

ACHARYA NAGARJUNA UNIVERSITY

NAGARJUNA NAGAR, GUNTUR Dist., AP

2nd Year, SEMESTER-IV, B.Com (CA)/B.A(CA)

Computer Accounting with Tally

Unit-I: Introduction to Tally: Introduction, Software versions of Tally, Terminology related to Accounts credit & Debit, Journal, Ledger, Voucher, Group etc. Difference between Manual Accounting and Accounting Packages. Features and advantages of Tally.

Unit-II: Introduction of Tally Software, Creation of a company, Gateway of Tally, Accounts Information, Groups, pre defined Groups, Creation of New Groups, Creation of sub Group.

Unit-III: Ledgers, Ledger Creation – Single and multiple Ledgers, Displaying & altering Ledgers, configure Ledger, Stock Ledger, Ledgers and their Group Allocation.

Unit-IV: Vouchers –types of vouchers – recording of vouchers – entry of payment voucher, Receipt voucher, sales voucher, purchase voucher, Journal Voucher, Contra Voucher, Debit & Credit Note. Creating New Voucher types, customizing the Existing voucher types, Alternation of Voucher, Deletion of Voucher.

Unit-V: Final Accounts: Customizing the final accounts – Profit and Loss Account, Balance Sheet. Key board shortcuts in Tally. Generating the Reports from Tally, Trial Balance, Account Books, Sales, Purchase, Journal Registers, Statement of Accounts, Day Book, List of Accounts.

Reference Books:

1. K. Kiran Kumar, Tally ERP9.
2. Tally 9 In Simple Steps, Kogent solutions Inc., John Wiley & Sons, 2008.
3. Narmata Agarwal, Financial Accounting on Computers Using Tally, Dreamtech Press, 2000.
4. Tally 9.0, Google eBook, Computer World.
5. Vikas Gupta, Comdex Computer and Financial Accounting with Tally 9.0, 2007.
6. Tally ERP 9 Made Simple Basic Financial Accounting, BPB Publisher.
7. Avichi Krishnan, Tally ERP 9 for Real Time Accounting, Book Ganga.

TALLY LAB

1. Create, modify, delete Company and Group Company
2. Create, modify, delete Accounting Groups and sub Groups
3. Create, modify, delete Single Ledger and Multiple Ledgers and their Group Allocation
4. Create, modify, delete voucher types
5. Take a simple problem for usage of different accounting vouchers
6. Prepare a final account for ABC Company using below given sample data.
 1. Create a Company as “ABC Company ” in Tally with inventory management.
 2. Pass the following Entries :-
 - (i). XYZ started “ABC Company” by bringing Capital Rs.3,00,000/- Cash.
 - (ii) He deposited Rs.1,00,000/- cash at ICICI bank.
 - (iii) He paid electricity bill for Rs.1,200/- by cash.
 - (iv) He withdrawn Rs.10,000/- cash for his personal use.
 - (v) He purchased the following item from Computer Lab. Ltd. on credit with 4% Vat rate.
 - (a) Computer - 10 Nos. - @20000/- each
 - (vi) He sold the following item to Som nath Traders in cash with 4% Vat rate.
 - (a) Computer - 5 Nos. - @27500/- each
 - (vii) He received Rs.6,000/- as commission from Rohit by cash.
 - (viii) He paid House Rent for Rs.5,000/- by cash.
 - (ix) He withdrawn Rs.25,000/- cash from ICICI Bank.
 - (x) He purchased furniture for Rs. 25,000/- by cash for office use.
 3. Show the Trial Balance and Balance Sheet of “Sagar Industries Ltd.”
 4. Show the Vat Computation report of the above company.
 5. Show the Cash Book & Bank Book of the company.
 6. Show the Day Book.
 7. Backup and restore the company data.

B.Com (CA)/B.A (CA) DEGREE EXAMINATION

MODEL PAPER

Second Year – IV Semester
Subject: **Computer Accounting with Tally**

Time: Three hours
max: 75 marks

*Answer any **FIVE** from the following*

(5X15=75)

1. Explain evolution of Tally and what are the features and advantages of Tally?
2. Differentiate between Manual Accounting and Accounting Packages.
3. Write a procedure to create, modify, and delete Company and Group Company.
4. Explain about Gateway of Tally.
5. Explain about some Ledger groups and their purpose.
6. Explain Accounting vouchers and their purpose.
7. What are final accounts and explain.
8. Write keyboard shortcuts in Tally.