certificate

This is to certify that project entitled is submitted by

Ms./Mr. Komal verma (Enrollment number 220023007) in partial fulfillment of the Final Examination requirement in Computerised Accounting System Practical Record and is certified to be an original and bonafide work.

Place: SNRL Jalram Girls College

Date: 15 April 2024

A. Wadhwa
20/04/2024

(Name & Signature of the Guide)



Acknowledgement

In the very beginning, I would like to take the opportunity to express my gratitude to the almighty God, for keeping me in good health all through this gruelling project work.

I place on record my sincere gratitude and appreciation to my project guide Mr./Ms. Swati for his/her kind cooperation and guidance which enabled me to complete this project in time.

I take this opportunity to dedicate my project to all our loving faculty members who were a constant source of motivation and I express my deep gratitude to their never ending support and encouragement during this project. Finally, I thank each and everyone who helped me to complete the task.

Place: Kurukshetra

Date: 15 Apr 2024

Swati
20/04/2024

(Name & Signature of the Guide)

For Class .B.com.(2nd)

Session 2023 - 2024



Project Report in Computerised Accounting System with Tally.ERP 9

Submitted by

.....Komal verma.....

Roll No.1222122003.003/22002-
3007.....

Under the Guidance of:

Mr/Mrs/ ..Mo. Swati?.....

Name of the institution/College



SNRL Tapram Girls College

Project No.	Name of the Project	Dated	Page No.	Teacher's Sign
1.	How to start Tally ERP 9		1	
2.	To set a company in Tally ERP 9		4	
3	To create company features		9	
4	To create journal entry in Tally ERP 9		13	
5	To create a purchase invoice in Tally		15	
6	To create sales invoice in Tally ERP 9		16	
7	To prepare a debit note in Tally ERP 9		17	
8	To create a credit note in Tally		18	
9	To create a ledger in Tally ERP 9		19	
10	To create purchase Account		21	
11	How to create ledger in Tally		25	
12(A)	To create travelling expense ledger		28	
12(B)	To create income ledger		29	
13	Trial balance for financial year (April 2021)		30	
14	Trial balance for financial year Dec 2020		31	
15	How to maintain stock in Tally		32	
16	To create godown with diff. options		33	
17	Allocation of item to the godown during item creation		34	
18	Item allocation to the godown with recording transaction		35	
19	To create stock company		36	
20	To create balance sheet in Tally		37	
21	How to Enable Payroll in Tally		39	
22	To create Attendance or production voucher		41	
23	Salary payment voucher		44	
24	How to Activate GST in Tally		45	

PRACTICAL-1

How to start Tally . ERP 9

Tally ERP 9 start up :-

We can start Tally ERP 9 using any of the following ways :

- Click on Start > Programs > Tally ERP 9 > Tally ERP 9 icon

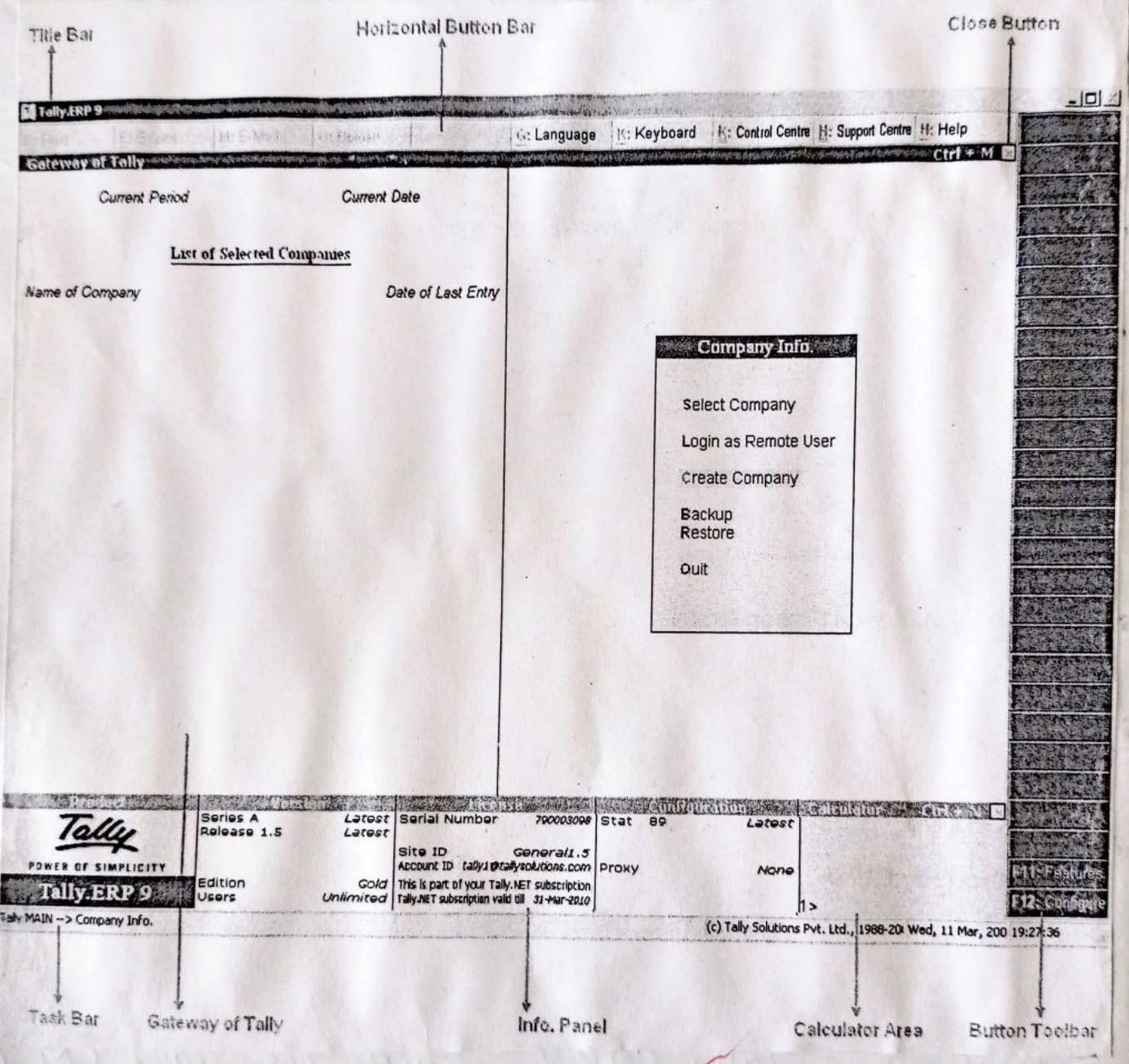
or

- Double click on the Tally ERP 9 on the desktop.

Tally ERP 9 screen components :-

- Title Bar :- Displays the version name and number of Tally ERP 9.
- Horizontal button bar :- selection of language key, keyboard language and ERP 9 help.
- Close button :- Performs the standard windows operating system function (window) allowing us to close / quit . Tally ERP 9 and work on the other applications . To restore Tally ERP 9, click the Tally ERP 9 icon on the task bar.
- Info Panel :- Displays version number, license details, configuration details.

Handwritten notes at the top of the page, including "TALLY ERP 9" and "How to start Tally ERP 9".



PRACTICAL 24 :- (How to Activate GST in Tally ERP 9)

To use GST features in Tally, it is mandatory to enable or activate GST in Tally. After activation of GST feature in Tally ERP 9 all the GST related features are available for all general ledgers, stock items and transactions in Tally.

Refer below step by step procedure to activate GST in Tally

Step 1 :-

From Gateway of Tally, click on F11 features or press function key F11.

Step 2 :-

Under Company features options, choose statutory & taxation or press function key F3.

Step 3 :-

In next screen, company operation alteration,

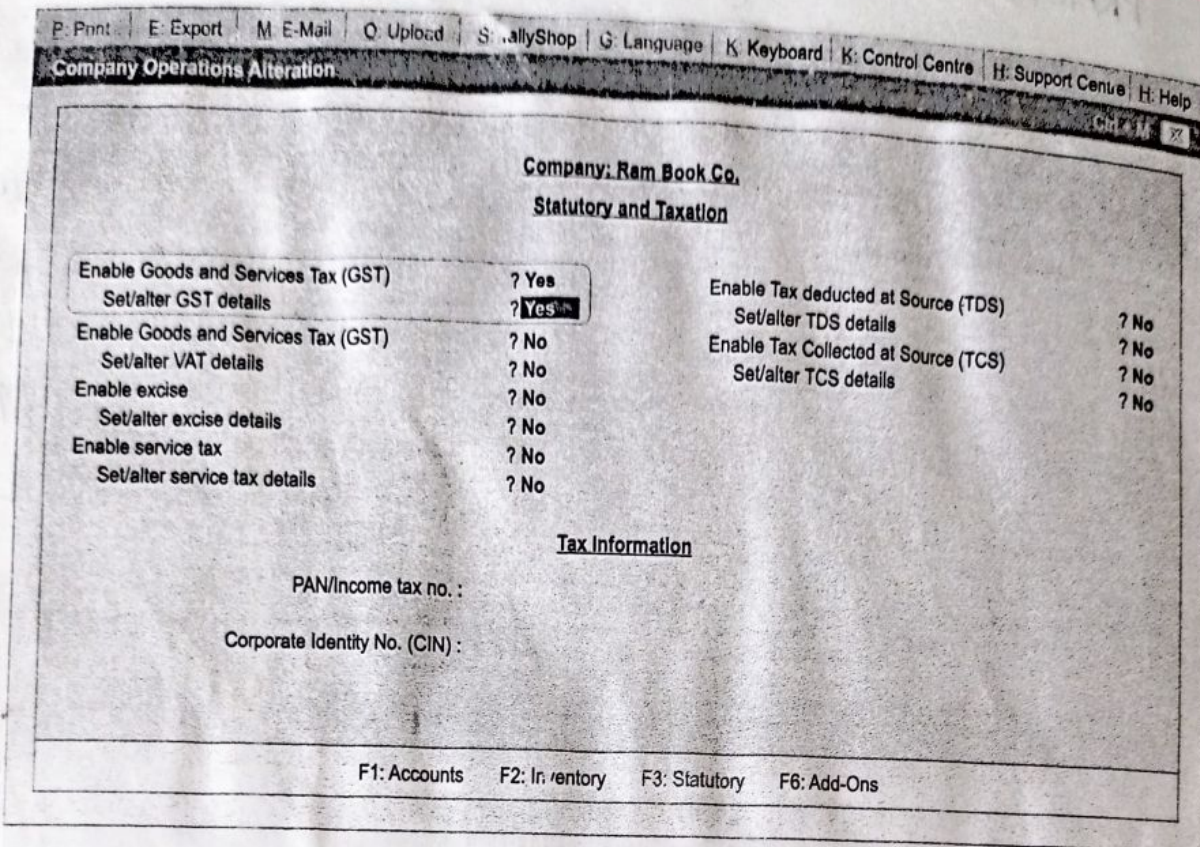


Fig. 24.3. Statutory and Taxation window in Tally.ERP 9

